

Public Document Pack



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24 November 2017

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **CABINET** will be held at these offices (Council Chamber) on Monday 4 December 2017 at 11.00 am when the following business will be transacted.

Members of the public who require further information are asked to contact Kate Batty-Smith on (01304) 872303 or by e-mail at kate.batty-smith@dover.gov.uk.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nicky', written over a white background.

Chief Executive

Cabinet Membership:

| | |
|--------------|---|
| K E Morris | Leader of the Council |
| M D Conolly | Deputy Leader of the Council |
| J S Back | Portfolio Holder for Built Environment |
| T J Bartlett | Portfolio Holder for Property Management and Environmental Health |
| N J Collor | Portfolio Holder for Access and Licensing |
| M J Holloway | Portfolio Holder for Community Services |
| N S Kenton | Portfolio Holder for Environment, Waste and Health |

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **DECLARATIONS OF INTEREST** (Page 4)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

3 **RECORDS OF DECISIONS** (Pages 5-21)

The Decisions of the meetings of the Cabinet held on 6 and 20 November 2017 numbered CAB 87 to CAB 105 (inclusive) are attached.

4 **NOTICE OF FORTHCOMING KEY DECISIONS** (Pages 22-25)

The Notice of Forthcoming Key Decisions is included in the agenda to enable the Cabinet to identify future agenda items of public interest that should be subject to pre-Cabinet scrutiny.

ISSUES ARISING FROM OVERVIEW AND SCRUTINY OR OTHER COMMITTEES

5 To consider any issues arising from Overview and Scrutiny or other Committees not specifically detailed elsewhere on the agenda.

a Update on the Regent Cinema

To consider the recommendations of the Scrutiny (Policy and Performance) Committee (to follow).

b Performance Report - Second Quarter 2017/18

To consider the recommendations of the Scrutiny (Policy and Performance) Committee (to follow).

EXECUTIVE - KEY DECISIONS

6 **CONFIRMATION OF ARTICLE 4 DIRECTION ON NELSON STREET, DEAL CONSERVATION AREA** (Pages 26-33)

To consider the attached report of the Chief Executive.

Responsibility: Portfolio Holder for Built Environment

7 **DOVER DISTRICT COUNCIL AUTHORITY MONITORING REPORT 2016/17** (Pages 34-190)

To consider the attached report of the Chief Executive.

Responsibility: Portfolio Holder for Built Environment

8 **KENT HOMECHOICE** (Pages 191-197)

To consider the attached report of the Director of Finance, Housing and Community.

Responsibility: Portfolio Holder for Built Environment

9 **RIVER DOUR ENHANCEMENT WORK AND REPAIRS TO DOLPHIN HOUSE GARAGES** (Pages 198-202)

To consider the attached report of the Director of Environment and Corporate Assets.

Responsibility: Portfolio Holder for Property Management and Environmental Health

EXECUTIVE - NON-KEY DECISIONS

10 **OVERNIGHT OPENING OF DEAL PIER** (Pages 203-208)

To consider the attached report of the Director of Environment and Corporate Assets.

Responsibility: Portfolio Holder for Property Management and Environmental Health

11 **CHANGES TO APPOINTMENTS TO OUTSIDE BODIES** (Pages 209-214)

To consider the attached report of the Director of Governance.

Responsibility: Leader of the Council

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Kate Batty-Smith, Democratic Services Officer, telephone: (01304) 872303 or email: kate.batty-smith@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.



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TO: ALL MEMBERS OF THE COUNCIL

Contact: **Kate Batty-Smith**
Direct line: **(01304) 872303**
e-mail: **katebatty-smith@dover.gov.uk**
Our ref: **RB/CABRCD**
Your ref:
Date: **8 November 2017**

Dear Councillor

CABINET: RECORD OF DECISIONS

Please find attached the Record of Decisions of the Cabinet meeting held on Monday, 6 November 2017. Unless otherwise indicated within the schedule, these decisions may be called in for scrutiny, provided notice is given to me in writing by **10.00am on Tuesday, 14 November 2017**.

The call-in procedures are set out at paragraph 18 of the Overview and Scrutiny Procedure Rules. Call-in may be activated by the Chairman of the Scrutiny (Policy and Performance) Committee, Councillor K Mills; the Controlling Group Spokesperson of that Committee, Councillor S C Manion (or in their absence the Vice-Chairman or Deputy Spokesperson of the Scrutiny (Policy and Performance) Committee) or any three non-executive Members. The reasons for calling in an item must be given.

Yours sincerely

Kate Batty-Smith
Democratic Support Officer

Enc

Record of the decisions of the meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 6 November 2017 at 11.00 am.

Present:

Chairman: Councillor K E Morris

Councillors: J S Back
T J Bartlett
N J Collor
M D Conolly
N S Kenton

Also Present: Councillor S F Bannister
Councillor P M Brivio
Councillor S S Chandler
Councillor M R Eddy
Councillor B Gardner
Councillor S J Jones
Councillor A M Napier
Councillor M J Ovenden
Councillor P Walker

Officers: Chief Executive
Director of Environment and Corporate Assets
Director of Finance, Housing and Community
Director of Governance
Head of Community Services
Head of Strategic Housing
Asset Valuation Manager
Community Development Manager
Assistant Director, EK Services
Customer Services Manager, EK Services
PR and Marketing Officer
Democratic Services Officer

The formal decisions of the executive are detailed in the following schedule.

Record of Decisions: Executive Functions

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|--|--|--|------------------------------------|---|
| CAB 87 6.11.17 Open Key Decisions No Call-in to apply Yes Implementation Date 14 November 2017 | <u>APOLOGIES</u> It was noted that an apology for absence had been received from Councillor M J Holloway. | None. | To note any apologies for absence. | |

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|---|--|--|---------------------------------------|---|
| CAB 88 6.11.17 Open Key Decisions No Call-in to apply Yes | <u>DECLARATIONS OF INTEREST</u> It was noted that there were no declarations of interest. | None. | To note any declarations of interest. | |

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| Implementation Date 14 November 2017 | | | | |
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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|---|---|---|--|--|
| CAB 89 6.11.17 Open Key Decisions No Call-in to apply Yes Implementation Date 14 November 2017 | <u>RECORDS OF DECISIONS</u> It was agreed that the decisions of the meetings of the Cabinet held on 2 and 16 October 2017, as detailed in decision numbers CAB 68 to CAB 86, be approved as correct records and signed by the Vice-Chairman. | None. | Cabinet is required to approve the Records of Decisions of the Cabinet meetings held on 2 and 16 October 2017. | |

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|--|---|---|--|--|
| CAB 90 6.11.17 Open Key Decisions No Call-in to apply | <u>NOTICE OF FORTHCOMING KEY DECISIONS</u> It was agreed that there were no forthcoming Key Decisions identified for pre-Cabinet scrutiny at this stage. | None. | Cabinet is requested to identify any Key Decisions that it considers would be beneficial to refer to one of the Scrutiny | |

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| Yes | | | Committees before the matter comes before Cabinet for formal decision. | |
| Implementation Date 14 November 2017 | | | | |

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|---|---|--|---|---|
| CAB 91 6.11.17 Open Key Decisions No Call-in to apply Yes Implementation Date 14 November 2017 | <p><u>EK SERVICES FACE-TO-FACE SERVICE PROVISION AT DEAL AREA OFFICE</u></p> <p>It was agreed:</p> <p>(a) (i) That the Scrutiny (Policy and Performance) Committee's recommendation (a) (i), made at its meeting held on 25 October 2017 (Minute No 83), be approved, subject to being amended as follows:</p> <p>'That the Deal Area Office be kept open until March 2018 whilst more information is collected on the usage of the area office and the impact of its closure, including the number of disadvantaged and vulnerable users.'</p> <p>(ii) It is noted that, until its final closure, the Deal Area Office will be open one day a week (on Wednesdays) for appointments, but with some capacity to deal with walk-in customers.</p> <p>(b) That the Scrutiny (Policy and Performance) Committee's recommendation (a) (ii) be rejected since it is considered that the potential impact of Universal Credit is already understood.</p> <p>(c) That the Scrutiny (Policy and Performance) Committee's recommendation (b) (i) be approved, with assurances that</p> | <p>To accept all of the Committee's recommendations.</p> | <p>In response to concerns raised by the Scrutiny (Policy and Performance) Committee regarding proposals to close three area offices (Cabinet decisions CAB 24 of 3 July 2017 and CAB 47 of 4 September 2017 refer), a presentation was given by EK Services to the Committee at its meeting held on 25 October 2017. The Committee made further recommendations to Cabinet in respect of the proposed closures</p> | |

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| | <p>consultation will take place with Deal Town Council and Deal Library staff in respect of training and how Council services and assistance can be accessed. To facilitate public access, it is noted that there will be a direct telephone link to Whitfield from the library following the Area Office's closure.</p> <p>(d) That the Scrutiny (Policy and Performance) Committee's recommendation (b) (ii) be rejected since it is considered that drawing up criteria that defines vulnerable persons could be counter-productive and, in any case, it is intended that those most in need of face-to-face assistance will be identified by East Kent Services in the period preceding the Area Office's closure.</p> <p>(e) That the Scrutiny (Policy and Performance) Committee's recommendation (b) (iii) be approved, as follows:</p> <p>'That regular feedback be provided to the Scrutiny (Policy and Performance) Committee on the impact of the closure of the three area offices.'</p> <p>(f) That Cabinet decision CAB 47 (e) and (f) of 4 September 2017 be reaffirmed, subject to the above amendments.</p> | | (Minute No 83). | |
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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|---|--|--|--|---|
| CAB 92 6.11.17 Open Key Decisions No | <u>PETITION FOR ADDITIONAL PARKING AT AYCLIFFE</u> It was agreed: (a) That the Scrutiny (Policy and Performance) Committee's recommendation (a), made at its meeting held on 10 October 2017 (Minute No 73), be approved, subject to its being amended | To not amend the Committee's recommendations. | At its meeting held on 10 October 2017, the Scrutiny (Policy and Performance) Committee considered a | |

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| <p>Call-in to apply Yes</p> <p>Implementation Date 14 November 2017</p> | <p>as follows:</p> <p>‘That the proposals to provide an additional 20-30 parking bays in Aycliffe will be included in the budget process for next year.’</p> <p>(b) That the Scrutiny (Policy and Performance) Committee’s recommendations (b) and (c) be approved, as follows:</p> <p>(b) That the petition organiser, Mr Dodd, be invited to work with officers in identifying possible key locations where the 20-30 additional parking bays could be easily added in Aycliffe.</p> <p>(c) That the Cabinet be requested to contact Kent County Council in order to identify further funding for the creation of parking bays beyond the initial 20-30 additional parking spaces.</p> | | <p>petition requesting more parking bays in Aycliffe and made several recommendations to Cabinet (Minute No 73).</p> | |
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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
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| <p>CAB 93 6.11.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date</p> | <p><u>CAMELOT EUROPE PRESENTATION</u></p> <p>It was agreed that the Scrutiny (Community and Regeneration) Committee’s recommendation, made at its meeting held on 11 October 2017 (Minute No 68), be approved, as follows:</p> <p>‘That appropriate Officers meet with Camelot Europe to investigate the feasibility of working with them, and to review the criteria to ensure that they contain adequate safeguards and are suitable for Dover.’</p> | <p>None.</p> | <p>At its meeting held on 11 October 2017, the Scrutiny (Community and Regeneration) Committee received a presentation from Camelot Europe and made a recommendation to Cabinet (Minute No</p> | |

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| 14 November 2017 | | | 68). | |
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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
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| CAB 94 6.11.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 14 November 2017 | <u>PRIVATE SECTOR HOUSING ENFORCEMENT POLICY</u> It was agreed that the Scrutiny (Community and Regeneration) Committee's endorsement of Cabinet decision CAB 78, made at its meeting held on 11 October 2017 (Minute No 69), be acknowledged and that Cabinet decision CAB 78 be reaffirmed. | None. | At its meeting held on 11 October 2017, the Scrutiny (Community and Regeneration) Committee endorsed Cabinet decision CAB 78 of 2 October 2017 (Minute No 69). | |

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|--|---|--|--|---|
| CAB 95 6.11.17 Open Key Decisions Yes Call-in to apply Yes | <u>COMMUNITY HOUSING FUND</u> It was agreed: (a) That the use of the Community Housing Fund special revenue project to support community-led housing developments, funded from the £508,829 allocated to the Council in the 2016/17 Financial Year from the Government's Community Housing Fund, be approved. | None. | As part of the Government's Community Housing Fund initiative, Dover District Council received funding of £508,829 in 2016/17 to support local community | |

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| Implementation Date 14 November 2017 | <p>(b) That the establishment of a post on a two-year, fixed-term contract, responsible for developing the project, be approved.</p> <p>(c) That the Head of Strategic Housing be authorised, in consultation with the Portfolio Holder for Built Environment, to approve individual projects and expenditure in line with Government guidance.</p> | | groups in delivering affordable housing in their areas. It is proposed that a post should be created within the Council to promote and develop the project. | |
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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
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| CAB 96 6.11.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 14 November 2017 | <u>DEAL PIER CAPITAL PROJECT</u> It was agreed that the business case for carrying out essential works to Deal Pier be approved. | None. | Essential works to Deal Pier were identified in a report to the Cabinet meeting held on 2 October 2017. However, Cabinet requested that a business case be presented to carry out additional works (CAB 79). | |

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
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| CAB 97 6.11.17 | <u>ESSENTIAL WORKS AT DOVER MUSEUM AND BRONZE AGE BOAT EXHIBITION HALL</u> | None. | The existing ventilation system | |

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| Open Key Decisions Yes Call-in to apply Yes Implementation Date 14 November 2017 | That the essential works to the Bronze Age Boat exhibition hall and Dover Museum, as set out in the report, be approved. | | at Dover Museum has reached the end of its life and requires replacement. | |
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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
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| CAB 98 6.11.17 Open Key Decisions No Call-in to apply Yes Implementation Date 14 November 2017 | <u>DOVER DISTRICT COUNCIL COMMUNITY GRANTS</u> It was agreed: (a) That the Dover District Council Community Grants awarded during the 2017/18 grants scheme, as set out at Appendix 1 to the report, be approved. (b) That the rolling over of the £1,000 refunded grant from 2016/17 and the £1,000 from the Guild Players to the Dover District Council Community Grants pot for Deal and Walmer for 2018/19 be approved. (c) That there should be flexibility in 2018/19 to permit the use of underspent grant from one forum area to fund projects in oversubscribed forum areas in the District within the same grant year. | None. | The Dover District Council Community Grants Scheme is a fund administered by Dover District Council which allocates small grants to local community organisations. Cabinet is requested to approve the award of grants for 2017/18 recommended by the Community Grants Appraisal | |

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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
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| CAB 99 6.11.17 Open Key Decisions No Call-in to apply Yes Implementation Date 14 November 2017 | <u>PERFORMANCE REPORT - SECOND QUARTER 2017/18</u> It was agreed that the Council's Performance Report and Actions for the Second Quarter 2017/18 be noted. | None. | Monitoring the Council's performance against key objectives is essential to the achievement of those aims and objectives. The Performance Report provides a summary of the Council's performance for the six months to 30 September 2017. | |

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
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| CAB 100 6.11.17 Open Key Decisions No | <u>CHANGES TO PROJECT ADVISORY GROUPS AND DEVELOPER CONTRIBUTIONS EXECUTIVE COMMITTEE</u> It was agreed: (a) That the changes to the existing Project Advisory Groups, as set out at Appendix A to the report, be approved. | None. | Following his election by Council on 18 October 2017, the new Leader of the Council made changes to the | |

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| <p>Call-in to apply Yes</p> <p>Implementation Date 14 November 2017</p> | <p>(b) That a Homelessness Project Advisory Group be established on the basis set out at Appendix B to the report.</p> <p>(c) That the draft Terms of Reference for the Homelessness Project Advisory Group, set out at Appendix C to the report, be approved.</p> <p>(d) That the changes to the Developer Contributions Executive Committee, as set out at Appendix D to the report, be approved.</p> <p>(e) That it be reaffirmed that a representative of the Labour Group be invited to attend meetings of the Developer Contributions Executive Committee as an observer only.</p> | | <p>composition of Cabinet and its portfolios. These changes need to be reflected in the composition of the Project Advisory Groups and the Developer Contributions Executive Committee. Cabinet is also requested to approve the establishment of a new Homelessness Project Advisory Group.</p> | |
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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|--|--|---|-----------------------------|--|
| <p>CAB 101 6.11.17 Open</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation</p> | <p><u>EXCLUSION OF THE PRESS AND PUBLIC</u></p> <p>That, in accordance with the provisions of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the press and the public be excluded during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972.</p> | <p>None.</p> | | |

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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|--|--|---|---|--|
| <p>CAB 102 6.11.17 Exempt</p> <p>Key Decisions No</p> <p>Call-in to apply Yes</p> <p>Implementation Date 14 November 2017</p> | <p><u>OPTION TO SELL LAND AT REAR OF 65 FOLKESTONE ROAD, DOVER</u></p> <p>It was agreed:</p> <p>(a) That the option of selling land to the rear of 65 Folkestone Road, Dover, as set out in the report, be approved.</p> <p>(b) That the Director of Environment and Corporate Assets, in consultation with the Portfolio Holder for Property Management and Environmental Health, be requested to investigate the inclusion of an overage clause.</p> | <p>To not amend the report's recommendations.</p> | <p>Following an approach from the owner of land adjoining the Council's plot which lies to the rear of 65 Folkestone Road, the Cabinet is requested to approve the sale of this plot for the consideration set out in the report.</p> | |

The meeting ended at 11.43 am

Public Document Pack

Record of the decisions of the special meeting of the **CABINET** held at the Council Offices, Whitfield on Monday, 20 November 2017 at 11.00 am

Present:

Chairman: Councillor K E Morris

Councillors: M D Conolly
J S Back
T J Bartlett
N J Collor
M J Holloway
N S Kenton

Also Present: Councillor S F Bannister
Councillor P M Brivio
Councillor M R Eddy
Councillor B Gardner
Councillor M J Ovenden
Councillor P Walker

Officers: Chief Executive
Director of Governance
Head of Regeneration and Development
Planning Delivery Manager
Democratic Services Officer

The formal decisions of the executive are detailed in the following schedule.

Record of Decisions: Executive Functions

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|--|--|--|------------------------------------|---|
| CAB 103 20.11.17 Open Key Decisions No Call-in to apply Yes Implementation Date 28 November 2017 | <u>APOLOGIES</u> It was noted that there were no apologies for absence. | None. | To note any apologies for absence. | |

| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|---|--|--|---------------------------------------|---|
| CAB 104 20.11.17 Open Key Decisions No Call-in to apply Yes | <u>DECLARATIONS OF INTEREST</u> It was noted that there were no declarations of interest. | None. | To note any declarations of interest. | |

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| Implementation Date 28 November 2017 | | | | |
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| Decision Status | Record of Decision | Alternative options considered and rejected (if any) | Reasons for Decision | Conflicts of interest (if any) declared by decision maker(s) or consultees (if any) |
|--|--|---|--|--|
| CAB 105 20.11.17 Open Key Decisions Yes Call-in to apply Yes Implementation Date 28 November 2017 | <p><u>APPROVAL AND PUBLICATION OF DOVER DISTRICT COUNCIL'S 5-YEAR HOUSING LAND SUPPLY CALCULATION 2016/17</u></p> <p>It was agreed that, subject to the addition of 26 dwellings at Whitfield Phase 1A which increases the supply to 5.8 years, the calculation for the District Council's 5-Year Housing Land Supply for 2016/17 be approved and published.</p> | None. | <p>Local Planning Authorities are required by the National Planning Policy Framework to identify and update annually a supply of deliverable sites capable of providing 5 years' worth of housing to meet the District's housing requirements.</p> <p>To do this, the Council compares the anticipated supply of new homes against the number of new homes required to be built across the District over a 5-year period. This</p> | |

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| | | | <p>calculation is then published in the Council's Authority Monitoring Report which is due to be considered at the Cabinet meeting to be held on 4 December. However, the Council's 5-year housing supply is at issue in a current appeal, and it is considered that publishing the information now will be helpful in the determination of the public inquiry which is due to commence on 28 November.</p> | |
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The meeting ended at 11.16 am.



Notice of Forthcoming Key Decisions

[This updated version of the Notice supersedes all other versions issued in previous months]

Publication Date: 3 November 2017

Notice of Forthcoming Key Decisions which will be made on behalf of the Council

| Key Decisions 2017/18 | Item | Date of meeting at which decision will be taken by Cabinet (unless specified otherwise) |
|-----------------------|---|--|
| 1 | Neighbourhood Plans | June 2013 and ongoing (see entry) |
| 2 | Dover Town Centre Regeneration: To consider progress on the Compulsory Purchase Order and any issues arising which may go beyond the scope of the resolutions incorporated in Minute CAB 87 | 8 September 2014/24 April 2015/7 March 2016 and as necessary |
| 3 | Approval to develop detailed plans for replacement of Dover Leisure Centre | 25 July/20 September and 15 December 2016 (special Cabinet meetings) and 11 September 2017 (special Cabinet meeting) |
| 4 | Statutory Brownfield Register | Decision to be taken by the Head of Regeneration and Development – December 2017 |
| 5 | Review of Tenancy Strategy and Tenancy Policy | 4 December 2017 or 15 January 2018 |
| 6 | Review of Local Plan | (i) 1 March 2017; (ii) October 2018; and (iii) July 2019 |
| 7 | Property Acquisitions | Ongoing (decisions to be taken by Portfolio Holder for Corporate Resources and Performance) |
| 8 | Approval for public consultation on draft South Barracks Conservation Area Appraisal | 3 July 2017 and 5 February 2018 |
| 9 | To consider the results of public consultation on the Waterloo Crescent Conservation Area Appraisal and approve public consultation on proposed boundary extensions | 8 May 2017 |
| 10 | To consider the results of public consultation on the extension of the Nelson Street Conservation Area boundary and the introduction of an Article 4 Direction | 8 May and 4 December 2017 |
| 11 | Approval to cease providing a face-to-face customer service function at Aylesham, Deal and Sandwich area offices | 3 July and 4 September 2017 |
| 12 | Approval of revisions to the 2012 Housing Assistance Policy | 3 July 2017 |
| 13 | Approval of amended Dover District Council Events Policy and Land Hire Agreement | 4 September 2017 |

| Key Decisions 2017/18 | Item | Date of meeting at which decision will be taken by Cabinet (unless specified otherwise) |
|------------------------------|--|---|
| 14 | Approval to release funding and carry out regular beach maintenance works between Oldstairs Bay and Sandwich Bay | 12 June 2017 |
| 15 | Local Plan Review – Engagement Strategy | 8 May 2017 |
| 16 | Appointment of contractor to carry out building extension and repair works at Kearsney Abbey and Russell Gardens as part of the Heritage Lottery Funded ‘Parks for People’ project | Decision to be taken by the Portfolio Holder for Property Management and Public Protection – July/August 2017 |
| 17 | Appointment of contractor to carry out landscape and watercourse restoration works at Kearsney Abbey and Russell Gardens as part of DDC’s Heritage Lottery Funded ‘Parks for People’ project | Decision to be taken by the Portfolio Holder for Property Management and Public Protection – July/August 2017 |
| 18 | To approve the policy on civil penalties and rent repayment orders for private landlords | 2 October 2017 |
| 19 | To seek approval for wet and dryside improvements to Tides Leisure and Indoor Tennis Centre, Deal | 15 January 2018 |
| 20 | Dover Waterfront Masterplan Area Action Plan | To be confirmed |
| 21 | Planning Enforcement Plan | 4 December 2017 and dates to be confirmed |
| 22 | Representations on the Thanet District Council Local Plan | 5 March 2018 |
| 23 | Fit-out of Aylesham retail units and related funding | 3 July 2017 |
| 24 | Project approval for development of land at Foxborough Close, Woodnesborough to provide affordable housing | 3 July 2017 |
| 25 | Approval of project to deliver new modular homes to provide temporary housing for homeless households | 2 October 2017 |
| 26 | To consider a revised East Kent Growth Framework | 4 September 2017 |
| 27 | The Open Golf Championship 2020 | 4 September 2017 |
| 28 | Local Development Scheme | 4 September 2017 |
| 29 | To seek approval for public consultation on the draft Sandwich Walled Town Conservation Area Appraisal | 5 March 2018 and date to be confirmed |
| 30 | Approval of contracts for works to Middle Street Car Park, Union Road Car Park and general maintenance work to remaining car parks. | 4 September 2017 |
| 31 | Approval to carry out works to area adjacent to River Dour and garages to the rear of Dolphin House, Dover | 4 December 2017 |

| Key Decisions 2017/18 | Item | Date of meeting at which decision will be taken by Cabinet (unless specified otherwise) |
|-----------------------|---|---|
| 32 | Approval to carry out capital project works to Deal Pier | 2 October and 6 November 2017 |
| 33 | Award of replacement pitched roofing contract 2017-2020 | 2 October 2017 |
| 34 | Future and funding of Inspire Fund | 15 January 2018 |
| 35 | Development of community-led housing initiatives | 6 November 2017 |
| 36 | Approval to upgrade heating and ventilation plant and controls at Dover Museum | 6 November 2017 |
| 37 | To approve final contract terms for the delivery of Revenues, Benefits and Customer Services functions by a private sector provider, and give authority for partner councils to enter into the contract and associated documentation. | East Kent Services Committee – December 2017/January 2018 |
| 38 | Hackney Carriage and Private Hire vehicles - access for wheelchair users | 15 January 2018 |
| 39 | Fees and Charges – agreement on levels for 2018/19 | 15 January 2018 |
| 40 | Authority Monitoring Report | 4 December 2017/15 January 2018 |
| 41 | Recommendations to Cabinet (and Council) of the draft 2018/19 Budget and Medium-Term Financial Plan 2018/19-2021/22, and approval of various delegations within the Budget | 5 February and 5 March 2018 |

- Note: (1) Key Decisions which are shaded have already been taken and do not appear in this updated version of the Notice of Forthcoming Key Decisions.
- (2) The Council's Corporate Management Team reserves the right to vary the dates set for consultation deadline(s) and for the submission of reports to Cabinet and Council in respect of Key Decisions included within this version of the notice. Members of the public can find out whether any alterations have been made by looking at the Council's website (www.dover.gov.uk).

| | |
|--------------------------|--|
| Subject: | CONFIRMATION OF AN ARTICLE 4 DIRECTION ON THE NELSON STREET, DEAL CONSERVATION AREA |
| Meeting and Date: | Cabinet – 4 December 2017 |
| Report of: | Nadeem Aziz, Chief Executive |
| Portfolio Holder: | Councillor James Back, Portfolio Holder for Built Environment |
| Decision Type: | Key Decision |
| Classification: | Unrestricted |

Purpose of the report: To inform Cabinet of the results of the public consultation exercise on the Article 4 Direction and to confirm the Direction.

Recommendation: Cabinet confirms the District of Dover (Nelson Street, Deal Conservation Area) Town and Country Planning Direction Number 1 of 2017 Article 4 Direction as set out in Appendix 1.

1. Summary

- 1.1 Cabinet approved the Nelson Street, Deal Conservation Area Appraisal in January 2017. The appraisal recommended the introduction of an Article 4 Direction to remove permitted development rights from residential properties within the conservation area. Cabinet gave approval for public consultation to take place on the implementation of an Article 4 Direction. Consultation has now been undertaken.
- 1.2 If the recommendation is agreed, the District Council will have to follow a separate procedure to publicise the formalisation of the Article 4 Direction.

2. Introduction and Background

- 2.1 The Nelson Street, Deal Conservation Area Appraisal was approved at Cabinet on the 9th January 2017 as a Local Development Document. It had been prepared by the Deal Society, in conjunction with the District Council.
- 2.2 Consultation on the introduction of an Article 4 Direction was carried out by the posting of notices at five locations within the conservation area, advising on the type of development that was affected and providing details on how to view a map of the area affected, and how to make representation. The consultation ran from 3rd August 2017 for a period of 21 days. No responses were received. A copy of the site notice is included in Appendix 2.

Introduction of an Article 4 Direction

- 3. Nelson Street, Deal Conservation Area was originally designated in 1977, extended in 1994 and again on 8th May 2017. Local councils are required under the Planning (Listed Buildings and Conservation Areas) Act 1990 to review their Conservation Areas from time to time to ensure that the original designation was correct, and to identify whether other parts of the area should be included in the designation.
- 3.1 The Appraisal recommended the introduction of an Article 4 Direction, which would remove permitted development rights from residential properties which could

potentially be damaging to the recognised special character of the conservation area. Works identified in the Article 4 Direction would require planning permission before they could be undertaken. The Article 4 Direction relates to residential properties only and is registered as a land charge. A copy of the direction is included in Appendix 1.

3.2 No responses were received.

4. Identification of Options

4.1 Option 1: That the making of an Article 4 Direction on the Nelson Street, Deal Conservation Area is confirmed as a material consideration for planning purposes: or

4.2 Option 2: That the making of an Article 4 Direction on the Nelson Street, Deal Conservation Area Appraisal is not confirmed as a material consideration for planning purposes.

5. Evaluation of Options

5.1 The Nelson Street, Deal Conservation Area Appraisal was produced in response to the recommendations in the Dover District Heritage Strategy and the accompanying Action Plan, with the implementation of an Article 4 Directions being a recommended outcome of the appraisal process.

5.2 The introduction of an Article 4 Direction would afford a level of protection from development that potentially could otherwise be damaging to the special character of the conservation area. As the Appraisal has identified the need for an Article 4 Direction officers recommendation is that the making of a direction is warranted.

5.3 If the Article 4 Direction is not confirmed then the benefits outlined above would not be realised and the special character of the Conservation Area could be at risk through inappropriate development. The first option is, therefore, recommended.

6. Resource Implications

5.1 The confirmation of the Article 4 Direction will be published by a notice in one local newspaper and notices posted at not less than two locations within the conservation area. The Secretary of State and Historic England additionally need to be notified. The resource implications would be approximately £50-120 for the local newspaper notice (dependent on size of notice). An internal cost to the Council will be generated by the need to plot the Article 4 Direction as a layer on the Council's GIS mapping system.

7. Corporate Implications

7.1 Comment from the Section 151 Officer: Finance has been consulted and has nothing further to add (SB).

7.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.

7.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15> .

7.4 Other Officers (as appropriate): None

8. **Appendices**

Appendix 1 – copy of the Article 4 Direction

Appendix 2 – public notice.

Background Papers

Cabinet Report of 9 January 2017

Cabinet Report of 8 May 2017

Contact Officer: Alison Cummings, Principal Heritage Officer, extension 2464

**THE TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT)
(ENGLAND) ORDER 2015**

DIRECTION MADE UNDER ARTICLE 4(1) WITH IMMEDIATE EFFECT

**DISTRICT OF DOVER (NELSON STREET DEAL CONSERVATION AREA)
TOWN AND COUNTRY PLANNING DIRECTION NUMBER 1 of 2017**

LAND AT NELSON STREET DEAL CONSERVATION AREA, NELSON STREET, DEAL, KENT

WHEREAS Dover District Council being the appropriate Local Planning Authority within the meaning of Article 4(5) of the Town and Country Planning (General Permitted Development) (England) Order 2015, are satisfied that it is expedient that development of the descriptions set out in the Schedule below should not be carried out on the land shown edged/coloured in red on the attached plan no. 194/17, unless planning permission is granted on an application made under Part III of the Town and Country Planning Act 1990, as amended.

NOW THEREFORE the said Council in pursuance of the power conferred on them by Article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015, hereby direct that the permission granted by Article 3 of the said Order shall not apply to development on the said land of the descriptions set out in the Schedule below:

SCHEDULE

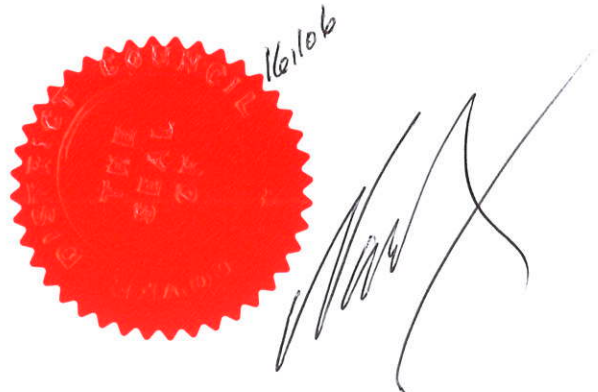
:-

1. Development within the curtilage of a dwellinghouse consisting of the enlargement, improvement or other alteration of a dwellinghouse, where any part of the enlargement, improvement or alteration would front a public road or highway or private road or waterway or any other publically accessible space, being development comprised within Class A of Part 1 of Schedule 2 to the said Order and not being development comprised within any other Class.
2. Any other alteration to the roof of a dwellinghouse, where the alteration would be to a roof slope which fronts a public road or highway or private road or waterway or any other publically accessible space, being development comprised within Class C of Part 1 of Schedule 2 to the said Order and not being development comprised within any other Class.
3. The erection or construction of a porch outside any external door of a dwellinghouse, where the external door in question fronts a public road or highway or private road or waterway or any other publically accessible space, being development comprised within Class D of Part 1 of Schedule 2 to the said Order and not being development comprised within any other Class.
4. The installation, alteration or replacement of a chimney on a dwellinghouse, being development comprised within Class G of Part 1 of Schedule 2 to the said Order and not being development comprised within any other Class.
5. The installation, alteration or replacement of a microwave antenna on a dwellinghouse or within the curtilage of a dwellinghouse, where the part of the building or other structure on which the antenna is to be installed altered or replaced fronts a public road or highway or private road or waterway or any other publically accessible space, being development comprised within Class H of Part 1 of Schedule 2 to the said Order and not being development comprised within any other Class.

6. The erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure, where the gate, fence, wall or other means of enclosure would be within the curtilage of a dwellinghouse and would front a public road or highway or private road or waterway or any other publically accessible space, being development comprised within Class A of Part 2 of Schedule 2 to the said Order and not being development comprised within any other Class.
7. The provision within the curtilage of a dwellinghouse of any building or enclosure, swimming or other pool required for a purpose incidental to the enjoyment of the dwellinghouse as such, or the maintenance, improvement or other alteration of such a building or enclosure where the the building or enclosure, swimming or other pool would front a public road or highway or private road or waterway or any other publically accessible space, being development comprised within Class E of Part 1 of Schedule 2 to the said Order and not being development comprised within any other Class.
8. The painting of the exterior of any building or work, where the building or dwellinghouse to be painted fronts a public road or highway or private road or waterway or any other publically accessible space, being development comprised within Class C of Part 2 of Schedule 2 to the said Order and not being development comprised within any other Class.
9. The provision within the curtilage of a dwellinghouse of a hard surface for any purpose incidental to the enjoyment of the dwellinghouse as such, or the replacement in whole or in part of such a surface, where the hard surface or replacement hard surface would front a public road or highway or private road or waterway or any other publically accessible space, being development comprised within Class F of Part 1 of Schedule 2 to the said Order and not being development comprised within any other Class.

Made under the COMMON SEAL of
DOVER DISTRICT COUNCIL
This 26th day of July 2017
The Common Seal of the Council
was affixed to this Direction in the presence of

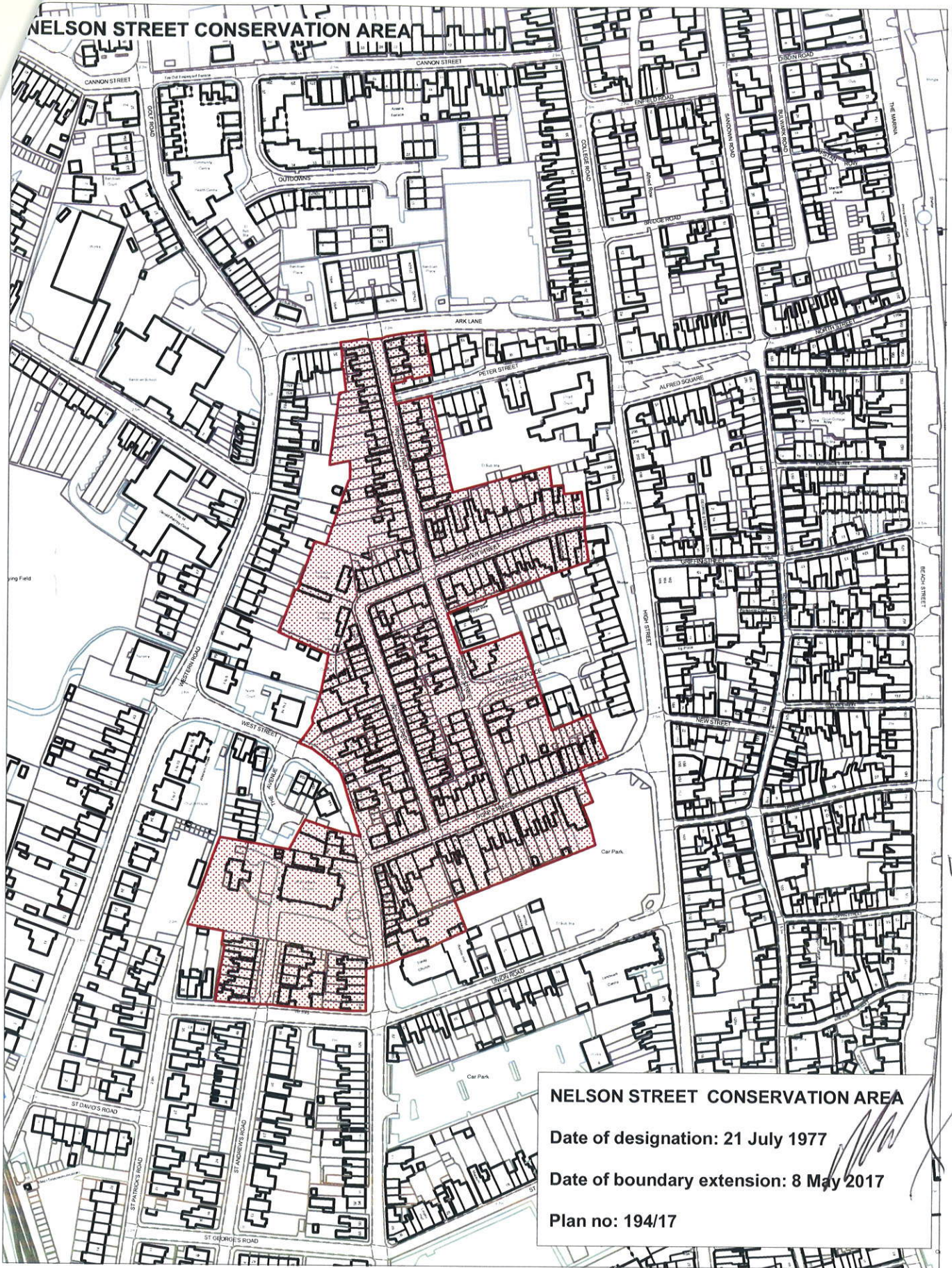
Neilob



Authorised Officer

Confirmed under the COMMON SEAL of
DOVER DISTRICT COUNCIL
This day of 2017
The Common Seal of the Council
was affixed to this Direction in the presence of

Authorised Officer



NELSON STREET CONSERVATION AREA
 Date of designation: 21 July 1977
 Date of boundary extension: 8 May 2017
 Plan no: 194/17

16106



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Scale 1:2500

Appendix 2

DOVER DISTRICT COUNCIL

THE TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (ENGLAND) ORDER 2015

Making of an Article 4(1) Direction at land known as the Nelson Street Deal Conservation Area

Dover District Council made an Article 4(1) Direction on 26th July 2017 under Article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015. The Direction removes permitted development rights granted by Article 3 of the 2015 Order relating to the following development, and applies to any elevation fronting a public road, highway, private road or other publically accessible space:

1. The enlargement, improvement or other alteration of a dwellinghouse.
2. Alteration to the roof of a dwellinghouse.
3. Erection or construction of a porch outside any external door of a dwellinghouse.
4. Installation, alteration or replacement of a chimney, flue or soil and vent pipe on a dwellinghouse.
5. Installation, alteration or replacement of a microwave antenna on a dwellinghouse or other structure within the curtilage of a dwellinghouse.
6. Erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure, within the curtilage of a dwellinghouse.
7. Provision of any building, enclosure, swimming or other pool, or maintenance, improvement or alteration of same, within the curtilage of a dwellinghouse.
8. Painting of the exterior of any building.
9. Provision of a hard surface or replacement in whole or part of any hard surface.

