

Cambridgeshire Statement of Community Involvement



Cambridgeshire County Council
January 2019

CAMBRIDGESHIRE STATEMENT OF COMMUNITY INVOLVEMENT (FIRST REVIEW)

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SECTION 1: COMMUNITY INVOLVEMENT

1.0 INTRODUCTION

- 1.1 This is the second review of the Cambridgeshire Statement of Community Involvement (SCI). Planning legislation requires that each planning authority prepare an SCI which must show how local communities, business (including industry) and other stakeholders (e.g. district/parish councils, Environment Agency, and interest groups) can expect to be actively, meaningfully and continuously involved in the planning processes carried out by the County Council.
- 1.2 This SCI was subject to six weeks of public consultation in autumn / winter 2018, and the responses received have been taken into account. The SCI was approved by Cambridgeshire County Council's Economy and Environment Committee on 10 January 2019.
- 1.3 As a minimum an SCI must include details of what will be undertaken in respect to:
- the preparation, alteration and review of mineral and waste planning policy documents;
 - significant development management decisions on planning applications for mineral extraction and facilities for waste disposal; and
 - significant development control decisions on planning applications related to the services that the County Council provides such as schools, libraries and roads.
- 1.4 This document sets out the minimum level of community involvement that the County Council proposes will be undertaken on the work included in this SCI. This level has been determined bearing in mind the nature of the work; statutory requirements; and level of resources available. There may be occasions when projects or issues arise that warrant going beyond the level of community involvement set out in this SCI, and this document does not preclude that from happening. The approved SCI will be made available on the County Council's website.

2.0 WHAT WE DO

- 2.1 The activities covered by this SCI include the preparation of plans and strategies, as follows:
- Minerals and Waste Local Plan;
 - Local Enforcement Plan for Minerals and Waste Development in Cambridgeshire;
 - Supplementary Planning Documents; and
 - Neighbourhood Planning.

In addition to the delivery of projects and proposals on the ground:

- Planning applications for mineral, waste management and the County Council's own development, such as schools and roads.

3.0 WHO MAKES UP OUR COMMUNITY?

- 3.1 Stakeholders have important local knowledge, expertise, and perspectives which collectively can help us make better plans, strategies and decisions on planning

applications. However, harnessing this wealth of knowledge and experience can be challenging. Many groups are already involved with planning in Cambridgeshire, but the County Council is keen to encourage other stakeholders to participate.

- 3.2 Different stakeholders may benefit from different methods of engagement. Similarly, different documents and proposals will generate different levels of interest. Community engagement is often greatest once it can be seen how proposals relate to communities in a specific way i.e. on the ground in a local area.
- 3.3 The main categories of stakeholders, although some may appear in more than one, are:

Statutory consultees: Statutory consultees are bodies which the County Council must consult in order to comply with requirements set out in legislation. This can be on plans and strategies, planning applications and projects, and includes bodies such as government agencies and other local authorities, including those which border Cambridgeshire. For example, district councils, Environment Agency, Highways England, Historic England, and Natural England. Parish Councils are statutory consultees for planning policy documents; and are also notified of, and have opportunity to respond to, planning application consultations.

Strategic stakeholders: This group can be defined as people who represent organisations with particular interests, whether at a national or local level, or who have particular information or expertise to offer. Examples include trade bodies and interest groups such as the Royal Society for the Protection of Birds, Friends of the Earth, NHS England, Ramblers, British Horse Society, cycling groups, Local Access Forums, and The Wildlife Trust.

Community stakeholders: This group includes individuals or organisations that are interested because they live in the community the development will affect, for example interested individuals, local businesses and operators, developers, agents and landowners, and local action groups. These community stakeholders can be the most challenging to engage. Some individuals and groups may have no interest in proposals until they are directly affected by them, but their engagement is often crucial to the success of a strategy or project.

- 3.4 We also need to involve 'hard to reach' groups. This may include the elderly, the young, ethnic groups, people with disabilities, or those living in areas of deprivation / remote rural areas. Such groups of people may historically have been under represented and less participative. To help engage these groups the County Council may make (on request) documents and any other related literature available in a variety of formats e.g. Braille, large print, audio cassette and languages other than English.

