

Canterbury District Local Plan
Submission Draft November 2014

Consultation Statement

Consultation summary April 2014 to date



Table of Contents

- 1. Introduction..... 5
- 2. Canterbury District Local Plan Preferred Option Consultation Draft June 2013 and sustainability appraisal consultation (Regulation 18)..... 5
- 3. Canterbury District Local Plan Publication Draft June 2014 and sustainability appraisal consultation (Regulations 19 and 20)..... 6
- 4. Consultation and Meetings with stakeholder groups 7
- 5. Duty to Co-operate / Evidence Base consultation 8
- 6. Local Plan Steering Group..... 9
- APPENDIX 1 10
- Publication draft of the Local Plan - consultation notifications..... 10
 - General Letter 10
 - Example statutory letter 12
 - Comments Form..... 14
 - Guidance notes for completing the comments form..... 18
 - Guidance for making online comments 20
- APPENDIX 2 21
 - List of statutory Consultees..... 21
- APPENDIX 3 22
- Publication Draft of the Local Plan - public information..... 22
 - Press notice for Publication Draft printed 5 June 2014 22
 - District Life Summer (June) 2014 23
 - Exhibition board for the public briefings on the Local Plan consultation 24
 - Posters and advert in Kentish Gazette June and July 2014 advertising the public briefings and Local Plan consultation..... 25
 - Posters** advertising the Local Plan consultation..... 26
- APPENDIX 4 27
 - Table of briefings..... 27
- APPENDIX 5 28
- Record of Consultation and Engagement with Key Stakeholders, statutory consultees and Public Bodies..... 28
- APPENDIX 6 32
- Committee Agendas, Reports and Minutes links for Local Plan Publication Draft..... 32
 - Overview Committee agenda minutes..... 32
 - Executive Committee agenda and minutes 32
 - Council Meeting Agenda and minutes 32

Consultation undertaken to inform preparation of the Canterbury District Local Plan Publication Draft

1. Introduction

This Consultation Statement is produced in compliance with the requirements of Regulation 22c of the Town and Country Planning (Local Planning) (England) Regulations 2012.

The Planning and Compulsory Purchase Act gave Local Authorities the responsibility to produce a Local Development Framework. At a national level a new National Planning Policy Framework (the NPPF) was published and brought into force in March 2012 and the National Planning Practice Guidance (NPPG) in April 2014. The National Planning Policy Framework 2012 recommends that each local planning authority produce a local plan for its area that contributes to sustainable development while reflecting the vision and aspirations of local communities. Also at a national level the Localism Act was passed in November 2011 the Act aims to make the planning system clearer, more democratic and more effective, highlighting a return to a single Local Plan to guide development. Regulations 18 and 19 of The Town and Country Planning (Local Planning) (England) Regulations 2012 outlines the public consultation process. Regulation 22 states what information is required to be included.

The Canterbury District Local Plan will become the statutory Development Plan for the District. Once completed, the Local Plan will set out the Council's long term planning strategy for the area up to 2031.

This Consultation Statement outlines the consultation undertaken during the preparation and publication of the Publication Draft of the Canterbury District Local Plan. It runs on from the consultation statements prepared in January 2010 for the Local Development Framework Core Strategy Options stage, June 2013 for the Preferred Option Consultation Draft (in accordance with regulation 18) and May 2014 for the Publication Draft of the Canterbury District Local Plan (in accordance with regulation 19).

It has been prepared to clarify the consultation process to date, to indicate the range of consultees involved in the process and to show how the Local Plan Publication Draft has responded to the consultation to date. It also shows how consultation has been undertaken in line with the Council's Statement of Community Involvement 2007 (SCI).

2. Canterbury District Local Plan Preferred Option Consultation Draft June 2013 and sustainability appraisal consultation (Regulation 18)

In June 2013 Canterbury City Council put out for consultation the Local Plan Preferred Option Consultation Draft, its sustainability appraisal and the Canterbury Landscape Character and Biodiversity Appraisal. The production of these documents was based on a substantial evidence base and consultation as outlined in the LDF Core Strategy Options Stage Consultation Statement 2010 and the Local Plan Preferred Option Consultation Draft Consultation Statement June 2013 (please see the other documents for details).

As a result of the consultation and changes to regulations the Council made changes to the Preferred Option Draft. These changes were approved by the Local Plan steering group Executive, Scrutiny Committee and Council (see appendix 6 for the links to committee dates, reports and minutes).

3. Canterbury District Local Plan Publication Draft June 2014 and sustainability appraisal consultation (Regulations 19 and 20)

On 5 June 2014 Canterbury City Council put out for consultation the Local Plan Publication Draft and its sustainability appraisal.

The Canterbury District Local Plan Preferred Option Consultation draft responded to the issues raised in the responses to the consultation on the Preferred Option Local Plan (*Canterbury District Preferred Option Consultation draft, Representation Analysis, February 2014*). (Catherine Hughes Associates)).

The Local Plan Publication Draft sets out the Council's vision for the district to 2031 and aims to provide certainty to local people and developers with respect to positive planning for the district. The document puts meeting the needs of local people, creating places where people want to live and work and securing prosperity of the district at the heart of its policies. The Publication draft is set out across 12 chapters, 149 planning policies and 10 strategic sites, and will guide development across the district until 2031.

Prior to public consultation the Canterbury District Local Plan Publication Draft was considered by the Council's Overview Committee on 2 April 2014 and by the Council's Executive on 10 April 2014. It was approved for consultation by Council on 24 April 2014. Links to the committee reports and the minutes are included in Appendix 6.

The formal consultation period for these documents ran for 6 weeks from 5 June 2014 until 18 July 2014. Statutory consultees, those identified in the SCI, community and voluntary groups, Councillors and residents and interested parties who had submitted on the Preferred Option draft, had been involved or expressed an interest in the preparation of the Publication Draft were informed directly by letter or email (Appendix 1). A list of statutory consultees is included in Appendix 2

A Public Notice was placed in the local press on 5 June 2014, along with adverts, posters and a feature article in District Life (Appendix 3).

The documents were available from the Planning Policy Team and during opening hours at:

- Canterbury City Council (main office), Military Road, Canterbury;
- Herne Bay (divisional office), William Street, Herne Bay;
- Canterbury Library, 35 Pound Lane, Canterbury;
- Herne Bay Library, 124 High Street, Herne Bay;
- Sturry Library, Chafy Crescent, Sturry, Canterbury;
- Swalecliffe Library, 78 Herne Bay Road, Swalecliffe;
- Whitstable Museum, 5A Oxford St, Whitstable;
- The Mobile Library;
- KCC Offices, Invicta House, Maidstone; and,
- On the Planning Policy website www.canterbury.gov.uk/planningpolicy
- For comment on-line the Council's consultation web-site <http://canterbury-consult.limehouse.co.uk/portal>.

