



Duty to Cooperate Statement Update

March 2023

Dover District Council

Evidence Base





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1. Introduction

- 1.1. The Localism Act, 2011, introduced a requirement for local planning authorities to cooperate, known as the 'Duty to Co-operate' (referred to as the Duty or DtC below), with other local planning authorities and prescribed public bodies, to collaborate and address strategic issues that cross administrative boundaries, such as housing, employment, infrastructure and transport, in the preparation of a Local Plan.
- 1.2. The purpose of this Duty to Cooperate Statement is to identify and explain how Dover District Council (the Council) has collaborated, engaged and cooperated with neighbouring authorities, public bodies and other stakeholders, on an on-going basis, in meeting DtC requirements throughout the preparation of the Local Plan.
- 1.3. It is anticipated that such engagement will continue up to and beyond submission of the Local Plan and will extend to include the masterplanning of strategic sites, as well as the preparation of neighbouring authorities' plans.
- 1.4. Section 33A of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act) imposes a duty on local planning authorities to cooperate with other local planning authorities, county councils or other bodies/persons prescribed in Regulation 4 of the Town and Country Planning (Local Planning) (England) Regulations 2012. The other prescribed bodies are:
 - Environment Agency
 - Historic England
 - Natural England
 - Mayor of London
 - Civil Aviation Authority
 - Homes and Communities Agency
 - Each Integrated Care Board and the National Health Service Commissioning Board
 - Office of Rail and Road
 - Transport for London
 - Each Integrated Transport Authority
 - Each highway authority within the meaning of section 1 of the Highways Act 1980
 - Marine Management Organisation
 - Local Enterprise Partnership
 - Local Nature Partnership
- 1.5. The Duty requires a local planning authority to engage constructively and on an ongoing basis in the preparation of a development plan or other local development/plan documents, and activities which prepare for and support this in relation to a strategic matter(s).



- 1.6. For the purposes of the DtC, a strategic matter is defined as sustainable development, use of land or strategic infrastructure that has or would have a significant impact on at least two planning areas. These matters can relate to a number of issues such as housing, employment, transport, water/flooding and other forms of infrastructure, and strategic environmental and nature conservation issues. These matters are set out in more detail below.
- 1.7. Meeting the DtC is a legal obligation. Whilst the obligation is not a duty to agree, cooperation should produce effective and deliverable policies on cross boundary issues in accordance with Government policy in the National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG) below.
- 1.8. Under Section 20(5) (c) of the Planning and Compulsory Purchase Act 2004, a Planning Inspector considers whether the Duty has been complied with up to the point the Local Plan is submitted as part of the Local Plan Examination.
- 1.9. The National Planning Policy Framework (NPPF 2021) paragraphs 24 – 27 states that: *“Local planning authorities and county councils (in two-tier areas) are under a duty to cooperate with each other, and with other prescribed bodies, on strategic matters that cross administrative boundaries. Strategic policy-making authorities should collaborate to identify the relevant strategic matters which they need to address in their plans. They should also engage with their local communities and relevant bodies including Local Enterprise Partnerships, Local Nature Partnerships, the Marine Management Organisation, county councils, infrastructure providers, elected Mayors and combined authorities (in cases where Mayors or combined authorities do not have plan-making powers). Effective and on-going joint working between strategic policy-making authorities and relevant bodies is integral to the production of a positively prepared and justified strategy. In particular, joint working should help to determine where additional infrastructure is necessary, and whether development needs that cannot be met wholly within a particular plan area could be met elsewhere. In order to demonstrate effective and on-going joint working, strategic policymaking authorities should prepare and maintain one or more statements of common ground, documenting the cross-boundary matters being addressed and progress in cooperating to address these. These should be produced using the approach set out in national planning guidance, and be made publicly available throughout the plan-making process to provide transparency.”*
- 1.10. The National Planning Practice Guidance (PPG) provides further guidance on meeting the Duty to Cooperate (DtC), mainly advising on Statements of Common Ground and what information they should contain. Strategic policy-making authorities are expected to document the activities undertaken whilst cooperating on strategic cross-boundary matters, including.
 - working together at the outset of plan-making to identify cross-boundary matters which will need addressing;
 - producing or commissioning joint research and evidence to address cross boundary matters;
 - assessing impacts of emerging policies; and
 - preparing joint, or agreeing, strategic policies affecting more than one authority area to ensure development is coordinated
- 1.11. These activities need to be tailored to address local circumstances.



- 1.12. This statement sets out a summary of the engagement that has taken place, firstly by organisation, and then by issue. Whilst the statement focuses on strategic issues and duty to co-operate bodies it also includes information relating to engagement on non-strategic issues and co-operation with other bodies that are not prescribed by the regulations. Appendix 1, 3 and 4 identify the main meetings and other correspondence that has taken place throughout the plan making process.

2. Meeting the Duty to Cooperate – By Organisation

East Kent Councils

- 2.1. In February 2016, the Council adopted a Memorandum of Understanding (MOU) in respect of the duty to cooperate between the East Kent Regeneration Board members (*Ashford, Canterbury, Dover, Folkestone and Hythe and Thanet, working with Kent County Council*). A review of the MOU took place and was agreed in January 2021.
- 2.2. The East Kent MOU sets out the framework in which the authorities will work together on strategic issues and will actively engage. It forms the overarching framework and context within which Statements of Common Ground will be agreed between individual authorities.
- 2.3. Officers from the East Kent Authorities meet quarterly to discuss Local Plan preparation and strategic issues as set out in Appendix 2. Meetings and other liaison have also taken place with individual authorities where needed. These are set out in Appendix 1.

2.3a During Regulation 19 consultation, Canterbury and Folkestone and Hythe made supporting representations on the Local Plan. Canterbury also made a representation requesting changes to Policy SAP24 – Land to the South of Aylesham (AYL003), to secure connections with the site to the south-west which is a draft proposal in the draft Canterbury Local Plan. DDC have undertaken further engagement with Canterbury to address the issues raised in relation to this matter and proposed Additional Modifications to address the issue which have been agreed in an updated SoCG March 2023.

- 2.4. Statements of Common Ground have been prepared with Dover's neighbouring authorities:

- Folkestone and Hythe District Council (*October 2022*)
- Canterbury City Council (*March 2023*)
- Thanet District Council (*April 2022*)

Kent County Council

- 2.5. Kent County Council are also a party to the East Kent Memorandum of Understanding.



2.6. Dover District Council has engaged with the following departments of Kent County Council to address specific issues that as set out in section 3 of this statement:

- KCC Highways and Transportation
- KCC Minerals and Waste
- KCC Heritage Conservation
- KCC Flood and Water Management
- KCC Natural Environment and Coast
- KCC Infrastructure including Education
- *KCC Public Rights of Way*
- *KCC Public Transport*

Cooperation between prescribed bodies and other bodies

2.7. Engagement has also taken place with the following bodies:

- Environment Agency
- National Highways
- Historic England
- Natural England
- Network Rail
- NHS Kent and Medway Clinical Commissioning Group (CCG) – now known as Integrated Care Board (ICB) since July 2022. *Known as NHS Kent and Medway from 2023.*
- Kent Downs AONB Unit
- Other infrastructure providers
- *Marine Management Organisation (MMO)*
- *Dover Harbour Board - Port Authority*

Further detail on the engagement is explained in the cross boundary strategic issues section below.

3. Meeting the Duty to Co-operate – by Issue

3.1. This section of the report sets out how co-operation with the above bodies on cross boundary strategic issues has taken place and the how it has informed the Plan.

Housing need evidence

3.2. The Council's Strategic Housing Market Assessment (SHMA) was commissioned and undertaken jointly with Folkestone and Hythe District Council.

3.3. The SHMA sought to define the extent of the Housing Market Areas (HMAs) operating across both local authority areas, using a consistent methodology, and to assess the objectively assessed housing need (OAHN) for each authority.

3.4. Work on the SHMA commenced in March 2016, with the final SHMA published in February 2017. As part of the preparation of the SHMA a series of meetings were held between officers of DDC and FHDC and the consultants, PBA, over the study period.



A stakeholder workshop was also held on the 15th June 2016, which provided the opportunity for a wider number of local authorities to input to the process. No significant concerns were raised in respect of the methodology or findings.

- 3.5. Further to this, a separate meeting was held between DDC and THDC on the 13th July 2016 to discuss and agree the initial recommendations from the SHMA, that Dover District was best placed in a Folkestone and Dover HMA rather than a Thanet, Canterbury and Dover HMA. The reasoning behind this is set out in the SHMA Part 1 paras 3.49 – 3.52.
- 3.6. The Council's SHMA Report (2017) sets out the identified housing need within the District; complemented by an equivalent report for FHDC to establish the overall need for housing across both local authority areas.
- 3.7. Part 1 of the SHMA (2017) has been replaced by the standard method for assessing Local Housing Need and is no longer relevant in relation to the identification of housing need to inform the Local Plan for the District. A partial update was however undertaken of Part 2 of the SHMA in December 2019, which focussed on the disaggregation of the Local Housing Need figure.

Meeting Housing Needs in East Kent

- 3.8. As set out in the relevant Statements of Common Ground it has been agreed by the East Kent Authorities that each authority will seek to meet its own housing needs.

Gypsy and Traveller Provision

- 3.9. To inform the Council's overall housing need a Gypsy and Traveller Accommodation Assessment (GTAA) was commissioned to identify the accommodation needs of Gypsies and Travellers, Travelling Showpeople and houseboat dwellers across the Dover District over the period 2017 - 2037.
- 3.10. The need for a GTAA was identified through the Kent Gypsy and Traveller Officer Group where it was decided that whilst each Authority would prepare a separate GTAA, the process of preparing the GTAAs would be aligned and the same consultant would be used, to enable collaborative working.
- 3.11. The study commenced in September 2017 and the final report was published in September 2018. As part of the study a survey of stakeholders was conducted during January and February 2018. The survey was undertaken jointly in partnership with Ashford, Canterbury, Shepway, Swale and Thanet Councils as part of their GTAA processes. Key stakeholders were identified by each of the participating six local authorities. These individuals were invited by the consultants (arc4) to participate in an online survey to provide their views on a range of issues relating to Gypsy and Traveller and Travelling Showpeople community within the six council areas and the surrounding area. In terms of the movement of Gypsies, Travellers and Travelling Showpeople within East Kent and to/from neighbouring areas, the majority of stakeholders were not aware of any regular movements.
- 3.12. The GTAA recommended that that Local Plan recognises an overall cultural need for 30 pitches, of which there is a PPTS need of 18 pitches. Taking into account turnover and potential for intensification, this would result in a residual cultural need for 12 pitches and PPTS need is addressed. The study concluded that the need for pitches could be largely addressed, however recommended that the Council proactively



reviews the availability of land for Gypsy and Traveller provision over the Plan period. Furthermore, the GTAA did not identify any need for Travelling Showperson plots or transit provision.

- 3.13. The GTAA was subsequently updated in March 2020 to reflect the change in plan period to 2020 - 2040. This identified a cultural need for 26 pitches and a PPTS need for 16 pitches, considering planning permissions.