4.0 HOW WE WILL WORK WITH OUR COMMUNITY

- 4.1 **Community involvement in land use planning** - the main techniques for community involvement have been reviewed and can involve people at three different levels:

Informing people – keeping people up to date with the current position at each stage of the process. It is up to the individual / group to make a representation or to

become further involved

Consulting people – finding out what individuals / groups think about particular approaches that are being taken. This is normally a formal period of time when representations will be invited from all parties e.g. on a draft version of a document or planning application

Involving people (Participation) – active involvement from individuals/groups in order to further the discussion around a particular issue. Parties should bring something to the table in a positive way, rather than reacting to a particular issue or document.

- 4.2 There are many models of community involvement. At its most simple level, a community involvement process should ensure that people:
- have access to information;
 - can put forward their own ideas and feel confident that there is a process for considering ideas;
 - can take an active part in developing proposals and options;
 - can comment on formal proposals; and
 - can get feedback and are informed about progress and outcomes.
- 4.3 Different types of techniques have different benefits, therefore a range of community involvement techniques will be used, depending on the nature of the project that is subject to consultation, regulatory requirements, and the target audience. The SCI sets out how the County Council proposes to involve the community in the land use planning work it undertakes.
- 4.4 The majority of the UK population is online. They have high expectations for what makes a good digital service. Cambridgeshire County Council recognises the growing trend by residents to access service information through online resources. This SCI takes this strategy on board and information will normally be available online via the County Council's web site www.cambridgeshire.gov.uk.
- 4.5 If you want to find out about planning applications (current and those already decided) you can also do this online. You can search by application number or geographical area, and see the planning application page. It will allow you to view the documents that have been submitted, and see the status of the application. Each application has a case officer and they are also available to assist should someone need more information or help.
- 4.6 Non-digital communication - not everyone is able to use digital communications, information and services independently, and the needs of people who are not online still need to be considered. If stakeholders cannot or do not wish to be involved through a digital means the County Council will provide contact number / officer they can call. Officers will assist to ensure that everyone can still feed into the consultations.

5.0 HOW TO ENGAGE WITH YOUR COUNTY COUNCILLOR AND AT COUNCIL MEETINGS

- 5.1 As a starting point it is recommended that you respond to the consultation, preferably by the method being used e.g. questionnaire; representation form; online. There will be mechanisms in place to consider all representations made, and the majority of consultations will lead to a decision being made by the Council through its democratic processes e.g. committees.
- 5.2 However, if you feel that you wish to go beyond this, you can consider approaching your local councillor to represent you and / or represent yourself in the decision making process of the Council. Details of how the Council makes its decisions are set out below.
- 5.3 **How the Council makes decisions**
Committees are responsible for most major decisions. The majority comprise up to ten Councillors. When major decisions are to be discussed or made, these are published in the Council's Forward Plan insofar as they can be anticipated. If these major decisions are to be discussed with Council officers at a meeting of a Committee this will generally be open for the public to attend, except where personal or confidential matters are being discussed. The Committees have to make decisions which are in line with the Council's overall policies and budget. If they wish to make a decision which is outside the approved budget or policy framework (other than decisions undertaken by Planning Committee) this must be referred to the Council as a whole to decide.
- 5.4 **Involving your Local Councillor**
Information about how to find out who represents you is on the County Council's website (under the Council Tab). Your local councillor is kept informed about developments in your area and is able to represent you at Council meetings; alternatively you may wish to become directly involved yourself (see below).
- 5.5 **Being involved in Council decisions and meetings**
If you wish to become involved in the decision making processes of the County Council, advice on how to do this is below.
- 5.6 Full advice regarding the following is available on the County Council's website, including the County Council's Constitution. **Please check the website or contact the County Council's Democratic Services Team to ensure that you have the latest advice.**

Petitions Scheme

Petitioning is one way that individuals, community groups and organisations can participate in the democratic process. A petition can raise issues of public concern with the County Council, thereby allowing Councillors to consider the need for change either within the County or on a wider scale. The County Council welcomes petitions and recognises that petitions are one way in which people can let it know their concerns.

