

Date: 23/07/15
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Mr M Moore
The Planning Inspectorate
Room 3/13
Temple Quay House
2 The Square
Temple Quay
Bristol
BS1 6PN

Dear Mr Moore,

Canterbury District Local Plan - Local Development Scheme

Please find below details relating to the Local Development Scheme from its inception in 2004 to the current version dated September 2014. For reference, these documents have also been supplied to Reverend Wilson, at his request.

- Executive 09/12/04 The Executive recommended the approval and submission of the draft LDS;
- Full Council 20/12/04 Council adopted the recommendations of the Executive;
- 23/03/05 The Council received a letter from Government Office for the South East acknowledging submission of the LDS;
- Executive 29/03/07 The Executive agreed revisions to the LDS; following this the LDS was submitted to Government Office for the South East;
- 26/11/07 The Council received a letter from Government Office for the South East acknowledging submission of the LDS;
- Executive 08/01/09. The Executive agreed revisions to the LDS; following this the LDS was submitted to Government Office for the South East. Authority for future reviews of Local Development Scheme was delegated to the Development Framework Steering Group;
- Full Council 15/01/09 approved Executive minutes of 08/01/09;
- Full Council 20/04/09 the Council received a letter from Government Office for the South East acknowledging submission of the LDS;



- Local Plan Steering Group 27/01/12 The LPSG agreed revisions following changes brought in by the Localism Act 2011;
- Local Plan Steering Group 24/05/13 The LPSG approved a revised LDS;
- September 2014 (CDLP1.3) the LDS was revised;
- 15/10/14 the updated LDS was approved by the Local Plan Steering Group;

We trust that this information is helpful.

Yours faithfully

Karen Britton
Planning Policy Manager
Planning and Regeneration

Before taking any action on any of these minutes, officers must satisfy themselves that they are not subject to the call-in procedure.

Agenda

CANTERBURY CITY COUNCIL

Minutes of a meeting of the EXECUTIVE

held on 9 December 2004

at The Guildhall, Westgate, Canterbury

Present:	Councillor Perkins (Leader of the Council)
	Councillors Ashmore-Fish, Eden-Green, Halfpenny, Matthews, Pepper and Seath.
	Councillors Austin, Mrs Attwood, Cragg, Mrs Doyle, Gilbey, Nee and Mrs Reuby also attended the meeting as Non-Executive Members.

E133 apology for absence

An apology for absence was received from Councillor MacCaul.

E134 MEMBERS' QUESTIONS

Councillor Austin asked the Leader of the Council for an explanation about the £93,000 overspend for Active Life for 2004/05.

The Leader of the Council advised that the matter was complicated because it concerned the way in which the organisation was structured. The Chief Executive then advised on the background to the way in which the council had allocated the budget provision for Active Life and reported that there had been a good case for a higher grant at the time when the organisation was first set up. He added that the officers were currently negotiating with Active Life a new agreement for the management of the council's leisure centres from 31 March 2005 and that in future there would not be an overspend on the budget provision.

Councillor Gilbey referred to the Woodland Trust's project relating to the purchase of land at Lamberhurst Farm, Dargate for a woodland project. The trust was seeking contributions from public agencies, voluntary organisations and community groups. Additional funds were required to complete the purchase which could support the council's corporate priorities for Blean Wood.

Councillor Gilbey hoped that during the budget preparations for 2005/06, consideration would be given to the allocation of funds for the project.

The Chief Executive advised that the project would have significance in the context of the establishment of a regional park.

The Leader of the Council advised that he had requested a report to the Executive on the funding available for the project. He added that informally the Executive Members were very supportive of the project, but a further report was required before the council could consider a commitment towards the funding arrangements.

E135 DECLARATION OF INTERESTS

In accordance with the Members' Code of Conduct, the following Members declared personal interests in the voluntary organisations specified whose applications for grant were dealt with at Minute No E140 (2004/05):

Councillor Pepper)	Northgate Ward Over 60s Community Service
)	East Kent Cyrenians
)	Canterbury and District Pensioners' Forum
Councillor Seath)	Whitstable Umbrella Community Support Centre
)	Relate
Councillor Eden-Green)	Thanington Neighbourhood Resource Centre

Councillor Matthews declared a prejudicial interest in the item regarding the Licensing Policy because he held an entertainment licence.

The interests are recorded in the relevant minute.

E136 MINUTES

The Leader of the Council signed as a true record the minutes of the meeting of the Executive held on 11 November 2004.

E137 minute E126 (2004/05) – herne bay regeneration

At the meeting held on the 17 November 2004, the Overview and Scrutiny Committee had called in the decision of the Executive at Minute No E126 regarding the establishment of a new Herne Bay Regeneration Members' Working Group.

The decision had been called in for the reason that inadequate consultation had been carried out on the make up of the Working Group. The committee had requested the Executive to reconsider this decision particularly the number of representatives for Herne Bay.

Having reconsidered the decision, the Executive agreed to adhere to its previous decision regarding the membership of the working group and accordingly -

RESOLVED –	
(a)	That a new Herne Bay Regeneration Members’ Working Group be established to oversee the development of a coherent strategy and to guide officers on progressing studies for the sports centre and the pier.
(b)	That the membership of the working group comprise the portfolio holders for the Environment and Street Scene (Councillors Matthews and Seath), the portfolio holders for Regeneration (Councillors Perkins and Pepper), two Members (one Conservative and one Liberal Democrat) of the Herne Bay Area Member Panel and a County Councillor to be nominated by the County Council.
E138	issue arising from the meeting of the whitstable area member panel on 22 NOVEMBER 2004
Skateboarding	
As requested by the Whitstable Area Member Panel, the Executive authorised officers to investigate and report back to the panel on the legal and technical process required to remove land at Swalecliffe from an SSSI classification in order that the said site could become a skateboard park.	
E139	review of charges 2005/06
The Executive considered the report of the Management Team regarding the recommended changes in various charges for the year 2005/06.	
RECOMMENDED (to Full Council) – That the proposed changes, as scheduled in the report, now submitted, be approved with effect from 1 April 2005.	
E140	grants to voluntary organisations
The Executive considered the report of the Head of Housing and Community Development on the recommendations of the Voluntary Organisations Panel for grants to the voluntary sector for the year 2005/06.	
RESOLVED –	
(a)	That the recommendations of the Voluntary Organisations Panel as now reported, for grants to the voluntary sector for the year 2005/06 be accepted.
(b)	That the officers discuss with the representatives of the Whitstable Umbrella Community Support Centre the implications arising from the level of grant recommended for the centre for 2005/06 and report back to the Voluntary Organisations Panel on any changes deemed necessary.

(c) That the remaining budget allocation of £7,920 for 2005/06 be retained for any future grant applications to the voluntary sector that might arise for 2005/06.

(d) That it be noted that an additional £12,000 has been included in the budget as a contingency for any unforeseen applications for the year 2005/06.

(In accordance with the Members' Code of Conduct, Councillors Eden-Green, Pepper and Seath at the commencement of the meeting had declared personal interests in some of the voluntary organisations referred to in the report. See declarations at Minute No E135 (2004/05)).

E141 General fund revenue budget

The Executive considered the joint report of the Chief Executive, the Director of Corporate Services and the Head of Finance that set out proposals on which to base the preparation of the detailed estimates for the year 2005/06.

The report advised upon the background to the preparation of the estimates and the Executive was invited to endorse the proposals or suggest alternative solutions. The outcome would be used as a basis to prepare detailed estimates which would be considered by the Executive in January 2005 and by the Council in February and it would be at that time the Council Tax would be fixed.

RESOLVED – That the Executive approves for budget planning purposes that the net revenue budget be set at £17,968,700 for 2005/06 in accordance with the proposals set out in the report (option 1) now submitted.

E142 general fund capital budgets

The Executive considered the joint report of the Chief Executive, the Director of Corporate Services and the Head of Finance that outlined the draft capital programme for the period 2005/06 to 2008/09. The report also set out the current year position and implications beyond 2008/09. The programme was intended to deliver on aspirations in the Corporate Plan and the report drew out the key issues and the resources available to fund the programme.

The overall capital programme would be dealt with at the Executive meeting in January 2005 and by the Council in February 2005.

The Leader of the Council thanked the Chief Executive, the Director of Corporate Services, the Head of Finance and the Head of Housing and Community Development for their assistance with the preparation of the capital budgets.

RESOLVED – That the draft capital programme as set out in Appendix 1 of the report now submitted be adopted as the basis for planning the approved 4 year capital budgets.

E143	revenue budget monitoring report
<p>The Executive considered the report of the Head of Finance that advised upon the projected outturn against the General Fund Revenue Budget based upon the income and expenditure position for the six month period ending 30 September 2004. The report also advised upon specific issues which had been identified and options available to ensure departmental cash limited budgets were not exceeded.</p>	
RESOLVED –	
(a) That the approach adopted by Management Team be endorsed.	
(b) That where major budget variations have been identified, Directors be authorised to make the necessary virements within existing cash limits.	
(c) That the specific proposals identified in the report, now submitted, to achieve a balanced budget by the year end, be approved.	
E144	second quarter monitoring of THE capital programme in 2004/05
<p>The Executive considered the joint report of the Director of Corporate Services and the Head of Finance that advised upon the position of the General Fund Capital Budget for 2004/05 and its financing, six months through the current financial year.</p>	
RESOLVED –	
(a) That the report be noted.	
(b) That £20,000 of the 2006/07 capital budget for the Kings Hall pa system be brought forward to 2004/05.	
(c) That the £25,000 that was previously earmarked for the Canterbury Parkway Station be used as a Council contribution to the A2 slip roads study.	
(d) That £35,000 be earmarked for the Whitstable Harbour West Quay walkway scheme from slippage elsewhere.	
E145	licensing policy
<p>The Licensing Act 2003 required each Council to draft, consult and then publish its licensing policy. The Executive had approved the draft policy in 2004 and the 12 weeks public consultation period had been completed on 19 November 2004.</p>	
<p>The Director of Community and Environment Services submitted a report which advised upon the issues arising from the consultation together with the suggested</p>	

	<p>amendments to the draft policy. The Head of Environment and Street Scene submitted a supplementary report that set out further revisions to the draft policy following consultation with the Council's barrister.</p>
	<p>RECOMMENDED (to Full Council) - That, subject to the deletion of the word "two" where it appears in paragraph 1.24.1 of the policy, and the inclusion in page 29 of a reference to the St George's Place area as a third area for which the council is considering the adoption of a special policy of cumulative impact, the Licensing Policy as set out in the supplementary report, now submitted and amended, be approved and published.</p>
	<p>(In accordance with the Members' Code of Conduct, Councillor Matthews having declared a prejudicial interest in this item left the meeting during the consideration of the item).</p>
E146	<p>access to information</p>
	<p>The Government had recently issued a consultation paper on the proposed changes to schedule 12A to the Local Government Act 1972.</p>
	<p>The Head of Legal and Democratic Services submitted a report that outlined the Government's proposed changes and suggested the adoption of a procedure for future presentation and classification of committee reports which made as much information as possible available to the public.</p>
	<p>RESOLVED – That when the Local Authority (Access to Information) (Exempt Information) (Amendment) (England) Order 2004 comes into force in January 2005 the Executive adopts the procedures set out in this report to ensure that decisions to classify reports, or portions of reports, as confidential are made in accordance with the new regulations, and that as much information as possible is made available to the public in line with the Freedom of Information Act 2000.</p>
E147	<p>canterbury district environmental services contract – annual report 2003/04</p>
	<p>The Executive considered the report of the Head of Environment and Street Scene that reviewed the full first year of operation of the above contract. Some of the Executive Members commented on some of the findings.</p>
	<p>RESOLVED – That the report be noted.</p>
E148	<p>control of street trading outside the canterbury city centre</p>
	<p>The Executive, at its meeting held on the 23 July 2004, had approved the principle of the adoption of a number of streets under the Street Trading provisions as streets where consent to trade would be required. The proposals had been considered and approved by the Area Member Panels and the Overview and Scrutiny Committee subject to the addition of a very small number of streets. The named streets had been advertised for comment but none had been received.</p>

RECOMMENDED (to Full Council) - That under the procedure in the Local Government (Miscellaneous Provisions) Act 1982 the streets listed in Appendix A of the report, now submitted, be Consent Streets for the purpose of street trading (Part 111 Schedule 4 Paragraph 7).

E149 local development frameworks

The Executive considered the report of the Head of Regeneration and Economic Development that sought approval for the proposed local development framework work programme and the draft Local Development Scheme. The report also drew attention to some of the implications arising from the new system in terms of resourcing and implementation.

RESOLVED –

(a) That the programme for the preparation of the Local Development Framework set out in the Local Development Scheme, now reported, be approved for submission to the Government Office for the South East, the Planning Inspectorate and the Office of the Deputy Prime Minister, and that delegated authority be granted to the Head of Regeneration and Economic Development to make such minor or technical amendments to the draft Local Development Scheme that might be necessary following consultation with the Government Office for the South East and the Planning Inspectorate.

(b) That the Head of Regeneration and Economic Development be authorised to commence work on the preparation of the relevant papers for consultation with immediate effect.

(Mr G Cox, on behalf of the Whitstable Society, attended the meeting and with the approval of the Leader of the Council spoke to this item).

E150 annual review of THE off-street parking places order and on-street parking arrangements – proposals for consultation

The Executive considered the report of the Head of Transportation and Engineering, together with a supplementary report that gave details of the responses to an informal consultation on a range of alternative proposals for changes to the current Off-Street Parking Places Order and on-street parking arrangements. It would be necessary to allow sufficient time for formal consultation on any changes and the completion of the legal processes prior to the revised Order and on-street arrangements coming into force on 1 April 2005.