Transport Infrastructure

Highway Network

- 3.14. DDC have engaged with the following parties to address issues in relation to strategic highways matters. Details of meetings and correspondence are set out in Appendix 3.
- National Highways (Formerly Highways England) (NH or HE)
 - Kent County Council Highways and Transportation (KCC)
 - Folkestone & Hythe District Council (FHDC)
 - Canterbury City Council (CCC)
 - Swale District Council (SDC)

Context to Cross Boundary Strategic Highway Issues

- 3.15. The A2/M2 corridor runs from the Port of Dover, in Dover District, to London, passing through Canterbury City and Swale Borough. Key junctions on this route are known to be at, or nearing, capacity. Proposals for growth in the Local Plans need to assess the impacts upon this route and where necessary identify deliverable mitigation measures.
- 3.16. Improvements to the A2 corridor are also identified in KCC's Local Transport Plan 4, with the principal aim of delivering the bifurcation of Port Traffic between the M20/A20 and M2/A2 routes. M2 Junction 7 (Brenley Corner) and A2 Lydden to Dover are identified as projects within National Highways' Road Infrastructure Strategy (RIS) as pipeline projects for RIS3.
- 3.17. Engagement with the statutory DTC bodies regarding highway infrastructure has been ongoing from the commencement of the production of the Local Plan, due to the scale of the strategic highway issues facing the district, and resultant cooperation on the emerging strategic highways projects which are included within the Local Plan Regulation 19 Publication version. The final transport evidence and Local Plan policies (*sic. policies*) reflect the conclusions of the ongoing dialogue with Kent County Council, National Highways, and neighbouring authorities through formal representations and through meetings and written communications as set out in more detail below.

Transport Modelling

- 3.18. DDC employed consultants WSP to undertake strategic transport modelling of the new Local Plan DDC has a VISUM Dover and Deal Transport Model (DDTM) which has been developed and agreed in conjunction with KCC and NH.
- 3.19. There have been several detailed meetings and correspondence between DDC and WSP, National Highways, and Kent Highways between 2019-2022 to discuss the



methodology, assumptions and outputs from the transport modelling work, and progress and next steps. This led directly to a series of revised and additional areas of research and new outputs to the study at various stages.

- 3.20. KCC and National Highways commented on transport issues in their responses on the Regulation 18 Local Plan. National Highways requested additional modelling of Strategic Road Network. Kent County Council requested additional modelling of Local Road Network. DDC responses to these comments can be found within the Regulation 22 Statement – Appendix E and within Statement of Common Ground.
- 3.21. Work carried out between Regulation 18 stage and Regulation 19 Submission stage led to the completion of the modelling and design for the Whitfield and DOY roundabouts, as well as additional Local Plan Strategic and Local Highways mitigation. A full transport modelling report accompanies the Regulation 19 Submission Local Plan and all specific highway mitigation projects agreed at this stage are identified within the Infrastructure Delivery Plan (IDP) 2022.

3.21a Work has continued on the outstanding matters that were identified in the SoCG with NH and KCC (October 2022). In addition, in response to comments made by NH and KCC to the Regulation 19 consultation, the Council has carried out additional transport modelling work. An updated SOCG (GEB06) has been produced with all parties to reflect the updated position. Appendix A of GEB06 summarises the work that has been carried out by junction/link and the current agreed position.

Transport Impacts outside of the District

- 3.22. Strategic transport modelling updates to neighbouring authorities were provided in a number of ways, including discussions set up by DDC, and through the East Kent DTC meetings. For example, specific meetings were held with Canterbury, Swale and Folkestone and Hythe councils. In relation to cross boundary impacts on the A2, meetings have been held between DDC, SBC, CCC and KCC Highways and Transportation to discuss and agree the methodology for determining impacts, and if/how mitigation may be delivered. A SoCG is in preparation in this regard. *A draft is provided as GEB07.*

3.22a KCC have identified the potential need for proportionate contributions towards planned upgrades to the A260/A20/Alkham Valley Road junction which are in Folkestone and Hythe District. This addressed in the GEB06.

Engagement in Local Plan Policy Evolution

- 3.23 Engagement was undertaken with KCC Highways as part of the Housing and Economic Land Availability Assessment (HELAA) process to consider potential sites in relation to proposed access points, potential impact of the proposed development on the local and strategic road network, and the proximity of the site to public transport. These comments were then used to inform the overall suitability assessment of the site in the HELAA. A schedule of the cooperation that was undertaken with KCC Highways in respect of the HELAA is set out in Appendix 1.
- 3.24 A summary of outcomes of this engagement with KCC and National Highways, and how it has influenced the Submission Local Plan, can be found below:



- A mitigation solution (Design and costings) has been agreed in principle with NH and KCC for both Duke of York roundabout, and Whitfield roundabouts. In principle it is agreed that mitigation at Whitfield and Duke of Whitfield roundabouts will be addressed through the Dover District Local Plan and funded by development within the District boundary. Details of this proposed mitigation can be found within the Transport modelling, SOCG and within the Infrastructure Delivery Plan.
- All other Strategic and Local Highway issues raised during the ongoing communication and liaison with KCC and NH have also been addressed. Including where it was highlighted that particular roads and junctions which may require mitigation and where there is potential for cumulative impacts in areas of the district. Details have been included within site specific policies in the Local Plan and the IDP and also will need to be assessed through site specific Transport Assessments as set out by the Local Plan Policy (see below).
- The following Local Plan Submission topic policies relate to transport infrastructure within the district and include changes recommended by NH and KCC during Regulation 18 stage consultation to address their comments:
 - SP12 - Strategic Transport Infrastructure. The policy details the strategic Highway improvements to the A2, other specific highways schemes, and also now bus infrastructure (including Dover Fastrack) and rail schemes (including Dover Priory Station parking) as recommended by KCC.
 - Sustainable Travel (T11) requires development to maximise opportunities for sustainable travel options, including public transport provision, walking and cycling, now including PRow as requested by KCC.
 - Transport Assessments, Statements and Travel Plans (T12) sets out the requirements for assessments to support planning applications to ensure that traffic generated from development can be accommodated on the highway network. Advice from KCC Highways on the wording of this policy were taken into account.
 - Parking Provision on new development (T13) sets out the vehicle parking requirements for new development. These are KCC standards.
 - Overnight Lorry Parking Facilities (T14) now addresses the NPPF requirement for the need for overnight lorry parking facilities, an issue raised by KCC and NH.

3.22 Full details of this ongoing communication and Local Plan outcomes can be found in the respective SOCGs with KCC and NH.

3.22a During Regulation 19 consultation, KCC and NH made representation on a number of policies and the transport evidence which supports the Local Plan. DDC have undertaken further engagement with both consultees to address the issues raised, and Additional Modifications to the Local Plan have been proposed and agreed by all parties. Details can be found within the updated SoCG (GEB06) with KCC and NH of March 2023 Appendix A and Appendix C.

Bus, Rail, Walking and Cycling

- Stagecoach
- Network Rail
- KCC Public Rights of Way
- KCC Highways and Transportation and Public Transport



Rail

- 3.23 Local Plan site proposals were shared with Network Rail at Regulation 18 stage, resulting in specific consideration being given as to how potential developments at Aylesham and Shepherdswell may contribute to or impact upon the North & East Kent Connectivity Study that they are currently undertaking.
- 3.24 Network Rail identified accessibility upgrades to some stations are necessary to support the proposed allocation at or near these locations. All proposals identified by Network Rail are recorded within the Infrastructure Delivery Plan 2022.

Bus

- 3.25 Engagement KCC Highways and Transportation have focused upon the need to improve rural connectivity to the bus network and the Fastrack Bus Service. All proposals/projects identified are recorded within the Infrastructure Delivery Plan 2022.

3.25a During Regulation 19 consultation, KCC Public Transport and Highways teams made representation on a number of policies within the Local Plan where they requested some amendments to policies (Site and topic) to reference the bus network and fastrack service. DDC held a meeting with both teams on 16/2/23 to discuss Public Transport data. DDC have proposed Additional Modifications to the Submission Local Plan in relation to public transport and fastrack, which have been agreed within the March 2023 SoCG in Appendix C.

Walking and Cycling

- 3.26 To help inform appropriate active travel measures which could be implemented across the district Sustrans were jointly commissioned by DDC and KCC to undertake a Cycle and Pedestrian audit of Dover, Deal, Sandwich and Aylesham along with considering improvements to intertown routes. The Sustrans work identified a number of interventions and improvements that would help decrease use of private vehicles for short journeys.
- 3.27 KCC Public Rights of Way Team have also provided detailed comments for each of the proposed allocations with respect to necessary improvements to the public rights of way network that ensures all sites achieve sufficient accessibility. These were taken forward into the Local Plan site specific policies.
- 3.28 All projects identified through this work have been identified within the Infrastructure Delivery Plan 2022.

3.28a During Regulation 19 consultation, KCC PRow team made representation on a number of policies within the Local Plan where they requested some amendments to policies (Site and topic) to reference the network. DDC have reviewed these comments and proposed Additional Modifications to the Submission Local Plan. (See SD05d Regulation 22 Consultation Statement Part 2 Regulation 19 Appendix F).



Other Infrastructure

3.29 The Council has been actively involved in a number of duty to cooperate matters affecting other community and social infrastructure, in particular, to address the current provision and future needs for the district in relation to education, health and social care and utilities as part of the preparation of the Infrastructure Delivery Plan (IDP). KCC lead a number of these infrastructure services, including:

- Adult Social Care
- Community Learning and Skills
- Education
- Integrated Children's Services – Youth Services/Early Help Service
- Libraries
- Waste and Recycling

3.30 DDC have worked with KCC throughout preparation of the Local Plan and IDP. Where specific issues were raised, the details are set out in more detail below.

Education

3.31 Consultation with KCC has taken place as a continuous process over the development of the Local Plan to inform requirement for new education provision, the latest position was agreed in August 2022.

3.32 Ongoing consultation has ensured that there has been an understanding where existing capacity at schools was able to accommodate growth, where there were simple solutions to expanding existing schools, and where development may assist in dealing with current capacity issues. These factors, amongst other policy requirements, have where possible influenced the locations of new development, with the aim of taking advantage of existing capacity and minimising the need for new facilities.

3.33 All details of requirements set out by KCC Education have been included in the Infrastructure Delivery Plan 2022.

3.33a During Regulation 19 consultation, KCC Education made a supporting representation on the Local Plan and IDP. In addition, a matter was raised by another stakeholder in relation to safeguarding of land for education in a site policy in Sandwich. DDC have held a meeting with KCC Education in March 2023 discuss the issues raised and DDC have proposed an Additional Modification to the Submission Local Plan in relation to this matter. (See SD05d Regulation 22 Consultation Statement Part 2 Regulation 19 Appendix F).

Health and Social Care

3.34 There are a number of agencies and organisations responsible for the delivery of health infrastructure in the district, and the commissioning of health services is currently split across three main organisations: NHS England and NHS Improvement, NHS Kent and Medway Integrated Care Body (Formerly Clinical Commissioning Group), and Kent County Council.



- 3.35 A number of meetings were held with the Head of Primary Care Estate for the former NHS South Kent Coast CCGs during 2019 and 2020 where sites identified as potentially suitable within the HELAA process were considered. These meetings continued with the successor CCG (NHS Kent and Medway CCG) and their Strategic Planning and Primary Care Estate leads during 2021.
- 3.36 The outputs of the HELAA process and likely site allocations were shared with the CCG and KCC Adult Social Care to inform the Local Plan at Regulation 18 Stage and during preparation of Regulation 19 in 2021 resulting in written communication from the CCG being provided on the content of the IDP and district requirements over the plan period in December 2021.
- 3.37 The results of this engagement are reflected in the Infrastructure Delivery Plan 2022.

3.37a During Regulation 19 consultation, NHS Kent and Medway (as they are now known) made representations supporting the content of the IDP 2022 with some suggested factual updates which will be addressed as part of the IDP update.