Representation Forms were available at all the venues, from the Planning Policy website <http://www.canterbury.gov.uk/planningpolicy> or on request from the Planning Policy Team (Appendix 1). A consultation alert was placed on the Council's main home page www.canterbury.gov.uk. The local plan was featured on the home page of Councils' website throughout the period and there were reminders posted on Council social media sites which are Facebook, Twitter and Linked In.

Representations could also be made online directly through a link on the Planning Policy web page http://canterbury-consult.limehouse.co.uk/portal/cdlp_2014/cdlp_publication_2014.

A feature article placed in the Summer 2014 (June) copy of the Council's publication *District Life* which is distributed to every household in the District, alerting residents to the publication of the final draft of the Canterbury District Local Plan, including a summary of the main changes, that it was available for public comment and how to comment. The production of the document and its consultation were also well covered by the local press in the lead up to the consultation. A copy of the District Life Article, posters, notices and adverts are reproduced at Appendix 3.

A number of public meetings/briefings were organised. Adverts were placed in local papers in May and June and posters put up around the district, including a mail out and email to shops, community groups, schools and parish councils. The draft Local Plan consultation coincided with the consultation on the Canterbury City Council Transport Strategy and Open Space Strategy so public meetings/briefings were held on all of these documents (see Appendix 4 for the full list of meetings). The draft Local Plan public meetings were held on

- 16 June 2014 – Herne Bay High School, Herne Bay
- 18 June 2014 – Spires Academy, Hersden
- 1 July 2014 – Community College, Whitstable
- 2 July 2014 – Kent County Cricket Club, Canterbury

Comments were invited and received, online (12.5%), by email using an electronic version of the representation form and by post using the representation form. The Council also received numerous letters and emails, with views on the Publication draft, that did not use the format of the representation form. Such submissions were inputted into the database by Council Officers, against the relevant chapters, paragraphs and policies.

During this period a total of 2494 representations were received in 440 representations from 407 individuals, statutory consultees, agencies and organisations. Representation coverage of the plan was comprehensive with all polices receiving comments. However, comments focussed on the strategy chapter 1 (30%) and the transport chapter 5 (20%).

The representations were correlated and analysed by Catherine Hughes Associates who provided a summary report on the main issues arising "*Canterbury District Local Plan Publication Draft, Summary of Main Issues Arising, November 2014*". The analysis highlights the main issues as

- housing numbers,
- infrastructure and deliverability,
- duty to co-operate, and
- environmental issues.

Full details of all the submissions are available on the Council's consultation database Limehouse or in paper format at the Council Offices at Military Road Canterbury.

4. Consultation and Meetings with stakeholder groups

Since the conclusion of the Local Plan Preferred Option Draft consultation, Council Officers have met and consulted with a range of stakeholders, stakeholder groups, including statutory organisations and individuals to seek to inform the development of the Publication Draft of the Local Plan.

In addition, there have been a series of meetings with statutory consultees and interested parties to discuss key issues, including Kent County Council (education; transport; community infrastructure; employment and population issues); Environment Agency (flood risk); Highways

Agency (transport issues); Southern Water Services (water supply and sewerage issues); South East Water (water supply and quality); Natural England (biodiversity and SSSI); NHS Trusts (future health requirements), National Grid, local stakeholders, local developers, local universities and schools. A list of these meetings, those involved and the matters covered at those meetings, is included in Appendix 5.

5. Duty to Co-operate / Evidence Base consultation

Section 110 of the Localism Act sets out the duty to co-operate, this applies to all local planning authorities and a number of other bodies. Paragraphs 178 to 181 of the National Planning Policy Framework give guidance on planning strategically across local boundaries and highlight the importance of joint working to meet requirements that cannot be wholly met within a single local planning area through joint working, policies and plans. The duty to co-operate covers a number of public bodies in addition to Councils. These bodies are required to co-operate with Council's on issues of common concern to develop sound plans. Discussions with these organisations are ongoing.

- Environment Agency
- Homes and Communities Agency
- Communities and Local Government
- Historic Buildings and Monument Commission for England (English Heritage)
- Natural England
- Office of Rail Regulation
- Network Rail Infrastructure Limited
- Highways Agency
- Civil Aviation Authority
- Marine Management Organisations
- Primary Care Trust
- Home Builders Federation
- Service Providers (including water, sewage, electricity, gas and telecommunications)

Over the past decade the Council has worked with and will continue to work with Local Authorities in East Kent including Kent County Council and other partners to develop a long-term vision for the area as well as mechanisms for developing that vision including local plans. The Council has become part of and helped set up a number of organisations. In the process of developing the evidence base and writing the Local Plan, the Council has also consulted with and briefed a number of adjacent authorities and other organisations. The organisations that the Council is part of and has on-going discussions with include:

- Kent County Council
- Thanet District Council
- Dover District Council
- Shepway District Council
- Swale Borough Council
- Ashford Borough Council
- Local Enterprise Partnership
- Kent Planning Officers Group
- Kent Planning Policy Forum
- East Kent Chief Executives Forum
- East Kent Local Planning Authorities
- East Kent Local Strategic Partnership
- East Kent Regeneration Board
- East Kent Green Infrastructure Partnership
- Parish Councils
- Local Housing Associations
- Local education institutions

- Environmental and amenity groups
- Canterbury District Transport Steering Group

The Council has proactively sought to have discussions with relevant organisations at appropriate stages of plan development. A list of the meetings held and the matters discussed at those meetings is included in the list at Appendix 5. Details of all the groups the Council is part of and the organisations, bodies and stakeholders consulted with under the duty to co-operate and those to be consulted with are in the Council's Annual Monitoring Reports and the Statement of Community Involvement (2007).

A list of statutory consultees consulted on the Publication Draft of the Canterbury District Local Plan is included at Appendix 2.

6. Local Plan Steering Group

The Local Plan Steering Group is an advisory group for the Council's Executive. It is a multi-party member group that has been responsible for overseeing the production of the Local Plan. They have met to consider and decide on all aspects of the Local Plan and its evidence base.

Meeting dates
20 August 2014 – 2.30
15 October 2014 – 2.30

APPENDIX 1

Publication draft of the Local Plan - consultation notifications

Letters, Forms, Guidance.

General Letter

Date: 04.06.2014
Your Ref: 13907
Our Ref: LP/PDC/GEN
Ask for: Planning Policy
Direct dial: **01227 862199**
E-mail: planning.policy@canterbury.gov.uk

«Full_Name»
«Company__Organisation»
«Line_1»
«Line_2»
«Line_3»
«Post_Town»
«Postcode»

Dear Consultee,

CANTERBURY DISTRICT LOCAL PLAN PUBLICATION DRAFT JUNE 2014

I am writing to advise you that the Council has published its draft Local Plan, which is the Plan it intends to submit for independent Examination by a Planning Inspector. A Sustainability Appraisal (SA) and Habitat Regulations Assessment (HRA) of the draft Plan have also been published.

