

Places and Policies Local Plan - Submission Draft Duty to Cooperate Statement



Contents Page

1. Introduction	2
2. Government Guidance	3
3. Folkestone & Hythe District context.....	5
Memorandum of Understanding with East Kent Local Authorities	5
Neighbouring local authorities	6
Kent County Council	8
4. Record of Cooperation	10
Housing	10
Employment.....	13
Retail / Commercial	13
Infrastructure	13
Health / Community	14
Natural / Historic Environment	16
5. Conclusion	19
Appendix 1 Table of Duty to Cooperate Meeting Record	20

1. Introduction

- 1.1. This statement demonstrates how Folkestone & Hythe District Council (F&HDC)¹ has met the Duty to Cooperate (DtC) in the preparation of the Places and Policies Local Plan. It sets out the engagement and cooperation with neighbouring authorities, other public bodies and relevant organisations in the Local Plan process.
- 1.2. The Duty to Cooperate was introduced in Section 110 of the Localism Act (2011) which made a number of amendments to the Planning and Compulsory Purchase Act 2004. This included placing a legal duty on Local Planning Authorities to cooperate with neighbouring authorities, public bodies and county councils on strategic cross-boundary matters when planning for sustainable development.
- 1.3. Before the Duty came into force, the Council cooperated with its neighbouring authorities through the regional South East Plan and Kent Structure Plan; both of which are now revoked. Since that time, the Council has adopted its Core Strategy document which was found sound by an Inspector in 2013. This means that strategic priorities across local boundaries were largely coordinated through the preparation of the Core Strategy.
- 1.4. This document provides an update to the Record of Cooperation (January 2012) that was submitted to the Planning Inspectorate with the Core Strategy. It explains the work that has been undertaken by the Council over the period 2014 - 2018 in accordance with the Duty to Cooperate alongside the preparation of the Places and Policies Local Plan.
- 1.5. This statement should be read in conjunction with the Consultation Statement which sets out the details of when statutory consultations took place and the representations that were received throughout the preparation of the Plan.

¹ Shepway District Council changed its name to Folkestone & Hythe District Council on 1st April 2018

2. Government Guidance

2.1. The National Planning Policy Framework (NPPF) (2012) states that public bodies have a duty to cooperate on strategic planning issues that cross administrative boundaries. Planning Practice Guidance (PPG) (2014) explains that the duty to cooperate is not a duty to agree, but seeks to ensure that local planning authorities lead strategic planning effectively through their Local Plans, addressing social, environmental and economic issues that can only be addressed effectively by working with other local planning authorities beyond their own administrative boundaries before submitting their Local Plans for examination.

2.2. Paragraph 156 of the NPPF sets out the key strategic priorities that Local Planning Authorities should address in their local plans. Local Plans should include strategic policies to deliver:

- the homes and jobs needed in the area;
- the provision of retail, leisure and other commercial development;
- the provision of infrastructure for transport, telecommunications, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat);
- the provision of health, security, community and cultural infrastructure and other local facilities; and
- climate change mitigation and adaptation, conservation and enhancement of the natural and historic environment, including landscape.

2.3. In order to deliver these local aspirations, it is vital that local planning authorities cooperate with other public bodies to make Local Plans as effective as possible on strategic cross-boundary matters. As a result, in addition to neighbouring local planning authorities, other public bodies are subject to the duty to cooperate by being prescribed in the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The amount of weight given to the degree of cooperation with these public bodies should be proportionate according to where they can maximise the effectiveness of plans. As such, the public bodies most relevant to Folkestone & Hythe District are:

- Environment Agency
- Historic England
- Natural England
- Homes and Communities Agency
- Clinical Commissioning Group / NHS
- Kent County Council Highways Authority

- Highways England

2.4. The duty to cooperate is a legal test to ensure that local planning authorities cooperate with each other and other public bodies to maximise the effectiveness of planning policies covering strategic matters in Local Plans. It is separate from but related to the Local Plan test of soundness. In order to be found sound, the Local Plan must be:

- Positively prepared
- Justified
- Effective; and
- Consistent with national policy

2.5. The Local Plan examination will test whether a local authority has complied with the duty to cooperate. If the duty has not been met, the Inspector will recommend that the Local Plan is not adopted and the examination will not proceed any further.

3. Folkestone & Hythe District Context

- 3.1. Folkestone & Hythe is a coastal district in south eastern England and home to a diverse collection of towns, villages and environments. Chiefly rural in nature, the district is large and covers approximately 363 sq. km (140 sq. miles). Folkestone & Hythe district stretches from the East Sussex border (near Rye) in the south west, across the low-lying Romney Marsh and through to Folkestone and the escarpment and the hills of the Kent Downs in the north.
- 3.2. The district borders the authorities of Rother in East Sussex and Ashford, Dover and Canterbury in Kent. Together, the five east Kent authorities, including Thanet District Council, are members of the East Kent Regeneration Board. Kent County Council is also on the Board representing the County overall.

Memorandum of Understanding with East Kent Local Authorities

- 3.3. In order to meet the requirements of the duty, it is vital that Folkestone & Hythe District Council cooperates with adjoining local authorities in East Kent. As stated, the East Kent Local Authorities, together with Kent County Council (KCC), are members of the East Kent Regeneration Board (EKRB) which was formed in 2010. To clarify, the Board is comprised of Kent County Council, Ashford Borough Council, Canterbury City Council, Dover District Council, Folkestone & Hythe District Council and Thanet District Council which meets on a monthly basis.
- 3.4. The EKRB is a key decision-making body that has developed a set of shared objectives for the area to aid the delivery of infrastructure and regeneration schemes. In 2013, the EKRB adopted the East Kent Growth Plan; a document setting out the joint priorities for growth in East Kent. The EKRB also feed into the South East Local Enterprise Partnership Strategic Economic Plan.
- 3.5. The EKRB meet regularly with an officer group and a group comprising Council Leaders and Chief Executives across East Kent. This arrangement has been formalised through a Memorandum of Understanding (MoU) that sets out the basis for cooperation and the working relationship with authorities within the East Kent sub-region to ensure that the duty is fulfilled. The MoU recognises the strong linkages between regeneration, economic development, housing and other strategic planning interests. The MoU does not override the statutory duties and powers of the identified parties. It is not legally binding nor is it intended to cover every detailed aspect of their relationships; rather it is a statement of principles to guide relations between the parties and provide a set

of workable ground rules for early discussion and cooperation in addressing strategic and cross-boundary issues.

3.6. The MoU has seven broad objectives. These are as follows:

- To help secure a broad but consistent approach to strategic planning, transport and development issues across the East Kent sub-region and to consider any wider impact in the county;
- To identify and consider the appropriate response to spatial planning issues that impact on more than one local planning area within the East Kent sub-region;
- To ensure that the local planning and development policies prepared by each Local Authority are, where appropriate, informed by the views of other member authorities. This will normally involve engagement with Development Plan Document and Supplementary Planning Document preparation;
- To support the strongest possible integration and alignment of strategic spatial and investment priorities in the East Kent sub-region;
- To identify the infrastructure investment needs associated with proposed development and to address existing issues working with the LEP and other funding sources;
- To ensure that decisions on major, larger than local planning applications are informed by the views of other local Authorities across the East Kent sub-region;
- To ensure compliance with the Duty to Cooperate.

