



Local Plan Legal Compliance Checklist (October 2014)

This checklist has been updated for PAS by SNR Denton. It supersedes the previous checklist and is based on **Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2012**. It should be used with the Soundness Self Assessment Checklist (also updated January 2013).

Remember that the evidence you provide to support your plan should be relevant and proportionate. Please don't use this checklist as a reason to assemble more than is needed.

Glossary:

"Act" means the **Planning and Compulsory Purchase Act 2004 (as amended)**

"NPPF" means the **National Planning Policy Framework** published March 2012

"Regulations" means the **Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2012**

LDS means **Local Development Scheme**

SCI means **Statement of Community Involvement**

DPD means **Development Plan Document**

Stage one: The early stages

Where the 'possible evidence' column refers to a document that will not be complete until a later stage (for example, the sustainability appraisal report), documents that will contribute to that report are relevant at the earlier stages. This way, the submitted report provides the evidence at submission, with an audit trail back to its source.

In terms of legal compliance, the main issues for the early stage are in relation to:

- planning for community engagement
- planning the sustainability appraisal (including consultation with the statutory environment consultation bodies)
- identifying significant cross boundary and inter-authority issues
- ensuring that the plan rests on a credible evidence base, including meeting the Act's requirement for keeping matters affecting the development of the area under review.



Regulation 17 notes that a statement setting out which bodies and people the council invited to make representations under Regulation 18 is one of the proposed submission documents. In this tool, the term 'consultation statement' is used to describe this statement.

Section 33A of the Act (introduced by the Localism Act 2011) introduces a duty to cooperate as a mechanism to ensure that local planning authorities and other bodies engage with each other on issues which are likely to have a significant effect on more than one planning area. This pervades every stage of the plan preparation. A plan may be found unsound if a council cannot show that it has taken reasonable steps to comply with the duty.



Stage one: The beginning

Activity	Legal Requirement	Possible Evidence	Evidence Provided
1. Is the DPD identified in the adopted LDS? Have you recorded the timetable for its production?	The Act section 15(2) and section 19(1)	<ul style="list-style-type: none"> i. The adopted LDS at the time of commencement, publication and submission of the DPD ii. The relevant authority monitoring report (if changes need to be explained) 	<ul style="list-style-type: none"> • Canterbury District Local Development Scheme at commencement (CCC, Mar 2009). • Canterbury District Local Development Scheme at Publication (CCC, May 2014). • Canterbury District Local Development Scheme at Submission (CCC, Sept 2014). • Annual Monitoring Reports - 04/05 through to 12/13 (CCC). <p>An updated AMR for 2014 will be submitted to the inspector for examination when completed.</p>
2. How will community engagement be programmed into the preparation of the DPD?	The Act section 19(3) Regulation 18	<ul style="list-style-type: none"> i. The SCI ii. The project plan for the DPD 	<ul style="list-style-type: none"> • Statement of Community Involvement (CCC, 2007). • Canterbury District Local Development Schemes - from 2004 through to 2014 (CCC).
3. Have you considered the appropriate bodies you should consult?	Regulation 18	<ul style="list-style-type: none"> i. The SCI ii. Reports and decisions setting out the approach to specific and general consultation bodies iii. Consultation statement 	<ul style="list-style-type: none"> • Statement of Community Involvement (CCC, 2007). • Canterbury District Local Plan (2011-2031) – Preferred Option Draft for Consultation (Report to Executive, 30 May 2013) • Canterbury District Local Plan - Response to "Preferred Options" Consultation Comments - Regulation 18; Publication of Submission Plan - Regulation 19; and Submission of Draft Plan for Examination - Regulation 22 (Report to Council, 24 April 2014).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<ul style="list-style-type: none"> • Minutes of the Council Meeting 24 April 2014. Minute No. E215. • Local Plan Consultation Statement: Publication Draft (CCC, 2014).
<p>4. How you will co-operate with other local planning authorities, including counties, and prescribed bodies, to identify and address any issues or strategic priorities that will have a significant impact on at least two planning areas?</p>	<p>The Act section 33A(1)(a) and (b), section 33A(3)(d) (e) & (4)</p> <p>The Act Section 20(5)(c)</p> <p>Regulation 4</p>	<p>i. Reports and decisions setting out the approach to be taken</p> <p>ii. Consultation statement</p>	<ul style="list-style-type: none"> • Canterbury District Local Plan (2011-2031) – Preferred Option Draft for Consultation (Report to Executive, 30 May 2013) • Canterbury District Local Plan - Response to "Preferred Options" Consultation Comments - Regulation 18; Publication of Submission Plan - Regulation 19; and Submission of Draft Plan for Examination - Regulation 22 (Report to Council, 24 April 2014). • Minutes of the Council Meeting 24 April 2014. Minute No. E215. • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)
<p>5. How you will co-operate with any local enterprise partnerships (LEP) or local nature partnerships (LNP) to identify and address any issues or strategic priorities that will have a significant impact on at least two planning areas?</p>	<p>The Act section 33A(1)(c) and section 33A(9), section 33A(3)(d) and (e)</p> <p>The Act section 20(5)(c).</p> <p>Regulation 4</p>	<p>i. Reports and decisions setting out the approach to be taken.</p> <p>ii. Consultation statement</p>	<ul style="list-style-type: none"> • Canterbury District Local Plan (2011-2031) – Preferred Option Draft for Consultation (Report to Executive, 30 May 2013) • Canterbury District Local Plan - Response to "Preferred Options" Consultation Comments - Regulation 18; Publication of Submission Plan - Regulation 19; and Submission of Draft Plan for Examination - Regulation 22 (Report to Council, 24 April 2014). • Minutes of the Council Meeting 24 April 2014. Minute No. E215.

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)
<p>6. Is baseline information being collected and evidence being gathered to keep the matters which affect the development of the area under review?</p>	<p>The Act section13</p>	<ul style="list-style-type: none"> i. Documents dealing with collection of baseline information ii. Relevant technical studies iii. The annual monitoring report 	<p><u>Strategic Development:</u></p> <ul style="list-style-type: none"> • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • High Level Sustainability Appraisal of the Canterbury Vision Options (Entec, 2008). • Canterbury Future Development (Ipsos MORI, 2012). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • Sustainability Appraisal of Development Scenarios – Technical Note (AMEC, 2012). • A Rural Settlement Hierarchy Study of Canterbury District (Catherine Hughes Associates, 2011). <p><u>Core Strategy Options:</u></p> <ul style="list-style-type: none"> • Sustainability of the Local Development Framework: Agreed Scope of Sustainability Appraisal (Entec, 2007) • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<ul style="list-style-type: none"> • Sustainability Appraisal of The Local Development Framework: Updated Scoping Report (Entec, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec, 2010). • Habitats Regulations Assessment (Entec, 2010). <p><u>Sustainability Appraisal and Habitats Regulations Assessment:</u></p> <ul style="list-style-type: none"> • Sustainability Appraisal of Preferred Options Consultation Draft (AMEC, 2013). • Habitats Regulations Assessment (AMEC, 2013). • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014). <p><u>Viability and Implementation:</u></p> <ul style="list-style-type: none"> • Canterbury LDF Housing Options (DTZ, 2009). • Economic Viability Assessment of Future Development in Canterbury District (Adams Integra, 2012). • Further Economic Viability Assessment of Future Strategic Sites and a Whole Plan Assessment in Canterbury (Adams Integra, 2014).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<p><u>Strategic Housing Land Availability Assessment (SHLAA):</u></p> <ul style="list-style-type: none"> • SHLAA Methodology and Assessment of Sites (CCC, 2014). • SHLAA Site Assessment Forms (CCC) <p><u>Housing:</u></p> <ul style="list-style-type: none"> • Strategic Housing Market Assessment for the East Kent Sub Region (ECOTEC, 2009). • Canterbury District Housing Strategy 2005-2010 (CCC, 2005); and Canterbury District Housing Strategy 2012-2016 (CCC, 2012). • Canterbury District Housing Information Audit 2011/12 (KCC, 2012). • East Kent Gypsy and Traveller Accommodation Assessment Report 2007-2012 (De Montfort University, 2007). • East Kent Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (Salford University, 2014). <p><u>Employment:</u></p> <ul style="list-style-type: none"> • The Regional Economic Strategy (2006–2016) – A Framework for Sustainable Prosperity (SEEDA, 2006).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<ul style="list-style-type: none"> • Local Economy and Tourism Strategy 2008–2012 (CCC, 2008). • Employment Land Review (Savills, 2008). • Canterbury District Employment Land Review 2011-2031 (CCC, 2013). <p><u>Retail:</u></p> <ul style="list-style-type: none"> • Canterbury Retail and Leisure Study (DTZ, 2011) and Whitstable and Herne Bay Retail Study (DTZ, 2011). <p><u>Transport and Air Quality:</u></p> <ul style="list-style-type: none"> • Canterbury Bus Strategy (CCC, 2002). • Walking and Cycling Strategy (CCC, 2003). • Canterbury District Transport Action Plan (CCC, 2004). • Canterbury's Fourth Park and Ride Site: Options Appraisal Study – Stage 2 Final Report (WSP, 2006). • Canterbury Parking Strategy 2006–2016 (CCC, 2006). • Local Air Quality Management - Draft Air Quality Management Plan (CCC, 2009). • Additional Park and Ride Provision Canterbury – Evaluation of

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<p>Wincheap / Thanington Sites (WSP, 2009)</p> <ul style="list-style-type: none"> • Local Transport Plan for Kent 2011–2016 (KCC, 2011). • Canterbury VISUM Model: Validated Base Model (Jacobs, 2008). • Canterbury VISUM Model – Draft Options Testing Report (Jacobs, 2012). • VISUM: Do Minimum Study (Jacobs, 2012) • Canterbury VISUM Transport Model - Local Plan Preferred Option Testing Report (Amey, 2014). • Draft Canterbury District Transport Strategy 2014-2031 (KCC & CCC, 2014). <p><u>Landscape and Biodiversity:</u></p> <ul style="list-style-type: none"> • The Landscape Assessment of Kent (Jacobs Babbie, 2004). • Kent Downs Area of Outstanding Natural Beauty Management Plan (Kent Downs, 2009). • Draft Canterbury Landscape Character and Biodiversity Assessment (Jacobs Babbie, 2012). • Report on Assessments of Local Green Space Proposals in Canterbury District (CCC, 2014).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<ul style="list-style-type: none"> • An East Kent Approach to Green Infrastructure and Recreation (Blackwood Bayne Consulting, 2014). <p><u>Local Plan Consultation Statement:</u></p> <ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). <p><u>Flood Risk:</u></p> <ul style="list-style-type: none"> • Canterbury District Strategic Flood Risk Assessment (Herrington Consulting Ltd, 2011) • Shoreline Management Plans: Isle of Grain to South Foreland (South East Coastal Group, 2008). <p><u>Climate Change and Renewable Energy:</u></p> <ul style="list-style-type: none"> • Footprint Results for Local Authorities (SEI, 2008). • Kent Renewable Energy and Opportunities Study (KCC, 2012). • UK Climate Projections 2009 (UKCP 2009). <p><u>Health and Community:</u></p> <ul style="list-style-type: none"> • Draft Kent and Canterbury Hospitals Estates Strategy (EK Hospitals University NHS Trust, 2008). • The Safer Canterbury District Partnership Plan (2009 – 2012).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<ul style="list-style-type: none"> • Open Space Strategy 2009-2014 (CCC, 2009). • Core Strategy Health Impact Assessment (2010). • Equality Impact Assessment (CCC, 2013 & 2014). <p><u>Annual Monitoring Reports:</u></p> <ul style="list-style-type: none"> • Annual Monitoring Reports - 04/05 through to 12/13 (CCC). <p>An updated AMR for 2014 will be submitted to the inspector for examination when completed.</p>
<p>7. Is baseline information being collected and evidence being gathered to set the framework for the sustainability appraisal?</p>	<p>The Act section19(5)</p>	<ul style="list-style-type: none"> i. Sustainability report scoping document ii. Sustainability appraisal report 	<ul style="list-style-type: none"> • Sustainability of the Local Development Framework: Agreed Scope of Sustainability Appraisal (Entec, 2007) • High Level Sustainability Appraisal of the Canterbury Vision Options (Entec, 2008). • Sustainability Appraisal of The Local Development Framework: Updated Scoping Report (Entec, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec, 2010). • Sustainability Appraisal of Development Scenarios – Technical Note (AMEC, 2012). • Sustainability Appraisal of Preferred Options Consultation Draft



Activity	Legal Requirement	Possible Evidence	Evidence Provided
			(AMEC, 2013). <ul style="list-style-type: none"> • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).
8. Have you consulted the statutory environment consultation bodies for five weeks on the scope and level of detail of the environmental information to be included in the sustainability appraisal report?	Regulations 9 and 13 of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633.	Copies of the consultation letters sent to and any responses from the bodies	<ul style="list-style-type: none"> • Sustainability Appraisal of The Local Development Framework: Updated Scoping Report (Entec, 2010). <p>A five week consultation was undertaken on the updated Scoping Report – concluding in November 2009. A summary of the changes are detailed in Appendix F.</p>



Stage two: Plan preparation - frontloading phase

Information assembled during this phase contributes to:

- showing that the procedures have been complied with
- demonstrating cooperation with statutory cooperation bodies
- developing alternatives and options and appraising them through sustainability appraisal and against evidence.

The council should record actions taken during this phase as they will be needed to show that the plan meets the legal requirements. They will also show that a realistic and reasonable approach has been taken to plan preparation.



Stage two: Plan preparation

Activity	Legal Requirement	Possible Evidence	Evidence Provided
1. Have you notified: <ul style="list-style-type: none"> • the specific consultation bodies? • the general consultation bodies that have an interest in the subject of the DPD and invited them to make representations about its contents? 	Regulation 18(1) and (2)(a) (b)	i. Consultation statement ii. Copies of documents consulting these bodies iii. Record of discussions iv. Copies of representations made v. A brief statement setting out the reasons why any bodies have been omitted from or included in consultation	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Invitations to make representations under Regulation 18(1) have been sent to each general consultation bodies via Objective (Content, Collaboration and Process Management software for the Public Sector). • Examples of notification letters / e-mails sent are available in the Local Plan Consultation Statement: Publication Draft (CCC, 2014). <u>Appendix 1: Preferred Option Consultation Draft Consultation – notifications</u> and <u>Appendix 2: Public Notice</u> (23 June 2013). • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representation to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014). • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)
2. Are you inviting representations from people resident or carrying out business in your area about the content of the DPD?	Regulation 18(1) and (2)(c)	i. Consultation statement ii. Copies of documents consulting these persons iii. Record of	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Invitations to make representations under Regulation 18(1) have been sent to each general consultation bodies via Objective (Content, Collaboration and Process Management software for the Public Sector).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
		<p>discussions</p> <p>iv. Copies of representations made</p>	<ul style="list-style-type: none"> • Examples of notification letters / e-mails sent are available in the Local Plan Consultation Statement: Publication Draft (CCC, 2014). <u>Appendix 1: Preferred Option Consultation Draft Consultation – notifications</u> and <u>Appendix 2: Public Notice</u> (23 June 2013). • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representation to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014). • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)
<p>3. Are you engaging with stakeholders responsible for delivery of the strategy?</p>	<p>Regulation 18</p>	<p>i. Consultation statement</p> <p>ii. Copies of documents consulting these people</p> <p>iii. Record of discussions</p>	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Invitations to make representations under Regulation 18(1) have been sent to each general consultation bodies via Objective (Content, Collaboration and Process Management software for the Public Sector). • Examples of notification letters / e-mails sent are available in the Local Plan Consultation Statement: Publication Draft (CCC, 2014). <u>Appendix 1: Preferred Option Consultation Draft Consultation – notifications</u>. • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representation to the Canterbury District Local Plan Publication