The draft Plan, SA and HRA are published for a period of six weeks, from **Thursday 5th June to 5pm Friday 18th July**. The Publication documents may be viewed on the Council's web-site at www.canterbury.gov.uk/localplan, or at the Council's offices:

- Canterbury City Council (Main Office) Military Road Canterbury 8.30am-5pm Mon - Fri
- Herne Bay Divisional Office, William Street, Herne Bay 8.45am-4.45pm Mon – Fri and 9.30am – 1pm Sat

Copies are also available to view during normal opening hours at:

- Canterbury Library – The Beaney, High Street, Canterbury
- Herne Bay Library – 124 High Street, Herne Bay
- Sturry Library – Chafy Crescent, Sturry
- Swalecliffe Library – 78 Herne Bay Road, Swalecliffe
- The mobile Library
- Whitstable Museum – Oxford Street, Whitstable (Thursday to Sunday 11am to 4.30pm)

Comments regarding the draft Local Plan, the SA and the HRA can be made on the Council's web-site at <http://canterbury-consult.objective.co.uk/portal>, by e-mail to planning.policy@canterbury.gov.uk or in writing to Planning Policy, Canterbury City Council, Military Road, Canterbury, Kent CT1 1YW. The representation form, and guidance on how to make a representation, can be downloaded from the Council's website at www.canterbury.gov.uk/localplan, where an online version of the form is also available for use. The use of the representation form is strongly recommended as this will ensure that comments

are related to matters relevant to the subsequent examination by a Planning Inspector. Your unique reference number can be found at the top of this letter

All responses will be publicly available and **cannot be treated as confidential**.

Please note that only representations received by the closing date will be considered by the Inspector. If you wish to appear at the Examination, you will need to make comments at this stage, although the Inspector will have access to comments made at previous stages. Comments made at this stage will be forwarded to the Planning Inspector for consideration as part of the Examination.

If you wish to purchase copies of the documents please contact the Planning Policy Team, the costs are set out below:

- Canterbury District Local Plan Publication Draft £50 and £35 for local residents (on production of proof of local address)
- Sustainability Appraisal Non-Technical Summary £10

For other background documents please contact the Planning Policy Team.

We will keep you informed about the preparation of the Local Plan and other related planning documents that we produce. On occasions we may share your contact details with other departments within the Council so that they can tell you about other consultations or information that might interest you. If you **do not** want to receive any information from Canterbury City Council, other than that relating to the Local Plan and related planning documents, then please email planning.policy@canterbury.gov.uk .

If you have queries regarding this consultation then please contact the planning policy team on 01227 862199 or by emailing planning.policy@canterbury.gov.uk.

The Council is also consulting on two other documents - a draft Transport Strategy and a draft Open Space Strategy. Please note that these consultations are separate from the Local Plan process. Details can be found on the Council web-site www.canterbury.gov.uk.

Yours faithfully

Adrian Verrall

Mr Adrian Verrall
Planning Policy Manager
Planning and Regeneration

Date: 04.06.2014
Your Ref: 13894
Our Ref: LP/PDC/STAT
Ask for: Planning Policy
Direct dial: **01227 862199**
E-mail: planning.policy@canterbury.gov.uk

«Full_Name»
«Company__Organisation»
«Line_1»
«Line_2»
«Line_3»
«Post_Town»
«Postcode»

Dear Consultee,

CANTERBURY DISTRICT LOCAL PLAN PUBLICATION DRAFT JUNE 2014

I am writing to advise you that the Council has published its draft Local Plan, which is the Plan it intends to submit for independent Examination by a Planning Inspector. A Sustainability Appraisal (SA) and Habitat Regulations Assessment (HRA) of the draft Plan have also been published. Electronic copies of the documents can be found on the enclosed CD.

The draft Plan, SA and HRA are published for a period of six weeks, from **Thursday 5th June to 5pm Friday 18th July**. The Publication documents may be viewed on the Council's web-site at www.canterbury.gov.uk/localplan, or at the Council's offices:

- Canterbury City Council (Main Office) Military Road Canterbury 8.30am-5pm
- Herne Bay Divisional Office, William Street, Herne Bay 8.45am-4.45pm

Copies are also available to view during normal opening hours at:

- Canterbury Library – The Beaney, High Street, Canterbury
- Herne Bay Library – 124 High Street, Herne Bay
- Sturry Library – Chafy Crescent, Sturry
- Swalecliffe Library – 78 Herne Bay Road, Swalecliffe
- The mobile Library
- Whitstable Museum – Oxford Street, Whitstable (Thursday to Sunday 11am to 4.30pm)

Comments regarding the draft Local Plan, SA and HRA can be made on the Council's web-site at <http://canterbury-consult.objective.co.uk/portal>, by e-mail to planning.policy@canterbury.gov.uk or in writing to Planning Policy, Canterbury City Council, Military Road, Canterbury, Kent CT1 1YW. The representation form, and guidance on how to make a representation, can be downloaded from the Council's website at www.canterbury.gov.uk/localplan, where an online version of the form is also available for use. The use of the representation form is strongly recommended as this will ensure that comments are related to matters relevant to the subsequent examination by a Planning Inspector. Your unique reference number can be found at the top of this letter

All responses will be publicly available and **cannot** be treated as confidential.

Please note that only representations received by the closing date will be considered by the Inspector. If you wish to appear at the Examination, you will need to make comments at this stage, although the Inspector will have access to comments made at previous stages. Comments made at this stage will be forwarded to the Planning Inspector for consideration as part of the Examination.

If you wish to purchase copies of the documents please contact the Planning Policy Team, the costs are set out below:

- Canterbury District Local Plan Publication Draft £50 and £35 for local residents (on production of proof of local address)
- Sustainability Appraisal Non-Technical Summary £10

For other background documents please contact the Planning Policy Team.

We will keep you informed about the preparation of the Local Plan and other related planning documents that we produce. On occasions we may share your contact details with other departments within the Council so that they can tell you about other consultations or information that might interest you. If you **do not** want to receive any information from Canterbury City Council, other than that relating to the Local Plan and related planning documents, then please email planning.policy@canterbury.gov.uk .

If you have queries regarding this consultation, then please contact the planning policy team on 01227 862199 or by emailing planning.policy@canterbury.gov.uk.

The Council is also consulting on two other documents - a draft Transport Strategy and a draft Open Space Strategy. Please note that these consultations are separate from the Local Plan process, although they cover topics closely related to the Plan. Details can be found on the Council web-site www.canterbury.gov.uk.