The Article 4(1) Direction applies to the Nelson Street Deal Conservation Area as amended on 8th May 2017. A copy of the Direction, including a map defining the Conservation Area, may be inspected during normal office hours at Dover District Council, White Cliffs Business Park, Dover, CT16 3PJ, or viewed via the Dover District Council website: <http://www.dover.gov.uk>.

Representations may be made concerning the Article 4 Direction for a period of 21 days commencing on 3rd August 2017. If you wish to make representations you may do so by email to Conservation@dover.gov.uk or by post to Head of Regeneration and Development, White Cliffs Business Park, Dover, CT16 3PJ.

The Article 4 Direction came into force immediately. The Direction shall remain in force for six months from the date of the direction and shall then expire unless it has been confirmed.

Mr M Ebbs

Head of Regeneration and Development
Dover District Council

Subject: DOVER DISTRICT COUNCIL AUTHORITY MONITORING REPORT 2016/17

Meeting and Date: 4 December 2017

Report of: Nadeem Aziz, Chief Executive

Portfolio Holder: Councillor Jim Back, Portfolio Holder for Built Environment

Decision Type: Executive Key

Classification: Unrestricted

Purpose of the report: To seek approval for the Authority Monitoring Report 2016/17

Recommendation: Cabinet approves the Authority Monitoring Report 2016/17 attached at Appendix 1 and agrees that it is made available on the District Council's website.

1. Summary

1.1 This is the thirteenth Authority Monitoring Report (AMR) produced by Dover District Council and covers the period from the 1st April 2016 to 31st March 2017.

1.2 The AMR serves a number of purposes, the main ones being:

- To assess the effectiveness of the Council's current planning policies set out in the Development Plan;
- To monitor the delivery of the Council's Development Plan and assess whether the Council is meeting the social, economic and environmental objectives set out in the Plan;
- To act as a record of the amount of development which has taken place in the District during the year; and
- To set out the Council's progress against its 'Local Development Scheme', a high level project plan for the production of new planning documents and policies.

1.3 The key findings from this year's AMR are set out below.

2. Introduction and Background

2.1 The National Planning Practice Guidance (PPG) states that Local Planning Authorities (LPAs) must publish information at least annually that shows progress with Local Plan preparation, reports any activity relating to the duty to cooperate and shows how the implementation of policies in the Local Plan is progressing. LPAs can also use the AMR to provide up-to-date information on the implementation of any neighbourhood plans that have been made, and to determine whether there is a need to undertake a partial or full review of the Local Plan. The AMR should be made publicly available.

3. Key Findings

The Dover District Core Strategy (2010) sets out a number of objectives regarding social issues, the economy, the environment, as well as housing and infrastructure

delivery. The key findings from the AMR 2016/17 for each of these issues are set out within Chapter 1 of the AMR, which is appended to this report.

4. Social

- 4.1 The working age population is still below the Core Strategy target of 72,100 however, at 67,700 (ONS 2014 SNPP). Dover has an older age profile and natural change in the District is negative with deaths outnumbering births. Any future population growth in the District is forecast to be from inward migration. The age profile of the population is also forecast to increase, highlighting a need to plan for an ageing population across the District as part of the Local Plan review.
- 4.2 With regard to deprivation, the District's position in the national ranking has worsened over the plan period and the Dover District remains to be in England's most deprived half of local authorities with 4 Lower-Layer Super Output Areas (LSOAs) falling within the most deprived 10% of LSOAs nationally. Additionally, in the most deprived areas of Dover, life expectancy is 7.7 years and 2.7 years lower for men and women respectively, compared to those in the least deprived areas.

5. The Economy

- 5.1 Over the monitoring period (2016/17) the following employment floorspace (B1, B2 and B8) has been given planning permission; gains of 8,914 sq m, losses of -4,264 sq m resulting in a net overall gain of 4,650 sq m. The principal gains in employment floorspace were seen in B1c (erection of an algae farming facility 2,304 sq m) and B2 uses (erection of R&D manufacturing building 4,230 sq m) both at Discovery Park, Sandwich and losses in B1a office space from Snargate Street and Castle Street in Dover.
- 5.2 Since the last monitoring period (2015/16), the number of jobs in the District has decreased by 700 according to the Business Register & Employment Survey (BRES). Looking at these figures more closely there are gains and losses across a number of sectors. However, the sector with the largest loss over the monitoring period is 'human health and social work activities' with -800 in fact the same sector shows an 800 increase in the previous period 2014/15. KCC have highlighted this figure as being potentially unreliable and if the number of jobs in the District is considered without this sector being included there is no overall change in the monitoring year. Positively, the skill attainment levels in the District have improved as the percentage of working age residents without qualifications has decreased and is now lower than the Kent average.
- 5.3 With regards to development in the retail and leisure sector in the District work has progressed extremely well on the St James's development in Dover Town Centre. Work is underway on the preparation of an Area Action Plan for the Dover Waterfront Area, to deliver new retail, leisure, housing and employment floorspace. In the monitoring year 2016/17 the following retail floorspace has been completed; gains of 461 sq m, losses of -1,176 sq m, resulting in a net over loss of -715 sq m. This is a decrease since the last monitoring year and can be largely attributed to losses from use class A4 (public houses) and loss of retail floorspace through a change of use to other uses. However, the amount of retail floorspace under construction has risen significantly to 12,549 sq m, due to the development at St James's and Lidl, at Whitfield. There has been a slight decline in leisure floorspace (D2) being completed with gains of 469 sq m, losses of -361 sq m resulting in a net gain of 108 sq m. However, the amount of leisure floorspace under construction is 6,695 sq m due to work on the Betteshanger Park mining museum and the cinema at St James's.

- 5.4 Surveys of the primary and secondary shopping frontages in Dover, Deal and Sandwich have shown that; vacancy rates in Dover have increased from 14% (22 units) in 15/16 to 15.28% (24 units) in 16/17; vacancy rates in Deal have increased from 2% (2 units) in 15/16 to 2.83% (3 units) in 16/17 and vacancy rates for Sandwich have remained unchanged at 7% (6 units). The Local Plan review will consider the health of town centres, and Dover in particular, and propose policy measures to address issues.

6. The Environment

- 6.1 Measures have been taken over the monitoring year to improve the environment in the District, with the completion of the St Radigunds play area project at Triangles Community Centre, Coombe Valley and the opening of a Multi-Use Games area in the Wingham Parish.
- 6.2 The Council's adopted Parks and Amenity Open Spaces Strategy places a very high priority on raising standards and capacity at the District's most popular park; Kearsney Abbey. The Heritage Lottery Fund and Big Lottery fund awarded a £3 million grant to restore Kearsney Abbey and Russell Gardens. The grant was awarded in July 2016 and DDC are in the delivery stage of the phased project which runs until June 2020.
- 6.3 Furthermore, during this monitoring period the Council submitted a planning application for the relocation of a new £26m Dover Leisure Centre based in Whitfield (subsequently approved and under construction).
- 6.4 With regard to the historic environment, the Council has progressed with Conservation Area Character Appraisals in Nelson Street, Deal and Waterloo Crescent, Dover. The Council is also undertaking a review of the District's historic parks and gardens and reports on the outcome of this work are anticipated for spring 2018.

7. Housing

- 7.1 During the monitoring period there were 406 dwellings completed (net figure). The majority of development over the monitoring period occurred in Deal (179 units), followed by Dover (87 units), Aylesham (78 units) and 62 units being completed from the other settlements across the District. In addition, during 2016/17, 91 affordable homes were delivered in the District, equating to 19.2% of all housing completions, compared to 185 dwellings (25.4%) in 2015/16.

5-Year Housing Land Supply Calculation

- 7.2 The Council's position regarding the 5-year housing land supply was considered at a Special Cabinet meeting on the 20th November 2017. <http://moderngov.dover.gov.uk/ieListDocuments.aspx?CId=121&MId=2835>. In the form of an advanced extract from the AMR Housing chapter. That extract is incorporated in the housing (Chapter 7 of the AMR 16/17 appended to this report)

Infrastructure Delivery

- 7.3 Over the monitoring period the Council secured £744,518 in S106 contributions from developments across the District. Of this figure DDC received £543,703 (73%) to provide the necessary infrastructure to support growth and the remainder of the

funds £200,815 was passed to KCC to fund transport projects, libraries, social care and education.

8. Progress with Plan-Making

- 8.1 At the end of the monitoring year 2016/17 the Council agreed to commence a Local Plan review. As a result of this decision the Council is currently in the process of producing a new Local Plan and Area Action Plan for the Dover Waterfront. The evidence base that underpins the plan making is in the course of being reviewed. To date the Strategic Housing Market Assessment (SHMA) and the Economic Development Needs Assessment (EDNA) has been completed. Further studies have been commissioned; Retail Needs Assessment, North Deal Study, Sustainability Appraisal/Habitats Regulation Appraisal, Strategic Flood Risk Assessment, Housing and Economic Land Availability Assessment (DDC consultation) and the Gypsy and Traveller Needs Assessment.
- 8.2 The Council's Local Development Scheme (LDS) sets out the timetable for the preparation of these documents and progress against meeting key milestones in their production.
- 8.3 The Council continues to support Parishes in the District with Neighbourhood Planning and has met with a number of Parishes over the monitoring period to provide assistance on this issue. The Council is working with Ash Parish Council who are currently progressing their Neighbourhood Plan.
- 8.4 The duty to co-operate was introduced in the Localism Act 2011 and places a legal duty on LPAs to engage constructively, actively and on an on-going basis to maximise the effectiveness of local plan preparation relating to strategic cross boundary matters. The Council has continued to co-operate with Kent Authorities and key stakeholders in planning the District's future. This has involved a number of meetings over the monitoring period which is outlined in Chapter 4 of the AMR 2016/17.

9. Identification of Options

- 9.1 To approve the AMR attached at Appendix 1.
- 9.2 Not to approve the AMR attached at Appendix 1.

10. Evaluation of Options

- 10.1 Under Government legislation the Council is required to produce an AMR. Given this, there is no option regarding whether or not to produce an AMR, as it is a legal requirement.
- 10.2 The AMR continues to monitor progress against the LDS and the priorities identified in the Core Strategy (2010), identifying successes and issues that require action.

11. Resource Implications

- 11.1 Once agreed by Cabinet, a copy of the AMR 2016/17 will be made publicly available on the Council's website. There are no further resource implications.

12. Corporate Implications

- 12.1 Comment from the Section 151 Officer: Finance has been consulted and has nothing further to add (SB)
- 12.2 Comment from the Solicitor to the Council: The Planning Solicitor has considered this report and has no further comment.
- 12.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>

13. Appendices

Appendix 1 – Authority Monitoring Report 2016/17

Contact Officer: Katherine Messenger, *Assistant Planner, Regeneration Delivery Section*



Dover District

Authority Monitoring Report 2016/2017

December 2017

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Overview

one Overview

1 Overview

1.1 This is the thirteenth Authority Monitoring Report (AMR) produced by Dover District Council (DDC), reporting on progress in implementing the Council's Development Plan between 1st April 2016 and 31st March 2017.

1.2 The Development Plan for the District comprises:

- The Dover District Core Strategy (2010);
- The Land Allocations Local Plan (2015);
- Worth Neighbourhood Plan (2015);
- KCC Minerals and Waste Local Plan 2013 – 2030 (2016);
- Saved Local Plan Policies (2002); and
- Policies Map.

1.3 The AMR serves a number of purposes, the main ones being:

- to assess the effectiveness of the Council's current planning policies set out in the Development Plan;
- to monitor the delivery of the Council's Development Plan and assess whether the Council is meeting the social, economic and environmental objectives set out in the Plan;
- to act as a record of the amount of development which has taken place in the District during the year; and
- to set out the Council's progress against its 'Local Development Scheme', a high level project plan for the production of new planning documents and policies.

1.4 The AMR will also be used to monitor progress regarding the preparation of the Council's new District Local Plan, following a decision by Cabinet in March 2017 to review the Core Strategy (2010) and Land Allocations Local Plan (2015) and produce a new NPPF compliant Local Plan.

1.1 Key Findings from the AMR 2016/17

1.5 Prior to the adoption of the new District Local Plan, the AMR will continue to monitor the implementation of the Dover District Core Strategy (2010) and the Land Allocations Local Plan (2015). The Core Strategy (2010) details a number of objectives covering social issues, the economy, the environment, as well as housing and infrastructure delivery. The key findings from the AMR for each of these indicators are summarised as follows:

Social

1.6 The total population of the District now stands at 113,100 people (ONS 2014 SNPP), exceeding the Core Strategy target for 2026 of 111,500 people. The working age population of the District is still somewhat under the Core Strategy target of 72,100 and is currently at 67,700 (ONS 2014 SNPP). By 2037, the population of the District

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is forecast to increase to 127,200, predominantly due to domestic migration. The age profile of the population is also set to increase; demonstrating a need to plan for an ageing population across the district.

1.7 The Dover District is in England's most deprived half of local authorities with 4 Lower-Layer Super Output Areas (LSOAs) falling within the most deprived 10% of LSOAs nationally and 1 LSOA in the top 5% most deprived areas in the country. The District's position in the national ranking has worsened over the Plan period (2006-2026) and is now considered to be more deprived than in 2007. This signifies that the Council is behind its Core Strategy target of improving social disadvantage in the most deprived wards and clearly demonstrates a need to work better with a range of delivery partners in order to help address this important issue.

1.8 The health profile of people in the Dover District is varied compared with the England average. Life expectancy for both men and women is slightly lower than the England average. In the most deprived areas of Dover, life expectancy is 7.7 years and 2.7 years lower for men and women respectively, compared to those in the least deprived areas. This situation has worsened since the start of the Plan period (2006).

The Economy

1.9 The District represents a reasonably small but productive economy in East Kent. Employment floorspace within the district is dominated by industrial uses (B2 and B8 uses) and the Dover District has the second largest stock of industrial space and the second smallest stock of offices in East Kent.

1.10 Over the monitoring period (2016/17) a total of 4,650 sqm of employment floorspace (B1, B2 and B8 uses) was permitted in the District (this is a net overall figure taking into account gains and losses). Of this, the main gains in employment floorspace were seen in B1c and B2 uses and can be largely attributed to 2 applications at Discovery Park Sandwich. The main losses in employment floorspace were seen in B1a office space, with losses from Protea House, Market Square and Castle Street in Dover. This echoes longer term trends in employment floorspace in the District, which has principally seen gains in industrial uses (B1c and B2) and losses in B1a office space.

1.11 Discovery Park continues to attract high levels of investment and is now one of the UK's top performing Enterprise Zones and is home to over 150 companies and 3,346 employees from established organisations to emerging start-ups in the fields of life science, pharmaceuticals, biotechnology, science and technology. However, while the high level of investment at Discovery Park is extremely positive for the District, the low level of investment across other employment areas is a concern and illustrates that more needs to be done to promote other sites such as the White Cliffs Business Park.

1.12 The Dover District has recorded a loss of 4,700 jobs during the first 10 years of the Core Strategy Plan period from 2006 to 2016 across most sectors, with only education, hospitality and recreation, finance and insurance, and information and

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communication showing an increase in employment. The Core Strategy objective was to deliver 6,500 jobs over the Plan period, the opposite has occurred and the economy has contracted, with future growth forecast at 2,700 jobs over the period to 2037.

1.13 Furthermore, the latest job density figures published by NOMIS in 2015 show that the number of jobs in the District has declined from 41,000 in 2014 to 40,000 jobs in 2015 which equates to a jobs density of 0.59, significantly below the Kent average. Looking at these figures more closely the Business Register & Employment Survey (BRES) shows that the District has lost 700 employee jobs (net figure) over the monitoring year although there are gains and losses across a number of sectors. The sector with the largest loss over the monitoring period is 'human health and social work activities' with 800 losses but it should be noted that in fact the same sector shows an 800 increase in the previous period 2014/15. KCC who published this bulletin have highlighted this figure as being potentially unreliable and if the number of employee jobs in the District is considered without this sector being included there is no overall change in the monitoring year.

1.14 Positively, skill attainment levels in the District have improved over the Plan period. The percentage of residents of working age without qualifications has decreased and is now lower than the Kent average. The percentage of working age residents with NVQ 4 qualification or higher has increased and the gap between the District and the Kent average is decreasing, which is very positive news.

1.15 With regard to development in the retail and leisure sector in the District, work is continuing on the St James' development site (also known as the Dover Town Investment Zone (DTIZ)) in the Dover Town Centre, which is an extremely positive step for the regeneration of Dover and for the District holistically, as the development will bring new shops, cafés, restaurants and a cinema into the heart of the Dover Town Centre. Work has also commenced on the Area Action Plan (AAP) for Dover Waterfront area and a Public Realm Strategy for the Town Centre. This work will build on the momentum created through the St James' development and seek to deliver new retail, leisure, housing and employment to re-invigorate Dover's sea front. In addition to this, the development of a new Lidl foodstore (use class A1) at Whitfield was granted permission over the monitoring period and is currently under construction.

1.16 Across the remainder of the District there has only been a limited amount of activity in the retail and leisure sector. Since the last monitoring period there has been a decrease in retail floorspace built from 298 sq m during 2015/16 to -715 in 2016/17. There has also been a decrease in leisure floorspace with 259 sq m and 108 sq m built in 2015/16 and 2016/17 respectively. Recent shopping surveys of shopping frontages in the District show that Dover has a vacancy rate of 15.28%, Deal 2.83% and Sandwich 7.0%. Over the monitoring year, the vacancy rate in Dover has increased from 14% (2015/16) to 15.28% (2016/17), this rate is above the national average of 11.1%. Clearly the rise in vacancy rates in Dover is of key concern and needs to be very closely monitored in relation to the opening of the St James' development and how the Local Plan can be used to support the existing town centre. 45

1.17 In Deal the vacancy rate has increased slightly over the monitoring year from 2% to 2.83% although this centre still has the lowest overall percentage. Sandwich has seen some losses in the secondary shopping frontages although this has been offset by some gains and therefore the overall vacancy rate remains unchanged from last monitoring period at 7%.

1.18 In 2015/16, the number of passengers entering and exiting Dover Priory fell from 961,174 to 883,394 (Office of Rail and Road, Estimates of Station Usage). This may be explained by the fact that the line between Dover Priory and Folkestone West was closed for a number of months in 2016 whilst emergency repair works were carried out on the sea wall adjacent to the railway line. The decline in passenger numbers in 2015/16 is concerning and will need to be monitored, especially as passenger volumes at Dover Priory are still relatively modest compared to other stops on the High Speed line. Efforts need to be made to capitalise more on the High Speed line in the District through the construction of additional car parking facility, adjacent to the railway station.

Environment

1.19 Measures have been taken over the monitoring year to improve the environment in the District. The Council completed the St Radigunds play area project during the monitoring period at Triangles Community Centre in Coombe Valley, Dover. In addition, other play area providers have also been actively increasing capacity of their facilities such as Wingham Parish Council replaced a local play area to provide a Multi-Use Games Area, opened in March 2017.

1.20 The Council's adopted Parks and Amenity Open Spaces Strategy placed a very high priority on raising standards and capacity at the District's most popular park, Kearsney Abbey. The project to restore Kearsney Abbey and Russell Gardens secured a £3million grant in July 2016, the project will run until June 2020.

1.21 The District has a rich and varied historical landscape and over the monitoring period there has been one new heritage designation in the District, namely a pair of acoustic mirrors in the Fan Bay as a scheduled monument. Furthermore, the Heritage Strategy identified the need for a programme of Conservation Area appraisals in order to facilitate understanding of the special interest of the Conservation Areas, and to enable management and monitoring of the areas through the development of guidance and advice, and the widening of Article 4(2) Directives. In the monitoring period the Heritage team have progressed with:

- Nelson Street Deal Conservation Area Appraisal - the Appraisal drafted by the Deal Society was adopted in January 2017 and work has progressed on implementing an Article 4 Direction on the newly defined conservation area to manage changes; and
- Waterloo Crescent Conservation Area Appraisal - the draft appraisal was prepared by the Regeneration Delivery Section in the early autumn of 2016 and consultation is to be held during the next monitoring period.

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1.22 A review of the District's historic parks and gardens is also underway and reports are expected to be available from spring 2018.

1.23 Additionally, KCC is continuing to develop an Urban Archaeological Database for Dover to help planners and developers prepare and assess development proposals to help conserve Dover's remarkable heritage. The first phase of this work is expected to be completed by autumn 2017.

Housing and Infrastructure Delivery

1.24 Whilst the Council experienced the highest housing completion figure since 1989 of 726 dwellings during the last monitoring period, a total 406 net completions were recorded during 2016/17; Currently, there are 4,196 units which have planning permission, however are not started and 387 units which are under construction in the District, which should help to maintain the rate of housing completions in the District over the coming years. Using the Objectively Assessed Need for housing, identified in the Council's Strategic Housing Market Assessment (SHMA, 2017) the Council is able to demonstrate that the District has a 5 year Housing Land Supply of 5.80 years.

1.25 Although there has been a decline in housing completions this monitoring period, there are very encouraging signs that a range of allocated housing sites across the District are continuing to come forward for development, as 63% of total completions have come from housing allocations. The Development Plan allocates sites to deliver approximately 10,273 homes across the district.

1.26 To date, 4,211 homes have been granted planning permission on allocated sites (221 within this monitoring period) and 1,023 of these homes are now completed (248 within the monitoring period). Total housing allocations granted planning permission is lower than that granted in 2015/16. Whilst it is encouraging that the Council's housing allocations are starting to come forward, completions are still behind schedule and a large amount of development in the District still comes from windfall sites (37%), indicating that it is not Plan-led development. The majority of development over the monitoring period occurred in Deal (179 units), followed by Dover 87 units) and Aylesham (78 units). The Strategic allocation at Whitfield (where the majority of the development is planned for Dover) being significantly behind target having only delivered 91 homes to date (out of 5,750 planned), although work on the construction of a new roundabout on the A256 is now complete.

1.27 Of the 1,006 dwellings granted permission during the monitoring year, 775 were houses, 196 flats, 28 bungalows and 7 maisonettes. Approximately, 6% of dwellings granted planning permission over the monitoring period had 1 bedroom; 28% had 2 bedrooms; 44% had 3 bedrooms and 22% had 4 bedrooms plus. Comparing these figures with requirements under Policy CP4 on housing mix shows that we are under delivering on 1 and 2 bedroom units, on target for 3 bedroom units and over the policy target on 4 bedroom units.

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1.28 Over the monitoring period, 91 affordable houses were granted permission in the District on 5 sites. However, the Council only achieved its target of 30% affordable housing on two sites: The Old Sorting Office, Charlton Green, Dover and land adjacent to allotments, Folkestone Road, Dover. Further to this, during the monitoring period, 78 affordable homes were completed in the District on two sites: Aylesham and Timperly Place Sholden (Deal). This equates to 19.2% of all housing completions. This is lower than that achieved during 2015/16 where 185 affordable homes were delivered equating to 25.48% of total completions.

1.29 Whilst progress is being made with the delivery of affordable housing within the Dover District, the SHMA (2017) advised that in order to meet housing need, 167 affordable homes should be delivered in the district per annum. It is clear that the level of affordable housing delivery in the District is below this level (with the exception of 15/16) and indicates the need to review the Council's strategy to affordable housing provision as part of the preparation of the new District Local Plan. Whilst accepting that delivery of 167 affordable homes per year is unlikely to be achieved.

1.30 During 2016/17, 23 residential units have been gained through permitted development rights, the largest number since the right was introduced in 2015. This clearly shows that the Government's policy of allowing residential properties in the countryside is having a noticeable impact on the District.

1.31 With regard to infrastructure delivery, since the last monitoring period the Council received £744,518 in S106 contributions from developments across the district. Of this figure, DDC received £543,703 to assist in the delivery of: affordable housing, children's play space, community space, the Thanet Coast Mitigation Strategy, a community development officer for Aylesham Garden Village, and school playing pitches. The remainder of the contributions were passed to Kent County Council (KCC) for the delivery of transport projects, libraries, social facilities and education.

1.32 Contributions secured through S106 agreements in this monitoring period are £379,875 less than that received during 2015/16. This can be explained in part by the fall in the number of housing completions as S106 payments are often triggered on commencement of development or by a certain number of occupations and as a result there is a correlation between housing activity/completions and S106 collections.

1.33 During this monitoring period the Council submitted a planning application for the relocation of a new £26m Dover District Leisure Centre based in Whitfield; meeting recommendations and objectives set out in the Land Allocations Local Plan (2015) and Indoor Sports Facilities Strategy. Work is now well underway on site.

1.2 Direction of Travel

1.34 Table 1.1 below sets out the direction of travel of the key matters raised in the key findings from the last monitoring period (2015/16) to this monitoring period (2016/17).

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Table 1.1 Direction of Travel from 2015/16 to 2016/17

| | |
|---|----|
| Social | |
| Population | ◀▶ |
| Ageing population | ◀▶ |
| Deprivation levels | ◀▶ |
| Economy | |
| Net employment floorspace | ▼ |
| Number of jobs | ◀▶ |
| Job density | ▼ |
| Skill attainment levels | ▲ |
| Retail floorspace built | ▲ |
| Leisure floorspace built | ▼ |
| Vacancy rates | |
| Dover | ▲ |
| Deal | ▲ |
| Sandwich | ◀▶ |
| Passenger numbers from Dover Priory Station | ▼ |
| Environment | |
| Play areas/ open space | ▲ |
| Historic Environment | ▲ |
| Housing and Infrastructure Delivery | |
| Housing completions | ▼ |
| 5 year Housing Land Supply | ▼ |
| Allocated sites granted permission | ▼ |
| Allocated sites completions | ▼ |
| Housing mix | |
| 1-bed homes | ▲ |

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| | |
|--------------------|----|
| 2-bed homes | ▼ |
| 3-bed homes | ◀▶ |
| 4-bed homes | ▼ |
| Affordable housing | ▼ |
| S106 contributions | ▼ |

Table 1.2

Key

| | |
|----|-----------------|
| ▲ | Value Increased |
| ▼ | Value Decreased |
| ◀▶ | Value Unchanged |

Introduction

two Introduction

2 Introduction

What is the Authority Monitoring Report?

2.1 This is the thirteenth AMR produced by DDC and covers a period from 1st April 2016 to 31st March 2017 (the monitoring period).

2.2 The AMR serves a number of purposes:

- to assess the performance of the Council's current planning policies and to monitor the delivery of the Council's adopted Development Plan;
- to assess changes in the structure and health of the population in the District;
- to record of the amount of development which has taken place in the District during the monitoring period;
- to look at the health of the District's centres and capture changes in retail floorspace;
- to capture the level of housebuilding that has been taking place in the District and review the distribution of housebuilding and the type of housing that is being delivered;
- to look at changes in the economy and employment floorspace in the District;
- to monitor the impact of development on the environment;
- to capture progress of the delivery of the Council's strategic land allocations;
- to set out projections and expectations for future development in the District, and assess where policies and approaches may need to change; and
- to set out the Council's progress against its 'Local Development Scheme', a high-level project plan for the production of new planning documents and policies.

2.3 Copies of previous AMRs are available and can be downloaded via the District Council's website: <https://www.dover.gov.uk/Planning/Planning-Policy-and-Regeneration/Plan-Monitoring/Authority-Monitoring-Reports.aspx>

What are the key components of the Authority Monitoring Report?

2.4 The Council has a set of its own contextual indicators and local indicators in the adopted Core Strategy. The Government's Planning Practice Guidance (PPG) details various pieces of information which Local Planning Authorities (LPAs) should report annually, but is otherwise not prescriptive on what an AMR should contain.

2.5 The PPG states that local planning authorities must publish information at least annually that shows progress with Local Plan preparation; report any activity relating to the duty to cooperate; and show how the implementation of policies in the Local Plan is progressing. Furthermore, LPAs are encouraged to report as frequently as possible on planning matters to communities. This is important to enable communities and interested parties to be aware of progress.

2.6 LPAs can also use the AMR to provide up-to-date information on the implementation of any neighbourhood plans that have been made, and to determine whether there is a need to undertake a partial or full review of the Local Plan.

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2.7 Regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012 sets out what information the reports must contain, although there is other useful information that can be set out. In particular, the reports can highlight the contributions made by development, including section 106 planning obligations, Community Infrastructure Levy and New Homes Bonus payments, and how these have been used.

2.8 The AMR should be made publicly available.

Structure of the Authority Monitoring Report

2.9 In light of the above, the structure of the AMR is as follows:

Chapter 3 - The District and its People - providing a spatial portrait of the District and an overview of the population and health profile of the area.

Chapter 4 - Planning for the Future - summarising the work undertaken to plan for the future of the District, as well as progress against the Local Development Scheme (LDS), neighbourhood planning and meeting the requirements of the duty to co-operate.

Chapter 5 - Monitoring of Current Policies - reviewing the effectiveness of development management policies and the implications of the introduction of permitted development rights.

Chapter 6 - Retail, Services and Facilities - looking at the health of the District centres, including the amount of new retail, service and facility floorspace built during the monitoring year.

Chapter 7 - Housing - detailing the Council's progress regarding housing delivery, looking at affordable housing provision, Gypsy and Traveller accommodation and future housing land supply.

Chapter 8 - The Economy - identifying changes in employment floorspace, jobs, unemployment levels and skills in the District over the monitoring period.

Chapter 9 - Environment and Sustainability - assessing the District's environment and the sustainability of new development; across a range of top including the historic environment, open space, energy and transport.

Chapter 10 - Infrastructure - reviewing the Council's performance regarding the delivery of infrastructure required to support development and the Council's position in relation to funding mechanisms such as the Community Infrastructure Levy (CIL) and developer contributions.

Chapter 11 - Strategic Sites - detailing an update on the progress of the Council's strategic sites set out in the adopted Development Plan.

The District and its People

three The District and its People

3 The District and its People

3.1 This chapter provides a spatial portrait of the District and looks at the population and health profile of the area.

3.1 Geography

3.2 The Dover District is situated on the East Kent peninsula and covers an area of 31,982 hectares (ha). The District is bordered by Thanet to the north, Shepway to the south west and Canterbury to the north west. To the south/south east of the District is the English Channel; putting Dover at both the centre of surface travel to and from continental Europe and on the edge of domestic economic activity. See Figure 3.1: Map of the District.

3.3 The District contains three main towns: Dover, Deal and Sandwich, and has a large rural area with a variety of villages and smaller settlements. The total population of the district is 113,100 ⁽¹⁾.

three The District and its People

Figure 3.1 Map of the District



Derived from out of copyright Ordnance Survey mapping and updated from original sources. © Dover District Council 2017

Dover

3.4 Dover is the District's principal town and has a population of 44,390⁽²⁾. The town provides the main convenience and comparison retail offer for the District, and White Cliffs Business Park is one of the key sources of employment in the area. The town is also home to the Port of Dover which is Europe's busiest ferry port and a vital international gateway for the movement of passengers and trade. The Port of Dover is an award-winning cruise port, the second busiest in the UK, hosting some of the world's most prestigious cruise-liners and is an important source of employment in the district. ⁽³⁾

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Deal

3.5 Deal, the second largest town in the District, with a population of 30,100 ⁽⁴⁾, is a seaside town, predominantly residential in nature, with an attractive town centre and good retail offer. Commercial activity tends to be small scale, locally based, and dominated by town centre businesses. The northern part of Deal and the countryside between Deal and Sandwich, is subject to the risk of tidal flooding which is a constraint to development.

Sandwich

3.6 Sandwich, the third largest town, with a population of 7,040 ⁽⁵⁾, is a historic Cinque Port market town, renowned for its medieval street pattern and high concentration of listed buildings. The Discovery Park Enterprise Zone to the north of Sandwich is also a major employment centre, with over 150 resident companies, generating 3,346 jobs. An international golf course lies to the immediate east of the town, and a second golf course of national importance lies to the north east of the town, both of which are important contributors to the local economy and profile of the area.

Rest of the District

3.7 The District is connected to the main highways network by the M20/A20 and M2/A2 corridors, which provide a direct connection to London. High speed rail links also connect Dover, Deal, Sandwich and Martin Mill to London and the wider rail network.

3.8 The Dover District is a diverse maritime area characterised by contrasting landscapes and a rich heritage. Key features of the district include:

- a variety of natural assets including, 20 miles of coastline, 2,000 hectares (ha) of broad leaved woodland, 2,211 ha of land is designated as Sites of Special Scientific Interest, 28,110 hectares of agricultural land, two main rivers - The River Dour and The River Stour; and 391 miles of public rights of way;
- about 6,900 ha (21%) of the District is designated as part of the Kent Downs Area of Outstanding Natural Beauty (AONB) and of this 876 ha (3%) is designated as Heritage Coast;
- the District contains the spectacular Norman Castle at Dover, the Tudor castles of Deal and Walmer and the Roman castle at Richborough, as well as around 46 scheduled monuments, approximately 2,800 listed buildings and 57 conservation areas; and
- there are a range of sports and leisure facilities on offer in the district including leisure centres, swimming pools, country parks, off road cycle track, gardens, play areas, cinemas, theatres and museums. The district is also famous for its golf courses including the Royal St. George's in Sandwich, which has hosted the Open Championship.

4 KCC Bulletin 2014-Based Subnational Population Projections June 2016

5 KCC Bulletin 2014-Based Subnational Population Projections June 2016

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3.9 However, despite its character and location in the prosperous South East Region, the District suffers a number of problems:

- Dover Town has some of the most deprived wards in the country;
- unemployment levels are above the national average;
- parts of the District are at risk from flooding from both fluvial and tidal sources;
- Dover Town Centre is struggling to compete with neighbouring shopping areas, such as Canterbury, which is drawing trade out from Dover;
- traffic congestion associated with the Port of Dover, which also leads to poor air quality; and
- the health of people in Dover is varied compared with the England average. Life expectancy for both men and women is slightly below the England average.

3.2 Population

3.10 This section sets out the population profile of the District, looking at how the population has changed since 2001, comparing the latest population projections for the District to the Core Strategy Indicators for population growth, and how the profile of the District's population is forecast to change in the future.

Changes in Population 2001 - 2014

3.11 The Adopted Core Strategy (2010) identifies the importance of population growth in the District, particularly within working age families to support growth in the local economy.

3.12 The 2014 Sub-National Population Projections (SNPP) published by the Office of National Statistics (ONS) in June 2016 show that the total population of the District is 113,100 and that the working age population (16-64 years) is 67,700, the non-working age population is 45,400.⁽⁶⁾

3.13 Table 3.1 compares the 2014 SNPP with Core Strategy Indicator 1 (population and labour supply growth):

Table 3.1 : Dover Population Comparison Figures

| Dover Population Comparison Figures | | | | |
|-------------------------------------|-----------------|-------------------------------|------------------------------|--|
| | Baseline Figure | Core Strategy Target for 2026 | Total Population (2014 SNPP) | Difference between 2026 target and 2014 SNPP |
| Total Population | 104,800 (2007) | 111,500 | 113,100 | 1,600 |

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| Dover Population Comparison Figures | | | | |
|---|---------------|--------|--------|--------|
| Working Age Population (16-64 years) | 73,800 (2001) | 72,100 | 67,700 | -4,400 |

3.14 Table 3.1 shows that whilst the total population of the District has already exceeded the Core Strategy target of 111,500 people by 2026, the proportion of working age population has declined and is lower than the level forecast in the Core Strategy (2010). It is clear that the Core Strategy objective in relation to the percentage of working age population in the district has not been met. Additionally, over the same period the District has seen a decline workforce jobs which is an important factor in attracting and retaining working age families to the district. Reasons for a decrease in working age population could also be a result of an overall ageing population across the district. The reasons for the increase in total population in the district are explored below.

3.15 Between mid-2001 and mid-2014⁽⁷⁾ the population of the Dover District has risen by approximately 8,400 to reach 113,100. This increase is made up of natural change -800 (with deaths outnumbering births) and an increase from net migration and other changes of 9,200 persons.

3.16 Key trends over the 13 year period include:

- whilst annual births have increased and deaths have varied little, natural change is negative and has switched from an annual loss of around 200 between 2001 and 2004, to gains or very modest losses after 2005/06;
- net migration from within the UK has been the main driver of population increase but has varied between gains of over 800 in 2003/04 to a loss of nearly 200 in 2008/09;
- net overseas migration has been positive in most years with a maximum of over 200 in 2009/10;
- regarding the profile of migration into the district, the District loses younger age adults, most likely migrating for university or other 'bright lights'. However, this rebounds in the early 20s and subsequent inward migration is spread though middle ages. There is also some evidence of retirement-related migration at the older ages but this is much less than may be observed elsewhere along the coast. The migration profile is more balanced than would be observed in a true 'retirement' destination district;
- the net result is that the population has risen in all years since 2001 but at very different annual levels varying between less than 50 and over 1,100; and
- the population has aged as the resident population has aged and also due to older in-migration.

three The District and its People

Future Population Projections

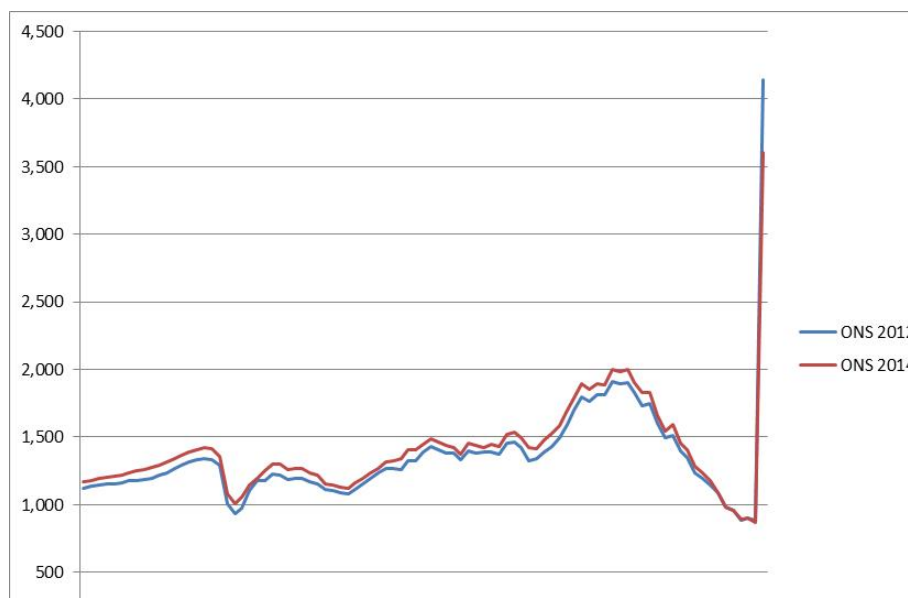
3.17 In the future, for the period 2014 - 2037 population projections show that the population of the Dover District will increase from 113,100 to 127,200 people (12.4% increase). This is predominantly due to domestic migration flows, as natural change remains negative (i.e. there are more deaths than births each year).

