

Title of Report:	Local Development Plan Steering Group Annual Monitoring Reports (2021/2022 & 2022/2023)
Committee Report Submitted To:	PLANNING COMMITTEE
Date of Meeting:	27th September 2023
For Decision or For Information	For Decision
To be discussed In Committee	NO

Linkage to Council Strategy (2021-25)	
Strategic Theme	Cohesive Leadership
Outcome	Our elected members work collaboratively and make decisions on an evidence led basis and in line with its policies.
Lead Officer	Principal Planning Officer

Budgetary Considerations	Not applicable in this case
Cost of Proposal	
Included in Current Year Estimates	
Capital/Revenue	
Code	
Staffing Costs	

Legal Considerations	Not applicable in this case
Input of Legal Services Required	
Legal Opinion Obtained	

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact	Screening Completed:	Yes/No	Date:

Assessment (DPIA)	DPIA Required and Completed:	Yes/No	Date:
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1.0 Purpose of Report

1.1 To present the Council's Local Development Plan (LDP) Steering Group Annual Monitoring Report for the 2021/2022 & 2022/2023 reporting periods.

2.0 Background

2.1 The Council's Development Plan team is currently preparing an LDP for the Borough. The Council must provide a 15-year plan framework to support the environmental, economic and social needs of the Borough in line with regional strategies and policies, and with the objective of furthering sustainable development¹.

2.2 The LDP is prepared in three stages, as follows:

- Preferred Options Paper (POP);
- Plan Strategy (PS); and
- Local Policies Plan (LPP).

2.3 We are currently preparing a draft Plan Strategy (dPS).

2.4 The LDP is subject to a Sustainability Appraisal (SA) incorporating a Strategic Environmental Assessment (SEA) to assess any potential environmental, economic or social impacts of the Plan against a range of sustainability objectives. This iterative process is carried out at all three stages of LDP preparation.

2.5 In line with the Council's published 'Statement of Community Involvement in Planning' (SCI), the LDP Steering Group was established, comprising the Planning Committee and the Head of Planning (see TOR at Appendix 1), to:

- Ensure overview and strategic input in the Plan process, on behalf of the whole community, as well as from planning officials and the wider council.
- Deliver the LDP in accordance with the published Timetable whilst meeting statutory requirements and various tests of 'soundness'.
- Ensure the engagement of Elected Members in the LDP process.
- Agree policy options to be taken forward for assessment under the Sustainability Appraisal/Strategic Environmental Assessment.

2.6 At Preferred Options (POP) stage the LDP Steering Group was consulted on key planning issues arising within the Borough and agreement on the POP publication document.

¹ "Sustainable development" was defined in the World Commission on Environment and Development's 1987 Brundtland report 'Our Common Future' as 'development that meets the needs of the present without compromising the ability of future generations to meet their own needs'.

- 2.7 At draft Plan Strategy stage the group will agree draft policies to be appraised through the SA process, and the dPS publication document prior to formal presentation for ratification at Full Council.
- 2.8 Annual monitoring reports for this group are set out at Appendices 2 & 3 (attached).
- 2.9 It is important to note that Northern Ireland has a new LDP process, and although it was anticipated that the new regime would take some time to settle down it has been a much steeper learning curve than was originally anticipated, for all of the 11 councils as well as the key consultees and stakeholders, and Dfl in its oversight role.
- 2.10 Dfl has, during the LDP process to date, issued a number of guidance documents which the Council has taken account of in its LDP preparation. It should also be noted that there may be legislative and regional policy and guidance updates as we continue through this process.
- 2.11 Quarterly verbal updates on our LDP progress are provided by the Plan Manager to the Steering Group through the Planning Committee.

3.0 Recommendation

- 3.1 **IT IS RECOMMENDED** that the Planning Committee accept the attached LDP Steering Group Annual Monitoring Reports.

Appendices:

Appendix 1: LDP Steering Group Terms of Reference

Appendix 2: LDP Steering Group: Annual Monitoring Report (01/04/2021 – 31/03/2022)

Appendix 3: LDP Steering Group: Annual Monitoring Report (01/04/2022 – 31/03/2023)



Local Development Plan Steering Group

Terms of Reference

NAME

The name of Steering Group will be the 'Causeway Coast and Glens Borough Council Local Development Plan (LDP) Steering Group'.

PURPOSE

The purpose of the Steering Group is to oversee and co-ordinate the delivery of the Local Development Plan (LDP).

OBJECTIVES

- To ensure overview and strategic input in the Plan process, on behalf of the whole community, as well as from planning officials and the wider council.
- To deliver the LDP in accordance with the published Timetable whilst meeting statutory requirements and various tests of 'soundness'.
- To ensure the engagement of Elected Members in the LDP process.
- To agree policy options to be taken forward for assessment under the Sustainability Appraisal/Strategic Environmental Assessment.

MEMBERSHIP OF THE STEERING GROUP

In line with Council's published "Statement of Community Involvement in Planning" (SCI) the LDP Steering Group will comprise of:-

- The Planning Committee; and
- Head of Planning.