Waste and Recycling

- 3.38 During preparation of the Local Plan, KCC provided information in relation to the needs for larger sites or invest in the maintenance or repair of existing Household Waste Recycling Centres (HWRCs) and 5 co-located Waste Transfer Stations (WTSS) in the county. This includes the extension of the HWRC operations onto land that is owned by KCC but not currently used for waste operations to provide additional capacity. KCC set out this detail in a document 'The Case for Waste'.
- 3.39 With regards to Dover, KCC requested that the Local Plan Infrastructure Contributions policy specifically addressed this issue. Following discussions between DDC and KCC on the matter, the IDP and Local Plan Policy now address this issue satisfactorily.

Other Infrastructure Providers

- 3.40 It is important to note that although not DtC bodies, DDC have also liaised with a number of Infrastructure providers throughout the preparation of the Local Plan and supporting evidence base documents. These include:
- Southern Water and Affinity Water
 - Southern Gas Networks
 - UK Power Networks
 - National Grid
 - Sport England
 - National Governing Bodies for Sport
- 3.41 More information on this engagement can be found within the Infrastructure Delivery Plan (2022).

3.41a 3 During Regulation 19 consultation, many of the consultees listed made representations on the Local Plan and/or the IDP 2022. Affinity Water supported the Local Plan, and Sport England made representations which supported and/or raised some matters to be addressed which have been addressed in the summary of representations and the Council's response (See SD05d Regulation 22 Consultation Statement Part 2 Regulation 19 Appendix F).



Port Authority – Dover Harbour Board

3.41b In 2022, The Port Authority highlighted a potential need for Inland Terminal Facilities, ideally located along the A2/A20 corridors, to enable documentary and other checks to be carried out prior to reaching the Port itself. Representations were made by the Port Authority on the Regulation 19 Local Plan in relation to this matter and a request for inclusion of a reference to this issue was made. DDC met with the Port Authority to discuss the issue and have proposed an Additional Modification to the Local Plan to address the issue which have been agreed in writing with the Port Authority, in March 2023. A Statement of Common Ground is to be prepared.

Environmental Issues

3.42 The Council has been actively involved in a number of duty to cooperate matters affecting the environment, in particular, work on water quality, flood risk, air quality, landscape, heritage and biodiversity.

3.42a During the formal Regulation 19 consultation, a meeting was held with Natural England to discuss the Plan. Natural England were consulted and made representations on the Local Plan and accompanying SA and HRA. Some were considered inadmissible as they were submitted outside of the consultation period.

3.42b DDC have subsequently had written communications and a meeting on 28/03/2023 to discuss the representations made and DDC have proposed Additional Modifications to the Submission Local Plan and supporting documents in relation to the representations. Matters raised in the late representations have also been addressed. This will be outlined in an updated SoCG between the parties.

3.43c A summary of the accepted (duly made) NE representations and Council's response to those can be viewed in SD05d Regulation 22 Consultation Statement Part 2 Regulation 19 Appendix F.

Kent Downs Area of Outstanding Natural Beauty

3.43 Approximately 22% of the District is covered by the Kent Downs Area of Outstanding Natural Beauty, a nationally designated and protected landscape which the Council has a statutory duty, under the Countryside and Rights of Way Act, to conserve and enhance. District Councillors and officers of the Council sit on the Kent Downs AONB Joint Advisory Committee, which meets regularly, and the Council plays a key role in the development and implementation of the Kent Downs AONB Management Plan. The Local Plan also contains specific policies relating to the conservation and enhancement of the AONB.

3.44 Natural England and the Kent Down AONB Unit have been engaged with in relation to this issue. Natural England in their response to the Regulation 18 consultation provided several comments in relation to potential impacts on the AONB. DDC met with Natural England to discuss these matters and advised that detailed discussions had taken place with Kent Downs AONB Unit. Natural England confirmed they were happy to defer to the Unit on matters in relation to the AONB.

3.45 Whilst the Kent Downs AONB Unit is not a Duty to Cooperate Body, the Council has undertaken engagement with the Kent Downs AONB Unit as part of the Housing and Economic Land Availability Assessment (HELAA) process and the comments made by



the Kent Downs AONB Unit have been used to inform the suitability assessment of sites in the HELAA and ultimately the site allocations and site allocation policies in the Local Plan.

3.46 The Kent Downs AONB Unit were also consulted on the Regulation 18 draft Local Plan, and the comments made at this stage have been taken into consideration when updating the Plan.

3.47 Further engagement has taken place to discuss and address the Regulation 18 issues and seek views on sites that were submitted through the targeted call for sites and their comments have been taken into account in relation to the suitability of sites and also detailed policy wording relating to consideration of the Kent Downs AONB.

3.48 The AONB unit were specifically contacted in late 2021 regarding the Strategic Highway Mitigation required at Duke of York roundabout, and raised no in principle concerns.

3.48a During Regulation 19 consultation, the AONB unit made representations on the Local Plan which supported and/or raised some minor matters to be addressed which have been addressed in the summary of representations and the Council's response, and through proposed Additional Modifications (See SD05d Regulation 22 Consultation Statement Part 2 Regulation 19 Appendix F).

3.48b Natural England's representation (referred to in paragraphs 4.42a,b and c) included comments in relation to the AONB, which have been addressed through Additional Modifications.

Thanet Coast and Sandwich Bay SPA

3.49 Sandwich Bay is designated for its nature conservation importance. The Thanet Coast and Sandwich Bay Special Protection Area (SPA) is designated for bird species. Designations also include the Sandwich Bay Special Area of Conservation (SAC), designated for the bay's important habitats, and Thanet Coast and Sandwich Bay Ramsar Wetland, as well as other national and local designations. The SPA and SAC covers parts of Dover District, Thanet District and Canterbury District. Thanet and Canterbury Council's run a joint mitigation strategy for the SPA within their Districts, and this has been considered in developing the Dover SAMMS

3.50 The Council has prepared a Strategic Access Mitigation and Monitoring Strategy (SAMMS) for the Thanet Coast and Sandwich Bay SPA and RAMSAR site to provide a strategy to mitigate the potential in-combination impacts of new housing development. It aims to prevent an increase in bird disturbance from recreational activity arising through increases in houses.

3.51 The SAMMS seeks to provide mitigation through a range of management and engagement methods. It seeks to do this through management measures which actively encourage all coastal visitors to enjoy their visits in a responsible manner rather than restricting access to the coast or preventing activities that take place there.

3.52 A number of organisations have been involved in the production of the SAMMS including: Sandwich Bay (Residents) Ltd, Sandwich Bay Bird Observatory, Kent Wildlife Trust, National Trust, Royal Society for the Protection of Birds, Princes Golf Course, The



Royals St George's Golf Club and Bird Wise East Kent, Sandwich and Pegwell Bay National Nature Reserve Steering Group.

- 3.53 Natural England were consulted on the draft SAMMS and provided detailed comments as part of their DAS service. These comments were then taken into account when updating the SAMMS. The SAMMS has also been used to inform the Local Plan, which includes a policy on the Thanet Coast and Sandwich Bay SAMMS.

Air Quality

- 3.54 Bureau Veritas UK Ltd were commissioned by the Council to complete an Air Quality Assessment to inform the preparation of the Local Plan. The modelling assessment carried out as part of the study focuses primarily on the District, however the model domain was extended into Thanet, to ensure that proposed development was not adversely affecting air quality in the neighbouring Local Authority. No issues of cross boundary significance were identified and further to this, the Council has no cross-boundary Air Quality Management Areas.

3.54a Discussions are ongoing with Natural England regarding potential impacts from Ammonia

Water Quality and Supply

- 3.55 A draft Water Cycle Study (WCS) was prepared in consultation with the water providers during spring and summer 2020. Relevant stakeholders were subsequently consulted on a Draft between 28 October and 19 November 2020. Responses were received from the Environment Agency, KCC Water Resources Team and Southern Water and the document was then amended to take account of the issues raised.
- 3.56 The November 2020 Draft WCS formed part of the evidence base for the Regulation 18 Dover Local Plan 2040 Consultation which ran for a period of eight weeks from 20 January to 17 March 2021. Responses were received on the Water Cycle Study as part of this consultation from the EA. The Study has been further amended to take account of these representations. View the Water Cycle Study and IDP for further information.

3.56a During Regulation 19 consultation, the EA made on the Water Cycle Study in relation to a recent update to the SE River Basin Management Plan and objective of nutrient neutrality approach. DDC have subsequently updated the WCS in 2023 to reflect this information.

Stodmarsh

- 3.57 In November 2020 Natural England issued guidance on the potential impact of new residential development (any other overnight stays) on water quality, as a result of additional wastewater from new development. The advice impacts the catchment of Stodmarsh European Protected site in neighbouring Canterbury District and was issued to the authorities within it's catchment, including Ashford Borough Council, Canterbury City Council, Maidstone Borough Council, Folkestone and Hythe District Council and Dover District Council. This means that no planning permission for residential development can be granted unless the development can deliver nutrient neutrality.
- 3.58 The Little Stour and Wingham catchment is located downstream of Stodmarsh. The Dambridge WwTW discharges into the Wingham River which flows to join the Little Stour. The Little Stour then joins the Great Stour at Plucks Gutter, where most of the water and nutrients pass out to sea. As the Great Stour is tidal, during certain conditions



some water from the Little Stour and potentially a very small level of nutrients are pushed back to Stodmarsh by the incoming tide. The catchment was therefore included with the NE guidance on a precautionary basis.

- 3.59 Since the publication of the advice Dover District Council (DDC) have been engaging with Natural England to seek to demonstrate that the amount of nutrients reaching Stodmarsh are so insignificant that they do not amount to 'significant effect' which would require assessing under the Habitats Regulations. Over this time, Dover District Council has been engaged in joint working with the other authorities impacted by the advice, and Kent County Council to develop a strategic mitigation solution.
- 3.60 An initial report was produced and shared with NE at the end of 2021, which it was considered demonstrated that due to significant levels of dilution to amount of nutrients reaching Stodmarsh from Dam bridge WwTW was so long it was below detectable levels. However, NE did not agree and requested further detailed modelling be carried out. NE has now confirmed any additional nutrients reaching Stodmarsh SAC/SPA/Ramsar as a result of new connections to Dambridge WwTW would be insignificant alone and in combination.

Flooding

- 3.61 The risk of flooding within the District is diverse: the coastal settlements of Sandwich, Deal and Dover are all known to be at risk of flooding (to some degree) from the sea, with the River Stour and River Dour presenting a fluvial risk of flooding to the settlements bordering these rivers. The centre of the District is in parts low lying, and the varied topography throughout the District can present a risk of surface water flooding. With regards to managing flood risk, consultation with the Environment Agency (EA) has taken place on the following matters to inform the development of the Local Plan:
- The Strategic Flood Risk Assessment
 - Housing and Economic Land Availability Assessment and Site Selection process
 - Water Cycle Study
 - Dover Mid Town Flood Modelling
 - Local Plan policies concerning flooding, coastal change management areas and SuDs
- 3.62 Details of the engagement undertaken with the EA is set out in Appendix 1. The EA also participated in visioning events early on in the Plan making process and responded to the Regulation 18 consultation on the draft Local Plan. The comments made by the EA at each stage of the plan making process have been taken into account when updating the plan.
- 3.63 Most recently the EA has been consulted on the Sequential Test of Site allocations and provided comments on the detailed wording of the specific site policy for Dover Mid Town.