3.18 The ONS 2014 SNPP shows that the Dover District will attract nearly 18,500 new residents via migration over the period 2014 - 2037. It is anticipated that the majority of this will be 'domestic' migration flowing from elsewhere in the UK. By 2036 (the end of the projection period) domestic migration runs at 900 persons per year are anticipated compared to 100 international migrants.

3.19 Natural change will however continue to be negative as the ONS 2014 SNPP projections foresee an increase of approximately 550 deaths compared to 480 births per annum between 2014 and 2037.

3.20 Figure 3.2 shows the affect of the changed components on the age structure at 2037. The most significant change is the reduction in the projection of persons aged over 90 years. This reduction has a knock-on effect on the household projections, as the elderly living in private households have the highest overall household representative rates. This group also has a high likelihood of requiring residential care. In general, the projection is higher at all other ages.

Figure 3.2 Dover District Age Structure at 2037. ONS 2012 SNPP and ONS



Changes in Households

3.21 The 2011 Census revealed that since 2001 the number of households in the Dover District has increased by 9.0%, reaching 48,310 households in total. This compares to the regional average of 8.2% and the national figure of 7.9%. In the District the number of households has risen at a faster rate than the population in

three The District and its People

households between 2001 and 2011; implying a decline in the average size of households across Dover District (as is illustrated in Table 3.2), which reflects regional and national trends.

Table 3.2 Change in Average Household Size between 2001 and 2011

| Location | Average Household Size in 2001 | Average Household Size in 2011 |
|-------------------|--------------------------------|--------------------------------|
| Dover | 2.29 | 2.27 |
| South East Region | 2.37 | 2.34 |
| England | 2.38 | 2.36 |

3.22 The 2011 Census also indicates that there are more single person households and fewer couple households with dependent children in the District than are recorded regionally and nationally. Furthermore, over the period 2001 to 2011 the main change in household types has been a growth in 'other' households, followed by lone parent households with no dependent children. It is interesting to note however that households with only non-dependent children have increased notably whilst the number of households with dependent children has decreased. This suggests that household formation rates amongst young adults may have reduced.

3.3 Health and Social Wellbeing

3.23 This section provides a health profile of the District, looking at areas of deprivation, life expectancy levels, the general health of the population and what the District's health priorities are.

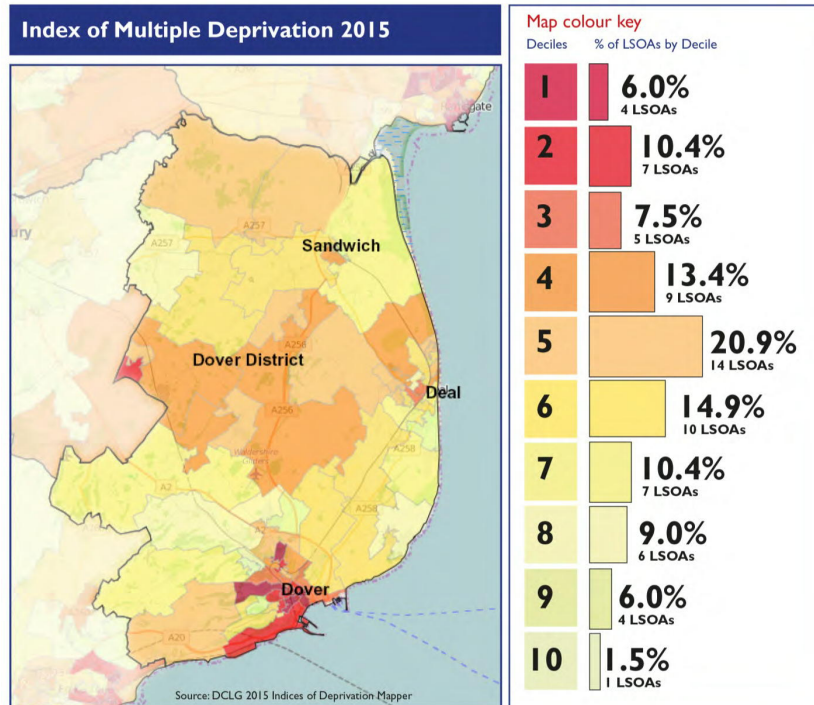
Indices of Multiple Deprivation

3.24 Deprivation is most comprehensively measured by the ONS Index of Multiple Deprivation (IMD) which ranks each of England's LSOAs – small areas with populations of around 1,500 people – from 1 (most deprived) to 32,844 (least deprived). The IMD combines seven topics to give a broad coverage of ways by which people can be 'deprived', along with more obvious means of deprivation such as income and employment; it encompasses health, education, skills and training, barriers to housing, and living environment and crime.

3.25 The English Indices of Deprivation 2015 ⁽⁸⁾ reinforce previously identified patterns of deprivation across the District. See Figure 3.3 below.

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Figure 3.3 Indices of Multiple Deprivation 2015



3.26 The District continues to have deprivation ‘hot spots’ that are amongst some of the most deprived small areas in the country yet are geographically close to some of the least deprived areas in the country. The 4 Lower-layer Super Output Areas (LSOAs) that fall within the most deprived 10% of LSOAs nationally are within the wards of St. Radigunds; Castle; Maxton, Elms Vale and Priory; and Buckland (all within Dover Town), with the LSOA in the St. Radigund’s ward also in the top 5% most deprived areas in the country.

3.27 From a national perspective, the Dover District is in the most deprived half of local authorities in England.

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National rank: 126 (out of 326 English local authority districts) *

Kent rank: 5 (out of 12 Kent local authority districts) *

Number of LSOAs in the most deprived 10% nationally: 04 (out of 67 LSOAs in the district) **

Number of LSOAs in the most deprived 20% nationally: 11 (out of 67 LSOAs in the district) **

Number of LSOAs in the least deprived 10% nationally: 01 (out of 67 LSOAs in the district) **

The highest levels of multiple deprivation are found in the urban areas of Dover

* Where 1 is the most deprived; using the Rank of Average Score

** LSOAs (or Lower-layer Super Output Areas) are small geographical areas with approximately 1,500 residents or 650 households

3.28 The Core Strategy (2010) Indicator 6 is set to measure social disadvantage. In 2007, the District's national ranking was 142 out of 326 authorities (IMD, 2007), showing that the District's national ranking has fallen over the Plan period (2006-2026) and the District is now considered to be more deprived than in 2007. At County level, the District's ranking has however remained the same, and continues to rank fifth out of the 12 Kent local authority districts/boroughs.

3.29 Core Strategy Indicator 6 aims to have 6 LSOAs in the most deprived 20% nationally by 2016 and 0 LSOAs in the most deprived 20% nationally by 2026. This target has not been achieved, as at 2016, there are still 11 LSOAs in the most deprived 20% nationally (out of 67 LSOAs in the District).

3.30 This illustrates that the Core Strategy objective has not been met and there has instead been a decline in social disadvantage in the District. From this, it is evident that DDC needs to continue to work closely with other partners for example Kent County Council (KCC) and the NHS to address deprivation in the District. A multi agency approach to this important issue is essential as the Planning Department alone cannot influence all of the required strands of deprivation.

Health Profile

3.31 Table 3.3 shows how the health of people in this area compares with the rest of England.

3.32 It should be noted that:

- Red value indicates a value significantly worse than the England Value

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- Amber value indicates a value that is not significantly different from the England Value
- Green value indicates a value that is significantly better than the England Value but may still be an important public health problem.

Table 3.3 Source Public Health England 2017

| Health Summary for Dover 2016 | | | | | | | |
|--------------------------------------|---|-----------------|----------------------|----------------------|---------------|---------------|--------------|
| Domain | Indicator | Period | Local No total count | Dover District Value | England Value | England Worst | England Best |
| Our Communities | 1 Deprivation score (IMD 2015) | 2015 | n/a | 21.6 | 21.8 | 42.0 | 5.0 |
| | 2 Children in low income families (under 16s) | 2014 | 4,380 | 22.9 | 20.1 | 39.2 | 6.6 |
| | 3 Statutory homelessness | 2015/16 | 15 | 0.3 | 0.9 | | |
| | 4 GCSEs achieved | 2015/16 | 617 | 53.7 | 57.8 | 44.8 | 78.7 |
| | 5 Violent crime (violence offences) | 2015/16 | 2,155 | 19.1 | 17.2 | 36.7 | 4.5 |
| | 6 Long term unemployment | 2016 | 285 | 4.2 | 3.7 | 13.8 | 0.4 |
| Children's and young people's health | 7 Smoking status at time of delivery | 2015/16 | 181 | 16.3 | 10.6 | 26.0 | 1.8 |
| | 8 Breastfeeding initiation | 2015/16 | 731 | x | 74.3 | 47.2 | 92.9 |
| | 9 Obese children (Year 6) | 2015/16 | 232 | 21.5 | 19.8 | 28.5 | 9.4 |
| | 10 Alcohol-specific hospital stays (under 18) | 2013/14 - 15/16 | 15 | 21.9 | 37.4 | 121.3 | 10.5 |
| | 11 Under 18 conceptions | 2015 | 53 | 26.3 | 20.8 | 43.8 | 5.4 |
| Adults' health and lifestyle | 12 Smoking prevalence in adults | 2016 | n/a | 17.7 | 15.5 | 25.7 | 4.9 |

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| Health Summary for Dover 2016 | | | | | | | |
|-------------------------------------|--|-----------|----------------------|----------------------|---------------|---------------|--------------|
| Domain | Indicator | Period | Local No total count | Dover District Value | England Value | England Worst | England Best |
| | 13 Percentage of physically active adults | 2015 | n/a | 56.4 | 57.0 | 44.8 | 69.8 |
| | 14 Excess weight in adults | 2013 - 15 | n/a | 67.6 | 64.8 | 76.2 | 46.5 |
| Disease and poor health | 15 Cancer diagnosed at early stage | 2015 | 275 | 48.2 | 52.4 | 39.0 | 63.1 |
| | 16 Hospital stays for self-harm | 2015/16 | 202 | 192.9 | 196.5 | 635.3 | 55.7 |
| | 17 Hospital stays for alcohol-related harm | 2015/16 | 617 | 531.5 | 647 | 1163 | 374 |
| | 18 Recorded diabetes | 2014/15 | 6,251 | 7.1 | 6.4 | 9.2 | 3.3 |
| | 19 Incidence of TB | 2013 - 15 | 12 | 3.5 | 12.0 | 85.6 | 0.0 |
| | 20 New sexually transmitted infections (STI) | 2016 | 309 | 448.7 | 795 | 3288 | 223 |
| | 21 Hip fractures in people aged 65 and over | 2015/16 | 151 | 606.8 | 589 | 820 | 312 |
| Life expectancy and causes of death | 22 Life expectancy at birth (Male) | 2013 - 15 | n/a | 79.3 | 79.5 | 74.3 | 83.4 |
| | 23 Life expectancy at birth (Female) | 2013 - 15 | n/a | 82.6 | 83.1 | 79.4 | 86.7 |
| | 24 Infant mortality | 2013 - 15 | 15 | 4.3 | 3.9 | 8.2 | 0.8 |
| | 25 Killed and seriously injured on roads | 2013 - 15 | 123 | 36.3 | 38.5 | 103.7 | 10.4 |

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| Health Summary for Dover 2016 | | | | | | | |
|-------------------------------|--|---------------------|----------------------|----------------------|---------------|---------------|--------------|
| Domain | Indicator | Period | Local No total count | Dover District Value | England Value | England Worst | England Best |
| | 26 Suicide rate | 2013 - 15 | 27 | 8.9 | 10.1 | 17.4 | 5.6 |
| | 27 Smoking related deaths | 2013 - 15 | N/a | N/a | 283.5 | | |
| | 28 Under 75 mortality rate: cardiovascular | 2013 - 15 | 238 | 70.9 | 74.6 | 137.6 | 43.1 |
| | 29 Under 75 mortality rate: cancer | 2013 - 15 | 486 | 142.6 | 138.8 | 194.8 | 98.6 |
| | 30 Excess winter deaths | Aug 2012 - Jul 2015 | 208 | 17.7 | 19.6 | 36.0 | 6.9 |

3.33 The above table illustrates that the health of people in the Dover District is varied compared with the England average, with more red and amber lights, than green. Key areas of concern include:

- 23% (4,400) of children live in low income families;
- in Year 6, 21.5% (232) of children are classified as obese;
- low levels of GCSE attainment - worse than the national average;
- estimated levels of adult excess weight are worse than the England average;
- high levels of smoking related deaths - worse than the average for England. Estimated levels of adult smoking are also worse than the England average;
- the rate of violent crime is worse than average;
- levels of teenage pregnancy are worse than the England average; and
- life expectancy for both men and women is slightly lower than the England average. However, life expectancy is 7.7 years lower for men and 2.7 years lower for women in the most deprived areas of Dover than in the least deprived areas.

3.34 Given this, the health priorities in Dover include improving life expectancy by preventing suicide and heart disease and reducing smoking prevalence, improving teenage pregnancy rates, and improving physical activity in children and adults. The majority of these issues fall outside the remit of town planning but clearly there is a need to work closely with relevant health partners to establish ways in facilitating healthier lifestyles across the district.

Planning for the Future

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4 Planning for the Future

4.1 This chapter summarises the work that the Council is undertaking to plan for the future of the District and sets out progress with the preparation of the new District Local Plan. Furthermore, the chapter also summarises progress made against the LDS, how the Council is working with parish councils to deliver neighbourhood plans and how the Council is meeting its obligation under the duty to co-operate.

4.1 Current Planning Policies

4.2 Decisions on planning applications are taken in accordance with adopted planning policies, unless material considerations indicate otherwise. The Development Plan for the District comprises:

- KCC Minerals and Waste Local Plan 2013 - 2030 (2016);
- The Adopted Core Strategy (2010);
- The Land Allocations Local Plan (2015);
- Worth Neighbourhood Plan (2015);
- Saved Local Plan Policies (2002); and
- Policies Map.

4.3 The Council has also produced a number of Supplementary Planning Documents (SPDs) and guidance, which expand on policies in the Development Plan or cover specific areas of the District. The adopted SPDs and Guidance include:

- Whitfield Masterplan;
- Affordable Housing SPD and Addendum;
- The Kent Design Guide 05/06;
- Dover Western Heights Masterplan;
- Kingsdown Conservation Area Character Appraisal;
- Dover District Heritage Strategy;
- Affordable Housing Rural Exception Schemes;
- Aylesham Masterplan;
- Buckland Mill Planning Brief;
- Dover Town Centre Conservation Area Character Appraisal;
- St James's Area Dover Planning Brief;
- Security Measures for Retail and Commercial Premises;
- York Street Site Dover Planning Brief;
- Flat Conversion Guidelines;
- Walmer Design Statement; and
- Preston Village Design Statement.

4.2 Local Plan Review

4.4 The Council is starting work on a new District Local Plan which will guide the future growth and development of the District to 2037.

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What is the Local Plan?

4.5 The new District Local Plan is an extremely important document for the future of the Dover District. It will be the blueprint for growth in the District; contain the over-arching planning strategy for the District; identify sites where development will happen over the next 20 years; and will guide decisions on planning applications. The new District Local Plan will comprise:

- a vision for the future of the District;
- the amount of housing, employment and retail development needed in the District;
- strategic policies;
- development management policies;
- site allocations; and
- policies map.

4.6 The new District Local Plan must comply with government policy and be justified by evidence. Once adopted, it will replace the Dover District Core Strategy (2010), Saved Policies from the 2002 Local Plan and the Land Allocations Local Plan (2015) (together known as the Development Plan) and will cover the period from 2014 to 2037.

What is the process of preparing a District Local Plan

4.7 The process of producing a Local Plan involves the following stages:

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Local Plan Preparation Process

1. Evidence gathering (ongoing)

The Council is in the process of preparing a number of studies to support the new District Local Plan, see table 4.2. The Council will carry out both formal and informal engagement with a range of stakeholders as the preparation of the new District Local Plan and evidence base documents advances.

2. Call for Sites (completed summer 2017)

As part of the preparation of the Housing and Employment Land Availability Assessment (HELAA) the Council undertook a 'call for sites' exercise in the summer of 2017 inviting developers, land owners, agents and the local community to submit sites to the Council for assessment in order to ascertain whether they are suitable for inclusion within the Local Plan. Any sites that have been submitted will be assessed by the Council in the new year in order to determine their suitability, availability, achievability and deliverability. Such sites will also be subject to a SA/HRA.

3. Regulation 18 - Issues and Options consultation (October/November 2018)

The Council will consult on the scope of the issues that the new District Local Plan will need to address and the potential strategy for responding to such issues, in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

Responses received as part of this consultation will then be reviewed and be used to help inform the development of a draft District Local Plan.

4. Preparation of the Local Plan (December 2018 - August 2019)

Following on from the issues and options consultation the Council will start to prepare a draft Local Plan. The District Local Plan will be prepared in consultation with key stakeholders and will incorporate key findings from the Council's evidence base.

5. Regulation 19 - Publication version of the Local Plan (September/October 2019)

In accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012, the Council will publicise the version of the Local Plan to be submitted to the Planning Inspectorate for examination. The publication version of the District Local Plan, will include a vision for the future of the Dover District; a set of strategic policies allocating land for future housing, employment, retail development, as well as green infrastructure and open space;

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and development management policies. Any representations submitted at this stage of the process will be forwarded to an independent Inspector who will be appointed to examine the Local Plan.

6. Submission of Local Plan to the Secretary of State for examination (January 2020)

Having received any representations on the publication version of the Local Plan, the Council will submit the Plan and any proposed changes it considers appropriate along with supporting documents to the Planning Inspectorate for examination on behalf of the Secretary of State.

7. Examination of the Local Plan by a Planning Inspector (April/May 2020)

The examination commences upon submission of the Local Plan to the Planning Inspectorate and concludes when the Inspector's Report is issued to the LPA. During the formal examination process, a Planning Inspector will assess whether the Local Plan has been prepared in line with the relevant legal requirements (including the duty to cooperate) and whether it meets the tests of 'soundness' contained in the NPPF (2012). The Inspector will consider the representations received during the Regulation 19 consultation, and where appropriate, will invite individuals or organisations who submitted representations to appear at examination hearings. Following the examination, the Inspector will produce a report in order to determine whether or not the plan can be considered to be 'sound'. This report may include 'main modifications' to the District Local Plan where the Inspector feels that these are necessary to ensure that the Plan is sound.

8. Adoption of the Local Plan (July 2020)

The final stage in the plan making process is the formal adoption of a Plan. In accordance with the Council's constitution, the adoption of the District Local Plan must take place at a meeting of Full Council. Following adoption, the District Local Plan will become the main document against which decisions on planning applications will be made.

4.8 The timetable for the preparation of the new District Local Plan is set out in the Council's LDS (September 2017) and can be downloaded via the following website: <https://www.dover.gov.uk/Planning/Planning-Policy-and-Regeneration/Plan-Monitoring/Local-Development-Scheme.aspx>

Key Challenges for the Local Plan

4.9 Looking to the future there are a number of key challenges that the District Local Plan must address:

- to provide 12,167 new homes by 2037 to meet the Objectively Assessed Need for housing identified in the SHMA (2017);

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- identify sufficient land to meet future development needs over the next 20 years;
- identify and deliver key infrastructure to support future growth;
- to promote good transport links both within the district, and beyond;
- to tackle congestion, air quality and provide more sustainable transport alternatives in the district;
- provide sufficient employment land to deliver the projected 2,700 jobs forecast to be delivered in the district over the period to 2037 to strengthen the District's economic position in East Kent;
- provide improved education and training facilities to ensure that local people are better equipped to join the workforce;
- strengthen Dover town centre building on the momentum that is being created by the DTIZ development;
- the need to plan for an ageing population;
- tackle deprivation in the district and address health inequalities;
- meet the challenge of climate change by considering setting targets for renewables and low carbon energy; and
- to deliver growth in the district whilst preserving and enhancing the District's key natural and historical assets.

What the Local Plan will Cover?

4.10 It is proposed that the Local Plan will comprise the following sections:

- an introduction to Local Plans, a description of the district in 2017 and the challenges it faces;
- the overarching spatial strategy for the district, including the key diagram, vision, targets for growth, growth delivery strategy and approach to delivering healthy and sustainable communities;
- topic specific policies, including development management policies;
- settlement and site specific policies; and
- implementation and monitoring.

4.3 Planning Documents Under Preparation

4.11 The Council is currently in the process of producing a number of new planning documents (see Table 4.1); updating the evidence base that supports the Local Plan; and proactively working with parish councils to bring forward Neighbourhood Plans in the District. This section provides an update on the Council's progress with bringing forward these documents:

Progress Against the Local Development Scheme

4.12 In March 2017 the Council's Cabinet made the decision to proceed with a review of the current Core Strategy (2010) and Land Allocations Local Plan (2015), and produce a new NPPF compliant District Local Plan.

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4.13 Since the LDS was adopted in March 2017, the Council has had legal advice regarding the preparation of a Dover Waterfront Masterplan. It was advised that the Masterplan cannot be prepared as a SPD and must instead be a standalone Development Plan Document. As a result, the Council adopted a revised LDS in September 2017, which includes a revised timetable for the production of the Dover Waterfront Area Action Plan (AAP), as well as the District Local Plan and therefore supersedes the LDS dated March 2017.

4.14 The current and previous LDSs are available to view on the Council's website: <https://www.dover.gov.uk/Planning/PlanningPolicyandRegenerationPlan/MonitoringLocalDevelopmentScheme.aspx>

4.15 Table 4.1 sets out the timetable for the preparation of the documents in the current LDS (September 2017) and notes the Council's progress against meeting key milestones.

Table 4.1 Progress Against the LDS

| Planning Document | Timetable | Progress Against Meeting Timetable |
|---|--|--|
| District Local Plan (including SA and HRA) | Reg 18 Consultation: Oct/Nov 2018 | Work is underway on the preparation of the District Local Plan. |
| | Reg 19 Consultation (publication): Sept/Oct 2019 | The Council has commissioned a number of studies to support the preparation of the Local Plan (see below) and also undertook a 'call for sites' consultation from June to August 2017 inviting landowners and developers to put forward land for development for the Plan period (2014-2037). |
| | Submission: Jan 2020 | |
| | Examination: Apr/May 2020 | |
| | Adoption: Jul 2020 | A Local Plan Engagement Strategy has been produced which sets out how the Council will engage residents, businesses and key stakeholders in the preparation of the Local Plan. The Council has also set up a Planning Advisory Group to steer the production of the Local Plan, the agenda and minutes of which are available to view online. |

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| Planning Document | Timetable | Progress Against Meeting Timetable |
|---|--|--|
| Dover Waterfront AAP | Reg 18 Consultation: Jan/Feb 2018 Reg 19 Consultation(publication): Jun/Jul 2018 Submission: Oct 2018 Examination: Jan 2019 Adoption: Jun 2019 | <p>The previous version of the LDS identified the Dover Waterfront AAP as being progressed as either a SPD or a residual Local Development Document (LDD). As a result of a recent High Court case, it has become clear that work on the Dover Waterfront AAP and the associated public realm works cannot be prepared as a SPD or as a residual LDD because the emerging proposals involve land beyond that allocated under Policy CP8 to accommodate a cable car connection from the town centre to Dover Castle and proposals for new development along the new Marina Curve. Without the inclusion of these it would not have the added advantage of enabling the scheme to make a really positive contribution to the regeneration of the town.</p> <p>As a result of this, the proposals need to be prepared as a Development Plan Document and examined by an independent Inspector on behalf of the Secretary of State before it can be adopted by the Council. Once it has been adopted by the Council it will have the same planning status as the District Local Plan and will form part of the Council's new Development Plan.</p> |
| Statement of Community Involvement | Consultation: Jun/Jul 2017 Adoption: Sept 2017 | The Statement of Community Involvement (SCI) was agreed by the Council on the 9th May 2016. The SCI will be updated to reflect the changes introduced by the Neighbourhood Planning Act 2017. |
| Waterloo Crescent Conservation | Consultation: Mar 2017 Adoption: May 2017 | Following consultation in early 2017, the Waterloo Crescent Conservation |

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| Planning Document | Timetable | Progress Against Meeting Timetable |
|---|--|--|
| Area Character Appraisal | | Area Character Appraisal was adopted in May 2017. |
| South Barracks Conservation Area Character Appraisal | Consultation: May/Jun 2017 Adoption: Nov 2017 | A consultation on the South Barracks Conservation Area Character Appraisal was held between 15th August and 25th September 2017. It is anticipated that the South Barracks Conservation Area Character Appraisal will be adopted in November 2017. |

4.16 Whilst the Council is committed to bringing forward all the documents set out in the LDS, some milestones have been missed, due to the need for a change in the approach towards the work on the Dover Waterfront AAP, resource constraints and competing priorities.

Evidence Base Update

4.17 The NPPF (2012) places responsibility on each LPA to *"ensure that the Local Plan is based on adequate, up-to-date and relevant evidence about the economic, social and environmental characteristics and prospects of the area"*.

4.18 The Council is in the process of updating the following evidence base studies to support the preparation of the new District Local Plan:

Table 4.2 Completed evidence base studies

| Evidence Base Study | | Description |
|--|------------------------------------|---|
| Completed evidence base studies | | |
| Indoor Sports Facilities Study | The Sports Consultancy Jul 2016 | This study sets out an audit and assessment of indoor sports facilities, providing an understanding of current demand and future supply of indoor sporting facilities, as well as recommendations in delivering sporting outcomes for the Dover District. |

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| Evidence Base Study | | Description |
|---|--|--|
| Strategic Housing Marking Assessment (SHMA) | Peter Brett Associates Feb 2017 | The Council, working jointly with Shepway District Council, commissioned Peter Bretts Associates to undertake a SHMA to identify the OAN for the Dover District for the period 2014-2037, in accordance with the NPPF (2012). This study will be used to underpin the preparation of the new District Local Plan. |
| Economic Development Needs Assessment (EDNA) | Nathaniel Lichfield & Partners Mar 2017 | This study assesses and evidences the need for economic development in the District and identifies the amount of employment land required in the district to support housing growth. |
| Water for Sustainable Growth Study | Aecom Jul 2017 | KCC, along with the Districts commissioned Aecom to identify the water related constraints to growth across the region and to assess whether growth can be delivered within these constraints. The study also looked at the ability of lowering the cost of water related infrastructure. |
| Dover Air Quality Study | Bureau Veritas Sept 2017 | This study assesses the potential air quality impacts on the future development proposals in Dover and sets out an understanding of the potential effect of local pollution concentrations of NO2 and PM10 both on and around site allocations in the adopted Development Plan. This work will also be used to inform the preparation of the Dover Waterfront AAP. |
| East Kent Growth Framework | Nathaniel Lichfield & Partners Aug 2017 | This document is an update of the East Kent Growth Plan (2013) and identifies the opportunities and challenges for East Kent, defines the strategic objectives underpinning the future strategy for growth for East Kent, as well as investment priorities required to deliver such strategic objectives. |
| <i>Ongoing evidence base studies</i> | | |
| Dover Transport Study | WSP & Peter Brett Associates | WSP/PB have been appointed by DDC, KCC Highways, Dover Harbour Board (DHB) and Highways England to update the existing transport modellings (e.g. 2007 VISSUM |

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| Evidence Base Study | | Description |
|---|---|--|
| | | <p>transport model) by re-validating existing data and any development that has already happened/is in the pipeline since 2007. This updated model has now been agreed and signed off by Highways England and KCC Highways in conjunction with DDC, to give a Present Year Validated Model that can be used for a range of issues such as identifying highway improvements to Dover Town Centre and assessing the impact of development proposals on the road network. Work on this commission has been put on hold until the distribution of proposed development is known.</p> |
| <p>Deal Transportation Model</p> | <p>WSP & Peter Brett Associates</p> | <p>DDC in partnership with KCC and Highways England has commissioned WSP/PB to develop a transport model of Deal. The model will be developed by extending the existing Dover Transport Model to cover all the key roads, in and around Deal. As part of the model development, WSP will survey traffic flows to help identify issues such as 'pinch points' and 'rat running'. This information will help to assess the need for new transport infrastructure including possible improved connectivity between Dover and Deal. The model will also be used to assess the suitability of sites put forward by landowners.</p> <p>Alongside the modelling work, WSP in partnership with LDA Design will undertake a detailed analysis of the North Deal area. This is a key commitment in the Council's dopted Core Strategy (2010) and will investigate whether place-making and infrastructure solutions can be found to benefit existing residents and identify opportunities to create further development.</p> |
| <p>Housing and Economic Land Availability Assessment (HELAA)</p> | <p>DDC</p> | <p>The Council is currently undertaking a HELAA to identify sites for housing, employment and retail uses in the District in accordance with the methodology set out in the Planning Practice Guidance. As part of this study, a 'call for sites' exercise was undertaken from June to August</p> |

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| Evidence Base Study | | Description |
|---|----------------------|---|
| | | 2017. In the new year officers will assess the suitability, deliverability, availability and acheivability of each site. This work will help inform the scale and distribution of growth across the District required to meet its requirements. |
| Retail and Town Centre Needs Assessment | Carter Jonas | Carter Jonas has been appointed to undertake an assessment of the retail and town centre needs of the District. This study is currently ongoing and will review the existing retail hierarchy, assess the health of the District's town centres and identify the need for retail and leisure floorspace in the District. |
| Strategic Flood Risk Assessment | Herringtons | The Council has commissioned Herringtons to undertake a SFRA in accordance with the NPPF (2012) and PPG. This study is ongoing and will update the 2007 SFRA and will assess the flood risk from all types of flooding, taking into account the existing climate and predicted changes in climate, and will allow the Council to identify sustainable locations for development away from flood risk areas. It will also review Coastal Change Management Areas. |
| Sustainability Appraisal and Habitats Regulations Assessment | Land Use Consultants | Land Use Consultants have been commissioned to to undertake a Sustainability and Habitats Regulations Assessment in accordance with the NPPF (2012) and PPG to support the preparation of the Local Plan. This study is ongoing and will consider and identify the likely effects of the District Local Plan, and assess the extent to which the District Local Plan, when judged against alternatives, will help to achieve environmental, economic and social objectives. |
| Green Infrastructure Strategy | DDC | The Council is in the process of updating the Green Infrastructure Strategy to support the Local Plan. The Green Infrastructure Strategy will review existing GI provision in the District and identify where new GI assets are required to support growth. |

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| Evidence Base Study | | Description |
|---|------|--|
| Landscape Character Assessment (LCA) | DDC | The Council is currently undertaking a LCA of the Dover District. This work will look at the different landscape character areas across the District and will be used to inform the preparation of the District Local Plan. |
| Gypsy, Travellers and Travelling Showpeople Accommodation Needs Assessment | Arc4 | The Council has commissioned Arc4 to undertake a Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment to identify the number of new Gypsy and Traveller pitches required in the District over the Plan period. This study is ongoing and forms part of a Kent wide study that will identify the need for Gypsy and Traveller accommodation across the county. |

Community Consultation

4.19 The NPPF (2012) emphasises the need to involve all sections of the community in plan-making. The Council also has a legal duty to consult residents and businesses when appropriate and legislation prescribes who must be consulted at different stages of document preparation.

4.20 The Dover District SCI is the means by which the Council aims to facilitate this. The Council's SCI was adopted in May 2016, and identifies who the Council will consult and how they will be consulted as part of the plan making process to ensure plans are as easy to access and understand as possible.

4.21 The Council has held the following consultations on key planning documents during the monitoring period:

- **Nelson Street Conservation Area Character Appraisal:** Consultation on the Nelson Street Conservation Area Character Appraisal has held between 7th October 2016 and 18th November 2016. Four representations were received. The Nelson Street Area Character Appraisal was formally adopted by the Council as a LDD in January 2017.
- **Waterloo Crescent Conservation Area Character Appraisal:** Consultation on the Waterloo Crescent Conservation Area Character Appraisal was held between 26th January 2017 and 9th March 2017. A total 26 representations were received. The Waterloo Crescent Conservation Area Character Appraisal was formally adopted by the Council in May 2017.

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Neighbourhood Planning

4.22 The Localism Act 2011 enables local communities to produce Neighbourhood Plans to support development in their area. Upon adoption by the Council, such plans will hold the same weight as other Development Plan documents for the District.

4.23 The first stage in producing a Neighbourhood Plan is to designate a Neighbourhood Area. As it stands, there are currently five parish councils in the district with Neighbourhood Area designations who are at different stages of the planning process:

- **Worth** - the Worth Neighbourhood Plan was adopted in January 2015 and now forms part of the Development Plan for the District.
- **Ash** - the Parish Council is currently in the process of preparing a Neighbourhood Plan for the area.
- **Sandwich** - Neighbourhood Area designated.
- **St Margaret's at Cliffe** - Neighbourhood Area designated.
- **Shepherdswell with Coldred** - the Parish Council has taken the decision not to proceed with preparing a Neighbourhood Plan.

4.24 The Local Authority has a duty to support groups with the preparation of their Neighbourhood Plans and officers will continue to support parishes with the Neighbourhood Planning process.

4.25 Neighbourhood plan policies remain in force until the plan policy is replaced.

Worth

4.26 Whilst there is no requirement to review or update an adopted neighbourhood plan, PPG highlights that communities in areas where policies in an adopted neighbourhood plan have become out of date may decide to update their plan, or part of it. The Worth Neighbourhood Plan was adopted in January 2015. To date, there has been no indication of the intention to review the policies in this plan and therefore, this settlement will be considered as part of the Local Plan review.

Ash

4.27 In the case of Ash, the local community has started work on the preparation of a Neighbourhood Plan for the designated area. Depending on the stage that they reach in the process, a decision will need to be made as to whether to include this particular settlement in the Local Plan review.

Sandwich and St Margaret's at Cliffe

4.28 With regard to Sandwich and St Margaret's at Cliffe, whilst neighbourhood areas have been designated, the preparation of neighbourhood plans have not yet commenced and therefore as it stands both settlements will be included in the Local Plan review.

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Shepherdswell and Coldred

4.29 As the Parish Council has taken the decision not to progress with the preparation of a neighbourhood plan, this settlement will be considered as part of the Local Plan review.

4.4 Duty to Co-operate

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

4.31 Paragraph 156 of the NPPF identifies the following as strategic issues requiring cooperation:

- the need for and provision of homes and jobs in an area;
- the provision of retail, leisure and other commercial development;
- the provision of infrastructure for transport, telecommunications, waste management, water supply and waste water treatment, flood risk management, the provision of minerals, and energy supply;
- the provision of infrastructure for health, security, community wellbeing and culture;
- Climate Change mitigation and adaptation; and
- the conservation and enhancement of the natural and historic environment.

4.32 A full list of ‘duty to cooperate bodies’ is set out in Part 2 of the Local Plan Regulations 2012, and DDC's main duty to cooperate bodies are listed below. However, the nature of the duty means that it would never be possible to produce an exhaustive list:

- Kent and Medway Planning Authorities
- Civil Aviation Authority
- Environment Agency
- Greater London Authority
- Highways England
- Historic England
- Homes and Communities Agency
- South East Clinical Commissioning Group
- Canterbury and Coastal Clinical Commissioning Group
- Natural England
- Office of Rail and Road
- Transport for London

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4.33 The Council is also required to 'have regard to' the Local Enterprise Partnership (LEP) ⁽⁹⁾ and Local Nature Partnership (LNP) ⁽¹⁰⁾ for Kent and Essex when drawing up policies and plans. Both now have an important role in strategic planning and a close working relationship is therefore crucial.

4.34 The Council also consults a number of other organisations on planning matters – examples include the District's town and parish councils, and bodies such as Thames Water and Sport England. Whilst not a part of the duty to cooperate, ongoing engagement with these bodies is integral to delivering high quality development in the area.

Memorandum of Understanding

4.35 In February 2016, the Council adopted a Memorandum of Understanding (MOU) in respect of the duty to cooperate between the East Kent Regeneration Board members. This includes:

- Ashford Borough Council (ABC)
- Canterbury City Council (CCC)
- Shepway District Council (SDC)
- Thanet District Council (TDC)
- Dover District Council; and
- Kent County Council (KCC)

4.36 The MOU does not override the statutory duties and powers of the identified parties. It is not legally binding nor is it intended to cover every detailed aspect of their relationships; rather it is a statement of principles to guide relations between the parties and provide a set of workable ground rules for early discussion and co-operation in addressing strategic and cross-boundary issues.

The Duty to Cooperate in Practice

4.37 The Council has continued to co-operate with other LPAs in Kent and key stakeholders in planning for the District's future. This has involved a number of meetings over the monitoring period which are shown in the table 4.2.

4.38 The Richborough Connection National Significant Infrastructure Project (NSIP) continued in this AMR monitoring period with a series of joint meetings between National Grid, DDC, TDC, CCC and KCC. The NSIP was granted consent by the Secretary of State for Business, Energy and Industrial Strategy in August 2017 which falls outside the monitoring period.