RESOLVED –

(a) That the changes recommended and listed below be formally advertised for potential implementation from 1 April 2005:-

Canterbury

- | | |
|-------|--|
| i) | Long stay car park tariffs for 1-2; 2-3 and 3-24 hours be increased to £1.40, £2.10 and £6. |
| ii) | The charge at Cow Lane and Maynard Road be increased to 60p for up to 5 hours and £1.50 for 5-24 hours. |
| iii) | The hourly rates for short stay “linear” tariffs be increased to 70p, 80p and 90p. |
| iv) | The Whitefriars multi-storey car park tariff be increased to £1.20 per hour and after 7pm a flat rate of £1. |
| v) | The Kingsmead Coach Park tariff be increased to £10. |
| vi) | To amalgamate the current off-street business user permits at £600 per annum, for use in all but short stay premium car parks. |
| vii) | The Hawk’s Lane and St John’s Lane car parks be changed to residents reserved parking. |
| viii) | That hotel and guest house visitor permits be increased to £1.50 and £4.60. |
| ix) | The discount offered to Park & Ride season card holders be reduced to 15% with a charge of £10 for each new card issued. |
| x) | The charge for on-street parking scratch vouchers be increased to 75p. |

Herne Bay

- | | |
|------|---|
| i) | That short stay tariffs be changed to 30p for up to 30 mins; 60p for up to 1 hour; 1-3 hours £1.20 and 3-5 hours £1.80. |
| ii) | That Saturday long stay tariffs be increased to £1.00 up to 2 hours and £1.80 for 2-24 hours |
| iii) | That School Lane Herne and the Reculver Towers car parks become pay and display, 20p for up to 1 hour and 60p for up to 24 hours. |
| iv) | That Chapel Street car park be made available for off-street resident permit holders overnight and on Sundays. |
| v) | That on-street pay and display be introduced for the length of Central Parade between Canterbury Road and Lane End from April to October. |

Whitstable

CANTERBURY CITY COUNCIL

Minutes of a meeting of the Canterbury City Council

duly convened and held

at The Guildhall, Westgate, Canterbury

on 20 December 2004

Agenda

Present:	Councillor Vye (Lord Mayor)
	Councillors Anderson, Ashmore-Fish, Mrs Attwood, Austin, Avery, Berridge, Cavell, Cragg, Mrs Davis, Mrs Doyle, Eden-Green, Farthing, Flaherty, Halfpenny, Hando, Mrs Harrison, Mrs Law, Lee, Mrs McCabe, MacCaul, McLachlan, Matthews, Mavers, Nee, Northey, Oakes, Parkinson, Patterson, Pepper, Perkins, Mrs Reuby, Miss Samper, Seager, Seath, Street-Williams, Thomas, Todd, Took, Whitmore, Windsor, Wratten and Wright.

360 PRAYERS

The meeting was opened with prayers by the Lord Mayor's Chaplain, Dr Joseph O'Hanlon.

361 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Dixey, Gilbey, Kay-Bradley and Norris.

362 declaration of interestS

Any interests of Members referred to in the minutes of meetings for consideration at this meeting were deemed to be declared again for those Members who were present at this meeting. Councillors Eden-Green, Nee and Parkinson declared a personal interest in the item relating to the appointment to the post of Honorary Recorder. Councillor Seath declared a prejudicial interest in the items regarding the South Quay Redevelopment at Whitstable Harbour and the Whitstable Oyster Fishery Company.

363 PETITIONS

Mr Barker had given notice of his intention to present a petition regarding the increase in Business Rates next year, but due to illness he had been unable to attend the meeting.

The council received a petition from Neville Pundole, on behalf of Canterbury Independent Traders' Association, regarding the increase in Business Rates next year.

364 COMMUNICATIONS

(a)	The Argyll and Sutherland Highlanders Regiment
	The Lord Mayor reported that he had held a reception for the soldiers in the above regiment, currently based at Howe Barracks, Canterbury and that the regiment had presented a cheque for the Lady Mayoress' Charity. The Lord Mayor expressed his best wishes to the regiment on their return to Scotland and a successful redeployment to Bosnia.
(b)	Rosie Turner, Director of Canterbury Festival
	The Lord Mayor informed the council that Rosie Turner had been made
a	Kent Ambassador.
(c)	Reception at Tower House
	The Lord Mayor invited all Members to join him at Tower House after the meeting.
(d)	Councillor Tina Kay-Bradley
	The Leader of the Council reported that Councillor Kay-Bradley had broken her leg and that she welcomed contact from Councillors whilst she was recovering.
(e)	Christmas Greetings
	The Leader of the Council wished all Members a very Happy Christmas.
365	APPOINTMENT TO THE POST OF HONORARY RECORDER
	The Council considered the report of the Lord Mayor and the Group Leaders regarding the appointment and it was –
	RESOLVED (Unanimously) – That Judge Nigel Van der Bijl be appointed to the post of Honorary Recorder with immediate effect.
366	REPORTS FROM THE EXECUTIVE
(a)	Procurement and Partnering Strategy
	It was proposed by Councillor Perkins, seconded by Councillor Pepper and
	RESOLVED – That the council approve the recommendation of the Executive at Minute No E115 (2004/05) regarding the adoption of the Procurement and Partnering Strategy.

(b) Review of Charges 2005/06

It was proposed by Councillor Perkins and seconded by Councillor Pepper that the council approve the report of the Executive at Minute No E139 (2004/05) regarding the review of charges for 2005/06.

When considering the report of the Executive, the council also took into account the recommendation of the Overview and Scrutiny Committee at Minute No 352(a) (2004/05) regarding various charges. # Following a debate, the report of the Executive at Minute No E139 (2004/05) was put and it was RESOLVED accordingly.

(c) Licensing Policy

It was proposed by Councillor Perkins, seconded by Councillor Pepper and

RESOLVED –

(i) That, subject to the inclusion of the following paragraph in section 1.32, the council approve the recommendation of the Executive at Minute No E145 (2004/05) regarding the publication of the Licensing Policy:-

(Paragraph 2)

It should be noted that the new licences will not become operative until the 2nd appointed day, expected to be late autumn 2005. Until then the current licences/club registration/permission granted under the Licensing Act 1964 remain and Licences issued under the Local Government (Miscellaneous Provisions) Act 1982 will be in force.

(ii) That the Head of Environment and Street Scene be authorised to correct any typographical or grammatical errors in the Licensing Policy prior to publication.

(d) Control of street trading outside the Canterbury City Centre area

It was proposed by Councillor Perkins, seconded by Councillor Pepper and

RESOLVED – That the council approve the report of the Executive at Minute No E148 (2004/05) regarding the designation of consent streets for the purpose of street trading.

(e) Termination of the Kent Highways Partnership

It was proposed by Councillor Perkins, seconded by Councillor Pepper that the council approve the report of the Executive at Minute No E159 (2004/05) that the City Council reaffirms its wish to continue the Joint Transportation Board for this district, after 1 April 2005, to involve the city council and county council members.

WHEREUPON –

It was proposed by Councillor Austin that the report of the Executive be amended by the deletion of the words “to involve city council and county Council Members” and to insertion in their place of “in its current form”.

The foregoing amendment was accepted by Councillors Perkins and Pepper, the proposer and seconder respectively of the original Motion.

The original Motion, as varied by the foregoing amendment, was then put and it was

RESOLVED accordingly.

367 EXECUTIVE MEETING – 11 NOVEMBER 2004 – MINUTES

It was proposed by Councillor Perkins, seconded by Councillor Pepper and

RESOLVED – That the minutes of the meeting of the Executive held on 11 November 2004 be received.

(Councillor Cragg thanked Councillor MacCaul for her attendance at the meeting of the Overview and Scrutiny Committee on 15 December 2004 to explain the procurement and partnering strategy).

368 EXECUTIVE MEETING – 9 DECEMBER 2004 – MINUTES

It was proposed by Councillor Perkins, seconded by Councillor Pepper and

RESOLVED – That the minutes of the meeting of the Executive held on 9 December 2004 be received.

(In accordance with Members’ Code of Conduct, Councillor Mrs McCabe declared a personal interest in Minute E140 (2004/05) in so far as it related to the East Kent Council for Voluntary Service).

369	QUESTIONS UNDER RULE 11 OF THE COUNCIL PROCEDURE RULES
1.	Councillor Nee asked the Leader of the Council the following question:
	Now that this Council fully embraces e-government with public monies received, and training still available for members, could I be advised how many Councillors are effectively using e-mail to interface between other Members, officers of the Council and the Public.
	For clarification, I believe 'effective use' means that the usage of the e-mail account demonstrates regular and continuous communication. In particular, do those Councillors receiving allowances for using computers demonstrate that they are used?
	Reply by the Leader of the Council
	Of the 50 Members, 49 are able to read e-mail's directly from a computer. Laptops have been issued to 29 Members and 20 use their own PC.
	In terms of allowances claimed, 22 users are claiming the broadband allowance of £45 a month, 20 claim the 'non-broadband' allowance of £25 a month and 8 do not claim any allowance at all.
	While it is possible to establish whether e-mails to Members who use a GroupWise account have been opened, there is no way of assessing independently how often Members access personal accounts. As a result no monitoring has taken place up to now.
	In an attempt to answer the question on whether Members use their computer regularly for communication purposes, an e-mail was sent out to all Members on the 13th December asking for a reply to be sent back. After 2 days, 30 Members had opened the e-mail and replied as requested. After 4 days the number had increased to 36.
	Up to now, the council has sought to encourage rather than insist on 'effective use' on the basis that it does not want to deter people from becoming more familiar with IT. However, e-mail addresses are published for the public in the A-Z and on the website and now might be an appropriate time to review Members preferred approach for the future.
	There are a number of other issues around Members IT that require debate at some point. For example, the Trove minutes and agendas system has been up and running for some time now but we still provide paper copies of all agendas to all Members regardless of whether they are serving on the committee.
	Members often have problems logging on to the computer system or find the system slow but ICT rely on reports being made to the Helpdesk, which does not

<p>always happen. If use of the equipment is a problem we have dedicated support for Members and can provide assistance at short notice.</p>
<p>If we are seeking to promote greater use of IT then it could be that e-mail becomes the preferred means of circulation for some material if it is thought appropriate.</p>
<p>I will ask officers for a report on the matter.</p>
<p>I urge Councillors to consider using the Trove system to view agendas instead of receiving a hard copy of agendas.</p>
<p>2. Councillor Cragg asked the Leader of the Council the following question:</p>
<p>At the Council meeting on 4th November 2004, I asked the Leader to advise me of the cost of the visit of the seven-person delegation to Vladimir. The reply was as follows:</p>
<p>"The cost of the visit was less than £300 per delegate The cost of the visas had been met by the Council and the Lord Mayor's car had been used to take the delegation to the airport."</p>
<p>Would the Leader now inform the Council of the true cost of the visit and give an explanation as to how seven people travelled in the Lord Mayor's car to the airport?</p>
<p>Reply by the Leader of the Council</p>
<p>The cost of the visit was approximately £432 per person.</p>
<p>The Lord Mayor's car and a taxi were used to take the delegation to and from the airport.</p>
<p>I went in the Lord Mayor's car for the journey to the airport and Councillor Pepper used the car for the return journey.</p>
<p>Supplementary question by councillor cragg</p>
<p>Would the Leader of the Council indicate why the figure is £432 when he gave a figure of £300 before and what cost makes up the difference?</p>
<p>Reply by the Leader of the Council</p>
<p>The member of staff who dealt with the visit went on holiday prior to the last meeting of the Council and could not get the exact figures for the reply to the previous question.</p>
<p>When the visit was set up we were told that the visa and travel costs would be about £300 per person. We were unaware at the time that the visa application would</p>

	require the despatch of a courier to queue for the visas required.
	Eventually an agent was used to obtain the visas and this increased the cost. As the Council already knows, the delegation to Vladimir was well received.
370	NOTICE OF MOTION – BAN ON SMOKING IN PUBLIC PLACES (Minute No 269 (2004/05) refers)
	The council considered the Notice of Motion which had been proposed by Councillor Eden-Green and seconded by Councillor Seath at the meeting of the council on 4 November 2004 regarding the introduction of a smoking ban in public places.
	The report on the Motion, at Minute No 304 (2004/05) of the General Purposes Committee to full Council was that the matter be discussed at the next meeting of the committee to be held on 20 January 2005 when Members would have the opportunity to discuss a report on this matter from the Head of Environment and Street Scene.
	The report on the Motion, at Minute No 304 (2004/05) of the General Purposes Committee was then put and it was -
	RESOLVED accordingly.
371	NOTICE OF MOTION – INCREASE IN BUSINESS RATES FOR 2005/06
	It was proposed by Councillor Mrs Attwood and seconded by Councillor Miss Samper:-
	“This Council views with concern the proposed rise in Business Council Tax with effect from April 2005.
	Small independent traders in particular who struggle to make a living will be faced with a rise so steep as to put many of them out of business altogether, Canterbury can ill afford to lose them.
	Canterbury City Council resolves to write to John Prescott the Deputy Prime Minister expressing its deep concern and ask him to think again about the intended massive rise in Business Rate.
	It also resolves to write to Julian Brazier and Roger Gale the two MPs for Canterbury District to enlist their support in our action”.
	The Lord Mayor allowed the Motion to be dealt with at this meeting. With the concurrence of the proposer and seconder, the Motion was amended by the deletion of the word "massive" and the insertion of "huge". #Following a debate, the amended Motion was put and it was RESOLVED accordingly.

(In accordance with the Members' Code of Conduct, Councillor Patterson declared his interest in this item as a Business Ratepayer and Councillor Thomas declared his interest as the owner of commercial premises.)

372 MINUTES

The Lord Mayor signed as a true record the minutes of the meeting of the council held on 4 November 2004 and the extraordinary meeting of the council held on 6 December 2004.

373 OVERVIEW AND SCRUTINY COMMITTEE – 17 NOVEMBER 2004 – MINUTES

It was proposed by Councillor Cragg, seconded by Councillor Mrs Doyle and
RESOLVED – That the minutes of the meeting of the Overview and Scrutiny Committee held on 17 November 2004 be received.

374 OVERVIEW AND SCRUTINY COMMITTEE – 15 DECEMBER 2004 – MINUTES

It was proposed by Councillor Cragg, seconded by Councillor Mrs Doyle and

RESOLVED – That with the exception of the recommendation in Minute No 352(a) 2004/05 regarding the review of charges for 2005/06, which is dealt with at Minute No 366(b) of this council meeting, the minutes of the meeting of the Overview and Scrutiny Committee held on 15 December 2004 be approved and adopted.

375 DEVELOPMENT CONTROL COMMITTEE – 9 NOVEMBER 2004 – MINUTES

It was proposed by Councillor Nee, seconded by Councillor Eden-Green and

RESOLVED – That the minutes of the meeting of the Development Control Committee held on 9 November 2004 be received.

376 GENERAL PURPOSES COMMITTEE – 25 NOVEMBER 2004 – MINUTES

It was proposed by Councillor McLachlan, duly seconded and

RESOLVED – That the minutes of the meeting of the General Purposes Committee held on 25 November 2004 be received and the recommendations contained therein be adopted.