3.56a During Regulation 19 consultation, the EA made several representations on the Local Plan which supported and/or raised some minor matters to be considered in relation to policies, which have been addressed in the summary of representations and council's response with some Additional Modifications proposed to address those matters (See SD05d Regulation 22 Consultation Statement Part 2 Regulation 19 Appendix F).



Biodiversity

3.64 The Council is an active member of the Kent Nature Partnership (KNP) whose recent activities have included developing the Kent Biodiversity Strategy and developing a biodiversity net gain approach for Kent with support from Natural England. KNP also acts as a panel to oversee the Local Wildlife Site System on behalf of all Kent authorities and the Council has a Service Level Agreement with Kent Wildlife Trust to undertake surveys and make recommendations for changes to Local Wildlife Sites.

3.65 DDC Officers have been involved in the Kent wide study considering the viability impacts of delivering 20% biodiversity net gain.

3.65a Natural England's representation (referred to in paragraphs 4.42a,b and c) included comments in relation to the AONB, which have been addressed through Additional Modifications.

Minerals Safeguarding Areas (MSAs)

3.66 DDC has worked with KCC about the impact of proposed development on Minerals Safeguarding Areas and produced a Minerals Assessment that addresses the issue.

3.66a During Regulation 19 consultation, KCC Minerals and Waste Team made representations supporting the content of the Local Plan and requesting some alterations. DDC have reviewed these comments and proposed Additional Modifications to the Submission Local Plan. (See SD05d Regulation 22 Consultation Statement Part 2 Regulation 19 Appendix F).

Heritage

3.67 In developing the Heritage Strategy and its subsequent update we worked with Historic England and KCC Heritage. Written advice was received from Historic England in August 2021 on the heritage and historic environment impacts of the Local Plan.

3.68 Engagement has taken place with KCC Heritage in relation to the Dover Urban Archaeological Database, which has also informed the relevant policies in the Reg 19 Local Plan. This includes specific meetings in November and December 2021 on the wording of the Archaeology Policy.

3.68a During Regulation 19 consultation, KCC Heritage Team made representations supporting the content of the Local Plan and requesting some modifications. DDC have reviewed these comments and proposed Additional Modifications to the Submission Local Plan. (See SD05d Regulation 22 Consultation Statement Part 2 Regulation 19 Appendix F).

Employment and Economic Development

3.69 The Council commissioned Lichfields to undertake an Economic Development Needs Assessment (EDNA) to inform the emerging Local Plan. Work on this study commenced in July 2016 and the study was finalised in February 2017. As part of the preparation of



the EDNA engagement was undertaken with FHDC, THDC, CCC and ABC to agree the proposed functional economic market area for Dover, the study methodology and preliminary findings. This provided the opportunity for neighbouring authorities to input into the process, however no significant concerns were raised.

- 3.70 The EDNA was subsequently updated in September 2021, however it wasn't considered necessary to carry out further engagement as part of this.
- 3.71 The Council commissioned Carter Jonas (now Lambert Smith Hampton) to undertake a Retail and Town Centre Needs Assessment (RTCNA) to inform the emerging Local Plan. Work on this study commenced in April 2017 and the study was finalised in July 2018. As part of the preparation of the RTCNA engagement was undertaken with FHDC, THDC, CCC and ABC to agree the study area and methodology for the study, and identify key retail and leisure commitments across neighbouring authorities. This provided the opportunity for neighbouring authorities to input into the process, however no significant concerns were raised.
- 3.72 The RTCNA was subsequently partially updated in September 2021, however it wasn't considered necessary to carry out further engagement as part of this.

Appendix 1: Schedule of Meetings and/or correspondence with Duty to Cooperate Bodies and Other Bodies

Organisation	Date of Cooperation	Attendees	Agenda / Correspondence	Key Outcomes/Actions
Local Authorities				
Kent County Council¹	22/06/2016	DDC/KCC	SHMA meeting to discuss the Objectively Assessed Need figure for affordable housing.	KCC agreed the OAN figure for affordable housing for the SHMA.
	04/08/2017	DDC/KCC	Meeting to discuss the SFRA.	Agreed how surface water flooding is covered in the SFRA.
	Jan – Mar 2018		GTAA Stakeholder Survey.	Responses were reviewed and reported in the GTAA and taken into consideration in the findings of the report.
	29/03/2018	DDC/KCC/EA	Meeting to agree the Dover Drainage Technical Guidance document for the SFRA.	Agreed the Dover Drainage Technical Guidance
	Mar/Apr 2018		KCC consulted on the SA Scoping Report	Comment provided. Comments were taken into account as part of the SA process and reported in the SA of the draft Local Plan.
	17/07/2018		KCC attend stakeholder visioning workshop run by DDC to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan
	March 2019	DDC/KCC	Consultation on HELAA sites	KCC archaeology and KCC Highways provide comments on HELAA sites having previously been consulted by DDC officers.
	12/06/2019	DDC/KCC/HE	Meeting with HE and KCC Heritage to discuss the HELAA site to the north of deal.	Comments helped to inform the suitability assessment of the site as part of the HELAA process.

¹ Please note that with regards to Kent Highways and Transportation, only meetings attended without National Highways are included within this section. KCC Highways and Transportation officers also attended meetings on Strategic Highway and Transport Modelling matters along with National Highways and a full record of those meetings is included in the National Highways section below.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	26/06/2019	DDC/KCC/SW	Meeting with KCC and Southern Water to discuss the Local Plan timetable, potential growth options for the Local Plan, the IDP and the Whitfield Urban Expansion.	Agreed that SW would provide comments to inform growth strategy for the LP.
	28/08/2019	DDC/KCC	Meeting with KCC Highways to discuss potential growth options and HELAA sites	KCC provided highways comments on HELAA sites on the 17.09.2019 that were taken into consideration as part of the HELAA process.
	19/09/2019	DDC/KCC	Meeting with KCC Highways to discuss highways implications of HELAA sites	KCC provided highways comments on HELAA sites that were taken into consideration as part of the HELAA process.
	24/09/2019	DDC/KCC	Meeting with KCC (SuDs Officer) to discuss HELAA sites	KCC provided comments on HELAA sites that were taken into consideration as part of the HELAA process.
	30/10/2019	DDC/KCC	Meeting with Heritage Team to discuss the urban archaeological database	
	20/11/2019	DDC/KCC	Meeting with Heritage Team to discuss the urban archaeological database	
	21/11/2019	DDC/KCC	KCC Highways were asked to provide further comments on HELAA sites as part of the HELAA process	KCC provided highways comments on HELAA sites that were taken into consideration as part of the HELAA process.
	13/12/2019	DDC/KCC	Meeting with KCC education to discuss existing and future education capacity in the context of HELAA sites and potential growth locations.	Comments will inform LP growth strategy and IDP.
	3/02/2020	DDC/KCC	Meeting with KCC Highways to scope out the LP transport modelling work	Agreed way forward with LP transport modelling work.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	3/02/2020	DDC/KCC	Meeting with KCC Infrastructure and Planning Teams to discuss the Local Plan and IDP.	Identified infrastructure requirements and infrastructure implications arising from new Local Plan.
	25/02/2020	DDC/KCC	Meeting to understand KCC policy approach to the provision of extra care housing	To inform policy approach in emerging Local Plan
	28/02/2020	DDC/KCC	Meeting with Heritage Team to discuss the urban archaeological database	
	16/03/2020	DDC/KCC	Discussion with KCC Highways regarding Local Plan Transport Modelling	
	02/04/2020	DDC/KCC	Meeting with KCC Highways to discuss joint DDC and KCC Transport Strategy.	Agreed in principle to produce a joint transport strategy for the District, though production will depend on capacity and resources.
	11/05/2020	DDC/KCC/Stage Coach	Discussion with KCC and Stagecoach concerning rural bus services required to support housing growth.	
	21/07/2020	DDC/KCC	Meeting concerning future funding of waste provision and future developer contribution requirements.	
	30/07/2020		KCC attended the Dover Local Plan virtual visioning workshop.	Visioning workshop held with key stakeholders to inform the vision and objectives for the draft Local Plan.
	06/08/2020	DDC/KCC	Progress meeting to discuss transport modelling for the Local plan.	
	14/08/2020	DDC/KCC/Stage Coach	Meeting with KCC and Stagecoach to discuss existing and future bus provision in the District.	

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	01/09/2020	DDC/KCC	Meeting to discuss broadband roll-out across the District.	Broad band working group was established.
	10/09/2020	DDC/KCC	Meeting to Discuss Education requirements	KCC provided details of future demand and needs for school places
	21/09/2020	DDC/KCC	Discussion regarding the A2 access project	
	22/10/2020	DDC/KCC	Progress meeting to discuss the transport modelling for the Local Plan	
	26/10/2020	DDC/KCC	Meeting to discuss specific highways constraints in relation to HELAA sites.	KCC provided highways comments on HELAA sites that were taken into consideration as part of the HELAA process.
	19/11/2020	DDC/KCC	DDC consulted KCC on the draft Water Cycle Study.	KCC provided comments on draft Water Cycle Study document
	01/12/2020	DDC/KCC	Progress meeting to discuss the transport modelling for the Local Plan	
	Dec 2020	DDC/KCC	Discussion with KCC Highways on the HELAA sites.	KCC provided further highways comments on HELAA sites that were taken into consideration as part of the HELAA process.
	17/12/2020	DDC/KCC	Progress meeting to discuss the transport modelling for the Local Plan.	Agreed with KCC to consult on draft LP highway modelling through the Reg 18 consultation.
	Jan/Mar 2021		KCC were consulted on the Regulation 18 draft Local Plan	KCC provided a formal response to this consultation, that was taken into consideration when updating the Plan for Reg 19.
	May 2021	DDC/KCC	KCC Highways and DDC liaison over sites with highways concerns in Reg 18 LP.	KCC Highways agreed to review additional highways evidence submitted as part of the Reg 18 consultation and provide a written response. Formal comments received on 31.07.21.

Organisation	Date of Cooperation	Attendees	Agenda / Correspondence	Key Outcomes/Actions
	06/05/2021	DDC/KCC	Meeting with KCC to discuss LP highways modelling	
	13/05/2021	DDC/KCC	Meeting with KCC to discuss LP highways modelling and agree next steps	
	13/05/2021	DDC/KCC	Meeting to discuss KCCs response to Reg 18.	Subsequent correspondence provided an update to DDC on education needs for the Local Plan.
	09/09/2021	DDC/KCC	KCC Highways were consulted over the summer of 2021 on the TC4S received at Reg 18 stage.	KCC Highways provided formal comments on these sites in Sept 2021. These were then taken into account when assessing the suitability of HELAA sites.
	09/09/2021	DDC/KCC	KCC presented case for waste policy and contribution requirements for the LP.	
	15/09/2021	DDC/KCC	KCC Drainage were consulted over the summer of 2021 on the TC4S received at Reg 18 stage.	KCC drainage provided formal comments on these sites in Sept 2021. These were then taken into account when assessing the suitability of HELAA sites.
	Nov 2021	DDC/KCC	Written engagement with KCC education and community services teams to discuss the proposed Reg 19 site allocations infrastructure requirements.	Written advice received and incorporated in Local Plan and IDP.
	22/11/2021	DDC/KCC	Meetings in Nov and Dec to discuss the transport requirements for the Reg 19 site allocations.	
	26/11/2021	DDC/KCC	Meeting with KCC Heritage to discuss the archaeology policy and seek advice on the Archaeological Plan.	