A petition relating to speaking at Council or a Committee Meeting (excluding Planning Committee or Joint Development Control Committee) must be signed by at least 50 local people who have an interest in the subject of the petition

(addresses of the signatories must be provided). The petition must also relate to the powers and duties of that Committee / body, and must be submitted no later than 9.00 am, 5 working days prior to the meeting. It must be accepted by the Chairman/woman of the Committee for presentation at the meeting. The petition organiser will normally be asked to make their representation at the beginning of the relevant committee item. (Full details of the petition process are in the County Council's Constitution, Part 4 Rules of Procedure, which can be found on the County Council's website. There are also exceptions to this Scheme which are set out in Part 4.1 of the Constitution.

Petition instructions in respect of the Joint Development Control Committee can be found on Cambridge City Council's website).

ePetitions

In addition to paper petitions, the County Council offers an online petitioning service so you can publish and collect signatures on your petition via the link on the website. This means that the petition can be made available to a potentially much wider audience giving you the opportunity to gather names in support.

Public question time at Council meetings (excluding Planning Committee)

Up to four members of the public can ask questions of the Leader of the Council or of the Chairman/woman of any committee at each ordinary meeting of the full Council.

Public speaking at Committees and Sub-Committees (excluding Planning Committee)

Any member of the public can speak once in any debate at a Committee and Sub-Committee meeting. Members of the public wishing to speak need to make a request in writing no later than 12.00 noon three working days before the meeting.

Public speaking at the Planning Committee

Meetings of the Council's Planning Committee are open to the public. In addition, if you have previously submitted written representations about a planning application (either for or against), you may speak to the Committee, provided that you have given advance notice of your wish to do so.

The following parties may take part in public speaking at Planning Committee:

- (a) Public bodies (district / city / town / parish council, Environment Agency, Natural England, Sport England etc.)
- (b) Supporters of the proposals (applicant and / or agent; other supporters)
- (c) Objectors to the proposals
- (d) The local councillors(s)

Guidance on this matter, including a form to register for speaking at Planning Committee, is also on the Council's website.

SECTION 2: WORKING WITH OUR COMMUNITY ON PLANS AND STRATEGIES

1. The Minerals and Waste Local Plan

The County Council is a Mineral and Waste Planning Authority and has the duty to prepare a plan to guide mineral and waste management development, by setting out policies against which planning applications for such development will be assessed and determined.

The minerals and waste plan will also be used by developers when putting forward proposals and by the County Council and other stakeholders when considering planning applications.

The process of preparing a Minerals and Waste Plan is governed by planning legislation which sets out what stages a plan must go through, and the minimum consultation which must be undertaken. The following table takes into account the statutory requirements and outlines the community involvement that the County Council will undertake when it prepares such a plan. The community involvement set out below goes beyond the minimum required by planning regulations.

The Localism Act 2011 introduced the Duty to Cooperate which requires land use planning authorities to cooperate on matters which are cross boundary and on strategic priorities identified by the Government (which includes mineral and waste management development). Involvement is required to be active, constructive and on an ongoing basis. The County Council has a separate Statement which sets out how as Mineral and Waste Planning Authority it will meet its Duty to Cooperate, and the community involvement proposals outlined below will contribute towards this.

Plan / Strategy	Community Involvement
<p>Minerals and Waste Local Plan</p> <p>Initial Consultation</p>	<ul style="list-style-type: none"> • Consult / inform statutory* consultees and other relevant parties; • Place documents and response form on website (the response form will also be available in hard copy on request); • Place documents at specified office(s); • Six week consultation period; • Meeting with stakeholders (as appropriate following the receipt of representations); • Press release / media interviews (as appropriate); • Attend parish / town council meetings (on request, and if this is possible); and

Plan / Strategy	Community Involvement
	<ul style="list-style-type: none"> • Advise minerals and waste liaison forums ** (as meetings allow).
Draft Plan Consultation	<ul style="list-style-type: none"> • Consult / inform statutory* consultees and other relevant parties; • Place documents and response form on website (the response form will also be available in hard copy on request); • Place documents at a specified office(s); • Six week consultation period; • Meeting with stakeholders (as appropriate and following receipt of representations); • Press release / media interviews (as appropriate); • Attend parish / town council meetings (on request, and if this is possible); and • Advise minerals and waste liaison forums ** (as meetings allow).
Submission Plan Consultation	<ul style="list-style-type: none"> • Six week consultation period; • Consult 'statutory' consultees and other relevant parties, including those who have requested to be informed; • Place documents on website (the response form will also be available in hard copy on request); • Place documents at a specified office(s); • Press release / media interviews (as appropriate); • Attend parish / town council meetings (on request, and if this is possible); • Advise minerals and waste liaison forums ** (as meetings allow); and • Submit required documents / evidence to Secretary of State (SoS), and inform those who have requested confirmation of submission.
Examination	<ul style="list-style-type: none"> • inform statutory consultees and other relevant parties, of the Examination arrangements and the person appointed to carry out the Examination; and • place details of the Examination arrangements & appointed Inspector on website, and at specified office(s).