Activity	Legal Requirement	Possible Evidence	Evidence Provided
			<p>Draft and Sustainability Appraisal (2014).</p> <ul style="list-style-type: none"> • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)
<p>4. Are you taking into account representations made?</p>	<p>Regulation 18(3)</p>	<p>i. Consultation statement</p> <p>ii. Any reports on the selection of alternatives and options for the DPD</p>	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec, 2010). • Canterbury District Local Plan (2011-2031) – Preferred Option Draft for Consultation (Report to Executive, 30 May 2013) • Canterbury District Local Plan - Response to "Preferred Options" Consultation Comments - Regulation 18; Publication of Submission Plan - Regulation 19; and Submission of Draft Plan for Examination - Regulation 22 (Report to Council, 24 April 2014). • Minutes of the Council Meeting 24 April 2014. Minute No. E215.
<p>5. Does the consultation contribute to the development and sustainability appraisal of alternatives?</p>	<p>The Act section 19(5)</p> <p>Regulations 12 and 13 of The Environmental Assessment of Plans and Programmes</p>	<p>i. Consultation statement</p> <p>ii. Any reports on the selection of alternatives and options for the DPD</p>	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010). • Canterbury District Local Development Framework: Core

Activity	Legal Requirement	Possible Evidence	Evidence Provided
	Regulations 2004 No 1633	iii. Sustainability appraisal report	<p>Strategy Options Report – Sustainability Appraisal (Entec, 2010).</p> <ul style="list-style-type: none"> • Canterbury District Local Plan (2011-2031) – Preferred Option Draft for Consultation (Report to Executive, 30 May 2013) • Canterbury District Local Plan - Response to "Preferred Options" Consultation Comments - Regulation 18; Publication of Submission Plan - Regulation 19; and Submission of Draft Plan for Examination - Regulation 22 (Report to Council, 24 April 2014). <p>Minutes of the Council Meeting 24 April 2014. Minute No. E215.</p> <ul style="list-style-type: none"> • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).
<p>6. Is the participation:</p> <ul style="list-style-type: none"> • following the principles set out in your SCI? • integrating involvement with the sustainable community strategy? • proportionate to the scale of issues involved in the DPD? 	The Act section19(3)	<ul style="list-style-type: none"> i. Consultation Statement ii. The SCI iii. The relevant sustainable community strategies 	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Statement of Community Involvement (CCC, 2007) • Vision for Kent: Kent People in Partnership for a Better Tomorrow (Kent Partnership, 2006) • Lighting the Way to Success: The EKLSP Sustainable Community Strategy (EKLSP, 2009). • Canterbury Partnership: A Partnership for Canterbury, Herne Bay, Whitstable and Villages (Canterbury City Partnership, 2009).
7. Are you keeping a record of:	The Act section20(3)	i. Consultation	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
<ul style="list-style-type: none"> the individuals or bodies invited to make representations? how this was done? the main issues raised? 	Regulation 17	<ul style="list-style-type: none"> statement ii. Reports by the council on the consultation iii. Copies of representations and relevant correspondence iv. Technical reports on the engagement process 	<ul style="list-style-type: none"> Canterbury District Local Plan - Consultation Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2013). Canterbury District Local Plan - Publication Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2014). Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) Representation to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014).
<p>8. Are you inviting representations on issues that would have significant impacts on both your areas from another local planning authority? Or county issues from an affected county council that is not a planning authority? Or significant cross-boundary issues and strategic priorities of a body prescribed under Section 33A(1)(c)?</p>	<p>The Act section 33A(1)(a) (b) and (c), section 33A(3)(d) & (e) section 33A(4) section 33A(9)</p> <p>The Act section 20 (5)(c)</p>	<ul style="list-style-type: none"> i. Consultation statement ii. Reports by the council on the consultation iii. Copies of representations and relevant correspondence iv. Technical reports on the engagement process 	<ul style="list-style-type: none"> Local Plan Consultation Statement: Publication Draft (CCC, 2014). Canterbury District Local Plan - Consultation Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2013). Canterbury District Local Plan - Publication Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2014). Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) Representations to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014)
<p>9. Are you inviting representations on cross-</p>	The Act section 33A(1)(c) and Section	<ul style="list-style-type: none"> i. Consultation statement 	<ul style="list-style-type: none"> Local Plan Consultation Statement: Publication Draft (CCC, 2014).

Activity	Legal Requirement	Possible Evidence	Evidence Provided
boundary issues and strategic priorities from a local enterprise partnership (LEP) or a local nature partnership (LNP)?	33A(9). The Act section 20(5) (c). Regulation 4	ii. Reports by the council on the consultation iii. Copies of representations and relevant correspondence iv. Technical reports on the engagement process	<ul style="list-style-type: none"> • Canterbury District Local Plan - Consultation Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2013). Canterbury District Local Plan - Publication Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2014). • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representations to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014)
10. Are you developing a framework for monitoring the effects of the DPD?	The Act section 35 Regulation 34 Regulation 17 of The Environmental Assessment of Plans and Programmes Regulations 2004 No1363	i. Sustainability appraisal report ii. The authority monitoring report iii. Reports or documents setting out the appraisal and monitoring framework	<ul style="list-style-type: none"> • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014). • Annual Monitoring Report Apr 2012- Mar 2013 (CCC, 2013). Sections 13: Key Policy Monitoring; Section 14: General Monitoring; and Section 15: Future Monitoring through Sustainability Appraisal. An updated AMR for 2014 will be submitted to the inspector for examination when completed. • Canterbury District Futures Study Experian, 2006). <u>Section 3.4: Indicators</u> (p.28-29). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: <u>Plan Monitoring and Review</u> (para 1.86-1.88: p.36-37).



Stage three: Plan preparation - formulation phase

This stage has many legal matters, for process and content, to address. The council should be beginning to formulate the preferred strategy for the local plan or supplementary planning document with which the council chooses to address Regulation 18 requirements, using the information gathered and previous collaborative work with stakeholders.

Para 182 of the NPPF makes it clear that explicit consideration of alternatives is a key part of the plan making process.

You should evaluate the reasonable alternatives identified in 'stage two: frontloading phase – plan preparation' phase against the:

- completed body of information from evidence gathering
- results of sustainability appraisal
- findings from community participation
- findings from engagement with statutory cooperation bodies.

This may be written up as a preferred strategy report. The results of participation on the preferred strategy and an accompanying sustainability report will enable the council to gauge the community's response and receive additional evidence about the options. The council can then decide whether, and how, the preferred strategy and policies should be changed for publishing the finished DPD.

Alternatives developed from the evidence and engagement during the frontloading stage need to be appraised to decide on the preferred strategy. Participation will also need to be carried out on it.

These matters need to be considered, and dealt with, in good time, and not left until publication. Supporting documents will assist in providing evidence that decisions on alternatives and strategy are soundly based. These documents will, in due course, become part of the proposed submission documents in stage four.

The council should tell all parties that this is the main participation opportunity on the emerging plan.. The publication stage is a formal opportunity for anyone to comment on an aspect of the DPD's soundness, and to propose a change to the plan accordingly. The more effectively this message is put across, the lower the chance of late changes being brought forward following publication.



Stage three: Plan preparation – writing the plan

Activity	Statutory Requirement	Possible Evidence	Evidence Provided
1. Are you preparing reasonable alternatives for evaluation during the preparation of the DPD?	Regulation 12 (2) of The Environmental Assessment of Plans and Programmes Regulations 2004 No. 1633	Documents supporting decisions on alternatives and any preferred strategy	<ul style="list-style-type: none"> • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec, 2010). • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012).
2. Have you assessed alternatives against: <ul style="list-style-type: none"> • consistency with national policy? • general conformity with the regional spatial strategy where still in force? 	The Act section 19 (2), section 24	<ul style="list-style-type: none"> i. Supporting documents ii. Correspondence with Mayor of London (London Boroughs and Mayoral Development Corporations only) 	<ul style="list-style-type: none"> • National Planning Policy Framework (CLG, 2012). • Planning Practice Guidance (Est. 2014) • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec, 2010). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012).
3. Are you having regard to (where relevant): <ul style="list-style-type: none"> • adjoining regional spatial 	The Act sections 19 (2) and 24 (1) and (4)	<ul style="list-style-type: none"> i. Supporting documents ii. Correspondence 	<ul style="list-style-type: none"> • Not Applicable

Activity	Statutory Requirement	Possible Evidence	Evidence Provided
strategies? <ul style="list-style-type: none"> • the spatial development strategy for London? • Planning Policy for Wales? • the National Planning Framework for Scotland? 	Regulation 10 and 21	with the Mayor of London, relevant Welsh or Scottish regional planning bodies (as appropriate) iii. CLG notice of revocation of the regional strategy	
4. Are you co-operating with other local planning authorities including counties, to address significant cross boundary issues? Have you discussed doing joint local development documents?	The Act section 33A(2)(a) Section 33A(6)(a)(b) Section 20(5) (c)	i. Supporting documents ii. Correspondence with LPA/County Council	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)
5. Are you cooperating with a person prescribed for the purposes of Regulation 33A(1)(c) to address significant cross boundary issues including preparing joint approaches?	The Act section 33A(2)(a), section 33A(6)(a) The Act section 20 (5) (c) Regulation 4	i. Supporting documents ii. Correspondence with prescribed bodies	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)
6. Are you cooperating with	The Act section	i. Supporting	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014).

Activity	Statutory Requirement	Possible Evidence	Evidence Provided
having regard to the activities of the LEP and LNP?	33A(2)(b) and section 33A(9). Regulation 4 (2)	documents ii. Correspondence with LEP/LNP	<ul style="list-style-type: none"> • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)
7. Are you having regard to: <ul style="list-style-type: none"> • your sustainable community strategy or of other authorities whose area comprises part of the area of the council? • any other local development documents adopted by the council? 	The Act section19(2)	i. Supporting documents ii. The sustainable community strategies iii. Relevant local development documents iv. Correspondence with the local strategic partners	<ul style="list-style-type: none"> • Vision for Kent: Kent People in Partnership for a Better Tomorrow (Kent Partnership, 2006) • Lighting the Way to Success: The EKLSP Sustainable Community Strategy (EKLSP, 2009). • Canterbury Partnership: A Partnership for Canterbury, Herne Bay, Whitstable and Villages (Canterbury City Partnership, 2009).
8. Do you have regard to other matters and relevant strategies relating to: <ul style="list-style-type: none"> • resources • the local/regional economy • the local transport plan and transport facilities and services • waste strategies • hazardous substances 	The Act section19(2) Regulation 10	i. Supporting documents ii. Correspondence with the relevant bodies	<ul style="list-style-type: none"> • Draft Canterbury District Transport Strategy 2014-2031 (KCC & CCC, 2014). • The Regional Economic Strategy (2006–2016) – A Framework for Sustainable Prosperity (SEEDA, 2006). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • The Kent Minerals and Waste Local Plan 2013-2030 • SHLAA Site Assessment Forms (CCC)
9. Are you having regard to the	The Act section19(1A)	Supporting documents	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014).

Activity	Statutory Requirement	Possible Evidence	Evidence Provided
need to include policies on mitigating and adapting to climate change?			Chapter 7: Climate Change, Flooding, Coastal Change and Water Resources.
10. Have you undertaken the sustainability appraisal of alternatives, including consultation on the sustainability appraisal report?	The Act section 19(5) Regulation 12 and 13 of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633	i. Reports on the sustainability of alternatives ii. Record of work undertaken on sustainability appraisal iii. Supporting documents	<ul style="list-style-type: none"> • Sustainability of the Local Development Framework: Agreed Scope of Sustainability Appraisal (Entec, 2007) • High Level Sustainability Appraisal of the Canterbury Vision Options (Entec, 2008). • Sustainability Appraisal of The Local Development Framework: Updated Scoping Report (Entec, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec, 2010). • Sustainability Appraisal of Development Scenarios – Technical Note (AMEC, 2012). • Sustainability Appraisal of Preferred Options Consultation Draft (AMEC, 2013). • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).
11. Are you setting out reasons for any preferences between alternatives?	Regulation 8(2)	i. Any reports setting out alternatives and choices considered ii. Supporting documents	<ul style="list-style-type: none"> • Canterbury District Local Plan (2011-2031) – Preferred Option Draft for Consultation (Report to Executive, 30 May 2013) • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012).

Activity	Statutory Requirement	Possible Evidence	Evidence Provided
<p>12. Have you taken into account any representations made on the content of the DPD and the sustainability appraisal? Are you keeping a record?</p>	<p>Regulations 17, 18(3) and 22 (1) (c) (iv)</p> <p>Regulation 13(4) of The Environmental Assessment of Plans and Programmes Regulations 2004 No 1633</p>	<p>i. Correspondence from those making representations</p> <p>ii. Reports on issues raised</p> <p>iii. Consultation statement</p> <p>iv. Sustainability appraisal report</p>	<ul style="list-style-type: none"> • Sustainability Appraisal of Preferred Options Consultation Draft (AMEC, 2013). • Objective (Content, Collaboration and Process Management software for the Public Sector). • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representations to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014) • Canterbury District Local Plan - Consultation Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2013). • Canterbury District Local Plan - Publication Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2014). • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).
<p>13. Where sites are to be identified or areas for the application of policy in the DPD, are you preparing sufficient illustrative material to:</p> <ul style="list-style-type: none"> • enable you to amend the 	<p>Regulations 5 (1)(b) and 9</p>	<p>i. Adopted policies map</p> <p>ii. Any reports on proposals to amend the policies map</p> <p>iii. Illustrative material that shows how the</p>	<ul style="list-style-type: none"> • Canterbury District Local Plan 2006 (CCC, 2006). District Proposals Map • Canterbury District Local Plan: Publication Draft (CCC, 2014). District Proposals Map



Activity	Statutory Requirement	Possible Evidence	Evidence Provided
currently adopted policies map? <ul style="list-style-type: none"> • inform the community about the location of proposals? 		policies map will be amended or replaced	
14. Are the participation arrangements compliant with the SCI?	The Act, section 19(3) Regulation 18	i. The SCI ii. Consultation statement	<ul style="list-style-type: none"> • Statement of Community Involvement (CCC, 2007) • Local Plan Consultation Statement: Publication Draft (CCC, 2014).



Stage four: Publication

Under Regulation 20, the period for formal representations takes place **before** the DPD is submitted for examination in accordance with a timetable set out in the statement of the representations procedure which is made available at the council's office and published on its website.

When moving towards publication stage, the council should consider the results of participation on the preferred strategy and sustainability appraisal report and decide whether to make any change to the preferred strategy. In the event that changes are required, the council will need to choose either to:

- do so and progress directly to publication

OR

- produce and consult on a revised preferred strategy.

The latter may be appropriate where the changes to the DPD bring in changed policy or proposals not previously covered in community participation and the sustainability appraisal. It avoids having to treat publication as if it were a consultation, which it is not. It also provides insurance in relation to compliance with the Strategic Environmental Assessment Regulations. Legally, during any participation on a revised preferred strategy, you should:

- comply with the requirements of the SCI
- update the sustainability appraisal report.

The council should then produce the DPD in the form in which it will be published. This includes removing material dealing with the evaluation of alternatives and the finalisation of the text. The council should be happy to adopt the DPD in this form, and satisfied that it is sound and fit for examination.

The six weeks publication period is the opportunity for those dissatisfied (or satisfied) with the DPD to make formal representations to the inspector about its soundness. Only people proposing a change to the plan can expect to be heard at examination.

The possibility of change under certain circumstances (which should be exceptional) is allowed for in the new procedures, and is described in 'stage five: submission'.



Stage four: Publication

Activity	Statutory Requirement	Possible Evidence	Evidence Provided
1. Have you prepared the sustainability appraisal report?	The Act section19(5) Regulation 12 of the Environmental Assessment of Plans and Programmes Regulations 2004 No 1633	Sustainability appraisal report	<ul style="list-style-type: none"> • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).
2. Have you made clear where and within what period representations must be made?	Regulation 17, 19, 20 and 35	<ul style="list-style-type: none"> i. Report or record of decisions ii. The statement of community interest 	<ul style="list-style-type: none"> • Canterbury District Local Plan (2011-2031) – Preferred Option Draft for Consultation (Report to Executive, 30 May 2013) • Canterbury District Local Plan - Response to "Preferred Options" Consultation Comments - Regulation 18; Publication of Submission Plan - Regulation 19; and Submission of Draft Plan for Examination - Regulation 22 (Report to Council, 24 April 2014). • Minutes of the Council Meeting 24 April 2014. Minute No. E215. • Local Plan Consultation Statement: Publication Draft (CCC, 2014). <u>Appendix 1: Preferred Option Consultation Draft Consultation – notifications</u> and <u>Appendix 2: Public Notice</u> (23 June 2013).
3. Have you made copies of the following available for inspection: <ul style="list-style-type: none"> • the proposed submission 	Regulation 19(a)	<ul style="list-style-type: none"> i. Copies of the relevant statements ii. Report on where and when made available iii. Record of where 	<ul style="list-style-type: none"> • The proposed submission documents and representations procedure have been published and made available at the deposit points. • Local Plan Consultation Statement: Publication Draft (CCC, 2014).

