**Record of Consultation and Engagement with Key Stakeholders and Public Bodies- November 2014 to 28 April 2016**

**Date – When**

**Consultees – Who was there/target audience**

**Purpose/Issues – What was intended to gain from the consultation/meeting**

**Outcome – the result in 1 sentence**

**Location – Where the event/meeting held, notice placed**

**Format - What was the type of consultation, ie meeting, exhibition, presentation, workshop, Question & answers session, discussion, informal or formal**

| **Date**  | **Consultee/s**  | **Purpose/issues discussed** | **Outcome** | **Location**  | **Format**  |
| --- | --- | --- | --- | --- | --- |
| 04/12/14 | Developer (Corinthian Land) | Discussion of key issues, South Canterbury | Issues to be progressed | Canterbury City Council  | Meeting |
| 05/12/14 | Kent Planning Officer’s Group (KPOG) | Topical issues, including cooperation between planning authorities | Issues to be progressed | Thanet District Council | Meeting |
| 05/12/14 | Kent County Council Highways Agency and Thanet District Council | Strategic road network co-operation  | Thanet District Council produced a paper relating to Strategic Road Network issues | Thanet District Council | Meeting |
| 10/12/14 | Joint Transportation Board  | Highway matters:* Petition: parking in Whitstable
* Winter Service Plan 2014-15
* Highway Works programme
* Parish council representation and voting rights.
 | Debate and recommendationsThe Board makes recommendations to KCC Cabinet member for Highways and CCC Committees on proposed transportation schemes and issues that affect the highway. | Guildhall, Canterbury | Meeting |
| 17/12/14 | Natural England | To make clear and resolve Natural England’s concerns with respect to potential for significant impacts on N2K sites resulting from the draft local plan. | Agreed results of Blean pollution desk top study to be non-significant, agreed the Strategic Access Management and Monitoring (SAMM’s) as appropriate mitigation, discussed water quality. | Natural England Offices, Ashford | Meeting |
| 09/01/15 | Homes & Community Agency (HCA) | Periodic update meeting regarding Homes & Community Agency land and development activity in district as well as general updates on Local Plan | Homes & Community Agency up to date on key developments and emerging Local Plan  | Canterbury City Council  | Meeting  |
| 21/01/15 | Developer (Corinthian Land) | Discussion of key issues , related to South Canterbury | Issues to be progressed | Canterbury City Council  | Meeting |
| 22/01/15 | University of Kent (UoK) | To discuss key issues related to Masterplan | Issues to be progressed | University of Kent | Meeting |
| 30/01/15 | Developer (BDB / Hobbs Parker) | Discussion of key issues related to Sturry/Broad Oak  | Issues to be progressed | Canterbury City Council | Meeting |
| 02/02/15 | Southern Housing Group (SHG) | Update to discuss affordable housing matters inc. Local Plan process | Update on Local Plan process and Southern Housing Group activity. | Canterbury City Council  | Meeting |
| 05/02/15 | Developer (Corinthian Land) | Discussion of key issues, South Canterbury | Issues to be progressed | Canterbury City Council  | Meeting |
| 13/02/15 | East Kent CIL & Infrastructure meeting  | Meeting with Ashford, Shepway, Thanet and Dover Councils to update each other with respect to CIL and Infrastructure funding and to discuss common issues.  | Updates given on Local Plan progress, CIL progress and impending pooling restrictions.  | Ashford Borough Council | Meeting |
| 17/02/15 | Joint Transportation Board | Highway matters:* Kings Road: Crash remedial measure
* Annual Parking Review 2014
* St Dunstan’s Area Highway Improvement Proposal
* Highway drainage
* Highway works programme
* Updates regarding roadwork legislation and enforcement of A-Boards
 | Debate and recommendations | Guildhall, Canterbury  | Meeting |
| 27/02/15 | Kent Planning Officer’s Group (KPOG) | Topical issues, Cooperation between planning authorities | Issues to be progressed | KCC,Sessions House, Maidstone | Meeting |
| 11/3/15 | Greenbalance on behalf of English Heritage | Discussion about development proposals and historic cities. | Provided information for a study English Heritage undertaking. | Canterbury City Council  | Meeting |
| 11/03/15 | South East Water  | Broad Oak Reservoir update | Information on current position and future process | Canterbury City Council  | Meeting |
| 13/03/15 | Meeting with Kent and Canterbury Hospital | Future development needs | Understanding of process | Canterbury City Council | Meeting |