377 HOUSING APPEALS COMMITTEE – MEETINGS

It was proposed by Councillor Seager, seconded by Councillor MacCaul and

	RESOLVED – That the minutes of the meetings of the Housing Appeals Committee held on 29 October and 26 November 2004 be received.
378	DISCRETIONARY HOUSING PAYMENTS APPEALS COMMITTEE – 9 NOVEMBER 2004 - MINUTES
	It was proposed by Councillor Mrs McCabe, duly seconded and
	RESOLVED – That the minutes of the meeting of the Discretionary Housing Payments Appeals Committee held on 9 November 2004 be received.
379	WHITSTABLE HARBOUR BOARD – 29 OCTOBER 2004 – MINUTES
	It was proposed by Councillor Mrs Harrison, seconded by Councillor Thomas and
	RESOLVED – That the minutes of the meeting of the Whitstable Harbour Board held on 29 October 2004 be received.
380	THE LORD MAYOR’S CHRISTMAS gift fund
	Councillor Cragg expressed his thanks to the Members who had assisted with the street collection for the above fund on Saturday 18 December 2004 which had raised £1,300. He wished all Members a very Happy Christmas and a prosperous New Year.
	The Lord Mayor also expressed his thanks to Members, and in particular Councillor Cragg, who had assisted with the collection.
	W11M201204.DOC

Fao. Adrian Verrall
Regeneration & Economic
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Canterbury City Council
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CANTERBURY
Kent CT1 1YW

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Our Ref: GOSE 102/005/CANT
Your Ref:

23rd March 2005

Dear Mr Verrall,

Planning and Compulsory Purchase Act 2004
CANTERBURY LOCAL DEVELOPMENT SCHEME

I am directed by the First Secretary of State to refer to your letter of 11th March 2005 giving notice of the Council's intention to bring into effect the above named Local Development Scheme.

In accordance with Regulation 11(2) of the Town and Country Planning (Local Development) (England) Regulations 2004, the First Secretary of State hereby notifies your Council that he does not intend to issue a direction under Section 15(4) of the Planning and Compulsory Purchase Act 2004. Consequently the Local Development Scheme can come into effect.

Yours sincerely,



Ralph Dickens

Authorized by the Secretary of State for the Environment, Transport and the Regions to sign in that behalf



Executive 29 March 07

Agenda Enclosure 14 Click here for Appendix A – Tests of Soundness.
Agenda Enclosure 15 Click here for Appendix B – cover sheet.
Agenda Enclosure 16 Click here for Planning Inspectorate letter.
Agenda Enclosure 17 Click here for response letter.
Agenda Enclosure 18 Click here for Appendix C – cover sheet.
Agenda Enclosure 19 Click here for Appendix C – Proposed Changes.
Agenda Enclosure 20 Click here for Appendix D – cover sheet.
Agenda Enclosure 21 Click here for Appendix D – Proposed Changes.
Agenda Enclosure 22 Click here for Submission Draft Statement of Community Involvement.

AGENDA ITEM NO 17

Agenda

Subject:	Local Development Framework: Proposed Revisions to Work Programme (Local Development Scheme)
Director/Head of Service:	Head of Regeneration and Economic Development
Decision Issues:	These matters are within the authority of the Council
Decision:	Non-key
Wards:	All
Classification:	This report is open to the public.
Summary:	This Report sets out proposed revisions to the Council's LDF work programme document, the Local Development Scheme, and seeks Council approval to submit a revised LDS to the Government Office for the South East.
To Recommend to Council:	That the proposed revisions to the Local Development Framework work programme (Local Development Scheme) be agreed, and a revised LDS submitted to the Government Office for the South East.

SUPPORTING INFORMATION

1. Introduction

As Members may recall, the City Council submitted its first Local Development Scheme (LDS) – the LDF programme management document - to the Government Office for the South East (GOSE) in early 2005, and the LDS became operative in March 2005.

Local Planning Authorities are required to keep LDSs under review, and to submit

revised LDSs, where appropriate.

Over the last 2 years, a number of factors have come into play, which require the revision of our LDS to reflect the likely programme of work over the next three years. These factors include:

- (1) delays to the South East Plan, and ongoing discussions about regional housing requirements for the South East Plan period;
- (2) work on the Canterbury District Futures Study and emerging additional evidence requirements, and joint work on the Community Strategy and LDF Core Strategy; and
- (3) reviews of LDF work to date brought about by Inspectors' Reports (particularly at Stafford & Lichfield), where Core Strategies have been found to be "unsound", and been rejected by Inspectors.

In the light of the above factors, it is proposed to amend the Council's LDS, as follows:

- (1) set the Core Strategy back approximately 9 months to take into account further work arising from the Futures Study, ongoing work on the Community Strategy; and delays to the South East Plan. This would mean that no formal consultation on the LDF Core Strategy would take place until the end of this year;
- (2) set back the proposed Housing Development Plan Document (DPD) to follow the Core Strategy and the South East Plan, and to give time to expand the DPD to include other development land allocations, such as employment sites and Gypsy and Traveller sites (approximately 18 months). This means that detailed site assessment work and technical consultations would not begin until late 2008;
- (3) incorporate the Herne Bay Area Action Plan (AAP) in the LDS, including a description of the work, an indicative timetable, and a schedule setting out the detail of the content of the AAP. This work is already underway, and would simply be added to the LDS; and
- (4) review the timetables for Supplementary Planning Documents, particularly for the Wincheap Regeneration Zone, where the process for selecting a preferred development partner is well underway.

These amendments were considered, and agreed, by the Development Framework Steering Group on 30 January 2007. However, revisions to the LDS also need to be agreed by Council before submission to GOSE.

2. Relevant Council Policy/Strategies/Budgetary Documents

(a) Local Development Framework – the LDS is the work programme document for the LDF.

(b) Community Strategy – it is the intention to closely link work on the LDF with the developing Community Strategy, but these changes to the LDF work programme should not have significant effects on the Community Strategy timetable.

(c) Corporate Plan – it is the intention to closely link work on the LDF with the developing Corporate Plan, but these changes to the LDF work programme should not have significant effects on the Corporate Plan timetable.

3. Consultation

The revised work programme is the result of officers reviewing the existing LDS in the light of the issues set out in this report.

In doing so, officers have also sought the advice of the Government Office for the South East and the Council's Local Plan Inquiry Barrister about the implications of the Inspector's Reports into LDF Core Strategies at Stafford and Lichfield. Officers have also taken into account advice issued by the Planning Advisory Service and the work to be carried out by other parts of the Council.

Officers have also taken into account the ongoing joint work emerging from the Futures Study, and the relationship of LDF work to the Community Strategy and the Corporate Plan.

The proposed amendments have been agreed by the Development Framework Steering Group.

4. Options available

The submission of a Local Development Scheme, and its regular review, is required by the Town & Country Planning (Local Development)(England) Regulations 2004.

5. Implications

(a) Financial Implications – although the revisions to the work programme will mean changes to the timing of evidence-gathering, the overall budget for the LDF preparation will not change significantly.

(b) Staffing/Resource Implications - although the revisions to the work programme will mean changes to the timing of evidence-gathering, the

overall staffing resource requirements for this part of LDF preparation will not change significantly.

(c) Property Portfolio Implications

(d) Legal Implications

(e) Environmental/Sustainability Implications

(f) Planning Implications

(g) Human Rights Issues (Legal)

(h) Equalities

(i) Crime and Disorder Implications

6 Conclusions

That the LDS should be amended as set out in this Report.

Contact Officer: Adrian Verrall Direct Dial: 862 196

The decisions set out in these minutes will come into force, and may then be implemented, on the expiry of three working days after the publication of the decision, unless the decision is subject to call-in.

Date of publication: 2 April 2007

CANTERBURY CITY COUNCIL

EXECUTIVE

Minutes of a meeting held on Thursday 29 March 2007 at 6.30pm
at The Guildhall, Westgate, Canterbury

Agenda

Present:	Councillor Cragg – Leader of the Council
	Councillor Mrs Doyle
	Councillor Gilbey
	Councillor Lee
	Councillor Norris
	Councillor Patterson
	Councillor Mrs Reuby
	Councillor Miss Samper
	Councillor Thomas
Other Members present for all or part of the meeting:	Councillor Austin
	Councillor Avery
	Councillor Dixey
	Councillor Seager

E274 DECLARATIONS OF INTERESTS

In accordance with the Code of Conduct for Members:-

Councillor Thomas declared a personal and prejudicial interest in the item dealing with the Local Development Framework: Proposed Revisions to Work Programme (Local Development Scheme) due to a property interest and an outstanding planning appeal. He also declared his membership of the Development Control Committee.

Councillor Mrs Reuby declared a personal interest, by virtue of being the Council's representative on the Herne Bay Volunteer Centre, in so far as it related to the items dealing with Executive issues arising from the meetings of the Herne Bay Area Member Panel and the Single Grants Gateway Panel.

Councillor Patterson declared a personal interest in the item on the Utilisation of Superannuation Reserve by virtue of receiving a pension from Kent County Council. He also declared his membership of the Development Control Committee.

E275 PUBLIC PARTICIPATION

The Leader advised that one member of the public had asked to speak on the item dealing with the Park and Ride Bus Contract.

E276 ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL AND OTHER MEMBERS OF THE EXECUTIVE

(a) The Leader referred to the headlines in the Herne Bay Times that day: "The Future is Bright", that reported upon the recent granting of planning consent for offices and residential development on the site of a former petrol station at the Links in Eddington, Herne. This was good news for Herne Bay.

(b) The Leader announced that the application for a grant made by the Council to the Heritage Lottery Fund (HLF) and the Big Lottery Fund (BLF) for improvements to Whitstable Castle and Gardens had been successful. The project had been awarded a Stage 1 Pass of £2,063,000 (75% of the project costs of £2,751,057) and in addition the project for the Castle Gardens had been awarded a development grant of £93,100 (75% of the project costs of £124,192). It was expected that the HLF and the BLF would be issuing a joint press release the following day. This was a fantastic achievement by all those involved and he congratulated the Council Officers involved, particularly Anthony Dance and David Kincaid, and the Whitstable Castle Centre Association, for their time and effort.

(c) The Leader announced that for the second year running, the Council had been short listed for the "Best Achieving Council of the Year" Award by the Municipal Journal. There were five other Councils on the short list. The citation stated, "The Excellent CPA rated Council has married a strong performance culture with an ambitious series of projects that are delivered through cohesive and successful partnerships. With a reputation as a forward thinking Council, it is especially strong in the three areas of culture, community and improving the environment. There is also strong officer/member working to underpin its strategy."

(d) The Leader announced good news in connection with Whitstable Harbour and he invited Councillor Dixey, Chairman of the Whitstable Harbour Board, who was present at the meeting, to comment. Councillor Dixey reported that Whitstable Harbour had recently been awarded the status of "Leading Light", just one of three ports, out of 83, to receive such an award. The Chairman thanked the Executive for the support it had given the Board, which was much appreciated. The independent members of the Board had played a vital part in turning the Harbour around along with Mike Wier, the Port Manager and Harbour Master. Councillor Norris, portfolio holder, went on to outline the competition for the award and

mentioned other larger ports that Whitstable had been up against. He was pleased to note that the Harbour contributed socially and economically to the local community. He concurred with Councillor Dixey in that the independent members had worked hard at improving the Harbour. He thanked the Port Manager and Harbour Master and his staff for their involvement in achieving the award.

(e) Councillor Patterson announced that a survey of customer satisfaction with the Park and Ride facilities and service had shown that 83% of those asked gave it a score of 8 or more out of 10, thus revealing a high level of satisfaction amongst the public. The staff had a real sense of pride and he congratulated them on achieving such a high level of satisfaction.

(f) Councillor Mrs Doyle announced that the Policy and Improvement Team had applied for a Charter Mark. It was unusual for such a service to apply as it did not have an easily measurable output and indeed it was the first Policy Team in the country to apply for it. The Inspectors had visited recently and the outcome would be known soon.

(g) Councillor Gilbey announced that £30,000 had been received from the East Kent Partnership to refurbish and reopen the Horses and Goats tunnel under the railway west of Canterbury East. This would greatly improve access and connection in the District. Whilst on the subject and in that area, he was pleased to announce that a Konik horse had given birth to the first foal in their new home.

(h) Councillor Gilbey announced that the three March business events, run by the Local Economy Team had been major successes with many attendees. The feedback from the attendees had been prolific and positive. The Team, under Dawn Hudd, was to be congratulated for organising the events.

(i) Councillor Miss Samper announced that there had been a number of recent successes in prosecutions for improper trading in Canterbury High Street. One pedlar had been fined £600 and eight more cases were in progress and two more would be made soon.

E277 MEMBERS' QUESTIONS

None.

E278 MINUTES

The Leader signed as a true record the minutes of the meeting held on 1 March 2007.

E279 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 1

MARCH 2007

Minute No E269(a), the Leader reported that during a recent visit by the Executive to Herne Bay he had looked at the paving and planters in Mortimer Street, Herne Bay. He had received comments from people, other than those on the Executive, that the repairs were acceptable and not as recent reports had made out.

The Leader took the opportunity to report that essential maintenance work had been completed and the Memorial Park lake was back to normal.

Minute No E271, the portfolio holder reported that the University of Kent had joined the Council's recycling project with both halls of residence and self-catering accommodation taking part.

E280 FORTHCOMING DECISION LIST – 1 APRIL 2007 TO 31 JULY 2007

RESOLVED – That the Forthcoming Decision List for the period 1 April 2007 to 31 July 2007 be noted.

E281 PARKING REGULATION REVIEW 2006

The portfolio holder presented the report of the Head of Transportation and Engineering that set out proposals for a number of changes to the Traffic Regulation Orders relating to on-street parking. The proposals had been examined by Officers and discussed with the emergency services, Kent Highway Services and the relevant Ward Councillors, County Councillors and parish councils. They were set out in full in a document entitled Parking Regulation Review 2006, which had been amended slightly following consultation with the Joint Transportation Board. It was suggested that the proposals be taken to public consultation with any responses being reported back to the Executive in June.

Since publication further investigative work had been undertaken on proposal R16 (3 Church Road, Littlebourne) and it was felt that it should proceed to statutory public consultation.

A Member suggested ways in which parking in and around Herne Bay train station could be improved (H15) and asked that Officers carry out further investigations during the consultation period and thus ensure better decision making.