Activity	Statutory Requirement	Possible Evidence	Evidence Provided
<p>documents?</p> <ul style="list-style-type: none"> the statement of the representations procedure? 		<p>and when made available</p>	<p><u>Appendix 1: Preferred Option Consultation Draft Consultation – notifications</u> and <u>Appendix 2: Public Notice (23 June 2013)</u></p>
<p>4. Have you published on your website:</p> <ul style="list-style-type: none"> the proposed submission documents? the statement of the representations procedure? statement and details of where and when documents can be inspected? 	<p>Regulations 19 and 35</p>	<p>Record of publication</p>	<ul style="list-style-type: none"> The proposed submission documents and representations procedure have been published on the webpage https://www.canterbury.gov.uk/planning/planning-policy/local-plan/ <p>A screenshot of file publication dates can be made available on requested.</p>
<p>5. Have you sent to each of the specific consultation bodies invited to make representations under Regulation 18(1):</p> <ul style="list-style-type: none"> A copy of each of the proposed submission documents The statement of the representations procedure? 	<p>Regulation 19(b)</p>	<ol style="list-style-type: none"> Copies of correspondence Record of sending 	<ul style="list-style-type: none"> A copy of the Submission documents and the representations procedure has been sent to the specific consultation bodies invited to make representations under Regulation 18(1) via Objective (Content, Collaboration and Process Management software for the Public Sector). <p>Examples of notification letters / e-mails sent are available in the Local Plan Consultation Statement: Publication Draft (CCC, 2014). <u>Appendix 1: Preferred Option Consultation Draft Consultation – notifications</u>.</p>

Activity	Statutory Requirement	Possible Evidence	Evidence Provided
<p>6. Have you sent to each of the general consultation bodies invited to make representations under Regulation 18(1):</p> <ul style="list-style-type: none"> the statement of the representations procedure? where and when the documents can be inspected? 	Regulation 19(b)	<ul style="list-style-type: none"> Copies of correspondence Record of sending 	<ul style="list-style-type: none"> Invitations to make representations under Regulation 18(1) have been sent to each general consultation bodies via Objective (Content, Collaboration and Process Management software for the Public Sector). <p>Examples of notification letters / e-mails sent are available in the Local Plan Consultation Statement: Publication Draft (CCC, 2014). <u>Appendix 1: Preferred Option Consultation Draft Consultation – notifications.</u></p>
<p>7. Have you requested the opinion of the Mayor of London (if a London Borough or Mayoral DC) on the general conformity of the DPD spatial development strategy?</p>	<p>The Act section 24</p> <p>Regulation 21</p>	Copies of correspondence	<ul style="list-style-type: none"> Not Applicable



Stage five: Submission

At the submission stage, the council should receive and collate any representations made at publication stage. You don't have to report these representations to councillors but there may be requirements deriving from other legislation, Standing Orders or council procedures that must be considered. Or you might just think it is a good idea to report on it anyway.

If they are reported it should be on the facts of the representations made, not the results of a consultation process by the council. They should not be treated as a consultation or an opportunity to make changes or answer representations. NB: under the 2012 Regulations there is no longer any requirement to give notice by local advertisement.

You should ensure you are in legal compliance with the SCI, the Habitats Directive and the Strategic Environmental Assessment Directive in any additional work. Any formal publication of additional or changed matters would need to allow at least a six-week period for representations to be made.

There are different approaches that could be taken to changes. You should be satisfied that you remain fully compliant with the legal requirements if any changes are made (and any consequential effects on the DPD as a whole).

Apart from notification of the examination, this tool does not deal with the legal requirements that need to be followed after submission.



Stage five: Submission

Activity	Legal requirement	Possible Evidence	Evidence Provided
1. Has the DPD been prepared in accordance with the LDS? Does the DPD's listing and description in the LDS match the document? Have the timescales set out in the LDS been met?	The Act section 19(1)	<ul style="list-style-type: none"> i. The LDS ii. Explanation of any changes from the milestones set out in the LDS iii. Relevant authority monitoring reports 	<ul style="list-style-type: none"> • Canterbury District Local Development (CCC, Sept 2014). • Annual Monitoring Reports 04/05 through to 12/13. <p>An updated AMR for 2014 will be submitted to the inspector for examination when completed.</p>
2. Has the DPD had regard to any sustainable community strategy for its area (like a county and district)?	The Act section 19(2)	<ul style="list-style-type: none"> i. The sustainable community strategy(ies) ii. Reference to sections of the DPD showing how regard has been had to them 	<ul style="list-style-type: none"> • Vision for Kent: Kent People in Partnership for a Better Tomorrow (Kent Partnership, 2006) • Lighting the Way to Success: The EKLSP Sustainable Community Strategy (EKLSP, 2009). • Canterbury Partnership: A Partnership for Canterbury, Herne Bay, Whitstable and Villages (Canterbury City Partnership, 2009).
3. Is the DPD in compliance with the SCI (where one exists)? Has the council carried out consultation as described in the SCI?	<p>The Act section 19(3)</p> <p>Regulation 22(1)(c)</p>	<ul style="list-style-type: none"> i. The SCI ii. The Regulation 22(1)(c) statement 	<ul style="list-style-type: none"> • Statement of Community Involvement (CCC, 2007). • Local Plan Consultation Statement: Publication Draft (CCC, 2014).
4. Have you identified and addressed any issues which are likely to have a significant	The Act section 33A(1) and section 20(5)	Statement identifying any strategic cross-boundary issues or	<ul style="list-style-type: none"> • Topic Paper 5: Duty to Co-operate Statement (CCC, 2014)

Activity	Legal requirement	Possible Evidence	Evidence Provided
<p>impact on at least two planning areas. In doing so, have you co-operated with other local planning authorities, county councils where they are not a planning authority, LEAs, LNPs and the prescribed bodies in identifying and addressing any strategic cross-boundary issues If you have not agreed on the approach is there a justification?</p>		<p>impacts on county matters addressed in the document and explaining the approach taken to co-operate with the relevant bodies. Supporting correspondence and reports e.g. Memorandum of Understanding, shared and agreed evidence</p>	
<p>5. Has the DPD been subject to sustainability appraisal? Has the council provided a final report of the findings of the appraisal?</p>	<p>The Act section 19(5) Regulation 22(1)(a)</p>	<p>Sustainability appraisal report</p>	<ul style="list-style-type: none"> • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).
<p>6. Is the DPD to be submitted consistent with national policy?</p>	<p>The Act section 19(2) and Schedule 8</p>	<p>i. Correspondence with PINS? ii. PAS Soundness self assessment checklist</p>	<ul style="list-style-type: none"> • PAS Soundness Self-Assessment Checklist: March 2013 (CCC, 2014)
<p>7. Does the DPD contain any policies or proposals that are not in general conformity with the regional strategy where it</p>	<p>The Act section 24(1)(a) and 24(4) Regulation 21</p>	<p>i. Correspondence with or representations from Mayor of London (where</p>	<ul style="list-style-type: none"> • Not Applicable

Activity	Legal requirement	Possible Evidence	Evidence Provided
<p>still exists? If yes, is there local justification?</p> <p>If the LPA is a London borough or a mayoral development corporation has it requested an opinion from the Mayor of London on the general conformity of the plan with the spatial development strategy?</p>		<p>appropriate)</p> <p>ii. Confirmation of (where appropriate) conformity from the Mayor or that no Regional Strategy is in place</p>	
<p>8. Has the council published the prescribed documents, and made them available at their principal offices and their website?</p> <p>Has the council notified the relevant statutory and non-statutory bodies, and all persons invited to make representations on the plan?</p> <p>Does the DPD contain a list of superseded saved policies?</p>	<p>The Act section 20(2), 20(3) and 20(5)(b)</p> <p>Regulations 8 and 19</p>	<p>i. The documents prescribed at Regulation 22(1)</p> <p>ii. Relevant authority monitoring reports</p> <p>iii. Records of the actions undertaken (see below)</p>	<ul style="list-style-type: none"> The prescribed documents listed under Regulation 22 (1) have been published and made available at the deposit points as well as on the webpage https://www.canterbury.gov.uk/planning/planning-policy/local-plan/ Annual Monitoring Reports - 04/05 through to 12/13. <p>An updated AMR for 2014 will be submitted to the inspector for examination when completed.</p>
<p>9. Are there any policies applying to sites or areas by reference to</p>	<p>Regulations 5(1) (b), 9 (1), 17 & 22(1)</p>	<p>i. Submission policies map</p>	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). District Proposals Map

Activity	Legal requirement	Possible Evidence	Evidence Provided
<p>an Ordnance Survey map or to amend an adopted policies map?</p> <p>If yes, have you prepared a submission policies map?</p>		<p>ii. Brief statement if a submission policies map is not required</p>	
<p>10. Is the DPD consistent with any other adopted DPDs for the area? If the DPD is intended to supersede any adopted development plan policies, does it state that fact and identify the superseded policies?</p>	<p>Regulation 8(3) and (4)</p> <p>Regulation 8(5)</p>	<p>i. The core strategy</p> <p>ii. Documents or reports demonstrating conformity</p>	<ul style="list-style-type: none"> The Canterbury District Local Plan will incorporate the Core Strategy once it is adopted. It will replace the Canterbury District Plan (2006).
<p>11. Have you prepared a statement setting out:</p> <ul style="list-style-type: none"> Which bodies and persons were invited to make representations under Regulation 18? How they were invited? A summary of the main issues raised? How the representations have been taken into account? 	<p>The Act section 20 (3)</p> <p>Regulation 22(1)(c)</p>	<p>i. Consultation statement</p> <p>ii. The Statement as required in Regulation 22(1)(c)</p>	<ul style="list-style-type: none"> Local Plan Consultation Statement: Publication Draft (CCC, 2014).
<p>12. Have you prepared a</p>	<p>The Act section 20(3)</p>	<p>The Statement as required in Regulation</p>	<ul style="list-style-type: none"> Local Plan Consultation Statement: Publication Draft (CCC,

Activity	Legal requirement	Possible Evidence	Evidence Provided
statement giving: <ul style="list-style-type: none"> the number of representations made under Regulation 22? a summary of the main issues raised? OR <ul style="list-style-type: none"> that no representations were made? 	Regulation 22(1)(c)	22(1)(c)	2014). <ul style="list-style-type: none"> Canterbury District Local Plan - Consultation Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2013). Canterbury District Local Plan - Publication Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2014).
13. Have you collected together all the representations made under Regulation 28?	The Act section 20(3) Regulation 22(1)(e)	Copies of the representations	<ul style="list-style-type: none"> Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) Representation to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014).
14. Have you assembled the relevant supporting documents?	The Act section 20(3) Regulation 22(1)(g)	All necessary evidence and records of decisions relevant to the DPD	<ul style="list-style-type: none"> The relevant supporting documents have been assembled and made available at the deposit points as well as on the webpage https://www.canterbury.gov.uk/planning/planning-policy/local-plan/
15. Has your council approved the DPD for submission?		Report and resolution of the appropriate council body	<ul style="list-style-type: none"> Canterbury District Local Plan - Response to "Preferred Options" Consultation Comments - Regulation 18; Publication of Submission Plan - Regulation 19; and Submission of Draft Plan for Examination - Regulation 22 (Report to Council, 24 April 2014). Minutes of the Council Meeting 24 April 2014. Minute No. E215.
16. Have you sent the Secretary of State (the Planning	The Act section 20(1) and 20(3)	i. Record of sending	<ul style="list-style-type: none"> Courier receipt (November 21st 2014)

Activity	Legal requirement	Possible Evidence	Evidence Provided
<p>Inspectorate) both a paper copy and an email of the following:</p> <ul style="list-style-type: none"> the DPD? the submission policies map (unless there are no site allocation policies)? the documents prescribed in Regulation 22(1)? 	<p>Regulations 22(1) and 22(2)</p>	<p>ii. Reasons why documents cannot be sent electronically</p>	<ul style="list-style-type: none"> All required documents have been sent in paper form and on DVD to the Planning Inspectorate.
<p>17. Have you made the following available at the same places where the proposed submission documents were to be seen:</p> <ul style="list-style-type: none"> The DPD? The documents prescribed in Regulation 22(1)? 	<p>Regulation 22(3)</p>	<p>Record of where and when made available</p>	<ul style="list-style-type: none"> The prescribed documents listed under Regulation 22 (1) have been published and made available at the deposit points as well as on the webpage https://www.canterbury.gov.uk/planning/planning-policy/local-plan/
<p>18. On your website, have you published the:</p> <ul style="list-style-type: none"> DPD? submission policies map? sustainability appraisal report? Regulation 22(1)(c) statement? supporting documents (where practicable) ? 	<p>Regulation 22(3) and 35(1)(b)</p>	<p>Record of publication</p>	<ul style="list-style-type: none"> The prescribed documents listed under Regulation 22 (1) have been published and made available at a central Examination library administered by the Programme Officer. the deposit points as well as on the Council 's Planning Policy webpage https://www.canterbury.gov.uk/planning/planning-policy/local-plan/ <p>A screenshot of file publication dates can be made available on requested.</p>

Activity	Legal requirement	Possible Evidence	Evidence Provided
<ul style="list-style-type: none"> representations made under Regulation 20 (where practicable) ? statement as to where and when the DPD and the documents are available? 			
<p>19. For each general consultation body invited to make representations under Regulation 18(1), have you sent:</p> <ul style="list-style-type: none"> notification that the documents prescribed in Regulation 22(3)(a)(i)-(iii) are available for inspection where and when they can be inspected? 	Regulation 22(3)(b)	<ul style="list-style-type: none"> Copies of correspondence Record of sending 	<ul style="list-style-type: none"> Notification that the prescribed documents under Regulation 22(3)(a)(i)-(iii) are available for inspection and where and when they can be viewed have been sent to each general consultation body via Objective (Content, Collaboration and Process Management software for the Public Sector). <p>Copies of letters / e-mails sent are available.</p>
<p>20. Have you given notice to persons who have requested to be notified that submission has taken place?</p>	Regulation 22(3)(c)	<ul style="list-style-type: none"> Copies of correspondence Record of sending 	<ul style="list-style-type: none"> Notification of submission has been sent to all persons who requested via Objective (Content, Collaboration and Process Management software for the Public Sector). <p>Copies of letter / e-mails sent are available.</p>
<p>21. If an examination is being held, at least six weeks before its opening has the Programme Officer:</p> <ul style="list-style-type: none"> published the time and 	The Act section 20 Regulations 24 and 35	<ul style="list-style-type: none"> Record of publication of information Record of sending Copies of 	<ul style="list-style-type: none"> The Programme Officer has been appointed and will carry out the relevant examination tasks in due course.



Activity	Legal requirement	Possible Evidence	Evidence Provided
<p>place of the examination and the name of the person appointed to carry out the examination on your website?</p> <ul style="list-style-type: none"> notified those who have made representations on the published DPD which have not been withdrawn of these details? 		<p>correspondence</p> <p>iv. Copy of advertisement</p>	

Soundness Self-Assessment Checklist (October 2014)

This note was prepared by AMEC and URS on behalf of the Planning Advisory Service. It aims to help local authorities prepare their plans in advance of an examination, taking into account the requirements of the National Planning Policy Framework. A separate checklist looks at legal compliance.

In summary – the key requirements of plan preparation are:

- Has the plan been positively prepared i.e. based on a strategy which seeks to meet objectively assessed requirements?
- Is the plan justified?
- Is it based on robust and credible evidence?
- Is it the most appropriate strategy when considered against the alternatives?
- Is the document effective?
- Is it deliverable?
- Is it flexible?
- Will it be able to be monitored?
- Is it consistent with national policy?