9 The LEP is responsible for bidding for and prioritising infrastructure investment

10 LNP are partnerships of a broad range of local organisations, businesses and people who aim to help bring about improvements in their local natural environment

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Table 4.3 Evidence of the Duty to Cooperate

| Date | Meeting | Attendees | Relevant Local Plan Documents | Key Outcomes |
|------------|----------------------------------|---|-------------------------------|--|
| 05/04/2016 | SHMA Inception Meeting with PBA | PBA/DDC/SDC | Local Plan Review | Meeting between DDC/SDC and PBA Consultants to discuss and agree the way forward with the commission and what issues need to be addressed in the SHMA. |
| 27/04/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 18/05/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 08/06/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 13/06/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 15/06/2016 | SHMA Duty to Co-operate Workshop | DDC/CCC/TDC/SDC and Ashford Borough Council | Local Plan Review | Information shared with neighbouring local planning authorities on the initial findings of the SHMA. |
| 20/06/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |

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| Date | Meeting | Attendees | Relevant Local Plan Documents | Key Outcomes |
|------------|--|------------------------------------|-------------------------------|---|
| 22/06/2016 | Duke of York's Roundabout LEP bid | DDC/KCC | Core Strategy | Meeting to discuss and agree a bid to LEP on improvements that are needed to the Duke of York's Roundabout which is an important component of the Dover Transportation Study. |
| 22/06/2016 | SHMA meeting | PBA/DDC/SDC/KCC | Local Plan Review | Meeting to discuss the Objectively Assessed Need figure for affordable housing. |
| 11/07/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 13/07/2016 | SHMA meeting | DDC/TDC and GVA | Local Plan Review | Meeting to discuss the initial findings from the SHMA and to discuss the initial recommendations from PBA Consultants that Dover district is best placed in a Shepway and Dover Housing Market Area (HMA) rather than a Thanet, Canterbury and Dover HMA. |
| 25/07/2016 | Dover Transport Strategy | DDC/KCC | Local Plan Review | Meeting to update KCC on various development proposals that are happening in the District and implications for KCC highways. |
| 27/07/2016 | Richborough Connection Project Examination | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |

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| Date | Meeting | Attendees | Relevant Local Plan Documents | Key Outcomes |
|------------|--|------------------------------------|--|--|
| 28/07/2016 | Richborough Connection Project Examination | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 29/07/2016 | Richborough Connection Project Examination | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 11/08/2016 | East Kent Duty to Co-operate Meeting | DDC/CCC/TDC/SDC and ABC | Core Strategy, Land Allocations Local Plan and Local Plan Review | Regular Duty to co-operate meeting with neighbouring local planning authorities to discuss and agree a range of cross boundary issues. |
| 18/08/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 08/09/2016 | East Kent Growth Framework | DDC/SDC/TDC/CCC and Lichfields | Local Plan Review | Meeting to update East Kent local authorities on the emerging findings from the Lichfield East Kent Growth Plan |

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| Date | Meeting | Attendees | Relevant Local Plan Documents | Key Outcomes |
|------------|------------------------------------|---|-------------------------------|---|
| 27/09/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 29/09/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 05/10/2016 | EDNA - Duty to Co-operate Workshop | DDC/CCC/SDC/TDC/ABC and Lichfields | Local Plan Review | A Duty to co-operate meeting with neighbouring local planning authorities to discuss the initial findings from the EDNA |
| 10/10/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 12/10/2016 | Dover Transportation Study Meeting | DDC/KCC/WSP, Highways England and Dover Harbour Board | Local Plan Review | Steering Group meeting with WSP to discuss progress on the Dover Transportation Study and to agree the next steps. |
| 17/10/2016 | East Kent Growth Framework | DDC/SDC/TDC/CCC and Lichfields | Local Plan Review | Meeting to update East Kent local authorities on the emerging findings from the Lichfield East Kent Growth Plan |

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| Date | Meeting | Attendees | Relevant Local Plan Documents | Key Outcomes |
|------------|--------------------------------------|------------------------------------|--|---|
| 09/11/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 10/11/2016 | Richborough Connection Project | National Grid, DDC/CCC/TDC and KCC | NSIP | Regular meeting with National Grid to discuss the Nationally Significant Infrastructure Project |
| 16/11/2016 | East Kent Growth Framework | DDC/SDC/TDC/CCC and Lichfields | Local Plan Review | Meeting to update East Kent local authorities on the merging findings from the Lichfield East Kent Growth Plan |
| 12/12/2016 | Kent Water Study | DDC/KCC/SDC/TDC and CCC | Local Plan Review | Meeting to discuss the emerging findings from the Kent Water Study and the implications for the District. |
| 02/02/2017 | SFRA | DDC and Environment Agency | Local Plan Review | Meeting with the EA to discuss and agree the draft brief for the Strategic Flood Risk Assessment that will be used to inform the Local Plan Review. |
| 22/02/2017 | East Kent Duty to Co-operate Meeting | DDC/CCC/TDC/SDC and ABC | Core Strategy, Land Allocations Local Plan and Local Plan Review | Regular Duty to co-operate meeting with neighbouring local planning authorities to discuss and agree a range of cross boundary issues. |

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| Date | Meeting | Attendees | Relevant Local Plan Documents | Key Outcomes |
|------------|--|-----------|-------------------------------|--|
| 24/02/2017 | Thanet Local Plan Meeting | DDC/TDC | Thanet Local Plan | Meeting between DDC and TDC to discuss the representations submitted to the TDC Local Plan |
| 21/03/2017 | Presentation to Health and Wellbeing Board | DDC | Local Plan Review | Presentation to the health and well being board. |

Update on Neighbouring Local Plans

Ashford Borough Council

4.39 The Borough Council consulted on a draft version of its Local Plan 2030 between the 15 June and 10 August 2016. Additionally, the Borough Council consulted on the proposed main changes to the Local Plan 2030 in July 2017 and has recently consulted on a number of new housing allocations in order to meet an updated OAN figure.

Canterbury City Council

4.40 The Council submitted a number of representations during the preparation of the City Council's Local Plan. The most notable concern related to the impact of CCC's proposals for additional retail development at Wincheap and the need for CCC to undertake an impact assessment at the Plan-making stage in order to fully assess and understand the potential implications of the proposed additional retail floorspace at Wincheap on the District. The City Council submitted its Local Plan for examination in November 2014. Representations were considered and recognised by the Inspector who was conducting the Local Plan Examination and they were dealt with in a slightly different way to DDC's representation as the impact of additional retail development at Wincheap will now be assessed at the planning applications stage.

4.41 The Adoption of the Canterbury Local Plan is now at the High Court as a challenge has been submitted on air quality grounds.

Shepway District Council

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4.42 The District Council's Core Strategy was adopted in 2013. SDC is now in the process of producing a follow-on Places and Policies Local Plan and has commenced a partial review of its Core Strategy. SDC consulted on its Places and Policies Local Plan 'Preferred Options' document on 7th October 2016 for a six week period that closed on the 18th November. The Places and Policies Local Plan identifies sites for future development to meet the requirements in the adopted Core Strategy (2013) and also set out development management policies to guide this development.

4.43 SDC has announced its intention to build a garden town at Otterpool Park which could accommodate up to 12,000 new homes. The Government has awarded £155,000 of funding to support the preparation of a masterplan for the site that will guide its development over the coming 30 years.

Thanet District Council

4.44 The District Council consulted on a number of specific changes to their Local Plan; most notably the allocation of residential development at Manston airport. The Council has raised a number of cross-boundary issues as part of this public consultation relating to the allocation of housing at Manston airport and that evidence from DDC's SHMA has concluded that Dover District is best placed in a Shepway and Dover Housing Market Area (HMA) rather than a Thanet, Canterbury and Dover HMA, as identified in Thanet District Council's SHMA. It is envisaged that TDC will consult on their Local Plan early in early 2018, providing DDC with the opportunity to submit further representations.

London Plan

4.45 The Mayor of London has commenced a full review of the London Plan. A major cross-boundary issue is whether London can accommodate sufficient new housing to meet its objective needs. The Council needs to continue to be fully engaged as the preparation of the London Plan advances and to monitor progress in order to assess the implications of this for the preparation of the new District Local Plan.

Monitoring of Current Policies

five Monitoring of Current Policies

5 Monitoring of Current Policies

5.1 This chapter looks at the use of policies in the Core Strategy (2010) and Land Allocations Local Plan (2015), including where decisions are appealed. It also examines the impact of permitted development rights which circumvent those policies.

5.1 Effectiveness of Development Management Policies

5.2 One way to assess the effectiveness of policies is to examine how often each policy is referred to as a 'reason for refusal' within decision notices sent to unsuccessful applicants for planning permission. If a policy can confidently be used to refuse a proposal – knowing that it may be challenged by an appeal – it indicates that it remains useful. However, it should be noted that some policies relate to very specific uses or individual sites – these are unlikely to be used often, but that does not in itself mean that they are ineffective.

5.3 During the monitoring year 1, 229 planning applications were determined⁽¹¹⁾. Of these, 87% (or 1073 planning applications) were approved and 13% of applications (or 145 planning applications) were refused.

5.4 The planning application refusals over the monitoring period have been assessed to determine which development management policies have been the most influential and relevant in determining planning applications. Table 5.1 illustrates the most frequently used development management policies out of the total of planning refusals:

Table 5.1

| Use of Core Strategy Policies in Planning Application Refusals | | | |
|--|------------------|--|--------------------------------------|
| Rank | Policy Reference | Description | Percentage of times used in refusals |
| 1 | DM 15 | Protection of the Countryside | 4.5% |
| 2 | DM 1 | Settlement Boundaries | 4.2% |
| 3 | DM 16 | Landscape Character | 2.7% |
| 4 | DM 11 | Location of Development and Managing Travel Demand | 2.3% |
| 5 | CP 1 | Settlement Hierarchy | 1% |
| 6 | CP 6 | Infrastructure | 0.5 |
| 7 | CP 7 | Green Infrastructure Network | 0.3% |

11 This figure includes, Full, Listed Building Consent, Outline, Reserved Matters and Prior Approvals

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| Use of Core Strategy Policies in Planning Application Refusals | | | |
|--|------------------|---|--------------------------------------|
| Rank | Policy Reference | Description | Percentage of times used in refusals |
| | CO 5 | Heritage Coast | 0.3% |
| | CO 8 | Protection of Hedgerow | 0.3% |
| 10 | DM 2 | Protection of Employment Land and Buildings | 0.2% |
| | DM 3 | Commercial Buildings in the Rural Area | 0.2% |
| | DM 8 | Replacement Dwellings in the Countryside | 0.2% |
| | DM 9 | Accommodation for Dependent Relatives | 0.2% |
| | DM12 | Road Hierarchy and Development | 0.2% |
| | DM18 | River Dour | 0.2% |
| | DM 25 | Open Space | 0.2% |
| | TR4 | A2 & A256 Safeguarding | 0.2% |
| | LA23 (LALP) | Residential Development at Ash | 0.2% |
| | LA25 (LALP) | Land to the north of the junction of Capel Street and Winehouse Lane Capel-le-Ferne | 0.2% |
| | LA43 (LALP) | The Paddock, Townsend Farm Road, St Margarets at Cliffe | 0.2% |

5.5 It can be seen that the most commonly used policies cited in refusals relate to the protection of the countryside and the supply and location of housing. Historically, the Council has not had a five year deliverable supply of housing land. Which has encouraged the submission of planning applications for development in locations contrary to the Council's policies on housing supply.

5.6 In conjunction with this the NPPF is also increasingly cited by officers in reasons for refusal, with 85 refusals relying solely on the NPPF, rather than adopted policy. The most frequently cited paragraphs of the NPPF include:

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Table 5.2

| Use of the NPPF in Planning Application Refusals | | | |
|--|-------------------------|---|---|
| Rank | Paragraph from NPPF (1) | Description | Percentage of times paragraph cited in refusals |
| 1 | 17 | Core Planning Principles | 11.3% |
| 2 | 56 | Good design is a key aspect of sustainable development, is indivisible from good planning.... | 10.5% |
| 3 | 64 | Permission should be refused for development of poor design..... | 10% |
| 4 | 58 | Local and neighbourhood plans should develop robust and comprehensive policies that set out the quality of development..... | 6% |
| 5 | 57 | It is important to plan positively for the achievement of high quality and inclusive design for all development..... | 5% |

1. For information on the NPPF or to read the paragraphs in full please click on the following link;
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

5.7 Table 5.2 demonstrates that the NPPF is being frequently used in policy refusals. The most frequently cited paragraph of the NPPF (para 17) relates to the 12 Core Planning Principles and contains overarching principles to be applied to all planning applications. Further to this, paragraphs 56, 57, 58 & 64 in the NPPF all relate to design. As the Core Strategy (2010) does not have any design-led policies, it is to be anticipated that the NPPF is being used prevalently in this way.

5.8 Overall, it can be considered that the Council's policies are being used effectively to refuse inappropriate development in the District. It is clear that the most used policies in the Development Plan relate to the protection of the countryside and the supply of housing, which is not surprising considering the previous lack of a 5 year supply of deliverable land. Moving forward the Council has a five year supply of housing (5YHLS) during the monitoring period and the effect of this on planning application refusals will be monitored.

5.9 The frequency of use of other Development Plan policies is small, with officers instead relying on the NPPF in decision taking. Here, it can be noted that the NPPF is being extensively used when dealing with design aspects of applications and in the absence of any local design policies this is not surprising. The use of these principles seems to be successful and effective in determining planning applications, however it is recommended that consideration be given to creating some local distinctive design policies as part of the local plan review. Some locally distinctive design policies may well prove to be influential on the Council's success in planning appeals. See table 5.3 for most cited policies in planning appeals.

five Monitoring of Current Policies

5.2 Number of Decisions Allowed on Appeal

5.10 The extent to which Inspectors cite the Council's Development Plan policies is another indicator of the effectiveness of policies, as well as the extent to which the Council's decisions are rigorous and can be trusted.

5.11 During the 2016/17 monitoring year 43 of the Council's decisions were appealed, which marks a 39% increase from the previous monitoring year.

Table 5.3

| Decision | 2015/2016 | | 2016/2017 | |
|--------------|-----------------|-------------|-----------------|-------------|
| | No of Decisions | Percentage | No of Decisions | Percentage |
| Allowed | 4 | 13% | 17 | 40% |
| Dismissed | 27 | 87% | 26 | 60% |
| Total | 31 | 100% | 43 | 100% |

5.12 The Council's success at appeal has declined during the monitoring year and is significantly over the 15% annual target. However, there is no obvious pattern for this. Previous performance prior to 2016/17 met national targets. An independent report has similarly found no obvious reason for this trend. It should be noted that the reasons for allowing appeals during 2016/17 concerned specific detailed matter (e.g. Impact on amenities etc) rather than policies regarding matters of principle.

5.13 In 2018 the Government intends to use appeal decisions as an indicator to determine whether an authority will be designated as poor performing. This will take effect from 2018 but will be based on analysis of decisions taken between April 2015 and March 2017. The indicator is no more than 10% of total decisions taken during that period (not appeals lodged) being overturned on Appeal. Table 5.4 illustrates what the Council's performance will look like against this performance indicator:

Table 5.4

| Monitoring Year | Total Number of Planning Decisions | Number of Decisions overturned on Appeal | Percentage of Total Decisions |
|-----------------|------------------------------------|--|-------------------------------|
| 2015/2016 | 1015 | 4 | 0.39% |
| 2016/2017 | 1226 | 17 | 1.38% |

5.14 Table 5.5 shows which policies or paragraphs of the NPPF were the most commonly cited in the appeals that were allowed by the Planning Inspector during the monitoring year:

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Table 5.5

| Rank | Percentage of use | Policy/NPPF | Description |
|------|-------------------|---------------------------------|---|
| 1 | 78% | Various paragraphs of the NPPF | Relating to core planning principles, design and quality of development, protection of heritage assets and conservation of landscape & scenic beauty. |
| 2 | 4.5% | DM 15 | Protection of the Countryside |
| 3 | 3% | DM 1 | Settlement Boundaries |
| 4 | 1.5% | DM 13 | Parking Provision |
| | 1.5% | DM 24 | Retention of Rural Shops and Pubs |
| | 1.5% | GPDO | General Permitted Development (England) Order 2015 |
| | 1.5% | Kent Design Guide | Kent Design Guide |
| | 1.5% | LB & CA Act 1990 | (Listed Building and Conservation Area) Act 1990 |
| 9 | 0.75% | DM 4 | Re-use or Conversion of Rural Buildings |
| | 0.75% | DM 5 | Provision of Affordable Housing |
| | 0.75% | DM 12 | Road Hierarchy and Development |
| | 0.75% | DM 16 | Landscape Character |
| | 0.75% | DM 22 | Shopping Frontages |
| | 0.75% | CP 1 | Settlement Hierarchy |
| | 0.75% | CO5 | Heritage Coast |
| | 0.75% | LA 24 | Land to the south of New Dover Road, between Capel Court Caravan Park and Helena Road, Capel-le-Ferne |
| | 0.75% | Kent Downs AONB Management Plan | Kent Downs Area of Outstanding Natural Beauty Management Plan 2014 - 2019 |

five Monitoring of Current Policies

5.15 The paragraphs in the NPPF relating to planning principles and design are the most commonly referred to by Inspectors in determining appeal cases. As the Council does not have adopted policies relating to design in their adopted Development Plan, this perhaps is to be expected.

5.3 Changes to Permitted Development Rights

5.16 Permitted Development Rights allow people to carry out certain types of work without needing to apply for planning permission. They were originally intended to remove the need for local authorities to deal with small and non-contentious schemes such as fences and porches, but are increasingly being used by the government to allow more significant construction and changes of use. This means that some types of development – which would potentially be contrary to existing policies in the Development Plan – are now nevertheless able to take place, with only minimal involvement of the Council.

5.17 It is important to monitor changes under Permitted Development Rights so it can be seen what effect they are having on policy objectives highlighted in the Council's Development Plan.

5.18 During the monitoring year the Council recorded 50 notifications under Permitted Development Rights. Out of the notifications received prior approval was refused for 13 of the notifications as they did not fall within the criteria allowed for permitted development as laid out in the General Permitted Development (England) Order 2015 (GPDO).

5.19 In 2013 the government introduced a number of temporary permitted development rights in an attempt to boost the economy. Three of these are particularly relevant to the District and their impacts are explored below.

5.20 The first is the temporary right to convert offices to a residential use. Since the right was introduced a loss of 1,232 sq m of B1a floorspace has been granted through prior approvals. Although no loss of office floorspace has been granted this monitoring year as illustrated in table 5.5. This right has significant implications for the District's supply of employment land – whilst it was originally set to expire in 2016, the government has now announced that the right will be made permanent. Continued impacts on employment land are therefore a serious concern and ongoing monitoring will be required to assess the long term impacts that this may have on the District's employment aspirations.

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Table 5.6

| Office to Residential Permitted Development 2013-2016 | | | | |
|---|--|---|-----------------------------|---------------------------|
| Year | Total Number of Prior Approvals Received | Total Number of Prior Approvals Refused | Loss in B1a Floorspace sq m | Gain in Residential Units |
| 2013/14 | 1 | 0 | 140 | 1 |
| 2014/15 | 2 | 0 | 229 | 3 |
| 2015/16 | 5 | 0 | 863 | 6 |
| 2016/17 | 3 | 3 | 0 | 0 |
| Total | 11 | 3 | 1232 | 10 |

5.21 The second is the temporary right to convert agricultural buildings to a residential use. There has been a loss of 5,737 sq m of agricultural floorspace which has been permitted through prior approvals as illustrated in table 5.6 It can also be seen that over the last monitoring year 23 residential units have been gained through permitted development rights this is the largest number since the right was introduced. Whilst it was originally set to expire in 2016, the government has now announced that this will be made permanent. Given this, it will be important to continue to monitor the changes occurring in our rural settlements to assess any long term effects.

Table 5.7

| Agricultural to Residential Permitted Development 2013-2016 | | | | |
|---|--|---|--------------------------------------|--------------------------|
| Year | Total Number of Prior Approvals Received | Total Number of Prior Approvals Refused | Loss in Agricultural Floorspace Sq m | Residential Units gained |
| 2013/14 | 0 | 0 | 0 | 0 |
| 2014/15 | 9 | 5 | 1,168 | 5 |
| 2015/16 | 10 | 8 | 375 | 2 |
| 2016/17 | 23 | 8 | 4,194 | 23 |
| Total | 42 | 21 | 5,737 | 30 |

5.22 The third is the temporary right to convert retail to a residential use. Since the right was introduced a loss of 111 sq m retail floorspace has been permitted through prior approvals as illustrated in table 5.7. Over this monitoring year a loss of 74 sq m of retail floorspace was permitted across two sites neither of which were⁹⁷

five Monitoring of Current Policies

located in the primary or secondary shopping frontages. Whilst this was originally set to expire in 2016, the government has now announced that it will be made permanent. It can be seen that since this right was introduced only a modest amount of retail space has been lost in the District under Permitted Development rights. However, it is important to continue to monitor any losses to assess the changes to retail floorspace.

Table 5.8

| Retail to Residential Permitted Development 2013-2016 | | | | |
|---|--|---|--------------------------------|---------------------------|
| Year | Total Number of Prior Approvals Received | Total Number of Prior Approvals Refused | Loss in Retail Floorspace Sq m | Gain in Residential Units |
| 2013/14 | 0 | 0 | 0 | 0 |
| 2014/15 | 0 | 0 | 0 | 0 |
| 2015/16 | 1 | 0 | 37 | 1 |
| 2016/17 | 3 | 1 | 74 | 2 |
| Total | 4 | 1 | 111 | 3 |

5.23 Other temporary rights exist under Permitted Development to allow the conversion of storage or distribution floorspace (Use Class B8) to a residential use. The Council received 1 notification under this class of the GPDO but prior approval was refused.

5.24 Finally, with effect from the 1/10/2017 there will be a temporary right to convert light industrial floorspace to residential use until 30/09/2020.

5.25 The Council will continue to monitor recorded notifications received under Permitted Development Rights. To assess the effect these rights may be having on the Council's policy objectives and aspirations and report findings in the AMR. For further details on Permitted Development Rights can be accessed via the following link: [Permitted Development Rights](#)

Retail, Services and Facilities

six Retail, Services and Facilities

6 Retail, Services and Facilities

6.1 This chapter looks at the health of the District's centres, including the amount of new retail, service and facility floorspace built during the year.

6.1 Health of the District's Centres

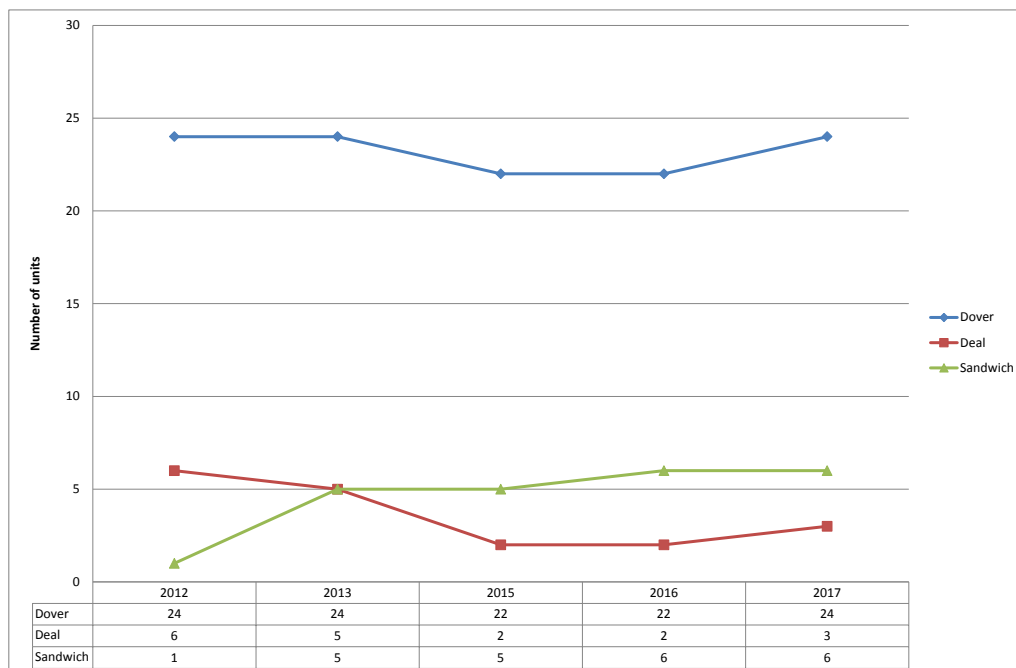
6.2 The District contains two urban areas (Dover and Deal), a market town (Sandwich) and a great variety of villages. Policy CP1 of the Core Strategy sets out the settlement hierarchy for the District. The settlement hierarchy has been developed to set out the general role of individual settlements. The settlement hierarchy is as follows:

- Dover - Secondary Regional Centre
- Deal - District Centre
- Sandwich - Rural Service Centre
- Aylesham - Proposed Rural Service Centre
- Local Centre - Ash, Capel-le-Ferne, Eastry, Shepherdswell & Wingham
- Village - Alkham, East Langdon, East Studdal, Elvington, Eythorne, Goodnestone, Kingsdown, Great Mongeham, Lydden, Nonington, Preston, Ringwoud, Ripple, St Margaret's, Staple, West Hougham, Woodnesborough, Worth

6.3 To assess the health of Dover, Deal and Sandwich town centres officers have surveyed the primary and secondary retail frontages in these towns to identify the number of vacant shop units. The findings of this survey have been compared to previous years monitoring and the results are presented in Figure 6.1

six Retail, Services and Facilities

Figure 6.1 The number of vacant units in the primary and secondary shopping frontages in Dover, Deal and Sandwich



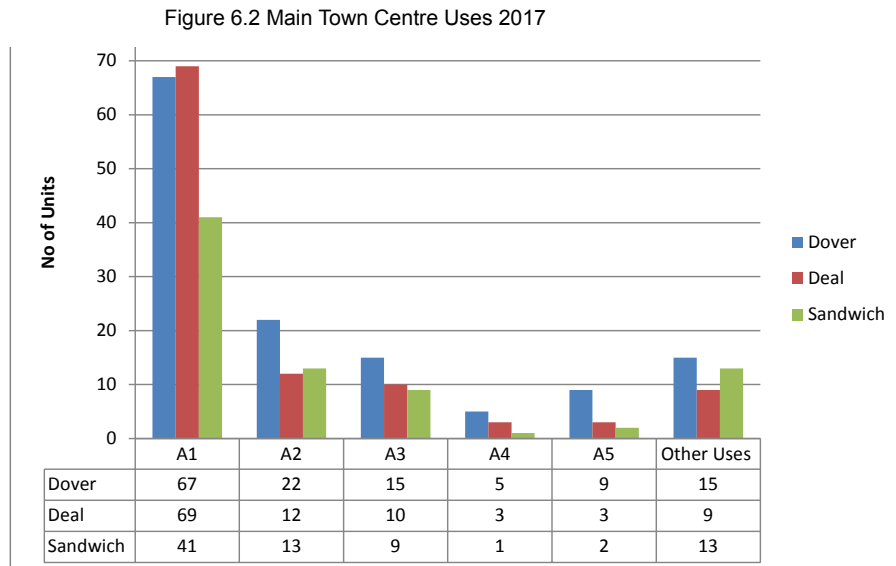
6.4 Figure 6.1 shows that in 2017 Dover has 24 vacant units in the primary and secondary shopping frontages (15.28%), Deal has 3 vacant units (2.83%) and Sandwich has 6 vacant units (7.00%). Over the last monitoring year vacancy rates in Dover have increased slightly by 2 units and are now back to the rate seen in 2012/13. The vacancy rate in Dover is above the national average of 11.1%. Clearly the vacancy rates in Dover is of key concern and needs to be very closely monitored in relation to the opening of the St James's development and how the Local Plan can be used to support the existing town centre.

6.5 The vacancy rate has increased slightly in Deal over the monitoring year although this centre still has the lowest overall percentage. Sandwich has seen some losses in the secondary shopping frontages although this has been offset by some gains and therefore the overall number of vacant units remains unchanged from last year.

6.6 Core Strategy Policy DM 22 concerns the protection of shopping frontages in Dover, Deal and Sandwich. This policy prescribes that within ground floor premises in the primary retail frontages of Dover and Deal town centres permission will only be given for A1 (Shops), A3 (Restaurants and Cafés) and A4 (Drinking Establishments), and within the ground floor premises in the secondary retail frontages of Dover, Deal and Sandwich town centres permission will only be given for A1 (Shops), A2 (Financial and Professional Services), A3 (Restaurants and Cafés), A4 (Drinking Establishments) and A5 (Hot Food Takeaways).

six Retail, Services and Facilities

6.7 Figure 6.2 provides a breakdown of the different use classes in the primary and secondary retail frontages in Dover, Deal and Sandwich.



6.8 Over the monitoring year both Dover and Deal have seen a decline in the number of shops (A1 use class) from their shopping frontages with some of these units being converted to other A class uses for example; restaurants and cafes, public houses and wine bars and hot food takeaways. Sandwich and Deal have seen a reduction in the number of financial and professional services from the shopping frontages.

6.9 Figure 6.2 illustrates that the main town centre uses in Dover and Deal are A1, A2 and A3 use classes which accords with the Council's adopted policy. Sandwich's main town centre uses are A1 and A2 and 'other uses'. It is evident that other use classes (including B1, C1, C2, C3, D1, D2 and Sui Generis) are present within the town centres. This could be due to changes in retail floorspace through permitted development rights. It is also possible that other uses classes could have pre-existed policy DM 22. Any future changes will continue to be monitored to assess any long term trends which may effect the District's town centres.

6.10 To assess the health of the local and village centres in the District, officers have carried out a review of the services and facilities provided in these settlements to document whether any changes have occurred over the monitoring period. This has shown that one village hall has been gained in Westmarsh.

6.11 It is important that local and village centres maintain their range of facilities to ensure their vitality and viability and therefore keep their position in the Hierarchy. Officers will however continue to monitor this in the AMR.

6.12 The full results of the survey are presented in Appendix 2 Settlement Hierarchy.

six Retail, Services and Facilities

6.2 Changes in Retail Floorspace

6.13 This section covers changes in the amount of floorspace during the monitoring year in each of the five retail use classes – A1 (Shops), A2 (Financial and Professional Services), A3 (Restaurants and Cafés), A4 (Drinking Establishments) and A5 (Hot Food Takeaways).

6.14 Over the monitoring period 2,299 sq m (net figure) of retail floorspace (split across A1, A2, A3, A4 & A5 use classes) was permitted in the District. Table 6.1 illustrates changes in retail floorspace across the District over the monitoring period.

Table 6.1

| Retail Floorspace Granted 2016 - 2017 | | | | | | | |
|---------------------------------------|-------------------------|--------------|-------------|-------------|-------------|------------|--------------|
| Location | Floorspace Change (sqm) | A1 | A2 | A3 | A4 | A5 | Total |
| Dover | Gross Gains | 2960 | 0 | 99 | 150 | 106 | 3315 |
| | Gross Losses | -240 | -281 | -306 | -38 | 0 | -865 |
| | Net | 2720 | -281 | -207 | 112 | 106 | 2450 |
| Deal | Gross Gains | 468 | 0 | 185 | 0 | 0 | 653 |
| | Gross Losses | -622 | 0 | -30 | 0 | 0 | -652 |
| | Net | -154 | 0 | 155 | 0 | 0 | 1 |
| Sandwich | Gross Gains | 0 | 0 | 245 | 0 | 0 | 245 |
| | Gross Losses | -85 | 0 | 0 | 0 | 0 | -85 |
| | Net | -85 | 0 | 245 | 0 | 0 | 160 |
| Rest of District | Gross Gains | 68 | 0 | 92 | 7 | 43 | 210 |
| | Gross Losses | -60 | 0 | 0 | -462 | 0 | -522 |
| | Net | 8 | 0 | 92 | -455 | 43 | -312 |
| District Totals | Gross Gains | 3496 | 0 | 621 | 157 | 149 | 4423 |
| | Gross Losses | -1007 | -281 | -336 | -500 | 0 | -2124 |
| | Net | 2489 | -281 | 285 | -343 | 149 | 2299 |

six Retail, Services and Facilities

6.15 Table 6.1 shows that across the District there have been net gains in A1, A3 and A5 and net losses in A2 and A4. This follows the trend reported in last year's AMR. The most notable gain in retail floorspace over the monitoring period can however be attributed to the application for a Lidl foodstore at Whitfield for 2,760 sqm of A1 retail floorspace.

6.16 Another important factor when looking at changes in retail floorspace is to consider what is being delivered. Table 6.2 provides a District wide picture of how much retail floorspace has been completed, is under construction or remains not started during our monitoring period.

Table 6.2

| Retail Floorspace Delivered 2016 - 2017 | | | |
|---|---------------------------------|--|-----------------------------------|
| Retail Use Class | Floorspace completed (net sq m) | Floorspace under construction (net sq m) | Floorspace not started (net sq m) |
| A1 | -372 | 10233 | 7573 |
| A2 | -52 | -90 | 172 |
| A3 | 329 | 2249 | 531 |
| A4 | -752 | 157 | -13 |
| A5 | 132 | 0 | 132 |
| Total | -715 | 12549 | 8395 |

6.17 Over the monitoring period a total of 715 sqm of retail floorspace (across all use classes) was lost in the District, this is a net figure taking into account gains and losses. This can largely be attributed to the loss of the Snowdown Working Mens Club, Snowdown and the Hope Inn Public House, St Margarets at Cliffe.

6.18 More positively however 12,549 sqm of retail floorspace is currently under construction in the District, with progress being made with the St James's in Dover town centre and the Lidl foodstore in Whitfield. In addition to this, there is 8,395 sqm of retail floorspace not started (with permission), which is around half the amount of retail floorspace to be delivered in unimplemented planning permissions than was reported last year. This is extremely positive and clearly shows that investment is happening in the District.

six Retail, Services and Facilities

6.3 Changes in Community Floorspace

6.19 Over the monitoring period 895 sq m of community floorspace (use class D1) was granted planning permission in the District. This is a cumulative figure from a number of applications at the Battle of Britain Memorial, Capel-le-Ferne, The Old Harbour Station, Dover, Land to the west of Albert Road, Deal and White Cliffs Business Park, Dover.

6.20 Table 6.3 shows the gross gains and gross losses in community floorspace broken down by area: Dover (including urban area), Deal (including urban area), Sandwich and the rest of the District.

Table 6.3

| Community Floorspace (D1) granted 2016 - 2017 | | | |
|---|-----------------|-----------------|---------------------|
| Area | Gross gain sq m | Gross loss sq m | Net difference sq m |
| Dover | 580 | 0 | 580 |
| Deal | 280 | 0 | 280 |
| Sandwich | 0 | 0 | 0 |
| Rest of the District | 38 | -3 | 35 |
| Total | 898 | -3 | 895 |

6.21 In addition to this, 3,477 sq m of D1 floorspace was completed in the District over the monitoring period (which can be largely attributed to the development of the Maritime Training Academy at Whitfield) a further 35 sq m of floorspace was under construction and 7,588 sq m of community floorspace remains not started with planning permission. The not started figure is made up of applications from the urban expansion of Whitfield (outline application), a doctors surgery at Sandwich (part of a foodstore development), United Reform Church, Dover and Channel House, Dover.

6.4 Changes in Leisure Floorspace

6.22 Over the monitoring period a total of 447 sqm of leisure floorspace (use class D2) was lost in the District through the grant of planning permission - this is a net figure taking into account gross gains and losses.

6.23 Table 6.4 shows the amount of leisure floorspace permitted in the District over the monitoring period, broken down by settlement.

six Retail, Services and Facilities

Table 6.4

| Leisure Floorspace (D2) granted 2016- 2017 | | | |
|--|-----------------|-----------------|---------------------|
| Area | Gross gain sq m | Gross loss sq m | Net difference sq m |
| Dover | 150 | -361 | -211 |
| Deal | 0 | -96 | -96 |
| Sandwich | 55 | 0 | 55 |
| Rest of the District | 0 | -195 | -195 |
| Total | 205 | -652 | -447 |

6.24 In addition to this, 108 sq m of leisure floorspace (use class D2) has been completed in the District, over the monitoring period; 6,695 sq m is under construction and 1915 sq m remained not started (with permission). The large amount of leisure floorspace currently under construction can be attributed to the development of a new visitor centre and mining museum at Betteshanger Country Park and the cinema at St James's Dover.

6.25 The Council has granted planning permission for a new leisure centre at Whitfield, Dover, Gross Internal Floor Area 5,712 sq m (outside of the monitoring period).

Housing

seven Housing

7 Housing

7.1 This chapter sets out the Council's progress with delivering new houses in the District; looking at affordable housing provision; Gypsy & Traveller accommodation; and future housing land supply.

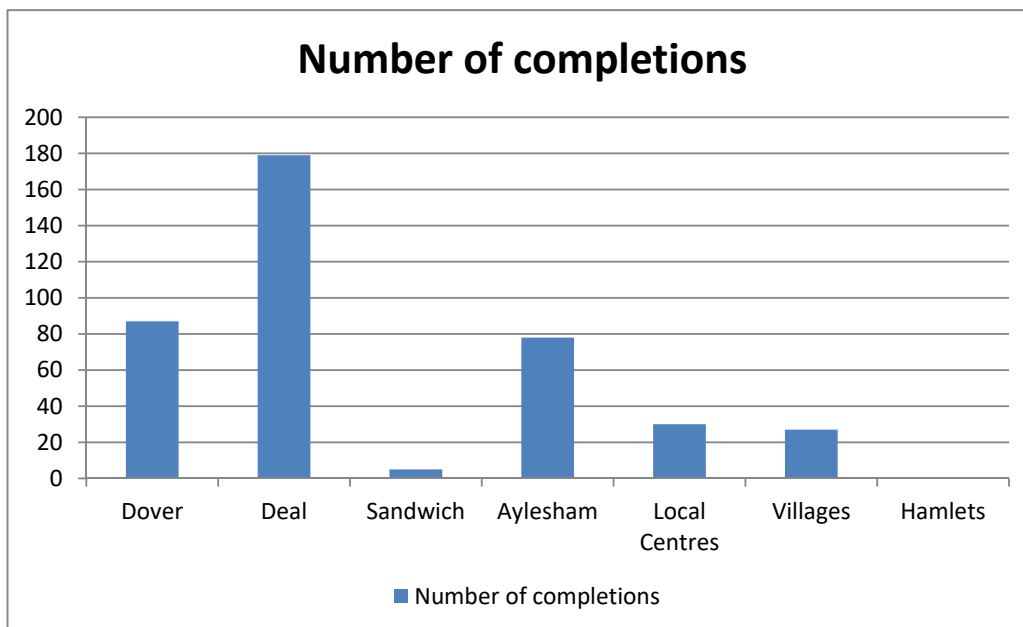
7.1 Delivery of New Homes

7.2 The number of net housing completions across the District for this AMR reporting period is 406 dwellings.

7.3 There are 4, 196 units which currently have planning permission however have not started and 387 units which have planning permission and are under construction in the District, which should help to maintain the rate of housing completions in the District over the coming years.

7.4 Figure 7.1 below shows the number of completions by settlement:

Figure 7.1 Completions by Settlement Hierarchy



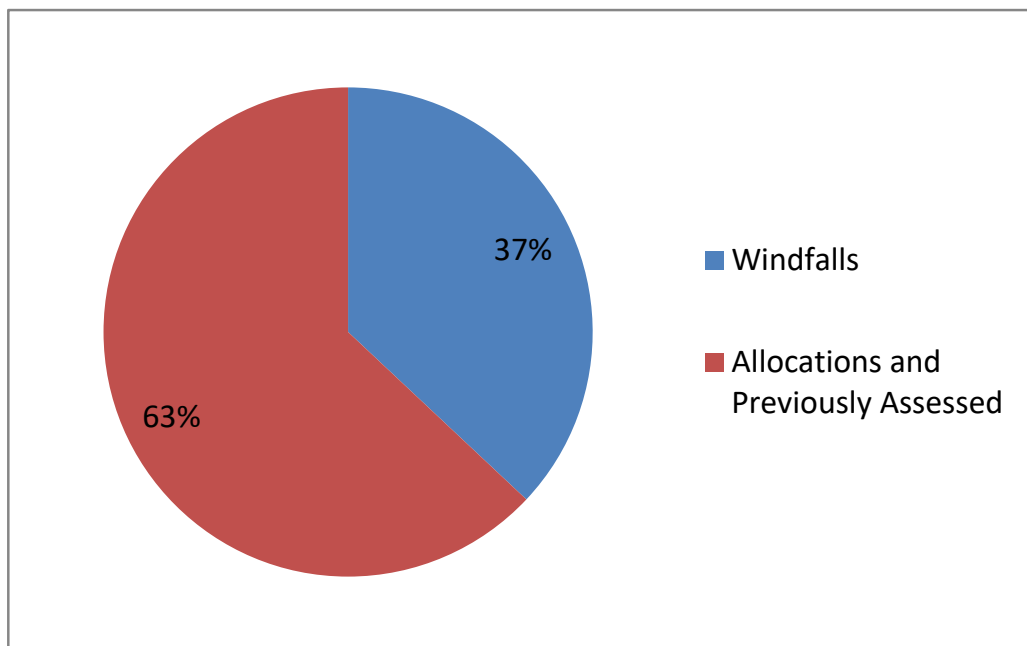
7.5 This illustrates that the most development over the monitoring period has taken place in Deal (179 units), Dover (87 units), Aylesham (78 units), and 62 units coming forward from the other settlements across the district.

seven Housing

7.6 The Settlement Hierarchy (Policy CP1) states that the major focus for development in the District should be in Dover, given its classification as a Secondary Regional Centre. However, during the monitoring period the level of completions in Dover fell significantly below those in Deal. This is primarily due to housing allocations being taken forward at a greater pace than those in Dover as a result of infrastructure and viability constraints. Completions in Sandwich (5 units) were below the other Rural Service Centre (Aylesham) which is not reflective of the adopted Settlement Hierarchy (Policy CP1). The majority of completions in the 'villages' were due to development in Preston (former Salvatori site). Officers will continue to monitor the trends experienced during this monitoring period, and will look at ways of unlocking sites to stimulate house building that is reflective of the Settlement Hierarchy.