Heads of Service within the relevant sections of Council will be invited to participate in the Steering Group meetings.

The Head of Planning will chair the Group.

The Plan Manager will act as Secretary to the Group.

DECLARATION OF INTEREST

Members of the Steering Group should declare **any** personal interest that may exist or may be perceived to exist, in relation to any decisions or recommendations made by the group.

CONFIDENTIALITY

Confidentiality must be maintained at all times.

In the conduct of their duties, members of this group will be privy to material that is confidential, or which should reasonably be regarded as being of a confidential nature. This material must not be distributed outside of the group.

MEETING ARRANGEMENTS

The Steering Group will normally meet on a quarterly basis. However, there may be occasions when an ad hoc meeting is required to ensure that we meet our published LDP Timetable. In this instance at least one week's notice will be given (via e-mail).

The Steering Group shall take minutes of all meetings. These may be open to public scrutiny, subject to the Environmental Information (EIR) Regulations 2004.

Minutes of the meeting will be circulated to all attendees within one week of the meeting being held.

REPORTING STRUCTURES

The Group will supply an annual monitoring report to inform Council on progress in meeting the Plan Timetable and identifying the causes of any significant delay.

The Group will be required to complete its objectives within the timescale for the adoption of the Plan, as per the agreed LDP Timetable.

SIGNATURES

1. Chairperson in group: Denise Dickson 5/10/17

Signed:  _____

2. Name and Position in group: ALD KING - VICE CHAIR.

Signed:  _____ 5/10/17

APPENDIX 2:

LDP Steering Group: Annual Monitoring Report (01/04/2021 – 31/03/2022)

1.0 Annual Monitoring Report

1.1 Member workshops continued throughout this reporting period, as follows:

- 16th June 2021;
- 15th September 2021;
- 29th September 2021;
- 13th October 2021;
- 10th November 2021; and
- 12th December 2021.

1.2 Following the workshops the draft policies were presented and agreed as follows:

- LDP Steering Group Meeting on 27th January 2022.
- Planning Committee Meeting on 23rd February 2022.

1.3 These policies were subject to SA.

2.0 Impact on the LDP Timetable

2.1 It is a statutory requirement for a council to prepare, and keep under review, a timetable for the preparation and adoption of its LDP. The timetable must include indicative dates for each stage of LDP preparation and the publication of the POP and development plan documents (Draft Plan Strategy and Draft Local Policies Plan) as well as accompanying documents such as the SA. The LDP must be prepared on the basis of robust and sound evidence.

2.2 The current published timetable sets out an indicative dPS publication date of spring/summer 2022. The Council's Development Plan team's ongoing work continued within this reporting period on the basis that the dPS would be brought before Members and meet the indicative publication date. Due to the knock-on effects of the impacts arising from the COVID-19 pandemic, this area of work took longer than envisaged. As such, the Council was not in a position to meet this indicative date. Work on the dPS preparation continued into the next reporting period (01/04/2022 – 31/03/2023) - see Appendix 3, attached).

2.3 The Council's Development Plan team continues to update the evidence base to inform the draft LDP policy approach which is presented to all Members for discussion at the ongoing LDP Workshops, prior to agreement with the Steering Group.

APPENDIX 3:

LDP Steering Group: Annual Monitoring Report (01/04/2022 – 31/03/2023)

1.0 Annual Monitoring Report

1.1 Member workshops continued throughout this reporting period, as follows:

- 7th April 2022
- 18th May 2022

1.2 Following on from the workshops the policies were subject to SA.

1.3 They were presented and agreed as follows:

- LDP Steering Group Meeting on 26th May 2022.
- Planning Committee Meeting on 22nd June 2022.
- Senior Leadership Team (SLT) Meeting on 15th August 2022.

1.4 The draft Plan Strategy publication document was presented for ratification at the 1st November 2022 Full Council Meeting, where it was deferred by Members for further consideration.

1.5 A round of Party Group meetings were held in November and December 2022, resulting in the following:

- further evidence gathering;
- engagement with key consultees and stakeholders; and
- a review of a number of draft planning policies.

2.0 Impact on the LDP Timetable

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2.2 The current published timetable sets out an indicative dPS publication date of spring/summer 2022. The Council's Development Plan team's ongoing work (set out at paragraph 1.5 above) continued within this reporting period and will continue into the next reporting period (2023/2024).

2.3 Quarterly verbal updates on LDP progress are provided by the Plan Manager to the Steering Group through the Planning Committee. Following agreement on the dPS a revised timetable will be brought before the Planning Committee for discussion.

Local Development Plan Steering Group

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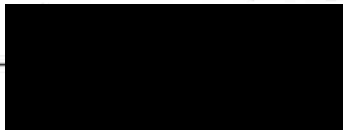
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SIGNATURES

1. Chairperson in group: Denise Dickson 5/10/17
Signed: 

2. Name and Position in group: ALD KING - VICE CHAIR.
Signed:  5/10/17