The Tests of Soundness at Examination

The starting point for the examination is the assumption that the Council has submitted what it considers to be a sound plan. Those seeking changes should demonstrate why the plan is unsound by reference to one or more of the soundness criteria.

The tests of soundness are set out in the National Planning Policy Framework (NPPF) (para 182): “The Local Plan will be examined by an independent inspector whose role is to assess whether the plan has been prepared in accordance with the Duty to Cooperate, legal and procedural requirements, and whether it is sound. A local planning authority should submit a plan for examination which it considers is ‘sound’ “, namely that it is:

- **Positively Prepared: based on a strategy which seeks to meet objectively assessed development and infrastructure requirements**

This means that the Development Plan Document (DPD) should be based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development. The NPPF, together with the Marine Policy Statement (MPS) set out principles through which the Government expects sustainable development can be achieved.

- **Justified: the most appropriate strategy when considered against the reasonable alternatives, based on proportionate evidence**

This means that the DPD should be based on a robust and credible evidence base involving:

Soundness Self-Assessment Checklist (October 2014)

- Research/fact finding: the choices made in the plan are backed up by facts.
- Evidence of participation of the local community and others having a stake in the area; and

The DPD should also provide the most appropriate strategy when considered against reasonable alternatives. These alternatives should be realistic and subject to sustainability appraisal. The DPD should show how the policies and proposals help to ensure that the social, environmental, economic and resource use objectives of sustainability will be achieved.

- **Effective: deliverable over its period based on effective joint working on cross-boundary strategic priorities**

This means the DPD should be deliverable, requiring evidence of:

- Sound infrastructure delivery planning;
- Having no regulatory or national planning barriers to delivery;
- Delivery partners who are signed up to it; and
- Coherence with the strategies of neighbouring authorities, including neighbouring marine planning authorities.
- The DPD should be flexible and able to be monitored.

The DPD should indicate who is to be responsible for making sure that the policies and proposals happen and when they will happen. The plan should be flexible to deal with changing circumstances, which may involve minor changes to respond to the outcome of the monitoring process or more significant changes to respond to problems such as lack of funding for major infrastructure proposals. Although it is important that policies are flexible, the DPD should make clear that major changes may require a formal review including public consultation. Any measures which the Council has included to make sure that targets are met should be clearly linked to an Annual Monitoring Report.

- **Consistent with national policy: enabling the delivery of sustainable development**

The demonstration of this is a 'lead' policy on sustainable development which specifies how decisions are to be made against the sustainability criterion (see the Planning Portal for a model policy www.planningportal.gov.uk). If you are not using this model policy, the Council will need to provide clear and convincing reasons to justify its approach.

The following table sets out the requirements associated with these four tests of soundness. Suggestions for evidence which could be used to support these requirements are set out, although these have to be viewed in the context of the plan being prepared. Please don't assume that you have got to provide all of these, they are just suggestions of what could be relevant.

In addition, the Legal Compliance checklist (a separate document, see www.pas.gov.uk) should be completed to ensure that this aspect is covered.

The Duty to Co-operate will also be assessed as part of the examination process.

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>Positively Prepared: the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development.</p>		
<p><i>Vision and Objectives</i></p> <p>Has the LPA clearly identified what the issues are that the DPD is seeking to address? Have priorities been set so that it is clear what the DPD is seeking to achieve?</p> <p>Does the DPD contain clear vision(s) and objectives which are specific to the place? Is there a direct relationship between the identified issues, the vision(s) and the objectives?</p> <p>Is it clear how the policies will meet the objectives? Are there any obvious gaps in the policies, having regard to the objectives of the DPD?</p> <p>Have reasonable alternatives to the quantum of development and overall spatial strategy been considered?</p> <p>Are the policies internally consistent?</p> <p>Are there realistic timescales related to the objectives?</p> <p>Does the DPD explain how its key policy objectives will be achieved?</p>	<ul style="list-style-type: none"> • Sections of the DPD and other documents which set out (where applicable) the vision, strategic objectives, key outcomes expected, spatial portrait and issues to be addressed. • Relevant sections of the DPD which explain how policies derive from the objectives and are designed to meet them. • The strategic objectives of the DPD, and the commentary in the DPD of how they derive from the spatial portrait and vision, and how the objectives are consistent with one another. • Sections of the DPD which address delivery, the means of delivery and the timescales for key developments through evidenced infrastructure delivery planning. • Confirmation from the relevant agencies that they support the objectives and the identified means of delivery. • Information in the local development scheme, or provided separately, about the scope and content (actual and intended) of each DPD showing how they combine to provide a coherent policy structure. 	<ul style="list-style-type: none"> • The Canterbury District Local Plan: Publication Draft (CCC, 2014). Introduction. <u>The District</u> (Paras i-viii: p. 5-6). • The Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Vision and Strategy</u> (p.11); and <u>Plan Objectives</u> (p.11). • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representation to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014). • Canterbury District Local Development Schemes – 2004 through to 2014 (CCC).
<p><i>The presumption in favour of sustainable development (NPPF paras 6-17)</i></p>	<ul style="list-style-type: none"> • An evidence base which establishes the development needs of the plan area (see Justified below) and includes a flexible 	<p>Strategic Development:</p>

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>Plans and decisions need to take local circumstances into account, so that they respond to the different opportunities for achieving sustainable development in different areas.</p> <p>Local Plans should meet objectively assessed needs, with sufficient flexibility to adapt to rapid change, unless:</p> <p>—any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole; or</p> <p>—specific policies in this Framework indicate development should be restricted.</p>	<p>approach to delivery (see ‘Section 3 Effective’, below).</p> <ul style="list-style-type: none"> • An audit trail showing how and why the quantum of development, preferred overall strategy and plan area distribution of development were arrived at. • Evidence of responding to opportunities for achieving sustainable development in different areas (for example, the marine area) 	<ul style="list-style-type: none"> • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • High Level Sustainability Appraisal of the Canterbury Vision Options (Entec, 2008). • Canterbury Future Development (Ipsos MORI, 2012). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • Sustainability Appraisal of Development Scenarios – Technical Note (AMEC, 2012). • A Rural Settlement Hierarchy Study of Canterbury District (Catherine Hughes Associates, 2011). <p><u>Core Strategy Options:</u></p> <ul style="list-style-type: none"> • Sustainability of the Local Development Framework: Agreed Scope of Sustainability Appraisal (Entec, 2007) • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010). • Sustainability Appraisal of The Local Development Framework: Updated Scoping Report (Entec, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec,

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<p>2010).</p> <ul style="list-style-type: none"> • Habitats Regulations Assessment (Entec, 2010). <p><u>Sustainability Appraisal and Habitats Regulations Assessment:</u></p> <ul style="list-style-type: none"> • Sustainability Appraisal of Preferred Options Consultation Draft (AMEC, 2013). • Habitats Regulations Assessment (AMEC, 2013). • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014). <p><u>Viability and Implementation:</u></p> <ul style="list-style-type: none"> • Canterbury LDF Housing Options (DTZ, 2009). • Economic Viability Assessment of Future Development in Canterbury District (Adams Integra, 2012). • Further Economic Viability Assessment of Future Strategic Sites and a Whole Plan Assessment in Canterbury (Adams Integra, 2014). <p><u>Strategic Housing Land Availability Assessment (SHLAA):</u></p> <ul style="list-style-type: none"> • SHLAA Methodology and Assessment of Sites (CCC, 2014). • SHLAA Site Assessment Forms (CCC)

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<p><u>Housing:</u></p> <ul style="list-style-type: none"> • Strategic Housing Market Assessment for the East Kent Sub Region (ECOTEC, 2009). • Canterbury District Housing Strategy 2005-2010 (CCC, 2005); and Canterbury District Housing Strategy 2012-2016 (CCC, 2012). • East Kent Gypsy and Traveller Accommodation Assessment Report 2007-2012 (De Montfort University, 2007). • East Kent Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (Salford University, 2014). <p><u>Employment:</u></p> <ul style="list-style-type: none"> • The Regional Economic Strategy (2006–2016) – A Framework for Sustainable Prosperity (SEEDA, 2006). • Local Economy and Tourism Strategy 2008–2012 (CCC, 2008). • Employment Land Review (Savills, 2008). • Canterbury District Employment Land Review 2011-2031 (CCC, 2013). <p><u>Topic papers:</u></p>

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<ul style="list-style-type: none"> • Topic Paper 1: Strategy (CCC, 2014) • Topic Paper 2: Housing (CCC, 2014)
<p>Policies in Local Plans should follow the approach of the presumption in favour of sustainable development so that it is clear that development which is sustainable can be approved without delay. All plans should be based upon and reflect the presumption in favour of sustainable development, with clear policies that will guide how the presumption should be applied locally.</p>	<ul style="list-style-type: none"> • A policy or policies which reflect the principles of the presumption in favour of sustainable development (see <u>model policy at www.planningportal.gov.uk</u>) 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Policy SP1: Sustainable Development</u> (p.22).
<p><i>Objectively assessed needs</i></p> <p>The economic, social and environmental needs of the authority area addressed and clearly presented in a fashion which makes effective use of land and specifically promotes mixed use development, and take account of cross-boundary and strategic issues.</p> <p>Note: Meeting these needs should be subject to the caveats specified in Paragraph 14 of the NPPF (see above).</p>	<ul style="list-style-type: none"> • Background evidence papers demonstrating requirements based on population forecasts, employment projections and community needs. • Technical papers demonstrating how the aspirations and objectives of the DPD are related to the evidence, and how these are to be met, including from consultation and associated with the Duty to Co-operate. 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Introduction. The District (Paras i – viii: p.5-6). • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • Strategic Housing Market Assessment for the East Kent Sub Region (ECOTEC, 2009). • Canterbury District Housing Strategy 2005-2010 (CCC, 2005); and Canterbury District Housing Strategy 2012-2016 (CCC, 2012). • Employment Land Review (Savills, 2008).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<ul style="list-style-type: none"> • Canterbury District Employment Land Review 2011-2031 (CCC, 2013). • Open Space Strategy 2009-2014 (CCC, 2009). • Local Plan Consultation Statement: Publication Draft (CCC, 2014). Section 4. Duty to Co-operate / Evidence Base Consultation (p.5-6); and Appendix 4 for a list of the meetings held and the matters discussed. • Topic Paper 5: Duty to Co-operate (CCC, 2014).
NPPF Principles: Delivering sustainable development		
<ul style="list-style-type: none"> • Building a strong, competitive economy (paras 18-22) 		
Set out a clear economic vision and strategy for the area which positively and proactively encourages sustainable economic growth (21),	<ul style="list-style-type: none"> • Articulation of a clear economic vision and strategy for the plan area linked to the Economic Strategy, LEP Strategy and marine policy documents where appropriate. 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Vision and Strategy</u> (p.11). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Plan Objectives</u> (p.11). • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • The Culture and Enterprise Policy Suite 2011 – 2016 (CCC, 2011).
Recognise and seek to address potential barriers to investment, including poor environment or any lack of infrastructure, services or housing (21)	<ul style="list-style-type: none"> • A criteria-based policy which meets identified needs and is positive and flexible in planning for specialist sectors, regeneration, infrastructure provision, environmental enhancement. 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 3: Economic Development and Employment. <u>Policy EMP3: Town Centre Offices</u> (p.75); <u>Policy EMP5: Home-based Business</u> (p.78); <u>Policy EMP6: New Digital</u>

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	<ul style="list-style-type: none"> An up-to-date assessment of the deliverability of allocated employment sites, to meet local needs, (taking into account that LPAs should avoid the long term protection of sites allocated for employment use where there is no reasonable prospect of an allocated site being used for that purpose) para (22) 	<p><u>Infrastructure</u> (p.78).</p> <ul style="list-style-type: none"> The Canterbury District Futures Study (Experian, 2006) and; The Canterbury District Futures Study Review (Experian, 2011). Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). Employment Land Review (Savills, 2008). Canterbury District Employment Land Review 2011-2031 (CCC, 2013).
<ul style="list-style-type: none"> Ensuring the vitality of town centres (paras 23-37) 		
<p>Policies should be positive, promote competitive town centre environments, and set out policies for the management and growth of centres over the plan period (23)</p>	<ul style="list-style-type: none"> The Plan and its policies may include such matters as: definition of networks and hierarchies; defining town centres; encouragement of residential development on appropriate sites; allocation of appropriate edge of centre sites where suitable and viable town centre sites are not available; consideration of retail and leisure proposals which cannot be accommodated in or adjacent to town centres. 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 4: Town Centres and Leisure. <u>Policy TCL1: Town Centres</u> (p.91); <u>Policy TCL2: Primary Shopping Frontages</u> (p.93); <u>Policy TCL3: Mixed Shopping Frontages</u> (p.94); <u>Policy TCL4: Cultural Enhancement Area</u> (p.95); <u>Policy TCL6: Main Town centre Uses</u> (p.99); <u>Policy TCL8: Enhancing and Protecting Herne Bay and Whitstable Town Centres</u> (p.102); <u>Policy TCL9: Environmental Improvement Areas</u> (p.103); <u>Policy TCL10: Mixed Use Development</u> (p.105); <u>Policy TCL11: Commercial Leisure and Cultural Activities</u> (p.107); <u>Policy TCL12: Evening and Night-time economy</u> (p.107). Canterbury Retail and Leisure Study (DTZ, 2011) and Whitstable and Herne Bay Retail Study (DTZ, 2011).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>Allocate a range of suitable sites to meet the scale and type of retail, leisure, commercial, office, tourism, cultural, community services and residential development needed in town centres (23)</p>	<ul style="list-style-type: none"> An assessment of the need to expand (the) town centre(s), considering the needs of town centre uses. Primary and secondary shopping frontages identified and allocated. 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 4: Town Centres and Leisure. <u>Policy TCL2: Primary Shopping Frontages</u> (p.93); <u>Policy TCL3: Mixed Shopping Frontages</u> (p.94). <u>Policy TCL7: Wincheap Retail Area</u> (p.101); <u>Policy TCL10: Mixed Use Development</u> (p.105) - Canterbury and Whitstable. Canterbury Retail and Leisure Study (DTZ, 2011) and Whitstable and Herne Bay Retail Study (DTZ, 2011). Herne Bay Area Action Plan (CCC, 2010).
<ul style="list-style-type: none"> Supporting a prosperous rural economy (para 28) 		
<p>Support sustainable economic growth in rural areas. Planning strategies should promote a strong rural economy by taking a positive approach to new development. (28)</p>	<ul style="list-style-type: none"> Where relevant include a policy or policies which support the sustainable growth of rural businesses; promote the development and diversification of agricultural businesses; support sustainable rural tourism and leisure developments, and support local services and facilities. 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 3: Economic Development and Employment. <u>Policy EMP12: Agricultural Land</u> (p.82); <u>Policy EMP13: New Agricultural Buildings</u> (p.84); <u>Policy EMP14: Other Rural Businesses</u> (p.85). Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 6: Tourism and Visitor Economy. <u>Policy TV7: Rural Tourism</u> (p.140); <u>Policy TV8: Rural Tourist Accommodation, Attractions and Facilities</u> (p.141). Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 12: Quality of Life. <u>Policy QL2: Village Services and Facilities</u> (p.276); <u>Policy QL4: Farm Shops</u> (p.277).
<ul style="list-style-type: none"> Promoting sustainable transport (paras 29-41) 		