7.7 Figure 7.2 demonstrates the source of housing completions over the monitoring period. A total 63% of completions were from the Council's housing allocations, whereas, 37% were from windfall sites.⁽¹²⁾ Whilst it is encouraging that the Council's housing allocations are starting to come forward, a significant amount of development in the District over the monitoring period is windfall, and is therefore not plan-led development. This highlights that the adopted Development Plan is not working effectively in delivering housing across the district and that the housing market instead is determining what is built and where.

Figure 7.2 Source of Completions



12 The NPPF classifies windfall sites as 'Sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously developed sites that have unexpectedly become available'

seven Housing

7.8 On a site-by-site basis the most significant completions over the monitoring year were:

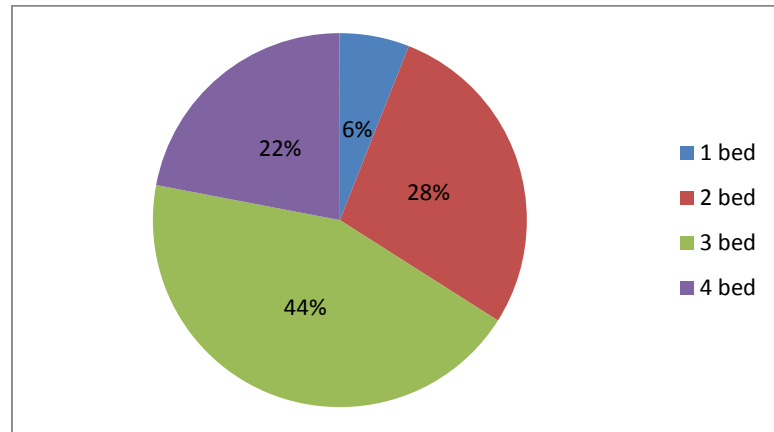
- Whitfield Urban Expansion (Phase 1A - Abbey Homes) - 26 units completed and application built out;
- Whitfield Urban Expansion (Phase 1 & 1a - Phillip Jeans) - 17 units completed;
- Aylesham Village Expansion - 70 units completed;
- Sholden New Fields (land NE Sandwich Rd and NW Sholden New Rd) - 17 units completed and application built out; and
- Sholden (land between Deal and Sholden, Church Lane (now known as Timperley Place)) - 112 units completed.

7.9 Of the total gross completions during the monitoring period, 276 dwellings and 144 dwellings were delivered on greenfield land and brownfield land respectively; reflecting that the Council's housing allocations are now starting to be delivered, which are primarily based in greenfield locations.

7.10 Of the dwellings granted permission, 775 were houses, 196 flats, 28 bungalows and 7 maisonettes. Figure 7.3 shows the breakdown of units granted planning permission over the monitoring period by numbers of bedrooms. The Core Strategy (2010) sets out the preferred housing mix for new developments coming forward in the district. This states that: 15% should be 1 bed homes; 35% should be 2 bed homes; 40% should be 3 bed homes; 10% should be 4 bed homes. Overall, a higher proportion of 3-bed homes were delivered during 2016/17 which is reflective of Policy CP4. Given this, it is clear that the number of 1 bed homes coming forward is significantly below the Council's Policy CP4. Additionally, the number of 2 bed homes coming forward is below Policy CP4. However, the number of 3 bed homes coming forward is close to the policy target and the number of 4 bed homes coming forward is significantly over the Policy mix. This follows a similar trend from the monitoring period 2015-2016.

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Figure 7.3 Housing Mix



Delivery of Housing Allocations

7.11 The Council adopted the Land Allocations Local Plan in January 2015. The Land Allocations Local Plan allocates a number of sites across the District for housing development. The Council is now working with developers to bring these sites forward.

7.12 Appendix 3 sets out progress with delivering the Council's housing allocations. The Land Allocations Local Plan (2015) allocates sites to deliver approximately 10,273 homes across the District. To date, 4,211 of these homes have been granted planning permission (221 within the monitoring period) and 1,023 of these homes have been completed (248 within the monitoring period). The total housing allocations granted planning permission is lower than what was granted during 2015/16 where two large planning permissions were granted for; Phase 1 Whitfield with over a 1,000 units and Discovery Park, Sandwich with 500 units which bolstered this figure.

7.13 Whilst it is evident that the Council's housing allocations are now starting to be brought forward, with 40.5% of the homes allocated on sites in the Land Allocations Local Plan (2015) now granted permission, completions are still behind schedule, with only 9.8% of the homes allocated on sites in the Land Allocations Local Plan (2015) now built.

7.14 To date, the majority of housing development on the Council's allocated sites has taken place in Deal/Sholden and Aylesham. Housing completions in Whitfield, Dover (which is where the majority of growth is planned in accordance with Policy CP3 in the adopted Core Strategy (2010)) are significantly behind the milestones in the adopted Core Strategy (2010), with only 91 units delivered on site so far. The application submitted for Phase 2 of the Whitfield Urban Expansion, comprising 1,190 dwellings, however has yet to be determined.

7.15 Furthermore, the Department needs to be more proactive in encouraging developers that have land allocated for development to come forward and use its pre-application advice service.

Self Build Register

7.16 The Self-Build and Custom Housebuilding Act 2015 requires relevant authorities, including District Councils, to keep a register of individuals and associations of individuals who are seeking to acquire serviced plots of land for self-build and custom housebuilding. The definition and operation of the register was prescribed by The Self-Build and Custom Housebuilding (Register) Regulations 2016 however superseded by the Self-Build and Custom Housebuilding Regulations 2016 from 1st October 2016. The Act 2015 requires that prescribed authorities must have regard to each register that relates to its area when carrying out its functions in relation to planning, housing, the disposal of any land of the authority and regeneration.

7.17 The Council's self build register went online at the start of April 2016. Since the last monitoring period, a further 23 people have registered their interest in acquiring a self build plot in the district. Therefore, to date a total 79 people (77 individuals and 2 associations) have registered their interest.

7.18 As it stands, such entries have identified Deal as the most preferred location for a self-build site, followed by Sandwich, St. Margaret's at Cliffe, Whitfield and Walmer. Additionally, 3 to 4 bedroom detached houses are the property type most commonly sought to be built. The majority of those who registered have expressed that they would like to start a self-build project in the next 1 to 2 years.

7.19 Given that both the Core Strategy (2010) and Land Allocations Local Plan (2015) predate the need for a self-build register the Council does not currently have a policy on the delivery of self build plots, and therefore to date, no land has been allocated for this purpose. Owing to the fact that self build can be another way of accelerating the rate of house building it will be important consider the demand for self-build and custom housebuilding set out in the register as the preparation of the new District Local Plan advances.

Brownfield Register

7.20 The Housing and Planning Act 2016 makes provision for LPAs to prepare, maintain and publish a register of brownfield land. The register should identify previously developed sites in the district that the Council has assessed as being suitable for housing. The register should comprise a standard set of information, prescribed by the Government, that will be kept up-to-date, and made publicly available, to help provide certainty for developers and communities and encourage investment in local areas. The registers will then be used to monitor the Government's commitment to the delivery of brownfield sites.

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7.21 To date, there are 42 sites listed on the brownfield register. The brownfield register will be updated annually and the results will be presented in the AMR.

7.22 LPAs are required by Regulation 3 of the Town and Country Planning (Brownfield Land Register) Regulations 2017 to prepare, maintain and publish registers. Specifically, by 31st December 2017 the Council is required to enter brownfield sites in Part 1 of the register and those sites listed in Part 1 that have been granted permission in principle on Part 2.

7.23 Further information on this will be collated during the next monitoring period (2017/18) and published in the next AMR.

7.2 Five Year Housing Land Supply

7.24 The NPPF (2012) requires LPAs to identify and update annually the supply of specific deliverable sites sufficient to provide five years' worth of housing against their housing requirements. The relevant five-year period is currently 2017 to 2022.

7.25 The 5 year Housing Land Supply (5Y HLS) calculation is simply a comparison between the anticipated supply of new homes against the number of new homes that are required to be built across the Dover District over a 5 year period. For the purpose of this report, a 5Y HLS is expressed as the number of years' worth of supply.

7.2.1 Background

7.26 The adopted Core Strategy (2010) sets out a housing target of delivering 10,100 new homes over the plan period from 2006 to 2026. This figure is derived from the revoked Regional Spatial Strategy (RSS) for the South East (2009) and is therefore not NPPF (2012) compliant.

7.27 The Council has recently updated the SHMA (2017) for the District, which has identified an Objectively Assessed Need (OAN) for housing for the District of 529 dwellings per annum (dpa).

Adopted Policy

7.28 In determining the Core Strategy housing target the Council considered the following four possible options for housing growth set out in the Council's January 2009 submission document:

- *Low growth* – 6,100 homes based on a continuation of trends and the original provision in the draft Regional Spatial Strategy.
- *Medium low growth* – 8,100 homes which became a level recommended in the Panel Report to Government Medium.
- *Medium high growth* – 10,000 homes which is reflected in the minimum requirement set out in the Government's proposed changes to the RSS.
- *High growth* – 14,000 homes based around the recommendations of the Dover Regeneration Strategy.

7.29 The Council supported the 'high growth' option and the independent Inspector's report on the Core Strategy dated 21st January 2010 supported the Council's position confirming its compliance with the Council's policy for economic growth.

7.30 The NPPF is clear that local authorities should plan to meet their 'full, objectively assessed needs' (OAN) for market and affordable housing (paragraph 47). The Core Strategy (2010) housing target was selected to encourage and facilitate economic growth in Dover. Therefore, the Core Strategy (2010) started with the policy requirement rather than an OAN figure.

7.31 This position is considered as what Hickinbottom J called at p53 of *Gallagher Homes Ltd v Solihull MBC [2015] J.P.L. 713*. (in the High Court) a "bottom up" approach. In consequence, the Core Strategy figure does not comply with the NPPF's objective to meet OAN and as a result cannot be used as a proxy for a full OAN figure in development management decisions (*Hunston Properties Ltd v SoSCLG [2014] J.P.L. 599*); nor is it a proper basis for a new development plan process (*Gallagher Homes Ltd v Solihull MBC [2015] J.P.L. 713*).

Which Figure is the Proper Starting Point

7.32 The Core Strategy (2010) housing requirement is in an adopted Development Plan document which successfully passed through the examination process. Whilst the PPG suggests that this figure should be given "considerable weight",⁽¹³⁾ the housing target was adopted prior to the introduction of the NPPF (2012), does not seek to meet the District's OAN as it is a 'policy-on' figure and in turn does not adequately reflect the Council's needs identified in the SHMA (2017) and is out-of-date.

7.33 In contrast, the SHMA (2017) represents a NPPF (2012) compliant assessment of the Council's OAN for housing. Therefore, the SHMA (2017) figure is considered to be the only and most appropriate figure for the Council to use when preparing 5Y HLS as part of the development of its new Local Plan.

Implications of using the OAN for the 5YHLS calculation

7.34 The reasoning behind using the OAN figure for calculating the Council's 5Y HLS was detailed in paragraphs 7.25 to 7.33 in the Council's AMR 2015/16.

7.35 Using the OAN figure of 529 dpa, as identified in the SHMA (2017) DDC is able to determine whether the District has 5 years' worth of supply for housing. As part of the calculation, the Council has used 2014 as a base date of the project to reflect the assessment period (2014-2037) set out in the SHMA (2017). Therefore, it should be noted that the housing backlog based on historic under delivery between 2006 and 2014 has been removed from the calculation. This approach was endorsed in *Zurich Assurance Ltd v Winchester City Council* (2014) EWHC 758 (Admin) see Sales J at §94 .

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7.36 The Council's 5Y HLS calculation is detailed in table 7.1 below.

7.2.2 The Calculation

7.37 Table 7.1 sets out an overview of the methodology applied to determine whether the Council has a 5Y HLS.

Table 7.1 5 Year Housing Land Supply

| | |
|---|---|
| A. Housing target for 5 year period (2017 - 2022) | 529 dpa x 5 = 2,645 dwellings |
| B. Housing delivery since the 2014 base date (housing requirement to date (1,587) minus housing completions to date 1,476 dwellings) | 111 (difference between the requirement and completions to date) |
| C. Total housing requirement (A + B) | 2,645 + 111 = 2,756 dwellings |
| D. Plus the required buffer | 2,756 + 5% = 2893.8 dwellings |
| E. Housing land supply (inc. extant planning permissions UC + NS, resolution to grant, site allocations (CS,LALP,WNP), future windfall allowance) | 3,345 dwellings |
| F. 5 year Housing Land Supply | 3,345 / 2,893.8 = 1.16 1.16 x 5 = 5.80 |
| Total | 5.80 years of supply |

7.38 The above calculation shows that the Council has a housing land supply of **5.80 years**, meaning that for the purposes of decision making the Council can demonstrate a 5Y HLS.

7.2.3 Key Components of the 5 Year Housing Land Supply

7.39 For housing sites to comprise part of the 5Y HLS there must be a realistic prospect that housing will be delivered on the site within the next 5 years (2017-2022). In addition to sites with planning permission, sites from other sources, including existing Core Strategy and Housing Land Allocations, and potential future windfall completions can also be considered where this is supported by evidence.

The NPPF explains that:

“Sites with planning permission should be considered deliverable until permission expires, unless there is clear evidence that schemes will not be implemented within five years, for example they will not be viable, there is no longer a demand for the type of units or sites have long term phasing plans.”

The Planning Practice Guidance further explains that:

“Deliverable sites for housing could include those that are allocated for housing in the development plan and sites with planning permission (outline or full that have not been implemented) unless there is clear evidence that schemes will not be implemented within 5 years.

However, planning permission or allocation in a development plan is not a prerequisite for a site being deliverable in terms of the 5-year supply. Local planning authorities will need to provide robust, up to date evidence to support the deliverability of sites, ensuring that their judgements on deliverability are clearly and transparently set out. If there are no significant constraints (eg infrastructure) to overcome such as infrastructure sites not allocated within a development plan or without planning permission can be considered capable of being delivered within a 5-year timeframe.”

7.40 Given this, LPAs are required to determine whether a site can reasonably be considered as ‘deliverable’ in the context of the NPPF for 5Y HLS purposes. This is explored in more detail below:

A. Housing target for 5 year period (2017-2022)

Objectively Assessed Need

7.41 As set out in the previous AMR 15/16, the housing requirement identified in the adopted Core Strategy (2010) is not NPPF compliant and is therefore considered out of date for the purposes of calculating the Council's 5Y HLS. In contrast, the SHMA (2017) represents a NPPF compliant assessment in determining the OAN for housing for the Dover District and is in turn considered appropriate to use as a starting point for the above calculation.

7.42 The SHMA (2017) identifies an OAN for housing for the district of 529 dpa over a period from 2014 to 2037. Over a 5 year period (2017-2022) this equates to a need for **2,645 new homes**.

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B. Housing requirement since 2014 base date

7.43 To use the OAN figure of 529 dpa as the starting point for the above 5Y HLS calculation and to be consistent with the study period of 2014-2037, the Council has removed historic under delivery between 2006-2014 from the calculation. The historic under delivery of housing against previous requirements has been assessed following advice in the PPG and factored into the calculation for the OAN through the market signals uplift and there is therefore no need to specifically make an allowance for this in the 5Y HLS calculation. Given this, the base date applied to the above calculation was reset to 2014 to align with the Council's updated SHMA (2017).

7.44 In light of this, the Council has used a base date of 2014 as the start of the calculation period. Since 2014 a total of **1,476 dwellings** were completed compared to the required 1,587 dwellings between 2014 and 2017.

7.45 The breakdown of housing completions by year since 2014 is shown in the table below:

Table 7.2 Housing Completions between 2014 and 2017 (dwellings)

| Year | Net Completions | OAN | Supply of Housing |
|--------------|-----------------|--------------|-------------------|
| 2014/15 | 344 | 529 | -185 |
| 2015/16 | 726 | 529 | 197 |
| 2016/17 | 406 | 529 | -123 |
| Total | 1,476 | 1,587 | -111 |

7.46 Table 7.2 portrays that since 2014 there have been a total 1,476 completions. This equates to a cumulative under delivery of **111 dwellings** against the OAN requirements between 2014 and 2017 of 1,587 dwellings (529 x 3 years).

C. Total 5 year housing requirement

7.47 In order to determine the total number of dwellings required for the 5Y HLS period (2017-2022), the Council has added the under delivery for this monitoring period to the OAN requirement for the 5 year period (2017-2022); creating a total 5 year housing requirement of **2,756 dwellings**. Therefore, the Council is required to demonstrate the availability to deliver 2,756 dwellings for over the next 5 years.

D. Buffer Requirement

7.48 Paragraph 47 of the NPPF (2012) requires that either a 5% or 20% buffer is added to the 5 year supply to ensure choice and competition in the housing market, depending on whether or not local authorities have a record of persistent under delivery. In this case a 5% buffer has been applied. The Inspector's findings on the Council's adopted Land Allocations Local Plan (2015) considered that whilst there ¹¹⁷

had been a considerable slowdown in the rate of house building in the District due to the economic downturn, evidence did not indicate a persistent under delivery of housing when economic conditions have been favourable. Furthermore, this view has been reinforced by the level of housing delivery since 2014/15 which, although subject to fluctuations, is close to the requirement on average.

7.49 It is considered more relevant to focus on delivery performance since 2014 as the Land and Allocations Local Plan (2015) was in advanced stages of bringing forward the hitherto missing elements of supply and it aligns with the base date of an NPPF compliant SHMA that has identified an appropriate OAN. Consequently, it is not considered that a buffer of 20% is justified during this monitoring period.

7.50 Therefore, applying a 5% buffer to the total housing requirement of 2,756 equates to a total **2,893.8 dwellings**.

E. Housing Land Supply

7.51 The housing land supply figure is comprised of the following factors: extant planning permissions, extant site allocations set out in the Core Strategy (2010) and Land Allocations Local Plan (2015), resolutions to grant and the Council's windfall allowance. Over the next 5 years (2017-2022) it is anticipated that a total **3,345 dwellings** will come forward. Detail of the Council's housing land supply availability during the 5Y HLS period is set out below:

Extant planning permissions

7.52 Extant planning permissions include development that has planning permission that is either under construction or has not started. In total, there are 387 dwellings in the District that are under construction during this monitoring period. All extant planning permissions have been considered to be deliverable during the 5 year period and therefore a total **387 dwellings** has been applied to the calculation.

7.53 As of this monitoring period (2016/17), there are a total 4,196 dwellings (gross figure) across the District that have planning permission but have yet to be started. However, of this only **1,775 dwellings** are considered to be deliverable during the 5 year period (net of any dwelling losses associated with permissions - 45 units) and have therefore been applied to the associated calculation, this is shown and explained in the tables accompanying the AMR.

7.54 Therefore, a total **2, 162 dwellings** (387 under construction and 1775 not started) from extant planning permissions has been included in the 5Y HLS calculation set out in Table 7.1. A list of such extant planning permissions can be viewed in Appendix 4.

Extant site allocations

7.55 The Council has a number of sites that are allocated for residential development in the adopted Core Strategy (2010), Land Allocations Local Plan (2015) and Worth Neighbourhood Plan (2015).

seven Housing

7.56 Sites allocated and with planning permission can be considered deliverable unless there is clear evidence to the contrary. In order to establish whether such evidence exists officers have:

- contacted all land owners to determine their intention of bringing sites forward between 2017 and 2022 and if so, what the phasing for the sites will be; and
- identified sites which are currently being considered as part of the pre-application advice process - sites that are currently subject to positive pre-application advice have been considered deliverable within the 5 year period.

7.57 Allocated sites that have been granted planning permission have been included as extant planning permissions to avoid the risk of double counting.

7.58 The total housing supply from the Council's allocated sites is 10,273 dwellings. Of these, it is considered that a total 958 dwellings will be delivered on such allocated sites during the 5 year period. Therefore, a total of 958 **dwellings** from extant site allocations has been applied to the 5Y HLS calculation.

Resolutions to grant

7.59 An application for residential development proposing the erection of 90 dwellings on the allocated land at Chequer Lane, Ash was submitted during this monitoring period and has a resolution to grant permission subject to a S106 agreement that is not yet concluded.

Windfall allowance

7.60 Paragraph 48 of the NPPF allows windfall sites to be taken into account in the 5Y HLS , having regard to the Strategic Land Housing Availability Assessment, historic windfall delivery rates and expected future trends. Windfalls sites are identified in the NPPF (2012) as:

"Sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously developed sites that have unexpectedly become available".

7.61 In determining the Council's windfall allowance, windfall sites have been identified as those which have not been considered as part of the preparation of the adopted Development Plan. Table 7.3 sets out an overview of the Council's windfall allowance calculation:

Table 7.3 : Windfall Allowance Calculation

| | |
|--|----------------|
| a. Average windfall completions on previously developed sites | 140 dpa |
| b. Average windfall completions on garden land | 20 dpa |

| | |
|---|---|
| c. Windfall allowance (a-b) | 120 dpa |
| d. SHLAA sites consideration | 50% deduction 60 dpa |
| e. Application of windfall allowance to 5Y HLS (d x amount of years in 5 year period) | Apply windfall allowance to years 3,4 and 5 of the 5 year supply period 180 dwellings |

7.62 The table above shows that an average of 140 dpa have come forward separate to what is allocated in the adopted Development Plan. Additionally, an average of 20 windfall units on sites comprising garden land are expected to come forward each year. Paragraph 48 of the NPPF (2012) requires the removal of garden land from any windfall allowance calculation. Therefore, in compliance with the requirements of the NPPF, the Council has taken a cautious approach and deducted the average garden land windfall completions from the overall average windfall completions; resulting in an average of **120 dpa windfall completions**.

7.63 In order to avoid the risk of double counting, it is essential that consideration is given to the influence of SHLAA sites during the 5 year period. SHLAA sites are identified for potential inclusion as allocations in the Development Plan. As the Council undertook a Housing and Economic Land Availability Assessment between June and August 2017, it is likely that larger windfall sites identified during 2016/17 will be considered as part of the Local Plan review and in turn may not be regarded as windfall development in the immediate 5 year period. Therefore, as a cautious approach, the Council has taken this into account and applied 50% of the 120 dpa figure to give a total average of **60 dpa windfall completions**.

7.64 Since 2012/13, the number of windfall completions exceeds the average annual windfall completions rate for a total of 2 years. This demonstrates a strong case to apply the windfall allowance to the last 3 years of the 5Y HLS period (i.e. 2019/20, 2020/21 and 2021/22).

7.65 Therefore, the windfall allowance applied to the 5Y HLS calculation is a total of **180 dwellings** (60 x 3 years).

F. 5 year housing land supply

7.66 By applying the above components set out from paragraphs 7.39 to 7.65 to the 5Y HLS calculation, the Council has **5.80 years** supply of land for housing and can therefore demonstrate a 5Y HLS.

seven Housing

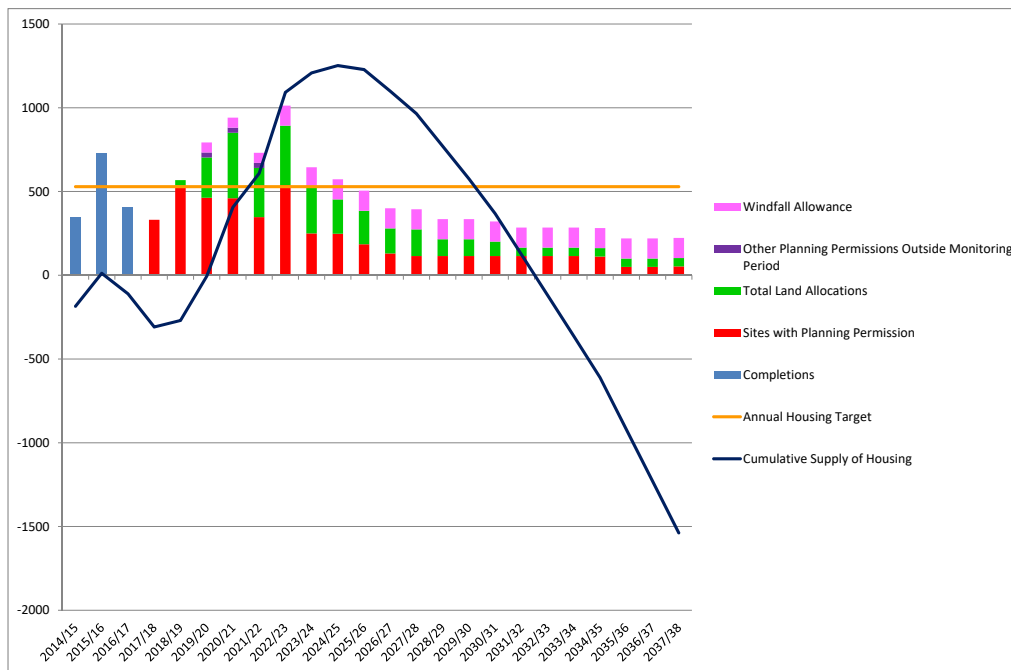
7.3 Housing Trajectory

7.67 The NPPF sets out the requirement for LPAs to provide information on housing policy and performance, including illustrating the expected rate of housing delivery through a housing trajectory for the plan period and setting out a housing implementation strategy for the full range of housing, describing how they they will maintain a 5 year supply of housing land to meet their housing target. The housing trajectory assists the monitoring of both past and anticipated completions across the Plan period and can help indicate at an early stage whether any steps need to be taken to ensure that planned housing requirements are met. It is however, important to note that a housing trajectory is not intended to produce 'perfect forecasts' of the future, nor necessarily absolute answers regarding the past and present delivery. Rather, it illustrates the potential delivery rate of new dwellings, sets out the anticipated supply and the number of dwellings that are predicated to be built over the plan period, apports previous under delivery over the first 5 years, and sets out what the range of sites in the trajectory is considered capable of delivering over the next 5 years.

7.68 Figure 7.4 sets out the housing trajectory for the District over the period from 2014/15 to 2037/38. This shows the current housing supply position in relation to the OAN for housing identified in the SHMA (2017, the solid orange line across the centre of the chart). Different types of sites run in 'waves' through the trajectory period, illustrating the future supply of land for housing in the District, based on sites with extant planning permission, sites allocated in the Core Strategy (2010) and Land Allocations Local Plan (2015) and windfall development. The housing trajectory also highlights the expected cumulative supply of housing across the trajectory period, taking into account under delivery and over delivery against the OAN.

7.69 The housing trajectory illustrates that from 2017/18 to 2021/22 the Council has a sufficient supply of housing land to meet the OAN, and if windfall development continues at the current rate then this will ensure the District has a sufficient supply of housing land until 2024/25. However after this date, the Council's supply of housing land falls below the level required to deliver the OAN, meaning more housing sites will need to be found in the future to continue to support housing delivery in the District.

Figure 7.4 Housing Trajectory 2016/17



7.4 Affordable Housing

7.70 The provision of affordable housing in the district is a key response to pressures of housing affordability. Affordable housing can either be provided by the Council, other affordable housing providers, or registered social landlords operating locally. New affordable housing can either be the result of the direct construction of new properties or the purchase of open market properties for use as affordable housing.

7.71 The Council's policy on affordable housing, DM 5 of the Core Strategy (2010), requires residential development of 15 or more dwellings to provide 30% of the total homes as affordable homes and for developments of between 5 and 14 dwellings to make a contribution towards the provision of affordable housing in the District.⁽¹⁴⁾

7.72 Over the monitoring period 91 affordable houses were granted permission in the District on five sites. However the Council only achieved its target of delivering 30% affordable housing on two sites: The Old Sorting Office, Charlton Green, Dover and land adjacent to allotments, Folkestone Rd, Dover.

¹⁴ A recent Court of Appeal judgement upheld the government decision to exempt developments of 10 houses or fewer from section 106 of the Town and Country Planning Act 1990, which enables local planning authorities to seek contributions from developers to provide affordable housing and mitigate the impact of developments.

seven Housing

7.73 Further to this, during the monitoring period, 78 affordable homes were completed in the district on two sites: Aylesham and Timperly Place Sholden (Deal). This equates to 19% of all housing completions.

7.74 Whilst progress is being made with the delivery of affordable housing within the district, the percentage delivered continues to fall short of the policy requirement in the Core Strategy (2010) as the average level of affordable housing completions in the district since 2006 is 23.2% (see Table 7.4 below). Whilst this is below the policy requirement, it should be noted that the policy sets out a standard for affordable housing delivery, taking into account economic viability, which may in practise mean that provision is lower, particularly as there are some very low value areas in the district.

Table 7.4 Affordable Housing Completions 2006 - 2016

| Year | Total Housing Completions | Total Affordable Homes | Percentage |
|--------------|---------------------------|------------------------|-----------------------------|
| 2006/07 | 327 | 64 | 19.6 |
| 2007/08 | 342 | 15 | 4.3 |
| 2008/09 | 269 | 54 | 20 |
| 2009/10 | 262 | 112 | 42.7 |
| 2010/11 | 201 | 18 | 8.9 |
| 2011/12 | 227 | 67 | 29.5 |
| 2012/13 | 228 | 96 | 42 |
| 2013/14 | 228 | 28 | 12.3 |
| 2014/15 | 344 | 110 | 31.9 |
| 2015/16 | 726 | 185 | 25.4 |
| 2016/17 | 406 | 78 | 19.2 |
| Total | 3,566 | 827 | 23.2 (Av since 2006) |

7.75 Furthermore, the SHMA (2017) advised that in order to meet housing need, 167 affordable homes should be delivered in the district per annum, and that the vast majority of these should be for rent with more than half at social rent levels. Table 7.4 clearly shows that the level of affordable housing delivery in the district is below this level (with the exception of 2015/16) and indicates the need to review the Council's strategy to affordable housing provision as part of the preparation of the new District Local Plan.

7.76 In addition to delivering affordable housing on the ground, the Council has also collected £197,010 in S106 Contributions⁽¹⁵⁾ towards the provision of affordable housing in the district. These monetary contributions were collected from four developments in the district.

Rural Exception Affordable Housing

7.77 Policy DM 6 of the Core Strategy (2010) sets out the Council's policy on delivering rural exception affordable housing. There have been no rural affordable housing schemes within this AMR reporting period. The last rural exception site was developed in Goodnestone in 2012.

7.5 Gypsy and Traveller Pitch Provision

7.78 Policy DM7 of the Dover Core Strategy (2010) states that the Council will allocate sites to meet the accommodation needs of gypsies, travellers and travelling show people through the production of the LALP (2015).

7.79 A Gypsy and Traveller Accommodation Assessment was completed in 2014 which identified a need to deliver 17 pitches over the Plan period (2006 – 2026). This figure was translated into the Land Allocations Local Plan (2015) which states that the Council will produce a Gypsy, Traveller and Travelling Showpeople LALP to deliver these pitches (Policy LA1).

7.80 However, since the adoption of the LALP (2015), 7 Gypsy and Traveller pitches have been permitted, either through the grant of planning permission or at appeal, meaning that there is now a need to plan for 10 pitches until 2026.

7.81 Since the LALP (2015) was adopted however, the Government has issued revised Guidance on planning for Gypsies and Travellers (August 2015) which amended the definition of Gypsies and Travellers for planning purposes, and in 2016, the Housing and Planning Act revoked the need for Local Authorities to carry out Gypsy and Traveller Accommodation Assessments (see Section 124). This created a level of uncertainty around planning for Gypsies and Travellers, and as a result the planned work on a Local Plan for Gypsy and Traveller accommodation was put on hold.

7.82 The Council has now commissioned Arc4 to update the Gypsy and Traveller Accommodation Needs Assessment which is currently underway. The findings from this updated Study will be taken forward as part of the Council's new District Local Plan.

15 Planning obligations under Section 106 of the Town & Country Planning Act 1990 (as amended) commonly known as S106 agreements are a mechanism which make a development proposal acceptable in planning terms that would not otherwise be acceptable. They are focused on site specific mitigation of the impact of development. S106 agreements are often referred to as 'developer contributions' - Planning Advisory Service

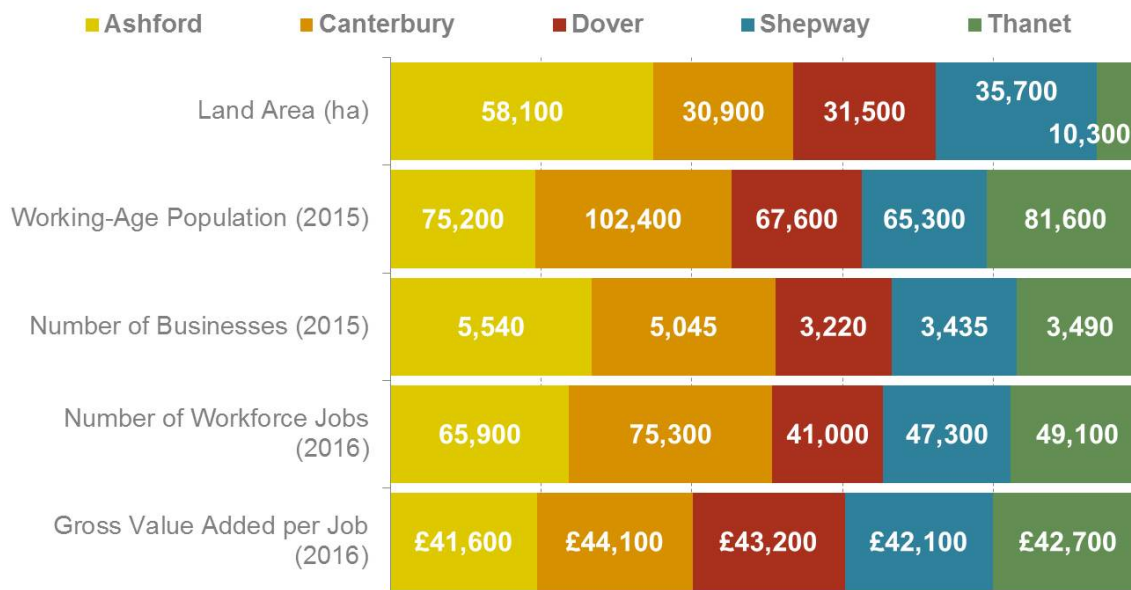
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8 The Economy

8.1 Dover represents a reasonably small but productive economy in the wider East Kent area, with the Dover economy seeing strong business growth but a decline in employment over recent periods (in part due to the consolidation of Pfizer).

Figure 8.1 Market Share of the East Kent Economy by Local Authority



8.1 Changes in Employment Floorspace

8.2 Floorspace within Dover is dominated by industrial uses, with the total B class employment floorspace in Dover amounting to approximately 603,000 sq m in 2012. Compared to other East Kent local authorities, Dover has the second largest stock of industrial space and the second smallest stock of offices.

8.3 Office floorspace has remained relatively constant in Dover, while industrial floorspace grew significantly in 2010/11. The largest clusters of B class floorspace are located in and around Dover Town and Sandwich, with key employment sites located across the District supporting a large share of existing space e.g White Cliffs Business Park, Discovery Park Enterprise Zone, Sandwich Industrial Estate, Coombe Valley Rd, Southwall Industrial Estate. Table 8.1 illustrates the share of total floorspace for offices and industrial uses across the District.

Table 8.1 Share of Total Floorspace for Offices and Industrial Uses Across the District

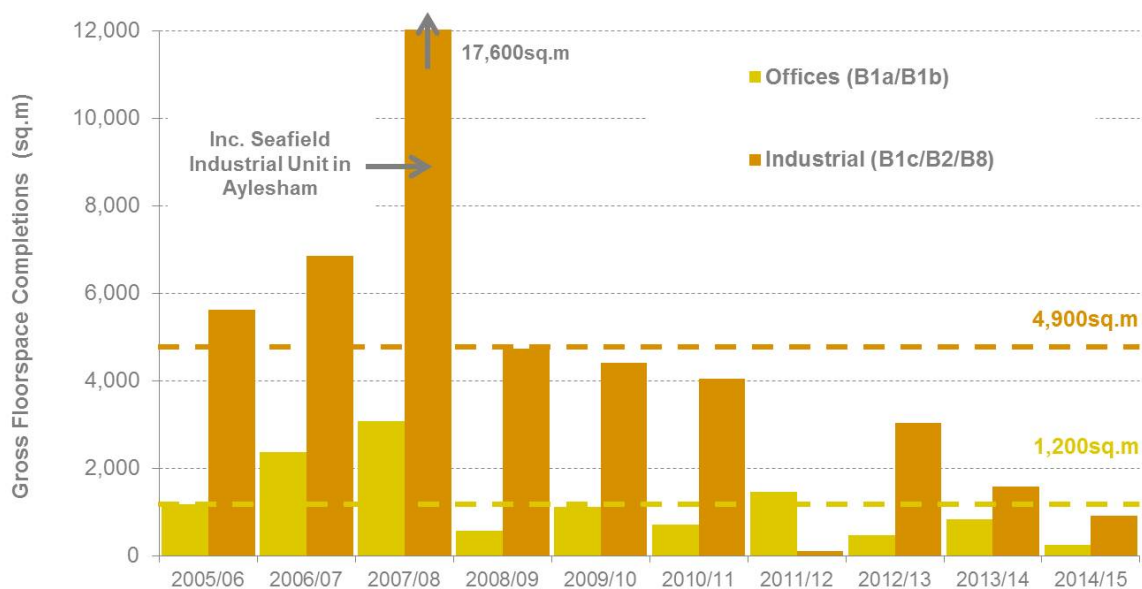
| | Share of Total Floorspace | | |
|------------|---------------------------|------------|-------|
| | Office | Industrial | Total |
| Dover Town | 46% | 32% | 37% |
| Sandwich | 44% | 19% | 28% |

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| | Share of Total Floorspace | | |
|------------------|---------------------------|-----|-----|
| Aylesham | 3% | 16% | 11% |
| Deal | 5% | 7% | 6% |
| Rest of District | 2% | 26% | 18% |

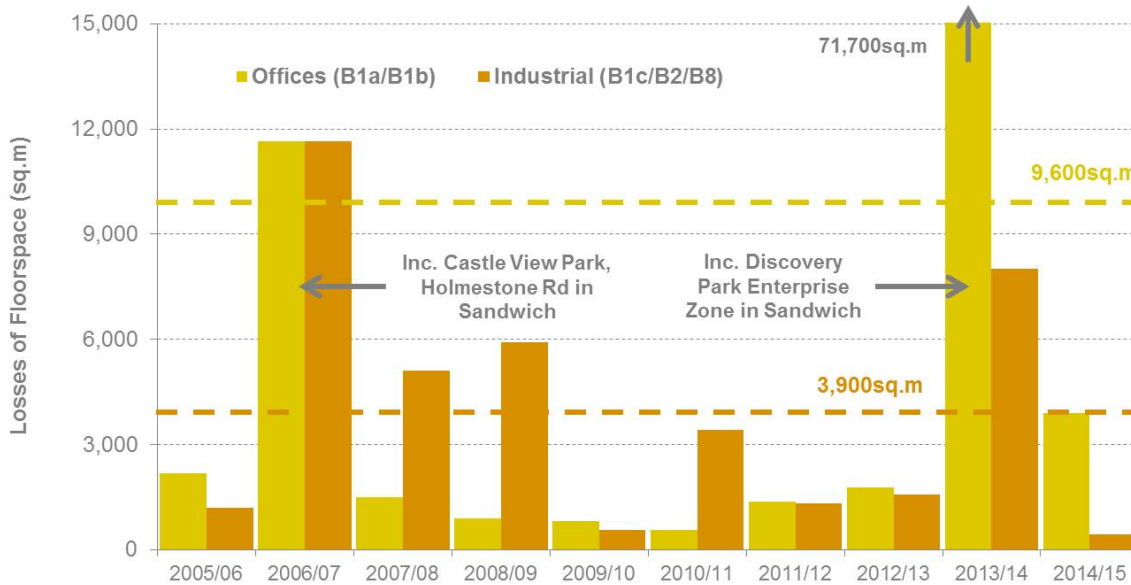
8.4 Completions have principally focused on industrial uses, with development slowing over recent years. This is illustrated by Figure 8.2

Figure 8.2 Employment Floorspace Completed in the District 2006 - 2016



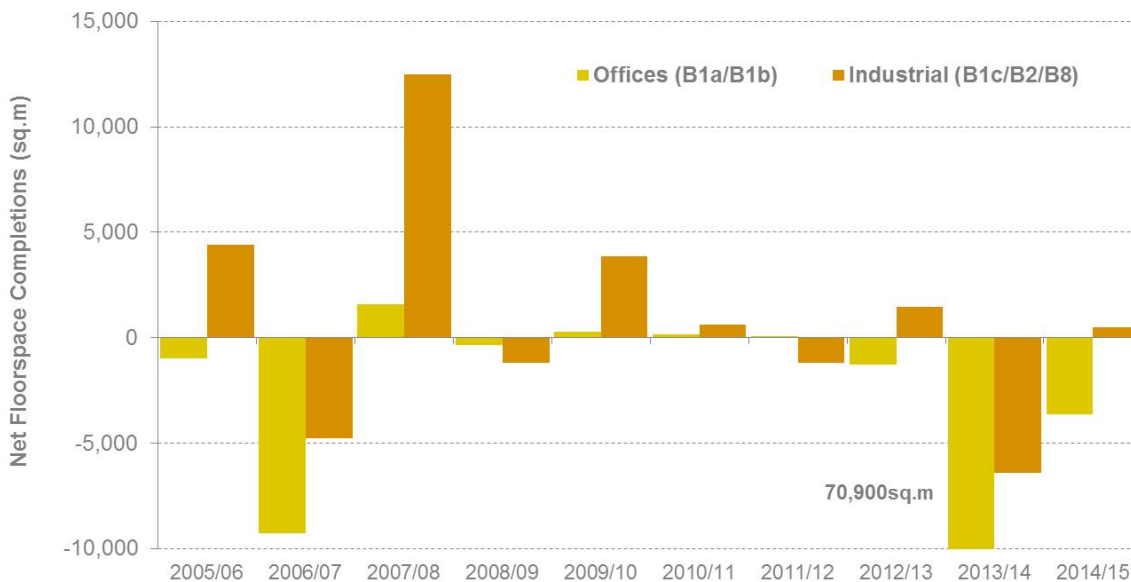
8.5 While the loss of employment space has been more evenly split across office and industrial uses (see Figure 8.3)

Figure 8.3 Losses in Employment Floorspace in the District 2006 - 2016



8.6 This has resulted in positive net completions of industrial space and negative net completions of office space, as illustrated by Figure 8.4.

