



Dover District **Duty to Cooperate**

December **2020**



Dover District **Local Plan**
Supporting document



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Introduction to duty to cooperate

The duty to co-operate was introduced in the Localism Act 2011 and places a legal duty on LPAs to engage constructively, actively and on an on-going basis to maximise the effectiveness of local plan preparation relating to strategic cross-boundary matters.

Paragraph 20 of the NPPF (2019) identifies the following as strategic issues requiring cooperation:

- housing (including affordable housing), employment, retail, leisure and other commercial development;
- infrastructure for transport, telecommunications, security, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat);
- community facilities (such as health, education and cultural infrastructure); and
- conservation and enhancement of the natural, built and historic environment, including landscapes and green infrastructure, and planning measures to address climate change mitigation and adaption.

Memorandum of Understanding

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.

Statements of Common Ground

Paragraph 27 of the revised National Planning Policy Framework (2019) sets out the requirement for the preparation of Statements of Common Ground (SOCG) as part of the plan-making process. A SOCG is a written statement comprising factual information regarding cross-boundary impacts of a Development Plan's proposals and any necessary mitigation. As part of the preparation of the new District Local Plan, the Council will be required to prepare SOCGs with relevant stakeholders (e.g. neighbouring local planning authorities) to demonstrate the undertaking of effective and on-going co-operation.

The following sets out progress and status of the Council's Statements of Common Ground with neighbouring authorities.

Folkestone and Hythe District Council	Agreed 2019
Canterbury District Council	Agreed January 2021
Thanet District Council	In preparation

Duty to cooperate in practice

The Council has continued to co-operate with other LPAs in Kent and key stakeholders in planning for the District's future. This has involved a number of meetings over the period from the 01/04/2019 to the 31/12/2020 which are shown in the table below.

Date	Meeting	Attendees	Relevant Local Plan Documents	Key Outcomes
05/04/2019	Kent Conservation Officer Group (KCOG)	Members of KCOG	Heritage Strategy and Conservation	Regular agenda to discuss cross boundary conservation issues and best practice
10/05/2019	Kent Planning Policy Forum (KPPF)	Members of Kent Planning Policy Forum	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
24/05/2019	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
12/06/2019	East Kent Duty to Cooperate	EK DTC Members including DDC	Emerging local plan, Housing Delivery Test	Discussion on Housing Supply and other cross boundary issues
12/06/2019	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Emerging Local Plan, Authority Monitoring Report	To discuss Kent Protocol **LJ
24/06/2019	Canterbury Retail and Leisure	DDC and CCC	Retail Study	Discuss impacts of proposed retail policies

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26/06/2019	Water Services Meeting	DDC, KCC and representatives from Southern Water	Core Strategy, LALP and emerging Local Plan	Local plan growth options, Infrastructure Delivery Plan and progress on the strategic allocation at Whitfield
02/07/2019	Joint Kent Planning Group Meeting	DDC, Mark Pullin	Emerging Local Plan	Cross boundary issues, consultations on changes to national guidance and progress on relevant projects.
03/07/2019	HELAA site visits with AONB unit	Kent Down AONB Unit and DDC officers	HELAA	AONB unit supplied comments on the HELAA sites
12/07/2019	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
15/07/2019	Meeting with Natural England	DDC officers and Natural England	Evidence for emerging local plan and new local plan	Discussions carried out on emerging local plan and process, allocations, SPA Mitigation, GI Strategy and Biodiversity net gain
19/07/2019	Kent Conservation Officer Group (KCOG)	Members of KCOG	Heritage Strategy and Conservation	Regular agenda to discuss cross boundary conservation issues and best practice