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>Facilitate sustainable development whilst contributing to wider sustainability and health objectives. (29)</p> <p>Balance the transport system in favour of sustainable transport modes and give people a real choice about how they travel whilst recognising that different policies will be required in different communities and opportunities to maximise sustainable transport solutions will vary from urban to rural areas. (29)</p> <p>Encourage solutions which support reductions in greenhouse gas emissions and congestion (29) including supporting a pattern of development which, where reasonable to do so, facilitates the use of sustainable modes of transport. (30)</p> <p>Local authorities should work with neighbouring authorities and transport providers to develop strategies for the provision of viable infrastructure necessary to support sustainable development. (31)</p> <p>Opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure. (32)</p> <p>Ensure that developments which generate significant movement are located where the need to travel will be minimised and the use of sustainable transport modes can be maximised (34)</p> <p>Plans should protect and exploit opportunities</p>	<ul style="list-style-type: none"> • Joint working with adjoining authorities, transport providers and Government Agencies on infrastructure provision in order to support sustainable economic growth with particular regard to the facilities referred to in paragraph 31. • Policies encouraging development which facilitates the use of sustainable modes of transport and a range of transport choices where appropriate, particularly the criteria in paragraph 35. • A spatial strategy and policy which seeks to reduce the need to travel through balancing housing and employment provision. • Policy for major developments which promotes a mix of uses and access to key facilities by sustainable transport modes. • If local (car parking) standards have been prepared, are they justified and necessary? (39) • Identification and protection of sites and routes where infrastructure could be developed to widen transport choice linked to the Local Transport Plan. 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Policy SP3: Strategic Site Allocations</u> – Site 1, Site 2, Site 4, Site 5, Site 8, Site 10 (p.24-28). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 5: Transport Infrastructure. <u>Policy T1: Transport Strategy</u> (p.109); <u>Policy T2: Pedestrian and Cycle Routes</u> (p.117); <u>Policy T3: Bus Improvement Measures</u> (p.118); <u>Policy T4: Rail Improvement Measures</u> (p.119); <u>Policy T5: Wincheap Park and Ride</u> (p.120); <u>Policy T6: Sturry Road Park and Ride</u> (p.120); <u>Policy T7: New Dover Road Park and Ride</u> (p.120); <u>Policy T8: Whitstable Park and Ride</u> (p.121); <u>Policy T9: Parking Standards</u> (p.121); <u>Policy T10: On-site Parking Standards</u> (p.122); <u>Policy T17: Transport Assessment and Travel Plans</u> (p.127). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 11: Open Space. <u>Policy OS12: Green Infrastructure</u> (p.270); <u>Policy OS13: Riverside Strategy</u> (p.271). • Canterbury Bus Strategy (CCC, 2002). • Walking and Cycling Strategy (CCC, 2003). • Canterbury District Transport Action Plan (CCC, 2004). • Canterbury's Fourth Park and Ride Site: Options Appraisal Study – Stage 2 Final Report (WSP, 2006).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>for the use of sustainable transport modes for the movement of goods or people. (35)</p> <p>Policies should aim for a balance of land uses so that people can be encouraged to minimize journey lengths for employment, shopping, leisure, education and other activities. (37)</p> <p>For larger scale residential developments in particular, planning policies should promote a mix of uses in order to provide opportunities to undertake day-to-day activities including work on site. Where practical, particularly within large-scale developments, key facilities such as primary schools and local shops should be located within walking distance of most properties. (38)</p> <p>The setting of car parking standards including provision for town centres. (39-40)</p> <p>Local planning authorities should identify and protect, where there is robust evidence, sites and routes which could be critical in developing infrastructure to widen transport choice. (41)</p>		<ul style="list-style-type: none"> • Canterbury Parking Strategy 2006–2016 (CCC, 2006). • Local Air Quality Management - Draft Air Quality Management Plan (CCC, 2009). • Additional Park and Ride Provision Canterbury – Evaluation of Wincheap / Thanington Sites (WSP, 2009) • Local Transport Plan for Kent 2011–2016 (KCC, 2011). • Canterbury VISUM Model: Validated Base Model (Jacobs, 2008). • Canterbury VISUM Model – Draft Options Testing Report (Jacobs, 2012). • VISUM: Do Minimum Study (Jacobs, 2012) • Canterbury VISUM Transport Model - Local Plan Preferred Option Testing Report (Amey, 2014). • Draft Canterbury District Transport Strategy 2014-2031 (KCC & CCC, 2014). • Local Plan Consultation Statement: Publication Draft (CCC, 2014). Section 4. Duty to Co-operate / Evidence Base Consultation (p.5-6); and Appendix 4 for a list of the meetings held and the matters discussed.
<ul style="list-style-type: none"> • Supporting high quality communications infrastructure (paras 42-46) 		
<p>Support the expansion of the electronic</p>	<ul style="list-style-type: none"> • Policy supporting the expansion of 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC,

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>communications networks, including telecommunications' masts and high speed broadband. (43)</p> <p>Local planning authorities should not impose a ban on new telecommunications development in certain areas, impose blanket Article 4 directions over a wide area or a wide range of telecommunications development or insist on minimum distances between new telecommunications development and existing development. (44)</p>	<p>electronic communications networks, including telecommunications and high speed broadband, noting the caveats in para 44.</p>	<p>2014). Chapter 3: Economic Development and Employment. <u>Policy EMP6: New Digital Infrastructure</u> (p.78).</p>
<p>• Delivering a wide choice of high quality housing (paras 47-55)</p>		
<p>Identify and maintain a rolling supply of specific deliverable sites sufficient to provide five years' worth of housing against their housing requirements; this should include an additional buffer of 5% or 20% (moved forward from later in the plan period) to ensure choice and competition in the market for land. 20% buffer applies where there has been persistent under delivery of housing(47)</p>	<ul style="list-style-type: none"> • Identification of: <ul style="list-style-type: none"> a) five years or more supply of specific deliverable sites; plus the buffer as appropriate • Where this element of housing supply includes windfall sites, inclusion of 'compelling evidence' to justify their inclusion (48) • A SHLAA 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Policy SP2 Development Requirements</u> (p.23); <u>Policy SP3: Strategic Site Allocations</u> (p.24-28). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. <u>Table H1: Phased Housing Land Requirement</u> (p.43); <u>Table H2: Strategic Allocations</u> (p.43-44); <u>Table H3: Other Housing Allocations</u> (p.44); <u>Table H4: Housing Land Supply</u> (p.45). • Topic Paper 2: Housing (CCC, 2014). • Schedule of Housing Sites - 5 year supply (CCC, 2012). Refers to the 5 year housing land supply as referenced to in the Housing section of the AMR. • SHLAA Methodology and Assessment of Sites (CCC, 2014).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>Identify a supply of developable sites or broad locations for years 6-10 and, where possible, years 11-15 (47).</p>	<ul style="list-style-type: none"> • Identification of a supply of developable sites or broad locations for: a) years 6-10; b) years 11-15 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Policy SP2: Development Requirements</u> (p.23); <u>Policy SP3: Strategic Site Allocations</u> (p.24-28). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. <u>Table H1: Phased Housing Land Requirement</u> (p.43); <u>Table H2: Strategic Allocations</u> (p.43-44); <u>Table H3: Other Housing Allocations</u> (p.44); <u>Table H4: Housing Land Supply</u> (p.45). • Topic Paper 2: Housing (CCC, 2014).
<p>Illustrate the expected rate of housing delivery through a trajectory; and set out a housing implementation strategy describing how a five year supply will be maintained. (47)</p>	<ul style="list-style-type: none"> • A housing trajectory • Monitoring of completions and permissions (47) • Updated and managed SHLAA. (47) 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. <u>Table H1: Phased Housing Land Requirement</u> (p.43); <u>Table H2: Strategic Allocations</u> (p.43-44); <u>Table H3: Other Housing Allocations</u> (p.44); <u>Table H4: Housing Land Supply</u> (p.45). • Topic Paper 2: Housing (CCC, 2014). • Annual Monitoring Report April 2012 – March 2013 (CCC, 2013). An updated AMR for 2014 will be submitted to the inspector for examination when completed. • Canterbury District Housing Information Audit 2011/12 (KCC, 2012). • SHLAA Methodology and Assessment of Sites (CCC, 2014).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
Set out the authority's approach to housing density to reflect local circumstances (47).	<ul style="list-style-type: none"> • Policy on the density of development. 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 8: Design and the Built Environment. <u>Policy DBE3: Principles of Design</u> (p.172).
Plan for a mix of housing based on current and future demographic and market trends, and needs of different groups (50) and caters for housing demand and the scale of housing supply to meet this demand. (para 159)	<ul style="list-style-type: none"> • Policy on planning for a mix of housing (including self-build, and housing for older people • SHMA • Identification of the size, type, tenure and range of housing) required in particular locations, reflecting local demand. (50) • Evidence for housing provision based on up to date, objectively assessed needs. (50) • Policy on affordable housing and consideration for the need for on-site provision or if off-site provision or financial contributions are sought, where these can these be justified and to what extent do they contribute to the objective of creating mixed and balanced communities. (50) 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. Policy HD2: Affordable Housing; Policy (p.50); Policy HD4: New Dwellings in the Countryside; Policy (p.54); Policy HD7: Purpose Built Student Accommodation (p.60); Policy HD10: Gypsies and Travellers (p.64). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 8: Design and the Built Environment: Policy DBE7: Residential Space Standards (p.179); Table D3: Minimum Space Standards (p.180); Policy DBE8: Inclusive Design (p.182). • Strategic Housing Market Assessment for the East Kent Sub Region (ECOTEC, 2009). • Canterbury District Housing Strategy 2005-2010 (CCC, 2005); and Canterbury District Housing Strategy 2012-2016 (CCC, 2012).
<p>In rural areas be responsive to local circumstances and plan housing development to reflect local needs, particularly for affordable housing, including through rural exception sites where appropriate (54).</p> <p>In rural areas housing should be located where it will enhance or maintain the vitality of rural communities.</p>	<ul style="list-style-type: none"> • Consideration of allowing some market housing to facilitate the provision of significant additional affordable housing to meet local needs. • Consideration of the case for resisting inappropriate development of residential gardens. (This is discretionary)(para 53) • Examples of special circumstances to 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Policy SP4: Strategic Approach to Location of Development</u> (p.28). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. <u>Policy HD2: Affordable Housing</u> (p.50); <u>Policy HD3: Rural Exceptions Sites</u> (p.53); <u>Policy HD4: New Dwellings in the Countryside</u> (p.54); <u>Policy HD5: Conversion of Rural Buildings</u> (p.56).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	allow new isolated homes listed at para 55.	
<ul style="list-style-type: none"> Requiring good design (paras 56-68) 		
Develop robust and comprehensive policies that set out the quality of development that will be expected for the area (58).	<ul style="list-style-type: none"> Inclusion of policy or policies which seek to increase the quality of development through the principles set out at para 58 and approaches in paras 59-61, linked to the vision for the area and specific local issues 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 8: Design and the Built Environment: <u>Policy DBE1: Sustainable Design and Construction</u> (p.166); <u>Policy DBE3: Principles of Design</u> (p.172); <u>Policy DBE4: Modern Design</u> (p.173); <u>Policy DBE11: Public Realm</u> (p.190); <u>Policy DBE12: Public Open Space</u> (p.191). Crime Prevention Through Design (CCC, 2003). Guidelines to Control Residential Intensification (CCC, 2007).
<ul style="list-style-type: none"> Promoting healthy communities (paras 69-77) 		
Policies should aim to design places which: promote community interaction, including through mixed-use development; are safe and accessible environments; and are accessible developments (69).	<ul style="list-style-type: none"> Inclusion of a policy or policies on inclusive communities. Promotion of opportunities for meetings between members of the community who might not otherwise come into contact with each other, including through mixed-use developments which bring together those who work, live and play in the vicinity; safe and accessible environments where crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion; and accessible developments, containing clear and legible pedestrian routes, and high quality public space, 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 8: Design and the Built Environment. <u>Policy DBE3: Principles of Design</u> (p.172); <u>Policy DBE5: Design and Access Statements</u> (p.175); <u>Policy DBE8: Inclusive Design</u> (p.182); <u>Policy DBE11: Public Realm</u> (p.190); <u>Policy DBE12: Public Open Space</u> (p.191). Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 11: Open Space. <u>Policy OS1: Local Green Space</u> (p.255); <u>Policy OS2: Playing Fields</u> (p.260); <u>Policy SP11: Open Space Provision</u> (p.269). Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 12: Quality of Life. <u>Policy QL1 Social</u>

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	which encourage the active and continual use of public areas. (69)	<u>Infrastructure</u> (p.275); <u>Policy QL2: Village Service Facilities</u> (p.276); <u>Policy QL5: Local Community Services</u> (p.278); <u>Policy QL7: Community Allocations</u> (p.280).
Policies should plan positively for the provision and use of shared space, community facilities and other local services (70).	<ul style="list-style-type: none"> • Inclusion of a policy or policies addressing community facilities and local service. • Positive planning for the provision and integration of community facilities and other local services to enhance the sustainability of communities and residential environments; safeguard against the unnecessary loss of valued facilities and services; ensure that established shops, facilities and services are able to develop and modernize; and ensure that housing is developed in suitable locations which offer a range of community facilities and good access to key services and infrastructure. 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 12: Quality of Life. <u>Policy QL1 Social Infrastructure</u> (p.275); <u>Policy QL2: Village Service Facilities</u> (p.276); <u>Policy QL3: Loss of Village Community Facilities</u> (p.276); <u>Policy QL5: Local Community Services</u> (p.278); <u>Policy QL6: Loss of Community Buildings and Community Sites</u> (p.278); <u>Policy QL7: Community Allocations</u> (p.280); <u>Policy QL8: Health and Social Care Facilities</u> (p.280); <u>Policy QL10: Medical Health and Social Care Facilities</u> (p.281). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 11: Open Space. <u>Policy OS11: Outdoor Space Provision</u> (p.269); <u>Policy OS12: Green Infrastructure</u> (p.270).
Identify specific needs and quantitative or qualitative deficits or surpluses of open space, sports and recreational facilities; and set locally derived standards to provide these (73).	<ul style="list-style-type: none"> • Identification of specific needs and quantitative or qualitative deficits or surpluses of open space, sports and recreational facilities in the local area. (73) • A policy protecting existing open space, sports and recreational buildings and land from development, with specific exceptions. (74) • Protection and enhancement of rights of way and access. (75) 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 8: Design and the Built Environment. <u>Policy DBE12: Public Open Space</u> (p.191). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 11: Open Space. <u>Policy OS1: Local Green Space</u> (p.255); <u>Policy OS2: Playing Fields</u> (p.260); <u>Policy OS3: Greenhill</u> (p.260); <u>Policy OS4: Swalecliffe</u> (p.261); <u>Policy OS5: Stuppington Lane</u> (p.261); <u>Policy OS9: Protection of Existing Open Space</u> (p.266); <u>Policy OS10: Loss of Open Space</u> (p.266). • Open Space Strategy for the Canterbury District 2009-2014

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<p>(CCC, 2009).</p> <ul style="list-style-type: none"> • Report on Assessments of Local Green Space Proposals in Canterbury District (CCC, 2014). • Topic Paper 4: Open Space (CCC, 2014)
<p>Enable local communities, through local and neighbourhood plans, to identify special protection green areas of particular importance to them – ‘Local Green Space’ (76-78).</p>	<ul style="list-style-type: none"> • Policy enabling the protection of Local Green Spaces. (Local Green Spaces should only be designated when a plan is prepared or reviewed, and be capable of enduring beyond the end of the plan period. The designation should only be used when it accords with the criteria in para 77). Policy for managing development within a local green space should be consistent with policy for Green Belts. (78) 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 11: Open Space. <u>Policy OS1: Local Green Space</u> (p.255).
<ul style="list-style-type: none"> • Protecting Green Belt land (paras 79-92) 		
<p>Local planning authorities should plan positively to enhance the beneficial use of the Green Belt, such as looking for opportunities to provide access; to provide opportunities for outdoor sport and recreation; to retain and enhance landscapes, visual amenity and biodiversity; or to improve damaged and derelict land. (81)</p> <p>Local planning authorities with Green Belts in their area should establish Green Belt boundaries in their Local Plans which set the framework for Green Belt and settlement policy. (83)</p> <p>When drawing up or reviewing Green Belt</p>	<ul style="list-style-type: none"> • Where Green Belt policies are included, these should reflect the need to: • Enhance the beneficial use of the Green Belt. (81) • Accord with criteria on boundary setting, and the need for clarity on the status of safeguarded land, in particular. (85) • Specify that inappropriate development should not be approved except in very special circumstances. (87) • Specify the exceptions to inappropriate development (89-90) 	<ul style="list-style-type: none"> • Not Applicable.