Figure 8.4 Completions of Office and Industrial Floorspace in the District



8.7 Over the monitoring period a total of 4,650 sqm of employment floorspace (B1, B2 and B8 uses) was permitted in the District (see Table 8.2). This is a net overall figure taking into account gains and losses.

8.8 The main gains in employment floorspace can be seen in B1c, and B2 and can be largely attributed to two applications at Discovery Park Sandwich.

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8.9 The main losses in employment floorspace can be seen in B1a office space, with some of the largest losses in this category coming from Protea House, Market Square and Castle Street in Dover.

Table 8.2 Employment Floorspace Permitted in the District 16/17

| Employment Use | Total Gain in Floorspace (Gross sqm) | Total Loss in Floorspace (Gross sqm) | Net Overall Figure (sqm) |
|----------------|--------------------------------------|--------------------------------------|--------------------------|
| B1a | 1,395 | 2,282 | -887 |
| B1b | 0 | 0 | 0 |
| B1c | 2,690 | 0 | 2,690 |
| Mixed B1 | 0 | 580 | -580 |
| B2 | 4,392 | 1,142 | 3,250 |
| B8 | 0 | 260 | -260 |
| B1 - B8 | 437 | 0 | 437 |
| Total | 8914 | 4264 | 4,650 |

8.10 Over the monitoring period a total of 1,693 sq m of employment floorspace (in B1a, B1b, B8 & B1-B8) was built and 885 sq m of employment floorspace (in B1c, Mixed B1 & B2 uses) was lost, either through demolitions or change of use, meaning that net completions of employment land were 808 sq m. A further 17,529 sq m of B1a, B1c and B2 floorspace was under construction however, with 90,883 sq m of employment floorspace still not started over the monitoring period. This is illustrated in Table 8.3.

Table 8.3 Employment Floorspace Completed, Under Construction and Not Started in the District 16/17

| Employment Use | Completed Floorspace (net sq m) | Floorspace Under Construction (net sq m) | Floorspace Not Started (net sq m) |
|----------------|---------------------------------|--|-----------------------------------|
| B1a | 114 | 1036 | 24,945 |
| B1b | 64 | 0 | 0 |
| B1c | -98 | 314 | 32,991 |
| Mixed B1 | -580 | 0 | 0 |
| B2 | -207 | 16,221 | 4,366 |
| B8 | 717 | -42 | 10,276 |

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| Employment Use | Completed Floorspace (net sq m) | Floorspace Under Construction (net sq m) | Floorspace Not Started (net sq m) |
|----------------|---------------------------------|--|-----------------------------------|
| B1 - B8 | 798 | 0 | 18,305 |
| Total | 808 | 17,529 | 90,883 |

8.11 In summary, its clear to see that long term trends in employment floorspace have been replicated in this monitoring period with gains in industrial uses (B1c and B2) and losses in B1a office space.

8.12 Furthermore, whilst there have been moderate gains in employment floorspace completed in the District over the monitoring period, there is still a large amount of employment floorspace in the District that is yet to be delivered.

8.13 It is also evident that the main focus for employment development in the District continues to be Discovery Park, with some B2 development also underway at Tilmanstone Colliery.

8.14 Whilst the high level of investment at Discovery Park is extremely positive for the District, as its a key employment location, the low level of investment at other employment areas in the District is a concern and illustrates that more needs to be done to promote other employment areas such as White Cliffs Business Park.

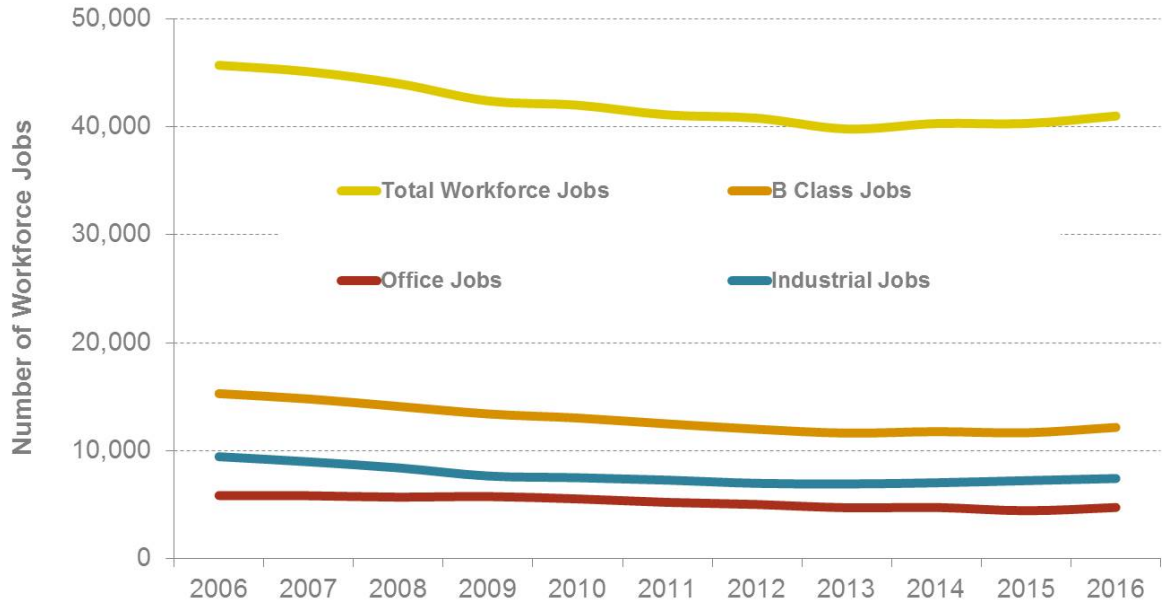
8.15 The Council has recently undertaken a review of its existing economic strategy as part of the Economic Development Needs Assessment (2017) and the findings of this will be taken forward as part of the Local Plan review. In addition to this, the Council also needs to work with developers to progress the development of sites that are currently 'not started' to ensure that they are brought forward in a timely manner.

8.2 Jobs

8.16 Dover has recorded a loss of employment (jobs) during the first ten years of the Core Strategy plan period from 2006 to 2016. Over this period the total workforce jobs lost was 4,700 (net figure). The District saw employment losses in a number of sectors, with only education; hospitality and recreation; finance and insurance; and information and communication showing an increase in employment.

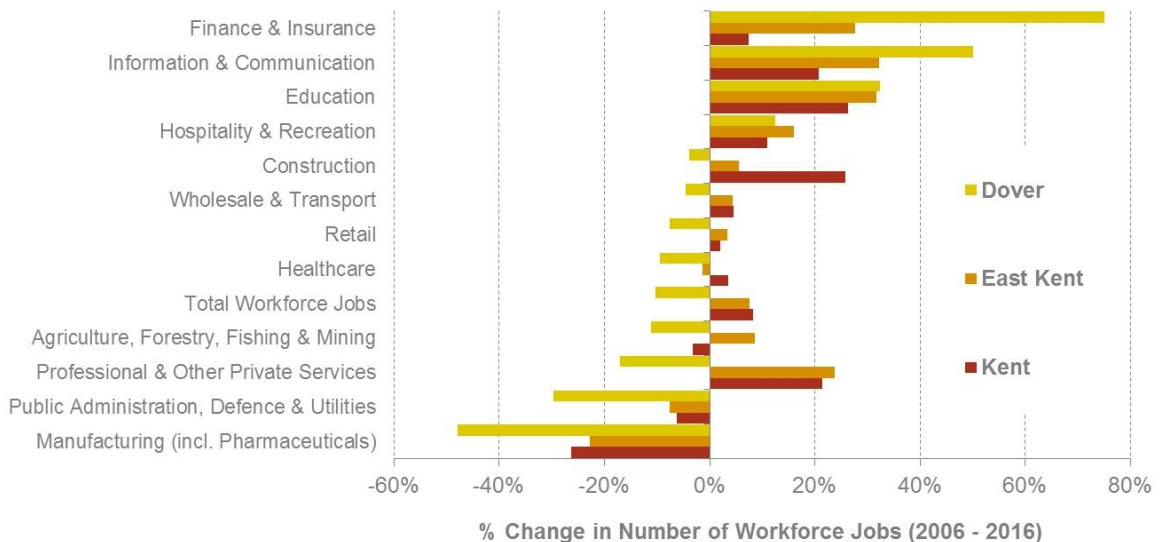
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Figure 8.5 Change in Workforce Jobs 2006 - 2016



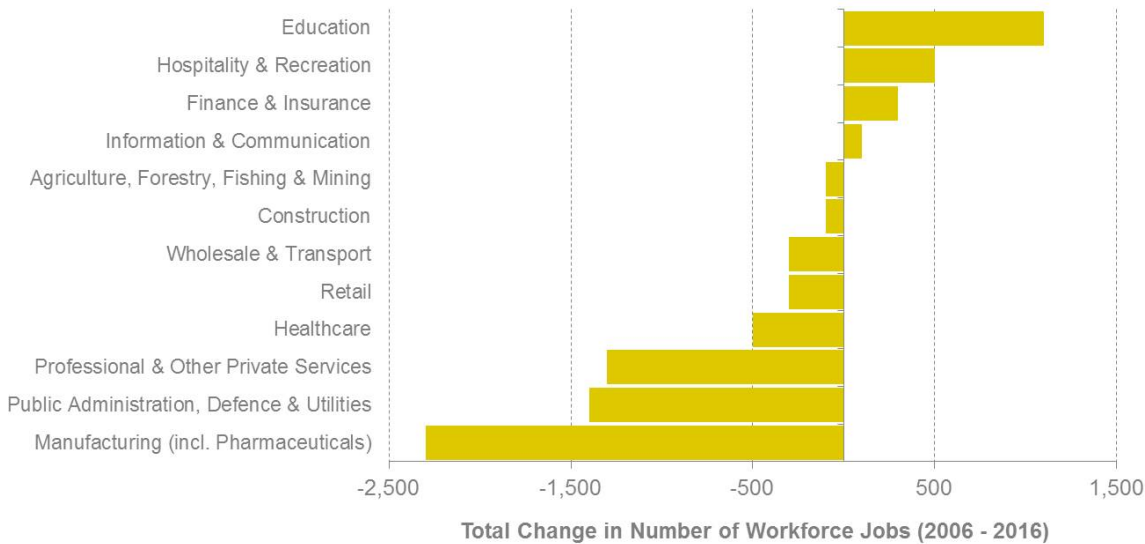
8.17 Recent growth has however been proportionately greater in a number of sectors in Dover compared with East Kent and Kent as a whole, as shown by Figure 8.6

Figure 8.6 Change in Workforce Jobs Across the Employment Sectors for Dover, East Kent and Kent



8.18 In absolute terms the majority of sectors in Dover have seen employment losses over the first decade of the Core Strategy plan period, with the strong employment losses recorded in manufacturing largely driven by pharmaceuticals, caused by the contraction of Pfizer in 2010.

Figure 8.7 Change in Workforce Jobs Across Employment Sectors in Dover



8.19 Dover's workforce mostly live in the District (71%), Thanet (8%), Shepway (8%) and Canterbury (7%), and Dover's residents mostly work within the District (67%), Canterbury (10%), Shepway (9%), Thanet (4%) and Ashford (3%). Overall, the District has a net commuting outflow of 6,900 workers with a self-containment rate of 67%. However, there has been an increase in out-commuters and decline in in-commuters since 2001.

8.20 The District has a moderate performing labour market which has supported a relatively productive workplace. Recent workplace earnings within Dover are achieving a greater level than other East Kent Local Authorities, however the District has moderate residence earnings compared to other East Kent local authorities. There has also been a relatively low growth in earnings in the District over the last decade, with residence earnings achieving a greater relative gain.

Changes in Jobs Over the Monitoring Period

8.21 Table 8.4 shows ONS figures for the total jobs ⁽¹⁶⁾ in the District and the jobs density for the District, and compares these to the figures for Kent and Great Britain as a whole. ONS figures take around 2 years to be published – the most up to date figures are therefore from 2015.

Table 8.4

| Area | Jobs Figure | 2012 | 2013 | 2014 | 2015 |
|-------|--------------|---------|---------|---------|---------|
| Dover | Jobs Total | 37,000 | 42,000 | 41,000 | 40,000 |
| | Jobs Density | 0.55 | 0.62 | 0.61 | 0.59 |
| Kent | Jobs Total | 661,000 | 685,000 | 709,000 | 727,000 |

¹⁶ The total number of jobs is a workplace-based measure and comprises employee jobs, self-employed, government supported trainees and HM Forces

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| Area | Jobs Figure | 2012 | 2013 | 2014 | 2015 |
|---------------|--------------|------------|------------|------------|------------|
| | Jobs Density | 0.72 | 0.74 | 0.76 | 0.78 |
| Great Britain | Job Total | 31,957,000 | 31,654,000 | 32,621,000 | 34,059,000 |
| | Jobs Density | 0.78 | 0.80 | 0.82 | 0.83 |

8.22 In 2013 the economy was emerging from recession and this is evident in the significant increase in jobs in the District from 37,000 to 42,000. However since 2014, the District has experienced a decrease in jobs from 41,000 to 40,000. The Business Register and Employment Survey (BRES) ⁽¹⁷⁾ shows that the District has lost 700 employee jobs over the monitoring period. Looking at these figures more closely there are gains and losses across a number of sectors. However, the sector with the largest loss over the monitoring period is 'human health and social work activities' with a loss of 800 jobs, in fact the same sector shows an 800 increase in the previous period 2014/15. KCC who have published this bulletin have highlighted this figure as potentially unreliable and if the number of jobs in the District is considered without this sector being included there is no overall change in the monitoring year. However, it will be necessary to monitor this going forward particularly given there have been gains in jobs on both the county and national level.

8.23 Jobs density is the ratio of total jobs to the working age population aged 16-64. In 2015 jobs density in the District declined slightly to 0.59 (per one of the population), however increased in both Kent (to 0.78) and nationally (to 0.83). As a result there is now a growing divide between the District and the county as a whole. An under-supply of jobs in the District will also lead to potential increases in out-commuting and higher numbers of people claiming job seekers allowance if they cannot find work.

Unemployment Levels

8.24 The level of unemployment in an area is one of the most closely followed indicators of economic health and can be measured in several ways. The most literal measure of unemployment comes from the ONS annual population survey (via NOMIS). This indicates the percentage of people of working age who are not currently in employment, except where they are economically inactive (for example because they look after family at home or have retired). By this measure the current (2016/17) unemployment rate for the District is 5.0%. This is a significant improvement on past figures and represents a downward trend in unemployment. The District still has a slightly higher unemployment rate than the national figure of 4.7% however.

8.25 Rates of Job Seekers Allowance (JSA) claimants are another means of monitoring unemployment. JSA is intended to address the financial hardship of unemployment, but not every unemployed person is eligible to claim – for example, the income of an unemployed person's spouse may put their household income

¹⁷ These figures exclude very small businesses and self employed workers not registered for VAT or PAYE

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above the main threshold. Many unemployed people also choose not to claim JSA for a variety of reasons. JSA claimant rates are therefore a better indicator of the actual deprivation caused by unemployment. As JSA figures indicate the actual number of claimants, they are also more reliable than overall unemployment figures which are estimates based on a sample.

8.26 In June 2017 the rate of JSA claimants within the District of Dover was 2.3%, showing that the number of JSA claimants has increased slightly since last year and remains higher than the national average of 1.9%.

Skills

8.27 Since 2006, there has been an uplift in qualification attainment for the local population supporting the Dover economy.

Table 8.5 (Nomis data)

| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| NVQ4 and above | 9,800 | 15,600 | 14,600 | 14,900 | 19,900 | 18,900 | 12,500 | 22,000 | 19,400 | 18,600 |
| NVQ3 and above | 23,600 | 29,700 | 31,200 | 28,500 | 30,900 | 33,400 | 31,400 | 37,100 | 32,600 | 31,300 |
| NVQ2 and above | 42,500 | 45,300 | 45,100 | 42,100 | 43,100 | 50,100 | 46,800 | 50,400 | 45,800 | 46,600 |
| NVQ1 and above | 51,100 | 52,300 | 53,300 | 53,400 | 53,700 | 58,600 | 57,500 | 58,300 | 57,000 | 57,900 |
| Other or no qualification | 12,200 | 12,000 | 14,200 | 15,200 | 13,200 | 7,800 | 10,900 | 7,200 | 11,000 | 9,100 |

8.28 Table 8.5 shows that the number of people in the District with NVQ level 1 to 4 has increased dramatically over the Plan period, whilst the number of people with no or other qualifications has practically halved.

Environment and Sustainability

nine Environment and Sustainability

9 Environment and Sustainability

9.1 This chapter looks at the District's environment and the sustainability of new development; across a range of topics including the historic environment, open space, energy, and transport.

9.1 Environment

9.2 Dover District has a very diverse landscape comprising coastline; broadleaved woodland; grasslands; areas of outstanding natural beauty; agriculture; parks and gardens; sites of special scientific interest; and open countryside.

Kent Downs Area of Outstanding Natural Beauty

9.3 Dover District has an area of 31,892 hectares, with a coastline of 32 kilometres. Approximately 6,900 hectares (21%) of the District is designated as part of the Kent Downs Area of Outstanding Natural Beauty, with 876 hectares (3%) of this designated as heritage coast.

9.4 The Kent Downs AONB Management Plan was first published in April 2004, and revised in 2009 and 2014. The management plan sets in place clear aims, policies and actions for the conservation, management and enhancement of the AONB for a five year period in addition to setting a longer term vision. The Kent Downs AONB Management Plan has been formally adopted by each of the Local Authorities who have the AONB in their area (including Dover District Council).

9.5 Up on the Downs has created, restored and improved 175ha of chalk grassland habitat for the benefit of wildlife and people within and adjacent to the AONB, including the creation of two new nature reserves. In addition, it has improved the condition of 16 20th century military structures and four Scheduled Monuments within the AONB and vastly increased the understanding of the South Foreland Lighthouse, helping to ensure its long term conservation. Lastly, the creation of an Access for All path at Langdon Cliffs has greatly improved the visitor experience at the White Cliffs of Dover, whilst significantly reducing the impact of visitor pressure at this iconic site.

9.6 Over the monitoring period 44 dwellings were granted planning permission in the AONB, amounting to 25,594 sq m (total site area). Of these 44 dwellings, 29 came from one application off Folkestone Road, Dover towards Maxton.

Protection of the Countryside

9.7 The Core Strategy recognises the highly diverse nature of the District's landscape. Policy DM15 of the Core Strategy concerns the protection of the Countryside and Policy DM1 of the Core Strategy concerns development outside settlement boundaries.

nine Environment and Sustainability

9.8 Over the monitoring period 438 dwellings were granted planning permission outside settlement confines. Of these, 69 dwellings were adjacent to settlement confines and 369 were completely outside. The majority of these homes were granted at Aylesham (277), Bisley Nursery in Worth (32), Woodnesborough Lane, Eastry (12), Albert Road (15 out of 142).

Green Infrastructure Delivery

9.9 Provision of open space is guided by the standards adopted as part of the Land Allocations Document (DM 27) and associated strategies, including the Review of Play Area Provision 2012-26. The Council's review of Play Area Provision 2012 - 2026 identified the St Radigunds ward as being deficient in play provision. The Council met its objective during this monitoring year when it constructed the St Radigunds play area project at the Triangles Community Centre. This project was informed by consultation to identify the local communities' preferences.

9.10 Other play area providers have also been actively increasing capacity of their facilities. For example, within the monitoring period Wingham Parish Council is developing a project to replace the local play area and to provide a Multi-Use Games Area (MUGA).

9.11 The Review of Play Area Provision 2012-26 still provides useful guidance, but the majority of projects listed have now been delivered. Furthermore, new play areas have been provided and others have been removed, for example at Freeman's Way Deal. It would now be worthwhile considering an update to the strategy.

9.12 The adopted Parks and Amenity Open Spaces Strategy placed a very high priority on raising standards and capacity at the District's most popular park, Kearsney Abbey. The Heritage Lottery and Big Lottery funding awarded a £3 million grant to restore Kearsney Abbey and Russell Gardens. The grant was awarded in July 2016 and DDC are in the delivery stage of the phased project which runs until June 2020.

9.13 The plans include:

- Restoring Thomas Mawson's designed listed structures for Kearsney Court within Russell Garden
- Celebrating the parks' unique heritage including mills, ecology, people and landscapes through new activities and interpretation
- Creating a multi-use extension to the Grade II listed Billiards room and Cafe in Kearsney Abbey to facilitate new education, training and volunteering programmes
- Raising standards across the parks to apply for Green Flag status

9.14 The main gap in provision of parks and amenity open spaces identified in the strategy was a lack of strategic level provision in Sandwich. A report to Cabinet in March 2016, defined the 'Sandwich Town Walls' site, consisting of open spaces around the town that are linked by the historic walls. This has been adopted as a strategic site in addition to the six sites defined in the Parks and Amenity Open

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Spaces strategy and the Sandwich Parks Project. The Council will start to write a bid document for an HLF type funded project in early 2018. This will be called the Sandwich Parks Project and it is hoped that this will join all of the pieces together in one bid consideration is being given to adding Gazen Salts to this project.

9.2 Sustainability

Energy

9.15 Indicator 11 of the Core Strategy is concerned with making more efficient use of natural resources. In 2006 average domestic water consumption was 160 litres per person per day, with latest figures showing that this has fallen to 150 litres per person per day⁽¹⁸⁾. In 2006 average domestic electricity consumption was 4,164 kWh per person, with latest figures showing that this has decreased to 3,844 kWh per person⁽¹⁹⁾. In 2006 average domestic gas consumption was 16,615 kWh per person, with latest figures showing that this has decreased to 12,234 kWh per person⁽²⁰⁾. This shows that overall there has been a decline in the use of natural resources in the District over the first half of the plan period, which is a positive trend.

9.16 Whilst the number of renewable energy schemes being developed in the District is growing, there haven't been any applications granted permission over this monitoring period.

Sustainable Transport

9.17 Indicator 8 of the Core Strategy is concerned with improving the ease of travel and encouraging walking, cycling and use of public transport.

9.18 The Core Strategy aims to increase sustainable commuting by 2% from the base figure across all modes. The Census records the percentage of the population in an area that commute by rail, bus, cycle and foot. In 2001, 2% of people went by rail, 4% by bus, 3% by bike and 12% on foot; in 2011, 2.3% of people went by rail, 2.3% by bus, 1.3% by bike and 7.7% on foot.

9.19 This shows that trends in the use of sustainable transport have worsened rather than improved, meaning that more measures need to be put in place to promote sustainable transport use in the District to meet the 2026 Core Strategy target.

9.20 Core Strategy Indicator 8 also identifies the High Speed 1 train service as being a key mechanism for measuring whether the ease of travel and use of public transport has improved in the District. High Speed 1 came into operation from Dover Priory Railway Station in December 2009, making Dover just over an hour away from London in commuting times. The service has since been extended to Deal, Sandwich and Martin Mill.

18 Kent State of the Environment Report 2015

19 DECC, Business Intelligence KCC 2013

20 DECC, Business Intelligence KCC 2013

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9.21 In 2012/13 904,970 passengers entered and exited Dover Priory, this rose to 943,970 passengers in 2013/14 and 961,174 passengers in 2014/15 (Office of Rail and Road, Estimates of Station Usage). However for 2015/16 the number of passengers entering and existing Dover Priory fell to 883,394 (Office of Rail and Road, Estimates of Station Usage).

9.22 This fall in passenger numbers may however be explained by the fact that the line between Dover Priory and Folkestone West was closed for a number of months in 2016 whilst emergency repair works were carried out on the sea wall adjacent to the railway line.

9.23 Whilst the initial upward trend in the use of Dover Priory Station and High Speed 1 for commuting is encouraging, the fall in passenger numbers in 2015/16 is concerning and will need to be monitored, especially as passenger volumes at Dover Priory are still relatively modest compared to other stops on the High Speed line, and efforts need to be made to capitalise more on the High Speed line in the District through the construction of car parking facility adjacent to the railway station.

Sustainable Construction

9.24 Policy CP5 sets out the Council's requirements for sustainable construction standards. Whilst the Council is continuing to implement the part of the policy relating to BREEAM (the Building Research Establishment Environmental Assessment Methodology), it is no longer seeking to ensure that new development meets the Code for Sustainable homes requirements under the policy. This is due to the fact that the Government has withdrawn the Code for Sustainable Homes and replaced it with optional additional requirements under the Building Regulations which can only be implemented through a new policy in a local plan. Any such policy must be underpinned by a local justification for implementing the additional requirements and an economic viability assessment to demonstrate that they would not place undue financial burdens on development. The Council will consider this issue as part of the preparation of the new Local Plan and in the meantime will not implement the parts of policy CP5 that relate to residential development. The remainder of the policy relates to non-residential development, and is not affected by the Government's changes and continues to be implemented by the Council.

9.3 Historic Environment

9.25 This section sets out progress with the implementation of the Heritage Strategy and monitors changes in the historic environment in the District.

Changes to the National Heritage List for England

9.26 Over the monitoring period there has been one new heritage asset in the District added to the list with the designation of a pair of acoustic mirrors in the Fan Bay as a scheduled monument. There has also been an upgrade of the Maison Dieu in Dover from grade II* listed building to grade I.

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9.27 There have been no new entries on the Heritage England risk register during the monitoring period.

Heritage Assets

9.28 A variety of conservation projects are currently being undertaken across the District to safeguard the future of important heritage assets for all to enjoy. An example of this work is given below.

Case Study: Western Heights Heritage and Landscape Appraisal

- Kent County Council provided a significant contribution of £12,000 towards the development of an appraisal bringing together the built heritage and landscape of the Dover Western Heights. The aim of the appraisal is to inform recommendations for future vegetation management of the Western Heights based on an understanding of the areas heritage, landscape and amenity value. The appraisal advances actions in the Dover Western Heights Masterplan and it is intended that it will be followed by more detailed surveys to further our understanding of the ecology of the Western Heights and how the landscape and built heritage is used by particular species.

Conservation Area Appraisals

9.29 The Heritage Strategy identified the need for a programme of Conservation Area appraisals in order to facilitate understanding of the special interest of the Conservation Areas, and to enable management and monitoring of the areas through the development of guidance and advice, and the widening of Article 4(2) Directives.

- **Nelson Street Deal Conservation Area Appraisal:** A review of the Nelson Street Deal Conservation Area Appraisal drafted by the Deal Society was adopted by Cabinet in January 2017. The recommendations included the extension of the boundary, which was approved in May 2017. Work has progressed on implementing an article 4 direction on the newly defined conservation area in order to manage changes such as replacement of windows to residential properties in order to help preserve the character and appearance of the conservation area.
- **Waterloo Crescent Conservation Area Appraisal:** The draft appraisal was carried out by the Regeneration Delivery in the early autumn of 2016 and following a period of public consultation was adopted in May 2017. Further work will be undertaken to develop design guidance on the replacement of windows in response to the recommendation within the appraisal.

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Archaeology Projects

9.30 The Heritage Strategy made a number of recommendations intended to improve knowledge and understanding, and generate greater interest in the archaeology of the District. Some of these projects are described below.

- **Development of an Urban Archaeological Database:** work continues by Kent County Council Heritage Team on the development of an Urban Archaeological Database for Dover; a detailed database and mapping system recording all known archaeological discoveries in Dover which will help planners and developers prepare and assess development proposals with much more confidence in their decision-making and thereby help to conserve Dover's remarkable heritage. The first stage of collating and mapping the information is to be completed by the autumn of 2017 and further funding will be sought for the development of an Archaeological Plan which will seek to characterise and identify priorities for the conservation and management of the archaeology.
- **Review of historic parks and gardens:** volunteers from the Kent Gardens Trust have completed the review of the Districts historic parks and gardens with support from DDC, KCC and a gardens expert. The reports will be available in spring 2018.

Infrastructure

ten Infrastructure

10 Infrastructure

10.1 The Council's Adopted Core Strategy sets out what infrastructure is to be provided in the District over the plan period. Appendix 5 indicates what infrastructure has been delivered, which projects are in the process of being delivered, and which have not yet been delivered.

10.1 Infrastructure Delivery

10.2 A number of important infrastructure delivery projects were completed during the reporting period, many of them listed in the adopted Infrastructure Delivery Plan, but some in addition to the plan.

10.3 The Council's Indoor Sports Facilities Strategy (2016) sets out an understanding of the current and future supply of demand issues for key sporting facilities across the district. Specifically, the Strategy highlighted the low level of swimming provision across Dover and recommended that the Council continues to support plans for new swimming pool provision to address this. Additionally, the Land Allocations Local Plan (2015) identified that the current facilities provided at the Dover Leisure Centre do not meet current expectations and needs and in turn set out objectives to investigate the potential building of new facilities on the existing sites or whether the Dover Leisure Centre site should be relocated or redeveloped.

10.4 In March 2017, a planning application for a new £26 million Dover District Leisure Centre was submitted. The new leisure centre is on a 2.1 ha site based in Whitfield to replace the existing 40 year old Dover Leisure Centre. Facilities at the new leisure centre are to comprise: a county competition standard 8 lane swimming pool with seating for 250 people, along with a learner pool with moveable floor; 4 court sports hall; squash courts; multi-function room; fitness gym; fitness studios; clip 'n' climb walls; and a café. The new leisure centre will also feature 2 outdoor 3G artificial pitches for five-a-side football.

10.5 The HS1 rail link to London was reinstated on 5 September 2016 following £39.8m repairs to a damaged section of sea wall.

10.6 Provision of a roundabout linking the A256 to the Whitfield Urban Expansion (Richmond Park) is now completed.

10.7 In addition, works on a key road scheme in Dover comprising junction improvements at the Prince of Wales and York Street roundabouts on the A20, along with improved access to Union Street continued throughout the monitoring period. In particular, the replacement of the Prince of Wales roundabout with a Mova Smart system traffic lighted junction was completed in February 2017.

10.8 Dover District Council have awarded a contract to Adspace 2000 to replace and maintain 46 new bus shelters across the District. Additionally, 2 new bus shelters have been installed in Deal funded by KCC. The Council is aware that some parish councils have also installed bus shelters during this period.

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10.2 Development Contributions

Community Infrastructure Levy

10.9 The Community Infrastructure Levy (CIL) was introduced to allow local authorities to raise funds from developers undertaking new building projects in their area. CIL is in effect a levy used by local authorities to fund the provision of local or sub-regional infrastructure.

10.10 On 6th April 2011, the Council agreed in principle for the need to prepare a Charging Schedule for the purposes of the CIL. The Council consulted on a CIL Preliminary Draft Charging Schedule in December 2012, and a viability study of the proposals was commissioned in December 2013. In March 2015, the Planning Advisory Service supported an independent review of the information gathered so far and the Council is considering the results obtained.

10.11 Since the introduction of CIL, the legislative basis underpinning the levy has been amended by the Government on a number of occasions. Through this, the Government has sought to introduce a number of exemptions to CIL which has undermined the effectiveness of the levy as a way of funding infrastructure.

10.12 As it stands, the Council does not operate a CIL and there are currently no plans to prepare and adopt a CIL Charging Schedule. Funding sources for infrastructure delivery will be investigated as the preparation of the new District Local Plan advances and the Council will continue to work closely with partners to address existing deficiencies and secure appropriate levels of funding.

Monitoring S106 Agreements

10.13 The District Council has established a system which monitors the progress of developments to ensure that S106 contributions are collected when they reach the relevant triggers. The Council records and manages income received from S106 agreements to ensure that these financial contributions are spent in a timely and effective manner.

10.14 Over the monitoring period the Council secured £744,518 in S106 contributions from developments across the District. Of this figure, Dover District Council received £543,703 to assist in the delivery of: affordable housing, children's play space, community space, the Thanet Coast Mitigation Strategy, a Community Development Officer for Aylesham Garden Village, and school playing pitches. The remainder of the contributions passed to Kent County Council for the delivery of transport projects, libraries, social facilities and education.

10.15 Contributions secured through S106 agreements in this monitoring period are £379,875 less than last year. This can be explained in part by the fall in the number of housing completions as S106 payments are often triggered on

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commencement of development or by a certain number of occupations and as a result there is a correlation between housing activity/completions and S106 collections.

10.16 Table 10.1 illustrates which sites have contributed towards infrastructure delivery over the monitoring year from developments in the District.

Table 10.1

| Development | Category | Amount (£) |
|---|--|------------|
| DOV/13/01037 Snowdown Working Mens Club | Children's equipped play space | 3,306 |
| DOV/00842 Land at Salvatori, Preston | Thanet Coast & Sandwich Bay Special Protection area & Ramsar Mitigation Strategy | 6,042 |
| DOV/13/01008 St John's Ambulance, Mill Hill | Affordable Housing | 8,987 |
| DOV/12/00460 Hammill Brickworks | Thanet Coast & Sandwich Bay Special Protection area & Ramsar Mitigation Strategy | 1,668 |
| DOV/11/00965 Woodnesborough Village Hall | Community Space | 3,935 |
| DOV/00120 Aylesham development | School Pitch Contribution | 96,116 |
| | Play Area Contribution | 100,852 |
| DOV/07/01081, DOV/01095 Aylesham development | Community Development Officer | 17,854 |
| DOV/12/00700 Blue Berries Early Care and Education Centre, Sandwich | Affordable Housing | 37,169 |
| DOV/00455 | Affordable Housing | 16,804 |

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| Development | Category | Amount (£) |
|--|--|----------------|
| 59 The Marina, Deal | | |
| DOV/00873 Cannon Street, Deal | Children's Play Space | 30,735 |
| DOV/01010 Whitfield Urban Expansion | Thanet Coast & Sandwich Bay Special Protection area & Ramsar Mitigation Strategy | 64,205 |
| DOV/01167 | Affordable Housing | 134,050 |
| Land at 104-106 Church Lane, Deal | Play Area Contribution | 6,590 |
| DOV/00976 Lidl Foodstore, White Cliffs Business Park | Bus Service Contribution | 15,390 |
| | Total | 543,703 |

Strategic Sites

11 Strategic Sites

11.1 The Council is in the process of delivering a number of strategic sites across the District that are allocated in the Core Strategy (2010) and Land Allocations Local Plan (2015). This chapter provides an update on the progress being made to deliver these sites.

11.1 The Port of Dover and Dover Waterfront

Figure 11.1 Image of Dover Waterfront, taken from above the Western Docks



Dover Waterfront

11.2 Policy CP8 of the Core Strategy (2010) allocates the Dover Waterfront site for a mixed use scheme including retail (A1 uses up to 20,000 square metres floorspace), restaurants, cafés and drinking establishments (A3 and A4 uses up to 7,000 square metres), assembly and leisure (D2 uses up to 15,000 square metres), residential (C3 use of at least 300 homes), offices (B1) and hotel (C1) uses.

11.3 In view of the importance and complexity and to enable communities to help shape the proposals for the Dover Waterfront, there is a need for development to be proceeded by the preparation of a masterplan (criterion of Policy CP8). Alongside the masterplan it has been identified that there is a need for a public realm,

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environmental and highway improvement strategy for Dover Waterfront to the Town Hall (via the Market Square) and Dover Priory Railway Station to the York Street junction with Townwall Street.

11.4 Officers from DDC have been working in partnership with Dover Harbour Board, a landowner, a range of stakeholders and local organisations on proposals for the Dover Waterfront AAP area. The work will create a mixed use development that will complement and build on the momentum that will be generated when the St James' development opens. It will improve connections with the town centre and create a continuous commercial area stretching from the St James' development to the seafront. The site's location offers a unique opportunity to create a mixed waterfront development but it also brings with it the challenge associated with bringing forward a regeneration scheme next to a busy trunk road in a manner that complements the town centre.

11.5 The proposed timetable for the production, consultation and adoption of the Dover Waterfront AAP is set out in Chapter 3 of the Council's revised LDS dated September 2017.

Western Docks Revival Project (WDRP)

11.6 The Dover WDRP aims to create a transformed waterfront with a new marina pier and curve to attract a host of shops, bars, cafés and restaurants within Dover's unique backdrop of the harbour, cliffs and castle. The project will also involve the relocation and further development of Dover's cargo business with a new cargo terminal and distribution centre. This will create greater space within the Eastern Docks for ferry traffic and much needed high quality employment opportunities for local people. Kick starting the wider regeneration of Dover.

11.7 Dover Harbour Board is currently carrying out a number of enabling works associated with the Terminal 2 development, approved under the Harbour Revision Order 2012 granted by the Secretary of State at Western Docks. The current works fall short of delivering the full Terminal 2 Scheme, but proposes an interim development to meet current port operational and regeneration objectives.

