

Local Development Plan (LDP) 2030: Project Management Team - 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 Sustainability Appraisal

2.1 The LDP is required to be accompanied by a Sustainability Appraisal (including Strategic Environmental Assessment). Sustainability Appraisal (SA) is a statutory process incorporating the requirements of the European Union Strategic Environmental Assessment (SEA) Directive (2001).

2.2 SA is an iterative process, carried out alongside the preparation of the LDP. It is used to assess the Plan against a set of sustainability objectives. This process helps to evaluate possible strategic, policy and site specific options, as well as the most sustainable options in terms of economic, social and environmental performance.

- 2.3 At the Preferred Options Paper (POP) Stage of Plan preparation Shared Environmental Service (SES), the consultants acting on behalf of the Council, produced a Sustainability Appraisal: Scoping & Interim Reports.

SA Scoping Report

- 2.4 The purpose of the SA Scoping Report is to:
- Identify other policies, plans, programmes and sustainability objectives of relevance to our LDP.
 - Collect relevant baseline information about the environmental, social and economic conditions in our Council area, and consider how these might change in the future.
 - Identify sustainability issues and challenges which could affect or be addressed by our LDP.
 - Develop the Sustainability Appraisal Framework, consisting of sustainability objectives and appraisal prompts which will form the basis for assessment of our LDP.
 - Invite comment on the scope and method of the Sustainability Appraisal.

SA Interim Report

- 2.5 The purpose of the SA Interim Report is to:
- Document the appraisal of options and alternatives against a sustainability framework consisting of fourteen objectives, which has helped to determine the preferred options;
 - Identify where there are significant effects of a preferred option and, where these are negative effects, identify how these could be addressed;
 - Present any cumulative effects identified in the appraisal; and
 - Present any assumptions used in the appraisal, including assessing the significance of effects.

- 2.6 These documents are available to view online at:
<https://www.causewaycoastandglens.gov.uk/live/planning/development-plan/preferred-options-paper>

3.0 LDP Project Management Team

- 3.1 In order to oversee the implementation and publication of the SA (Inc SEA) and in line with Council's 'Statement of Community Involvement in Planning' (SCI), a Project Management Team (PMT) was established comprising the following:
- Senior Council Officers;
 - Principal Planning Officer; and
 - Key statutory/government departments.
- 3.2 Key consultees were invited to participate by providing information on key strategic issues that the LDP should address. An invite also extended to all party leads (or a nominee) and Council Directors.

3.3 The objectives of the LDP Project Management Team are:

- Engagement by key stakeholders (in an advisory role), senior council officers and elected members in the Plan process.
- To secure the necessary expert input into the Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) process.
- To seek agreement on the final input to inform the Plan documents to be presented to Council for approval.

3.4 The PMT team met on the following dates:

- 2nd August 2017; and
- 12th April 2018.

3.5 Under the agreed Project Management Team Terms of Reference (see Appendix 1 attached) planning officials will present an annual monitoring report to the Planning Committee to inform the Council on the PMT progress in meeting the Plan timetable and identifying the causes of any significant delay.

4.0 LDP Timetable

4.1 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.

4.2 In line with the revised LDP Timetable, the SA Scoping and Interim Reports were published for comment on 26th June 2018 alongside the Council's LDP Preferred Options Paper (POP) and other associated documents.

4.3 The 12 week public consultation will close at **5.00pm on Friday 21st September 2018.**

5.0 Summary

5.1 In summary, the Project Management Team has assisted the Council in meeting its published Plan timetable.

6.0 Recommendation

6.1 **IT IS RECOMMENDED** that Members accept this LDP Project Management Team Annual Monitoring Report.

Appendix 1: Agreed PMT Terms of Reference.



**Local Development Plan
Project Management Team
(SA Group)**

Terms of Reference

NAME

The name of the group will be the 'Causeway Coast and Glens Borough Council Local Development Plan Project Management Team (SA Group)'.

PURPOSE

The purpose of the Project Management Team, in line with the Council's published 'Statement of Community Involvement in Planning' (SCI), is to facilitate key consultee co-operation in the plan making process. This team will be consulted on and act as the screening and scoping group for the LDP Sustainability Appraisal (SA) and any other necessary assessments and appraisals.

OBJECTIVES

- Engagement by key stakeholders (in an advisory role), senior council officers and elected members in the Plan process.
- To secure the necessary expert input into the Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) process.
- To seek agreement on the final input to inform the Plan documents to be presented to Council for approval.

MEMBERSHIP OF THE PROJECT MANAGEMENT TEAM

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

- Senior Council Officers;
- Plan Manager; and
- Key government departments

All Council directors will be invited to participate in the Project Management Team 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 Project Management Team 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 Project Management Team 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 Project Management Team shall take minutes of all meetings. These may be open to public scrutiny.

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

REPORTING STRUCTURES

The Group (through the secretary) will supply an annual monitoring report to inform Council on its 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 Plan Timetable.

SIGNATURES

1. Chairperson in group: DERISE DICKSON (CHAIR)

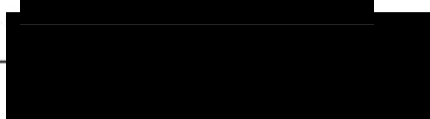
Signed



02/08/2017

2. Name and Position in group: SHARON MULHERN: SECRETARY

Signed:



2/8/17.