| 13/03/15 | Kent Planning Policy Forum | Cooperation between Kent planning authorities | Issues to be progressed | KCC,Sessions House, Maidstone | Meeting |
| 18/03/15 | Sturry Parish Council  | Presentation of LP process and issues  | Understanding of process | Sturry Primary School | Presentation |
| 20/3/15 | East Kent Duty to Co-operate Planning Officers Group | To discuss matters pertaining to Duty to Cooperate between east and mid Kent Councils. | Updates on Local Plan progress, need to agree a way forward for Duty to Cooperate, need to get involved in the London undersupply issue. | Ashford Borough Council  | Meeting |
| 25/03/15 | Kent County Council | Funding of Kent County Council education and social infrastructure post pooling restrictions. | Kent County Council to take advice with respect to various strategies  | Canterbury City Council | Meeting  |
| 27/03/15 | Thanet District Council and consultants | To discuss key work streams in relation to SHMA. | Agreed actions | Thanet District Council | Meeting |
| 01/04/15 | North Kent Environmental Planning Group consisting of Dartford, Gravesham, Medway, Swale and Kent, plus Natural England, the RSPB, Kent Wildlife Trust | To discuss details of Strategic Access Management and Monitoring (SAMM’s) and Habitat Regulations | Agreed in principle to jointly commission further consultancy work detailing Strategic Access Management and Monitoring (SAMM’s) tariffs | Swale Borough Council  | Meeting |
| 02/04/15 | Stagecoach East Kent/ KCC Highways/ Canterbury City Council | Discussion of matters that affect Stagecoach bus performance, planning applications that impact on bus services and achievements towards performance targets. | Quarterly Quality Bus Partnership updated | Canterbury City Council | Meeting |
| 09/04/15 | North Kent Environmental Planning Group | To discuss details of SAMMs and Habitat Regulations | Details around the consultancy work agreed | Swale Borough Council | Meeting |
| 17/4/15 | Thanet and Canterbury Planning Policy Officers | To discuss and progress the Thanet Coast Memorandum of Understanding (MoU) for the provision of joint mitigation against recreation impacts in the Thanet Coast Special Protection Area (SPA). | Start drafting the Thanet Coast Memorandum of Understanding (MoU) | Canterbury City Council | Meeting |
| 21/04/15 | Kent County Council  | Discussion of key issues, Sturry Link Road | Agreed actions | KCC, Sessions House, Maidstone | Meeting |
| 21/04/15 | Corinthian Land, DLA Planning, Kent County Council | South Canterbury progress meeting | Used meeting to reinforce importance of employment issues and discuss how any future business allocation could work (e.g. what types of investment, occupiers etc) | Canterbury City Council | Meeting |
| 24/04/15 | Kent Planning Officer’s Group | Topical issues, Cooperation between planning authorities | Issues to be progressed | Dartford Borough Council | Meeting |
| 27/04/15 | Meeting with BDB Design | Discussion of key issues, Sturry/Broad Oak | Issues to be progressed | BDB offices, Canterbury | Meeting |
| 05/05/15 | Highways England | Wincheap | Scoping meeting for design of off slip | Canterbury City Council | Meeting |
| 06/05/15 | English Heritage | Key issues for Local Plan | Understanding of process | Canterbury City Council  | Meeting |
| 12/05/15 | Canterbury Business Improvement District | Transport and Parking Meeting | Presentation on Canterbury Parking and Transport Strategy | Whitefriars, Canterbury | Presentation |
| 14/05/15 | Highways England | Consultation on Lower Thames Crossing | To advise Highways England of any issues or impacts that construction of the Lower Thames Crossing would have on Canterbury district. | Canterbury City Council | Meeting |
| 14/05/15 | Developer (Corinthian Land) | Discussion of key issues, South Canterbury | Issues to be progressed | Canterbury City Council | Meeting |
| 14/05/15 | Kent County Council | Discussion of key issues, Ridlands Farm/Langton Field  | Issues to be progressed | Canterbury City Council | Meeting |
| 29/05/15 | Developer (Persimmon)  | Discussion of key issues, North of Hersden | Issues to be progressed | Canterbury City Council | Meeting |
| 04/06/15 | Developer (Hollamby estates) | Discussion of key issues, Strode Farm | Issues to be progressed | Canterbury City Council | Meeting |
| 12/06/15 | Developers (Corinthian Land)  | Discussion of key issues, South Canterbury  | Issues to be progressed | Canterbury City Council  | Meeting |
| 15/06/15 | North Kent Environmental Planning Group | To discuss details of SAMMs  | Presentation given Re: implementation of the Strategic Access Management and Monitoring (SAMM’s) strategy.  | Gravesham Civic Centre | Meeting |