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>boundaries local planning authorities should take account of the need to promote sustainable patterns of development. (84)</p> <p>Boundaries should be set using 'physical features likely to be permanent' amongst other things (85)</p>	<ul style="list-style-type: none"> Identify where very special circumstances might apply to renewable energy development. (91) 	
<ul style="list-style-type: none"> Meeting the challenge of climate change, flooding and coastal change (paras 93-108) 		
<p>Adopt proactive strategies to mitigate and adapt to climate change taking full account of flood risk, coastal change and water supply and demand considerations. (94)</p>	<ul style="list-style-type: none"> Planning of new development in locations and ways which reduce greenhouse gas emissions. Support for energy efficiency improvements to existing building. Local requirements for a building's sustainability which are consistent with the Government's zero carbon buildings policy. (95) 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 7: Climate Change, Flooding, Coastal Change and Water Resources. <u>Policy CC1 Renewable and Low Carbon Energy Development</u> (p.146); <u>Policy CC2: Reducing Carbon Emissions from New Development</u> (p.148); <u>Policy CC3 Combined Heat and Power</u> (p.149). Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 8: Design and the Built Environment: <u>Policy DBE1: Sustainable Design and Construction</u> (p.166); <u>Policy DBE2: Renewable Energy</u> (p.169); <u>Policy DBE6: Sustainability Statements</u> (p.176).
<p>Help increase the use and supply of renewable and low carbon energy through a strategy, policies maximising renewable and low carbon energy, and identification of key energy sources. (97)</p>	<ul style="list-style-type: none"> A strategy and policies to promote and maximise energy from renewable and low carbon sources, Identification of suitable areas for renewable and low carbon energy sources, and supporting infrastructure, where this would help secure the development of such sources (see also NPPF footnote 17) Identification of where development can draw its energy supply from 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 7: Climate Change, Flooding, Coastal Change and Water Resources. <u>Council Response to Climate Change</u> (p.144); <u>Policy CC1 Renewable and Low Carbon Energy Development</u> (p.144). Kent Renewable Energy and Opportunities Study (KCC, 2012).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	decentralised, renewable or low carbon supply systems and for co-locating potential heat customers and suppliers. (97)	
Minimise vulnerability to climate change and manage the risk of flooding (99)	<ul style="list-style-type: none"> • Account taken of the impacts of climate change. (99) • Allocate, and where necessary re-locate, development away from flood risk areas through a sequential test, based on a SFRA. (100) • Policies to manage risk, from a range of impacts, through suitable adaptation measures 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 7: Climate Change, Flooding, Coastal Change and Water Resources. <u>Policy CC4: Flood Risk</u> (p.152); <u>Policy CC5: Flood Zones</u> (p.154); <u>Policy CC6: Minor Development and Development of Previously Developed Land within Flood Zones</u> (p.154); <u>Policy CC11: Sustainable Drainage Systems</u> (p.158). • Canterbury District Strategic Flood Risk Assessment (Herrington Consulting Ltd, 2011).
Take account of marine planning (105)	<ul style="list-style-type: none"> • Ensure early and close co-operation on relevant economic, social and environmental policies with the Marine Management Organisation • Review the aims and objectives of the Marine Policy Statement, including local potential for marine-related economic development • Integrate as appropriate marine policy objectives into emerging policy • Support of integrated coastal management (ICM) in coastal areas in line with the requirements of the MPS 	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). <p>The MMO was consulted at Preferred Options and Publication Stage of the Local Plan; no comments were received. A telecon discussion about the relationship between the National Marine Policy Statement and the Local Plan. There is currently not a Marine Plan that affects Canterbury District; and the MMO raised no issues.</p>
Manage risk from coastal change (106)	<ul style="list-style-type: none"> • Identification of where the coast is likely to experience physical changes and identify Coastal Change Management Areas, and clarity on what development 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 7: Climate Change, Flooding, Coastal Change and Water Resources. <u>Policy CC8: Coastal Change at Seasalter</u> (p.155); <u>Policy CC9: Coastal Change at Reculver</u>

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	<p>will be allowed in such areas.</p> <ul style="list-style-type: none"> Provision for development and infrastructure that needs to be re-located from such areas, based on SMPs and Marine Plans, where appropriate. 	<p>(p.156); <u>Policy CC10: Coastal Protection Zone</u> (p.156).</p>
<ul style="list-style-type: none"> Conserving and enhancing the natural environment (paras 109-125) 		
<p>Protect valued landscapes (109)</p>	<ul style="list-style-type: none"> A strategy and policy or policies to create, protect, enhance and manage networks of biodiversity and green infrastructure. Policy which seeks to minimise the loss of higher quality agricultural land and give great weight to protecting the landscape and scenic beauty of National Parks, the Broads and AONBs. 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Policy SP5: Green Infrastructure</u> (p.32). Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 3: Economic Development and Employment. <u>Policy EMP12: Agricultural Land</u> (p.82). Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 10: Landscape and Biodiversity. <u>Policy LB1: Kent Downs Area of Outstanding Natural Beauty</u> (p.227); <u>Policy LB8: Landscape Scale Biodiversity Networks</u> (p.239); <u>Policy LB9: Protection, mitigation, Enhancement and Increased Connectivity for Species and Habitats of Principle Importance</u> (p.244); <u>Policy LB10: Trees, Hedgerows and Woodland</u> (p.246); <u>Policy LB13: River Corridors</u> (p.249). Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 11: Open Space. <u>Policy OS12: Green Infrastructure</u> (p.270). Kent Downs Area of Outstanding Natural Beauty Management Plan (Kent Downs, 2009).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<ul style="list-style-type: none"> • Canterbury City Council's Corporate Plan 2011–2016 (CCC, 2011).
Prevent unacceptable risks from pollution and land instability (109)	<ul style="list-style-type: none"> • Policy which seeks development which is appropriate for its location having regard to the effects of pollution on health, the natural environment or general amenity. 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 12: Quality of Life. <u>Policy QL11: Air Quality</u> (p.283); <u>Policy QL12: Potentially Polluting Development</u> (p.284); <u>Policy QL13: Waste Management and Recycling</u> (p.285).
<p>Planning policies should minimise impacts on biodiversity and geodiversity (117)</p> <p>Planning policies should plan for biodiversity at a landscape-scale across local authority boundaries (117)</p>	<ul style="list-style-type: none"> • Identification and mapping of local ecological networks and geological conservation interests. • Policies to promote the preservation, restoration and re-creation of priority habitats, ecological networks and the recovery of priority species 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 10: Landscape and Biodiversity. <u>Policy LB8: Landscape Scale Biodiversity Networks</u> (p.239); <u>Policy LB9: Protection, mitigation, Enhancement and Increased Connectivity for Species and Habitats of Principle Importance</u> (p.244); <u>Policy LB10: Trees, Hedgerows and Woodland</u> (p.246); <u>Policy LB13: River Corridors</u> (p.249). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 11: Open Space. <u>Policy OS12: Green Infrastructure</u> (p.270).
<ul style="list-style-type: none"> • Conserving and enhancing the historic environment (paras 126-141) 		
Include a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk (126)	<ul style="list-style-type: none"> • A strategy for the historic environment based on a clear understanding of the cultural assets in the plan area, including assets most at risk. • A map/register of historic assets • A policy or policies which promote new development that will make a positive contribution to character and distinctiveness. (126) 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 9: Historic Environment. <u>Policy HE1: Historic Environment and Heritage Assets</u> (p.200); <u>Policy HE2: World Heritage Site and Buffer Zone</u> (p.203); <u>Policy HE3: Significant Views of the City and the World Heritage Site</u> (p.205); <u>Policy HE4: Listed Buildings</u> (p.208); <u>Policy HE5: Development Affecting and Changes to Listed Buildings</u> (p.209); <u>Policy HE6: Conservation Areas</u> (p.212); <u>Policy HE7: Highways and Streetscene Works Affecting Heritage Assets</u> (p.213); <u>Policy HE8: Heritage Assets in Conservation Areas</u> (p.214); <u>Policy HE9: Advertisements Affecting Heritage</u>

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<p><u>Assets</u> (p.216); <u>Policy HE10: Shopfronts</u> (p.217); <u>Policy HE11: Archaeology</u> (p.220); <u>Policy HE12: Area of Archaeological Interest</u> (p.221); <u>Policy HE13: Historic Landscapes, Parks and Gardens</u> (p.223).</p> <ul style="list-style-type: none"> • Heritage, Archaeology and Conservation Supplementary Planning Document (CCC, 2007). • Listed Buildings (CCC, 2010) and Locally Listed Buildings (CCC, 2010).
<ul style="list-style-type: none"> • Facilitating the sustainable use of minerals (paras 142-149) 		
<p>It is important that there is a sufficient supply of material to provide the infrastructure, buildings, energy and goods that the country needs. However, since minerals are a finite natural resource, and can only be worked where they are found, it is important to make best use of them to secure their long-term conservation (142)</p> <p>Minerals planning authorities should plan for a steady and adequate supply of industrial materials (146)</p>	<p>Account taken of the matters raised in relation to paragraph 143 and 145, including matters in relation to land in national / international designations; landbanks; the defining of Minerals Safeguarding Areas; wider matters relating to safeguarding; approaches if non-mineral development is necessary within Minerals Safeguarding Areas; the setting of environmental criteria; development of noise limits; reclamation of land; plan for a steady and adequate supply of aggregates. This could include evidence of co-operation with neighbouring and more distant authorities.</p>	<ul style="list-style-type: none"> • The Kent Minerals and Waste Local Plan 2013-2030 is currently under review. If any waste and mineral sites are identified in the Canterbury District, they will be incorporated into the Local Plan.
<p>Justified: <i>The plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence.</i></p> <p>To be 'justified' a DPD needs to be:</p> <ul style="list-style-type: none"> • Founded on a robust and credible evidence base involving: research / fact finding demonstrating how the choices made in the plan are backed up by facts; and evidence of participation of the local community and others having a stake in the area. • The most appropriate strategy when considered against reasonable alternatives. 		

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p><i>Participation</i></p> <p>Has the consultation process allowed for effective engagement of all interested parties?</p>	<p>The consultation statement. This should set out what consultation was undertaken, when, with whom and how it has influenced the plan. The statement should show that efforts have been made to consult hard to reach groups, key stakeholders etc. Reference SCI</p>	<ul style="list-style-type: none"> • Statement of Community Involvement (CCC, 2007). • Canterbury Future Development (Ipsos MORI, 2012). • Local Plan Consultation Statement: Publication Draft (CCC, 2014).
<p><i>Research / fact finding</i></p> <p>Is the plan justified by a sound and credible evidence base? What are the sources of evidence? How up to date, and how convincing is it?</p> <p>What assumptions were made in preparing the DPD? Were they reasonable and justified?</p>	<ul style="list-style-type: none"> • The studies, reports and technical papers that provide the evidence for the policies set out in the DPD, the date of preparation and who they were produced by. <p>AND</p> <ul style="list-style-type: none"> • Sections of the DPD (at various stages of development) and SA Report which illustrate how evidence supports the strategy, policies and proposals, including key assumptions. <p>OR</p> <ul style="list-style-type: none"> • A very brief statement of how the main findings of consultation support the policies, with reference to: reports to the council on the issues raised during participation, covering both the front-loading and formulation phases; and any other information on community views and preferences. <p>OR</p> <ul style="list-style-type: none"> • For each policy (or group of policies dealing with the same issue), a very brief statement of the evidence documents relied upon and how they support the 	<p><u>Strategic Development:</u></p> <ul style="list-style-type: none"> • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • High Level Sustainability Appraisal of the Canterbury Vision Options (Entec, 2008). • Canterbury Future Development (Ipsos MORI, 2012). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • Sustainability Appraisal of Development Scenarios – Technical Note (AMEC, 2012). • A Rural Settlement Hierarchy Study of Canterbury District (Catherine Hughes Associates, 2011). <p><u>Core Strategy Options:</u></p> <ul style="list-style-type: none"> • Sustainability of the Local Development Framework: Agreed Scope of Sustainability Appraisal (Entec, 2007)

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	<p>policy (where this is not already clear in the reasoned justification in the DPD).</p>	<ul style="list-style-type: none"> • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010). • Sustainability Appraisal of The Local Development Framework: Updated Scoping Report (Entec, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec, 2010). • Habitats Regulations Assessment (Entec, 2010). <p><u>Sustainability Appraisal and Habitats Regulations Assessment:</u></p> <ul style="list-style-type: none"> • Sustainability Appraisal of Preferred Options Consultation Draft (AMEC, 2013). • Habitats Regulations Assessment (AMEC, 2013). • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014). <p><u>Viability and Implementation:</u></p> <ul style="list-style-type: none"> • Canterbury LDF Housing Options (DTZ, 2009). • Economic Viability Assessment of Future Development in Canterbury District (Adams Integra, 2012). • Further Economic Viability Assessment of Future Strategic

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<p>Sites and a Whole Plan Assessment in Canterbury (Adams Integra, 2014).</p> <p><u>Strategic Housing Land Availability Assessment (SHLAA):</u></p> <ul style="list-style-type: none"> • SHLAA Methodology and Assessment of Sites (CCC, 2014). • SHLAA Site Assessment Forms (CCC) <p><u>Housing:</u></p> <ul style="list-style-type: none"> • Strategic Housing Market Assessment for the East Kent Sub Region (ECOTEC, 2009). • Canterbury District Housing Strategy 2005-2010 (CCC, 2005); and Canterbury District Housing Strategy 2012-2016 (CCC, 2012). • Canterbury District Housing Information Audit 2011/12 (KCC, 2012). • East Kent Gypsy and Traveller Accommodation Assessment Report 2007-2012 (De Montfort University, 2007). • East Kent Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (Salford University, 2014). <p><u>Employment:</u></p>