11.2 Mid Town Dover

Aerial photograph of Mid Town



11.8 Policy CP9 of the Core Strategy (2010) allocates the Dover Mid Town area for mixed use development of C2 uses (residential institutions), C3 uses (residential of at least 100 homes), A1 shop uses, A3 restaurant and café uses and A4 Drinking establishments uses (of up to 15,000 square metres), D1 (non-residential institutions), the redevelopment of South Kent College (around 5,000 square metres), and parking to serve the development and the town centre.

11.9 The development of Dover Mid Town area is considerably behind the milestones set in the delivery programme in the Core Strategy (2010) which estimated that plans and construction phases of this area would now be complete. However, there are a number of challenges in the development of the 'Mid Town' site due to complex land ownership and physical constraints on site as part of this area falls within flood zone 3. Due to time and resource constraints the Council is not currently pursuing a masterplan for this site however this will be kept under review.

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11.3 Former Connaught Barracks Complex

Figure 11.2 Aerial view of Connaught Barracks



11.10 Policy CP10 of the Core Strategy (2010) allocates the former Connaught Barracks complex for residential development (C3 use), with 500 dwellings planned for the site.

11.11 The Homes and Communities Agency (HCA) has transferred the ownership of two parts of the former Connaught Barracks site (Fort Burgoyne and the former training area) to the Land Trust.

11.12 Progress is being made to bring forward the rest of the site:

- Planning permission has been granted for the Officers' Mess site (64 units) and the HCA are now promoting this to the market in efforts to secure its delivery;
- The buildings on the site have now all been demolished to facilitate the release of the land for residential development; and
- The HCA are undertaking further work on utilities.

11.13 The development of Connaught Barracks is considerably behind the timescales set out in the delivery plan in the Core Strategy (2010), mainly due to its complex nature and infrastructure issues set in a sensitive setting. Owing to the fact that this is one of the Council's second largest strategic allocation pressure has been put on the HCA to bring forward this site in a comprehensive and timely manner.

11.4 Whitfield Urban Expansion

Figure 11.3 Image of Abbey Homes development, Whitfield taken from Napchester Lane



11.14 Policy CP11 of the Core Strategy (2010) allocates the site to the west, north and east of Whitfield for an urban expansion comprising of at least 5,750 homes supported by transport, primary education, primary health and social care, utility services and green infrastructure together with retail, financial and professional offices, eating and drinking establishments (Use Classes A1 to A5).

11.15 The Whitfield Urban Expansion (WUE) SPD was adopted by the District Council in April 2011. Outline planning permission for 1,250 homes has now been granted under Phase 1 of the WUE and the planning conditions have now been discharged.

11.16 Work is now complete on the Abbey homes development, on the land east of the Sandwich Road.

11.17 During the monitoring period a new roundabout was constructed and opened on the A256 which will ultimately provide access to the east of Whitfield development. An initial sub phase of 90 dwellings is now well underway, with 37 units being completed and 21 homes under construction this monitoring year. However, the issue of sewerage still needs to be resolved and is subject to an appeal by Phillip Jeans which will be heard by the Planning Inspectorate in December 2017.

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11.18 An outline planning application for Phase 2 of the WUE, comprising 1,190 dwellings, in the areas of Parsonage Whitfield and Shepherd's Cross (areas identified in the Whitfield SPD) is waiting to be determined.

11.19 A planning application by Abbey Homes for the erection of 133 dwellings off the south side of Singledge Lane was refused planning permission on a range of issues and is now the subject of appeal. An application for 100 dwellings on the same site has recently been submitted by Abbey Homes but not yet determined but this is outside of the monitoring period.

11.20 The construction of new roundabout on the A256 and the progress on site to deliver an initial sub phase of Phase 1 is extremely positive news although it must be acknowledged that the overall timetable for the delivery of the WUE at least 3 to 4 years behind the Core Strategy Programme.

11.5 St James's, Dover

Figure 11.4 Aerial view of the St James's site in progress (Photo courtesy of Apex Drone Photography)



11.21 The redevelopment of the St James's Area for a mixed use scheme including B1 employment, retail, residential, leisure and tourism uses is covered by Saved Local Plan Policy AS9 from the Dover District Local Plan 2002.

11.22 The Council has granted planning permission for:

- a mixed use development comprising of 7,473 sq m of retail (A1) floorspace, 1,422 sq m of restaurant (A3) floorspace, 2,472 sq m of community (D1 for

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cinema) floorspace & loss of 8,000 sq m office (B1a) through the demolition of Burlington House; and

- a 4 storey building for use as a hotel with separate restaurant/bar, providing 108 bedrooms and 827 sq m of restaurant (A3) floorspace.

11.23 Construction of the St James's leisure and retail development in Dover Town Centre is well advanced with a planned opening in 2018.

11.24 St James, Dover is being developed by Bond City and has been funded by Legal & General Real Assets who committed £53.25m to acquire and fund the development in 2016. The scheme is over 80% pre-let.

11.6 Discovery Park Enterprise Zone

Figure 11.5 Image of Discovery Park, Sandwich



11.25 Discovery Park Enterprise Zone, formerly Pfizer's Research and Development facility, at Sandwich has an established employment function. It is the largest employment site in the District and comprises around 280,000 sq m of high quality research and development buildings, offices and ancillary facilities set within a landscaped campus. Having achieved Enterprise Zone (EZ) status in 2011, the site offers business rate discounts, has the potential for improved superfast broadband and future capital allowances to investors and occupiers on site.

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11.26 Discovery Park Enterprise Zone is being marketed towards life sciences, Research and Development (R&D) and business start ups and should remain the focus for high tech research companies making the best use of the existing high quality buildings and facilities and marketed towards businesses that are not going to locate in the White Cliffs Business Park (WCBP).

11.27 Discovery Park is now one of the UK's top performing EZs and is home to over 150 companies and over 3,346 people from established organisations to emerging start-ups in the fields of life science, pharmaceuticals, biotechnology, science and technology and has a vibrant community of skilled professionals sharing knowledge and expertise.

11.28 Over the monitoring period the Council has granted planning permission for 2 applications relating to this site;

- Erection of an algae farming facility with associated external loading area and vehicular access (B1c 2,304 sq m)
- Erection of new research and development and manufacturing unit, ancillary office floorspace (B2 4,230 sq m)

(11.1)

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End Notes

- 11.1 All photographs used in this section of the AMR are the property of Dover District Council. Crown Copyright all rights reserved.

Overall Conclusion

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12 Overall Conclusion

12.1 The Dover District Core Strategy was adopted in 2010, and covers the period from 2006 to 2026, meaning that the Council is now over halfway through the adopted Plan period.

12.2 With regard to the outcomes of this monitoring period (2016/17) detailed in previous chapters, Table 12.1 sets out the key objectives of the Core Strategy and identifies whether each objective has been met. It should be noted that green represents those objective that have been achieved whilst orange indicates those that have been partly achieved and red identifies those that have not been achieved.

Table 12.1 Key Objectives of the Core Strategy (2010)

| Indicator | Key Objective |
|---------------|--|
| Housing | Deliver 10,100 homes by 2026 (equating to 505 dwellings per annum) |
| | Maintain a supply of suitable housing sites |
| | Deliver the urban expansion at Whitfield - 5,750 new homes |
| | Provide a better mix of housing to attract families to the District |
| Employment | Deliver 6,500 jobs by 2026 |
| | Deliver 54,000 sqm retail floorspace in the District, with the majority being within Dover Town |
| | Improve the skill level of the resident population |
| Social | Support a population increase of around 15,500 and an increase in working age population of 4,300 people |
| | Have no areas falling within the most deprived 20% in England |
| Environmental | Make better use of the District's historical assets |
| | Maintain and enhance the District's green infrastructure |

12.3 The above table demonstrates that whilst progress has been made in some areas against the objectives of the Core Strategy such as those regarding the environment and skills attainment, the Council has not achieved as much in relation to demographic and housing mix objectives. Additionally, the Council has neither met objectives concerning levels of deprivation and jobs and retail floorspace provision nor the delivery of suitable homes across the District.

Monitoring Indicators

one Monitoring Indicators

Appendix 1 Monitoring Indicators

Table 1.1 Core Strategy Monitoring Indicators

| Objective | Measurement | Base Figure | Latest Data | 2016 Target | 2026 Target | Comments |
|---|--------------------------------|---------------------|-----------------------|-------------|-------------|--|
| 1 - Population and labour supply growth | Total Population | 104,800 (2007) | 113,100 (1) | | 111,500 | Core Strategy 2026 target already exceeded in 2016 |
| | Working age population (16-64) | 73,800 (2001) | 67,700(2) | | 72,100 | |
| 2 - Transformation of Dover town | Retention of shopping spend | Convenience 71% (3) | Convenience 76.3% (4) | | 55% | Analysis from the recent Canterbury Retail Study (2015) indicates that Canterbury City Centre has increased its market share of total comparison goods expenditure from Dover's shopping catchment in the past 5 years. This may indicate that the District has lost a greater proportion of its comparison expenditure since the last Retail Study. However, this recent work doesn't analyse |
| | | Comparison 45% | Comparison 44.5%(5) | | | |

one Monitoring Indicators

| Objective | Measurement | Base Figure | Latest Data | 2016 Target | 2026 Target | Comments |
|---|---|--------------------|---|--|-------------|---|
| 3 - Improved housing range and choice | Local Authority housing stock | 4,646 (HSSA 2008) | 4,375 ⁽⁶⁾ | | | leakage of comparison expenditure to other areas and so it is not possible to adjust the overall figure. This retention figure of shopping spend will be reviewed as part of the Council's Retail & Leisure study which is currently underway. |
| | Total housing stock | 48,340 (HSSA 2008) | 53,210 ⁽⁷⁾ | | 59,500 | |
| | Registered Social Landlord Stock | 2,101 (HSSA 2008) | 2,584 ⁽⁸⁾ | | 5,350 | |
| | Rank in Kent by new Residential build rates | 12th (2006) | 7th ⁽⁹⁾ | | 7th | |
| 4 - Progress with Middle/North Deal investigation | Completion of Investigation and Preparation of Area Action Plan | | Work is currently underway to prepare a Deal Transportation Study along side work on a North Deal Study | Land Allocations Document adopted and implementation started. Work undertaken with landowner. | | An Area Action Plan is no longer required. Development to come forward via the normal planning process. |

one Monitoring Indicators

| Objective | Measurement | Base Figure | Latest Data | 2016 Target | 2026 Target | Comments |
|---|--|--|---|------------------------------|--------------------------------|----------|
| 5 - Economic performance | Total employment in the district | 47,700 (2006) | 40,000 ⁽¹⁰⁾ | | 54,200 | |
| | Increase in economic activity rate | 77% | 81.6% ⁽¹¹⁾ | 82% | | |
| | Increase the business stock | 35 businesses per 10,000 population | 47.7 businesses per 10,000 population ⁽¹²⁾ | 50 businesses per 10,000 pop | | |
| 6 -Social disadvantage | Have no areas within 20% of most deprived in England | 6 areas in 20% most deprived (2007) - National Rank of 153 out of 354 Councils | 11 lower layer super output areas (out of 67 LSOAs in the District) in the most deprived 20% nationally ⁽¹³⁾ | 6 areas in 20% most deprived | 0 areas in 20% most deprived | |
| | District's national ranking | 142 (out of 326 at 2007) | 126 (out of 326) | | | |
| | District's ranking in Kent | 5 (out of 12 at 2007) | 5 (out of 12) | | | |
| 7 - Improve residents' skills levels towards the County average | Percentage of working age residents with no qualifications | 15.1% (2006) | 6.1% in 2015 No information available for 2016 ⁽¹⁴⁾ | | 25% over the regional average | |
| | Percentage of working age residents with NVQ level 4 or higher | 15.4% (2006) | 32.9% ⁽¹⁵⁾ | | 25% less than regional average | |
| 8 - Improve ease of travel and encourage | HS1 train service in operation | No HS1 service at 2006 | Service in operation from Dover Priory Railway Station (Dec 2009). | | | |

one Monitoring Indicators

| Objective | Measurement | Base Figure | Latest Data | 2016 Target | 2026 Target | Comments |
|--|-------------------------------------|--|--|-------------|---|----------|
| walking, cycling and use of public transport | | | HS1 extended to Deal, Sandwich and Martin Mill. | | | |
| | Western Docks T2 in operation | Preparatory Stage | Dover Harbour Board has begun to implement its consent under a Harbour Revision Order for new facilities at the Western Docks through its Western Docks Revival project. | | Operational | |
| | Increase sustainable commuting | Rail - 2%, Bus - 4%, Cycle - 3%, Foot - 12% (2001 Census) | Rail - 2.3%, Bus - 2.3%, Cycle - 1.3%, Foot - 7.7% ⁽¹⁶⁾ | | 2% increase in all modes | |
| 9 - Improve green infrastructure network | Improve condition Expand network | See Figure 2.4 of the Core Strategy | The Green Infrastructure Strategy and Action Plan is currently being updated. | | Implement proposals as shown on Figure 3.7 of the Core Strategy | |
| 10 - Make better use of historic assets | Number of visitors to Dover Castle | 280,000 | 333,289 ⁽¹⁷⁾ | | | |
| 11 - More efficient use of natural resources | Average domestic water consumption | 160 litres per person per day | 150 litres per day ⁽¹⁸⁾ | | 120 litres per person per day | |

one Monitoring Indicators

| Objective | Measurement | Base Figure | Latest Data | 2016 Target | 2026 Target | Comments |
|--|--|--------------------------------------|----------------------------|-------------|---|----------|
| | Average domestic electricity consumption | 4,164 kWh per person | 3,844 kWh per person (19) | | | |
| | Average domestic gas consumption | 16,615 kWh per person | 12,234 kWh per person (20) | | | |
| 12 - Infrastructure provision | Provision of infrastructure identified in table 3.3 of the Core Strategy | Progress report given in Chapter 10. | | | All identified infrastructure delivered | |
| Key: Green = On track Amber = Work ongoing Red = Area of concern to be closely monitored | | | | | | |

1. ONS Sub national population projections June 2016
2. ONS Sub national population projections June 2016
3. RNAS KCC 2007
4. Retail Study Update, 2012
5. Retail Study Update, 2012
6. HFR, DCLG
7. HFR DCLG 2016
8. HFR DCLG 2016
9. Housing Flow Reconciliation Form 2016/17
10. NOMIS 15
11. NOMIS Labour market statistics 16
12. DDC State of the District Report 2015
13. English IMD 2015.
14. Nomis
15. Nomis 2016
16. Census, 2011
17. Association of Leading Visitor Attractions, 2016
18. Kent State of the Environment Report 2015

one Monitoring Indicators

19. DECC, presented by Business Intelligence KCC 2013
20. DECC, presented by Business Intelligence KCC 2013

Settlement Hierarchy

two Settlement Hierarchy

Appendix 2 Settlement Hierarchy

| Parish Council | Post Office | Shop | Public House/Cafe | Wage Hall | Medical Facilities | Church | Primary School | Other Community Facilities | Children's Play Area/Outdoor Recreation Area ⁽¹⁾ | Bus | Train |
|------------------------------------|-------------|------|-------------------|-----------|--------------------|--------|----------------|----------------------------|---|-----|-------|
| Alkham | N | Y | Y | Y | N | Y | N | N | Y | Y | N |
| Ash | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | N |
| Aylesham | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| Capel-le-ferne | N | Y | Y | Y | N | Y | Y | N | Y | Y | N |
| Denton with Wootton ⁽²⁾ | N | N | Y | Y | N | Y | N | N | Y | Y | N |
| Eastry | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | N |
| Eythorne ⁽³⁾ | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | N |
| Goodnestone ⁽⁴⁾ | Y | N | Y | N | N | Y | Y | N | N | Y | N |
| Great Mongeham | N | Y | Y | Y | N | Y | Y | N | N | Y | N |
| Guston | N | N | Y | Y | N | Y | Y | N | Y | Y | N |
| Hougham Without | N | N | N | Y | N | N | N | N | N | N | N |

two Settlement Hierarchy

| Parish Council | Post Office | Shop | Public House/Cafe | Wage Hall | Medical Facilities | Church | Primary School | Other Community Facilities | Children's Play Area/Outdoor Recreation Area ⁽¹⁾ | Bus | Train |
|-------------------------------|-------------|------|-------------------|-----------|--------------------|--------|----------------|----------------------------|---|-----|------------------|
| Langdon parish ⁽⁵⁾ | Y | N | Y | Y | N | Y | Y | N | Y | Y | Y ⁽⁶⁾ |
| Lydden | N | N | Y | Y | Y | Y | Y | N | Y | Y | N |
| Nonington | N | N | Y | Y | N | Y | Y | N | Y | Y | N |
| Northbourne ⁽⁷⁾ | N | N | Y | Y | N | Y | Y | N | Y | Y | N |
| Preston ⁽⁸⁾ | N | Y | Y | Y | N | Y | Y | N | Y | Y | N |
| Ringwould with Kingsdown | Y | Y | Y | Y | N | Y | Y | Y | Y | Y | N |
| Ripple | N | N | Y | Y | N | Y | Y | N | N | Y | N |
| Shepherdswell with Coldred | Y | Y | Y | Y | Y | Y | Y | N | Y | Y | Y ⁽⁹⁾ |
| St Margarets at Cliffe | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | N |

two Settlement Hierarchy

| Parish Council | Post Office | Shop | Public House/Cafe | Wage Hall | Medical Facilities | Church | Primary School | Other Community Facilities | Children's Play Area/Outdoor Recreation Area ⁽¹⁾ | Bus | Train |
|-------------------------|-------------|------|-------------------|-----------|--------------------|--------|----------------|----------------------------|---|-------------------|-------|
| Staple ⁽¹⁰⁾ | N | N | Y | Y | N | Y | N | N | Y | Y ⁽¹¹⁾ | N |
| Stourmouth | N | N | Y | N | N | N | N | N | N | Y | N |
| Sutton ⁽¹²⁾ | N | N | N | Y | N | N | N | N | N | Y | N |
| Tilmanstone | N | N | Y | Y | N | Y | N | N | Y | Y | N |
| Wingham ⁽¹³⁾ | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | N |
| Woodnesborough | N | N | N | Y | N | Y | N | N | Y | Y | N |
| Worth ⁽¹⁴⁾ | N | N | Y | Y | N | Y | Y | Y | Y | Y | N |

1. Not recorded under previous survey

2. Details not recorded previously

3. Including Elvington

4. Including the settlement of Chillenden

5. Including East Langdon, Martin Mill, West Langdon, Martin

6. Rail service at Martin Mill

7. Including Little Betteshanger and Finglesham

8. Including Elmstone

9. rail service at Shepherdswell

10. including Barnsole

11. bus service at Staple

12. Including Little Mongeham, Ashley and East Studdal

13. Including Wingham Green

14. Including Sandwich Bay

two Settlement Hierarchy

Estate

2.1 The characters in red are indicative of where change has occurred in the District's settlements during the monitoring year. For further details on these changes please see the Retail Services and Facilities chapter of this report.

Delivery of Housing Allocations

three Delivery of Housing Allocations

Exempt Allocations

| Site information | Postcode | Settlement | Planning application No | Word code / name | Identified | Total allocated units | Total units granted permission | Total allocations remaining without planning permission | Competitors to date | Phasing 2017/18 | Phasing 2018/19 | Phasing 2019/20 | Phasing 2020/21 | Phasing 2021/22 | Phasing 2022/23 | Phasing 2023/24 | Phasing 2023/25 | Phasing 2023/26 | Phasing 2023/27 | Phasing 2023/28 | Phasing 2023/29 | Phasing 2023/30 | Phasing 2023/31 | Phasing 2023/32 | Phasing 2023/33 | Phasing 2023/34 | Phasing 2023/35 | Phasing 2023/36 | Phasing 2023/37 | Phasing 2023/38 | Phasing 2023/39 | Phasing Comments |
|--|----------------|----------------|-------------------------|---------------------|------------|-----------------------|--------------------------------|---|---------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|---|--|
| LAD Buckland River Mill | Dover | Buckland | 06/01455 | Buckland | 0 | 260 | 141 | 114 | 76 | 50 | 50 | 24 | | | | | | | | | | | | | | | | | | | This site is owned by the RCA, who are currently in the process of being sold. The application submitted on this site for change of use to mixed use B1/B8 (see comment about this site) is currently in the process of being reviewed by the Planning Committee. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Factory Building, Corn Road | Dover | Buckland | | Buckland | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Land off Dunelm Drive | Dover | Buckland | | Buckland | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Land off Wyndley Crescent | Dover | Buckland | | Buckland | 0 | 10 | 0 | 10 | 0 | 10 | 10 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Wymount College, Lakeside Road | Dover | Priddy | | Priddy | 100 | 0 | 100 | 0 | 0 | 15 | 35 | 15 | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Shilo Engineering 216 Mungtham Road | Deal | Deal | | Great Mungtham | 36 | 0 | 36 | 0 | 0 | 13 | 21 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Land to the east of 133-147 St Richard's Road | Deal | Deal | | Great Mungtham | 40 | 0 | 40 | 0 | 0 | 13 | 20 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Land west of 65, Bains Road and South of Woodborough Road | Sandwich | Sandwich | | Sandwich | 120 | 0 | 120 | 0 | 0 | 20 | 50 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Land off Sandwich Technology School, Deal Road | Sandwich | Sandwich | | Sandwich | 60 | 0 | 60 | 0 | 0 | 15 | 15 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Land at Chesque Lane, Malmesbury, Ash | Ash | Ash | | Little Stur/Ashburn | 90 | 0 | 90 | 0 | 0 | 30 | 30 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. | |
| LAD Land between Cherry Garden Lane and 79 Sandwich Road, Ash | Ash | Ash | | Little Stur/Ashburn | 90 | 0 | 90 | 0 | 0 | 10 | 20 | 20 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Former Council Yard, Ashburn Lea | Ash | Ash | | Little Stur/Ashburn | 5 | 0 | 5 | 0 | 0 | 5 | | | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD 27-29 Sandwich Road, Ash | Ash | Ash | | Little Stur/Ashburn | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Land to the north of the junction of Chapel Street and Little Stur/Ashburn | Ash | Ash | | Little Stur/Ashburn | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Wyndham Lane, Chapel le Ferne | Capel le Ferne | Capel le Ferne | | Capel le Ferne | 2 | 0 | 2 | 0 | 0 | 2 | | | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Land between 107 & 127 Capel Street, Capel | Capel le Ferne | Capel le Ferne | | Capel le Ferne | 40 | 0 | 40 | 0 | 0 | 10 | 15 | 15 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Gore Field, Gore Lane, Easty | Easty | Easty | | Easty | 50 | 0 | 50 | 0 | 0 | 11 | 20 | 20 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Easty Court Farm, Easty | Easty | Easty | | Easty | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Easty Hospital, Easty | Easty | Easty | | Easty | 80 | 0 | 80 | 0 | 0 | 10 | 30 | 30 | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD The Old Rectory, Woodborough Road, Easty | Easty | Easty | | Easty | 30 | 0 | 30 | 0 | 0 | 10 | 10 | | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |
| LAD Land to the east of Gosell Lane | Easty | Easty | | Easty | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | | | | | | | | | | | | | Final confirmation of phasing received from the Planning Committee on 15/05/16. The site is currently in the possession of the RCA. The application was submitted on 15/02/13. |

Extant Planning Permissions

four Extant Planning Permissions

| Permitted Function Number | Permitted Function Name | Address | Proposed Use | Planning Permission Reference | Start Date | End Date | Notes | Comments |
|---------------------------|-------------------------|---------|--------------|-------------------------------|------------|----------|-------|----------|
| 1 | ... | ... | ... | ... | ... | ... | ... | ... |
| 2 | ... | ... | ... | ... | ... | ... | ... | ... |
| 3 | ... | ... | ... | ... | ... | ... | ... | ... |
| 4 | ... | ... | ... | ... | ... | ... | ... | ... |
| 5 | ... | ... | ... | ... | ... | ... | ... | ... |
| 6 | ... | ... | ... | ... | ... | ... | ... | ... |
| 7 | ... | ... | ... | ... | ... | ... | ... | ... |
| 8 | ... | ... | ... | ... | ... | ... | ... | ... |
| 9 | ... | ... | ... | ... | ... | ... | ... | ... |
| 10 | ... | ... | ... | ... | ... | ... | ... | ... |
| 11 | ... | ... | ... | ... | ... | ... | ... | ... |
| 12 | ... | ... | ... | ... | ... | ... | ... | ... |
| 13 | ... | ... | ... | ... | ... | ... | ... | ... |
| 14 | ... | ... | ... | ... | ... | ... | ... | ... |
| 15 | ... | ... | ... | ... | ... | ... | ... | ... |
| 16 | ... | ... | ... | ... | ... | ... | ... | ... |
| 17 | ... | ... | ... | ... | ... | ... | ... | ... |
| 18 | ... | ... | ... | ... | ... | ... | ... | ... |
| 19 | ... | ... | ... | ... | ... | ... | ... | ... |
| 20 | ... | ... | ... | ... | ... | ... | ... | ... |
| 21 | ... | ... | ... | ... | ... | ... | ... | ... |
| 22 | ... | ... | ... | ... | ... | ... | ... | ... |
| 23 | ... | ... | ... | ... | ... | ... | ... | ... |
| 24 | ... | ... | ... | ... | ... | ... | ... | ... |
| 25 | ... | ... | ... | ... | ... | ... | ... | ... |
| 26 | ... | ... | ... | ... | ... | ... | ... | ... |
| 27 | ... | ... | ... | ... | ... | ... | ... | ... |
| 28 | ... | ... | ... | ... | ... | ... | ... | ... |
| 29 | ... | ... | ... | ... | ... | ... | ... | ... |
| 30 | ... | ... | ... | ... | ... | ... | ... | ... |
| 31 | ... | ... | ... | ... | ... | ... | ... | ... |
| 32 | ... | ... | ... | ... | ... | ... | ... | ... |
| 33 | ... | ... | ... | ... | ... | ... | ... | ... |
| 34 | ... | ... | ... | ... | ... | ... | ... | ... |
| 35 | ... | ... | ... | ... | ... | ... | ... | ... |
| 36 | ... | ... | ... | ... | ... | ... | ... | ... |
| 37 | ... | ... | ... | ... | ... | ... | ... | ... |
| 38 | ... | ... | ... | ... | ... | ... | ... | ... |
| 39 | ... | ... | ... | ... | ... | ... | ... | ... |
| 40 | ... | ... | ... | ... | ... | ... | ... | ... |
| 41 | ... | ... | ... | ... | ... | ... | ... | ... |
| 42 | ... | ... | ... | ... | ... | ... | ... | ... |
| 43 | ... | ... | ... | ... | ... | ... | ... | ... |
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| 46 | ... | ... | ... | ... | ... | ... | ... | ... |
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| 48 | ... | ... | ... | ... | ... | ... | ... | ... |
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| 57 | ... | ... | ... | ... | ... | ... | ... | ... |
| 58 | ... | ... | ... | ... | ... | ... | ... | ... |
| 59 | ... | ... | ... | ... | ... | ... | ... | ... |
| 60 | ... | ... | ... | ... | ... | ... | ... | ... |
| 61 | ... | ... | ... | ... | ... | ... | ... | ... |
| 62 | ... | ... | ... | ... | ... | ... | ... | ... |
| 63 | ... | ... | ... | ... | ... | ... | ... | ... |
| 64 | ... | ... | ... | ... | ... | ... | ... | ... |
| 65 | ... | ... | ... | ... | ... | ... | ... | ... |
| 66 | ... | ... | ... | ... | ... | ... | ... | ... |
| 67 | ... | ... | ... | ... | ... | ... | ... | ... |
| 68 | ... | ... | ... | ... | ... | ... | ... | ... |
| 69 | ... | ... | ... | ... | ... | ... | ... | ... |
| 70 | ... | ... | ... | ... | ... | ... | ... | ... |
| 71 | ... | ... | ... | ... | ... | ... | ... | ... |
| 72 | ... | ... | ... | ... | ... | ... | ... | ... |
| 73 | ... | ... | ... | ... | ... | ... | ... | ... |
| 74 | ... | ... | ... | ... | ... | ... | ... | ... |
| 75 | ... | ... | ... | ... | ... | ... | ... | ... |
| 76 | ... | ... | ... | ... | ... | ... | ... | ... |
| 77 | ... | ... | ... | ... | ... | ... | ... | ... |
| 78 | ... | ... | ... | ... | ... | ... | ... | ... |
| 79 | ... | ... | ... | ... | ... | ... | ... | ... |
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| 81 | ... | ... | ... | ... | ... | ... | ... | ... |
| 82 | ... | ... | ... | ... | ... | ... | ... | ... |
| 83 | ... | ... | ... | ... | ... | ... | ... | ... |
| 84 | ... | ... | ... | ... | ... | ... | ... | ... |
| 85 | ... | ... | ... | ... | ... | ... | ... | ... |
| 86 | ... | ... | ... | ... | ... | ... | ... | ... |
| 87 | ... | ... | ... | ... | ... | ... | ... | ... |
| 88 | ... | ... | ... | ... | ... | ... | ... | ... |
| 89 | ... | ... | ... | ... | ... | ... | ... | ... |
| 90 | ... | ... | ... | ... | ... | ... | ... | ... |
| 91 | ... | ... | ... | ... | ... | ... | ... | ... |
| 92 | ... | ... | ... | ... | ... | ... | ... | ... |
| 93 | ... | ... | ... | ... | ... | ... | ... | ... |
| 94 | ... | ... | ... | ... | ... | ... | ... | ... |
| 95 | ... | ... | ... | ... | ... | ... | ... | ... |
| 96 | ... | ... | ... | ... | ... | ... | ... | ... |
| 97 | ... | ... | ... | ... | ... | ... | ... | ... |
| 98 | ... | ... | ... | ... | ... | ... | ... | ... |
| 99 | ... | ... | ... | ... | ... | ... | ... | ... |
| 100 | ... | ... | ... | ... | ... | ... | ... | ... |

four Extant Planning Permissions

Extant Planning Permissions

| Permitted Application Number | Applicant Name | Address | Description | Reference | Decision Date | Expiry Date | Notes |
|------------------------------|----------------|---------|-------------|-----------|---------------|-------------|-------|
| 2000000001 | ... | ... | ... | ... | ... | ... | ... |
| 2000000002 | ... | ... | ... | ... | ... | ... | ... |
| 2000000003 | ... | ... | ... | ... | ... | ... | ... |
| 2000000004 | ... | ... | ... | ... | ... | ... | ... |
| 2000000005 | ... | ... | ... | ... | ... | ... | ... |
| 2000000006 | ... | ... | ... | ... | ... | ... | ... |
| 2000000007 | ... | ... | ... | ... | ... | ... | ... |
| 2000000008 | ... | ... | ... | ... | ... | ... | ... |
| 2000000009 | ... | ... | ... | ... | ... | ... | ... |
| 2000000010 | ... | ... | ... | ... | ... | ... | ... |
| 2000000011 | ... | ... | ... | ... | ... | ... | ... |
| 2000000012 | ... | ... | ... | ... | ... | ... | ... |
| 2000000013 | ... | ... | ... | ... | ... | ... | ... |
| 2000000014 | ... | ... | ... | ... | ... | ... | ... |
| 2000000015 | ... | ... | ... | ... | ... | ... | ... |
| 2000000016 | ... | ... | ... | ... | ... | ... | ... |
| 2000000017 | ... | ... | ... | ... | ... | ... | ... |
| 2000000018 | ... | ... | ... | ... | ... | ... | ... |
| 2000000019 | ... | ... | ... | ... | ... | ... | ... |
| 2000000020 | ... | ... | ... | ... | ... | ... | ... |
| 2000000021 | ... | ... | ... | ... | ... | ... | ... |
| 2000000022 | ... | ... | ... | ... | ... | ... | ... |
| 2000000023 | ... | ... | ... | ... | ... | ... | ... |
| 2000000024 | ... | ... | ... | ... | ... | ... | ... |
| 2000000025 | ... | ... | ... | ... | ... | ... | ... |
| 2000000026 | ... | ... | ... | ... | ... | ... | ... |
| 2000000027 | ... | ... | ... | ... | ... | ... | ... |
| 2000000028 | ... | ... | ... | ... | ... | ... | ... |
| 2000000029 | ... | ... | ... | ... | ... | ... | ... |
| 2000000030 | ... | ... | ... | ... | ... | ... | ... |
| 2000000031 | ... | ... | ... | ... | ... | ... | ... |
| 2000000032 | ... | ... | ... | ... | ... | ... | ... |
| 2000000033 | ... | ... | ... | ... | ... | ... | ... |
| 2000000034 | ... | ... | ... | ... | ... | ... | ... |
| 2000000035 | ... | ... | ... | ... | ... | ... | ... |
| 2000000036 | ... | ... | ... | ... | ... | ... | ... |
| 2000000037 | ... | ... | ... | ... | ... | ... | ... |
| 2000000038 | ... | ... | ... | ... | ... | ... | ... |
| 2000000039 | ... | ... | ... | ... | ... | ... | ... |
| 2000000040 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000042 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000047 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000051 | ... | ... | ... | ... | ... | ... | ... |
| 2000000052 | ... | ... | ... | ... | ... | ... | ... |
| 2000000053 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000056 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000059 | ... | ... | ... | ... | ... | ... | ... |
| 2000000060 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000062 | ... | ... | ... | ... | ... | ... | ... |
| 2000000063 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000065 | ... | ... | ... | ... | ... | ... | ... |
| 2000000066 | ... | ... | ... | ... | ... | ... | ... |
| 2000000067 | ... | ... | ... | ... | ... | ... | ... |
| 2000000068 | ... | ... | ... | ... | ... | ... | ... |
| 2000000069 | ... | ... | ... | ... | ... | ... | ... |
| 2000000070 | ... | ... | ... | ... | ... | ... | ... |
| 2000000071 | ... | ... | ... | ... | ... | ... | ... |
| 2000000072 | ... | ... | ... | ... | ... | ... | ... |
| 2000000073 | ... | ... | ... | ... | ... | ... | ... |
| 2000000074 | ... | ... | ... | ... | ... | ... | ... |
| 2000000075 | ... | ... | ... | ... | ... | ... | ... |
| 2000000076 | ... | ... | ... | ... | ... | ... | ... |
| 2000000077 | ... | ... | ... | ... | ... | ... | ... |
| 2000000078 | ... | ... | ... | ... | ... | ... | ... |
| 2000000079 | ... | ... | ... | ... | ... | ... | ... |
| 2000000080 | ... | ... | ... | ... | ... | ... | ... |
| 2000000081 | ... | ... | ... | ... | ... | ... | ... |
| 2000000082 | ... | ... | ... | ... | ... | ... | ... |
| 2000000083 | ... | ... | ... | ... | ... | ... | ... |
| 2000000084 | ... | ... | ... | ... | ... | ... | ... |
| 2000000085 | ... | ... | ... | ... | ... | ... | ... |
| 2000000086 | ... | ... | ... | ... | ... | ... | ... |
| 2000000087 | ... | ... | ... | ... | ... | ... | ... |
| 2000000088 | ... | ... | ... | ... | ... | ... | ... |
| 2000000089 | ... | ... | ... | ... | ... | ... | ... |
| 2000000090 | ... | ... | ... | ... | ... | ... | ... |
| 2000000091 | ... | ... | ... | ... | ... | ... | ... |
| 2000000092 | ... | ... | ... | ... | ... | ... | ... |
| 2000000093 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000096 | ... | ... | ... | ... | ... | ... | ... |
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| 2000000099 | ... | ... | ... | ... | ... | ... | ... |
| 2000000100 | ... | ... | ... | ... | ... | ... | ... |

four Extant Planning Permissions

Notes on permissions that involve losses of dwellings

The spreadsheet shows that the planning permissions include the loss of 62 dwellings in total. The phasing of each permission is, however, based on the gross number of dwellings permitted. Losses are accounted for in the following way:

- Those permissions that have been implemented in the monitoring year record losses and gains and the net outcome is used in the overall total of completions (8 dwellings involve 8 applications (11/00127, 12/00329, 14/00190, 14/00432, 14/00913, 15/00164, 15/00502, 15/01167).
- Permissions which involve a net loss of dwellings but have yet to be implemented are phased as a negative number (3 permissions involving a net loss of 5 dwellings - 14/00182, 14/00157 & 16/00743)
- The remaining permissions which involve a net gain but have yet to be implemented are phased using the gross number of dwellings permitted in order that this will tally with on-the-ground completions. This involves 49 dwellings of which 45 have been phased within the 5 year period and 4 dwellings phased beyond that. In order to account for phased losses 45 dwellings are deducted from the gross 5 year supply of 2,136 to give a net total of 2,091. It is this figure that is used in the 5 year land supply calculation.