3.7. The purpose of the MoU is to formalise the arrangements for joint working and co-operation on planning matters. Each of the local authorities has formally approved the MoU and there has been a series of regular meetings of the local planning authorities to discuss issues of common interest as well as wider group meetings that involve a broad range of DTC bodies.

Neighbouring local authorities

3.8. Neighbouring authorities in East Kent and East Sussex are all at different stages in their plan-making progress. A brief summary of their current positions are provided below to show the context in which Duty to Cooperate meetings are taking place.

3.9. Ashford Borough Council (ABC) submitted their Local Plan 2030 to the Secretary of State for Housing, Communities and Local Government on 21st December 2017 for independent examination. The Local Plan 2030 sets out the land that needs to be provided in the borough to accommodate new homes and jobs up to 2030 and contains a number of allocated sites for development as well as establishing planning policies and guidance to ensure local

development is built in accordance with the principles of sustainable development. ABC consulted on the Regulation 19 (draft) version of the Local Plan 2030 in summer 2016 and then consulted on a series of 'Main Modifications' to the Plan in summer 2017. Examination hearings took place in spring 2018 and ABC is now in receipt of a post hearing advice note from the Inspectors, following the completion of the hearing sessions in June 2018.

- 3.10. Canterbury City Council (CCC) adopted a new Local Plan on 13th July 2017 which sets out policies and proposals for the development of land in the district until 2031. CCC submitted their draft Local Plan 2014 for examination in November 2014. The Stage 1 hearings took place in July 2015. As a result of not being able to demonstrate a five year housing land supply, the Inspector deferred hearings in order for the council to address the shortfall. A 'Proposed Amendments' consultation then took place at the end of 2015, before being sent back to the Inspector. The Stage 2 hearings took place in summer 2016. Following the conclusion of the hearings, the Inspector issued his main modifications which the Council consulted on in early 2017 which were then considered by the Inspector before the Plan was found sound in summer 2017.
- 3.11. Dover District Council (DDC) adopted their Core Strategy on 24th February 2010 which allocates a number of strategic sites and contains the development management policies to guide future development in the district. The Land Allocations Local Plan was adopted on 28th January 2015 and allocates specific sites for employment, retail and housing development to deliver the aims of the Core Strategy. DDC are currently in the process of producing a new Local Plan to cover the development period until 2037. DDC carried out a consultation on their key issues draft of the Plan during autumn 2017. DDC are aiming to produce their Regulation 18 draft of their new Local Plan in July 2019.
- 3.12. Thanet District Council (TDC) is currently working on a new Local Plan which sets out policies and proposals that will be used to guide development in the district until 2031. An Issues and Options consultation on the Plan was carried out in June 2013, with the Preferred Options Regulation 19 draft published for consultation in January 2015. A 'Proposed Revisions' consultation then took place at the beginning of 2017. In January 2018, Thanet District's Council meeting voted not to progress with the draft Local Plan over its allocation of the Manston Airport site for housing and employment. As a result, the Council will now liaise directly with the Ministry for Housing, Communities and Local Government, as this decision means the council will not comply with the local development scheme timetable. TDC have recently published a list of sites that were submitted during a call for sites consultation in February 2018 as they continue to work on their draft Local Plan.

3.13. Rother District Council (RDC) adopted their Core Strategy on 29th September 2014 which sets out the overall vision and objectives for development in the district up to 2028. RDC are now producing Part 2 of the new Local Plan, the Development and Site Allocations Local Plan (DaSA) which allocates specific sites in line with the development provisions of the Core Strategy. It also puts forward more detailed policies where these are needed to provide guidance for the effective management of development in relation to key issues. RDC consulted on the 'Options and Preferred Options' version of the DaSA in early 2017. RDC are currently working on the submission version of the DaSA which will be out for consultation in autumn/winter 2018 before being submitted to the Secretary of State for Housing, Communities and Local Government for independent examination.

Kent County Council (KCC)

3.14. As the minerals and waste planning authority for Kent, KCC have to plan for waste management capacity and mineral provision. This includes allocating land for future development and ensuring that this development happens in the right place at the right time. The plans and policies which enable this form part of the Development Plan for Kent, alongside district/borough local plans, neighbourhood plans and national planning policy.

3.15. The Kent Mineral's and Waste Local Plan 2013 – 2030 (KMWLP) sets out the minerals supply and waste management capacity provision for Kent up until the year 2031. Following the adoption of the KMWLP in July 2016, further assessments have been undertaken which suggest that the level of waste management capacity required to maintain net self-sufficiency differs from that which was anticipated to be needed when the KMWLP was prepared. In order to ensure that Kent benefits from an up-to-date strategy for waste management capacity the County Council is seeking to undertake an early partial review of the KMWLP to amend several of the policies relating to waste management.

3.16. There has been ongoing and active engagement with Kent County Council throughout the plan-making process. Folkestone & Hythe District Council has consistently worked closely with the County Council on a range of issues whereby the County has specific responsibility. Principally, the Growth, Environment and Transport department, which covers cross-boundary matters, have made representations to the Council during each round of consultation.

3.17. Early engagement took place between Folkestone & Hythe and the County Council through regular Liaison Group meetings together with attendance at Duty to Cooperate, Kent Planning Officer Group and Kent Planning Policy

Forum meetings². KCC Liaison Group meetings provide a platform for the District Council to update the County Council on Local Plan progress and to discuss county planning matters including highways, minerals and waste, education and community services such as libraries.

- 3.18. Throughout the plan-making process, KCC have been invited to provide specialist advice in regards to the assessment of sites submitted to the Strategic Housing Land Availability Assessment (SHLAA). These include topic areas relating to flood risk, heritage, highways, public rights of way and ecology. These comments have fed into the officer assessments and have been taken into account when selecting the most suitable sites for development.
- 3.19. KCC welcomed the opportunity to provide advice throughout the preparation of the Plan. KCC recognised the role of this plan in delivering the growth set out in the adopted Core Strategy 2013, which identified the need for a total of 8,000 homes, 20 ha business use and 35,000 sq. m retail in the 2006-2026 plan period.
- 3.20. Folkestone & Hythe District Council is keen to continue its active collaborative approach with KCC in shaping growth in the District. F&HDC will continue to engage with KCC to identify infrastructure and service priorities for the Infrastructure Delivery Plan (IDP) across the plan period and as the Core Strategy Review progresses.