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	01/12/2021	DDC/KCC	Engagement with KCC Heritage on the heritage policies in the Reg 19 LP.	
	13/04/2022	DDC/KCC	Meeting with KCC Minerals to discuss their comments on the Minerals Assessment of sites that DCC have prepared to support the Local Plan.	Minerals assessment was updated following the meeting and sent to KCC for sign off.
	11/07/2022	DDC/KCC	Meeting to discuss need to update Education requirements from proposed Local plan allocations	Updated extant position and emerging Local Plan allocations to be shared with KCC. KCC to provide updated Education Needs Assessment
	12/10/2022	DDC/KCC Officers	DDC briefed KCC Officers on Reg 19 plan and how Reg 18 comments have been considered	Briefing in advance of consultation. No outcomes/actions.
	12/10/2022	DDC/KCC	DDC briefed KCC Cabinet Members on Reg 19 Plan and how Reg 18 comments have been considered. Requested continued support for	Briefing in advance of consultation. KCC to consider delivery of strategic highways mitigation and impacts of CCC proposals.
	<i>16.02.2023</i>	<i>DDC/KCC Highways and Public Transport</i>	<i>Discuss Regulation 19 representation relating to public transport</i>	<i>KCC Public Transport team confirmed current position in relation to bus services and bus infrastructure data. DDC and KCC Highways agreed Additional Modifications to Local Plan to reflect information.</i>
	<i>02.03.2023</i>	<i>DDC and KCC Education</i>	<i>Discuss Regulation 19 representation from another stakeholder in relation to Sandwich Technology School land safeguarding.</i>	<i>KCC position and requirements for school land were confirmed. Additional modifications to Local Plan policy agreed.</i>
Thanet District Council	12/11/2015	TDC/DDC/ EK Authorities	Presentation by GLHearn on behalf of TDC of the results of their updated	Results of TDC SHMA were taken into account in the update to the DDC SHMA.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
			SHMA, which identifies DDC as being in TDCs HMA.	
	15/06/2016		THDC attended DDC SHMA Duty to Co-operate Workshop.	Information shared with neighbouring local planning authorities on the initial findings of the SHMA. Comments raised were taken into account when finalising the SHMA.
	13/07/2016	DDC/THDC	SHMA meeting to discuss the initial findings from the SHMA.	Agreed the initial recommendations from the SHMA that Dover district is best placed in a Folkestone and Dover Housing Market Area (HMA) rather than a Thanet, Canterbury and Dover HMA.
	05/10/2016		EDNA - Duty to Co-operate Workshop.	A Duty to co-operate meeting with neighbouring local planning authorities to discuss the initial findings from the EDNA. Comments raised were taken into account when finalising the EDNA.
	June 2017		RTCNA. Email to sent to neighbouring authorities setting out the scope of the study and asking for comments on the methodology and study area.	Comments raised were taken into account when progressing the RTCNA.
	Jan – Mar 2018		GTAA Stakeholder Survey	Responses were reviewed and reported in the GTAA and taken into consideration in the findings of the report.
	Mar/Apr 2018		Consulted on the SA Scoping Report	No comments received
	17/07/2018		THDC attended stakeholder visioning workshop run by DCC to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan
	20/10/2020		Meeting with East Kent Authorities to discuss updating the East Kent	Agreed to update the East Kent MoU as a framework for a future SoCG.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
			Memorandum of Understanding and a Statement of Common Ground.	
	Jan/Mar 2021		THDC were consulted on the Regulation 18 draft Local Plan.	THDC provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
Folkestone and Hythe District Council	05/04/2016	DDC/FHDC/PBA	SHMA inception meeting with DDC, FHDC and PBA Consultants. This followed a joint tender process to recruit consultants to undertake a joint SHMA for FHDC and DDC.	Agreed terms of reference for the joint SHMA and project plan/ time scales.
	15/06/2016		FHDC attended the SHMA Duty to Co-operate Workshop.	Information shared with neighbouring local planning authorities on the initial findings of the SHMA. Comments raised were taken into account when finalising the SHMA.
	22/06/2016	DDC/FHDC/PBA	SHMA meeting to discuss the Objectively Assessed Need figure for affordable housing.	Outcomes of the SHMA agreed.
	05/10/2016		EDNA - Duty to Co-operate Workshop.	A Duty to co-operate meeting with neighbouring local planning authorities to discuss the initial findings from the EDNA. Comments raised were taken into account when finalising the EDNA.
	June 2017		RTCNA. Email to sent to neighbouring authorities setting out the scope of the study and asking for comments on the methodology and study area.	Comments raised were taken into account when progressing the RTCNA.
	Jan – Mar 2018		GTAA Stakeholder Survey	Responses were reviewed and reported in the GTAA and taken into consideration in the findings of the report.
	Mar/Apr 2018		Consulted on the SA Scoping Report	No comments received

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	17/07/2018		FHDC attended stakeholder visioning workshop run by DCC to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan
	Nov/Dec 2019		DTC meetings to agree SoCG.	DDC and FHDC signed SoCG on key cross boundary planning matters.
	20/10/2020		Meeting with East Kent Authorities to discuss updating the East Kent Memorandum of Understanding and a Statement of Common Ground.	Agreed to update the East Kent MoU as a framework for a future SoCG.
	Jan/Mar 2021		FHDC were consulted on the Regulation 18 draft Local Plan.	FHDC provided a formal response to this consultation that was considered when updating the Plan for Reg 19.
	11.06.2022		Meeting to discuss Local Plan strategic matters including A20/A260/Alkham Valley Road junctions and update to SoCG.	Update to SoCG to be drafted. Discussions regarding transport impacts to be considered with NH and KCC once transport modelling complete.
	Sept 2022		Correspondence re SoCG	Updated SoCG agreed September 2022
Canterbury City Council	15/06/2016		CCC attended DDCs SHMA Duty to Co-operate Workshop.	Information shared with neighbouring local planning authorities on the initial findings of the SHMA. Comments raised were taken into account when finalising the SHMA.
	05/10/2016		CCC attended DDCs EDNA - Duty to Co-operate Workshop.	A Duty to co-operate meeting with neighbouring local planning authorities to discuss the initial findings from the EDNA. Comments raised were taken into account when finalising the EDNA.
	June 2017		RTCNA. Email to sent to neighbouring authorities setting out the scope of the study and asking for	Comments raised were taken into account when progressing the RTCNA.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
			comments on the methodology and study area.	
	Jan – Mar 2018		GTAA Stakeholder Survey.	Responses were reviewed and reported in the GTAA and taken into consideration in the findings of the report.
	Mar/Apr 2018		CCC consulted on the SA Scoping Report	No comments received.
	17/07/2018		CCC attended stakeholder visioning workshop run by the Council to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan
	23/01/2020		Meeting to discuss and agree DTC issues and draft SoCG. Shared information on HELAA sites close to District boundary	Agreed key issues and to proceed with drafting the SoCG.
	20/10/2020		Meeting with East Kent Authorities to discuss updating the East Kent Memorandum of Understanding and a Statement of Common Ground.	Agreed to update the East Kent MoU as a framework for a future SoCG.
	17/11/2020		Meeting and subsequent correspondence to discuss CCC/DDC SoCG.	SoCG Agreed Dated April 2021
	Jan/Mar 2021		CCC were consulted on the Regulation 18 draft Local Plan	CCC provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
	11/08/2022		CCC briefing on CCC proposed Reg 18 sites, also including Local Plan progress updates	CCC proposing sites on District boundary. It was agreed that further engagement was required, including Member briefing and joint meeting with KCC Highways on transport impacts. Update to SoCG to be prepared.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	19.10.2022	Officers and Councillors	CCC Councillor briefing on CCC proposals.	DDC raised concerns re proposals at Aylesham/Adisham. Further engagement required, including with KCC Highways.
	<i>08.12.2022</i>	<i>Officers</i>	<i>Joint meeting with KCC Highways regarding Dover and Canterbury Local Plan and in particular potential impacts upon the rural road network around Adisham/Aylesham/Wingham</i>	<i>Outcome agreed that further highways work was required to be carried out by CCC (or the developers promoting the sites) to understand impacts</i>
	<i>10.03.2022</i>	<i>Officers</i>	<i>Meeting to agree additional modification to Policy SAP24 to address CCC's Reg 19 response</i>	<i>Wording agreed and SoCG to be updated and circulated for signing.</i>
Ashford Borough Council	15/06/2016		ABC attended DDCs SHMA Duty to Co-operate Workshop.	Information shared with neighbouring local planning authorities on the initial findings of the SHMA. Comments raised were taken into account when finalising the SHMA.
	05/10/2016		EDNA - Duty to Co-operate Workshop.	A Duty to co-operate meeting with neighbouring local planning authorities to discuss the initial findings from the EDNA. Comments raised were taken into account when finalising the EDNA.
	June 2017		RTCNA. Email to sent to neighbouring authorities setting out the scope of the study and asking for comments on the methodology and study area.	Comments raised were taken into account when progressing the RTCNA.
	Jan – Mar 2018		GTAA Stakeholder Survey.	Responses were reviewed and reported in the GTAA and taken into consideration in the findings of the report.
	Mar/Apr 2018		ABC consulted on the SA Scoping Report	No comments received.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	17/07/2018		ABC attended a stakeholder visioning workshop run by the Council to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan.
	20/10/2020		Meeting with East Kent Authorities to discuss updating the East Kent Memorandum of Understanding and a Statement of Common Ground.	Agreed to update the East Kent MoU as a framework for a future SoCG.
	Jan/Mar 2021		ABC were consulted on the Regulation 18 draft Local Plan.	ABC provided no response to the Reg 18.
Other Duty to Co-operate Bodies				
Environment Agency	02/02/2017	DDC/EA	Meeting with the EA to discuss and agree the draft brief for the Strategic Flood Risk Assessment.	Brief for the SFRA agreed.
	29/03/2018	DDC/EA	Meeting to agree the Dover Drainage Technical Guidance document for the SFRA.	Dover Drainage Technical Guidance agreed.
	Mar/Apr 2018		EA consulted on the SA Scoping Report	Comment provided. Comments were taken into account as part of the SA process and reported in the SA of the draft Local Plan.
	17/07/2018		EA attended stakeholder visioning workshop run by the Council to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan.
	21/08/2019	DDC/EA	EA asked to provide comments on the draft SFRA.	EA provided comments on the draft SFRA. These were taken into account when finalising the report.
	25/06/2019	DDC/EA	Meeting to agree the outcomes of the SFRA Level 1 and discuss how the recommendations should be considered in the Local Plan.	Formal comment received on the 22/07/2019.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
			Discussion of HELAA site to the north of Deal. EA to provide formal comment.	
	16/09/2019	DDC/EA	Meeting to discuss HELAA sites and agree process for commenting on the HELAA sites.	Environment Agency provided formal comments on the HELAA sites on 24th October 2019.
	28/10/2019	DDC/EA	Meeting to discuss EAs comments on HELAA sites and key considerations for the emerging Local Plan	Comments were taken into account when progressing the HELAA and Local Plan.
	28/11/2019		EA participated in the Council's Climate Change workshop.	The outcomes of the Climate Change workshop were used to inform the climate change policies in the LP.
	19/05/2020	DDC/EA	Meeting with EA to update on Local Plan progress.	Agreed sequential test and exceptions test work would follow Reg 18.
	02/06/2020	DDC/EA	DDC/EA liaison on the Council's Water Cycle Study.	EA provided summary of water quality information for Dour.
	23/06/2020	DDC/EA	Meeting with EA and Herringtons to agree the outcomes of the Dover Mid-Town Flood Modelling work and how they should be taken forward.	EA provided a formal comment on this work which was then considered as part of the Plan policy writing process.
	14/07/2020	DDC/EA	DDC/EA liaison on the Council's Water Cycle Study.	EA provided summary of water quality information for Wingham and Little Stour.
	18/11/2020	DDC/EA	EA were asked to provide comments on the draft Water Cycle Study.	Provided comments on draft Water Cycle Study document
	Jan/Mar 2021		EA were consulted on the Regulation 18 draft Local Plan	EA provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
	06/10/2021		EA were consulted over the summer of 2021 on the TC4S received at Reg 18 stage.	The EA provided formal comments on these site in Oct 2021. These were then taken into account when assessing the suitability of HELAA sites.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	26/05/2022	DDC/EA	EA were consulted on the SFRA2 that contained the Sequential and Exception Test of sites proposed for allocation in the Local Plan.	The EA provided comments in relation to sites unaffected by breach of defences, criteria to be included in policies and Dover Mid Town
	2 August 2022	DDC/EA	Meeting held with EA to discuss comments received on SFRA2 and Sequential Test of sites	Agreed amendments would be made in relation to above. Detailed policy wording on Dover Mid Town to be shared with EA.
	September 2022		EA were consulted on policy wording for Dover Mid Town Site	EA provided comments and policy wording has been amended to reflect the comments
Natural England	Mar/Apr 2018		NE consulted on the SA Scoping Report	No comment received.
	15/06/2019	DDC/NE/Quinn Estates	Meeting with NE and Quinn Estates to discuss the HELAA site promoted by Quinn Estates to the north of Deal.	NE provided formal comments on this site on the 28/06/2019.
	15/07/2019	DDC/NE	Meeting with NE to discuss <ul style="list-style-type: none"> • Dover's Local Plan – evidence base and strategic discussion on how NE can support the plan process • HELAA Sites • Thanet Coast & Sandwich Bay SPA mitigation strategy – evidence base review • GI Strategy • Biodiversity net gain 	Agreed the benefits of joint working and how we could work together better in the future.
	13/02/2020	DDC/NE	Catch up with NE regarding progress with the local plan and potential site allocations.	Agreed that DDC would go through the DAS process to seek advice from NE in respect of the Regulation 18 draft Local Plan and proposed site allocations.