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<ul style="list-style-type: none"> • The Regional Economic Strategy (2006–2016) – A Framework for Sustainable Prosperity (SEEDA, 2006). • Local Economy and Tourism Strategy 2008–2012 (CCC, 2008). • Employment Land Review (Savills, 2008). • Canterbury District Employment Land Review 2011-2031 (CCC, 2013). <p><u>Retail:</u></p> <ul style="list-style-type: none"> • Canterbury Retail and Leisure Study (DTZ, 2011) and Whitstable and Herne Bay Retail Study (DTZ, 2011). <p><u>Transport and Air Quality:</u></p> <ul style="list-style-type: none"> • Canterbury Bus Strategy (CCC, 2002). • Walking and Cycling Strategy (CCC, 2003). • Canterbury District Transport Action Plan (CCC, 2004). • Canterbury's Fourth Park and Ride Site: Options Appraisal Study – Stage 2 Final Report (WSP, 2006). • Canterbury Parking Strategy 2006–2016 (CCC, 2006). • Local Air Quality Management - Draft Air Quality Management Plan (CCC, 2009).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<ul style="list-style-type: none"> • Additional Park and Ride Provision Canterbury – Evaluation of Wincheap / Thanington Sites (WSP, 2009) • Local Transport Plan for Kent 2011–2016 (KCC, 2011). • Canterbury VISUM Model: Validated Base Model (Jacobs, 2008). • Canterbury VISUM Model – Draft Options Testing Report (Jacobs, 2012). • VISUM: Do Minimum Study (Jacob, 2012) • Canterbury VISUM Transport Model - Local Plan Preferred Option Testing Report (Amey, 2014). • Draft Canterbury District Transport Strategy 2014-2031 (KCC & CCC, 2014). <u>Landscape and Biodiversity:</u> • The Landscape Assessment of Kent (Jacobs Babtie, 2004). • Kent Downs Area of Outstanding Natural Beauty Management Plan (Kent Downs, 2009). • Draft Canterbury Landscape Character and Biodiversity Assessment (Jacobs Babtie, 2012). • Report on Assessments of Local Green Space Proposals in Canterbury District (CCC, 2014).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<ul style="list-style-type: none"> • An East Kent Approach to Green Infrastructure and Recreation (Blackwood Bayne Consulting, 2014). <p><u>Local Plan Consultation Statement:</u></p> <ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). <p><u>Flood Risk:</u></p> <ul style="list-style-type: none"> • Canterbury District Strategic Flood Risk Assessment (Herrington Consulting Ltd, 2011) • Shoreline Management Plans: Isle of Grain to South Foreland (South East Coastal Group, 2008). <p><u>Climate Change and Renewable Energy:</u></p> <ul style="list-style-type: none"> • Footprint Results for Local Authorities (SEI, 2008). • Kent Renewable Energy and Opportunities Study (KCC, 2012). • UK Climate Projections 2009 (UKCP 2009). <p><u>Health and Community:</u></p> <ul style="list-style-type: none"> • Draft Kent and Canterbury Hospitals Estates Strategy (EK Hospitals University NHS Trust, 2008).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
		<ul style="list-style-type: none"> • The Safer Canterbury District Partnership Plan (2009 – 2012). • Open Space Strategy 2009-2014 (CCC, 2009). • Core Strategy Health Impact Assessment (2010). • Equality Impact Assessment (CCC, 2013 & 2014). <p>All chapters and policies relate back to the various studies and evidence base documents listed above; e.g. the strategy chapter / policies relies heavily on Canterbury District Futures Study; the housing chapter relied on the Development Requirements Study etc.</p>
<p><i>Alternatives</i></p> <p>Can it be shown that the LPA’s chosen approach is the most appropriate given the reasonable alternatives? Have the reasonable alternatives been considered and is there a clear audit trail showing how and why the preferred approach was arrived at? Where a balance had to be struck in taking decisions between competing alternatives, is it clear how and why the decisions were taken?</p> <p>Does the sustainability appraisal show how the different options perform and is it clear that sustainability considerations informed the content of the DPD from the start?</p>	<ul style="list-style-type: none"> • Reports and consultation documents produced in the early stages setting out how alternatives were developed and evaluated, and the reasons for selecting the preferred strategy, and reasons for rejecting the alternatives. This should include options covering not just the spatial strategy, but also the quantum of development, strategic policies and development management policies. • An audit trail of how the evidence base, consultation and SA have influenced the plan. • Sections of the SA Report showing the assessment of options and alternatives. • Reports on how decisions on the 	<ul style="list-style-type: none"> • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • Planning for the District: Canterbury District Local Development Framework – Core Strategy Options (CCC, 2010). • Canterbury District Local Development Framework: Core Strategy Options Report – Sustainability Appraisal (Entec, 2010). • Sustainability Appraisal of Development Scenarios – Technical Note (AMEC, 2012).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	<p>inclusion of policy were made.</p> <ul style="list-style-type: none"> Sections of the consultation document demonstrating how options were developed and appraised. Any other documentation showing how alternatives were developed and evaluated, including a report on how sustainability appraisal has influenced the choice of strategy and the content of policies. 	<ul style="list-style-type: none"> Sustainability Appraisal of Preferred Options Consultation Draft (AMEC, 2013). SHLAA Methodology and Assessment of Sites (CCC, 2014). Canterbury District Local Plan (2011-2031) – Preferred Option Draft for Consultation (Report to Executive, 30 May 2013)
<p><i>Effective: the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities.</i></p> <p>To be 'effective' a DPD needs to:</p> <ul style="list-style-type: none"> Be deliverable Demonstrate sound infrastructure delivery planning Have no regulatory or national planning barriers to its delivery Have delivery partners who are signed up to it Be coherent with the strategies of neighbouring authorities Demonstrate how the Duty to Co-operate has been fulfilled Be flexible Be able to be monitored 		
<p><i>Deliverable and Coherent</i></p> <ul style="list-style-type: none"> Is it clear how the policies will meet the Plan's vision and objectives? Are there any obvious gaps in the policies, having regard to the objectives of the DPD? Are the policies internally consistent? Are there realistic timescales related to the 	<ul style="list-style-type: none"> Sections of the DPD which address delivery, the means of delivery and the timescales for key developments and initiatives. Confirmation from the relevant agencies that they support the objectives and the identified means of delivery, such as evidence that the plans and programmes 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Infrastructure and Delivery</u> (paras 1.72-1.79: p.33-34); <u>Policy SP6: Infrastructure Delivery Plan</u> (p.34). Draft Canterbury District Local Plan: Infrastructure Delivery Plan (CCC, 2014).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p>objectives?</p> <ul style="list-style-type: none"> • Does the DPD explain how its key policy objectives will be achieved? 	<p>of other bodies have been taken into account (e.g. Water Resources Management Plans and Marine Plans).</p> <ul style="list-style-type: none"> • Information in the local development scheme, or provided separately, about the scope and content (actual and intended) of each DPD showing how they combine to provide a coherent policy structure. • Section in the DPD that shows the linkages between the objectives and the corresponding policies, and consistency between policies (such as through a matrix). 	<ul style="list-style-type: none"> • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representations to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014) • Canterbury District Local Plan - Consultation Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2013). • Canterbury District Local Plan - Publication Draft: Summary of Main Issues Arising (Catherine Hughes Associates, 2014). • Topic Paper 5: Duty to Co-operate (CCC, 2014). • Local Development Scheme (CCC, 2014).
<p><i>Infrastructure Delivery</i></p> <ul style="list-style-type: none"> • Have the infrastructure implications of the policies clearly been identified? • Are the delivery mechanisms and timescales for implementation of the policies clearly identified? • Is it clear who is going to deliver the required infrastructure and does the timing of the provision complement the timescale of the policies? 	<ul style="list-style-type: none"> • A section or sections of the DPD where infrastructure needs are identified and the proposed solutions put forward. • A schedule setting out responsibilities for delivery, mechanisms and timescales, and related to a CIL schedule where appropriate. • Confirmation from infrastructure providers that they support the solutions proposed and the identified means and timescales for their delivery, or a plan for resolving issues. • Demonstrable plan-wide viability, particularly in relation to the delivery of 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: Strategy. <u>Policy SP3: Strategic Site Allocations</u> (p.24-28); <u>Infrastructure and Delivery</u> (paras 1.72-1.79: p.33-34); <u>Policy SP6: Infrastructure Delivery Plan</u> (p.34). • Draft Canterbury District Local Plan: Infrastructure Delivery Plan (CCC, 2014). • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representations to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014)

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	affordable housing and the role of a CIL schedule.	<ul style="list-style-type: none"> • Economic Viability Assessment of Future Development in Canterbury District (Adams Integra, 2012).
<p><i>Co-ordinated Planning</i></p> <p>Does the DPD reflect the concept of spatial planning? Does it go beyond traditional land use planning by bringing together and integrating policies for the development and use of land with other policies and programmes from a variety of agencies / organisations that influence the nature of places and how they function?</p>	<ul style="list-style-type: none"> • Sections of the DPD that reflect the plans or strategies of the local authority and other bodies • Policies which seek to pull together different policy objectives • Expressions of support/representations from bodies responsible for other strategies affecting the area 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: <u>Links to other Council Strategies</u> (paras 1.29-1.44: p.17-19). • Topic Paper 5: Duty to Co-operate (CCC, 2014).
<p><i>Flexibility</i></p> <ul style="list-style-type: none"> • Is the DPD flexible enough to respond to a variety of, or unexpected changes in, circumstances? • Does the DPD include the remedial actions that will be taken if the policies need adjustment? 	<ul style="list-style-type: none"> • Sections of the DPD setting out the assumptions of the plan and identifying the circumstances when policies might need to be reviewed. • Sections of the annual monitoring report and sustainability appraisal report describing how the council will monitor: <ul style="list-style-type: none"> a. the effectiveness of policies and what evidence is being collected to undertake this b. changes affecting the baseline information and any information on trends on which the DPD is based • Risk analysis of the strategy and policies to demonstrate robustness and how the plan could cope with changing circumstances 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 1: <u>Plan Monitoring and Review</u> (para 1.86-1.88: p.36-37). • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: <u>Table H1: Phased Housing Land Requirement</u> (p.43). • Annual Monitoring Report Apr 2012- Mar 2013 (CCC, 2013). Sections 13: Key Policy Monitoring; Section 14: General Monitoring; and Section 15: Future Monitoring through Sustainability Appraisal. <p>An updated AMR for 2014 will be submitted to the inspector for examination when completed.</p> <ul style="list-style-type: none"> • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	<ul style="list-style-type: none"> • Sections within the DPD dealing with possible change areas and how they would be dealt with, including mechanisms for the rate of development to be increased or slowed and how that would impact on other aspects of the strategy and on infrastructure provision • Sections of the DPD identifying the key indicators of success of the strategy, and the remedial actions which will be taken if adjustment is required. 	<ul style="list-style-type: none"> • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • Economic Viability Assessment of Future Development in Canterbury District (Adams Integra, 2012).
<p><i>Co-operation</i></p> <ul style="list-style-type: none"> • Is there sufficient evidence to demonstrate that the Duty to Co-operate has been undertaken appropriately for the plan being examined? • Is it clear who is intended to implement each part of the DPD? Where the actions required are outside the direct control of the LPA, is there evidence that there is the necessary commitment from the relevant organisation to the implementation of the policies? 	<ul style="list-style-type: none"> • A succinct Duty to Co-operate Statement which flows from the strategic issues that have been addressed jointly. A ‘tick box’ approach or a collection of correspondence is not sufficient, and it needs to be shown (where appropriate) if joint plan-making arrangements have been considered, what decisions were reached and why. • The Duty to Co-operate Statement could highlight: the sharing of ideas, evidence and pooling of resources; the practical policy outcomes of co-operation; how decisions were reached and why; and evidence of having effectively co-operated to plan for issues which need other organisations to deliver on, common objectives for elements of strategy and policy; a memorandum of understanding; aligned or joint core strategies and liaison with other consultees as appropriate. 	<ul style="list-style-type: none"> • Topic Paper 5: Duty to Co-operate (CCC, 2014).

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
<p><i>Monitoring</i></p> <ul style="list-style-type: none"> • Does the DPD contain targets, and milestones which relate to the delivery of the policies, (including housing trajectories where the DPD contains housing allocations)? • Is it clear how targets are to be measured (by when, how and by whom) and are these linked to the production of the annual monitoring report? • Is it clear how the significant effects identified in the sustainability appraisal report will be taken forward in the ongoing monitoring of the implementation of the plan, through the annual monitoring report? 	<ul style="list-style-type: none"> • Sections of the DPD setting out indicators, targets and milestones • Sections of the current annual monitoring report which report on indicators, targets, milestones and trajectories • Reference to any other reports or technical documents which contain information on the delivery of policies • Sections of the current annual monitoring report and the sustainability appraisal report setting out the framework for monitoring, including monitoring the effects of the DPD against the sustainability appraisal 	<ul style="list-style-type: none"> • Annual Monitoring Report Apr 2012- Mar 2013 (CCC, 2013). <p>An updated AMR for 2014 will be submitted to the inspector for examination when completed.</p> <ul style="list-style-type: none"> • Draft Canterbury District Local Plan: Infrastructure Delivery Plan (CCC, 2014).
<p><i>Consistent with national policy: the plan should enable the delivery of sustainable development in accordance with the policies in the Framework.</i></p> <p>The DPD should not contradict or ignore national policy. Where there is a departure, there must be clear and convincing reasoning to justify the approach taken.</p>		
<ul style="list-style-type: none"> • Does the DPD contain any policies or proposals which are not consistent with national policy and, if so, is there local justification? • Does the DPD contain policies that do not add anything to existing national guidance? If so, why have these been included? 	<ul style="list-style-type: none"> • Sections of the DPD which explain where and how national policy has been elaborated upon and the reasons. • Studies forming evidence for the DPD or, where appropriate, other information which provides the rationale for departing from national policy. • Evidence provided from the sustainability appraisal (including reference to the sustainability report) 	<ul style="list-style-type: none"> • The Canterbury District Futures Study (Experian, 2006) and Canterbury District Futures Study Review (Experian, 2011). • Canterbury Development Requirements Study (Nathaniel Lichfield & Partners, 2012). • Canterbury District Local Plan: Publication Draft (CCC, 2014). <p>The MMO was consulted at Preferred Options and</p>

Soundness Self-Assessment Checklist (October 2014)

Soundness Test and Key Requirements	Possible Evidence	Evidence Provided
	<p>and/or from the results of community involvement.</p> <ul style="list-style-type: none"> • Where appropriate, evidence of consistency with national marine policy as articulated in the UK Marine Policy Statement • Reports or copies of correspondence as to how representations have been considered and dealt with. 	<p>Publication Stage of the Local Plan; no comments were received. A telecon discussion about the relationship between the National Marine Policy Statement and the Local Plan. There is currently not a Marine Plan that affects Canterbury District; and the MMO raised no issues.</p> <ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). • Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) • Representations to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014) • Canterbury District Local Plan - Response to "Preferred Options" Consultation Comments - Regulation 18; Publication of Submission Plan - Regulation 19; and Submission of Draft Plan for Examination - Regulation 22 (Report to Council, 24 April 2014). • Minutes of the Council Meeting 24 April 2014. Minute No. E215. • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).

Soundness Self-Assessment Checklist (October 2014)

Planning policy for traveller sites

Planning Policy for Traveller Sites was published in 23 March 2012 and came into effect on 27 March 2012. Circular 01/06: Planning for Gypsy and Traveller Caravan Sites and Circular 04/07: Planning for Travelling Showpeople have been cancelled. Planning Policy for Traveller Sites should be read in conjunction with the National Planning Policy Framework, including the implementation policies of that document.

The government's aim in relation to planning for traveller sites is:

'To ensure fair and equal treatment for travellers, in a way that facilitates the traditional and nomadic life of travellers whilst respecting the interests of the settled community'.

Government's aims in respect of traveller sites are:

- That local planning authorities (LPAs) make their own assessment of need for the purposes of planning
- That LPAs work collaboratively, develop fair and effective strategies to meet need through the identification of land for sites
- Plan for sites over a reasonable timescale
- Plan-making should protect green belt land from inappropriate development
- Promote more private traveller site provision whilst recognising that there will always be those travellers who cannot provide their own sites
- Aim to reduce the number of unauthorised developments and encampments and make enforcement more effective.

In addition local planning authorities should:

- Include fair, realistic and inclusive policies
- Increase the number of traveller sites in appropriate locations with planning permission, to address under provision and maintain an appropriate level of supply
- Reduce tensions between settled and traveller communities in plan-making and decision-taking
- Enable provision of suitable accommodation from which travellers can access education, health, welfare and employment infrastructure
- Have due regard to protection of local amenity and local environment

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
Policy A: Using evidence to plan positively and manage development (para 6)		
Early and effective community engagement with both settled and traveller communities.	<ul style="list-style-type: none"> • Early and effective engagement undertaken, including discussing travellers' accommodation needs with travellers themselves, their representative bodies and local support groups. 	<ul style="list-style-type: none"> • East Kent Gypsy and Traveller Accommodation Assessment Report 2007-2012 (De Montfort University, 2007). • East Kent Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (Salford University, 2014).
Co-operate with travellers, their representative bodies and local support groups, other local authorities and relevant interest groups to prepare and maintain an up-to-date understanding of likely permanent and transit accommodation needs of their areas.	<ul style="list-style-type: none"> • Demonstration of a clear understanding of the needs of the traveller community over the lifespan of your development plan. • Collaborative working with neighbouring local planning authorities. • A robust evidence base to establish accommodation needs to inform the preparation of your local plan and make planning decisions. 	<ul style="list-style-type: none"> • East Kent Gypsy and Traveller Accommodation Assessment Report 2007-2012 (De Montfort University, 2007). • East Kent Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (Salford University, 2014).
Policy B: Planning for traveller sites (paras 7-11)		
Set pitch targets for gypsies and travellers and plot targets for travelling showpeople which address the likely permanent and transit site accommodation needs of travellers in your	<ul style="list-style-type: none"> • Identification, and annual update, of a supply of specific, deliverable sites sufficient to provide 5 years worth of sites against locally set target. 	<ul style="list-style-type: none"> • East Kent Gypsy and Traveller Accommodation Assessment Report 2007-2012 (De Montfort University, 2007).