28/08/2019	Meeting with KCC Highways	DDC officers and KCC Highways	HELAA sites	Discussion on potential sites in Dover, Deal, Sandwich and Aylesham areas
06/09/2019	East Kent Duty to Cooperate	EK DTC Members including DDC		Regular agenda and relevant duty to cooperate issues
06/09/2019	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
19/09/2019	Meeting with KCC Highways	DDC officers and KCC Highways	HELAA sites	Discussion on potential sites
24/09/2019	Meeting with KCC Highways	DDC officers and KCC Highways	HELAA sites	Discussion on potential sites
26/09/2019	Meeting with Southern Water and Affinity Water	DDC officers and representatives from water companies	Growth option work and HELAA sites	Discussion on potential sites and infrastructure issues
11/10/2019	Kent Planning Policy Forum (KPPF)	Members of Kent Planning Policy Forum		London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
16/10/2019	Kent Conservation Officer Group (KCOG)	Members of KCOG	Heritage Strategy	Regular agenda to discuss conservation issues across county.

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18/10/2019	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
28/10/2019	Meeting with Environment Agency	DDC Officers and representative(s) from Environment Agency	Emerging Local Plan	Meeting to discuss key considerations for the emerging Local Plan
30/10/2019	Meeting with KCC	DDC Officer and KCC	Urban Archaeological Database	Development of character areas and furthering of Archaeological Plan.
20/11/2019	Meeting with KCC	DDC Officer and KCC Officer	Urban Archaeological Database	Development of character areas and furthering of Archaeological Plan.
26/11/2019	Meeting with CCG	DDC Officer and CCG	Emerging Local Plan, Infrastructure Delivery Plan	Meeting to discuss existing and future GP capacity in context of HELAA sites long list.
28/11/2019	Climate Change Workshop	DDC Officers and other stakeholders?	Emerging Local Plan	Workshop to educate and share best practice on climate change matters to inform the preparation of climate change policies for the draft Local Plan

06/12/2019	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
13/12/2019	Meeting with KCC	DDC Officer and KCC Officer	Education provision – emerging local plan	Meeting to discuss existing and future Education capacity in context of HELAA sites long list. List and spatial data shared ahead of meeting.
18/12/2019	Kent Conservation Officer Group (KCOG)	Members of KCOG	Heritage Strategy and Conservation	Regular agenda to discuss cross boundary conservation issues and best practice
14/01/2020	Joint Kent Planning Group Meeting	DDC Officer and Mark Pullin	Emerging Local Plan	Cross boundary issues, consultations on changes to national guidance and progress on relevant projects.
17/01/2020	Kent Planning Policy Forum (KPPF)	Members of Kent Planning Policy Forum		London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters

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22/01/2020	Meeting with Southern Water and Affinity Water	DDC Officers, representatives from Southern Water and Affinity Water	Emerging Local Plan	Meeting to discuss existing and future water and waste water capacity in context of HELAA sites long list. List and spatial data shared ahead of meeting.
23/01/2020	Duty to cooperate meeting between DDC and CCC	DDC Officers & CCC Officers	Emerging Local Plan/ SOCG	Meeting to discuss key cross boundary matters/ progress with Local Plans and to commence work on a SOCG
24/01/2020	Meeting with Kent Wildlife Trust & SB	DDC Officers and KWT	SPA Mitigation Strategy	Meeting to discuss outcomes of wintering bird surveys, visitor surveys and future partnering opportunities with respect to potential SPA mitigation measures.
31/01/2020	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
03/02/2020	Meeting with KCC Highways	DDC officers and KCC Highways	Dover Local Plan Transport Modelling	Meeting to agree joint working approach to