Plan / Strategy	Community Involvement
Post Examination	<ul style="list-style-type: none"> • Publish Inspector's Report on the website; • Make Inspector's Report available to view at specified office(s); and • Give notice to those who have requested notification.
Adoption	<ul style="list-style-type: none"> • Inform statutory consultees and other relevant parties of adoption, including to those who have requested notification; • Place Plan and adoption statement on website; • Place documents and adoption statement at a specified office(s); • Publish Plan and accompanying documents on website; and • Inform minerals and waste liaison forums** (as meetings allow).

* See Appendix 1

** Local Liaison Forums can be formed at major mineral and/or waste management sites. The membership and remit of the forums varies according to the nature of the site, but generally they meet to discuss matters arising in respect to the site including operational matters which may affect the local community, and / or future proposals. Membership varies but can comprise the operator, members of the local community (e.g. close residents), member(s) of the Parish Council, the Environment Agency, the District Council, and an Officer from the County Planning, Minerals and Waste Team. They are normally chaired by the local county councillor, and can meet on a regular basis, or 'as and when' required.

2. Local Enforcement Plan for Minerals and Waste Development in Cambridgeshire (EP)

Once planning permission is granted monitoring visits are undertaken to ensure compliance with planning conditions and obligations in legal agreements. Action is also taken to ensure that unauthorised development is addressed and to encourage good working practice. Where appropriate, enforcement action is taken against breaches of planning control in order to bring unauthorised activity under control, and to reverse or reduce any adverse effects of such development.

The Government suggests (through its National Planning Policy Framework) that local authorities prepare an Enforcement Plan (EP) to manage enforcement proactively and in a way which is appropriate to their area. The EP sets out the County Council's approach to achieving planning compliance at mineral and waste management sites within Cambridgeshire through both proactive monitoring of sites and also investigating and pursuing alleged breaches of planning control. Whilst the process of preparing an EP is not governed by legislation, the County Council will involve the community in preparing / reviewing its EP.

Plan / Strategy	Community Involvement
<p>Local Enforcement Plan (EP) for Minerals and Waste Development in Cambridgeshire</p> <p>Consultation Draft</p>	<ul style="list-style-type: none"> • draft copy of the EP and explanatory letter to be e-mailed to the following organisations: <ul style="list-style-type: none"> • principal mineral and waste companies which operate in Cambridgeshire; • adjoining mineral and waste planning authorities; and • district and parish councils in Cambridgeshire. • consultation period of 6 weeks, responses to be provided in written form; and • consultation responses to be published on the Council's website. Each to be considered, and where appropriate the EP amended to address the issues or comments raised.
<p>Approved Plan</p>	<ul style="list-style-type: none"> • approved EP to be placed on the Council's website (approval by Planning Committee).

3. Supplementary Planning Documents

A planning authority may prepare Supplementary Planning Documents (SPDs) to provide greater detail on the policies of its development plan documents, i.e. the Council's adopted Minerals and Waste Plan. The preparation process of an SPD is subject to planning legislation, both the stages it goes through and the minimum community involvement that must be undertaken, but this is less onerous than preparing a local plan and consultation can be targeted at a certain audience if necessary. SPDs must be consistent with the overarching development plan.