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
<p>area, working collaboratively with neighbouring LPAs.</p> <p>Set criteria to guide land supply allocations where there is identified need.</p> <p>Ensure that traveller sites are sustainable economically, socially and environmentally.</p>	<p>Identification of a supply of specific, developable sites or broad locations for growth for years 6-10, and, where possible, for years 11-15.</p> <ul style="list-style-type: none"> • An assessment of the need for traveller sites, and where an unmet need has been demonstrated a supply of specific, deliverable sites been identified. • Policy which takes into account criteria a-h of para 11 	<ul style="list-style-type: none"> • East Kent Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (Salford University, 2014).
<p>Policy C: Sites in rural areas and the countryside (para 12)</p>		
<p>When assessing the suitability of sites in rural or semi-rural settings LPAs should ensure that the scale of such sites do not dominate the nearest settled community.</p>		<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. <u>Policy HD10: Gypsy and Travellers</u> (p.64). <p>In advance of the preparation of a separate Gypsy and Traveller DPD, the City Council will apply the criteria based Policy.</p>
<p>Policy D: Rural exception sites (para 13)</p>		
<p>If there is a lack of affordable land to meet local traveller needs, LPAs in rural areas, where viable and practical, should consider allocating and releasing sites solely for affordable travellers' sites.</p>	<ul style="list-style-type: none"> • If a rural exception site policy is used, and if so clarity that such sites shall be used for affordable traveller sites in perpetuity. 	<ul style="list-style-type: none"> • Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. <u>Policy HD10: Gypsy and Travellers</u> (p.64). <p>In advance of the preparation of a separate Gypsy and</p>

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
		Traveller DPD, the City Council will apply the criteria based Policy.
Policy E: Traveller sites in Green Belt (paras 14-15)		
<p>Traveller sites (both permanent and temporary) in the Green Belt are inappropriate development.</p> <p>Exceptional limited alteration to the defined Green Belt boundary (which might be to accommodate a site inset within the Green Belt) to meet a specific, identified need for a traveller site ... should be done only through the plan-making process.</p>	<ul style="list-style-type: none"> Green Belt boundary revisions made in response to a specific identified need for a traveller site, undertaken through the plan making process. 	<ul style="list-style-type: none"> Not applicable.
Policy F: Mixed planning use traveller sites (paras 16-18)		
<p>Local planning authorities should consider, wherever possible, including traveller sites suitable for mixed residential and business uses, having regard to the safety and amenity of the occupants and neighbouring residents.</p>	<ul style="list-style-type: none"> Consideration of the need for sites for mixed residential and business use (having regard to safety and amenity of the occupants and neighbouring residents), or separate sites in close proximity to one another. N.B. Mixed use should not be permitted on rural exception sites 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. <u>Policy HD10: Gypsy and Travellers</u> (p.64). <p>In advance of the preparation of a separate Gypsy and Traveller DPD, the City Council will apply the criteria based Policy.</p>
Policy G: Major development projects (para		

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
19)		
<p>Local planning authorities should work with the planning applicant and the affected traveller community to identify a site or sites suitable for relocation of the community if a major development proposal requires the permanent or temporary relocation of a traveller site.</p>	<ul style="list-style-type: none"> Where a major development proposal requires the permanent or temporary relocation of a traveller site, the identification of a site or sites suitable for re-location of the community. 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 2: Housing. <u>Policy HD10: Gypsy and Travellers</u> (p.64). <p>In advance of the preparation of a separate Gypsy and Traveller DPD, the City Council will apply the criteria based Policy.</p>

Soundness Self-Assessment Checklist (October 2014)

Soundness Self-Assessment Checklist

Integration of marine and terrestrial planning

As the UK marine area and marine plan area boundaries extend up to the level of mean high water spring tides while terrestrial planning boundaries generally extend to mean low water spring tides (including estuaries), the marine plan area will physically overlap with that of some terrestrial plan. Local authorities with any tidal frontage, even if far inland and not conventionally regarded as coastal, must therefore take full account of the MMO, the MPS and marine plans under S.58 of the Marine and Coastal Access Act and the Duty to Co-operate in Section 110 of the Localism Act 2011. A full list of the local planning authorities whose areas overlap with the UK marine area appears in Appendix One.

Furthermore, the Duty to Co-Operate requires all local planning authorities, even if landlocked, to take account, where relevant, of the MMO's plans and activities when preparing their Local Plans. Finally, the NPPF requires LPAs to take the MPS into account under the tests of soundness (specifically, to test if an emerging DPD is consistent with national policy, which includes the MPS).

The Marine and Coastal Access Act 2009 (the Act) provided for the introduction of a marine planning system for England's inshore and offshore marine area, establishing the Secretary of State as the Marine Planning Authority for these areas. The Act also provided for the establishment of the Marine Management Organisation (MMO) and for the Secretary of State to delegate various planning functions. The planning functions including preparation and review were delegated to the MMO in 2010. The Act also provided for the adoption of the UK Marine Policy Statement (MPS). The MPS was adopted on 18 March 2011 and provides the policy framework for marine planning and for all decisions likely to affect the marine area.

There are eleven plan areas in English waters, for each of which a Marine Plan will be prepared by the MMO and adopted by the Secretary of State for the Environment, Food and Rural Affairs.

In practical terms, all activities undertaken in the marine area require land based infrastructure, without which our ability to benefit economically and socially from activities in the marine area would be extremely limited.

The UK Government's vision for the marine environment, as articulated in the MPS, is:

'clean, healthy, safe, productive and biologically diverse oceans and seas'.

Soundness Self-Assessment Checklist (October 2014)

In the absence of a marine plan prepared by the MMO and adopted by the Secretary of State the MPS is the relevant marine policy document. Where a marine plan has been adopted both the MPS and the Marine Plan are relevant marine policy documents for the marine plan area.

As articulated in the Marine and Coastal Act and the MPS, the Government aims for the MPS and marine planning systems to sit alongside and interact with existing planning regimes across the UK. Specifically, s.58 of the Marine and Coastal Access Act requires all¹ public bodies to:

- take authorisation or enforcement decisions that affect or might affect the UK marine area in accordance with the MPS and relevant Marine Plans, unless relevant considerations indicate otherwise
- state their reasons where authorisation or enforcement decisions are not taken in accordance with the MPS and relevant Marine Plans
- have regard to the MPS and relevant Marine Plans when taking decisions that affect or might affect the UK marine area which are not authorisation or enforcement decisions²

In addition, the MPS seeks integration of marine planning and the terrestrial planning system through:

- Consistency between marine and terrestrial policy documents and guidance
- Liaison between respective responsible authorities for terrestrial and marine planning, including in plan development, implementation and review stages
- Sharing the evidence base and data where relevant and appropriate so as to achieve consistency in the data used in plan making and decisions

These aims are further supported by footnote 36 in the NPPF.

¹ Like the Duty to Co-Operate, no distinction is made by the Marine and Coastal Access Act between public authorities with a tidal frontage and those without. Emphasis is placed on the likelihood of the decision being made affecting the marine area.

² For example, decisions about what representations they should make as a consultee or about what action they should carry out themselves.

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
Key requirements under the Duty to Co-Operate		
Consistency between marine and terrestrial policy documents and guidance	<ul style="list-style-type: none"> • Demonstration of consistency of aim between relevant local plan policies and marine policy documents (i.e. the MPS and any relevant adopted marine plans) • Proof of collaborative working with the MMO and that the MPS has been taken into account. 	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). <p>The MMO was consulted at Preferred Options and Publication Stage of the Local Plan; no comments were received. A telecon discussion about the relationship between the National Marine Policy Statement and the Local Plan. There is currently not a Marine Plan that affects Canterbury District; and the MMO raised no issues.</p>
Liaison between respective authorities responsible for terrestrial and marine planning, including in plan development, implementation and review stages	<ul style="list-style-type: none"> • Early and effective policy development engagement undertaken, including discussions with the MMO • Evidence of iteration of policies and plans as a result of engagement with the MMO • Evidence of engagement with the MMO in relation to monitoring, implementation and throughout the policy cycle • Support of integrated coastal management (ICM) in coastal areas in line with the requirements of the MPS 	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). <p>The MMO was consulted at Preferred Options and Publication Stage of the Local Plan; no comments were received. A telecon discussion about the relationship between the National Marine Policy Statement and the Local Plan. There is currently not a Marine Plan that affects Canterbury District; and the MMO raised no issues.</p>

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
<p>Sharing the evidence base and data where relevant and appropriate so as to achieve consistency in the data used in plan making and decisions</p>	<ul style="list-style-type: none"> • Evidence that the LPA has shared or provided relevant data to the MMO that can help inform Marine Plans or MPS review • Demonstration that local plan policy has been underpinned by data provided by the MMO or the MPS • Explicit cross-referencing in local plan to MPS, the MMO, their roles, and relevant marine plans 	<ul style="list-style-type: none"> • Local Plan Consultation Statement: Publication Draft (CCC, 2014). <p>The MMO was consulted at Preferred Options and Publication Stage of the Local Plan; no comments were received. A telecon discussion about the relationship between the National Marine Policy Statement and the Local Plan. There is currently not a Marine Plan that affects Canterbury District; and the MMO raised no issues.</p>
<p>Marine Policy Statement- Chapter 2: General Principles for Decision-Making³</p>		
<p>Sections 2.1 -2.2: The UK vision for the marine environment</p>		
<p>The UK vision for the marine environment ('clean, healthy, safe, productive and biologically diverse oceans and seas')</p> <p>Achieving the vision through marine planning</p>	<ul style="list-style-type: none"> • Reference in DPD where appropriate to UK vision for the marine environment • Contribution to the vision through local plan policies and supporting text 	<ul style="list-style-type: none"> • There is currently not a Marine Plan that affects Canterbury District.

³ As the Marine Policy Statement was not targeted specifically at terrestrial planning authorities, some of its sections are, in practice, relevant to marine planning authorities only and/or there is already a comprehensive policy framework governing terrestrial development (e.g. energy infrastructure), Where this is considered to be the case, i.e. where it is considered likely that a terrestrial planning DPD would be found sound without referencing that section, the section in question has been omitted from this checklist.

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
Section 2.4: Considering benefits and adverse effects in marine planning		
Consider benefits and adverse effects of plan policies	<ul style="list-style-type: none"> • Consideration of benefits and adverse effects of policy on the marine area as appropriate within the DPD's sustainability appraisal 	<ul style="list-style-type: none"> • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).
Section 2.5: Economic, social and environmental considerations	<ul style="list-style-type: none"> • 	
Contribute to the objectives of relevant EU Directives (Marine Strategy Framework Directive and Water Framework Directive)	<ul style="list-style-type: none"> • Reference to relevant EU Directives in DPD and sustainability appraisal • Consideration of contribution of DPD policies to the objectives of relevant EU Directives 	<ul style="list-style-type: none"> • Topic Paper 3: Habitat Regulations Assessment & Statement of Common Ground (CCC, 2014).
Marine Policy Statement- Chapter 3: Policy Objectives for Key Activities		
3.1 Marine Protected Areas		
<p>Incorporate identified areas and features of importance for nature conservation</p> <p>Activities or developments that may result in adverse impacts on biodiversity should be designed or located to avoid such impacts</p>	<ul style="list-style-type: none"> • Identification of relevant areas and features of importance for nature conservation within relevant marine plan area(s) • Consideration of impacts of policy and/or terrestrial development on those areas and features of importance 	<ul style="list-style-type: none"> • Sustainability Appraisal and Habitat Regulations Assessment (AMEC, 2014).

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
	<ul style="list-style-type: none"> Measures to mitigate, monitor and manage negative impacts on those areas and features of importance 	
3.4 Ports and shipping		
<p>Take into account and seek to minimise any negative impacts on shipping activity, freedom of navigation and navigational safety</p> <p>Protect the efficiency and resilience of continuing port operations</p>	<ul style="list-style-type: none"> Evidence that policy with potential impact on ports and shipping minimises negative impacts on sector Where relevant, evidence that economic, employment and transport policies are protective of ports and shipping sector 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 3: Economic Development and Employment. <u>Policy EMP11: Whitstable Harbour</u> (p.82).
3.8 Fisheries		
Consider potential economic, social and environmental impacts of other developments on fishing activity	<ul style="list-style-type: none"> Where relevant, evidence that other policies minimise negative impacts on fishing activity and/or aquaculture 	<ul style="list-style-type: none"> Not applicable.
3.9 Aquaculture		
Consider the benefits of encouraging the development of efficient, competitive and sustainable aquaculture industries	<ul style="list-style-type: none"> Where relevant, evidence that the benefits of aquaculture industry development have been considered 	<ul style="list-style-type: none"> Not applicable.
3.10 Surface water management and waste water treatment and disposal		

Soundness Self-Assessment Checklist (October 2014)

Policy Expectations	Possible Evidence	Evidence Provided
Maximise opportunities for co-existence of waste water infrastructure with other activities in the marine environment	<ul style="list-style-type: none"> Reference to and consideration of the co-existence of waste water infrastructure with other marine activities, including the potential for waste water infrastructure to mitigate marine impacts through design or location 	<ul style="list-style-type: none"> Representations to the Canterbury District Local Plan Consultation Draft and Sustainability Appraisal (2013) Representations to the Canterbury District Local Plan Publication Draft and Sustainability Appraisal (2014) <p>See correspondence with Southern Water.</p>
3.11 Tourism and recreation		
Consider the potential for tourism and recreation in the marine environment and the benefits this will bring to the economy and local communities	<ul style="list-style-type: none"> Where relevant, reference to marine tourism and recreation Evidence that the potential for marine tourism and recreation has been recognised in plan-making 	<ul style="list-style-type: none"> Canterbury District Local Plan: Publication Draft (CCC, 2014). Chapter 6: Tourism and Visitor Economy. <u>Policy TV5: Marina Provision</u> (p.138). Herne Bay Area Action Plan (CCC, 2010). Chapter 6: Tourism and the Seaside Economy. <u>Policy HB16: Beach and Water-Sports Facilities</u> (p.53).

Appendix One

This is an alphabetical list of all local planning authorities in England whose area overlaps with the UK marine area.

Adur
Allerdale
Arun

Babergh
Barking and Dagenham
Barrow-in-Furness

Basildon
Bassetlaw
Bexley

Blackpool
Boston
Bournemouth

Soundness Self-Assessment Checklist (October 2014)

Broadland	Fenland	Newark and Sherwood	Southend-on-Sea
Broads Authority	Fylde	Newcastle upon Tyne	Southwark
Canterbury	Gateshead	Newham	Stockton-on-Tees
Carlisle	Gloucester	North Devon	Stroud
Castle Point	Gosport	North East Lincolnshire	Suffolk Coastal
Chelmsford	Gravesham	North Lincolnshire	Sunderland
Cheshire West and Chester	Great Yarmouth	North Norfolk	Swale
Chichester	Greenwich	North Somerset	Taunton Deane
Chorley	Halton	North Tyneside	Teignbridge
Christchurch	Hambleton	North York Moors National	Tending
City of London	Hammersmith and Fulham	Park	Test Valley
City of Brighton and Hove	Hartlepool	Northumberland	Thanet
City of Bristol	Hastings	Norwich	Thurrock
City of Kingston upon Hull	Havant	Poole	Tonbridge and Malling
City of Peterborough	Havering	Preston	Torbay
City of Plymouth	Horsham	Purbeck	Torridge
City of Portsmouth	Hounslow	Redcar and Cleveland	Tower Hamlets
City of Southampton	Huntingdonshire	Richmond upon Thames	Wandsworth
City of Westminster	Ipswich	Rochford	Warrington
Colchester	Isle of Wight	Rother	Waveney
Copeland	Isles of Scilly	Scarborough	Wealden
Cornwall	Kensington and Chelsea	Sedgemoor	West Devon
County Durham	King's Lynn and West Norfolk	Sefton	West Dorset
Dartford	Lake District National Park	Selby	West Lancashire
Doncaster	Lambeth	Shepway	West Lindsey
Dover	Lancaster	South Cambridgeshire	West Somerset
East Cambridgeshire	Lewes	South Downs National Park	Weymouth and Portland
East Devon	Lewisham	South Gloucestershire	Winchester
East Lindsey	Liverpool	South Hams	Wirral
East Riding of Yorkshire	Maidstone	South Holland	Worthing
Eastbourne	Maldon	South Lakeland	Wyre
Eastleigh	Medway	South Norfolk	York
Exeter	Middlesbrough	South Ribble	
Exmoor National Park	New Forest	South Somerset	
Fareham	New Forest National Park	South Tyneside	