² Appendix 1: Table of Duty to Cooperate meeting record

4. Record of Cooperation

Housing

- 4.1. The development plan for Folkestone & Hythe District Council comprises the Core Strategy (2013) and the saved policies of the Local Plan Review (2006).
- 4.2. The Council are currently producing the Places and Policies Local Plan (PPLP) document. Once adopted, the PPLP will form part of the development plan. As part of the PPLP, F&HDC are allocating sites for housing in line with the need identified in the Core Strategy.
- 4.3. The Core Strategy, adopted post-NPPF and following the revocation of the Regional Spatial Strategies (RSS), considered the RSS-set target of 290 dwellings per annum over the period to 2026 and stated that:

“This is lower than the rate of delivery achieved in Shepway, which has been in the order of 300 to 500 dwellings a year for most years between 1990 and 2006. Local evidence in the SHMA (2009) and SHLAA (2011) also suggested that future housing needs, and potentially, land availability were greater than identified in the South East Plan³”.
- 4.4. The adopted housing target is derived from a combination of the East Kent Strategic Housing Market Assessment (SHMA)⁴ (2009) and the Strategic Housing Land Availability Assessment (SHLAA) (2011). The 2009 East Kent SHMA identified an East Kent Housing Market Area (HMA) which included Canterbury, Dover, Shepway, Swale and Thanet. Drawing on the findings of the SHMA (2009) and SHLAA (2011), the adopted Core Strategy included the following targets:
 - minimum annual delivery of 350 dwellings over the period from 2006 to 2031 i.e. 8,750 dwellings
 - of which 8,000 dwellings should be delivered in the period to 2026 i.e. 400 dwellings per annum
- 4.5. The main development plan document was adopted following the publication of the NPPF in 2012. However, the housing target was derived from an old-style SHMA which was carried out prior the publication of the PPG and does not follow the required method. However, the PPG is clear that this does not

³ Para. 4.33

⁴ Ecotec, June 2009

necessarily render the housing targets out of date. With regard to housing requirements, the PPG states that:

“Housing requirement figures in up-to-date adopted Local Plans should be used as the starting point for calculating the five year supply. Considerable weight should be given to the housing requirement figures in adopted Local Plans, which have successfully passed through the examination process, unless significant new evidence comes to light. It should be borne in mind that evidence which dates back several years, such as that drawn from revoked regional strategies, may not adequately reflect current needs⁵”.

- 4.6. The conclusions of the East Kent SHMA (2009) indicated that the East Kent’s housing markets were relatively self-contained, and it was therefore the intention of the East Kent Councils to each meet their own housing requirements, and hence there were no formal approaches with neighbouring authorities to meet an unmet housing need.
- 4.7. In terms of an update to the 2009 East Kent SHMA, in 2017, Shepway District Council and Dover District Council worked together and jointly commissioned Peter Brett Associates (PBA) to prepare separate Strategic Housing Market Assessments (SHMAs) and these analysed a range of economic and housing market indicators to define a Housing Market Area (HMA) and to assess the objectively assessed housing need (OAHN) for both Districts. The PPG defines a housing market area as:

“A geographical area defined by household demand and preferences for all types of housing, reflecting the key functional linkages between places where people live and work. It might be the case that housing market areas overlap⁶”.

- 4.8. The SHMA (2017) study drew the following conclusions with regards to the HMAs of Shepway and Dover respectively:

“The possible Shepway HMA is reasonably non contentious. To their west the HMA is soundly defined, to the north Ashford does not consider Shepway as part of their HMA – although as with any HMA there are cross boundary links. The strongest Shepway flows and links are with nearby Dover and Dover district.

Placing Dover district is more challenging because parts of the administrative area of Dover have links with Canterbury and Thanet. But on balance we conclude that Dover and Shepway form a reasonable HMA for assessing

⁵ PPG, reference ID: 3-030-20140306

⁶ PPG, reference ID: 2a-010-20140306

housing needs. Homes in one district, Dover or Shepway, are reasonably substitutable between the two areas. This is especially the case with the two main towns of Dover and Folkestone which are now very well connected⁷”.

- 4.9. This synopsis indicated that from a housing market perspective, Shepway shared strong economic linkages with adjoining Dover District whilst housing market relationships with other areas in East Kent were comparatively weaker. Given the strategic importance of the SHMA, several meetings took place between the two District Councils to discuss the progress of the SHMA⁸.
- 4.10. Neighbouring authorities were kept informed of the progress with SHMA updates however no concerns were raised regarding the methodology or findings of the studies, and neighbouring authorities have not raised concerns regarding either the geography of the identified HMAs or the OAHN.
- 4.11. As a result, it was agreed by East Kent authorities through Duty to Cooperate meetings that the intention remained for the East Kent Councils to each meet their own housing requirements⁹.
- 4.12. In addition to the SHMA and SHLAA, Shepway has also worked with neighbouring authorities on the preparation of two East Kent Gypsy & Traveller Accommodation Assessments (GTAA's) (in 2007 and an updated version in 2014). The East Kent GTAA comprised four local authorities including Dover, Thanet, Canterbury and Shepway, which made up the study area.
- 4.13. The government published the Planning Policy for Traveller Sites (PPTS) alongside the NPPF in 2012. Policy A of the PPTS states that in assembling the evidence base necessary to support their planning approach, Local Planning Authorities should *“co-operate with Travellers, their representative bodies and local support groups, other Local Authorities and relevant interest groups to prepare and maintain an up-to-date understanding of the likely permanent and transit accommodation needs of their areas over the lifespan of their development plan, working collaboratively with neighbouring Local Planning Authorities”*.
- 4.14. The East Kent GTAA assessed the Gypsy and Traveller accommodation need across the study area together with the wider authorities across Kent. The Council worked in partnership with neighbouring local authorities in association with researchers from Salford Housing and Urban Studies Unit (SHUSU) at the University of Salford who carried out the study which informed the PPLP.

⁷ Strategic Housing Market Assessment, Peter Brett Associates, March 2017

⁸ Appendix 1: Table of Duty to Cooperate meeting record

⁹ Appendix 1: Table of Duty to Cooperate meeting record

4.15. An update to the GTAA is currently being undertaken by an external consultancy called Arc⁴. This study will be a multi-authority study involving six East Kent local authorities including Ashford Borough Council, Canterbury City Council, Dover District Council, Folkestone & Hythe District Council, Swale Borough Council and Thanet District Council. The Arc⁴ study methodology includes telephone and online surveys with all key stakeholders, which will greatly enhance the GTAA and will address the council's Duty to Cooperate obligations with neighbouring local planning authorities. The study aims to be published in the summer of 2018 and will inform the development plan.

Employment

4.16. The updated Employment Land Review (ELR) (2017) was carried out in accordance with the targets set out in the adopted Core Strategy to assess existing and future employment requirements within the district, so there were no strategic cross-boundary issues regarding employment to be discussed with neighbouring authorities under the duty to cooperate for the PPLP.

Retail / Commercial

4.17. In 2015, F&HDC commissioned Peter Brett Associates (PBA) to prepare a Town Centres Study. The study looked at spending patterns inside and outside the District to assess retail, commercial and leisure need in order to inform the local plan.

