



Title of Report:	Local Development Plan – Steering Group Annual Monitoring Report 2020/21
Committee Report Submitted To:	PLANNING COMMITTEE
Date of Meeting:	27th October 2021
For Decision or For Information	For Decision

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	

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals. Not applicable in this case.		
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 Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

1.0 Purpose of Report

- 1.1 To present the Local Development Plan (LDP) Steering Group Annual Monitoring Report (AMR) as set out in the attached Terms of Reference (TOR).

2.0 Background

- 2.1 The Council's Development Plan team is currently preparing an LDP for the Borough, a statutory requirement for the Council. In preparing its LDP 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 promoting 'sustainable development'.
- 2.2 The LDP is subject to a Sustainability Appraisal (SA) incorporating a Strategic Environmental Assessment (SEA).
- 2.3 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.
- 2.4 At Preferred Options (POP) Stage the LDP Steering Group was consulted on key issues arising within the Borough and for agreement on the publication document.

3.0 LDP Timetable

- 3.1 It is a statutory requirement to prepare, and keep under review, a timetable for the preparation and adoption of the LDP. The timetable must include indicative dates for each stage of the LDP preparation and the publication of the POP and the development plan documents (Draft Plan Strategy and Draft Local Policies Plan) as well as accompanying documents such as the SA/SEA.
- 3.2 Members agreed a revised LDP Timetable at the 24th March 2021 Planning Committee. Following agreement with the Planning Appeals Commission (PAC) on 6th May 2021 and Department for Infrastructure (DfI) on 13th May 2021, the revised timetable was published in 'The Chronicle' for two consecutive weeks, on weeks commencing 24th and 31st May 2021, and on the Council's website on 25th May 2021.

- 3.3. In line with this timetable the Development Plan team is currently working towards the publication of the LDP Draft Plan Strategy in spring/summer 2022.
- 3.4 The LDP Steering Group has not met throughout this reporting period, as the LDP Workshops to agree the draft planning policy approach to development remain ongoing, with all Members invited to attend/input. However, the group will reconvene as and when required to progress the Draft Plan Strategy to publication.
- 3.5 Regular verbal updates on the LDP progress are provided by the Plan Manager to the Steering Group, at the Planning Committee.

LDP Evidence Base

- 3.6 The LDP must have a robust and sound evidence base.
- 3.7 The Council's Development Plan team continues to update the evidence base to inform the draft LDP policy approach which is presented for agreement to all Members at the ongoing LDP Workshops, prior to agreement with the Steering Group.

Sustainability Appraisal (SA)

- 3.8 Once agreed, the LDP draft policies will be subject to SA/SEA.

Impact on LDP Timetable

- 3.9 It is important to note that the Northern Ireland LDP process is totally new. Although it was anticipated that the new regime would take some time to settle down, it is fair to say that it has been a much steeper learning curve than was originally anticipated, for all 11 councils and the key consultees and stakeholders, and in particular, DfI, with its oversight role.
- 3.10 DfI has, during the LDP process to date, issued a number of guidance documents that the Council has had to take account of in its LDP preparation. DfI advises that this is likely to continue throughout the entire process as the NI LDP process matures.

4.0 Recommendation

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

Appendices:

Appendix 1: LDP Steering Group TOR.

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