Yours faithfully

Adrian Verrall

Mr Adrian Verrall
Planning Policy Manager
Planning and Regeneration

Comments Form



Ref: (For official use only)
--

Canterbury District Local Plan

Publication Stage Representation Form

June 2014

<p>All representations must be returned to:</p> <p>Planning Policy Team, Canterbury City Council, Military Road, Canterbury, CT1 1YW or by email planning.policy@canterbury.gov.uk by</p> <p>5pm 18th July 2014.</p> <p>The City Council will <u>NOT</u> be able to consider representations received after this date.</p>
--

This form has two parts:

Part A – Personal Details; **Part B** – Your representation(s).

Please fill in a separate sheet for each representation made, i.e. for each part of the document you wish to comment on. **Please read the guidance notes before completing this form.**

Part A: Personal Details	
Title/ First Name/ Last Name	
Agent's Details (if applicable)	
Organisation	
Address Details	
Postcode	
Telephone Number	
Email (where relevant)	

Part B – Your Representation

Please use a separate sheet for each representation

To which part of the Local Plan does this representation relate?

Please state the relevant policy, paragraph or appendix number or notation on the Policies Map.

Policy Number

Paragraph Number.....

Appendix Number

Policies Map

Do you consider the Local Plan is

a) Legally compliant?

Please give reasons for your answer.

Yes / No

(Continue on a separate sheet /expand box if necessary)

b) Sound?

Please give reasons for your answer.

The Inspector has to be satisfied that the Plan is positively prepared, justified, effective and consistent with National Policy.

Yes / No Has it been:

Positively Prepared Yes / No

Justified Yes / No

Effective Yes /No

Consistent with National Policy Yes / No

(Continue on a separate sheet /expand box if necessary)

c) Complies with the Duty to Co-operate?

Please give reasons for your answer.

Yes / No

(Continue on a separate sheet /expand box if necessary)

MODIFICATION TO THE PLAN

Please set out what modification(s) you consider necessary to make the Local Plan legally compliant or sound, having regard to the test you have identified above where this relates to soundness.

(NB Please note that any non-compliance with the duty to co-operate is incapable of modification at examination). You will need to say why this modification will make the Local Plan legally compliant or sound. It will be helpful if you are able to put forward your suggested revised wording of any policy or text. Please be as precise as possible.

(Continue on a separate sheet /expand box if necessary)

Please note your representation should cover succinctly all the information, evidence and supporting information necessary to support/justify the representation and the suggested modification, as there will not normally be a subsequent opportunity to make further representations based on the original representation at publication stage.

After this stage, further submissions will be only at the request of the Inspector, based on the matters and issues he/she identifies for examination.

Public Examination

If your representation is seeking a modification, do you consider it necessary to participate at the oral part of the examination?

Please tick as appropriate

YES I wish to participate at the oral examination

NO I do not wish to participate at the oral examination

If you wish to participate at the oral part of the examination, please outline why you consider this to be necessary:

Please note the Inspector will determine the most appropriate procedure to adopt to hear those who have indicated that they wish to participate at the oral part of the examination.

Notification of the Progress of the Plan

Do you request to be notified of any of the following? Please tick all that apply.

The Local Plan has been submitted for Independent Examination

The Report of the Inspector has been published

The Local Plan has been adopted

Please ensure that we have either an up to date email or postal address at which we can contact you.

Name:

(Please print) Date:

We will keep you informed of our Local Plan and other related documents that we produce. On occasions we may share your contact details with other departments within the Council so that they can tell you about other consultations or information that might interest you.

Please tick the box if you do not want to receive any information from the Council other than that related to the Local Plan and related planning documents.

Guidance Notes to Accompany Representation Form

1. Introduction

1.1 The Local Plan (Plan) is published in order for representations to be made prior to submission. The representations will be considered alongside the published Plan when submitted, which will be examined by an independent Planning Inspector. The Planning and Compulsory Purchase Act 2004 (as amended) (PCPA) states that the purpose of the examination is to consider whether the Plan complies with the legal requirements, the duty to co-operate and is sound.

2. Legal Compliance and Duty to Co-operate

2.1 The Inspector will first check that the Plan meets the legal requirements under s20(5)(a) and the duty to co-operate under s20(5)(c) of the PCPA before moving on to test for soundness.

2.2 You should consider the following before making a representation on **Legal Compliance**

- The Plan in question should be included in the current Local Development Scheme (LDS) and the key stages should have been followed. The LDS is effectively a programme of work prepared by the LPA, setting out the Local Development Documents (LDDs) it proposes to produce. It will set out the key stages in the production of any Plans which the LPA proposes to bring forward for independent examination. If the Plan is not in the current LDS it should not have been published for representations. The LDS should be on the LPA's website and available at its main offices.
- The process of community involvement for the Plan in question should be in general accordance with the LPA's Statement of Community Involvement (SCI) (where one exists). The SCI sets out the LPA's strategy for involving the community in the preparation and revision of LDDs (including Plans) and the consideration of planning applications.
- The Plan should comply with the Town and County Planning (Local Planning) (England) Regulations 2012 (the Regulations). On publication, the LPA must publish the documents prescribed in the Regulations, and make them available at its principal offices and on its website. The LPA must also notify the Local Plan bodies (as set out in the Regulations) and any persons who have requested to be notified.
- The LPA is required to provide a Sustainability Appraisal Report when it publishes a Plan. This should identify the process by which the Sustainability Appraisal has been carried out, and the baseline information used to inform the process and the outcomes of that process. Sustainability Appraisal is a tool for appraising policies to ensure they reflect social, environmental, and economic factors.

2.3 You should consider the following before making a representation on compliance with the **Duty to Co-operate**:

- The duty to co-operate came into force on 15 November 2011 and any plan submitted for examination on or after this date will be examined for compliance. LPAs will be expected to provide evidence of how they have complied with any requirements arising from the duty.
- The PCPA establishes that non-compliance with the duty to cooperate cannot be rectified after the submission of the Plan. Therefore the Inspector has no power to

recommend modifications in this regard. Where the duty has not been complied with, the Inspector has no choice but to recommend non-adoption of the Plan.

3. Soundness

3.1 Soundness is explained in paragraph 182 of the National Planning Policy Framework (NPPF). The Inspector has to be satisfied that the Plan is positively prepared, justified, effective and consistent with national policy.

- **Positively prepared** - This means that the Plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development.
- **Justified** - The Plan should be the most appropriate strategy when considered against reasonable alternatives, based on proportionate evidence.
- **Effective** - The Plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities.
- **Consistent with national policy** - The Plan should enable the delivery of sustainable development in accordance with the policies in the NPPF.

3.2 If you think the content of the Plan is not sound because it does not include a policy where it should do, you should go through the following steps before making representations:

- Is the issue with which you are concerned already covered specifically by national planning policy? If so it does not need to be included?
- Is what you are concerned with covered by any other policies in the Plan on which you are seeking to make representations or in any other Plan?
- If the policy is not covered elsewhere, in what way is the Plan unsound without the policy?
- If the Plan is unsound without the policy, what should the policy say?

