

NOTES CASTLE POINT PLAN BOARD

14.12.2022

PRESENT:

Councillors: Gibson (Chairman), Blackwell, Cole, Fuller, Hart, Isaacs, Mountford, S. Mumford and Palmer.

(Cllrs Gibson and Cole left during item 4, Cllr Isaacs took the chair for the remainder of the meeting.)

Officers

Angela Hutchings – Chief Executive

Ann Horgan – Head of Governance

Ian Butt – Head of Place and Policy

Amanda Parrott – Planning Policy Manager

Maria Hennessy – Planning Policy Officer

1. Purpose of Board

Board was reminded of the background; Castle Point Local Plan was withdrawn in June. At that time it was agreed that a report would be made on preparation of a New Local Plan. Council on 30.11.2022 received a report and agree the Terms of Reference of the Castle Point Plan Board (CPP) which would take forward the preparation of a completely new plan adopting a fresh approach. It was to be a collaborative, place based local plan meeting defined community needs.

Board was reminded of the Terms of Reference in summary:

- To provide leadership and Member input into the delivery of the Castle Point Plan
- Advise Cabinet on progress on the Local Plan and delivery of development sites
- To provide leadership on the preparation of Master Plans, design codes and development briefs required alongside the plan and recommend them to Cabinet
- To act as a forum for engagement with partners, developers, the local community and other stakeholders
- To agree the scope of evidence required for the plan
- To reach a cross party consensus
- To make recommendations to Cabinet

The following matters were excluded:

- The administration of the plan preparation
- The examination period, including the hearings
- Administration of collection of evidence
- Determining any planning applications
- Negotiating S106 agreements
- Planning performance agreement

- Commissioning or management of consultant

With reference to the term to reach a cross party consensus, it was emphasised that the Council could not afford the cost of preparation of another Local Plan should the CPP fail.

Council would take decision on Issues and Options; Reg 19 submission ;Formal Adoption of the Plan.

2. Code of Conduct

The Board discussed a code of conduct for the Board

- Leave the politics out of the room
- Agreed statements and comms via official channels
- Equal representation
- Encourage other members to use this forum to raise questions and queries
- All reports and conduct at Cabinet will be in accordance with the Constitution
- No substitutes
- Confidential items to be highlighted as such and not public minuted
- Chatham House Rules apply
- Reports to be read before hand
- Respectful
- Honest
- Members help with engagement, but cannot be political, and supported by officers
- It's a board

The Board agreed in endorsing the code that the code would be kept under review and adjusted as required.

3. Programme for the Preparation of the Plan Progress

The Board considered the initial Programme which would be considered further next month.

4. Engagement

The Board considered and agreed the draft Engagement Strategy to enable engagement to get underway in the New Year.

The overarching principles of the Strategy were:

- 1) Put the community and stakeholders at the heart of the Castle Point Plan.
- 2) Broaden engagement within the community in plan making.
- 3) Improving accessibility to the plan-making process.
- 4) Ensure the needs of service providing partners are embedded in the Castle Point Plan.

5) Work with partners to reduce duplication in the engagement process

The process was

January 2023 to August 2023 - Issues identification

September 2023 to July 2024 - Options Development

July 2024 to January 2025 - Developing the Plan

February 2025 to April 2025 - Publication of the Plan

In discussion of the approach to engagement, the Board welcomed the approach to put the community at the heart of the engagement. Members were pleased to note the inclusion of Youth Groups and Schools.

5. Decisions and Comms

- Engagement Strategy was agreed.
- Comms message agreed after discussion to record first meeting had taken place and the community was to be placed at the heart of preparations.

6. Next Meeting

4.1.2023 – Urban Capacity Study Specification; initial discussion about housing needs assessment.