				Local Plan Transport modelling.
03/02/2020	Meeting with KCC	DDC officers and KCC officer(s)	Infrastructure Delivery Plan	Meeting to discuss existing and future KCC infrastructure needs (Social Services, Waste, Youth, Libraries) in context of HELAA sites long list. List and spatial data shared ahead of meeting.
28/02/2020	Meeting with KCC	DDC Officer and KCC officer	Urban Archaeological Database	Development of character areas and furthering of Archaeological Plan.
02/03/2020	Meeting with Ward Councillors	DDC Officer & Ward Councillors	HELAA Sites Surgery and briefings	Meeting to discuss the suitability and availability assessment of the HELAA sites
06/03/2020	Kent Planning Policy Forum (KPPF)	Members of Kent Planning Policy Forum		Regular agenda and relevant cross boundary issues
06/03/2020	Kent Conservation Officer Group (KCOG)	Members of KCOG	Heritage Strategy and Conservation	Regular agenda to discuss cross boundary conservation issues and best practice
16/03/2020	Discussion with KCC Highways	DDC officer and KCC officer	Emerging Local plan transport issues	Discussion on Local Plan Transport Modelling
02/04/2020	Discussion with KCC Highways	DDC officer and KCC officer	Emerging Local plan transport issues	Meeting to discuss joint DDC and KCC

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				Transport Strategy. Agreed in principle though capacity and resources mean unlikely until Regulation 19 draft of Plan.
03/04/2020	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
24/04/2020	Kent Planning Policy Forum (KPPF)	Members of KPPF Group	Various	
11/05/2020	Discussion with Stagecoach	DDC officers, KCC officer and Stagecoach	Infrastructure Delivery Plan	Discussion of options for rural bus services.
15/05/2020	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
19/05/2020	Update with Environment Agency	DDC Officers and EA Officers	Emerging Local Plan	Update provided to EA on emerging local plan. Agreed sequential and exceptions test work to follow reg 18.
19/06/2020	Kent Planning Policy Forum	Members of KPPF	Various	Climate change and local plans, biodiversity and planning in Kent.

23/06/2020	Dover Mid Town – Flood Modelling	DDC Officers, EA, Herrington Consulting	Emerging Local Plan	EA provided support for modelling approach, to be formally agree through consultation on draft report.
02/07/2020	East Kent Duty to Co-operate	East Kent Authority Officers	Emerging Local Plan	Discussed Statements of Common Ground, Manston Airport, Otterpool, Biodiversity Net Gain, SPA Mitigation Strategies
20/07/2020	CCC Local Plan Visioning Event	Various	Canterbury Local Plan	N/A
21/07/2020	Meeting with KCC Waste	DDC Officers, EK DTC Members and KCC Waste	Infrastructure Delivery Plan	Discussion regarding the future funding of waste provision and future developer contribution requirements.
23/07/2020	Nutrient Neutrality NE Presentation	DDC Officers, NE and other Kent LPA Officers		NE presentation on the impact of development on Stodmarsh
29/07/2020	Kent Gypsy & Traveller Meeting	Carly Pettit (Ashford), Ian Bailey (Tonbridge & Malling), Andrea Wright (Dartford), Stuart Watson (Dover), Shazad Ghani (Gravesham), Tim Bailey	GTAA 2018	Update neighbours on GTAA/pitch needs local plan or G&T plan/DPD progress and timescales and share best practice. To meet DTC

		(Folkestone & Hythe), Richard Timms (Maidstone), Harriet Turner (Ashford)		requirements with regards to cross boundary issues and address potential Kent wide issues such as Transit sites.
6/08/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants, KCC Highways Officers	Emerging Local Plan	Progress meeting on Transport Modelling for Local Plan.
14/08/2020	Meeting of Quality Bus Partnership	DDC Officers and members, KCC Officers and Members, Stagecoach representatives	Infrastructure Delivery Plan	Regular agenda regarding existing and future bus provision within District
18/08/2020	Whole Plan Viability virtual workshop event.	Relevant DTC partners invited in addition to site developers/promoters	Emerging Local Plan viability issues	Stakeholder input into Whole Plan Viability study
01/09/2020	Meeting to discuss Broadband roll-out across the district	DDC Officers and members, KCC Officers and Members,	Emerging Local Plan and Infrastructure Delivery Plan	Establishment of broadband working group.
11/09/2020	Kent Planning Policy Forum	Members of KPPF	Various	Government Consultations, Town centres, Round table updates
14/09/2020	Meeting with Network Rail	DDC Officers and Network Rail	Emerging Local Plan and Infrastructure Delivery Plan	Presentation re North & East Kent Connectivity CMSP and potential network upgrades.