4.18. Following the publication of the Issues and Options version of the PPLP, neighbouring authority Dover District Council raised concerns about the level of retail provision in the Plan, particularly in combination with the mixed-use Folkestone Seafront application that was a strategic allocation in the Core Strategy, because they were not consulted on the main Town Centres Study that was carried out by PBA. Accordingly, F&HDC sent a breakdown of the retail allocations in the district to which DDC confirmed they wished to raise no objections to the PPLP on the basis of the information provided. Evidence base documents are now discussed in detail at an early stage during regular Duty to Cooperate meetings to ensure engagement with neighbouring authorities takes place early on in the process.

Infrastructure

4.19. The PPG states that infrastructure planning is a critical element of strategic planning. The NPPF (paragraph 162) makes clear that local planning authorities should work with other local planning authorities and providers to assess the quality and capacity of a range of infrastructure types. This will

ensure that key infrastructure such as transport, telecommunications, energy, water, health, social care and education, is properly planned.

4.20. The District Council wrote to statutory service providers to explain the locations in the district where it was looking to allocate growth for the period to 2031 within the PPLP. The objective was to work with infrastructure providers to identify the additional infrastructure requirements that will inform an update to the Council's Infrastructure Delivery Plan (IDP). The IDP has been updated to support the PPLP, and will also inform funding decisions and bids to other organisations for infrastructure funding. The IDP will remain a 'live' document that will be regularly updated as schemes are completed and new infrastructure needs are identified.

4.21. In relation to the provision of water related infrastructure, the Council has drafted a Water Cycle Study to demonstrate that water supply, water quality and delivery of adequate water and wastewater infrastructure can be managed alongside the proposed development in the Local Plan. Discussions have been held with Southern Water and Affinity Water to establish the existing capacity and where improvements to existing infrastructure will be necessary in order to accommodate the planned growth in the district.

Health / Community

4.22. Engagement with the South Kent Coast Clinical Commissioning Group (CCG) took place from spring 2017 throughout the remainder of the calendar year as part of the work to inform an update to the IDP resulted in the need for tailored dialogue to discuss the burgeoning requirement for new and/or improved healthcare facilities to serve the Romney Marsh area.

4.23. Officers of the District Council subsequently identified a suitable site within New Romney town on land adjacent to The Marsh Academy that could accommodate healthcare facilities with the potential for complementary land uses, subject to further investigations. Early conversations were facilitated with Kent County Council as landowner to investigate the potential of taking forward the concept idea. In response to positive discussions that had taken place with KCC and the CCG, the District Council amended the policy wording to site RM5 to make provision for the site to come forward to provide for healthcare facilities.

4.24. On the 5th January 2018 the inaugural meeting of the New Romney Reference Group was held in New Romney to bring together various stakeholders to discuss the provision of healthcare facilities on the Romney Marsh. Attendees included representatives of the CCG, practice leads from existing surgeries in New Romney and officers of the District Council. At the meeting the CCG

updated attendees on an Options Appraisal that had been carried out to consider the potential of four sites within New Romney town. The site adjacent to The Marsh Academy to accommodate a new building of 3,000 to 4,000 sq. m, with the potential provision of a health and social care 'hub' was discussed at the meeting.

4.25. A key action from the meeting on the 5th January 2018 was for the CCG to formally write to KCC as landowner in order to advance discussions. Initial indications from KCC suggest a willingness to bring the site forward, potentially in partnership with the CCG. The prospect for the healthcare facility should become clearer in the second half of 2018.

4.26. In autumn 2017, the Council commissioned Ploszajski Lynch Consulting Ltd (PLC) to produce a Playing Pitch Strategy (PPS) for the district, looking at the period to 2036/37 for the Core Strategy Review. This is part of a wider assessment of sport and leisure provision in the district which also includes a Sports Facilities Strategy. The assessment of need and priorities for provision was identified by the governing bodies of the respective pitch sports. Representatives of the governing bodies for football, cricket, hockey and rugby, alongside Sport England, provided feedback on draft versions of the strategy.

4.27. The objective of the PPS is to undertake an assessment of playing pitches and the future need for provision, driven by increased population and to identify any gaps in the existing network of provision.

4.28. The outputs of the PPS are as follows:

- The preparation of the strategy will enable the Council and other local providers to shape their future playing pitch offer. This may comprise direct provision by the council and that undertaken by education, voluntary, community and private sectors. The strategy will also inform site-specific and wider policies within the emerging Core Strategy Review.
- The strategy will underpin the contribution that sport can make in support of the health and well-being objectives in the Council's Corporate Plan and priority objectives. It will also help provide a rationale for other local and wider stakeholders to plan for current and future needs.
- The development of the strategy is an opportunity to set out a strategic vision for future provision of playing pitches, based on robust evidence and a needs assessment. This will guide and inform future investment and partnerships, influence the Local Plan and

Core Strategy Review, future-proof and increase participation opportunities to 2037 and beyond.

- 4.29. One of a suite of documents that makes up the evidence base to the PPLP is the Play Area review. In 2016, the District Council commissioned consultants Land Use Consultants to undertake a Play Area Review. The impetus of the study was to establish standards for future play area provision to inform the emerging Places and Policies Local Plan, which identifies sites for new homes and work spaces which the district. It will also include new policies on the provision of play areas in the district, which will be informed by the play review and the play strategy.
- 4.30. The recommendations of the Play Area review also define the desired level of play provision across the district in terms of quantity, quality and accessibility and will assist play providers in justifying continued expenditure on maintenance and enhancement of play features. The strategy will assist with the securing of external funding streams.

Natural / Historic Environment

Kent Nature Partnership

- 4.31. The Kent Nature Partnership (KNP) is comprised of a broad range of local organisations and businesses including the Kent Local Authorities, Natural England and Kent Wildlife Trust. Through its Strategic Priorities and Action Plan, it identifies the strategic challenges and opportunities involved in managing the natural environment as a system benefiting biodiversity, people and the local economy in Kent and Medway. The KNP coordinates, facilitates and supports work that contributes to the objectives of the Kent Environment Strategy, and monitors the work to ensure the contribution that Kent and Medway are making towards *Biodiversity 2020: A strategy for England's Wildlife and Ecosystem Services*.
- 4.32. The Council has engaged with Kent Nature Partnership throughout the preparation of the PPLP to ensure Folkestone & Hythe achieves the four outcomes of the Kent Biodiversity Strategy 2015 – 2025¹⁰.

Kent Downs Area of Outstanding Natural Beauty (AONB) Joint Advisory Committee

- 4.33. The Kent Downs AONB Joint Advisory Committee helps to realise the strategic vision for the Kent Downs AONB and oversee the Management Plan. Its membership consists of stakeholders, including local authorities, who have a role in managing the landscape, supporting local business and communities

¹⁰ Kent Nature Partnership (2015) Kent Biodiversity 2020 and beyond – a strategy for the natural environment 2015 – 2025

and enabling quiet recreation within the Kent Downs AONB. The purpose of the committee is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB.