Organisation	Date of Cooperation	Attendees	Agenda / Correspondence	Key Outcomes/Actions
	Jul 2020		DDC applied to go through the DAS process to seek advice from NE in respect of the Regulation 18 draft Local Plan and proposed site allocations.	NE replied that they didn't have sufficient resources to fulfil the request and to consult them formally at Reg 18 instead.
	Jan/Mar 2021		NE were consulted on the Regulation 18 draft Local Plan	NE provided a formal response to this consultation.
	10/06/2021	DDC/NE	Meeting to discuss NEs response to Reg 18 consultation	DDC agreed with NE how the Local Plan can be updated to take on board NEs concerns. See minutes.
	July 2021		NE were consulted on the further sites submitted via the TC4S.	NE responded with comments on the 30.07.2021.
	05/08/2021	DDC/NE	Meeting to discuss outputs from the hydrological modelling in relation to Stodmarsh.	NE advised that more modelling work was required.
	Oct 2021		In October 2021 DDC went through the NE DAS process to request comments from NE on the strategic natural environment policies proposed in the Reg 19 Local Plan.	NE provided comments on the 22/10/2021.
	Nov 2021	DDC/NE	In November 2021 DDC submitted a DAS request to NE for advice on the draft Thanet Coast and Sandwich Bay SAMP and the Visitor Surveys for the Lydden to Temple Down SAC and Dover to Kingsdown SAC.	A meeting was held on the 25/11/2021. Agreed that NE would provide their comments on the documents through their DAS service. Comments received from NE on the 01/04/2022. DDC then responded to NE on the 12/05/2022.
	Jan 2022		In Jan 2022 DDC sent the draft HRA of the Reg 19 Local Plan to NE for comment.	Comments were provided on the 19 th Jan 2022.
	<i>01/04/22</i>		<i>Note from NE to DDC on DAS service</i>	<i>DDC replied on 12/05/2022</i>

Organisation	Date of Cooperation	Attendees	Agenda / Correspondence	Key Outcomes/Actions
	<i>29/11/2022</i>	<i>DDC/NE</i>	<i>Discussion on content and representations to be made on Local Plan Reg 19, SA and HRA</i>	<i>NE made formal representations.</i>
	<i>28/03/2022</i>	<i>DDC/NE</i>	<i>Discuss Representations from NE on Reg 19 Plan and SA/HRA</i>	<i>DDC have made Additional Modifications to Local Plan and SoCG to be prepared.</i>
Historic England	Mar/Apr 2018		HE consulted on the SA Scoping Report	Comment provided. Comments were taken into account as part of the SA process and reported in the SA of the draft Local Plan.
	12/06/2019	DDC/KCC/HE	Meeting with HE and KCC Heritage to discuss the HELAA site to the north of deal.	Comments helped to inform the suitability assessment of the site as part of the HELAA process.
	August 2019	DDC/HE	DDC sought advice from HE in respect on HELAA site SAN004.	HE provided written formal advice on SAN004 that helped to inform the suitability assessment of the site as part of the HELAA process.
	30/07/2020		HE attended the Dover Local Plan virtual visioning workshop. Visioning workshop held with key stakeholders to inform the vision and objectives for the draft Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan.
	Jan/Mar 2021		HE were formally consulted on the Regulation 18 draft Local Plan.	HE provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
	August 2021		HE were consulted on the further sites submitted via the Targeted Call for Sites.	HE responded with comments on the 25.08.2021. These were taken into account as part of the HELAA process and used to inform the suitability assessment of sites.
	9.9.22		Meeting to discuss delivery of Western Heights and development potential of site	Parties agreed development of site including housing likely to be necessary to secure future of heritage asset.
National Highways (was	Mar/Apr 2018		NH consulted on the SA Scoping Report	Comment provided. Comments were taken into account as part of the SA process and reported in the SA of the draft Local Plan.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
Highways England)				
	17/07/2018		NH attended the stakeholder visioning workshop held by the Council to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan.
<i>See Appendix 3 further National Highways Engagement</i>				
Network Rail	Mar/Apr 2018		DDC consulted NR on the SA Scoping Report	No response received.
	14/09/2020	DDC/NR	Meeting to discuss the emerging Local Plan and IDP.	
	19/01/2021	DDC/ NR/ EK Authorities	Meeting with East Kent Authorities and NR.	Opportunity for DDC to feed into NRs Rail Strategy.
	26/10/2021	DDC/ NR/ EK Authorities	Meeting with East Kent Authorities and NR. To discuss NEKC rail study, Dover Priory parking and HS1 and district station improvements.	
Homes England	Mar/Apr 2018		DDC consulted HE on the SA Scoping Report	No response received.
	17/07/2018		HE attended a stakeholder visioning workshop run by the Council to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan.
	Aug 2020		Consulted as part of the Local Plan viability study.	Responses received were used to inform the Local Plan viability study
	Jan/Mar 2021		HE were consulted on the Regulation 18 draft Local Plan.	HE provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
	<i>Oct-Dec 22</i>		<i>HE were consulted on the Regulation 19 Local Plan.</i>	<i>He submitted supporting representation in relation to Buckland Mill.</i>

Organisation	Date of Cooperation	Attendees	Agenda / Correspondence	Key Outcomes/Actions
	<i>30.01.23</i>	<i>DDC/Homes England</i>	<i>General Meeting. Local Plan update was provided.</i>	<i>No Action</i>
Clinical Commissioning Group (CCG) Was South Kent Coast – (from July 2022 - now Kent and Medway ICB) <i>Now NHS Kent and Medway</i>	Mar/Apr 2018	DDC/CCG/ other key stakeholders	DDC consulted the CCG on the SA Scoping Report	No response received.
	17/07/2018	DDC/CCG/ other key stakeholders	CCG attended a stakeholder visioning workshop run by DDC to inform the preparation of the new Local Plan.	The outcomes from the workshop were used to inform the key issues and options for the Reg 18 Local Plan and the vision and objectives for the new Plan.
	26/11/2019	DDC/CCG	Meeting to discuss existing and future GP capacity, and provision of health services in the context of the growth locations being considered as part of the emerging Local Plan.	CCG raised concerns about GP provision in Dover Town.
	Jan/Mar 2021		CCG were consulted on the Regulation 18 draft Local Plan.	CCG provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
	12/11/2021	DDC/CCG	Meeting to discuss proposed Reg 19 site allocations, health infrastructure requirements and existing S106 commitments and funding	

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	Dec 2021	DDC/CCG	Written advice received from CCG in relation to the proposed Reg 19 site allocations and health infrastructure requirements for the IDP.	IDP updated
	<i>Oct-Dec 2022</i>		<i>Regulation 19 consultation – formal consultation and subsequent written communications</i>	<i>NHS K&M made supporting representations on draft IDP. NHS K&M confirmed correct name of organisation and Additional modifications proposed to Local Plan to reflect.</i>
South East Marine Maritime Organisation	Mar/Apr 2018	DDC/ SE MMO/ other key stakeholders	DDC consulted the SE MMO on the SA Scoping Report	No response received.
	27/06/2018	DDC/ SE MMO	Meeting to discuss the draft SE Marine Plan and timetable for engagement.	DDC to consider and respond to the consultation on the draft SE Marine Plan.
	<i>January 2021</i>		<i>Regulation 18 consultation – formal consultation</i>	<i>MMO made representations on the Regulation 18 Local Plan</i>
	<i>Oct-Dec 2022</i>		<i>Regulation 19 consultation – formal consultation</i>	<i>MMO made representations on the Regulation 19 Local Plan and DDC have proposed an Additional Modification to address the comment.</i>
Other Bodies				
Kent Downs AONB Unit	Mar/Apr 2018	DDC/ SE MMO/ other key stakeholders	DDC consulted the Kent Downs AONB Unit on the SA Scoping Report	No response received.
	03/07/2019	DDC/AONB Unit	Joint site visit to HELAA sites in or adjacent to the AONB to discuss the AONB Units views on these sites.	

Organisation	Date of Cooperation	Attendees	Agenda / Correspondence	Key Outcomes/Actions
	Jan 2020	DDC/AONB	Written communication concerning HELAA sites in and adjacent to the AONB.	AONB provide formal comments on HELAA sites. These comments are used to inform the suitability assessment of HELAA sites.
	Jan/Mar 2021		Kent Downs AONB Unit were consulted on the Regulation 18 draft Local Plan.	Kent Downs AONB Unit provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
	August 2021		Kent Downs AONB Unit were consulted on the further sites submitted via the TC4S.	Kent Downs AONB unit responded with comments. These were taken into account as part of the HELAA process and used to inform the suitability assessment of sites.
	16 th December 2021		Email correspondence with regarding impact of upgrades to DoY roundabout on Kent Downs AONB	AONB Unit raise no in principle concerns.
	27/04/2022	DDC/AONB Unit	Meeting to discuss Kent Downs AONB Units comments on the Reg 18 Local Plan and how they have been taken into account in the Reg 19 Local Plan.	At the meeting it was agreed that DDC would respond to the AONB units comments. Email sent on 28/04/2022. AONB unit responded on 22.06.2022. Agreed to enter into a SOCG.
	19.07.2022	DDC/AONB Unit	Email correspondence regarding wording of Policy SP4	Wording of SP4 agreed (Email of 19.07.2022)
Southern Water	26/09/2019	DDC/AF/SW	Meeting to discuss: Local Plan progress and timetable, growth strategy, HELAA sites and infrastructure requirements/ constraints	Southern Water provided comments on HELAA sites.
	22/01/2020	DDC/ AF/ SW	Liaison meeting to discuss: Local Plan progress, HELAA sites update, growth constraints, scenario testing, water cycle study, actions and timescales	Southern Water committed to work with the Council to progress the WCS.
	01/04/2020	DDC/AF/SW	Liaison meeting to discuss the WCS including water supply and disposal	Agreed scope of WCS.