4. General advice

4.1 If you wish to make a representation seeking a modification to a Plan or part of a Plan you should make clear in what way the Plan or part of the Plan is not sound having regard to the legal compliance, duty to cooperate and the four requirements set out above. You should try to support your representation by evidence showing why the Plan should be modified. It will be helpful if you also say precisely how you think the Plan should be modified. Representations should cover succinctly all the information, evidence and supporting information necessary to support/justify the representation and the suggested modification, as there will not normally be a subsequent opportunity to make further submissions based on the original representation made at publication. **After this stage, further submissions will be only at the request of the Inspector, based on the matters and issues he/she identifies for examination.**

4.2 Where there are groups who share a common view on how they wish to see a Plan modified, it would be very helpful for that group to send a single representation which represents the view, rather than for a large number of individuals to send in separate representations which repeat the same points. In such cases the group should indicate how many people it is representing and how the representation has been authorised.

Guide to Making Online Comments on the Publication Draft Local Plan June 2014

The instructions below will help guide you to make comments on-line. If you need more help, then please contact us using the contact details at the bottom of the page.

1: Open the Consultation Portal

Go to <http://canterbury-consult.objective.co.uk/portal/> between the 5th June and the 18th July 2014. Select '**Canterbury District Local Plan Publication Draft 2014**' at the bottom of the page.

2: Register and Log-in

You can read the document without signing-in but as we are unable to accept anonymous comments you will need to register and log-in before submitting comments:

- Click Login/Register
- If you already have a user name and password, login using these¹. If you do not already have a user name and password you will need to register. The information box below will help you.
- If you have made comments on a previous local plan consultation (written or online), you will already have a user name and password. If you need help, please contact us (details below) and we will be able to provide them for you.

3: Make and submit your comments.

- Once successfully logged in, click 'Read and comment on document'.
- You can then begin to read the draft Local Plan. You can skip straight to the part of the plan you are interested in by using the contents list on the left hand side of the page, or read straight through the document using the 'next page' button.
- You can comment on each part of the document by clicking the 'Add Comments' button: click this button by the paragraph or policy you wish to comment on.
- Indicate whether you wish to support or object; add your comments and any supporting documents and press 'submit'. If your comment is very long, the system may ask you to provide a summary of your comment.
- You can then continue to read through the document and make as many comments as you wish.

How to Register on the Consultation Portal

- Click "Login / Register" near the top-right of the page. Now select 'Register'
- Click 'Register as Consultee' unless you are making comments on behalf of somebody else
- Input your details (please make sure that your email address is correct) and choose a username and password. Click 'OK' to continue
- You will receive an activation email. Click on the link in this email and log-in using the password you chose. Please complete your address details and click 'OK'
- The consultation portal should take you back to the list of consultations.

For assistance on submitting your responses online, please contact Planning Policy:

Telephone: 01227 862199 or **Email:** planning.policy@canterbury.gov.uk

¹ Click 'Forgotten username?' or 'Forgotten password' if necessary.

APPENDIX 2

List of statutory Consultees

Company / Organisation	Harbledown and Rough Common Parish Council
Kent Downs AONB Unit	Swale Borough Council
Kent Fire Brigade HQ	Marine Management Organisation
Kent Wildlife Trust	Amec on behalf of National Grid PLC
Defence Infrastructure Organisation	Home Builders Federation
Ashford Borough Council	Mobile Operators Association
Sport England	Clinical Commissioning Group
Thanet District Council	National Grid PLC
Transco/Scotia Gas Network	Kent Highways
RSPB	Barham Parish Council
South East Water	Kent County Council
Adisham Parish Council	Communities and Local Government
Chestfield Parish Council	Mono Consultants Limited
Chislet Parish Council	Homes and Communities Agency
Herne and Broomfield Parish Council	Southern Gas Networks
Hoath Parish Council	Kent County Council
Littlebourne Parish Council	Kent County Council
Lower Hardres Parish Council	Littlebourne Parish Council
Petham Parish Council	NHS
Sturry Parish Council	Renewable UK
Bekesbourne with Patricbourne Parish Council	Southern Gas Networks
Bishopsbourne Parish Council	Lydden Parish Council
Upper Hardres Parish Council	Dover District Council
Westbere Parish Council	Fordwich Town Council
Thanington-Without Parish Council	Ickham Parish Council
Womenswold Parish Council	Kingston Parish Council
Wickhambreaux Parish Council	Blean Parish Council
Mono Consultants Limited	Chartham Parish Council
Age UK, Canterbury	Shepway District Council
Department of Trade and Industry	Kent Police
Church Commissioners	The Gypsy Council
Forestry Commission	Southern Water
Network Rail - South East Territory	
Southern Water	
Civil Aviation Authority	
Kent Invicta Chamber of Commerce	
Harbledown and Rough Common Parish Council	
CPRE Kent	
Planning Inspectorate	
Environment Agency	
The Coal Authority	

Publication Draft of the Local Plan - public information

District Life Articles, Notices.

Press notice for Publication Draft printed 5 June 2014

Public Notice

5 June 2014



Planning and Compulsory Purchase Act 2004
Town and Country Planning (Local Planning) (England)
Regulations 2012 No 767

Regulation 19 – Notice of the publication of the

- **Canterbury District Local Plan Publication Consultation Draft June 2014**
- **Sustainability Appraisal/Habitat Regulations Assessment**

The Local Plan will provide the overall spatial development strategy for the Canterbury District up to 2031. The City Council is inviting members of the public to view and comment on these documents between 5 June and 18 July 2014.

Copies of the Local Plan, Sustainability Appraisal and Habitat Regulations Assessment along with other supporting documents can be viewed at the council's website <https://www.canterbury.gov.uk/localplan> and during normal office hours at the following locations:

- Canterbury City Council (Main Office) Military Road Canterbury
8.30am to 5pm
- Herne Bay Divisional Office, William Street, Herne Bay
8.45am to 4.45pm and Saturday 9.30am to 1pm

Copies are also available to view at:

- Canterbury Library – The Beaney, High Street, Canterbury
Monday to Friday 9am to 6pm and Saturday 9am to 5pm
- Herne Bay Library – 124 High Street, Herne Bay
Monday to Friday 9am to 6pm and Saturday 9am to 5pm
- Sturry Library – Chafy Crescent, Sturry
Monday to Tuesday 9am to 6pm, Wednesday closed, Thursday to Friday
9am to 6pm and Saturday 10am to 2pm
- Swalecliffe Library – 78 Herne Bay Road, Swalecliffe
Monday to Tuesday 9am to 6pm, Wednesday closed, Thursday to Friday
9am to 6pm and Saturday 10am to 2pm
- Whitstable Museum – 5 Oxford Street, Whitstable
Thursday to Sunday 11am to 4.30pm
- The mobile Library

Comments can be made

- online at <http://canterbury-consult.objective.co.uk/portal> or
- by using the downloadable representation form available at www.canterbury.gov.uk/localplan and emailing it to planning.policy@canterbury.gov.uk or
- in writing, preferably using the representation form and sending it to Planning Policy Team, Canterbury City Council, Military Road, Canterbury CT1 1YW.