17/09/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants, KCC Highways Officers	Emerging Local Plan	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	Emerging Local Plan and Infrastructure Delivery Plan	Discussion regarding the A2 access project.
24/09/2020	East Kent Duty to Co-operate Meeting	East Kent Officers	Emerging Local Plan	Agreed to progress Statements of Common Ground with Canterbury and Thanet.
1/10/2020	Meeting with Highways England and Kent Highways	DDC Officer, KCC Highways Officers, Highways England	Emerging Local Plan	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
02/10/2020	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters

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6/10/2020	Biodiversity Net Gain planners webinar – evidence and justification	DDC Officer, other Kent LPA Officers, KCC Officers.	Emerging Local Plan	KCC presented evidence and proposals for 20% BNG. Local concerns raised on deliverability of increased target.
20/10/2020	East Kent SoCG and MoU	ABC, CCC, DDC, TDC, FHDC Officers	Emerging Local Plan	Agreed to update East Kent MoU as a framework for future SoCG.
21/10/2020	CCC Transport Conference	DDC Officers, EK DTC Members	Emerging Local Plan	Stakeholder input into CCC Transport Plan
22/10/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants, KCC Highways Officers	Emerging Local Plan	Progress meeting on Transport Modelling for Local Plan
23/10/2020	Kent Gypsy & Traveller Meeting	Carly Pettit (Ashford), Ian Bailey (Tonbridge & Malling), Andrea Wright (Dartford), Stuart Watson (Dover), Sian Morley (Gravesham), Harriet Turner (Ashford)	GTAA 2018	Update neighbours on GTAA/pitch needs local plan or G&T plan/DPD progress and timescales and share best practice. To meet DTC requirements with regards to cross boundary issues and address potential Kent wide issues such as Transit sites.
26/10/2020	DDC and KCC Highways	DDC Officers and KCC Highways Officers	Emerging Local Plan	To discuss site specific highways constraints

05/11/2020	Kent Conservation Officer Group (KCOG)	Members of KCOG	Heritage Strategy and Conservation	Regular agenda to discuss cross boundary conservation issues and best practice
17/11/2020	Meeting between CCC and DDC	DDC and CCC Officers	Emerging Local Plan	Agreed to progress with drafting of SoCG
20/11/2020	Kent Planning Policy Forum (KPPF)	Members of Kent Planning Policy Forum		London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
01/12/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants, KCC Highways Officers	Emerging Local Plan	Progress meeting on Transport Modelling for Local Plan
03/12/2020	East Kent Duty to Co-operate Quarterly Meeting	DDC, CCC, ABC, TDC Officers	Emerging Local Plan	Agreed to proceed with update to EK MoU to be taken to EKRB in January 2021.
04/12/2020	Kent Planning Officers Group (KPOG)	Members of KPOG Group	Development Plan and emerging Local Plan	London Plan, emerging government guidance, shared evidence base, local plan timetables and other key planning matters
17/12/2020	Local Plan Highways Modelling	DDC Officers, WSP Transport Consultants, KCC Highways Officers	Emerging Local Plan	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.
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Table 2.1

Community Consultation

The NPPF (2019) emphasises the need to involve all sections of the community in plan-making. The Council also has a legal duty to consult residents and businesses when appropriate and legislation prescribes who must be consulted at different stages of document preparation.

The Dover District Statement of Community Involvement (SCI) is the means by which the Council aims to facilitate this. The Council's SCI identifies who the Council will consult and how they will be consulted as part of the plan making process to ensure plans are as easy to access and understand as possible. This document was updated in September 2018 to reflect the additional requirements introduced by the Neighbourhood Planning Act 2017.