| 15/06/15 | Sturry/ Broad Oak (Hobbs Parker & BDB) | Discussion of key issues, Sturry/Broad Oak | Issues to be progressed | Canterbury City Council | Meeting |
| 16/06/15 | Homes & Community Agency & Kent County Council  | Discussion of key issues, Herne Relief Road | Issues to be progressed | Canterbury City Council | Meeting |
| 19/06/15 | Ashford, Shepway, Thanet and Dover Councils | Update each other with respect to CIL and Infrastructure funding and to discuss common issues. | Updates given on local plan progress and Community Infrastructure Levy (CIL). | Dover District Council  | Meeting |
| 19/06/15 | Kent Planning Officers Group (KPOG) | Topical issues, Cooperation between planning authorities | Issues to be progressed | Medway Council | Meeting |
| 25/06/15 | Network Rail  | Discussion of key issues , related to delivery of station car parking and wider development at Canterbury West Station | Understanding of process | Canterbury City Council  | Meeting |
| 03/07/15 | Stagecoach East Kent/ KCC Highways/ Canterbury City Council | Discussion of matters that affect Stagecoach bus performance, planning applications that impact on bus services and achievements towards performance targets | Quality Bus Partnership updated | Canterbury City Council  | Meeting |
| 27/07/15 | Kent County Council  | Discussion of key issues, Sturry Relief Road | Issues to be progressed | KCC,Sessions House, Maidstone | Meeting |
| 31/07/15 | Thanet District Council/Canterbury City Council | To view a presentation from the company commissioned to carry out Thanet’s Strategic Housing Market Assessment. To give feedback, discuss and offer suggestions for the best way forward for Thanet.  | Comments and suggestions were recorded.  | Thanet District Council | Presentation, Q&A and, discussion.  |
| 06/08/15 | Dover District Council | To discuss and understand Dover District Council’s concerns with respect to the potential impacts on Dover Town Centre; as a consequence of CCC’s identified retail capacity and Wincheap Retail Area Policy (TCL7). | Concerns noted and agreed to a further meeting. Dover District Council to commission a study to consider the impact of Canterbury’s proposals on Dover. | Canterbury City Council | Meeting |
| 07/08/15 | Kent County Council, Quinn Estates, Taylor Wimpy, Hollamby Estates, Persimmon & Lee Evans | Discussion of key issues, Sturry/ Broad Oak and the delivery of road infrastructure. | Issues to be progressed | Franciscan Study Centre,Canterbury | Meeting |
| 04/09/15 | Kent Planning Officer Group (KPOG) | Topical issues, Cooperation between planning authorities | Issues to be progressed | Shepway District Council | Meeting |
| 11/09/15 | Kent County Council | Discussion of key issues, Herne Bay Golf Course. | Agreed actions | Canterbury City Council | Meeting |
| 15/09/15 | Hyde Housing  | Update to discuss affordable housing matters, Hyde projects and Local Plan process | Update on Local Plan process | Canterbury City Council | Meeting |
| 18/09/15 | Developers (Corinthian Land)  | Discussion of key issues, South Canterbury  | Issues to be progressed | Canterbury City Council | Meeting |
| 21/09/15 | Kent County Council, BDB & Hobbs Parker | Discussion of key issues, Sturry Relief Road  | Issues to be progressed | BDB offices, Canterbury | Meeting |
| 21/09/15 | Development Meeting with Kent County Council | Discussion of key issues, Thanington  | Issues to be progressed | Canterbury City Council | Meeting |
| 22/09/15 | North Kent Environment Planning Group | To discuss Strategic Access Management and Monitoring and Memorandum of Understanding (MoU) | Progress Memorandum of Understanding | Gravesham Civic Centre | Meeting |
| 25/09/15 | Natural England and Kent Wildlife Trust | To discuss European, National and Local wildlife designations  | To feed into the decision making process when considering Canterbury District Local Plan (Publication Draft) Proposed Amendments November 2015. | Natural England Office, Ashford | Meeting |
| 29/09/15 | Joint Transportation Board (JTB) | Highway matters:* Environmental improvements King’s Road and Park
* Parking Restriction Changes
* Street Lighting LED project
* Highway works programme
 | Debate and recommendations to Kent County Council Cabinet member for Highways and to Canterbury City Council Committees on proposed transportation schemes and issues that affect the highway. | Guildhall, Canterbury. | Meeting |