All comments relating to Publication, Sustainability Appraisal and Habitats Regulation Assessment must be received by 5pm on 18 July 2014.

Late representations cannot be considered.

Further information can be obtained from the planning policy team on 01227 862 199 or by emailing planning.policy@canterbury.gov.uk

District Life Summer (June) 2014

Delivered to every household in the District

Summer 2014
canterbury.gov.uk

FEATURE | LOCAL PLAN

Council set to consult on final draft Local Plan

The city council publishes the final draft version of its Local Plan in early June for six weeks of public consultation, ahead of a public examination later this year.

Last summer, the council held 10 weeks of consultation on the preferred option plan. Nearly 7,000 comments were submitted, which covered a range of issues across the whole plan.

There was a good measure of support for large parts of the draft plan, particularly policies relating to landscape, heritage, tourism and open space. The main objections related to the overall strategy and the development proposals, including:

- Overall growth strategy for the district
- Amount of development
- Location of development
- Specific site allocations
- Capacity of existing services
- Environmental issues

In considering all the comments that were submitted, the council had to take into account all the relevant government guidance and the evidence it has collected over the last few years. This includes the requirements of the National Planning Policy Framework (NPPF) and the new national Planning Practice Guidance (PPG).

It also includes evidence of housing need in the area and the need to support the local economy. The council has now made some changes to the draft plan, which partly reflect additional information and comments that were received, and partly to ensure that the draft plan is consistent with national guidance and the evidence.

26



There was a good measure of support for large parts of the draft plan, particularly policies relating to landscape, heritage, tourism and open space.

Changes to allocated sites

The following changes have been made to the main development sites:

- Land north of Herden – reduce from 800 to 500 houses
- Greenhill – reduce from 600 to 300 houses
- Hillborough – increase from 1,000 to 1,300 houses
- Provision of new hospital facilities at South Canterbury
- Allowing an increased level of housing at the Kingsmead Depot site

New sites

The following sites have been allocated to ensure that the draft plan provides for all the development requirements for the district and reflects that some new sites have been proposed:

- Ministry of Defence site at Howe Barracks (pictured above) – 400 houses
- Kent and Canterbury Hospital/Ridlands Farm/Langton Field – 810 houses
- Sturry Road, Canterbury – mixed business use
- Land south of Joseph Wilson Business Park, Whitstable – business use



Sites removed

The council has taken out of the plan the proposal to develop the existing Simon Langton Girls School, because the site will continue to be needed for education purposes.

The proposed fourth park and ride site at Harbledown has also been removed.

Other changes

A number of other changes have been made to the draft plan, resulting from new evidence and consultation comments:

- Three areas in Whitstable have been designated as Local Green Space – West Beach (main picture), Prospect Field and Columbia Avenue recreation ground
- Land at Chaucer Fields, Canterbury, has been designated as a Green Gap
- Kingsmead Field, Canterbury, identified as Protected Open Space

Consultation

The next consultation is on the publication draft of the plan. This is the version of the plan that will be the basis for the examination carried out by an independent inspector later this year.

The consultation starts on Thursday 5 June and will last for six weeks. Full details will be on the council's website at www.canterbury.gov.uk/localplan from that date.

People will be able to comment on any aspect of the draft plan, but at the examination, one of the key matters will be whether the draft plan is considered 'sound'.

If anyone wants to object to parts of the plan, it will help the inspector if they can identify in their comments why they think the plan is not 'sound'. To help people put their objection together, government guidance says that for a draft plan to be 'sound', it should:

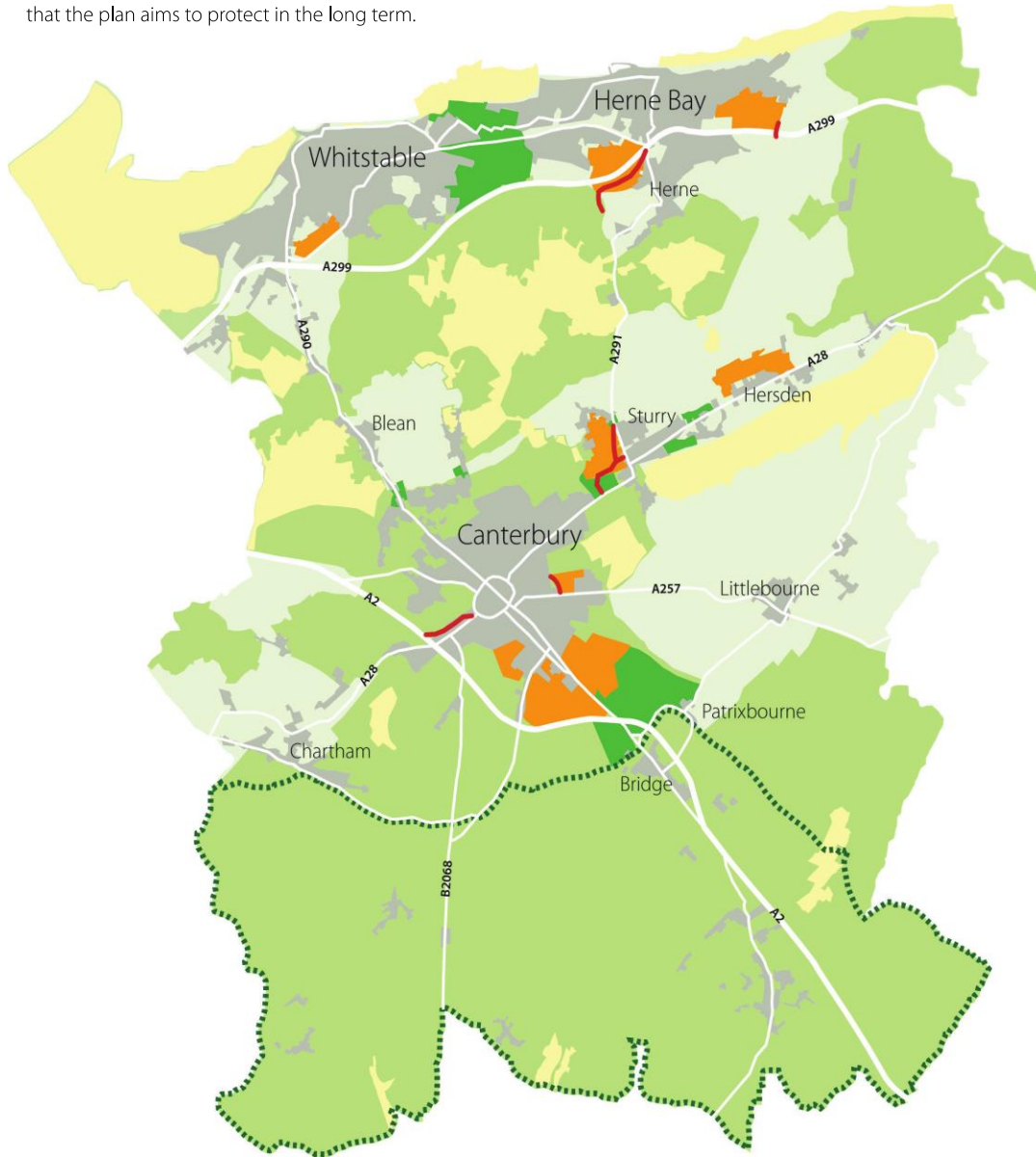
- Be positively prepared in such a way as to meet the need for housing and other development
- Be the most appropriate strategy for the district, when considered against reasonable alternatives, and be based on evidence
- Be capable of being implemented and the housing and other development be carried out
- Support sustainable development and be consistent with the policies in the National Planning Policy Framework (NPPF)