A Member asked that the situation with regard to W16 (opposite Radfall Recreation Ground, Chestfield) be monitored.

RESOLVED –

- (a) That Officers carry out further investigations during the formal consultation period on H15.

- (b) That, subject to proposal R16 being taken to formal public consultation contrary to recommendation, the recommendations set out in the Parking Regulation Review 2006 be taken to formal public consultation.

e282 RESIDENTS' PARKING IN WHITSTABLE

The portfolio holder presented the report of the Head of Transportation and Engineering that explained that an initial investigation had been carried out into the demand for, and feasibility of, extending the residents' parking scheme in Whitstable. The Whitstable Area Member Panel had been invited to consider the responses received and had recommended that formal public consultation be undertaken with a view to extending, if appropriate, the residents' parking scheme to include Nelson Road and West Cliff, Whitstable.

RESOLVED – That the proposals to introduce residents' parking in Nelson Road and West Cliff, Whitstable and the associated changes to the Traffic Regulation Order be taken to formal public consultation.

E283 ADDITIONAL PARKING BAYS IN HERNE BAY TOWN CENTRE

The portfolio holder presented the report of the Head of Transportation and Engineering that explained that the Herne Bay Area Member Panel had discussed a number of locations in the town centre of Herne Bay where it was felt that additional on-street parking bays could be created. A number of issues had arisen during and after implementation of the additional bays and a number of alterations were being proposed to take them into account.

It was noted that there would be no charge for using the parking spaces.

RESOLVED –

- (a) That the proposed alterations to the Traffic Regulation Order be formally advertised.

- (b) That any objection received be reported to a future meeting of the Executive but if none received then the Head of Transportation and Engineering be authorised to request the Kent County Council to make the Order.

E284 PARK AND RIDE BUS CONTRACT

The portfolio holder presented the report of the Head of Transportation and Engineering that considered the options for procuring the next contract for the operation of Park and Ride bus services after the end of the current contract in September 2008. The Executive was being asked to decide on some issues of principle in order to allow Officers to draw up the detailed specification and tender

documents. A further report to the Executive would be made once the outcome of the tenders prior to the award of the new contract were known. The Head of Legal and Democratic Services pointed out that, depending on what the financial incentives were, a further report to the Executive might be needed on that topic.

The Head of Transportation and Engineering addressed the comments made by the member of the public.

RESOLVED –

(a) That the new Park and Ride Bus Contract be procured as a five year contract at a fixed price but with financial incentives for good performance and growth in patronage.

(b) That, if necessary, the formula for financial incentives be agreed with the Director of Corporate Services.

(c) That the option of out-sourcing the management of the Park and Ride sites as part of the contract be investigated and priced.

(d) That the new contract be based on the current level of service, as a minimum.

(e) That the specification on bus design be output based but alternative price options should be sought.

(f) That the engine type be compliant with the proposed Euro 5 emission standards.

(A member of the public, Mr Grahame Harrison spoke to this item.)

E285 sSUPPLEMENTARY PLANNING DOCUMENT: SUSTAINABLE CONSTRUCTION

The portfolio holder presented the report of the Head of Regeneration and Economic Development that set out proposals for a Supplementary Planning Document that would address sustainable construction standards in new development.

The Director of Community and Environment Services reported upon the views of the Climate Change Working Group who had supported the contents of the document.

RESOLVED – That the draft Supplementary Planning Document – Sustainable Construction be approved for the purpose of public consultation.

E286 SUPPLEMENTARY PLANNING DOCUMENT: HERITAGE, ARCHAEOLOGY AND CONSERVATION

The portfolio holder presented the report of the Head of Regeneration and Economic Development that reminded Members that the Canterbury District Local Plan First Review had been adopted in July 2006. As part of the continuing work to have a relevant and up-to-date Local Plan, an amended Supplementary Planning Document: Heritage, Archaeology and Conservation had been prepared. The document had been significantly amended following previous consultation in Spring 2002.

The Leader took the opportunity to thank the authors of the report for a well-researched and well-written document.

RESOLVED – That the revised draft Supplementary Planning Document: Heritage, Archaeology and Conservation be approved for the purposes of consultation

E287 BOSCO +

The portfolio holder presented the report of the Head of Regeneration and Economic Development that set out the progress on the new partnership that the Council wished to pursue with Shepway District Council (DC) and agencies in and around Boulogne-sur-Mer. The Council had been invited by Shepway DC to join a partnership that it had established with Boulogne-sur-Mer. The joint working was currently known as the BOSCO partnership (Boulogne and Shepway Co-operation) and addressed joint working on both sides of the Channel. The new partnership would be titled BOSCO + (Boulogne, Shepway, Canterbury Organisation).

RESOLVED – That the proposals be investigated to develop project themes for future rounds of Interreg 4A, within the BOSCO + partnership.

E288 UTILISATION OF SUPERANNUATION RESERVE

The portfolio holder presented the report of the Director of Corporate Services that sought authority to transfer the balance held in the Superannuation Reserve to the Early Retirement Reserve and then utilise the funds to repay specific pension liabilities.

RECOMMENDED (to full Council) –

(a) That approval be given to the transfer of balances held between reserves.

(b) That funds previously held in the Superannuation Reserve be utilised to repay specific liabilities as set out in the report now submitted.

E289 DRAFT STATEMENT OF COMMUNITY INVOLVEMENT

The portfolio holder presented the joint report of the Head of Regeneration and Economic Development and Head of Development Services that reminded Executive Members that a key objective of the new planning system was to strengthen community involvement. A draft Statement of Community Involvement (SCI) had been prepared as part of the **Local Development Framework** for the Canterbury District. It set out the Council's strategy for involving the community in the preparation of Local Development Documents and consultation with communities on planning applications. The Submission Draft Statement of Community Involvement had been submitted to the Secretary of State for examination in September 2006.

The Council had now received the report of the Planning Inspectorate on the Submission Draft Statement of Community Involvement. The Inspector had considered the representations received on the Submission draft and was satisfied that the SCI was "Sound", subject to the Council implementing a number of recommendations that were set out in his report. Officers were satisfied with his recommendation and recommended that the SCI be adopted, incorporating the binding recommendations of the Inspector.

The views of the Development Control Committee were reported to the meeting.

RECOMMENDED (to full Council) – That, subject to the inclusion of the amendments put forward by the Development Control Committee, the Statement of Community Involvement, amended to incorporate the recommendations of the Inspector, be approved and adopted.

E290 **LOCAL DEVELOPMENT FRAMEWORK: PROPOSED REVISIONS TO WORK PROGRAMME (LOCAL DEVELOPMENT SCHEME)**

The portfolio holder presented the report of the Head of Regeneration and Economic Development that set out proposed revisions to the Council's Local Development Framework work programme document, the Local Development Scheme, and sought approval to submit a revised document to the Government Office for the South East.

RECOMMENDED (to full Council) –

(a) That the proposed revisions to the Local Development Framework work programme (Local Development Scheme) be agreed.

(b) That the revised LDS be submitted to the Government Office for the South East.

(Having declared a personal and prejudicial interest in this item at the start of the meeting, Councillor Thomas left the meeting and took no part in the discussion and voting thereon.)

E291 NOTICE OF MOTION – MEASURES TO IMPROVE ENVIRONMENTAL STANDARDS AND COMBAT CLIMATE CHANGE

The Executive Members considered the following Notice of Motion which had been proposed by Councillor Eden-Green and seconded by Councillor Berridge at the Council meeting held on 22 February 2007:-

“This Council will consider the following measures to improve environmental standards and combat climate change:

1. Paying the higher car user rate to all members and officers cycling or walking to work or to meetings thus discouraging unnecessary car use.

2. Replacing all light bulbs in council buildings with low energy ones on a planned replacement basis.

3. Encouraging all council house tenants to replace light bulbs with energy efficient ones.

4. Moving to a ‘green’ energy supplier subject to any significant budget constraints.

5. Adopting the ‘Merton Rule’ as resolved by the London Borough of Merton, requiring 10% renewables in larger new developments.

6. Seeking to eradicate ‘fuel poverty’ as practised by Newark and Sherwood District Council.

It will also examine, on a regular basis, new measures adopted by other authorities addressing climate change with a view to considering their suitability for this Council”.

In accordance with the decision taken by the full Council the Notice of Motion had been referred to the Climate Change Working Party and the Executive Members had a copy of the relevant minute of the Working Party meeting before them.

The Chairman of the Working Party, and portfolio holder, outlined the measures being taken by the Council to improve its carbon footprint and to encourage others in the district to be aware of measures that could be taken to prevent climate change. The Climate Change Working Party had accepted that the points within the motion were important and should be looked at with appropriate action taken as necessary.

The Executive had taken a number of steps over the last 18 months to combat climate change and it had recently been reported that the Council has the lowest carbon footprint of any district in Kent.

	RESOLVED – That the report to the Council on the Notice of Motion be that the role of the Climate Change Working Party would be to keep all ideas to improve environmental standards and combat climate change under review and recommend to the Executive appropriate action as necessary.
E292	DELEGATED POWERS TO THE CHIEF EXECUTIVE (POST ELECTION PERIOD)
	In view of the local elections on 3 May 2007 and the lapse of time until the Annual Meeting of the Council on 16 May 2007, it was -
	RESOLVED - That the Chief Executive, in consultation with the Leaders of the political groups be delegated power to take any action which is required as a matter of urgency in the interests of the Council for the period 3 May to 16 May 2007.
E293	EXECUTIVE ISSUE ARISING FROM A MEETING OF THE SCRUTINY MANAGEMENT AND REVIEW SUB-COMMITTEE HELD ON 22 FEBRUARY 2007
	Community Safety Scrutiny Review – Action Plan Update
	Amongst other things, the Sub-Committee had resolved that “the Executive be urged to find funds for a single non-emergency telephone number for reporting incidents of anti-social behaviour”.
	The Executive Members had received advice from the Head of Housing and Community Development on this issue.
	RESOLVED – That no action be taken.
E294	EXECUTIVE ISSUE ARISING FROM A MEETING OF THE MEETING OF THE CANTERBURY AREA MEMBER PANEL HELD ON 6 MARCH 2007
	The Canterbury Area Member Panel had requested that the Executive consider allocating funding through the Single Grants Gateway for the Thanington Neighbourhood Resource Centre and other community centres in a similar position, on the basis of a three-year funding programme.
	The Executive Members had received advice from the Head of Housing and Community Development on this issue and the points made were discussed.
	RESOLVED – That the Head of Housing and Community Development prepare a report for discussion at a future meeting of the Single Grants Gateway Panel.
E295	EXECUTIVE ISSUES ARISING FROM A MEETING OF THE HERNE BAY AREA MEMBER PANEL HELD ON 13 MARCH 2007

The Executive considered the issues referred to it by the Herne Bay Area Member Panel. On the issue of opening the pier walkway, Members of the Executive, on a recent visit, had been pleasantly surprised at the condition of the walkway.

The relevant portfolio holders had investigated each of the issues and reported on the findings and actions taken.

RESOLVED -

- (a) That, as there was no evidence to support the allegation of anti-social behaviour, the request to investigate the possibility of locking the main gates to the Memorial Park during the evening to prevent anti-social behaviour in the car park be refused.
- (b) That the Head of Environment and Street Scene investigate and report back on the possibility of opening the Herne Bay Pier walkway to the public and to include in the report details of public liability insurance taken out by other authorities with piers.
- (c) That the request to recommend to the Joint Transportation Board that the low priority awarded to the reversal to the one-way system in Chapel Street be reviewed, as the main Post Office in Herne Bay had now been re-located to the Co-op store in Mortimer Street, be noted and the portfolio holder to recommend any action as necessary.
- (d) That, as the tree outside Barclays Bank in Mortimer Street had been removed by the Highways Agency and subject to consents, a replacement tree provided by the Executive's Opportunity Fund be planted in its place with the species of tree being determined by the Herne Bay Area Member Panel.
- (e) That the Crime Reduction Unit be asked to prepare a report on the perceived problem of anti-social behaviour at Mill Lane Underpass for consideration at a future meeting.
- (f) That, as the work is currently being undertaken, the request to take urgent action to renew and strengthen the railings at the Kings Hall be noted and Members reminded that such requests should be brought to the attention of the relevant officer.
- (g) That, the request to consider repairing those roads, pavements, road signs and markings which were considered to be in a dangerous condition and recover the costs incurred from the County Council be noted and Members reminded that such requests should be brought to the attention of the relevant officer at Kent County Council and that funding is limited.
- (h) That, due to a lack of evidence to substantiate the claim, the request that

the neighbouring authorities in the East Kent cluster join with Canterbury in lobbying the County Council to improve the roads and pavements in East Kent to a condition comparable to those in West Kent, be refused.

- (i) That the request for funds to be made available for a blue plaque to be erected in Herne Bay this year for Ann Thwaytes be noted and Members reminded of the process to be followed for requesting such plaques.

(Councillor Mrs Reuby had declared a personal interest in this item at the start of the meeting.)

E296 EXECUTIVE ISSUES ARISING FROM A MEETING OF THE SINGLE GRANTS GATEWAY PANEL HELD ON 15 MARCH 2007

The Executive considered the recommendations of the Single Grants Gateway on recent applications for Emergency Grants.

RESOLVED –

- (a) That an emergency grant of £533.25 be made to the Good Companions Club for room hire costs at the Spring Lane Neighbourhood Centre, Canterbury.
- (b) That an emergency grant of £1,500 be made to the Herne Bay Volunteer Centre towards the replacement of its computer equipment following the organisation's relocation to new premises.
- (c) That, as it appeared there had been some ambiguity over the paperwork presented to the Panel, the application for an emergency grant of £3,500 by the Canterbury Environment Centre for emergency repairs to the building as part of its leasing arrangements be referred back to the Single Grants Gateway
- (d) That the application for an emergency grant of £4,055 by Epilepsy Here towards the rental and the redecoration of the organisation's new premises, the purchase of computer equipment and to enable a volunteer to attend training in first aid for sufferers of epilepsy, be refused because the computer equipment has already been provided at the property for use by the organisation, but the organisation be advised to re-apply for an emergency grant next year if it experiences any financial difficulties.
- (e) That an emergency grant of £1,500 be made to Canterbury District Citizens' Advice Bureau in order to help the organisation secure a grant of £5,500 from Lloyds TSB funding for supervising, recruiting and training new advisers for an outreach service in Whitstable, but if the external funding is not forthcoming by the deadline in July 2007, the offer of an emergency grant be withdrawn.