Dungeness Sustainable Access Strategy

- 4.34. The adopted Local Plans for Rother and Folkestone & Hythe District Councils respectively set out commitments to prepare a Sustainable Access Strategy for the Natura 2000 sites that straddle their areas. The need for this was identified within the two Councils' Local Plan Core Strategies and supporting Habitats Regulations Assessments (HRAs).
- 4.35. The Strategy addresses recreational pressure and provides a strategic, cross-boundary approach to issues relating to disturbance to ensure that any increases in access and recreational usage resulting from the planning policies of either Council do not adversely impact on the integrity of these internationally important wildlife sites, and proposes supporting actions to ensure sensitive management of recreation and access for the Dungeness complex of sites.
- 4.36. Folkestone & Hythe and Rother District Councils are working in partnership for the development of the document (now named the Sustainable Access and Recreation Management Strategy, or SARMS) and have consulted Natural England when necessary, from conception to drafting of the emerging Strategy¹¹.

Strategic Flood Risk Assessment for Shepway

- 4.37. The Strategy Flood Risk Assessment (SFRA) for the District was carried out by Herrington Consulting Limited. The NPPF promotes early consideration of flood risk in the formulation of Regional Spatial Strategies, Local Development Documents and proposals for development by Regional Planning Bodies, local planning authorities, the Environment Agency, other stakeholders and developers. This process should identify opportunities for development of infrastructure that offers wider sustainability benefits across local District boundaries. These include dual use, for example flood storage and recreation, and realising cost effective solutions for the reduction and management of flood risk. Adjoining District Councils, including Rother and Dover, were involved in discussions throughout the progress of the SFRA.

Shoreline Management Plan

- 4.38. The Shoreline Management Plan (SMP) runs from South Foreland in Dover District to Beachy Head in Eastbourne Borough and sets out the policy for the

¹¹ Appendix 1: Table of Duty to Cooperate meeting record

management of the Shoreline for the next 100 years. The Folkestone to Cliff End Strategy Plan, which sits beneath the SMP, makes recommendations for implementing flood and coastal erosion risk management schemes. The Environment Agency carried out extensive consultation with partners and communities to ensure that the strategy was socially and environmentally acceptable, and technically and economically feasible. The Strategy identified schemes, including those located in adjoining Rother District as well as Folkestone & Hythe District, which have an influence on the wider flood compartment. These studies have been reflected in the PPLP in the Natural Environment Chapter (Policy NE8: Integrated Coastal Zone Management).

Folkestone & Hythe Heritage Strategy

- 4.39. Folkestone & Hythe District Council commissioned Kent County Council's Heritage Conservation team to compile the evidence base and produce the Folkestone & Hythe Heritage Strategy in consultation with a broad range of stakeholders from across the District, including Historic England. Kent County Council have brought to Folkestone & Hythe their experience, approach and lessons-learned in compiling the highly successful Dover District Heritage Strategy that has had a transforming positive effect with the adjacent District.
- 4.40. The District Council held three workshops with stakeholders, one on 27th February 2015, the second on 28th June 2016 and the third on 26th October 2016, and officers from neighbouring local authorities were invited to attend these, together with Historic England, town and parish councils and local community interest groups. The Heritage Strategy is an evolving document and will be subject to further consultation with key stakeholders in its own right as the Local Plan progresses.

5. Conclusion

- 5.1. This statement demonstrates how Folkestone & Hythe District Council has met the Duty to Cooperate (DtC) throughout the preparation of the Places and Policies Local Plan. The Council has proactively engaged with neighbouring local authorities, the county council and public bodies on cross-boundary matters including housing, highways, education and the natural environment, as demonstrated in Section 4 of this statement. The Council is not aware of any outstanding objections to the Local Plan as reflected in public representations or subsequent discussions that raise strategic, cross-boundary matters. As a result, the Council is satisfied it has complied fully with the Duty to Cooperate.

Appendix 1 Table of Duty to Cooperate Meeting Record

Party	Means	Date	Notes
East Kent Duty to Cooperate	Meeting	19.09.2014	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
SDC Cabinet	Workshop	26.11.2014	<p>Attended by: Cllr Monk (chair); Cllr Love; Cllr Clifton-Holt, Cllr Hollingsbee; Cllr Bliss; Cllr Collier; Cllr Belcourt; Cllr Dearden.</p> <p>Alistair Stewart; Susan Priest; Jeremy Chambers, Katharine Harvey; Chris Lewis; Dave Shore; Jeremy Whittaker.</p>
Folkestone Town Centre Group	Presentation	09.12.2014	<p>Over 40 people turned up to the event, including representatives from:</p> <ul style="list-style-type: none"> • Folkestone Town Council • Shepway District Council • Folkestone Town Team • Folkestone Town Centre Management • Folkestone Academy • Creative Foundation • Stagecoach • Folkestone Independent Traders Association

Party	Means	Date	Notes
East Kent Duty to Cooperate	Meeting	18.12.2014	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Planning Policy Forum	Meeting	16.01.2015	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
East Kent Duty to Cooperate	Meeting	19.01.2015	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
English Heritage/KCC	Meeting	28.01.2015	Meeting with Simon Mason and Ben Found (KCC Archaeology) and Alan Byrne and Rob Lloyd-Sweet (EH) to raise awareness of Issues and Options and to organise heritage workshop.
Ashford Borough Council	DTC Meeting	30.01.2015	This meeting was held to discuss strategic planning issues in Shepway and Ashford and how the two local planning authorities can co-operate in terms of planned growth. ABC agreed to submit a representation.
Dover District Council	DTC Meeting	02.02.2015	This meeting was held to discuss strategic planning issues in Shepway and Dover and how the two local planning authorities can co-operate in terms of planned growth. DDC agreed to submit a representation.

Party	Means	Date	Notes
Folkestone Town Centre Group	Workshop	04.02.2015	<p>35 people attended including representatives from:</p> <ul style="list-style-type: none"> • Folkestone Town Council • Shepway District Council • Folkestone Town Team • Folkestone Town Centre Management • Folkestone Academy • Creative Foundation • Folkestone Independent Traders Association • Shepway HEART Forum • Shepway Cycle Forum
Kent County Council	DTC Meeting	13.02.2015	<p>Presentation by DS and JW to the following:</p> <p>Richard Hall (KCC – CIL)</p> <p>James Hammond (KCC Highways)</p> <p>Abigail Raymond (KCC Regeneration)</p> <p>Rob Hancock (KCC Regeneration)</p> <p>Tom Marchant (KCC Planning)</p> <p>April Newing (KCC Planning)</p> <p>Bryan Fitzgerald (KCC Education)</p>

Party	Means	Date	Notes
			<p>This meeting was held to provide an update on Development Plan progress and to discuss county planning matters including highways, education and community services such as libraries.</p>
Heritage Strategy Session	Meeting	27.02.2015	<p>40 people attended the presentation which included organisations such as:</p> <ul style="list-style-type: none"> • Shepway DC (Cllr David Monk, Alison Cummings, Piran Cooper, Jeremy Whittaker) • English Heritage (Alan Byrne and Rob Lloyd-Sweet) • KCC Archaeology (Ben Found and Simon Mason) • Canterbury Christchurch (Lesley Hardy) • Princes Parade (Denise Maskell and Geoff Burrell) • Folkestone Townscape Heritage Initiative • Remembrance Line • Leas Lift • Hythe St Leonards
Kent Planning Officers Group	Meeting	27.02.2015	<p>This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.</p>

Party	Means	Date	Notes
Rother District Council	DTC Meeting	05.03.2015	This meeting was held to discuss strategic planning issues in Shepway and Rother and how the two local planning authorities can co-operate in terms of planned growth. RDC agreed to submit a representation.
Go Folkestone/Folkestone Town Council (FTC)	Meeting	09.03.2015	This meeting was held to discuss views prior to submission.
East Kent Duty to Cooperate	Meeting	20.03.2015	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Kent Planning Officers Group	Meeting	24.04.2015	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Kent Planning Officers Group	Meeting	19.06.2015	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.