Infrastructure Delivery Table

five Infrastructure Delivery Table

Appendix 5 Infrastructure Delivery Table

Table 5.1

| Infrastructure Type | Infrastructure Required | Broad Timing | Comment |
|---------------------|--|--|--|
| Transport | Terminal 2 - Dover Western Docks Ferry Terminal (Port of Dover Masterplan) | 2006-2011 2011-2016 2016-2021 2021-2026 | A Harbour Revision Order was granted for Terminal 2 in November 2011 and work on the construction of the signalisation of junctions has been completed. |
| Transport (cont) | Package of sustainable transport measures for Dover (identified in Dover Transport Strategy) | 2006-2011 2011-2016 2016-2021 2021-2026 | Dover District Council, working in partnership with KCC Highways and Highways England have commissioned WSP/Parsons Brinckerhoff to update the 2007 Dover Transportation Study. Part of this commission involves reviewing and updating the Dover Transportation Strategy and using the updated Model to test a number of interventions that have been suggested by a range of partners. |
| | Dover town centre to Whitfield express bus link (Dover Transport Strategy) | 2006-2011 2011-2016 2016-2021 | Agreement has now been reached with the owners of WCBP for the |

five Infrastructure Delivery Table

| Infrastructure Type | Infrastructure Required | Broad Timing | Comment |
|---------------------|---|--|--|
| | | 2021-2026 | ability to call on a BRT route through the WCBP. A Marginal Growth bid has been submitted to the HCA for the BRT bridge across the A2 and a link through the WCBP |
| Transport (cont) | Identification of access arrangements into Whitfield from A2 and A256 | 2006-2011 2011-2016 2016-2021 2021-2026 | Outline planning permission has been granted for Phase 1 (1,400 dwellings) and a reserved matters application has been granted for 90 units. Construction of a roundabout on the A256 is complete. |
| Affordable Housing | Provision of forms of non-market housing - the Regional Spatial Strategy seeks 30% of total housing completions to be affordable. This equates to at least 3,030 affordable homes by 2026 and 4,200 in relation to the Strategy's total provision of 14,000 homes. (see also the Strategic Housing Market Assessment) | 2006-2011 2011-2016 2016-2021 2021-2026 | During the monitoring period of 2015/16, 185 affordable housing units were completed. These units were completed throughout the District. |
| Education | New secondary school facilities in Dover and Deal | 2006-2011 2011-2016 2016-2021 | Construction of new facilities at the Dover Christchurch Academy has been completed. |

five Infrastructure Delivery Table

| Infrastructure Type | Infrastructure Required | Broad Timing | Comment |
|-----------------------|--|---|---|
| | | 2021-2026 | Permission for a new teaching block and sports hall at Castle Community College in Deal was granted in January 2016. |
| | Primary School provision | <p>2006-2011</p> <p>2011-2016</p> <p>2016-2021</p> <p>2021-2026</p> | Phases 1 and 1a at Whitfield include 2 2FE primary schools. |
| Health | Replacement facility for Buckland Hospital, Dover (PCT/Hospital Trust programme) | <p>2006-2011</p> <p>2011-2016</p> <p>2016-2021</p> <p>2021-2026</p> | The new Community Hospital in Coombe Valley opened in June 2016. |
| | Two/ three new general practitioner based facilities in Dover (PCT advice 2008). | <p>2006-2011</p> <p>2011-2016</p> <p>2016-2021</p> <p>2021-2026</p> | There has been a resolution to grant planning permission for a new Health Care facility in the Village Centre as part of the Whitfield urban expansion. |
| Social Infrastructure | Replacement indoor sport and recreation facility, Dover | <p>2006-2011</p> <p>2011-2016</p> <p>2016-2021</p> <p>2021-2026</p> | Indoor Sports Facility Strategy was adopted in July 2016. Construction is currently underway at Whitfield for a new District Leisure Centre. |

five Infrastructure Delivery Table

| Infrastructure Type | Infrastructure Required | Broad Timing | Comment |
|----------------------|--|--|---|
| | Indoor sports facility at Aylesham (District Sport and Recreation Strategy 2008) | 2006-2011 2011-2016 2016-2021 2021-2026 | Phase 1 of the Aylesham Welfare Leisure Centre opened in October 2011. Phase II, the indoor sports facility, will be funded via development contributions once a significant number of dwellings are occupied in the Aylesham expansion area. |
| Green Infrastructure | Wetland nature reserve - Worth Minnis (Regional Spatial Strategy Policy EKA7) | 2006-2011 2011-2016 2016-2021 2021-2026 | <p>Planning permission (DOV/09/00780) was granted on 10/2014 for change of use from agriculture to nature reserve for 94.7Ha at Willow Farm, Worth; Planning permission granted (DOV/09/00780) for change of use from agriculture to nature reserve for 113.4 Ha at Minnis Farm, Worth.</p> <p>Work is currently ongoing on these projects.</p> |
| | Improve condition of AONB, especially chalk grassland (Kent Wildlife Habitat Survey 2003 and | 2006-2011 2011-2016 | Up on the Downs has created, restored and improved 175ha of |

five Infrastructure Delivery Table

| Infrastructure Type | Infrastructure Required | Broad Timing | Comment |
|---------------------|---|--|--|
| | Kent Downs AONB Management Plan) | 2016-2021 2021-2026 | chalk grassland habitat for the benefit of wildlife and people within and adjacent to the AONB, including the creation of two new nature reserves . Kearnsey Parks HLF project is underway, which includes plans to restore about 0.5ha of chalk grassland. |
| | Improve condition of Kingsdown to Walmer Local Wildlife Site (Kent Area Agreement 2008) | 2006-2011 2011-2016 2016-2021 2021-2026 | Management plan developed, but lacks local support. Local progress being undertaken in discharge of a unilateral undertaking linked to planning permission DOV/12/00770. |
| | Develop Green Infrastructure Framework | 2006-2011 2011-2016 2016-2021 2021-2026 | The Green Infrastructure Strategy is being updated as part of the Local Plan Review. |
| Utility Services | Water supply (Water Cycle Study 2008) | 2006-2011 2011-2016 2016-2021 | Work is ongoing with Affinity Water to determine how Whitfield Urban |

five Infrastructure Delivery Table

| Infrastructure Type | Infrastructure Required | Broad Timing | Comment |
|---------------------|--|--|---|
| | | 2021-2026 | Extension (WUE) will be supplied with water. |
| | Waste water system (Water Cycle Study 2008) | 2006-2011 2011-2016 2016-2021 2021-2026 | The issue of waste water services for the WUE is subject to public enquiry. |
| | Gas mains | 2006-2011 2011-2016 2016-2021 2021-2026 | The planning applications for Phase 1 and 1a at Whitfield include gas main reinforcement works to ensure supplies to 2,600 dwellings |
| | Electricity supply (EDF Energy Assessment 2008) | 2006-2011 2011-2016 2016-2021 2021-2026 | The planning applications for Phase 1 and 1a at Whitfield include works to an existing substation which would support some 3,000 dwellings |
| Flood Defences | New flood defence system required from Sandwich to Pegwell Bay | 2006-2011 2011-2016 2016-2021 2021-2026 | Sandwich flood defences were completed during the summer of 2015. In March and April 2016 the Kingsdown sea defence scheme was implemented. |

| | |
|--------------------------|--|
| Subject: | KENT HOMECHOICE |
| Meeting and Date: | Cabinet – 4 December 2017 |
| Report of: | Mike Davis, Director of Finance, Housing and Community |
| Portfolio Holder: | Councillor James Back, Portfolio Holder for Built Environment |
| Decision Type: | Key Decision |
| Classification: | Unrestricted |

Purpose of the report: To seek approval to extend the Kent Homechoice Partnership Agreement via a Variation to Extend.

Recommendation: That the Council extends the Partnership Agreement for a period of 5 years.

1. Summary

The Kent Choice Based Lettings Partnership, known as Kent Homechoice, was formed in 2006 to facilitate and support the implementation of Choice Based Lettings across Kent, monitoring the system and the development of service improvements. The partnership comprises all 12 Kent Councils, Medway Council, Kent County Council and 25 Housing Associations. The Partnership Agreement commenced on 23 December 2008 for a term of 11 years and expires on 22 December 2019. All partner organisations have signed the Agreement which specifies the role for a Lead Authority and by a Deed of Novation dated 15 April 2016, Dover took over this role from Thanet District Council. We would like to seek authority to extend the term of the Partnership Agreement for a further 5 years to ensure that the partnership agreement runs for at least the term of the ICT contract which is why we are looking to extend it at this time.

2. Introduction and Background

- 2.1 Kent Homechoice is the largest Choice Based Lettings partnership in the UK. Local Authorities and housing associations use the systems to allocate social housing, manage their housing registers, process housing advice and homelessness applications, make referrals and advertise mutual exchanges. Some Local Authorities also use the system to run Social Lettings Agencies. Almost 43,000 housing applications are registered on Kent Homechoice and over 73,000 properties have been let since the partnership began.
- 2.2 Kent Homechoice procured an ICT system to run Kent Homechoice on 28 July 2008, this contract was for a period of 4 years and was extended in 2012 for a further period of 6 years. The contract therefore expires in July 2018 and is currently out for re tender.
- 2.3 The re tender evaluation process concludes on 24 November 2017, after which, with Cabinet approval we would seek to award the contract.
- 2.4 In order for Dover District Council to award the contract to a new ICT system provider we need to ensure that all partners have agreed to extend the term of the partnership agreement. We would like to do this with a variation to extend commencing 22nd

December 2019 (when the current Partnership Agreement expires) for a period of 5 years.

- 2.5 Due to the tight timescales in procuring the new ICT system and seeking approval of the Partnership organisations, the Variation to Extend the Partnership Agreement has already been circulated to the organisations for signature, but will not take effect until all partners have signed up.

3. **Identification of Options**

3.1 The options are:

3.2 Option A: Not to extend the partnership agreement and therefore be unable to put a contract in place with a new system provider which would mean that we would not have a computer system for any of our housing register and housing options processes across Kent after July 2018.

3.3 Option B: To agree to issue a Variation to Extend to continue the partnership for a further period of 5 years.

4. **Evaluation of Options**

4.1 Option A: This is not recommended as it would mean that we would not be able to award a contract for a new system as the partnership agreement would expire before the end of the contract and Dover District Council would be fully liable for the cost of the remainder of the contract without any legal obligation from any of the current partners to make a financial contribution.

4.2 The partners currently pay an annual subscription to Dover DC which fully covers the cost of the system, support costs and project management costs. It is expected that the new contract will be less expensive than the current system contract.

4.3 Option B: This is the recommended proposal as it enables the partnership agreement to be extended and for Dover to award the contract for the system following the ITT exercise after we have sought Cabinet approval.

5. **Resource Implications**

5.1 There are no additional resources implications with this proposal.

6. **Corporate Implications**

6.1 Comment from the Section 151 Officer: Accountancy have been consulted during the writing of this report and have no further comments to make (AC)

6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.

6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15> ‘

6.4 Other Officers (as appropriate):

7. **Appendices**

Appendix 1 – Variation to Extend Document

8. **Background Papers**

Partnership Agreement

Contact Officer: Vicky Hodson, Kent Homechoice Partnership Manager

Appendix 1

THIS DEED OF VARIATION OF AGREEMENT is dated the 26th day of September 2017

BETWEEN:

THE ABBEYFIELD KENT SOCIETY of The Old Wharf, Station Road, Cuxton, Rochester, Kent ME2 1AB;

ACCENT HOUSING LIMITED of Charlestown House, Acorn Park Industrial Estate, Charlestown, Shipley, West Yorkshire, BD17 7SW;

AFFINITY SUTTON GROUP of Norris House, Burrell Road, Haywards Heath, West Sussex RH16 1YL

ASHFORD BOROUGH COUNCIL of Civic Centre Tannery Lane, Ashford, Kent TN23 1PL;

CANTERBURY CITY COUNCIL of Military Road, Canterbury, Kent CT1 1YW;

THE CO-OPERATIVE DEVELOPMENT SOCIETY LIMITED of 3 Marchalsea Road, London, SE1 1EP;

CIRCLE HOUSING RUSSET of 32 Towers View, Kings Hill, West Malling ME19 4UY

DARTFORD BOROUGH COUNCIL of Civic Centre, Home Gardens, Dartford, Kent DA1 1DR;

DOVER DISTRICT COUNCIL of White Cliffs Business Park, Dover, Kent CT16 3PJ;

ENGLISH RURAL HOUSING ASSOCIATION LIMITED of 9 Graphite Square, Vauxhall Walk, London, SE11 5EE

GOLDING HOMES LIMITED of Whatman House, St Leonards Road, Allington, Maidstone, Kent ME16 0LS;

GRAVESHAM BOROUGH COUNCIL of Civic Centre, Windmill Street, Gravesend, Kent DA12 1AU;

GRAVESEND CHURCHES HOUSING ASSOCIATION LIMITED of Ingram House, 17 London Road, Northfleet, Kent, DA11 9JQ;

HABINTEG HOUSING ASSOCIATION LIMITED of 20-21 Red Lion Ct, London EC4A 3EB

HAIG HOUSING of Alban Dobson House, Green Lane, Morden, Surrey SM4 5NS

HANOVER HOUSING ASSOCIATION of Nelson House, Allington Road, Eynesbury, St Neots, Cambridgeshire PE19 6RE;

HOME GROUP LIMITED of 2 Gosforth Park Way, Gosforth Business Park, Newcastle upon Tyne, NE12 8ET;

HOUSING 21 of 9 Avro Court, Ermine Business Park, Huntingdon, Cambridgeshire, PE29 6WG;

HYDE HOUSING ASSOCIATION LIMITED of Leegate House, Burnt Ash Road, Lee Green, London SE12 8RR;

THE KENT COUNTY COUNCIL of Sessions House County Road Maidstone ME14 1XQ;

LONDON & QUADRANT HOUSING TRUST of Osborn House, Osborn Terrace, London SE3 9DR;

MAIDSTONE BOROUGH COUNCIL of Maidstone House, King Street, Maidstone, Kent ME15 6JQ;

MEDWAY COUNCIL of Gun Wharf, Dock Road, Chatham, Kent ME4 4TR

MHS HOMES GROUP of Broadside, Leviathan Way, Chatham Maritime, Chatham, Kent ME4 4LL

MOAT HOMES LIMITED of Mariner House, Galleon Boulevard, Dartford, Kent DA2 6QE;

OPTIVO of of 60 Bell Road, Sittingbourne, Kent ME10 4HE;

ORBIT SOUTH HOUSING ASSOCIATION LIMITED of Foy House, 27-29 High Street, Margate, Kent CT9 1DL;

PLACES FOR PEOPLE of 38a Ashford Road, Eastbourne, East Sussex, BN21 3TB;

RIVERSIDE GROUP of 2 Estuary Boulevard, Estuary Commerce Park, Speke, Liverpool L24 8RF;

ROCKDALE HOUSING ASSOCIATION LIMITED of Rockdale Lodge, Rockdale Road, Sevenoaks, Kent TN13 1JT

SALVATION ARMY HOUSING ASSOCIATION of 3rd Floor, St. Olaves House, 10 Lloyd's Avenue, London EC3N 3AJ

SEVENOAKS DISTRICT COUNCIL of Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HG;

SHEPWAY DISTRICT COUNCIL of Civic Centre, Castle Hill Avenue, Folkestone, Kent CT20 2QY;

SANCTUARY HOUSING ASSOCIATION of Chamber Court, Castle Street, Worcester WR1 3ZQ;

SOUTHERN HOUSING GROUP LIMITED of Fleet House, 59-61 Clerkenwell Road, London EC1M 5LA;

STONEWATER LIMITED of Suite C, Lancaster House, Grange Business Park, Enderby Road, Whetstone, Leicester, LE8 6EP

SWALE BOROUGH COUNCIL of Swale House, East Street, Sittingbourne, Kent ME10 3HT;

THANET DISTRICT COUNCIL of Council Offices, Cecil Street, Margate, Kent CT9 1XZ;

TONBRIDGE AND MALLING BOROUGH COUNCIL of Gibson Building, Gibson Drive, Kings Hill, West Malling, Kent ME19 4LZ;

TOWN AND COUNTRY HOUSING GROUP LIMITED of High Weald House, Monson Way, Tunbridge Wells, Kent TN1 1LQ;

TUNBRIDGE WELLS BOROUGH COUNCIL of Town Hall, Civic Way, Royal Tunbridge Wells, Kent TN1 1RS;

WEST KENT HOUSING ASSOCIATION of 101 London Road, Sevenoaks, Kent TN13 1AX,

(each individually being a “**Party**”.)

WHEREAS:

- (A) The Parties are party to an agreement for the development and administration of a choice based lettings scheme in Kent dated 23 December 2008 (the Original Agreement) and a Variation Agreement dated July 2013
- (B) The Original agreement commenced on 23rd December 2008 for a term of 11 years. The Parties wish to extend the term of the Agreement for a further 5 years to run from the original expiry date on the eleventh anniversary. Consequently, the parties wish to amend the Agreement as set out in this variation agreement with effect from the date of this variation agreement (**26th September 2017**).

AGREED TERMS

1. Terms defined in the Agreement

- 1.1 In this variation agreement, expressions defined in the Original Agreement and used in this variation agreement have the meaning set out in the Original Agreement.

2. Variation

- 2.1 With effect from the Variation Date the parties agree to extend the Original Agreement for a further term of five (5) years with effect from 23rd December 2019 to expire on 22nd December 2024.
- 2.2 Save for this Variation, the Original Agreement shall continue in full force and effect.

3. Completion

- 3.1 This deed may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all the counterparts shall together constitute the one agreement.
- 3.2 Transmission of the executed signature page of a counterpart of this agreement by e-mail (in PDF format) shall take effect as delivery of an executed counterpart of this agreement. Each party shall provide the others with the original of such counterpart as soon as reasonably possible thereafter.
- 3.3 No counterpart shall be effective until each party has executed and delivered at least one counterpart.

This agreement has been entered into on the date stated at the beginning of it.

This is followed by an execution sheet for each Party (**These have been omitted for the purposes of the cabinet report in order to save paper**)

| | |
|--------------------------|--|
| Subject: | RIVER DOUR ENHANCEMENT WORK AND REPAIRS TO DOLPHIN HOUSE GARAGES |
| Meeting and Date: | Cabinet – 4 December 2017 |
| Report of: | Roger Walton, Director of Environment and Corporate Assets |
| Portfolio Holder: | Councillor Trevor Bartlett, Portfolio Holder for Property Management and Environmental Health |
| Decision Type: | Key Decision |
| Classification: | Unrestricted |

Purpose of the report: To consider the business case to carry out riverside enhancement works and repairs to Dolphin House garages.

Recommendation: To approve the business case to carry out riverside enhancement works and repairs to Dolphin House garages.

1. Summary

- 1.1 The St James's retail and leisure development is due for completion in February 2018. At its westerly boundary the St James's development abuts a very unsightly stretch of the river Dour and the Council-owned Dolphin House garages which are in a very dilapidated condition.
- 1.2 This very unpleasant scene will be in full view to all those who use Flying Horse Lane to access the St James's development, which is one of the primary routes to and from the town centre into St James's.
- 1.3 This report provides the business case to carry out improvements to this stretch of the river Dour and also to carry out repairs to the Dolphin House garages.
- 1.4 It is anticipated that this work will cost £90,000.

2. Background

- 2.1 Dolphin House was purchased by Dover District Council on 2 August 2007 for regeneration purposes, including the possibility of enabling connections from the St James's development through to the Market Square. Constructed in the 1950s, the property consists of 6 commercial units leased by DDC as shops/cafeterias, residential apartments let either on long leases with 60 years remaining or those which have had their leases extended and have 150 years remaining, and 15 garages let on weekly tenancies.
- 2.2 The option to demolish or partially demolish the garages in order to create a direct link into the St James's development has proven to be cost prohibitive and is no longer being considered.
- 2.3 The river Dour runs immediately behind the Dolphin House garages and past Flying Horse Lane which will be one of the primary routes from the town into St James's.

- 2.4 It has been recognized over a number of years that the garages were in need of major repair but, because there was a possibility of the buildings being demolished to form access routes, this has not happened.
- 2.5 Historically the rear of Dolphin House has been a little frequented area with very little amenity value; over the past 40 years or so the multi-storey car park (now demolished) has dominated the streetscape. The development in St James's fundamentally changes the importance of this area.
- 2.6 The proposed enhancement work to improve the visual amenity of this area includes removing the overgrown vegetation from the river banks/garage walls and replacing the riverside railings with railings more aesthetically appropriate. The work will also entail smartening up the garages, for example, carrying out essential repairs such as providing a new roof covering, new fascia, new rainwater goods, repairs to windows and cleaning the brick walls.
- 2.7 It is anticipated that the cost of this work will be £90,000. This work cannot be recharged to either the residents or commercial tenants of Dolphin House as the garages are in a separate block which has always been the Landlord's (now Dover District Council's) responsibility to maintain.
- 2.8 Originally it was proposed to carry out a more ambitious scheme to enhance the visual amenity in this location. This included the construction of a tensile canopy over the existing flat roofed garages with it projecting over the river with down-lighters situated in the soffit. The budget set aside in the Medium-Term Financial Plan (MTFP) for this is £230,000.
- 2.9 This scheme will no longer be carried out as, apart from the obvious cost saving, carrying out a more moderate scheme will give the Council flexibility as to the long term future of the garages.
- 2.10 Although the cost of the work referred to in this report will be approximately £90,000, it is recommended that the full £230,000 set aside in the MTFP should be released. This is necessary as, although the proposed works will have an immediate impact on improving the visual amenity of this area, it is likely that further enhancements will be necessary in the vicinity. This could be to improve the appearance of the rear elevation of Dolphin House and/or to improve public realm land on the peripheries of the St James's development such as the river Dour in Mill Lane which is only a few metres away from Dolphin House.

3. Identification of Options

- 3.1 Option 1. Is to do nothing. This is not recommended as the garages are in disrepair and delaying the work or not carrying out these repairs could lead to further deterioration. The remedial works to the garages and the riverbanks will inevitably have to be carried out anyway. If not changed for a new design the existing riverside railings will not be in keeping with the surrounding street furniture and adjacent new buildings.
- 3.2 Option 2. Undertaking the works would ensure that the garages remain watertight and will be seen to be well maintained and cared for. The proposed works will greatly improve the appearance of this area and will be seen by all those who use Flying Horse Lane to access St James's, and may even encourage people to venture from St James's into town.

4. **Resource Implications**

It is intended to fund the cost of the works from the £230,000 provision included in the current Medium-Term Financial Plan.

5. **Corporate Implications**

5.1 Comment from the Section 151 Officer: Accountancy has been consulted and has no further comment to add. (KW)

5.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.

5.3 Comment from the Equalities Officer: 'This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/uk/ukpga/2010/15> '

6. **Appendices**

Appendix 1 - Location Map and Photos

7. **Background Papers**

Property Services' files

Contact Officer: Frank Thompson, Asset Manager
Frank.thompson@dover.gov.uk
Ext 42237

RIVER DOUR ENHANCEMENT WORK AND REPAIRS TO DOLPHIN HOUSE GARAGES

LOCATION MAP AND PHOTOS



View from Flying Horse Lane Bridge



View from Dolphin House Rear Yard Access Bridge



Dolphin House Rear Yard Bridge

| | |
|--------------------------|--|
| Subject: | OVERNIGHT OPENING OF DEAL PIER |
| Meeting and Date: | Cabinet – 4 December 2017 |
| Report of: | Roger Walton, Director of Environment and Corporate Assets |
| Portfolio Holder: | Councillor Trevor Bartlett, Portfolio Holder for Property Management and Environmental Health |
| Decision Type: | Non-Key |
| Classification: | Unrestricted |

Purpose of the report: To reduce overnight opening of Deal Pier.

Recommendation: To approve a reduction in overnight opening at Deal Pier to once a month, from April to November.

1. Summary

- 1.1 Overnight opening occurs on Deal Pier each Saturday night/Sunday morning (00.00hrs – 08.00hrs) for the summer timetable, between April and November. The drivers for reviewing this service include low usage and income figures and staff challenges in covering these hours.
- 1.2 The income generated by the overnight opening has been analysed and this includes tickets that can be purchased in advance of 00.00hrs. The findings demonstrate that current arrangements are not financially viable.
- 1.3 Over the past year it has also been challenging to staff the overnight opening and this has resulted in six unplanned closures in 2017. Recruitment of casuals is now underway to help address this issue but given the nature of casual working, the risk of not covering the overnight opening is reduced but not removed under current staffing arrangements as there is no contractual obligation for casuals to accept a shift.
- 1.4 Formal staff consultation was undertaken given the potential impact on employment contracts. Stakeholder engagement was also undertaken inviting clubs, retail units, town and parish councils to comment. Feedback from stakeholders indicated a desire to retain overnight opening. Please see appendix one for more detail.
- 1.5 Although the Pier can be hired overnight as well as during the daytime, the proposal, taking account of the finances, the challenges with staffing and stakeholder feedback is to reduce overnight opening to once a month from April to November. The proposal also considers the approved future investment at Deal Pier that will potentially attract more users and bring improvements to services and facilities it offers with better promotion of angling on our website.

2. Background and Introduction

- 2.1 The pier is a significant landmark and public amenity visited by many thousands of tourists and locals. It provides pleasant walking with a café restaurant at the pier end offering spectacular panoramic views of the coastline and channel at no charge for entry. The location has more recently been used by the film industry with productions such as Liar and the Tunnel featuring many iconic scenes on and around the pier.

- 2.2 The pier is internationally recognised as an angling venue and has facilitated national and local fishing competitions. Sport England rank angling the 16th highest participation sport in England in terms of weekly participation. Angling contributes to preventative and restorative health and well-being. It is a means by which people access natural environments, peace and quiet and de-stress, lessening the likelihood of mental ill health. It is regularly used by the local angling community and is frequented by anglers travelling from outside the district. It can be hired for overnight fishing a cost of £200. The Deal & Walmer Sea Angling Club operate from the cabin on the lower deck. There are also two retail outlets, a fishing tackle shop and a tourist shop at either side of the entrance.
- 2.3 At Cabinet's meeting in November Members approved the business case for expenditure of £587,500 to undertake essential works to the pier. This will also help to bring about visual improvements in particular with proposed seating and stem surface refurbishment. It will potentially attract even more users.
- 2.4 The public opening times for the pier change from Summer (April to November) to Winter (December to March) timetables. The pier can be hired privately at anytime for events which include fishing or filming.
- 2.5
- | | Summer | Winter |
|--------------------|----------------------|---------------------|
| Monday to Thursday | 08.00hrs - 22.00hrs. | 08.00hrs -18.00hrs |
| Friday | 08.00hrs – 24.00hrs | 08.00hrs – 18.00hrs |
| Saturday | Overnight open | Overnight closed |
| Sunday | 08.00hrs – 22.00hrs | 08.00hrs – 18.00hrs |
- 2.6 The pier attendant mans the pier during opening hours. Day to day operational duties include helping to ensure safety of public, regulating vehicle access, issuing fishing tickets, taking requests for fishing or film hire, keeping it clean and tidy, reporting maintenance defects, answering visitor/tourists queries and general administration including Fish of the Month competition.
- 2.7 During the early summer of 2017, various medium term sick leave among employees resulted in sustained difficulties in covering the overnight shift (Saturday night into Sunday morning) and led to the pier closing overnight on six occasions. Recruitment of casuals is now complete to help address this issue however there is no contractual obligation for casuals to accept a shift and the risk of not staffing overnight remains.
- 2.8 The business case for the overnight opening has recently been reviewed. The average income for overnight periods, which includes combined day/night and overnight tickets between 01/04/2016 and 31/03/2017 amounts to £45.07. The total average cost to the council is £116.33, demonstrating that retaining current overnight opening arrangements is not financially viable. Income and usage during the overnight period remains low during the current calendar year.
- 2.9 Consideration to the ceasing of overnight opening involved formal staff consultation undertaken in consultation with EKHR and the Union, given the impact on employment contracts. Feedback from this exercise indicated that staff were generally accepting of the changes of overnight opening arrangements on their contracts and suggested some improvements that could be introduced to the service. Stakeholder engagement was also undertaken inviting clubs, retail units, town and

parish councils to comment. A total of four formal responses were received and were not in favour of ceasing overnight opening and expressed concern at this proposal. See appendix one for more detail.

3. Identification of Options

3.1 **Option 1:** To retain existing overnight opening.

3.2 **Option 2:** To cease overnight opening.

3.3 **Option 3:** To reduce overnight opening to once a month from April to November.

4. Evaluation of Options

4.1 Option one to retain existing overnight fishing is not recommended. The records of fishing income and usage levels for overnight opening are significantly low. It is not financially viable and given staffing challenges to cover this period under current arrangements it is not preferred.

4.2 Option two to cease overnight opening is not recommended. The pier is very high profile among the local community and people outside the district. Particularly following recent Member approval to proceed with significant investment in the Pier over the coming year which will undoubtedly attract more users. Although the pier can continue to be hired during this period by parties or groups at a cost of £200, this is not an affordable route for the smaller pairs or groups of sea anglers for overnight usage. More affordable prices will encourage more frequent usage with improved promotion. Stakeholder consultation indicated they were not in favour, this option would see the council face significant public criticism and is not preferred.

4.3 Option three to reduce overnight opening to once a month from April to November is recommended. This option is a reasonable compromise that seeks to facilitate overnight fishing once a month. With the forthcoming investment proposals that will involve continued engagement with sea angling clubs, a once a month overnight opening will potentially see growth in usage and income. Better promotion will also help to attract significantly more users by way of improving the DDC website. This includes highlighting the overnight opening dates, the costs, promoting the health benefits & well-being angling can offer and communicating these changes to Sea Angling Clubs and others to share and promote the service. The service would be more affordable by individuals or smaller groups of sea anglers and encourage more frequent fishing in contrast to hiring the pier at a cost. It would help to reduce public criticism and to alleviate concerns from stakeholders. The changes to staff contracts would see this option covered only by contracted staff in contrast to current staffing arrangements.

5. Resource Implications

5.1 The average income for the overnight periods, which includes combined evening/overnight tickets between 01/04/2016 and 31/03/2017 amounts to £45.07 per overnight period.

5.2 The basic hourly rate including national insurance and superannuation for staff is £12.34, equating to a total of £98.72 for overnight opening. Average utility costs equate to £17.61. The total average overnight cost is £116.33.

6. Corporate Implications

- 6.1 Comment from the Section 151 Officer: Accountancy has been consulted and has no further comments to add. (DL)
- 6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.
- 6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications, however in discharging their responsibilities members are required to comply the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>
- 6.4 Other Officers (as appropriate):

7. **Appendices**

Appendix 1 – Summary of Consultation & Engagement Exercise

8. **Background Papers**

Contact Officer: Laura Corby Extn 2448

Summary of Consultation & Engagement on Overnight Fishing at Deal Pier

Subject: Sunday 00.00hrs - 08.00hrs – To cease overnight fishing at Deal Pier

Staff consultation: 11 July – 10 August 2017

Stakeholder engagement: 13 July – 27 July 2017

Methodology:

Staff consultation was undertaken with support from EKHR and followed DDC policy and guidance. The purpose was to consult on the impact of ceasing overnight fishing (every Sunday morning 00.00hrs to 08.00hrs) during the summer timetable from April to November. on employee contracts. This involved consulting with a total of five employees.

Stakeholder engagement was undertaken by email. This involved contacting seven organisations or clubs connected to the Pier and are listed below:-

Deal & Walmer Sea Angling Club
Deal 1919 Sea Angling Club
Channel Angling Tackle Shop
Ward Councillors through Dover Town Council
Ward Councillors Walmer Parish Council
Jasin's Restaurant on Deal Pier
Ice Cream Shop on Deal Pier

It should also be noted that Portfolio Holder engagement has continued throughout this process.

Feedback:

Valuable feedback was received and it was agreed to extend the period of review to fully consider and investigate it, a summary of which is provided below.

Staff member A was satisfied with the proposed hours and rota option.

Staff member B was satisfied with the proposed hours and rota option as this did not affect their current allocation. Staff member B explained that he would not like to lose any more hours should there be a revision to the proposed hours and rota option.

Staff member C had no comments to make in relation to the review.

Staff member D explained that the existing rota works well and ideally would like to have more hours; (D) is satisfied with the current allocation and is not in favour of the proposed hours and rota option.

Staff member E commented on the working pattern particularly over the weekend periods and asked if this could be reviewed. Staff member E would be willing to reduce hours to help enable the above.

There was no alternative staff rota proposals put forward by members of staff.

General feedback from staff relating to the proposals included some constructive points such as improving communications among the team, adding further details to work task sheets, review of times for fishing tickets, possible introduction of benefits to customers such as loyalty cards and review of casual review for staff cover on bank holidays.

A total of four responses were received following stakeholder engagement. General feedback included consideration to income generated from other tickets sold such as combined day/night purchased in advance of the midnight shift. Deal Pier was recognised as a community asset and better promotion of the fishing on the pier was suggested. Two comments stated that vulnerability of lone working staff should not attribute to reasons for ending this service. All four responses were not in support of the proposal to cease overnight fishing on the pier from 00.00hrs – 08.00hrs on Sunday mornings.

In response to the feedback the following changes are proposed:-

Staff working shifts have been altered to accommodate the individuals concerns raised within the consultation; this includes some change in hours and working days where necessary.

It is recommended there will be a midnight shift, 00.00hrs to 08.00hrs, once every four weekends during the summer timetable. This is reflected within the revised rota and has an add-on effect for the change in opening hours. As staff is rotaed to work one midnight shift every eight weeks, there is an expectation that annual leave requests will not be made during the week of working the Midnight shift. The dates of midnight fishing will be promoted on the Pier website and on the Pier itself.

Improving team communications will be undertaken by way of introducing new ICT skills as necessary, adapting electronic communications, reducing use of paper forms and phasing in East Kent People Manager.

It was recognised that to support the above changes, a review of Pier Supervisor hours needs to take place. It is proposed that this is considered by Employment Management Group and subject to approval, an increase in hours can be implemented from 1 January 2018 or as soon as possible.

Better promotion of overnight fishing is required and will be addressed on the DDC website, highlighting when this takes place and providing more background information to this service. Communications with the Sea Angling clubs & others will be undertaken to share and promote the service.

Times of fishing ticket charges will be revised to provide a more effective operational approach for administration and ticket management, taking effect from 1st April 2018.

Next Steps subject to Cabinet approval:-

To circulate a copy of End of Consultation Report to Deal Pier staff.

To write to stakeholders to thank them for their participation and share the final recommendation.

To implement recommendations as set out by Cabinet.

| | |
|--------------------------|---|
| Subject: | CHANGES TO APPOINTMENTS TO OUTSIDE BODIES |
| Meeting and Date: | Cabinet – 4 December 2017 |
| Report of: | David Randall, Director of Governance |
| Portfolio Holder: | Councillor Keith Morris, Leader of the Council |
| Decision Type: | Non-Key |
| Classification: | Unrestricted |

Purpose of the report: (i) To appoint Members to some outside bodies following the resignation of Councillor Paul Watkins and changes made by the new Leader of the Council to the Cabinet and portfolios;

(ii) To nominate one trustee to the St Edmund of Abingdon Memorial Trust (following expiry of term of current trustee) and one trustee to Mary Hougham Almshouses (following resignation of current trustee); and

(iii) To note the membership of the two Coastal Community Teams and make a change to the membership of the Dover Coastal Community Team.

Recommendation: (a) That Cabinet determines the appointments to the outside bodies detailed at Appendix A.

(b) That Cabinet nominates a trustee to serve on the St Edmund of Abingdon Memorial Trust for a term of 5 years.

(c) That Cabinet nominates a trustee to serve with the Mary Hougham Almshouses charity for a term of 4 years.

1. Summary

- 1.1 Following his election as Leader of the Council at the Council meeting held on 18 October 2017, Councillor Keith Morris has made changes to the composition of Cabinet and its portfolios. These changes need to be reflected in the appointments made to some outside bodies.
- 1.2 Appointments also need to be made to the St Edmund of Abingdon Memorial Trust following the expiry of the current term of appointment, and to the Mary Hougham Almshouses charity following the recent resignation of one of its trustees.
- 1.3 Appointments to the Coastal Community Teams have not previously been made by Cabinet but by the Leader of the Council. However, since a change is required to the membership of the Dover Coastal Community Team, it is considered appropriate to report on this matter to Cabinet whilst seeking its approval for the change in membership.

2. Introduction and Background

Outside Bodies

- 2.1 There are twelve outside bodies affected by the Cabinet portfolio changes. These are set out at Appendix A.
- 2.2 Notwithstanding the change in Cabinet membership and portfolios, it is proposed that the existing appointments to the following bodies should remain unchanged:
- Dover, Deal & District Citizens' Advice Bureau (Cllr Beresford)
 - JAC Kent Downs AONB Partnership (Cllr Kenton)
 - Kent County Playing Fields Association (Cllr Beresford)

Coastal Community Teams

- 2.3 There are two Coastal Community Teams in the District, established under the Government's programme to support economic development in coastal communities.
- 2.4 The Dover Coastal Community Team comprises:
- Bill Fawcus (chairman)
 - Two District Council representatives - Councillors Keith Morris and Pam Brivio
 - Dover Town Council
 - The Dover Society
 - Various other bodies (including Dover Town Team, Dover Museum, Port of Dover, Maritime Skills Academy)
- 2.5 The Deal & Sandwich Coastal Community Team comprises:
- Neil McCollum (English Heritage and chairman)
 - Two District Council representatives – Councillors Derek Murphy and Mike Eddy
 - Deal and Sandwich Town Councils
 - The Deal Society
 - Various other bodies (including Sandwich Town Team, Astor Community Theatre, Discovery Park, Deal & Walmer Chamber of Trade)

- 2.6 It is proposed that Councillor M J Holloway should replace Councillor Morris on the Dover Coastal Community Team (in his capacity as Portfolio Holder for Community Services).
- 2.7 It is proposed that appointments to the Teams will, in future, be made by Cabinet as part of the annual cycle of outside bodies appointments.

St Edmund of Abingdon Memorial Trust

- 2.8 The term of appointment of the Council's current nominative trustee, Councillor Nigel Collor, expires in December. The purpose of the Trust is to manage and maintain St Edmund's Chapel at Priory Road, Dover as an ecumenical centre for Christian worship. The appointed Member will discharge the functions of the Trust only and, in this regard, the Trust has previously confirmed that he/she will be covered by the Trust's insurance policies. It is understood that some trust meetings take place in Abingdon, Oxfordshire.

Mary Hougham Almshouses

2.9 Mr Albert Taylorson was appointed as a trustee to the Mary Hougham Almshouses charity in February 2015 for a term of 4 years. However, Mr Taylorson has submitted his resignation with effect from 31 December 2017.

2.10 In accordance with the charity's scheme of administration, the Council is entitled to appoint three trustees, currently Mr Taylorson, Councillor Adrian Friend (term expires May 2021) and Councillor Bill Gardner (term expires June 2019). Acting collectively, trustees are responsible for administering and maintaining almshouse accommodation belonging to the charity. The charity has previously requested that new trustees should, ideally, be 'local'. The appointed Member would be covered by the charity's insurance policies.

3. Identification of Options

3.1 Option One – To appoint representatives to all the bodies outlined in Appendix A of the report, and to the St Edmund of Abingdon Memorial Trust and Mary Hougham Almshouses charity.

3.2 Option Two – To appoint representatives to only some of the bodies outlined in Appendix A of the report. To not appoint trustees to the St Edmund of Abingdon Memorial Trust or the Mary Hougham Almshouses charity.

4. Evaluation of Options

4.1 Appointments to external organisations classified as strategic help to promote linkages between the Council and other organisations for the purpose of furthering the Council's objectives. The community appointments made by Cabinet are considered to be part of the community role of Members, but also support various targets within the Corporate Plan relating to issues such as health, leisure and communities. For these reasons, Option One is the recommended option.

5. Resource Implications

5.1 Members appointed to outside bodies will be entitled to claim the appropriate levels of travel and subsistence allowance for performing these duties. This expenditure will be funded from existing Member budgets. Members serving as charity trustees are not permitted to claim expenses from the Council since there is a legal principle that charity trustees should not benefit from their participation in the affairs of the charity. Members in this position are expected to claim expenses from the charity concerned.

6. Corporate Implications

6.1 Comment from the Section 151 Officer: Finance has been consulted and has nothing further to add (VB).

6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.

6.3 Comment from the Equalities Officer: This report does not specifically highlight any equalities implications. However, in discharging their responsibilities, Members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 - <http://www.legislation.gov.uk/ukpga/2010/15> .

6.4 Other Officers (as appropriate): None.

7. **Appendices**

Appendix A – Schedule of Changes to Member Appointments

8. **Background Papers**

Democratic Services' Outside Bodies Appointments Files

Contact Officer: Kate Batty-Smith (ext. 2303)

Appendix A

Outside Bodies

| Organisation Name | Expiry Date | Number to Appoint | Term | Current Appointee(s) (2017/18) | Proposed New Appointee (to May 2018 unless stated) |
|---|---------------|-------------------|---------|--------------------------------|--|
| Dover Coastal Community Team | May 2018 | 2 | 1 Year | Cllr K Morris | Cllr MJ Holloway |
| Dover District Volunteering Centre | May 2018 | 1 | 1 Year | Cllr K Morris | Cllr MJ Holloway |
| East Kent Housing Dover Area Tenants' Board | May 2018 | 1 | 1 Year | Cllr P Beresford | Cllr J Back |
| East Kent Spatial Development Co. | May 2018 | 1 | 1 Year | Cllr P Watkins | Cllr K Morris |
| Kent Forum | May 2018 | 1 | 1 Year | Cllr P Watkins | Cllr K Morris |
| Local Government Association – General Assembly | May 2018 | 1 | 1 Year | Cllr P Watkins | Cllr K Morris |
| Mary Hougham Almshouses | January 2022 | 1 | 4 Years | Mr A Taylorson | |
| Police and Crime Panel for Kent | May 2018 | 1 | 1 Year | Cllr K Morris | Cllr MJ Holloway |
| St Edmund of Abingdon Memorial Trust | December 2022 | 1 | 5 Years | Cllr N Collor | |
| South East England Councils | May 2018 | 1 | 1 Year | Cllr P Watkins | Cllr K Morris |

| Organisation Name | Expiry Date | Number to Appoint | Term | Current Appointee (2017/18) | Proposed New Appointee (to May 2018 unless stated) |
|--------------------------|--------------------|--------------------------|-------------|------------------------------------|---|
| Tourism South East | May 2018 | 1 | 1 Year | Cllr K Morris | Cllr M J Holloway |