Plan / Strategy	Community Involvement
<p>Minerals and Waste Supplementary Planning Documents</p> <p>Evidence</p>	<ul style="list-style-type: none"> • Information gathering / evidence base.
<p>Draft SPD</p>	<ul style="list-style-type: none"> • Consult statutory* consultees and other relevant parties, setting out arrangements for viewing documents and making representations; • Place proposals on website (forms available in hard copy on request); • Place documents at a specified office(s); • Six week consultation period; • Meeting with stakeholders (on request and following receipt of representations); • Press releases / media interviews e.g. local radio (on request); • Attend parish / town council meetings (on request and if possible); and • Advise minerals and waste liaison forums** (as meetings allow).
<p>Adoption</p>	<ul style="list-style-type: none"> • Inform statutory consultees and other relevant parties, including those who have requested notification; • Place documents and notice of adoption on website; • Press releases / media interviews e.g. local radio (on request); and • Inform minerals and waste liaison forums** (as meetings allow).

* See Appendix 1

** see footnote on page 8

4. Neighbourhood Plans

The Localism Act 2011 gave the right for local communities to prepare neighbourhood plans; and this is undertaken at the local level e.g. normally led by the parish and / or district council.

The County Council has no specific legislative duties in relation to Neighbourhood Planning, nor any specific resource (including officer time) set aside to assist any area undertaking Neighbourhood Planning. However, on request, the County Council may be able to accommodate any reasonable request for assistance, such as providing statistical information which the County Council may hold for a specific area.

SECTION 3: WORKING WITH OUR COMMUNITY ON THE DELIVERY OF PROJECTS AND PROPOSALS ON THE GROUND

1. Planning applications for mineral, waste management and the County Council's own development such as schools, libraries, social services buildings, and transport infrastructure

The County Council determines planning applications for minerals and waste and related development including mineral extraction; aggregates railheads / wharves; mineral processing; waste management facilities. We also process applications for County Council development for example school related development, roads and cycle paths. Planning applications are considered against the National Planning Policy Framework, the Development Plan, the Planning Practice Guidance and other relevant factors known as material considerations. The Development Plan consists both of the County Council's planning policies, and District or City Council planning policies.

The majority of planning applications can be decided by planning officers in accordance with planning policy using delegated powers, with the approval of the Chairman of the Planning Committee and Local County Councillor(s). The most significant controversial planning applications are normally determined by the County Council's Planning Committee or the Joint Development Control Committee depending on the area and nature of the project. Planning officers make recommendations to the relevant Committee based on planning policy to guide the Committee's decision making. Further details of these Committees, including membership, remit, agendas, and minutes, are available on the County Council's and Cambridge City Council's web pages respectively. Applicants are advised to ensure that they understand the Committee processes for the respective Committee that their proposal will go to, as this may vary slightly.

The nature of the planning application will determine what level of community involvement is undertaken. There are two categories - one for 'high level' community engagement. This includes applications which are accompanied by an Environmental Statement or which are likely to raise significant land use planning considerations. The second is 'standard level' which is for applications which are not likely to raise any major land use planning matters.

Pre-application advice, which is chargeable, is available from a range of County Council Teams including advice on land use planning, flood and water, transport and historic and natural environment matters. Details for each can be found on the County Council's web page.

i. Category A: "High Level" Community Involvement

These are applications involving potentially significant environmental effects or are contrary to the development plan. This will include developments that are:

- accompanied by an Environmental Statement; and/or
- a major departure from the development plan; and

- applications which are broadly consistent with the development plan but which raise potential site specific issues that will significantly:
 - affect nearby sensitive receptors (people or sensitive biodiversity such as a SSSI) by causing noise, smell, vibration, pollution to the water environment, dust or fugitive emissions to air;
 - raise health concerns;
 - affect floodplains and / or give rise to significant surface water flooding;
 - attract heavy traffic into a generally quiet residential area;
 - cause activity and noise during unsociable hours;
 - introduce any significant change to an area, for example, particularly large / tall buildings or structures;
 - affect an ancient monument, conservation area, listed building or archaeological site or the setting of those heritage sites;
 - affect trees subject to Tree Preservation Orders;
 - physically affect a public right of way.

Some of the planning applications the County Council makes as a developer are for major transport infrastructure projects which promote economic growth at a regional and local level, as well as enabling the movement of traffic on the road network, helping the County Council to meet its aim of keeping Cambridgeshire moving and open for business. The County Council's Major Infrastructure Team commission the preparation of these planning applications, sometimes in partnership with the Greater Cambridge Partnership (GCP), and seek planning permission on behalf of the Council. Major transport infrastructure projects include:

- Bypasses and roundabouts;
- Busways;
- Passenger Transport interchanges (e.g. road / rail);
- Bridges;
- Bus priority measures and bus lanes;
- Major road maintenance projects;
- Cycleway projects; and
- Enhancements to the Busway and Park & Ride sites.