Party	Means	Date	Notes
Kent Downs AONB Joint Advisory Committee	Meeting	14.07.2015	The Kent Downs AONB Joint Advisory Committee helps to realise the strategic vision for the Kent Downs AONB and oversee the Management Plan. Its membership consists of stakeholders, including local authorities, who have a role in managing the landscape, supporting local business and communities and enabling quiet recreation within the Kent Downs AONB. The purpose of the committee is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB. The Committee meet on a biannual basis.
Shepway and KCC Liaison Group	Meeting	16.07.2015	This meeting was held to provide an update on Development Plan progress and to discuss county planning matters including highways, education and community services such as libraries.
Natural England and Rother District Council	Meeting	21.07.2015	The meeting was held to discuss the second stage of the process of the Dungeness Sustainable Access Strategy.
Planning Policy Forum	Meeting	24.07.2015	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Kent Planning Officers Group	Meeting	04.09.2015	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present

Party	Means	Date	Notes
			to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Shepway and KCC Liaison Group	Meeting	16.09.2015	This meeting was held to provide an update on Development Plan progress and to discuss county planning matters including highways, education and community services such as libraries.
Planning Policy Forum	Meeting	25.09.2015	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
East Kent Duty to Cooperate	Meeting	15.10.2015	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Kent Planning Officers Group	Meeting	23.10.2015	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.

Party	Means	Date	Notes
Kent Downs AONB Joint Advisory Committee	Meeting	12.11.2015	The Kent Downs AONB Joint Advisory Committee helps to realise the strategic vision for the Kent Downs AONB and oversee the Management Plan. Its membership consists of stakeholders, including local authorities, who have a role in managing the landscape, supporting local business and communities and enabling quiet recreation within the Kent Downs AONB. The purpose of the committee is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB. The Committee meet on a biannual basis.
Planning Policy Forum	Meeting	20.11.2015	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Meeting with Ashford Borough Council and Rother District Council	Meeting	10.12.2015	This meeting was held to establish whether Ashford Borough Council would like to be a partner in the Dungeness SAS.
Kent Planning Officers Group	Meeting	11.12.2015	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.

Party	Means	Date	Notes
Kent Social Care Accommodation Strategy Development	Meeting	12.01.2016	This meeting was attended by the County Council and District Council officers to discuss the provision of adult social care including updates on emerging planning policies in the PPLP.
Planning Policy Forum	Meeting	15.01.2016	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Ashford Borough Council	DTC Meeting	19.01.2016	This meeting was held to discuss strategic planning issues in Shepway and Ashford and how the two local planning authorities can co-operate in terms of planned growth.
Kent-wide District Councils Gypsy and Traveller Policy Meeting	Meeting	20.01.2016	This meeting was held to discuss the way forward with Gypsy and Traveller sites following the Government announcement regarding the change of definition.
Kent Planning Officers Group	Meeting	05.02.2016	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.

Party	Means	Date	Notes
Shepway and KCC Liaison Group	Meeting	16.02.2016	This meeting was held to provide an update on Development Plan progress and to discuss county planning matters including highways, education and community services such as libraries.
Planning Policy Forum	Meeting	11.03.2016	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
East Kent Duty to Cooperate	Meeting	15.03.2016	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Kent Planning Officers Group	Meeting	15.04.2016	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Strategic Housing Market Assessment with Dover District Council	Meeting	11.05.2016	This meeting was held by Dover District Council to discuss the emerging findings of the SHMA.

Party	Means	Date	Notes
Meeting with South Kent Coast Clinical Commissioning Group	Meeting	12.05.2016	This meeting was held to discuss medium to long-term healthcare provision in the District.
Kent Downs AONB Joint Advisory Committee	Meeting	12.05.2016	The Kent Downs AONB Joint Advisory Committee helps to realise the strategic vision for the Kent Downs AONB and oversee the Management Plan. Its membership consists of stakeholders, including local authorities, who have a role in managing the landscape, supporting local business and communities and enabling quiet recreation within the Kent Downs AONB. The purpose of the committee is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB. The Committee meet on a biannual basis.
Planning Policy Forum	Meeting	13.05.2016	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Kent Social Care Accommodation Strategy Development	Meeting	06.06.2016	This meeting was attended by the County Council and District Council officers to discuss the provision of adult social care including updates on emerging planning policies in the PPLP.
Strategic Housing Market Assessment	Workshop	15.06.2016	This workshop was attended by neighbouring local authorities and the County Council to discuss the emerging findings of the SHMA.

Party	Means	Date	Notes
with Dover District Council			
Meeting with KCC Education	Meeting	21.06.2016	This meeting was held to discuss education needs and requirements within the District.
Heritage Strategy Session	Presentation	28.06.2016	40 people attended the presentation which included organisations such as: <ul style="list-style-type: none"> • Shepway DC (Piran Cooper, David Whittington, Timothy Bailey, Sian Blacker) • English Heritage • KCC Archaeology • Canterbury Christchurch • Princes Parade • Folkestone Townscape Heritage Initiative • Remembrance Line • Leas Lift • Hythe St Leonards
Strategic Planning Duty to Cooperate Meeting with Dover District Council	Meeting	29.06.2016	This meeting was held to discuss strategic planning issues in Shepway and Dover and how the two local planning authorities can co-operate in terms of planned growth. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with	Meeting	30.06.2016	This meeting was held to discuss strategic planning issues in Shepway and Canterbury and how the two local planning authorities can co-operate in terms of plan making. The meeting included an update on the preparation of the Places and Policies Local Plan.

Party	Means	Date	Notes
Canterbury City Council			
Strategic Planning Duty to Cooperate Meeting with Rother District Council	Meeting	11.07.2016	This meeting was held to discuss strategic planning issues in Shepway and Rother and how the two local planning authorities can co-operate in terms of plan making and related matters. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Ashford Borough Council	Meeting	11.07.2016	This meeting was held to discuss strategic planning issues in Shepway and Ashford and how the two local planning authorities can co-operate in terms of plan making. The meeting included an update on the preparation of the Places and Policies Local Plan.
Planning Policy Forum	Meeting	15.07.2016	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Kent Planning Officers Group	Meeting	15.07.2016	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.