| 2/10/15 | Stagecoach East Kent and Kent County Council Highways | Discussion of matters that affect bus performance, planning applications that impact on bus services and achievements towards performance targets. | Quality Bus Partnership quarterly update | Canterbury City Council | Meeting |
| 07/10/15 | Canterbury Christ Church University (CCCU) | Discussion of key issues, related to university masterplan | Agreed actions | Canterbury Christ Church University | Meeting |
| 07/10/15 | Developer (Persimmon Homes) | Discussion of key issues, North Hersden | Issues to be progressed | Canterbury City Council  | Meeting |
| 08/10/15 | Developer (Pegasus Group) | To discuss employment issues, Hillborough  | Issues to be progressed | Canterbury City Council  | Meeting |
| 08/10/15 | Environment Agency and Maidstone Borough Council | Meeting to inform and update Environment Agency of outcomes of Stage 1 Examination | To keep informed on progress with Local Plan | Environment Agency Offices, Tunbridge Wells | Meeting |
| 12/10/15 | Developer (Corinthian Land) | Discussion of Heads of Terms (HoT) and key issues, South Canterbury | Issues to be progressed | Canterbury City Council  | Meeting |
| 14/10/15 | Dover District Council | To further discuss Dover District Council’s concerns regarding Canterbury City Council’s proposal to allocate the comparison retail need identified by the Canterbury Retail and Leisure Report, at Wincheap.  | Dover District Council confirmed Carter Jonas had been commissioned to assess the impact of Canterbury’s Wincheap proposals on Dover Town Centre.Canterbury City Council to commission GL Hearn to update the sequential test and assess the site capacity of the Wincheap Retail Area. | Canterbury City Council  | Dover District Council |
| 15/10/15 | Kent County Council (planning, education and highways) | To discuss progress on the local plan and on the strategic sites. | To keep informed on progress with Local Plan | Kent County Council, Maidstone | Meeting |
| 16/10/15 | Corinthian Land, DHA Planning, local businesses  | To discuss outline plans for strategic allocation at South Canterbury in respect of transport, employment and commercial development | Corinthian to consider issues raised by businesses regarding transport, commercial space needs  | Kent County Cricket Club, Canterbury  | Exhibition/Q&A session  |
| 21/10/15 | University of Kent | Travel planning and transport issues | Ongoing progress and information sharing. | University of Kent | Meeting |
| 21/10/15 | Network Rail | To brief the wider Kent Route Study stakeholders | Understanding of how the study will progress | St Pancras, London | Workshop |
| 26/10/15 | Network Rail | Consultation to discuss safety improvements at level crossing Glebe Way, Whitstable | Public consulted on safety improvements. | Whitstable | Exhibition |
| 28/10/15 | KCC Director of Environment | To discuss progress on infrastructure related to the Local Plan and on the strategic sites. | Progress update on Local Plan | Canterbury City Council  | Meeting |
| 3/11/15 | CCC officers and a member of the Bridge Neighbourhood Plan Committee | To discuss Bridge Neighbourhood Plan progress | Update and advice on Bridge Neighbourhood Plan | Canterbury City Council  | Meeting |
| 04/11/15 | Developer (Pentland Homes) | Discussion of key issues, Thanington | Issues to be progressed | Canterbury City Council  | Meeting |
| 04/11/15 | Developer (Hollamby Estates) | Discussion of key issues, Strode Farm, Herne  | Issues to be progressed | Canterbury City Council  | Meeting |
| 06/11/15 | Canterbury Christ Church University  | Discussion of key issues, related to university masterplan | Agreed actions | Canterbury City Council  | Meeting |
| 9/11/15 | Highways England/ Balfour Beatty Mott McDonald | Impending closures of A2 and impact this has on Canterbury | Highways England / Balfour Beatty Mott McDonald agreed to advise us of future closures and to start later to accommodate evening economy in Canterbury | Canterbury City Council | Meeting |
| 11/11/15 | Dover District Council | To discuss potential changes to the draft CDLP that would address the concerns raised by Dover District Council and take account of the findings from the GL Hearn 2015 Retail and Leisure Study. | Canterbury City Council noted Dover District Council’s comments and will share any redrafted text for comment.Canterbury City Council to supply raw household survey data to Dover District Council / Carter Jonas | Dover District Council | Meeting |
| 13/11/15 | Moat Homes | Update for senior managers to discuss housing including Local Plan process  | Moat aware of key Local Plan proposals and at what stages Housing Association can get involved | Canterbury City Council | Meeting |