All of these projects fall into the 'high level'

ii. Category B: “Standard Level” Community Involvement

All other development proposals that are not triggered by Category A above.

The community involvement associated with each of these categories is set out below.

Project	Community Involvement
<p>Planning Applications – High Level</p> <p>Pre Application</p>	<p><u>To reflect best practice, applicants should undertake the following actions:</u></p> <ul style="list-style-type: none"> • Pre-application discussions with County Council (prior to undertaking the following requirements); and to determine if the proposal needs to be referred to the Cambridgeshire Quality Panel, and if this needs to be prior to the applicants pre-submission consultation with the public (see Appendix 3 for referral criteria) [Applicant] • Pre application discussion with statutory and non statutory consultees (including District, City, and parish/town councils). Attendance on request at open Council meetings [Applicant] • Pre-application discussions with community [Applicant] • Present proposals (if requested) to at least one meeting with County Council / Joint Development Control Committee members and officers, and if appropriate provide a guided site visit [Applicant] • One or more manned public exhibitions (to be agreed with CCC). These must be well publicised, including in a local newspaper (minimum two weeks in advance, paid for by the developer). They must be held in a local venue and must include an afternoon and evening. All material to be in ‘plain English’ including a summary of main documents. Provide an opportunity for the local community to provide feedback in oral, written, or electronic form [Applicant] • Leaflets / posters in the local area, advertising the public exhibition(s) and providing a ‘plain English’ explanation of the proposed development [Applicant] • Media coverage (press releases/parish newsletters/local newspapers) [Applicant]

	<ul style="list-style-type: none"> • Liaison groups ** (where existing) for minerals and waste development [Applicant]
Application/Decision Stage	<p>The following actions are to be undertaken by the County Council:</p> <ul style="list-style-type: none"> • Site notices [Council] • Neighbour notification [Council] • Letter to respondents [Council] • Applications available for inspection including via the website [Council] • Notification to local County Councillor(s) [Council] • Consultation with statutory and non statutory consultees (including District, City, and parish/town Councils) [Council] • Media (statutory notices, press releases, parish newsletters (where appropriate)) [Council] • One-to-one meetings/group meetings (where appropriate) [Council] • Liaison groups (where existing) for mineral and waste development [Council] • Letter to respondents & consultees inviting them to speak at Committee [Council] • Committee report available for inspection including on website [Council]
Post Decision Stage	<ul style="list-style-type: none"> • Decision Notice to applicant [Council] • Letter to applicant, district/city council(s), parish council, community groups and respondents advising of decision [Council] • Committee Report and decision notice available for inspection including the website [Council] • Advertising any decisions made under Environmental Impact Assessment Regulations 2017 [Council] •

Project	Community Involvement
<p>Planning Applications – Standard Level</p> <p>Pre-application</p>	<p><u>To reflect best practice, applicants should undertake the following actions:</u></p> <ul style="list-style-type: none"> • Pre-application discussions with County Council [Applicant]

	<ul style="list-style-type: none"> • Liaison groups (where existing) [Applicant]
Application/Decision Stage	<p>The following actions are to be undertaken by the County Council:</p> <ul style="list-style-type: none"> • Site notices [Council] • Neighbour notification [Council] • Notification to local County Councillor(s) [Council] • Applications available for inspection including website [Council] • Media (statutory notices where required by legislation) [Council] • Written consultation with statutory consultees (including link to documentation) [Council] • Liaison groups ** (where existing) [Council] • Letter to respondents & consultees inviting them to speak at Committee [Council] • Committee report available for inspection including on website [Council]
Post Decision Stage	<ul style="list-style-type: none"> • Letter to district/city council(s), parish council, community groups and respondents [Council] • Committee Report and decision notice available for inspection including the website [Council]

** see footnote on page 8

Appendix 1: Statutory Consultees for the Minerals and Waste Local Plan and Supplementary Planning Documents