Organisation	Date of Cooperation	Attendees	Agenda / <i>Correspondence</i>	Key Outcomes/Actions
	Jan/Mar 2021		SW were consulted on the Regulation 18 draft Local Plan.	SW provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
	Dec 2021		SW were consulted on potential site allocation changes	SW provided a written response in December 2021
Affinity Water	26/09/2019	DDC/AF/SW	Meeting to discuss: Local Plan progress and timetable, growth strategy, HELAA sites and infrastructure requirements/ constraints	Affinity Water provided comments on HELAA sites on 03/10/2019.
	22/01/2020	DDC/ AF/ SW	Liaison meeting to discuss: Local Plan progress, HELAA sites update, growth constraints, scenario testing, water cycle study, actions and timescales	Affinity Water committed to work with the Council to progress the WCS.
	Jan – Aug 2020		DDC and Affinity Water worked jointly with Herringtons Consultants to take forward the Flood Modelling work for Dover Mid Town.	This work was used to inform the Dover Mid Town Policy in the Local Plan.
	01/04/2020	DDC/AF/SW	Liaison meeting to discuss the WCS including water supply and disposal	Agreed scope of WCS.
	Jan/Mar 2021		AF were consulted on the Regulation 18 draft Local Plan.	AF provided a formal response to this consultation, that was considered when updating the Plan for Reg 19.
	<i>Oct-Dec 2022</i>		<i>Regulation 19 representation</i>	<i>Supporting representation made</i>
Dover Harbour Board - Port Authority	<i>24/10/2022</i>	<i>DHB and DDC</i>	<i>To discuss Inland terminal requirements and Local Plan</i>	<i>Subsequent discussions, representations on Reg 19 Plan and email correspondence have led to Additional Modifications proposed. SOCG to be prepared.</i>

Appendix 2: Group Kent Authorities Meetings / East Kent Officer Meetings

Date	Meeting	Attended By
23/10/2015	Gypsy and Traveller Officer Group	All Kent Authorities
19/01/2016	EK Duty to Cooperate Meeting	East Kent Authorities (Ashford, Canterbury, Dover, Folkestone and Hythe and Thanet)
20/01/2016	Gypsy and Traveller Officer Group	All Kent Authorities
15/03/2016	Gypsy and Traveller Officer Group	All Kent Authorities
11/08/2016	EK Duty to Cooperate Meeting	East Kent Authorities
22/02/2017	EK Duty to Cooperate Meeting	East Kent Authorities
26/04/2017	EK Duty to Cooperate Meeting	East Kent Authorities
28/06/2017	EK Duty to Cooperate Meeting	East Kent Authorities
06/09/2017	EK Duty to Cooperate Meeting	East Kent Authorities
01/11/2017	EK Duty to Cooperate Meeting	East Kent Authorities
08/01/2018	EK Duty to Cooperate Meeting	East Kent Authorities
07/03/2018	EK Duty to Cooperate Meeting	East Kent Authorities
02/04/2018	EK Duty to Cooperate Meeting	East Kent Authorities
02/05/2018	EK Duty to Cooperate Meeting	East Kent Authorities
04/07/2018	EK Duty to Cooperate Meeting	East Kent Authorities
05/09/2018	EK Duty to Cooperate Meeting	East Kent Authorities
11/03/2019	EK Duty to Cooperate Meeting	East Kent Authorities
05/04/2019	Kent Conservation Officer Group (KCOG)	Kent Authorities
10/05/2019	Kent Planning Policy Forum	Kent Authorities
24/05/2019	Kent Planning Officers Group	Kent Authorities
12/06/2019	EK Duty to Cooperate Meeting	East Kent Authorities
12/06/2019	Kent Planning Officers Group	Kent Authorities
02/07/2019	Kent Planning Policy Forum	Kent Authorities
12/07/2019	Kent Planning Officers Group	Kent Authorities
19/07/2019	Kent Conservation Officer Group (KCOG)	Kent Authorities
06/09/2019	EK Duty to Cooperate Meeting	East Kent Authorities
06/09/2019	Kent Planning Officers Group	Kent Authorities
11/10/2019	Kent Planning Policy Forum	Kent Authorities

Date	Meeting	Attended By
16/10/2019	Kent Conservation Officer Group (KCOG)	Kent Authorities
18/10/2019	Kent Planning Officers Group	Kent Authorities
06/12/2019	Kent Planning Officers Group	Kent Authorities
18/12/2019	Kent Conservation Officer Group (KCOG)	Kent Authorities
14/01/2020	Kent Planning Officers Group	Kent Authorities
17/01/2020	Kent Planning Policy Forum	Kent Authorities
31/01/2020	Kent Planning Officers Group	Kent Authorities
06/03/2020	Kent Planning Policy Forum	Kent Authorities
06/03/2020	Kent Conservation Officer Group (KCOG)	Kent Authorities
03/04/2020	Kent Planning Officers Group	Kent Authorities
24/04/2020	Kent Planning Policy Forum	Kent Authorities
15/05/2020	Kent Planning Officers Group	Kent Authorities
19/06/2020	Kent Planning Policy Forum	Kent Authorities
02/07/2020	EK Duty to Cooperate Meeting	East Kent Authorities
29/07/2020	Gypsy and Traveller Officer Group	All Kent Authorities
11/09/2020	Kent Planning Policy Forum	Kent Authorities
24/09/2020	EK Duty to Cooperate Meeting	East Kent Authorities
02/10/2020	Kent Planning Officers Group	Kent Authorities
23/10/2020	Gypsy and Traveller Officer Group	All Kent Authorities
05/11/2020	Kent Conservation Officer Group (KCOG)	Kent Authorities
20/11/2020	Kent Planning Policy Forum	Kent Authorities
03/12/2020	EK Duty to Cooperate Meeting	East Kent Authorities
04/12/2020	Kent Planning Officers Group	Kent Authorities
29/01/2021	Kent Planning Policy Forum	Kent Authorities
24/02/2021	Stodmarsh Meeting	East Kent Authorities
04/03/2021	EK Duty to Cooperate Meeting	East Kent Authorities
30/04/2021	Kent Planning Policy Forum	Kent Authorities
04/05/2021	EK Duty to Cooperate Meeting	East Kent Authorities
28/05/2021	Kent Planning Policy Forum	Kent Authorities
09/07/2021	Kent Planning Policy Forum	Kent Authorities
22/07/2021	EK Duty to Cooperate Meeting	East Kent Authorities
03/09/2021	Kent Planning Policy Forum	Kent Authorities
08/10/2021	Kent Planning Policy Forum	Kent Authorities

Date	Meeting	Attended By
19/10/2021	EK Duty to Cooperate Meeting	East Kent Authorities
02/11/2021	Biodiversity Net Gain	Kent Nature Partnership and Kent Authorities
26/11/2021	Kent Planning Policy Forum	Kent Authorities
28/01/2022	Kent Planning Policy Forum	Kent Authorities
20/04/2022	East Kent Duty to Cooperate meeting	East Kent Authorities
05/05/2022	Gypsy and Traveller Officer Group	All Kent Authorities
21/07/2022	East Kent Duty to Cooperate meeting	East Kent Authorities (Canterbury sent apologies)
<i>17/11/2022</i>	<i>East Kent Duty to Cooperate meeting</i>	<i>East Kent Authorities</i>
<i>25/11/2022</i>	<i>Kent Planning Policy Forum</i>	<i>Kent Authorities</i>
<i>27/01/2023</i>	<i>Kent Planning Policy Forum</i>	<i>Kent Authorities</i>
<i>23/02/2022</i>	<i>East Kent Duty to Cooperate meeting</i>	<i>East Kent Authorities</i>
<i>24/03/2023</i>	<i>Kent Planning Policy Forum</i>	<i>Kent Authorities</i>

Appendix 3: Meetings and Correspondence related to highways issues.

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
28/08/2019	Meeting with KCC Highways	DDC officers and KCC Highways	Discussion on potential sites in Dover, Deal, Sandwich and Aylesham areas in the HELAA	Comments from KCC were taken into account within the HELAA site assessment
19/09/2019	Meeting with KCC Highways	DDC officers and KCC Highways	Discussion on potential sites in HELAA	Comments from KCC were taken into account within the HELAA site assessment
24/09/2019	Meeting with KCC Highways	DDC officers and KCC Highways	Discussion on potential sites in HELAA	Comments from KCC were taken into account within the HELAA site assessment
03/02/2020	Meeting with KCC Highways	DDC officers and KCC Highways	Meeting to agree joint working approach to Local Plan Transport modelling.	DDC and KCC discussion about modelling options. Further meeting to be held.
16/03/2020	Discussion with KCC Highways	DDC officer and KCC officer	Discussion on Local Plan Transport Modelling	DDC and KCC discussion about modelling options. Further meeting to be held.
02/04/2020	Discussion with KCC Highways	DDC officer and KCC officer	Meeting to discuss joint DDC and KCC Transport Strategy.	Agreed in principle though capacity and resources mean unlikely until Regulation 19 draft of Plan.
6/08/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants (DDC), KCC Highways Officers	Progress meeting on Transport Modelling for Local Plan.	Discussion about modelling. Further meeting to be held.

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
17/09/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants (DDC), KCC Highways Officers	Progress meeting on Transport Modelling for Local Plan.	Feedback received from KCC Highways agreed to action.
21/09/2020	Meeting with Highways England	DDC Officers, KCC Highways Officers and representatives from Highways England	Discussion regarding the emerging A2 access project.	Further meeting to be held.
1/10/2020	Meeting with Highways England and Kent Highways	DDC Officer, KCC Highways Officers, Highways England	Local Plan modelling update discussed.	HE set out proposals for modelling of Whitfield and DoY r'abouts to identify extent of and address capacity issues
21/10/2020	CCC Transport Conference	DDC Officers, EK DTC Members	Stakeholder input into CCC Transport Plan	DDC will remain a consultee on CCC Transport Plan
22/10/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants (DDC), KCC Highways Officers	Progress meeting on Transport Modelling for Local Plan	Further meeting to be held.
26/10/2020	DDC and KCC Highways	DDC Officers and KCC Highways Officers	To discuss site specific highways constraints in emerging Local Plan	Further meeting to be held.
01/12/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants, KCC Highways Officers	Progress meeting on Transport Modelling for Local Plan	Discussion about modelling. Further meeting to be held.
17/12/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants, KCC Highways Officers	Progress meeting on Transport Modelling for Local Plan.	Agreed with KCC Highways to consult on draft Local Plan modelling reporting through the Reg 18 consultation.