| 20/11/15 | Kent Invicta Chamber of Commerce partners | Chamber members discussed housing, education and construction issues | Members aware of Local Plan progress and raised issues regards shortage of new housing | Canterbury Innovation Centre, Canterbury  | Meeting  |
| 20/11/15 | Kent Planning Policy Officer Forum | To present Kent County Council landscape and seascape studies | Information update | KCC, Sessions House, Maidstone | Meeting and presentation |
| 26/11/15 | Kent County Council  | Discussion of key issues , related to planning application at Strode Farm, Herne | Agreed actions | Canterbury City Council | Meeting |
| 27/11/15 – 22/01/16 | CCC consultees | Proposed Amendments Consultation | Fed into proposed Potential Main Modifications | District-wide | Web and paper-based consultation |
| 01/12/15 | Thanet District Council Planning Policy Officers | To discuss and progress the Thanet Coast Memorandum of Understanding for the provision of joint mitigation against recreation impacts in the Thanet Coast Special Protection Area (SPA). | Draft Thanet Coast Memorandum of Understanding | Canterbury City Council | Meeting |
| 02/12/15 | Kent County Council and Developer (Corinthian Land) | Discussion of key issues, South Canterbury | Issues to be progressed | Canterbury City Council | Meeting |
| 05/01/16 | Kent County Council  | Discussion of key issues, related to delivery of infrastructure | Issues to be progressed | Canterbury City Council | Meeting |
| 08/01/16 | Stagecoach and Kent County Council | Quality Bus Partnership quarterly meeting | Mutual updates on projects and schemes that affect buses | Canterbury City Council | Meeting |
| 14/01/16 | Kent County Council | Discussion of key issues, Strode Farm | Issues to be progressed | KCC, Sessions House, Maidstone | Meeting |
| 15/01/16 | Kent Planning Policy Officers Forum | Countywide policy officers update meeting | Updated knowledge | KCC, Sessions House, Maidstone | Meeting |
| 20/01/16 | South East Water | Impact of Nemo connection on Broad Oak Reservoir | Information update/Understanding of process | Canterbury City Council | Meeting |
| 22/01/16 | Kent County Council | Discussion of key issues, Ridlands Farm and Langton Field, Canterbury | Issues to be progressed | Canterbury City Council | Meeting |
| 22/01/16 | Natural England and Local Authorities | Strategic Access Management and Monitoring Strategy (SAMMS) | Moving forward on an agreement on a Memorandum of Understanding (MoU) | Medway Council | Meeting |
| 27/01/16 | Kent Invicta Chamber of Commerce | Presentation on Local Plan business sites progress  | Update on Local Plan business sites progress  | Canterbury Innovation Centre, Canterbury | Formal meeting, presentation & Q&A session |
| 01/02/16 | Kent County Council | Sturry and Herne Highway Capacity Study – study progress update | Study being progressed | Ashford Highways Depot | Meeting |
| 05/02/16 | Kent Planning Officer Group | Topical issues, co-operation between planning authorities | Agreed actions | Canterbury City Council | Meeting |
| 09/02/16 | Dover District Council | To discuss the methodology used and the findings of the Draft Sequential Report and Wincheap Capacity Study | Dover District Council to provide Canterbury City Council with comments on the draft Study and Policy TCL7 (Wincheap Retail Area) | Canterbury City Council | Meeting |
| 12/02/16 | Natural England | To discuss Strategic Access Management and Monitoring Strategy (SAMMS) | Update on Strategic Access Management and Monitoring Strategy (SAMMS) work to date | Natural England offices, Ashford | Meeting |
| 04/03/16 | Thanet District Council  | Thanet Local Plan progress and employment land reviews/Thanet’s new economic strategy | To liaise closely over progress of key development including future possibilities which might affect the area’s local economies (e.g. Manston) | Thanet District Council | Meeting |
| 15/03/16 | County and Local Authority Planning Officers | County Gypsy and Traveller Meeting | Update on Latest Issues  | Ashford Borough Council | Meeting |
| 21/03/16 | Canterbury and Coastal Clinical Commission Group (CCCCG) | Discussion of updated Canterbury and Coastal Clinical Commission Group (CCCCG) requirements | Include requirements into Potential Main Modifications document | Canterbury City Council | Meeting |
| 15/04/16 | Kent Country Council and AMEY (transport consultants) | To discuss Herne Relief Road transport study | Update on latest work | Canterbury City Council | Meeting |