- (f) That the Community Development Officer (Grants and Voluntary Sector Support) advise the Canterbury District Citizens' Advice Bureau to contact Bill Ronan of the Kent County Council for advice on how to proceed with an application for funding from the allocations made to each County Councillor.

(Councillor Mrs Reuby had declared a personal interest in this item at the start of the meeting.)

E297 MEMBERS' TRAINING GROUP

RESOLVED – That the minutes of the meeting of the Members' Training Group held on 13 March 2007 be noted.

E298 DATE OF NEXT MEETING – SPECIAL MEETING

Thursday 12 April 2007 at 6pm in The Guildhall

The meeting closed at 7.57pm.

Lisa Gadd
Planning Policy Team
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www.gose.gov.uk

Our Ref:
Your Ref:

26 November 2007

Dear Lisa

**PLANNING AND COMPULSORY PURCHASE ACT 2004
TOWN AND COUNTRY PLANNING (LOCAL DEVELOPMENT) (ENGLAND)
REGULATIONS 2004**

Thank you for your e-mail of 4 October 2007 formally submitting your Council's revised local development scheme.

This letter is to confirm that the Secretary of State does not intend to give your Council a direction under section 15(4) of the above Act.

We would advise that you must:

- Make a copy of the scheme available for inspection at your principal office during normal office hours: and
- Publish the scheme on your website.

Yours sincerely

JOANNA ANDREWS



INVESTOR IN PEOPLE

Subject: Local Development Framework: Proposed Revisions to Work Programme (Local Development Scheme)

Director/Head of Service: Head of Regeneration and Economic Development

Decision Issues: These matters are within the authority of the Council

Decision: Non-key

Classification: This report is open to the public

Ward: All

Summary: *This Report sets out proposed revisions to the Council's LDF work programme document, the Local Development Scheme, and seeks Council approval to submit a revised LDS to the Government Office for the South East.*

The Report also sets out a proposal to delegate authority for future reviews of the LDS, and approvals for submission to GOSE, to the Development Framework Steering Group, as an Executive working group.

To Recommend to Council:

- (a) That the proposed revisions to the Local Development Framework work programme (Local Development Scheme) be agreed, and a revised LDS submitted to the Government Office for the South East; and
- (b) That authority for future reviews of the LDS, including approvals for submission to GOSE, be delegated to the Development Framework Steering Group.

SUPPORTING INFORMATION

1. Introduction

As Members may recall, the City Council's first Local Development Scheme (LDS) – the LDF programme management document – came into force in 2005. Revisions to the LDS were submitted to the Government Office for the South East (GOSE) in March 2007, and became operative in September 2007.

Local Planning Authorities are required to keep LDSs under review, and to submit revisions, where appropriate.

Over the last 12-18 months, a number of factors have come into play, which require the revision of the LDS to reflect the likely programme of work over the next three years. These factors include:

- (1) Changes to the Regulations governing LDF preparation;
- (2) Continuing delays to the South East Plan, and ongoing discussions about regional housing requirements for the South East Plan period; and
- (3) Establishment of evidence base – this is taking far longer than had initially been expected. Key studies (notably the District Transport Assessment; Housing Market Assessment; Land Availability Assessment) are proving both time-consuming and more costly;
- (4) Other LDF work, including review of Development Contributions SPD and Local Plan “saved policies” protocol; and
- (5) Involvement of the Planning Policy Team in other corporate work, such as the Wincheap Development Brief, Appeal work; South East Plan examination and follow-up work and so on.

In the light of the above factors, it is proposed to amend the Council’s current LDS, as set out below. A table showing the proposed timetable for the various LDF documents is attached at Annex A.

Core Strategy

It is proposed that a Preferred Options document (including Issues & Options) is published for consultation in Autumn 2009. This is to allow completion of the appropriate evidence base, and establishment of a viable Infrastructure Delivery Plan.

At this stage, the evidence base is critical to ensuring that the Core Strategy is found to be “sound”. There are a number of studies currently underway that will provide the fundamental evidence base for the Core Strategy, notably a district Transport Assessment, which is unlikely to be completed before June 2009.

Beyond that, it is the intention to submit the Core Strategy to GOSE and the Planning Inspectorate in summer 2010, and it is anticipated that the Core Strategy could be adopted by July 2011.

Development Land Allocations DPD

The proposed Development Land Allocations Development Plan Document (DPD) should follow the Core Strategy.

However, recent changes in the guidance indicate that where “strategic sites” exist (or proposals to “go to the heart of the strategy”), these may be included in a Core Strategy.

There is therefore a need to keep under review the need for such a DPD as the Core Strategy progresses, to assess whether a separate DPD is needed. This means that,

if a separate document were necessary, detailed site assessment work and technical consultations would not begin until spring 2009.

Herne Bay AAP

It is hoped that the Herne Bay AAP will be able to continue on its current timetable as agreed by Members. This would involve pre-submission publication in February 2009, and formal submission to the Planning Inspectorate and GOSE in May 2009.

This reflects changes to the Regulations and some delay in finalising the evidence base, and so some amendments need to be made formally to the LDS needs to be undertaken in this respect.

Gypsy & Traveller Accommodation

Members will be aware of the current SEERA consultation in relation to Gypsy & Traveller accommodation and sites. Government guidance states that, where a need has been identified through a robust Gypsy & Traveller Accommodation Assessment, local authorities should bring forward proposals to meet that need as soon as possible.

No definite timetable has been established at present. However, discussions are taking place with other East Kent districts regarding the possibility of joint-working on the preparation of a DPD ahead of the finalisation of the South East Plan review. It is hoped to be able to report further at the meeting.

Supplementary Planning Documents (SPD)

As a result of changes to the Regulations, detailed programmes for SPDs are no longer required to be set out in the LDS.

However, it is our intention to continue to include broad details of SPD work. At this time, work on SPDs include:

- (1) Review of Development Contributions SPD – a review of this SPD is underway, with the intention of consultation early in 2009, and adoption by mid-2009;
- (2) Review of Sustainable Construction SPD – a review of this SPD is due shortly
- (3) New Reculver Masterplan SPD – consultation is due to take place early next year, with adoption anticipated by the middle of the year;
- (4) Review of World Heritage Site SPG – as a result of changes to Government guidance on World Heritage Sites, some amendments need to be made to the existing SPG. It is likely that consultation on this SPD will take place in the latter part of 2009.
- (5) New Residential Intensification SPD – a guidance note on this topic has been adopted as a “material consideration”, but it is the intention to adopt it as SPD. This is likely to take place early next year.

Other matters

The changes to the timetables for mainstream LDF work were considered, and agreed, by the Development Framework Steering Group on 30 January 2007. However, revisions to the LDS also need to be agreed by Council before submission to GOSE.

The Regulations require that LDSs are approved by "the Council". However, in order to stream-line the work planning process, it is suggested that the internal approval of the LDS could be undertaken by the Development Framework Steering Group (DFSG).

DFSG is an all-party steering group of Executive, and is currently chaired by the Leader of the Council. DFSG could deal with this element of LDF preparation itself, and reduce the amount of Committee time.

2. Relevant Council Policy/Strategies/Budgetary Documents

- (a) Local Development Framework – the LDS is the work programme document for the LDF.
- (b) Community Strategy – it is the intention to closely link work on the LDF with the developing Community Strategy, but these changes to the LDF work programme should not have significant effects on the Community Strategy timetable.
- (c) Corporate Plan – it is the intention to closely link work on the LDF with the developing Corporate Plan, but these changes to the LDF work programme should not have significant effects on the Corporate Plan timetable.

3. Consultation

The revised work programme is the result of officers reviewing the existing LDS in the light of the issues set out in this report.

In doing so, Officers have taken into account advice issued by the Government Office for the South East and the Planning Advisory Service, and the work that needs to be carried out by other parts of the Council.

Discussions have also taken place with neighbouring Councils to see whether there is scope for joint working on any LDF documents (in particular, in relation to Gypsy & Traveller site provision).

The proposed timetable amendments have been agreed by the Development Framework Steering Group.

**ANNEX 1: PROPOSED DEVELOPMENT PLAN DOCUMENTS
(FOR INCLUSION IN REVISED LOCAL DEVELOPMENT SCHEME)**

Development Plan Document	Reg 25 (draft) consultation (formal stage+)	Pre-submission notification (Reg 27)	Submission	Examination	Inspector's Report	Adoption
Core Strategy	October 2009	May 2010	August 2010	January 2010	June 2011	July 2011
Herne Bay Area Action Plan	Completed	February 2009	May 2009	September 2009	February 2010	March 2010
Development Allocations @	Autumn 2010	June 2011	July 2011	November 2011	February 2012	April 2012
Gypsy & Traveller Sites	<i>No definite timetable established at present. Discussions ongoing with other East Kent districts regarding the possibility of joint-working on the preparation of a DPD ahead of the finalisation of the South East Plan review.</i>					

Key

+ evidence-gathering and ongoing consultation/engagement with relevant bodies continues outside the formal process.

@ dependent on outcome of Core Strategy Examination.

4. **Options available**

The submission of a Local Development Scheme, and its regular review, is a requirement of the Town & Country Planning (Local Development)(England) Regulations 2004.

5. **Implications**

(a) Financial Implications – although the revisions to the work programme will mean changes to the timing of evidence-gathering, the overall budget for the LDF preparation will not change significantly in respect of existing documents. However, in order to prevent further significant delays to the programme, it is considered that LDF funding and staffing needs to be maintained to provide sufficient resources. Furthermore, if a joint Gypsy & Traveller document were to be prepared, this could potentially require some additional funding.

(b) Staffing/Resource Implications – as (a).

(c) Property Portfolio Implications – none directly from this report.

(d) Legal Implications – none directly from this report.

(e) Environmental/Sustainability Implications – none directly from this report.

(f) Planning Implications – none directly from this report.

(g) Human Rights Issues (Legal) – none directly from this report.

(h) Equalities – none directly from this report.

(i) Crime and Disorder Implications – none directly from this report.

6 **Conclusions (with reasons supporting the recommendation)**

That the LDS should be amended as set out in this Report, and submitted to the Government Office for the South East.

Contact Officer: Adrian Verrall

Direct Dial: 862 196

CANTERBURY CITY COUNCIL

Minutes of a meeting of the CANTERBURY CITY COUNCIL duly convened and held on Thursday, 15th January, 2009 at 7.00 pm at The Guildhall, Westgate, Canterbury

Present: Councillor Parry (Lord Mayor)

Councillor Anderson, Councillor Austin, Councillor Berridge,
Councillor Bissett, Councillor Bright, Councillor Carnell,
Councillor Cragg, Councillor Davis, Councillor Dixey,
Councillor Doyle, Councillor Dye, Councillor Eden-Green,
Councillor Ellis, Councillor Fisher, Councillor M Flaherty,
Councillor R Flaherty, Councillor Flanagan, Councillor Gilbey,
Councillor Harrison, Councillor Law, Councillor Lee,
Councillor Linfield, Councillor Matthews, Councillor McCabe,
Councillor McMahan, Councillor Parsons, Councillor Patterson,
Councillor A Perkins, Councillor J Perkins, Councillor Pickersgill,
Councillor Reuby, Councillor Samper, Councillor Seath,
Councillor Sharp, Councillor Sonnex, Councillor Staley,
Councillor Steed, Councillor A Taylor, Councillor H Taylor,
Councillor Thomas, Councillor Vickers, Councillor Vickery-Jones,
Councillor Windsor and Councillor Wratten

614 PRAYERS

The meeting was opened with prayers by the Lord Mayor's Chaplain Father Peter Geldard.

615 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Calvert-Mindell and MacCaul.

616 DECLARATION OF MEMBERS' INTERESTS

Councillors Gilbey, A Perkins and Seath each made a statement on behalf of their Group that any interests of the members of their respective Groups referred to in the minutes of the meetings for consideration at this meeting were deemed to be declared again for those members who were present at this meeting.

617 PETITIONS

Mr P Rose presented a petition to the Council regarding the disposal of public open space at East Cliff, Herne Bay for the provision of beach huts.

The Lord Mayor advised that the petition would be received by the Council without debate and that it would be drawn to the attention of the Executive.

618 ANNOUNCEMENTS

(a) The Lord Mayor reported that Bill Austen, a former Councillor, had died recently.

- (b) The Lord Mayor also reported the recent death of former City Councillor and County Councillor John Purchase. Members, Officers and other persons present at the meeting stood in silence for a short period as a mark of respect.

There were no announcements by the Leader of the Council, members of the Executive or the Chief Executive.

619 EXECUTIVE REPORTS TO FULL COUNCIL

(1) Review of the Housing Assistance Scheme

It was proposed by Councillor Gilbey, seconded by Councillor Law, and

RESOLVED - That the Council approve the following recommendations of the Executive at Minute No. E183 of the meeting of the Executive held on 4 December 2008 -

- (a) That the Council exercise its discretion to demand repayment of disabled facilities grants in the circumstances permitted by the law, subject to the Head of Safety and Wellbeing being satisfied that a demand for repayment is appropriate in the circumstances of each case, having regard to the statutory criteria.
- (b) That the Council's Housing Assistance Scheme be amended as shown in appendix A of the report as now submitted,
- (c) That the Head of Safety and Wellbeing be authorised to determine whether Housing Assistance should be repaid on the sale of the property, having regard to the criteria set out in appendix C of the report as now submitted.
- (d) That the actions of the Head of Safety and Wellbeing in entering into agreements with the successful tenderer and the other councils to ensure the proper use of the Regional Housing Board funding be approved and confirmed.

(2) Proposed A2 Northbound On-Slip at Wincheap, Canterbury

- (i) It was proposed by Councillor Gilbey, seconded by Councillor Law, that the Council approve the following recommendations of the Executive at Minute No. E184 of the meeting of the Executive held on 4 December 2008 -
- (a) That, in principle and subject to paragraph (d) below, the land shown on Plan No B049100/005 be transferred at nil cost to Kent County Council/Highways Agency as appropriate, for the construction of the A2 Northbound on-slip at Wincheap, Canterbury.
- (b) That legal procedures be undertaken for the disposal of public open space with any objections being considered before a decision to dispose is taken but in the event of no objections being received then authority be given to make the disposal.
- (c) That, subject to the disposal of the land proceeding, the Head of Property Services and Head of Environment and Street Scene be

That approval be given to the closure of the Beaney on 28th February 2009 and to commence enabling works on the Beaney development prior to consideration and approval of the main contractor in May/June 2009.