The council hopes to submit the draft plan to the independent inspectorate in the autumn. After that, the timetable is largely in the hands of the examining inspector, but it is hoped the inspector's report will be received by spring 2015.

The council is also publishing its draft Transport Strategy and Open Space Strategy, which are complementary to the draft Local Plan. Information will be available on the council website.

Key Local Plan proposed sites:

This map shows the main development sites being proposed in the draft plan. It also shows the important landscape and wildlife areas that the plan aims to protect in the long term.



District map key

- | | |
|---|---|
|  Main development sites |  Area of High Landscape Value |
|  Road proposal |  Protected National and International Wildlife Sites |
|  Kent Downs Area of Outstanding Natural Beauty |  Protected Green Gap |

Local Plan

A vision for our district



We are now consulting on the final draft of our Local Plan, setting out plans for homes, roads, jobs, countryside and leisure facilities up to 2031. This follows extensive consultation in 2013 and is ahead of us submitting it for independent government inspection this autumn.

To learn more about the proposals and have your say, come to an information evening starting at 7pm on:

Monday 16 June: Herne Bay High School, CT6 7NS

Wednesday 18 June: Spires Academy, CT2 0DH

Tuesday 1 July: Whitstable Community College CT5 1PX

Wednesday 2 July: Kent County Cricket Club, CT1 3NZ

Or visit canterbury.gov.uk/localplan


Or your local library



Consultation deadline is Friday 18 July

Local Plan

A vision for our district

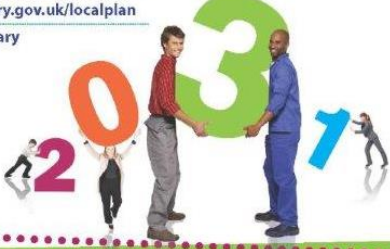


We are now consulting on the final draft of our Local Plan, setting out plans for homes, roads, jobs, countryside and leisure facilities up to 2031. This follows extensive consultation in 2013 and is ahead of us submitting it for independent government inspection this autumn.

To learn more about the proposals and have your say, come to an information evening starting at 7pm on:

Monday 16 June: Herne Bay High School, CT6 7NS
Wednesday 18 June: Spires Academy, CT2 0DH
Wednesday 2 July: Kent County Cricket Club, CT1 3NZ

Or visit canterbury.gov.uk/localplan
Or your local library



Consultation deadline is Friday 18 July

PUBLIC MEETING

Local Plan

A vision for our district



We are now consulting on the final draft of our Local Plan, setting out plans for homes, roads, jobs, countryside and leisure facilities up to 2031. This follows extensive consultation in 2013 and is ahead of us submitting it for independent government inspection this autumn.

To learn more about the proposals and have your say, come to an information evening starting at 7pm on:

Tuesday 1 July: Whitstable Community College, CT5 1PX
Wednesday 2 July: Harris Room, Kent County Cricket Club, CT1 3NZ

Or visit canterbury.gov.uk/localplan
Or your local library



Consultation deadline is Friday 18 July

Posters advertising the Local Plan consultation

Local Plan

A vision for our district



We are now consulting on the final draft of our Local Plan, setting out plans for homes, roads, jobs, countryside and leisure facilities up to 2031. This follows extensive consultation in 2013 and is ahead of us submitting it for independent government inspection this autumn.

To learn more about the proposals and have your say visit canterbury.gov.uk/localplan or your local library.



Consultation deadline is Friday 18 July

APPENDIX 4

Table of briefings

Local Plan and Transport Strategy information events 2014

Date	Event	What was presented
4 June	Whitstable Area Members Panel	Transport Strategy
5 June	C4B Breakfast	Local Plan/Transport Strategy
5 June	ACRA	Local Plan/Transport Strategy
16 June	CCC Herne Bay Meeting, Herne Bay High, Herne Bay	Local Plan/Transport Strategy
16 June	Rural Area Members Panel	Transport Strategy
18 June	CCC Hersden/Sturry/B'Oak Meeting, Spires Academy	Local Plan/Transport Strategy
17 June	CDEDG Environmental Group	Transport Strategy
1 July	CCC Whitstable Meeting, Whitstable Community College	Local Plan/Transport Strategy
2 July	CCC Canterbury Meeting, Harris Room, Cricket Club	Local Plan/Transport Strategy
7 July	CCC Open spaces consultation conference, Kings Hall, Herne Bay	Open Space Strategy
16 July	Parish Council Association	Transport Strategy

APPENDIX 5

Record of Consultation and Engagement with Key Stakeholders, statutory consultees and Public Bodies

Up until 14 November 2014

Date – When
Consultees – Who was there/target audience
Role/purpose – What was intended to gain from the consultation/meeting
Outcome – the result in 1 sentence
Location – Where the event/meeting held, notice placed
Format - What was the type of consultation, ie meeting, exhibition, presentation, workshop, Question & answers session, discussion, informal or formal