Party	Means	Date	Notes
Strategic Planning Duty to Cooperate Meeting with Thanet District Council	Meeting	10.08.2016	This meeting was held to discuss strategic planning issues in Shepway and Thanet and how the two local planning authorities might need to co-operate in terms of plan making and related matters. The meeting included an update on the preparation of the Places and Policies Local Plan.
East Kent Duty to Cooperate	Meeting	11.08.2016	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Kent Planning Officers Group	Meeting	09.09.2016	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Kent Social Care Accommodation Strategy Development	Meeting	12.09.2016	This meeting was attended by the County Council and District Council officers to discuss the provision of adult social care including updates on emerging planning policies in the PPLP.
Planning Policy Forum	Meeting	23.09.2016	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.

Party	Means	Date	Notes
Strategic Planning Duty to Cooperate Meeting with Southern Water	Meeting	29.09.2016	This meeting was held to discuss strategic planning issues in Shepway in connection with SDC's growth ambitions, drainage and related matters. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Affinity Water	Meeting	30.09.2016	This meeting was held to discuss strategic planning issues in Shepway in connection with SDC's growth ambitions, water supply and related matters. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Southeastern Rail	Meeting	06.10.2016	This meeting was held to discuss strategic planning issues in Shepway in connection with SDC's growth ambitions for Otterpool Park, and the implications and opportunities for current and future rail services to the district. The meeting included an update on the preparation of the Places and Policies Local Plan.
Kent Planning Officers Group	Meeting	21.10.2016	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Dungeness Sustainable Access Strategy with Rother District Council	Meeting	21.10.2016	This meeting was held to discuss the initial findings of the Dungeness SAS.

Party	Means	Date	Notes
Heritage Strategy Session	Presentation	26.10.2016	<p>40 people attended the presentation which included organisations such as:</p> <ul style="list-style-type: none"> • Shepway DC (Piran Cooper, David Whittington, Timothy Bailey, Sian Blacker) • English Heritage • KCC Archaeology • Canterbury Christchurch • Princes Parade • Folkestone Townscape Heritage Initiative • Remembrance Line • Leas Lift • Hythe St Leonards
Kent Downs AONB Joint Advisory Committee	Meeting	10.11.2016	<p>The Kent Downs AONB Joint Advisory Committee helps to realise the strategic vision for the Kent Downs AONB and oversee the Management Plan. Its membership consists of stakeholders, including local authorities, who have a role in managing the landscape, supporting local business and communities and enabling quiet recreation within the Kent Downs AONB. The purpose of the committee is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB. The Committee meet on a biannual basis.</p>
Strategic Planning Duty to Cooperate Meeting with UK Power Networks (UKPN)	Meeting	14.11.2016	<p>This meeting was held to discuss strategic planning in Shepway in connection with SDC's growth ambitions, the review of the Core Strategy Local Plan and infrastructure issues particularly relevant to UK Power Networks. The meeting included an update on the preparation of the Places and Policies Local Plan.</p>

Party	Means	Date	Notes
Strategic Planning Duty to Cooperate Meeting with Environment Agency	Meeting	14.11.2016	This meeting was held to discuss strategic planning in Shepway in connection with SDC's growth ambitions, the review of the Core Strategy Local Plan, flood risk and other issues particularly relevant to the Environment Agency. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Historic England	Meeting	16.11.2016	This meeting was held to discuss strategic planning in Shepway in connection with SDC's growth ambitions, the review of the Core Strategy Local Plan, the Council's Expression of Interest for Otterpool Park and related heritage issues. The meeting included an update on the preparation of the Places and Policies Local Plan.
Dungeness Sustainable Access Strategy with National Nature Reserve (NNR)	Meeting	17.11.2016	This meeting was held to discuss the Dungeness SAS.
Planning Policy Forum	Meeting	18.11.2016	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Strategic Planning Duty to Cooperate	Meeting	21.11.2016	This meeting was held to discuss strategic planning in Shepway in connection with SDC's growth ambitions, the review of the Core Strategy Local Plan, nature conservation, ecology and other issues particularly

Party	Means	Date	Notes
Meeting with Natural England			relevant to Natural England. The meeting included an update on the preparation of the Places and Policies Local Plan.
Shepway and KCC Liaison Group	Meeting	05.12.2016	This meeting was held to provide an update on Development Plan progress and to discuss county planning matters including highways, education and community services such as libraries.
Kent Planning Officers Group	Meeting	09.12.2016	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Kent Water for Sustainable Growth Strategy	Meeting	12.12.2016	This meeting was held by Kent County Council to discuss the progress of the Kent-wide water study being carried out by Aecom consultancy together with Kent authorities.
Strategic Planning Duty to Cooperate Meeting with NHS	Meeting	05.01.2017	This meeting was held to discuss strategic planning in Shepway in connection with SDC's growth ambitions, the review of the Core Strategy Local Plan, health provision, community care, health impact assessments, clinical commissioning and other issues particularly relevant to the health service. The meeting included an update on the preparation of the Places and Policies Local Plan.
Planning Policy Forum	Meeting	13.01.2017	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning

Party	Means	Date	Notes
			policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Kent Planning Officers Group	Meeting	27.01.2017	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Wider South East Officer Working Group	Meeting	21.02.2017	This meeting discussed the 9 th December Summit and shaping PSG priorities for 2017, together with the key issues / preparation for the Political Steering Group on 31 st March and the implication of the Housing White Paper.
East Kent Duty to Cooperate	Meeting	22.02.2017	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Planning Policy Forum	Meeting	10.03.2017	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.

Party	Means	Date	Notes
Kent Planning Officers Group	Meeting	24.03.2017	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Strategic Planning Otterpool Park Liaison Meeting with Environment Agency, Natural England and Kent Downs AONB Unit	Meeting	31.03.2017	This meeting was held to discuss strategic planning in Shepway in connection with SDC's growth ambitions, the review of the Core Strategy Local Plan, the Council's Expression of Interest for Otterpool Park and related nature conservation, ecology, flood risk, and landscape issues. The meeting included an update on the preparation of the Places and Policies Local Plan.
East Kent Duty to Cooperate	Meeting	26.04.2017	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Planning Policy Forum	Meeting	12.05.2017	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.