7.1.21	Local Plan Highways Modelling	DDC Officers, HE Officers and KCC officers	HE presented their assessment of Whitfield and DoY roundabouts	Further meeting to be held
3.2.21	Local Plan Highways Modelling	DDC Officers, HE Officers and KCC officers	Progress meeting on Transport Modelling for Local Plan	Further meeting to be held
1.4.21	Whitfield Roundabout	DCC, HE and KCC Officers	To discuss progress on modelling for Whitfield roundabout	Modelling and actions ongoing
20.4.21	Whitfield Roundabout	DCC, HE and KCC Officers and transport modellers	To discuss modelling assumptions	Modelling and actions ongoing
6.5.21	Local Plan Highways Modelling	DDC and KCC Officers	To discuss next steps for local plan highways modelling	Modelling and actions ongoing
7.5.21	Whitfield Roundabout	DCC, HE and KCC Officers and transport modellers	To discuss modelling assumptions	Modelling and actions ongoing
13.5.21	DDC KCC H&T update meeting		To discuss next steps for local plan highways modelling	Modelling and actions ongoing
13.5.21	Transport modelling	DDC/WSP and HE/Atkins Transport modellers	To discuss modelling assumptions	Modelling and actions ongoing
10. 6.21	Transport Modelling		DDC to present findings of Highways Design Review of DoY roundabout mitigation.	Modelling and actions ongoing
17.6.21	Whitfield Roundabout	DCC, HE and KCC Officers and transport modellers	To discuss modelling assumptions	Modelling and actions ongoing

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
28.06.21	Meeting with HE – funding	DDC and HE Officers	To discuss potential forward funding options	Modelling and actions ongoing
5.7.21	Transport modelling	DCC, HE and KCC Officers	Update meeting on SRN issues in relation to Local Plan	Modelling and actions ongoing
19.7.21	Transport modelling	DCC, HE and KCC Officers	Update meeting on SRN issues in relation to Local Plan	Modelling and actions ongoing
27.7.21	Whitfield Roundabout	DCC, HE and KCC Officers	To discuss outputs of modelling of Whitfield Roundabout	Modelling and actions ongoing
2.8.21	Transport Modelling	DCC, HE and KCC Officers	To discuss and agree next steps for Local Plan transport modelling	Modelling and actions ongoing
09.09.2021	Written advice from Kent County Council Highways Department	DDC officers and KCC Highways	To advise on the transport impacts of Local Plan sites and relevant considerations	Modelling and actions ongoing
16.09.2021	Transport modelling	DCC, NH and KCC Officers	To Discuss Transport Modelling - specifically Whitfield and Duke of York roundabouts	Modelling and actions ongoing
28.10.21	Transport modelling	DCC, NH and KCC Officers	To Discuss Transport Modelling - specifically Whitfield and Duke of York roundabouts	DDC to commission Topo survey for Whitfield roundabout DDC to produce draft SOCG
15.11.2021	Transport Modelling	DDC/KCC/NH officers	To Discuss Transport Modelling - specifically Whitfield and Duke of York roundabouts mitigation and their delivery, and WUE internal road network	Agreed basic information requirements for topo are levels and extent of highway boundary.
22.11.2021	Local Plan local highways issues	DDC and KCC officers	Transport requirements for Reg 19 site allocations. There have been subsequent email and meetings throughout nov/dec	Modelling and actions ongoing

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
02.12.2021	Transport Modelling	DDC/KCC/NH officers	To discuss Local Plan transport modelling - specifically Whitfield and Duke of York roundabouts	Modelling and actions ongoing
16.12.2021	Transport Modelling	DDC/KCC/NH officers	Whitfield Roundabout Mitigation Duke of York & AONB Unit Response Funding options Statement of Common Ground	SOCG – agreed that a draft will be circulated by DDC in early Jan and signed prior to Reg 19 consultation Forward funding discussions to be continued
18.01.2022	Transport Modelling	DDC/KCC/NH officers	Whitfield Roundabout A2 junctions Statement of Common Ground	SOCG was shared with agenda and next steps discussed
27.01.2022	Transport Modelling	DDC/KCC/NH officers	Update from TRANSYT meeting	Next steps/timescales – impact on Local Plan Statement of Common Ground
03.02.2022	Transport Modelling	DDC/KCC/NH officers	To discuss Local Plan transport modelling - specifically Whitfield and Duke of York roundabouts	Discussed interim safety scheme at Whitfield roundabout proposed by NH – to be followed up at next meeting
03.02.2022	DDC and KCC – Local Transport Plan 5	DDC/KCC	To discuss projects for emerging LTP5. KCC presentation to DDC.	Modelling and actions ongoing

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
10.02.2022	Transport Modelling	DDC/KCC/NH officers	Transyt modelling and Scenario testing updates Whitfield R'about Safety Scheme Duke of York Trigger point Impact of RIS Statement of Common Ground Dover SPS Border Control Post Local Road Network Assessments	Modelling and actions ongoing
10.02.2022	A2 Strategic Issues	DDC/CCC/KCC/Swale Officers	Discussed Transport Modelling software differences and county model and implications outside of each district of LP growth within	Modelling and actions ongoing
24.02.2022	Whitfield Roundabout Design Review	DDC/KCC/NH officers	Whitfield Roundabout modelling	DDC(WSP) to share Whitfield Roundabout arm flows with NH and KCC
03.03.2022	Transport Modelling	DDC/KCC/NH officers	To discuss Local Plan transport modelling - specifically Whitfield and Duke of York roundabouts	WSP to provide swept path analysis for 18.5m HGV on Whitfield mitigation design to NH
17.03.2022	Transport Modelling	DDC/KCC/NH officers	Whitfield R'about <ul style="list-style-type: none"> • Feedback on Highways Design • 3rd Party/unregistered land • Costing of scheme • Trigger point for delivery Duke of York R'about Trigger point for delivery Wider transport modelling actions	DDC to share land registry and TPO information with KCC Highways DDC to contact UKPN re: substation on Whitfield Hill

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
24.03.2022	Transport Modelling – Local Road Network	DDC/KCC officers	Determining DoY trigger point. Traffic flow diagrams	WSP to re-issue technical note on Whitfield modelling with internal layout.
31.03.2022	Transport Modelling	DDC/KCC/NH officers	Whitfield Roundabout Design Review and HGV Swept Path Analysis Transyt modelling update Third party/unregistered land Duke of York Trigger point assessment Duty to Co-operate Statement/SocG	WSP to share Whitfield Roundabout design geometry against land registry plan and technical note on Whitfield Modelling to NH and KCC KCC and HE to investigate land ownership details and transfer of land between MOD and DfT in 1970's
21.04.2022	A2 Strategic Issues	DDC/CCC/KCC/Swale Officers	Discussed A2 Issues	Modelling and actions ongoing
28.04.2022		DDC/KCC/NH officers	Whitfield Roundabout Design Review and HGV Transyt modelling and technical note update Duke of York Trigger point assessment Other SRN modelling actions from Reg 18 reps Relationship with RIS Duty to Co-operate Statement/SocG	Modelling and actions ongoing
19.05.2022	A2 Strategic Issues	DDC/CCC/KCC/Swale Officers	Discussed A2 issues	Modelling and actions ongoing

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
19.05.2022		DDC/KCC/NH officers	<ol style="list-style-type: none"> 1. Whitfield roundabout <ol style="list-style-type: none"> a. Final transyt modelling b. Unregistered land c. Costing of Local Plan mitigation scheme d. Costing of HH scheme e. Trigger point assessment f. Signing and lining scheme 2. Strategic Model DS with mitigation – impacts of Whitfield and DoY. 	Modelling and actions ongoing
22.06.2022		DDC/KCC/NH officers	<ol style="list-style-type: none"> 1. Results and analysis of wider junctions/links impacts, including fastrack analysis 2. Whitfield roundabout safety scheme 3. Whitfield roundabout costing/proportionality assessment/delivery timescales 4. Duke of York delivery timescales 	Modelling and actions ongoing
30.06.2022	A2 Strategic Issues	DDC/CCC/KCC/Swale Officers	Discussed A2 Issues	Modelling and actions ongoing
21.07.2022		DDC/KCC/NH officers	<ul style="list-style-type: none"> • Dumbbell roundabout A2/A256 • Other ongoing actions • Phasing and delivery of Whitfield and Duke of York • Costing for Whitfield roundabout • Statement of common ground 	Modelling and actions ongoing

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
11.08.2022		DDC/KCC/NH officers	Flows and delays and narrative around merge/diverge assessments to be reviewed. A2/A260 Assessment updates. Whitfield roundabout costings update SoCG update	SoCG update needed. Review NH Reg 18 comments and Technical note.
06.09.2022		DDC/KCC/NH officers	DoY Triggerpoint note Draft SoCG shared Delivery of SRN Mitigation	SoCG to be reviewed by all parties.
16.09.2022	Correspondence from NH	National Highways to DDC (Copied KCC)	NH provided written feedback to DDC on the Technical Note 1 dated 23 August 2022 responding to Reg 18 representations.	DDC Reg 19 Forecasting Report updated
06.10.2022	A2 Strategic Issues	DDC/CCC/KCC/Swale Officers	Discussed A2 Issues	Modelling and actions ongoing
06.10.2022	Local Highway network	DDC/KCC	Discuss specific LRN Mitigation proposals /modelling	Final technical notes to be shared with KCC
06.10.2022	Transport Modelling / Reg 19 Forecasting report	DDC/KCC/NH officers	<ol style="list-style-type: none"> 1. NH comments on TN1 and associated actions 2. Statement of common ground 3. Table of junctions/nodes 4. Local Plan next steps 	SoCG to be signed for publication alongside Reg 19 LP.

Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
15.12.2022	Transport Modelling / Reg 19 Forecasting report and Reg 19 comments	DDC/KCC/NH officers	Next steps following Regulation 19 representations, including: <ul style="list-style-type: none"> • Stage 1 Road Safety Audit (inc WCHaR assessment) • A2 and A20 junctions outstanding work from NH comments. • Forecasting methodology and local junctions highlighted by KCC 	Actions agreed and ongoing
11.01.2023	Regulation 19 Local Plan representations	DDC/KCC officers	To discuss Regulation 19 Local Plan representations and new specific junctions/issues raised by KCC	Actions agreed and ongoing
19.01.2023	Regulation 19 Local Plan representations	DDC/KCC/NH officers	To discuss Regulation 19 Local Plan representations and new actions including: <ul style="list-style-type: none"> • RSA Brief (inc WCHAR) update for Whitfield and DoY roundabouts. • RSA timings • NH response to Appendices shared on Reg 19 modelling 	Actions agreed and ongoing
26.01.2023	Regulation 19 Local Plan representations	DDC/KCC officers	To discuss Regulation 19 Local Plan representations and new actions (as above).	Actions agreed and ongoing
09.02.2023	Regulation 19 Local Plan representations	DDC/KCC/NH officers	To discuss Regulation 19 Local Plan representations and new actions including: <ul style="list-style-type: none"> • WCHAR/RSA Update • Circular 1/2022 	Actions agreed and ongoing
21.02.2023	Regulation 19 Local Plan representations and SoCG	DDC/KCC officers	To discuss Regulation 19 Local Plan representations and update to SoCG	Actions agreed and ongoing



Date	Meeting	Attendees	Agenda	Key Outcomes /Actions
<i>02.03.2023</i>	<i>Regulation 19 Local Plan representations and SoCG</i>	<i>DDC/KCC/NH officers</i>	<i>To discuss Regulation 19 Local Plan representations, WCHAR/RSA, update to SoCG and phasing/delivery of Whitfield roundabout.</i>	<i>Outstanding actions agreed. Draft SoCG update discussed.</i>
<i>23.03.2023</i>	<i>Regulation 19 Local Plan representations and SoCG</i>	<i>DDC/KCC/NH officers</i>	<i>To discuss Regulation 19 Local Plan representations remaining actions and update to SoCG</i>	<i>Proposed Additional Modifications and remaining actions agreed. SoCG to be updated for submission end of March</i>