

NOTES OF CASTLE POINT PLAN BOARD

3rd January 2024

PRESENT:

Councillors: Gibson (Chair), Blackwell, Hart, Isaacs, Mountford, S. Mumford, Palmer and Savage.

Officers in attendance: Ian Butt (Director of Place and Communities), Amanda Parrott (Assistant Director of Climate and Growth), Maria Hennessy (Senior Planning Policy Officer), Neil Gale (Planning Policy Officer – Engagement), Dominic Chessum (Communications).

Apologies: Councillor Fuller, Matt Amner (Planning Policy Officer) and Angela Hutchings (Chief Executive).

1. Notes of the meeting on 6 December 2023 – Noted

2. Letter received from the Secretary of State (19.12.23)

- On 19th December the Secretary of State (SoS) for Levelling Up, Housing and Communities (Michael Gove MP) wrote a letter to the council stating that under their SoS powers he could intervene on the CPBC local plan. Seven other authorities also received this letter.
- The council is instructed to update its Local Development Scheme (LDS), within 12 weeks from the date of the release of the updated NPPF.
- A meeting is scheduled with government officials this week and officers will help prepare a draft response to the letter on behalf of and in consultation with the Leader.
- Members confirmed that following receipt of the letter they are happy to submit the Castle Point Plan by June 2025 under the current planning system.
- It was agreed that an updated LDS will be scheduled to go to Full Council to show that the council has done something to give some flexibility to the timetable in order to submit the Plan before June 2025.
- Members wanted the response to the letter to highlight that the cross-party board has been working well together.

3. Programme January to May 2024

- A programme was prepared and presented to Members with the board and workshop topics up until May. This is found as an appendix below.
- Members agreed with the programme.
- The board discussed the potential for site visits in addition to the below programme and it was noted that not all of the board may be able to attend if they occur due to work commitments. However, they were happy to proceed with some site visits where relevant.

4. Call for sites

- Members agreed to commence the general public call for sites as soon as possible, to allow more time to assess submission sites.

- Members agreed that the additional suggested call for sites, which could be completed by anyone is an option that could be explored at a later stage in the consultation process.

5. Sports Facilities

- Officers gave an update on the evidence base of sports facilities as a report is due to go to Cabinet in January.

6. Communications

- Due to the letter received by the SoS in December it was agreed that a staged process should be followed. This includes the letter from Michael Gove MP being published first, followed by the council's response.

Castle Point Plan Board Programme – January to May 2024

Month	Board Meetings	Workshop/s
January	Overall CP Plan Programme in LDS Programme of work for the board Commencing a Call for Sites	Target for Net Zero Approach of the plan in achieving Net Zero Biodiversity Net Gain and Urban Greening
February	Initial Schedule of Urban Sites	Densities Design Approaches Parking and Accessibility
March	NO BOARD MEETING – TWO WORKSHOPS	Role of the Green Belt Community Assets in the Green Belt Approach to Open Spaces Making Space for Water
April	Part 1 Transport Study Draft Economic Development Strategy	Quality of Housing Specialist Housing Needs
May	Draft Issues and Options Document Engagement Plan Integrated Impact Assessment (combines the following) <ul style="list-style-type: none"> • Sustainability Appraisal • Strategic Environmental Assessment • Climate Change Assessment • Health Impact Assessment • Equality Impact Assessment 	NO WORKSHOP – TWO BOARD MEETINGS
June	Cabinet to approve engagement on Draft Issues and Options Document and associated work	

- NOTE: There is a need for at least 7 workshops between January and April.
- NOTE: There is a need for two board meetings in May