(Prior to the consideration of this item, Councillor Cragg declared a prejudicial interest in the item and he left the meeting during the consideration of the item).

620 EXECUTIVE MEETING - 4 DECEMBER 2008 - MINUTES

The Council received the minutes of the above meeting. Several Members commented on various matters that had been dealt with in the minutes.

(Councillor J Perkins declared a personal interest in Minute No. E182 (Canterbury Football Hub – progress and next steps) in so far as it related to Active Life Ltd because she is an employee of the company.

Councillor Cragg undertook to give a written reply to a question by Councillor Berridge at the meeting regarding the progress of works at Kingsmead Leisure Centre, Canterbury.

In response to the concerns expressed by some Members at the meeting regarding the problem of graffiti at St George's Street, Canterbury subways (referred to in Minute No. E204 (e), the Leader of the Council indicated that he would take the matter up with the County Council at a high level with a view to a solution to the problem.

The Leader of the Liberal Democrat Group referred to the decision of the Executive at Minute No. E209 (Urgent item of business - 2 St George's Street, 1 & 3-5 Rose Lane, Canterbury) and thanked the Officers for their work on the matter and asked that this be recorded in the minutes).

621 EXECUTIVE MEETING - 8 JANUARY 2009 - MINUTES

The Council received the minutes of the above meeting. Several Members commented on various matters that had been dealt with in the minutes.

(Councillor Matthews had previously declared a prejudicial interest in the item regarding the Student Housing Accreditation Scheme, which is dealt with at Minute No. E217. He left the meeting during the consideration of that item).

622 NOTICE OF MOTION - PROPOSAL TO CREATE A NEW HOUSING MANAGEMENT COMPANY

(A) It was proposed by Councillor Gilbey, seconded by Councillor Law that the Council note the resolution of the Executive at Minute No. E224 of the meeting of the Executive held on 8 January 2009 in response to the Notice of Motion.

WHEREUPON

(B) Following comments by a Member on an issue arising the proposal at (A) above was then put and it was RESOLVED accordingly.

623 QUESTIONS

- given delegated authority to conclude arrangements for the accommodation works at the Thanington Recreation Ground.
- (d) That, subject to the disposal of the land proceeding, the Council considers the transfer of the land at nil cost will help it secure the promotion or improvement of the economic, social and environmental well being of its area.

WHEREUPON

- (ii) Following a debate on various issues arising, the proposal at (i) above was then put and it was RESOLVED accordingly.

(Prior to the consideration of this item Councillor Berridge declared a prejudicial interest in the matter because he owned a property at Wincheap and he left the meeting for the consideration of the item).

(3) Local Development Framework: Proposed work programme (Local Development Scheme)

It was proposed by Councillor Gilbey, seconded by Councillor Law, and

RESOLVED - That the Council approve the following recommendations of the Executive at Minute No. E218 of the meeting of the Executive held on 8 January 2009 -

- (a) That the proposed revisions to the Local Development Framework work programme (Local Development Scheme) be agreed, and a revised LDS submitted to the Government Office for the South East.
- (b) That authority for future reviews of the LDS, including approvals for submission to GOSE, be delegated to the Development Framework Steering Group.

(4) Whitstable Harbour Board and the Executive – Memorandum of Understanding

It was proposed by Councillor Gilbey, seconded by Councillor Law, and

RESOLVED - That the Council approve the following recommendation of the Executive at Minute No. E226 of the meeting of the Executive held on 8 January 2009 -

That the Council adopts the changes to the wording of the Memorandum of Understanding between the Executive and the Harbour Board as outlined in the report.

(5) The New Marlowe and Beaney – Enabling works

It was proposed by Councillor Gilbey, seconded by Councillor Law, and

RESOLVED - That the Council approve the following recommendation of the Executive at Minute No. E231 of the meeting of the Executive held on 8 January 2009 -

There were no questions under Rule 11 of the Council Procedure Rules for this meeting.

624 MINUTES

Subject to an errata item to include Councillor Eden-Green's name in the attendances for the meeting and the deletion of his apology for absence at Minute No. 501, the minutes of the meeting of the Council held on 27 November 2008 were agreed as a true record and signed by the Lord Mayor.

625 DEVELOPMENT CONTROL COMMITTEE - 9 DECEMBER 2008

It was proposed by Councillor Thomas, seconded by Councillor McCabe, and

RESOLVED – That the minutes of the meeting of the Development Control Committee held on 9 December 2008 be received.

626 AUDIT COMMITTEE - 1 DECEMBER 2008

It was proposed by Councillor Doyle, seconded by Councillor Ellis and

RESOLVED - That the minutes of the meeting of the Audit Committee held on 1 December 2008 be received.

627 LICENSING SUB-COMMITTEE MEETINGS

It was proposed by Councillor Harrison, seconded by Councillor J Perkins and

RESOLVED - That the minutes of the meetings of the Licensing Sub-Committee held on 18 November, 4 and 16 December 2008 be received.

628 HOUSING APPEALS AND BENEFITS COMMITTEE - 28 NOVEMBER 2008

It was proposed by Councillor Davis, seconded by Councillor Sonnex and

RESOLVED - That the minutes of the meeting of the Housing Appeals and Benefits Committee held on 28 November 2008 be received.

629 APPOINTMENTS SUB-COMMITTEE - 8 DECEMBER 2008

It was proposed by Councillor Gilbey, seconded by Councillor Law and

RESOLVED - That the minutes of the meeting of the Appointments Sub-Committee held on 8 December 2008 be received and that the recommendation at Minute No. 5, regarding the appointment of two Independent Harbour Board Members be approved and adopted.

630 WHITSTABLE HARBOUR BOARD - 12 DECEMBER 2008

(A) It was proposed by Councillor Dixey, seconded by Councillor Harrison that the minutes of the meeting of the Whitstable Harbour Board held on 12 December 2008 be received.

WHEREUPON

(B) Several Members commented on various issues that had been dealt with in the minutes.

(C) The original proposal at (A) above was then put and it was RESOLVED accordingly.

631 **EXTRA ITEM OF BUSINESS**

The Lord Mayor allowed this extra item of business to be dealt with at the meeting.

Councillor Cragg thanked Members for their assistance with a street collection before Christmas for the Lord Mayor's Christmas Gift Fund that had raised over £1,000 for the Fund.

The Lord Mayor thanked Councillor Cragg and his wife for their hard work on behalf of the Fund.

There being no other business the meeting closed at 8.45 pm



GOVERNMENT OFFICE
FOR THE SOUTH EAST

Housing and Planning Directorate

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20 April 2009

Dear Adrian

CANTEBURY CITY COUNCIL LOCAL DEVELOPMENT SCHEME REVISIONS 2009

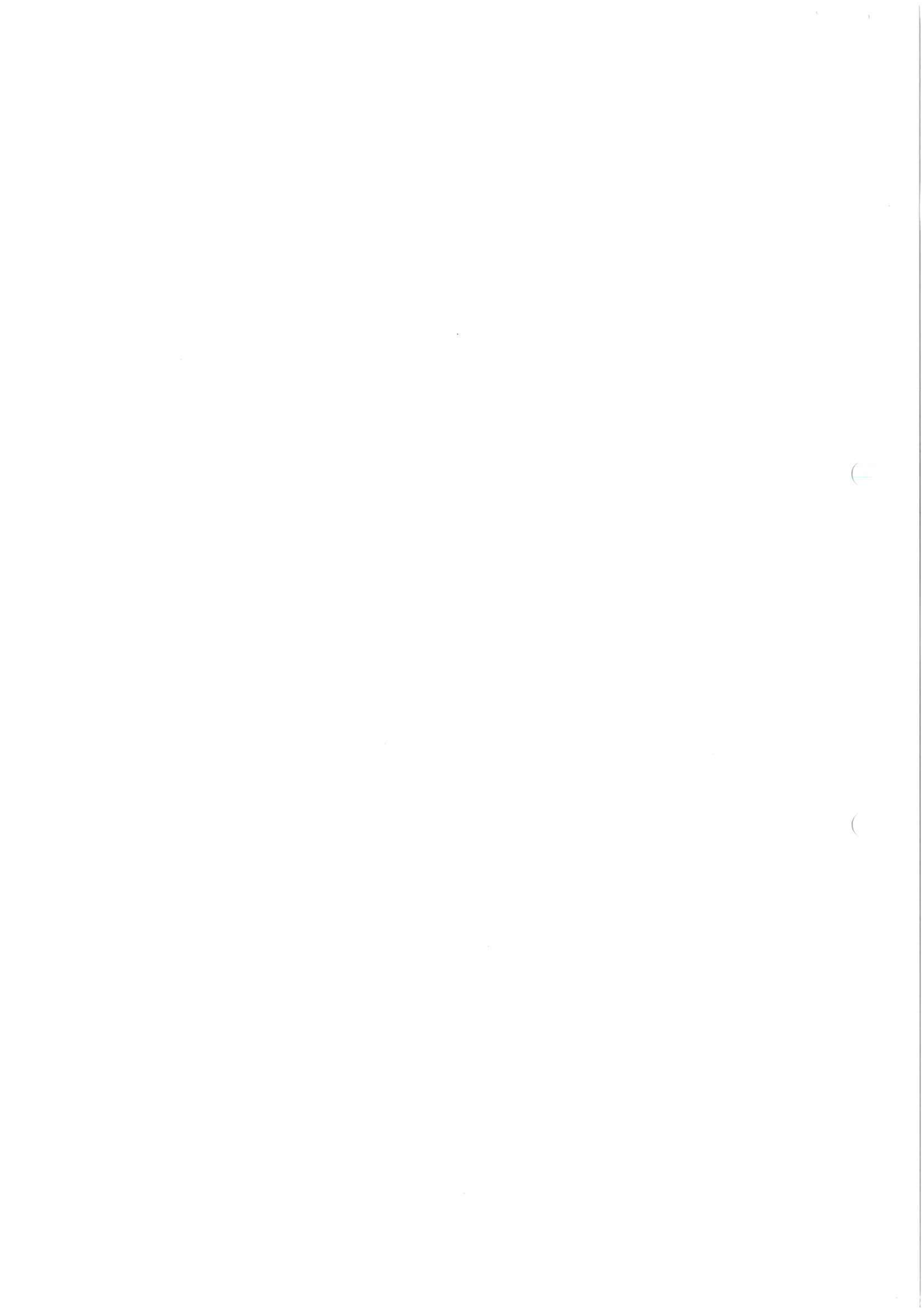
Notice that the Secretary of State does not intend to give a direction under section 15(4) of the Planning and Compulsory Purchase Act 2004

I write in reference to your letter of 20 March 2009, submitting a revision, which your council propose to bring into effect, of the above named local development scheme. I write to inform you that the Secretary of State hereby notifies your council that she does not intend to make a direction under section 15(4) of the Planning and Compulsory Purchase Act 2004 in relation to this revision.

Yours faithfully

Kate Clarke (Mrs)
Signed by the authority of the Secretary of State





CANTERBURY CITY COUNCIL
LOCAL PLAN STEERING GROUP

Minutes of a meeting held on Friday, 27th January, 2012
at 10.30 am in The Boardroom, Council Offices

Present: Councillor Gilbey (Chairman)

Councillor Baldock
Councillor Doyle
Councillor Eden-Green
Councillor Law
Councillor Samper
Councillor Vickers
Councillor Waters

In attendance -

Officers: Colin Carmichael - Chief Executive
Ian Brown - Head of Planning and Regeneration
Adrian Verrall - Planning Policy Manager
Sarah Parker - Senior Planning Officer
Jillian Barr - Planning Officer
Graham Finch - Senior Democratic Services Officer
(Executive & Council)
Martin Bovingdon - Estates and Valuation Manager

1 DECLARATION OF ANY INTERESTS BY MEMBERS OR OFFICERS

When the item regarding the Strategic Housing Land Availability Assessment (SHLAA) - potential sites was dealt with, Councillors Baldock, Eden-Green, Samper and Vickers each declared their interest as members of the Development Management Committee.

2 MINUTES

The minutes of the meeting of the Group held on 22 November 2011 were agreed as a true record

3 MATTERS ARISING FROM THE PREVIOUS MEETING

(a) Change of name of the Steering Group

The Chairman suggested that the name of the Group should be changed to the Local Plan Steering Group. This was supported by the other Members of the Group

(b) Development Requirements Study

A Member asked when the report would be available.

The Planning Policy Manager indicated that the report was currently being finalised and that it was intended to refer it to the next meeting on 21 February.

4 LOCAL PLAN TIMETABLE

The Group approved the suggested timetable, now reported, for the adoption of the Local Development Scheme, if possible by April 2014. This would meet the anticipated full introduction of the Community Infrastructure Levy.

It was intended not to proceed with the publication of multiple documents as originally envisaged, but instead translate the Core Strategy work into a more traditional Local Plan format.

The Group was happy for the Officers to proceed on the basis of the suggested approach, including the preparation of a short Local Development Scheme document based on the timetable. The information would be placed on the website.

5 STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT (SHLAA) - POTENTIAL SITES WHICH COULD COME FORWARD UNDER THE EXISTING LOCAL PLAN

Since the initial call for the submission of sites in 2009/10 and the Initial Assessment report in January 2010, further work had been carried out. In addition, the city council had initiated a final call for sites in November 2011 which produced an additional 32 sites. These were still being assessed.

Some of these sites were for mixed or non-residential use and the paper for the meeting listed the sites in question. These had the potential to produce 387 units. The Rhodaus Town site had been included, but the site might come forward for student accommodation which could not be counted towards the housing figures.

The paper indicated that a number of the original submissions were already in the land supply either through an existing allocation or they had a valid planning permission. Some of the other sites had an approved development brief but no planning permission.

There were also 8 council-owned garage sites which could come forward as a planning application.

The Planning Policy Manager showed to the Group location plans of the sites and he explained the approximate site capacities and proposals.

In the respect SHLAA reference No. 73 - Land at Shalmsford Street, Chartham, the Group requested that a check be made of the existing planning approval for development at the site.

In respect of SHLAA reference No. 79 - Folly Farm and land adjacent, Headcorn Drive, Canterbury, the Group wished to review the site when the current planning appeal has been determined.