Statutory consultees for planning policy work (Local Plans and Supplementary Planning Documents) are identified in the Town and Country Planning (Local Planning) (England) Regulations 2012. The County Council as Mineral and Waste Planning Authority is required to consult:

- (a) each of the **specific** consultation bodies to the extent that the local planning authority thinks that the proposed subject matter of the development document affects the body; and
- (b) such of the **general** consultation bodies as the local planning authority consider appropriate
- (c) bodies prescribed under the **Duty to Cooperate** (which may overlap with (a) and (b))

The Minerals and Waste Planning Authority will decide 'the extent' to which proposals affect a specific or general consultation body. Please note these lists are not exhaustive and successor bodies will be consulted when organisational changes occur.

A. Specific Consultation Bodies

- Coal Authority;
- The Environment Agency;
- Historic England;
- Marine Management Organisation;
- Natural England;
- Network Rail Infrastructure Limited;
- Highways England;
- a relevant authority any part of whose area is in or adjoins the local planning authority's area i.e. Parish, Town, District and Neighbouring County / Unitary Authorities;
- any person to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003, (ii) any person who owns or controls electronic communications apparatus situated in any part of the local planning authority's area;
- any body exercising the following functions in any part of the local planning authority's area:
 - a Primary Care Trust* established under section 18 of the National Health Service Act 2006 or continued in existence by virtue of that section;
 - a person to whom a licence has been granted under section 6(1)(b) or (c) of the Electricity Act 1989
 - a person to whom a licence has been granted under section 7(2) of the Gas Act 1986
- sewerage undertakers;
- water undertakers;
- Homes England (formerly Homes and Communities Agency); and
- Police Authority.

B. General Consultation Bodies in the Authority's Area

- voluntary bodies some or all of whose activities benefit any part of the local planning authority's area;
- bodies which represent the interests of different racial, ethnic or national groups in the local planning authority's area;
- bodies which represent the interests of different religious groups in the local planning authority's area;
- bodies which represent the interests of disabled persons in the local planning authority's area; and
- bodies which represent the interests of persons carrying on business in the local planning authority's area.

C. Duty to Cooperate Bodies

- The Environment Agency;
- Historic England;
- Natural England;
- Mayor of London;
- Civil Aviation Authority;
- Homes England (formerly Homes and Communities Agency);
- each Primary Care Trust established under section 18 of the National Health Service Act 2006 or continued in existence by virtue of that section*;
- Public Health England;
- Office of Rail Regulation;
- Transport for London;
- Integrated Transport Authority;
- each highway authority within the meaning of section 1 of the Highways Act 1980 (including the Secretary of State, where the Secretary of State is the highways authority);
- Marine Management Organisation; and
- The Combined Authority (which includes the former Local Enterprise Partnership).

*Advisory footnote: The Health and Social Care Act 2012 set the framework for establishing Clinical Commissioning Groups which have taken over core work previously undertaken by Primary Care Trusts (PCTs). Equally NHS England now also undertakes functions previously undertaken by the PCTs. When consulting on a proposal which may have health impacts careful consideration should be given to ensuring that the correct bodies are consulted.

Appendix 2: Cambridgeshire Quality Panel

The Cambridgeshire local authorities have high aspirations for the quality of the new developments that are being brought forward in the County, as outlined in the Cambridgeshire Quality Charter for Growth. The Cambridgeshire Quality Panel provides independent advice to the local authorities after assessing schemes against all four 'C's of the Quality Charter: community, connectivity, climate and character, within the context of the adopted planning policy framework.

This Appendix sets out the County Council's criteria for referring planning applications, made by the County Council, to the Quality Panel. Only these planning applications will be referred.

Criteria for referral to the Quality Panel:

Infrastructure projects – stations, transport interchanges, road bridges etc.

All new schools (including replacement schools where an existing school is demolished and replaced)

Extension to schools – where they give rise to significant effects on the locality e.g. through affecting to a significant degree an important street scene; important views; a conservation area; listed building(s); scheduled monuments or their setting

Large public buildings – which are likely to establish, or need to fit in with an already established form of high architectural quality e.g. in a major development / redevelopment area

Other buildings / infrastructure proposals – which may not be large, but which are out of the ordinary due to their size; setting; scale; form; materials or surroundings which need detailed design consideration