Party	Means	Date	Notes
Kent Downs AONB Joint Advisory Committee	Meeting	18.05.2017	The Kent Downs AONB Joint Advisory Committee helps to realise the strategic vision for the Kent Downs AONB and oversee the Management Plan. Its membership consists of stakeholders, including local authorities, who have a role in managing the landscape, supporting local business and communities and enabling quiet recreation within the Kent Downs AONB. The purpose of the committee is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB. The Committee meet on a biannual basis.
Kent Planning Officers Group	Meeting	19.05.2017	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
East Kent Duty to Cooperate	Meeting	28.06.2017	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Kent Social Care Accommodation Strategy Development	Meeting	04.07.2017	This meeting was attended by the County Council and District Council officers to discuss the provision of adult social care including updates on emerging planning policies in the PPLP.
Kent Planning Officers Group	Meeting	14.07.2017	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present

Party	Means	Date	Notes
			to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Strategic Planning Duty to Cooperate Meeting with Ashford Borough Council	Meeting	14.07.2017	This meeting was held to discuss strategic planning issues in Shepway and Ashford and how the two local planning authorities can co-operate in terms of plan making. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Thanet District Council	Meeting	14.07.2017	This meeting was held to discuss strategic planning issues in Shepway and Thanet and how the two local planning authorities can co-operate in terms of plan making. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Kent County Council	Meeting	18.07.2017	This meeting was held to discuss strategic planning issues relating to education and community uses including libraries in Shepway. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Dover District Council	Meeting	20.07.2017	This meeting was held to discuss strategic planning issues in Shepway and Dover and how the two local planning authorities can co-operate in terms of planned growth. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Rother District Council	Meeting	20.07.2017	This meeting was held to discuss strategic planning issues in Shepway and Rother and how the two local planning authorities can co-operate in terms of plan making and related matters. The meeting included an update on the preparation of the Places and Policies Local Plan.

Party	Means	Date	Notes
Planning Policy Forum	Meeting	28.07.2017	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Dungeness Sustainable Access Strategy with Rother District Council	Meeting	22.08.2017	This meeting was held to discuss the main findings of the Dungeness SAS.
East Kent Duty to Cooperate	Meeting	06.09.2017	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Kent Planning Officers Group	Meeting	08.09.2017	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Dungeness Sustainable Access Strategy with Natural	Meeting	15.09.2017	This meeting was held to discuss the main findings of the Dungeness SAS.

Party	Means	Date	Notes
England and Rother District Council			
Planning Policy Forum	Meeting	22.09.2017	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Strategic Planning Duty to Cooperate Meeting with NHS	Meeting	29.09.2017	This meeting was held to discuss detailed issues around health and well-being, the provisioning of a potential community health hub, the emerging proposals for Otterpool Park, progress relating to the on-going review of the Core Strategy Local Plan and other related matters. The meeting included an update on the preparation of the Places and Policies Local Plan.
Strategic Planning Duty to Cooperate Meeting with Southern Water	Meeting	09.10.2017	This meeting was held to discuss strategic planning issues in Shepway in connection with Otterpool Park and SDC's growth ambitions, wastewater treatment and related matters. The meeting included an update on the preparation of the Places and Policies Local Plan.
New Romney Summit NHS South Kent Coast CCG Meeting	Meeting	18.10.2017	This meeting discussed the future development options for healthcare on Romney Marsh and was attended by officers from the district and county councils, practitioners from the local area, Invicta health, South East Coast ambulance service, the PPG and town councillors.

Party	Means	Date	Notes
Kent Planning Officers Group	Meeting	20.10.2017	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
East Kent Duty to Cooperate	Meeting	01.11.2017	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Kent Downs AONB Joint Advisory Committee	Meeting	16.11.2017	The Kent Downs AONB Joint Advisory Committee helps to realise the strategic vision for the Kent Downs AONB and oversee the Management Plan. Its membership consists of stakeholders, including local authorities, who have a role in managing the landscape, supporting local business and communities and enabling quiet recreation within the Kent Downs AONB. The purpose of the committee is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB. The Committee meet on a biannual basis.
Planning Policy Forum	Meeting	17.11.2017	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.

Party	Means	Date	Notes
Strategic Planning Duty to Cooperate Meeting with South East Water	Meeting	23.11.2017	This meeting was held to discuss strategic planning issues in Shepway in connection with Otterpool Park and SDC's growth ambitions, bulk water supplies and integrated solutions to water matters. The meeting included an update on the preparation of the Places and Policies Local Plan.
Kent Planning Officers Group	Meeting	08.12.2017	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Strategic Planning Duty to Cooperate Meeting with Southern Water	Meeting	08.12.2017	This meeting was held to discuss strategic planning issues in Shepway in connection with Otterpool Park, water supply and related matters. The meeting included an update on the preparation of the Places and Policies Local Plan.
East Kent Duty to Cooperate	Meeting	10.01.2018	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Planning Policy Forum	Meeting	19.01.2018	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.

Party	Means	Date	Notes
Kent Planning Officers Group	Meeting	02.02.2018	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Shepway and KCC Liaison Group	Meeting	23.02.2018	This meeting was held to provide an update on Development Plan progress and to discuss county planning matters including highways, education and community services such as libraries.
Strategic Planning Duty to Cooperate Meeting with Canterbury City Council	Meeting	02.03.2018	This meeting was held to discuss strategic planning issues in Shepway and Canterbury and how the two local planning authorities can co-operate in terms of planned growth. The meeting included an update on the preparation of the Places and Policies Local Plan.
East Kent Duty to Cooperate	Meeting	07.03.2018	Regular duty to cooperate meeting to share information about progress of local plans and discussion on key planning matters, together with any opportunities to share evidence base studies.
Kent Planning Officers Group	Meeting	23.03.2018	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.

Party	Means	Date	Notes
Meeting with Ashford Borough Council	Meeting	03.05.2018	This meeting was held to discuss strategic planning issues in Folkestone & Hythe and Ashford and how the two local planning authorities can co-operate in terms of plan making. The meeting included an update on the preparation of the Places and Policies Local Plan.
Planning Policy Forum	Meeting	04.05.2018	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.
Kent Planning Officers Group	Meeting	11.05.2018	This meeting is attended by the Heads of Planning from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning which all authorities are facing. External speakers often attend to present to the group to provide updates on specific planning matters. KPOG also jointly prepare representations in response to Government consultations.
Meeting with Natural England	Meeting	16.05.2018	This meeting was held to discuss the Core Strategy Review and included an update on the Strategic Access and Recreation Management Strategy (SARMS) which is an evidence base document that informs the Places and Policies Local Plan.
Meeting with CPRE	Meeting	22.05.2018	This meeting was held to discuss the Core Strategy Review and included an update on the housing requirements and emerging site allocations in the Places and Policies Local Plan.

Party	Means	Date	Notes
Kent Downs AONB Joint Advisory Committee	Meeting	07.06.2018	The Kent Downs AONB Joint Advisory Committee helps to realise the strategic vision for the Kent Downs AONB and oversee the Management Plan. Its membership consists of stakeholders, including local authorities, who have a role in managing the landscape, supporting local business and communities and enabling quiet recreation within the Kent Downs AONB. The purpose of the committee is to provide advice to its members with statutory responsibilities for the effective management of the Kent Downs AONB. The Committee meet on a biannual basis.
Planning Policy Forum	Meeting	06.07.2018	This meeting is attended by the Managers of Planning Policy teams from all District Councils, Medway Council, Kent County Council and Ebbsfleet Development Corporation in Kent to discuss topical issues in planning policy which all authorities are facing. KPPF share updates on local plan progress and live examinations in each meeting as part of their Duty to Cooperate.