Document Pack

CANTERBURY CITY COUNCIL LOCAL PLAN STEERING GROUP

MEETING TO BE HELD ON FRIDAY, 24 MAY 2013

AT 2.00 PM IN MARION ATTWOOD ROOM, COUNCIL OFFICES

Distribution

Councillors Alan Baldock, Rosemary Doyle, Nick Eden-Green, John Gilbey (Graham), Jean Law, Jennifer Samper, Ann Taylor and Paula Vickers,

Officers - Colin Carmichael, Ian Brown, Louise Reid, Adrian Verrall, Sarah Parker, Jillian Barr, Lisa Gadd, Richard Moore, Gary Peskett, Lorna Ford, Janet Taylor, Graham Finch, Sharon Brown and Ruth Goudie (KCC)

A G E N D A

	Page (s)
1 Apologies for absence	
Apologies received from Councillor Doyle and Gary Peskett	
2 Declaration of any interests by Members or Officers	
3 Minutes	3 - 8
TO CONFIRM as a true record the minutes of the meeting of the Group held on 18 April 2013.	
4 Matters arising from the previous meeting	
5 Local Development Scheme (work programme) update	9 - 28
TO CONSIDER	
6 Consultation proposals	
Verbal update at the meeting	

In respect of SHLAA reference No 105 - Rhodaus Town, Canterbury, the Group wished to review the site when the current planning application for the site has been determined.

Subject to the above points, the allocations for the sites, now reported, were supported by the Group. The Local Plan Section would write to the developers to explain that the consideration of these sites do not have to wait until the adoption of the Local Plan and that it is open to the developers to submit a planning application for the sites. The developers would be advised that the submission of any planning applications would be without prejudice to the consideration of the applications by the Development Management Committee.

(Councillors Baldock, Eden-Green, Samper and Vickers each declared their interest as members of the Development Management Committee).

In due course a schedule of all the site submissions would be reported to the Group.

A set of plans would be provided by Members for the site inspections and for when the sites were considered at future meetings of the Group.

The information about the sites would also be placed on a shared folder which could be viewed on the Intranet.

6 WINCHEAP VIABILITY ADVICE

The Group received a summary of the viability issues, key risks, sensitivity analysis, and conclusions of an appraisal by the Council's Consultants, DTZ, of two options for redevelopment at Wincheap.

The Estates and Valuation Manager took the Group through the key issues and conclusions.

The appraisal had concluded that the development options were not currently viable.

On the basis of the benchmark appraisals, there was no surplus land value to cover the cost of any strategic infrastructure. The sensitivity analysis showed that only with an increase in residential values (around 10% or greater) or a significant reduction in land assembly costs, was the site likely to generate sufficient margin to contribute towards off site infrastructure.

The current position was noted by the Group.

7 UPDATE ON IPSOS MORI RESEARCH

The Planning Policy Manager reported that to date Ipsos MORI had completed approximately 600 interviews. All the interviews were expected to be completed within the agreed timetable.

There would be a further report back to the Group late February / March.

8 NEXT MEETING

Tuesday 21 February 2012 - 2.15pm The Boardroom

Democratic Services would email Members the remaining programme of meetings to May 2012.

There being no other business the meeting closed at 11.52 am

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Part 1 Background

1.0 Introduction

The Planning and Compulsory Purchases Act 2004 (as amended¹) requires the Council to prepare and maintain a local development scheme.

The main role of the Local Development Scheme is to set out the existing development plan position; and the timetable for other documents it is preparing. It explains:

- a) The statutory planning documents (called development plan documents) that the Council intends to prepare or review;
- b) The subject matter and the area these documents will cover;
- c) The timetable for the preparation of the document.

It also provides information on other non-statutory documents the Council intends to prepare.

2.0 Recent Changes to the Planning System

There have been numerous changes to the planning system at the national level, including:

- a) Changes to the legislation (e.g. through the Localism Act and new regulations);
- b) Replacement of most of the National Planning Policy Guidance Notes with a National Planning Policy Framework;
- c) Revocation of the South East Plan in March 2013;
- d) Introducing the ability for neighbourhood forums to prepare neighbourhood plans;
- e) Removing the requirement of local planning authorities to submit the LDS to the Secretary of State.

The Council has adjusted this LDS to take account of these changes.

¹ As amended by the Planning Act 2008 and the Localism Act 2011

3.0 The Development Plan

The Development Plan currently consists of

- a) The Herne Bay Area Action Plan;
- b) 'Saved' Canterbury District Local Plan (2006) policies²;
- c) A Proposals Map which is prepared and maintained to accompany Development Plan Documents.

Kent County Council is responsible for Minerals Local Plan and the Waste Local Plan and associated Saved Policies.

4.0 Types of Planning Documents

4.1 There are six different types of planning documents

- Development plan documents
- Neighbourhood plans
- Supplementary planning document (SPDs)
- A Community Infrastructure Levy Charging Schedule
- A Statement of Community Involvement
- An Annual Monitoring Report

Development plan documents

4.2 Development plan documents will represent the 'Development Plan' for the area. Canterbury City Council already has an adopted development plan document: the **Herne Bay Area Action Plan**, which sets out a strategy for the future of Herne Bay town centre. It is also producing a new **Canterbury District Local Plan**. This is set out in more detail in section xxx

Neighbourhood Plans

4.3 This is a new type of planning document introduced by the Government through the Localism Act 2011 and supporting regulations. They allow a community (commonly a Parish Council) to prepare a plan for its area, provided the plan is in general conformity with strategic policies in a development plan document for the area.

² Under transitional arrangements from the pre-Planning and Compulsory Purchase Act system, a large proportion of the policies in the 2006 Canterbury District Local Plan were 'saved' as part of the Development Plan, with the agreement of the Secretary of State.

Neighbourhood planning will give local communities greater control over the planning of their areas and the freedom to bring forward proposals for more development than is set out in the 'Development Plan' for their area. The plan is subject to independent examination and referendum. In principle, the Council supports the preparation of Neighbourhood Plans, subject to their being in conformity with the Local Plan and any other relevant DPDs/SPDs. However, the Council will not rely on Neighbourhood Plans for the purposes of meeting strategic development requirements.

Supplementary Planning Documents (SPDs)³

4.4 SPDs provide guidance to supplement the policies in the Development Plan. They do not form part of the statutory development plan, but do form part of the planning framework for the area. It is not a requirement that SPDs are listed in this document, enabling Councils to preparing them as circumstances change. SPDs are not subject to examination, but are subject to consultation by the Council before they are adopted. The Council currently has numerous Supplementary Planning Documents, including:

- Outdoor lighting SPD
- Development Contributions SPD
- Sustainable construction SPD
- Heritage, Archaeology and Conservation SPD
- Reculver Masterplan SPD
- Herne Bay; Central Development Area SPD
- Herne Bay; Bus Depot SPD
- Herne Bay; Beach Street SPD

Community Infrastructure Levy (CIL) Charging Schedule

4.5 The Community Infrastructure Levy is a charge that local planning authorities may choose to levy on new development to fund infrastructure needed to support growth.

Statement of Community Involvement:

³ The NPPF indicates that development plan documents other than a local plan should only be used where clearly justified, and Supplementary planning documents should only be necessary where their production can help to bring forward sustainable development at an accelerated rate, and must not be used to add to the financial burdens on development.

- 4.6 This sets out the standards the Council will achieve in engaging the community and other stakeholders in the preparation, alteration and continuing review of development plan documents and in development control decisions. The document also identifies how Canterbury City Council will achieve these standards.

Annual Monitoring Report (AMR):

- 4.7 The yearly annual monitoring report records the progress being made on preparing DPDs and SPDs and recommends whether any changes need to be made to the Local Development Scheme. It will also report on monitoring of a selection of key policies.

Part 2 Proposed development documents

5.0 New planning documents

5.1 New planning documents that Council is preparing or proposed to prepare are listed below:

Development Plan Documents:

- Canterbury District Council Local Plan (2011 – 2031)

Supplementary Planning Documents:

- Landscape Character and Biodiversity Appraisal
- Sustainable Construction and Renewable Energy
- Strategic site development briefs

Community Infrastructure Levy Document:

- Community Infrastructure Levy Charging Schedule

5.2 Further to the preparation of a new Local Plan (2011 – 2031) the Proposals Map will be revised at the same time, where it involves changes to site allocations or geographical designations which need to be illustrated spatially.

6.0 Canterbury District Local Plan (2011 – 2031)

6.1 The draft National Planning Policy Framework⁴ indicates that Council's should produce a single Local Plan for its area. This will be similar to an 'old style' local plan. The Government, however, continues to frequently adjust the process for preparing and reviewing planning documents. As a result of the Localism Act 2011 and changes to the relevant regulations⁵, the remaining stages⁶ in preparing the new local plan are as follows:

⁴ The National Planning Policy Framework (NPPF) will replace existing national planning policy, including Planning Policy Statements, and Planning Policy Guidance notes. The policies set out in the Framework will apply to the preparation of local and neighbourhood plans, and to development management decisions.

⁵ Town and Country Planning (Local Planning) (England) Regulations April 2012

⁶ The consultation process up to May 2013 will be included in the Consultation Statement that accompanies the Local Plan Preferred Option Consultation Draft.

- a) Notify stakeholders that the Local Plan Preferred Option Consultation Draft has been prepared and invite representations on its content (Regulation 18);
- b) Make a copy of the draft plan that the Council wishes to submit to the Government available for inspection and invite representations on it (Regulations 19 and 20);
- c) Submit the Plan and other 'submission documents' to the secretary of state and make them available for inspection (Regulation 22);
- d) Independent Examination (Regulation 24);
- e) Receiving and publishing the Inspector's report (Regulation 25);
- f) Amend the plan if appropriate and adopt it (Regulation 26);

6.2 As a priority, work has been undertaken to identify locations for strategic development needs; such as housing, employment land, retail, leisure, community, public service provision and transport development. This is being supported by both a Development Requirements study and a Public Opinion Survey.

6.3 The Core Strategy will also set out the Strategic Housing Requirement for the District from 2011 to 2030 in line with a common framework prepared by the Housing Forecasts Group for Kent authorities, and which sets out an agreed housing methodology for Local Development Frameworks.

6.4 The chart at Appendix 1 plots the main stages and in the Local Plan preparation and anticipated dates. The timetable following submission of the document to the Secretary of State is indicative only and will ultimately be for the inspector to determine. The length of examination and reporting will depend on the number of representations received and the resources available to the planning inspectorate at the time.

7.0 Community Infrastructure Levy Charging Schedule

7.1 To date Canterbury City Council has used Section 106 Agreements negotiated with developers to obtain funding necessary to deliver on-site infrastructure. Although

these will still play a significant part in delivering sites in the new Local Plan, it will be complemented by a CIL charging schedule which sets out charges to be levied on development (see Appendix 2). This is subject to examination and will closely follow the new Canterbury District Local Plan, with a draft charging schedule accompanying the Local Plan Submission Draft consultation. The Council intends to have a charging schedule in place by April 2015.

7.2 The process for preparing a CIL Schedule is similar to that for development plan documents. The process is set out in the Community Infrastructure Levy Regulations 2010 (as amended), but is broadly as follows:

- a) Informal public consultation on the proposed Levy rates in a draft preliminary version of the charging schedule (Regulation 15)
- b) Formal public consultation on a draft schedule for a period of at least 4 weeks during which representations can be made (Regulations 16 and 17);
- c) Submission to, and examination in public of the draft charging schedule by an independent person appointed by the charging authority (Regulations 19 and 20);
- d) Publication of the examiner's recommendations.

7.3 During the consultation on Local Plan Preferred Option Consultation Draft Canterbury City Council will be seeking views on a general approach to the balance between CIL and Section 106 Agreements on the larger sites.

8.0 Supplementary Planning Documents

8.1 The Council is currently preparing a Supplementary Planning Document (SPD) titled: Canterbury Landscape and Biodiversity Appraisal.

8.2 Further SPDs will be proposed in the Canterbury District Preferred Options Local Plan including an SPD on Sustainable Construction and Renewable Energy. Development Briefs associated with Strategic Development Sites will also be adopted as SPD.

9.0 Strategic Environmental Assessment/Sustainability Assessment

- 9.1 The Council is required to assess and appraise its development plan documents to comply with Strategic Environmental Assessment (SEA)/ Sustainability Assessment (SA) requirements. Carrying out an SEA/SA will ensure that social, economic and environmental considerations are fully taken into account at every stage of development plan preparation. The Planning Act 2008 removed the requirement for SPDs to be subject to sustainability appraisal. It may however, be required if the SPD is likely to have significant social, economic or environmental impacts that were not adequately considered in the SA of the relevant development plan policy.
- 9.2 The Strategic Environmental Assessment (SEA)/ Sustainability Assessment carry their own consultation requirements. The Council will consult on the SEA/SA and the reports will be submitted to the Secretary of State alongside the Preferred Options Local Plan Consultation Draft.

10.0 Monitoring progression

- 10.1 Progression of the preparation of the Local Plan and CIL Schedule will be monitored by the Planning Policy Team in relation to the programme set out in this LDS.
- 10.2 The annual monitoring report is the stage at which the progress on implementing the Local Plan can be reported. Progress on meeting the targets and milestones in the Local Development Scheme will be assessed and made publicly available.
- 10.2 The annual monitoring report is also an appropriate stage at which to review the existing evidence base and establish whether additional background documents will be required over the forthcoming year.

11.0 Risk Assessment

- 11.1 There are a number of areas which might present risks to the delivery of the Local Plan and CIL Schedule, and these are set out below, together with proposed risk reduction measures.