Date	Consultee/s	Purpose/issues discussed	Outcome	Location	Format
15/04/14	All Kent Councils and KCC	Gypsy and Traveller Meeting Sharing progress on Gypsy & Traveller DPDs, Movement of Gypsies and Travellers around Kent, Views on transit site provision, How to calculate "windfalls, Demonstrating a 5-year supply	Starting point should be the assumption that each district meets its own needs, More work to be done on 5-year supply and the role of "windfall" sites, Continue to work with KCC's Gypsy & Traveller unit	Swale Borough Council meeting	Meeting
15-5-14	East Kent District councils	Range of issues of common interest - overall housing and employment numbers; transport; Habitat Regulations and Green Infrastructure; AONB and landscape policy; health and well-being; Gypsies & Travellers; water supply and waste water; flooding and coastal policy.	Outcomes to be reported to East Kent Regeneration Board with a view to establishing a MoU for future consideration of cross-boundary issues and a specific work plan for future cooperation and exploring the potential for the development of wide-ranging Statements of Common Ground.	Ashford	Meeting/discussion
17/04/14	Peter Cosgrove - Marine Management Organisation			Phone Meeting	Meeting
23-5-14	Canterbury and Coastal Integrated Commissioning Group	Briefing on draft Local Plan publication; discussion of issues arising in respect of health and clinical facilities.	CCG to make comments as necessary on draft Local Plan; commitment to ongoing engagement as the Plan progresses and health and clinical needs are identified.	Canterbury City Council	Meeting/discussion

Date	Consultee/s	Purpose/issues discussed	Outcome	Location	Format
4-6-14	Kent County Council	Liaison meeting to provide briefing on draft Local Plan publication; discussion of issues related to KCC functions – transport and highways; education provision.	CCC to ensure that KCC service requirements are considered as part of the Local Plan viability work and future policy development. KCC to provide additional information as part of Local Plan process.	Canterbury City Council	Meeting/discussion
5-6-14	Canterbury 4 Business	Briefing on draft Local Plan publication; discussion of issues relating to the local economy and new business development.	C4B to make comments as necessary on draft Local Plan; commitment to ongoing engagement as the Plan progresses.	Canterbury	Presentation/discussion
10-6-14	Thanet District Council	Habitat Regulations and mitigation measures for the coast	Councils to continue dialogue and seek to develop shared approaches to mitigation measures and management of recreational activity at the coast	Canterbury	Meeting/discussion
23/6/14	East Kent Regeneration Board	Leader +, Manston, implications of the growth deal, EKSDC update	East Kent, County and Sub-Regional priorities	Canterbury	Council leaders meeting
24/06/14	Kent County Council and PINS – organised by Dover DC	Gypsy and Traveller Training event with presentation by PINS Inspector organised by Dover District Council		Dover district Council	Seminar/discussion
2/7/14	East Kent Chief Executives Forum	Manston Airport, Community led local development, Discovery Park Enterprise Zone, Dover Waterfront, M20 junction, SELEP growth deal, one public estate programme, EKSDC	Joint working and East Kent, County and Sub-Regional priorities	Canterbury	Meeting
9-7-14	Swale Borough Council	Briefing on draft Local Plan publication and discussion of matters of common interest, in particular housing numbers	Swale BC to make comments as necessary on draft Local Plan; commitment to ongoing engagement as both Councils' Plans progress.	Canterbury	Meeting/discussion
30/7/14	East Kent Chief Executives Forum	EKSDC, CLLD, one public estate programme, Manston, EKRB	Joint working and East Kent, County and Sub-Regional priorities	Canterbury	Meeting
30-7-14	East Kent District Councils	Community Infrastructure Levy – proposed approaches	Commitment to continued engagement and sharing best practise; seeking to develop consistent approaches where appropriate.	Canterbury	Meeting/discussion

Date	Consultee/s	Purpose/issues discussed	Outcome	Location	Format
1-8-14	Dover District Council	Local Plan issues – retail development at Wincheap and potential impact on Dover and Deal	CCC to consider issues raised by DDC and how concerns may be dealt with.	Canterbury	Meeting/discussion
10-9-14	Natural England	Draft Local Plan and Habitat Regulations matters	CCC to provide additional information regarding the matters raised in Natural England's representations to address the key HRA matters	-	Telecon
10/9/14	East Kent Chief Executives Forum	KMEP update, one public estate programme, local growth fund, European funding and economic strategy, EKRB update, Duty to co-operate.	Joint working and East Kent, County and Sub-Regional priorities	Canterbury	Meeting
17/9/14	East Kent Regeneration Board	KMEP and funding update, Manston	East Kent, County and Sub-Regional priorities	Canterbury	Council leaders meeting
10/09/14	Dover District Council with other E Kent Authorities and Dover Parish Councils	Gypsy and Traveller Meeting Sharing progress on Gypsy & Traveller DPDs, Movement of Gypsies and Travellers around Kent, Views on transit site provision, How to calculate "windfalls, Demonstrating a 5-year supply	Starting point should be the assumption that each district meets its own needs, More work to be done on 5-year supply and the role of "windfall" sites, Continue to work with KCC's Gypsy & Traveller unit	Dover District Council	Discussion / workshop presentation
12/09/14	Richborough Connection Community Engagement	Discuss Community ways to engage the community on new power lines.	ways to engage the community	Council Offices	Meeting/discussion
19-9-14	East Kent District Councils	Briefing on progress of draft Thanet Local Plan; updates on all Local Plan progression	TDC commitment to continue to engage with neighbouring /councils on regular basis as Plan progresses. All councils to consider scope for future evidence base work, notably SHMA review	Margate	Meeting/discussion
1/10/14	East Kent Chief Executives Forum	Collaboration Agreement, EKS, Duty to co-operate, local growth fund, potential vehicles for land and property development, EKRB update, committee system and election	Joint working and East Kent, County and Sub-Regional priorities	Canterbury	Meeting
3-10-14	Kent Planning Policy Forum	Range of issues including briefing by Kent Nature Partnership on current and	Intention for LPAs to employ KNP checklist to assess policies in draft Local	Maidstone	Meeting/discussion

Date	Consultee/s	Purpose/issues discussed	Outcome	Location	Format
		future work, including LP checklist; Further Alterations to the draft London Plan.	Plans; Councils to consider response to London Plan/Infrastructure Plan		
15/10/14	East Kent Regeneration Board	Duty to co-operate, KEMP, lorry parking, Manston	East Kent, County and Sub-Regional priorities	Canterbury	Council leaders meeting
12/11/14	East Kent Chief Executives Forum	EK corporate information governance group, potential vehicles for land and property development, committee system and election, growth fund.	Joint working and East Kent, County and Sub-Regional priorities	Canterbury	Meeting

APPENDIX 6

**Committee Agendas, Reports and Minutes links
for Local Plan Publication Draft**

Overview Committee agenda minutes - full documents are available at:

<http://democracy.canterbury.gov.uk/ieListDocuments.aspx?CId=120&MId=9079&Ver=4>

Executive Committee agenda and minutes – full documents are available at:

<http://democracy.canterbury.gov.uk/ieListDocuments.aspx?CId=114&MId=9070&Ver=4>

Executive Agenda Item 215

Executive minute number E215

Council Meeting Agenda and minutes – document located at:

<http://democracy.canterbury.gov.uk/ieListDocuments.aspx?CId=138&MId=9145&Ver=4>

729 EXECUTIVE MINUTES/ REPORTS TO FULL COUNCIL