

Local Development Plan (LDP) 2030: Steering Group - Annual Monitoring Report	26th September 2018
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PLANNING COMMITTEE

Linkage to Council Strategy (2015-19)	
Strategic Theme	Outcomes
Leader and Champion	<ul style="list-style-type: none"> • Our Elected Members will provide leadership to our citizens, working to promote the Borough as an attractive place to live, work, invest and visit. • We will establish key relationships with Government agencies and potential strategic partners in Northern Ireland and external to it which helps us to deliver our vision for this Council area.
Protecting and enhancing our environments and assets	<ul style="list-style-type: none"> • All environments in the area will benefit from pro-active decision making which protects the natural features, characteristics and integrity of the Borough. • Our citizens will have the maximum opportunity to enjoy our natural environments. • Our natural assets will be carefully managed to generate economic and social returns without compromising their sustainability for future generations.
Lead Officer	Local Development Plan Manager/Principal Planning Officer
Cost:	N/A

For Decision

1.0 Background

1.1 Members are aware that the Council's Development Plan team is currently preparing a Local Development Plan (LDP) for the Borough.

2.0 LDP Steering Group

2.1 In line with the Council's 'Statement of Community Involvement in Planning' (SCI), the LDP Steering Group was established, comprising the Planning Committee and the Head of Planning.

2.2 The objectives of the LDP Steering Group are:

- 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.
- 2.3 The Head of Planning is the group Chair and the Development Plan Manager is the group Secretary. Heads of Service within the Council are invited to participate in the Steering Group meetings.
- 2.4 The Steering Group met on the following dates:
- 14th August 2017;
 - 5th October 2017;
 - 9th November 2017; and
 - 20th April 2018.
- 2.5 Under the agreed Steering Group Terms of Reference (see Appendix X attached), the Group is required to complete its objectives within the timescale for the adoption of the Plan, as per the agreed LDP Timetable.
- 2.6 It was also agreed that planning officials will prepare an Annual Monitoring Report to inform the Council on the Steering Groups progress in meeting the Plan timetable and identifying the causes of any significant delay.

3.0 LDP Timetable

- 3.1 Members approved a revised LDP Timetable at the 25th October 2017 Planning Committee. It was agreed with the Planning Appeals Commission (PAC) on 8th November 2017 and the Department for Infrastructure (DfI) on 23rd November 2017. A revised LDP Timetable was subsequently published on 4th December 2017.
- 3.2 In line with the revised LDP Timetable, the Council's Preferred Options Paper ('POP') and associated documents were published for comment on 26th June 2018.
- 3.3 The 12 week public consultation will close at **5.00pm on Friday 21st September 2018.**

4.0 Summary

- 4.1 In summary, the LDP Steering Group has assisted the Council in meeting its published Plan timetable.

5.0 Recommendation

- 5.1 **IT IS RECOMMENDED** that Members accept this LDP Steering Group Annual Monitoring Report.

Appendix 1: LDP Steering Group Terms of Reference.

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