Key risks	Likelihood	Impact	Risk Reduction Measures
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Staffing changes, losses of staff due to reducing local government finances.	Med	Med	<p>Involve the whole Team as far as possible in the whole Local Plan programme.</p> <p>Look to alternative sources of help e.g. secondments or student planners.</p> <p>Use consultants particularly for specialist work, dependent on available funding.</p>
Budgetary constraints - Insufficient funding	Med	Med	<p>Availability of financial resources has an impact on time taken to produce the Core Strategy/Local Plan. Outsourcing of pieces of work is essential to ensure that the Team is available for key elements of plan preparation.</p> <p>Ensure examinations and associated costs continue to be considered within the Council's budgeting process.</p> <p>Look for ways to add value to work, for example by joint commissioning with neighbouring districts</p>
Lack of administrative capacity at Government Departments/Agencies	Low	Med	<p>The capacity of Government Departments/Agencies should not be a significant risk to Local Plan preparation. However, in any event, the capacity of Government Departments should not determine the priorities for Local Plan preparation.</p>
ICT failure to meet BVPI157 & Local Development Regulations	Low	Med	<p>The Council's ICT Department have confirmed that the necessary ICT infrastructure and capacity exists to meet the various requirements, and properly support the development of the Local Plan. The Council also uses 'Objective' an on-line system that will assist with creating document, publishing and consultation.</p>
Risk to timetable due to the Duty to Cooperate	Low	High	<p>Exchange information on timetables with neighbouring districts.</p> <p>Liase with key officers in neighbouring districts to get early alert to fundamental policy changes.</p>
<p>New policy guidance being published part way through plan preparation.</p> <p>Delay to Local Plan</p>	High	High	<p>Monitor High Level Policy Change</p> <p>The Council, however, considers that the need to have a plan in place is so critical that plan-making needs to proceed irrespective of these risks. However, if necessary, the Council will revise the LDS to amend work programme.</p> <p>Seek advice from the Planning Inspectorate as appropriate.</p>

Documents being found unsound / subject to legal challenge	Low	High	<p>Ensure that each stage of Local Plan preparation meets the relevant legal requirements.</p> <p>Use the soundness self assessment tool kit.</p> <p>Ensure records are kept of the process.</p> <p>Ensure evidence base is robust</p>
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12.0 Reporting Structures

12.1 The City Council already has well-established reporting structures for developing the Local Plan. There is a Local Plan Officer Working Group, which comprises officers from various Council Departments, usually with a direct interest in the policy content of the documents.

12.2 Member oversight of the Local Plan process is undertaken through the Local Plan Steering Group, which has senior Members involved to ensure an authoritative member view is fed into the process in a continuous way. This Steering Group reports directly to the Council's Executive (Cabinet).

12.3 Two senior members of the Executive (the Leader and Deputy Leader of the Council) have Portfolio Holder responsibility for major policy and projects, including the Local Plan, Community Strategy and Corporate Plan.

13.0 Resources

13.1 The responsibility for the preparation of the Local Plan lies primarily with the Planning Policy Manager, on behalf of the Head of Planning and Regeneration. In addition to the Planning Policy Manager, the Planning Policy Team comprises a Senior Planning Officer, three (fte) Planning Officers, a GIS/Cartographic Technician and a 0.5fte Administrative Officer.

13.2 Other officers in Planning and Regeneration will make a significant contribution to Local Plan preparation; notably in Development Management, Transportation and Environment, and Housing Strategy. Significant additional resources will also be required from other Council Departments; in particular Culture & Enterprise, Corporate Policy, Environmental Health, and Engineers (Coastal and Drainage).

- 13.3 It is recognised that the Local Plan programme will be challenging, especially given financial constraints. However, the Council has for the past few years operated a base-budget reserve fund to cover the cost of Local Plan preparation and production. This is added to on an annual basis, and brought forward as needed to meet the costs of development plan preparation. This evens out the potential financial impact of Local Plan production, which fluctuates significantly through the process.
- 13.4 The SEA/SA process forms an integral part of the development plan preparation process and will have significant internal resource implications. It is also considered necessary to make use of external consultants to validate the SEA/SA work and in some cases to carry out appraisal work independently. Future resource needs will be monitored and reviewed as necessary as part of the Annual Monitoring Report.

Part 3 Future preparation of planning documents

14.0 Priorities and timetables

- 14.1 This proposed programme is subject to changes in Government policy, changes in local circumstances; and other factors that might give rise to changed policy priorities. Legislation, policy and guidance are changing quickly and therefore it is possible that further updates to the programme may need to be made in response to these changes.
- 14.2 In addition, this programme and numerous other important policy areas, will be the subject of ongoing monitoring through Annual Monitoring Reports. If the Annual Monitoring Report or other factors require an alteration to the work programme, amendments to the Local Development Scheme will be approved by the Development Framework Steering Group and made available on the website.



Appendix 1

Local Plan Summary Table

<i>Title</i>	Local Plan
<i>Topic</i>	The document will provide the strategic vision for the future development of Canterbury district until 2031 and allocate sites to meet identified development requirements. It will also set out a range of topic-based policies against which all planning applications will be assessed.
<i>Geographical area of coverage</i>	The district of Canterbury City Council
<i>Will it be a Development Plan document?</i>	Yes
<i>Chain of conformity</i>	The Local Plan will need to be in general conformity with the National Planning Policy Framework, and other relevant national guidance. It will also have regard to the provisions of the Council's Corporate Plan and other strategies of the Council.
<i>Will it be produced jointly with other authorities and will this involve a joint committee? If so, then with whom?</i>	No, however, the Council has a duty to cooperate with neighbouring districts.
<i>Timetable & Milestones</i>	
Reg 18 – Consultation on Options	January 2010
Reg 18 – Public Opinion Survey	December 2011
Reg 18 – Consultation on Preferred Options	June 2013
Reg 19, 20 – Consultation on Submission Draft	January 2014
Reg 22 - Formal Submission	August 2014
Reg 24 - Examination	August 2013
Reg 25 - Inspectors report	July 2014
Reg 26 - Adopt DPD	December 2014
<i>Review of Local Plan</i>	The Local Plan will be monitored annually and will then be the subject of a review if the monitoring highlights such a need. The document will be formally reviewed at least once every four years, unless circumstances dictate otherwise.

<i>Issues to be covered</i>	The Local Plan will address the strategic vision and direction for the District and set out the planning framework for the area. It needs to be prepared in cooperation with neighbouring local authorities and take account of other relevant strategies.
<i>Resources</i>	<p>Primarily this document will be developed by existing staff, in conjunction with other Council Departments and other public bodies.</p> <p>Some additional research may be needed to support the robust evidence base and this may need to be funded through the Council's corporate budgets as well as existing development plan budgets (and overseen by Planning Policy staff).</p>
<i>Consultations</i>	<p>It is the Council's intention to continue to consult across a wide range of stakeholders.</p> <p>Consultation will be carried out in line with the adopted Statement of Community Involvement (SCI) (as amended by changes to relevant regulations).</p>

Appendix 2**Community Infrastructure Levy (CIL) Schedule Summary Table**

<i>Title</i>	Local Plan
<i>Topic</i>	Community Infrastructure provision
<i>Geographical area of coverage</i>	The district of Canterbury City Council
<i>Will it be a Development Plan document?</i>	No
<i>Chain of conformity</i>	No formal conformity requirement, but the CIL Schedule will need to reflect relevant national guidance, and the evidence base gathered to support the CIL schedule
<i>Will it be produced jointly with other authorities and will this involve a joint committee? If so, then with whom?</i>	No, however, the Council has a duty to cooperate with neighbouring districts.
<i>Timetable & Milestones</i> Consultation on broad proposals for the Council's approach to Plan implementation and development contributions to plan delivery Reg 15 – Informal Public Consultation on a preliminary version of the charging schedule. Reg 16, 17 – Formal Public Consultation on a draft schedule. Reg 23 – Publication of the examiner's recommendations	June 2013 November 2013 January 2014
<i>Review of CIL Schedule</i>	The Schedule will be monitored annually and will then be the subject of a review if the monitoring highlights such a need. The document will be formally reviewed at least once every 5 years, unless circumstances dictate otherwise.
<i>Issues to be covered</i>	The CIL will address the provision of certain elements of infrastructure through the CIL mechanism
<i>Resources</i>	Primarily this document will be developed by existing staff, in conjunction with other Council Departments and other public bodies.

<i>Consultations</i>	The Council will consult with the relevant organisations (both public and private) regarding the scope and detail of the CIL Schedule, and will work to the principles set out in the SCI.
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Timetable for the Preparation of Local Plan

Local Plan	2011												2012												2013												2014											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Regulation 25 Option Consultation																																																
Regulation 25 Public Opinion Survey and stakeholder conference																																																
Regulation 25 engagement with statutory stakeholders; utility providers; neighbouring planning authorities and KCC																																																
Regulation 25 Preferred Options Consultation																																																
Regulation 27 Proposed Submission Draft publication																																																
Formal Submission																																																
Examination																																																
Receive Inspector's draft report																																																
Adopt Core Strategy																																																



Corporate issues

Minutes and draft minutes

Minutes

Council

Our websites

Agenda for Local Plan Steering Group, 2014 2.30 pm

Services

Staff

Useful links

Minutes PDF 348 KB

Venue: Marion Atwood Room, Council Offices

Contact: Graham Finch 862 004

Items

No. Item

1. Membership of the Group

Following the resignation of Councillor Eden-Green as a member of the Group the Liberal Democrat Group has nominated Councillor Linfield for the vacancy.

The Executive has agreed to this change of membership of the Group.

TO NOTE

Minutes:

The Group noted that the Executive had agreed to the appointment of Councillor Linfield as a member of the Group following the resignation of Councillor Eden-Green.

2. Apologies for absence

Minutes:

An apology for absence was received from Councillor Linfield.

3. Substitute Members

It has been confirmed that under the Council Procedure Rules substitute Members are allowed for meetings of the Group.

Minutes:

None present.

4. Declaration of any interests by Members or Officers

Minutes:

There were no declarations for the meeting.

5. Minutes PDF 66 KB

TO CONFIRM as a true record the minutes of the meeting of the Group held on 20 August 2014.

Minutes:

The minutes were agreed as a true record.

6. Matters arising from the previous meeting

Minutes:

There were no matters arising which required further discussion at the meeting.

7. Update on Local representations

Minutes:

The Planning Policy Manager reported that the registering of the representations on the draft Local Plan was nearly completed. These would be placed on the website over the next few weeks. He mentioned that the main issues raised in the responses related to the

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following –

1. The proposal to extend the employment allocation for Joseph Wilson Estate south of Golden Hill, Whitstable. The concerns related to the impact on the landscape and the proximity of the site to residential dwellings.
2. Transport issues.
3. Housing numbers and whether the strategic allocations could deliver the infrastructure required.
4. Objections regarding the lack of detailed information for some sites.
5. The duty to co-operate - Swale Borough Council wanted the Canterbury District to take some of the housing numbers. Dover District Council had raised concerns about the impact of the retail provision at Wincheap on Dover and Deal. A meeting was taking place with Dover District Council Officers to discuss the concerns. The Chairman indicated that the East Kent Regeneration Board had considered the issue regarding the duty to co-operate and that it was hoped that there would be agreement soon with the County Council and the Districts on the broad approach.

The Planning Policy Manager indicated that a Consultation Statement needed to be submitted to the Local Plan Inspector showing how the Council had tried to address the duty to co-operate. He mentioned that it would be helpful if this could be agreed before the submission stage.

6. Objections to strategic allocations at south Canterbury, Sturry and Broad Oak. There had been concerns regarding the impact of the allocations on the villages at Herne, Sturry, Broad Oak and Bridge.

There were some outstanding issues regarding the Devine Homes development north of the Thanet Way, Whitstable.

The Strategic Transport Planner (KCC) indicated that the Joint Transportation Board would be considering the draft Canterbury District Transport Strategy 2014 – 2031 at its meeting this evening. The Board would be asked to make a recommendation to the City Council's Executive and KCC's Cabinet.

47 people / organisations had made comments on the draft Strategy. The total number of points made was approximately 900. Many of them related to the Local Plan.

8. New site proposal at Stuppington Lane, Canterbury [PDF 2 MB](#)

TO CONSIDER

Additional documents:

- [SHLAA231 draft assessment form PDF 555 KB](#)

Minutes:

The Planning Policy Manager reported that a site proposal had been received for the allocation of a green field site at Stuppington Lane, Canterbury for residential development. Details of a site assessment were reported to the Group but currently there was no information regarding the proposal including housing numbers.

There were, however, concerns about the access to the surrounding road network and the impact of development on the landscape.

The site proposal had been discussed with the Council's Barrister for the Local Plan who took the view that the proposal should be passed to the Inspector without comment. The Inspector could then ask the Council for its view on the proposal.

The Group supported this approach but it should be made clear to the Inspector that it is not a proposal by the City Council.

The Assistant Director - Planning and Regeneration indicated that it would be useful to have a view ready for the Examination Stage. The Group wished to see the proposal rejected.

9. Amendments to Local Development Scheme - Gypsy & Traveller sites [PDF 42 KB](#)

TO CONSIDER

Minutes:

Following the discussion at the last meeting the Planning Policy Manager reported details of the proposed timetable for the preparation of a Gypsy and Traveller Development Plan Document (DPD) for inclusion in the revised Local Development Scheme (LDS).

It was intended to use external resources for some of the early phases of the work. This would demonstrate to the Local Plan Inspector the commitment of the Council to bring forward the DPD in a timely manner

There would be a call for sites and at some stage discussion with the gypsy and traveller community and the national organisation.

The Government had issued a consultation document in relation to Gypsy and Traveller sites which proposed a change in the definition of gypsy and travellers. This might result in changes to a Gypsy and Traveller Accommodation Assessment earlier this year. This could reduce the number of pitches that were required to be provided.

There had been a recent meeting with the Kent Planning Policy Forum - Officers Group which had highlighted the potentially significant effect of a reduction in the number of units.

The Group supported the recommended approach to the amendment of the LDS.

10. Next steps after submission

Minutes:

It was hoped to submit the draft Local Plan to the Inspector on 14 November.

The name of the Inspector had not yet been advised.

The Council would submit a summary of the main issues and the Inspector would then take a separate view on which issues should be examined. The Examination was expected to take place early in 2015.

A Programme Officer had been appointed who would work with the Inspector.

It was anticipated that the Inquiry would last 4-5 weeks. There would be training for various staff during November.

11. New Local Green space proposals PDF 488 KB

Minutes:

Site plans were shown to the Group for six sites which had been put forward for allocation as local green spaces. The sites involved were mainly agricultural areas.

The Group agreed that the sites should be forwarded to the Local Plan Inspector with any relevant comments of the Officers.

12. Extra item of business - Land north of the Thanet Way, Whitstable

Minutes:

The Chairman requested clarification on the latest position regarding the Devine Homes proposal for land north of the Thanet Way, Whitstable.

The Planning Policy Manager indicated that the site had been allocated in the Local Plan but there had been substantial objections to the road network and impact on the landscape.

It was a matter for the Local Plan Inspector to decide whether to approve the allocation of the site.

13. Next meeting

Minutes:

The Group agreed that the next meeting should be held on Wednesday 10 December 2pm (venue the Boardroom).

