



Agenda

Meeting: **Folkestone & Hythe District and Parish Councils' Joint Committee**
Date: **19 September 2019**
Time: **7.00 pm**
Place: **Council Chamber, Civic Centre, Folkestone**

To: **All members of the Folkestone & Hythe District and Parish Councils Joint Committee**

The committee will consider the matters listed below at the date, time and place shown above. The meeting is open to the press and public.

Members of the committee who wish to have information on any matter arising on the agenda which is not fully covered in these papers are requested to give notice prior to the meeting to the Chairman or appropriate officer.

1. **Appointment of chairman**

The committee must appoint a parish councillor to chair the meeting.

2. **Apologies for absence**

3. **Declarations of interest**

Members of the Council should declare any interests which fall under the following categories*:

- a) discloseable pecuniary interests (DPI)
- b) other significant interests (OSI)
- c) voluntary announcements of other interests

4. **Minutes (Pages 3 - 32)**

To receive the minutes of the meeting held on 18 July 2019.

Queries about the agenda? Need a different format?

Contact Kate Clark – Tel: 01303 853267
Email: committee@folkestone-hythe.gov.uk or download from our website
www.folkestone-hythe.gov.uk

5. Council Tax

A presentation will be given to the Committee regarding discounts/benefits and shortfall responsibility relating to Council Tax. This will also include information on empty homes policy.

6. Councillors' Code of Conduct

A presentation will be given with regard to the Code of Conduct. The Monitoring Officer will be in attendance.

7. Joint Transportation Board Membership and voting rights

The Parish/Town representative for the Folkestone and Hythe Joint Transportation Board does not have any voting rights and is unable to add items onto the agenda unless through another member which is mentioned in the agreement with Kent County Council. A suitable way forward would be to request a new updated agreement with Kent Council Council.

*Explanations as to different levels of interest

(a) A member with a discloseable pecuniary interest (DPI) must declare the nature as well as the existence of any such interest and the agenda item(s) to which it relates must be stated. A member who declares a DPI in relation to any item must leave the meeting for that item (unless a relevant dispensation has been granted).

(b) A member with an other significant interest (OSI) under the local code of conduct relating to items on this agenda must declare the nature as well as the existence of any such interest and the agenda item(s) to which it relates must be stated. A member who declares an OSI in relation to any item will need to remove him/herself to the public gallery before the debate and not vote on that item (unless a relevant dispensation has been granted). However, prior to leaving, the member may address the meeting in the same way that a member of the public may do so.

(c) Members may make voluntary announcements of other interests which are not required to be disclosed under (a) and (b). These are announcements made for transparency reasons alone, such as:

- membership of outside bodies that have made representations on agenda items, or
- 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.

Voluntary announcements do not prevent the member from participating or voting on the relevant item



Minutes

Folkestone & Hythe District and Parish Councils' Joint Committee

Held at:	Council Chamber, Civic Centre, Folkestone
Date	Thursday, 18 July 2019
Present	Councillors Graham Allison, Frank Hobbs, Mrs Jennifer Hollingsbee, Christopher Mason and Terence Mullard
Apologies for Absence	Councillors Emily Arnold-Newing, Dudas, Neil Matthews, Martin Sweeney and Thomas
Officers Present:	Andy Blaszkowicz (Assistant Director), Kate Clark (Committee Services Officer), Gavin Edwards (Policy and Improvements Officer) and Julia Wallace (Masterplanning Project Manager)
Others Present:	Councillor Laura Davison

1. **Appointment of chairman**

Councillor Mrs Jenny Hollingsbee was appointed Chairman for the meeting.

Councillor Frank Hobbs advised members that Councillor John Heasman had sadly passed away recently. He was a member of this committee and a long standing member of the Kent Association of Local Councils. Funeral details were given to members.

2. **Declarations of interest**

Councillor Mrs Jenny Hollingsbee made a voluntary announcement with regard to the proposed Otterpool Park development. She owns two properties near the boundary of this development.

3. **Minutes**

The minutes of the meeting held on 14 March 2019 were submitted, approved and signed by the Chairman.

4. **Brexit and Operation Brock update**

Mr Andy Blaszkowicz, Assistant Director, presented information with regard to Brexit and Operation Brock which was a recap from the last meeting. His presentation is attached to these minutes.

Members asked if Port of Calais, France has a similar operation in place, however, it was noted that Calais has far more capacity for lorry holding than Dover. The Department for Transport and Highways England are in close discussions with the appropriate bodies in France.

Operation Fennel / Brock is the main traffic management plan for Kent in a no-deal scenario. FHDC main focus in a no-deal scenario is to keep providing essential services to our residents and provide assistance to other agencies where required.

5. **Otterpool Update**

Mr James Farrar, Case Officer, Local Planning Authority for Otterpool presented information to members. The presentation is attached to these minutes.

Members comments included the following:

Health provision. The timing of health infrastructure is important. Health hubs will be planned, such as the example of Whitstable, offering a wide range of services including minor surgeries which can benefit the whole district.

Schools: The timing and delivery of the first primary school is also important. It is important this is provided early and the development is not underprovided.

Transport links: Questions were raised regarding the phasing and traffic impacts, particularly for Sellindge residents. Officers said that discussions are ongoing in relation to phasing and further traffic modelling work is also ongoing.

Parish/Town Councils: It is probable that Otterpool Park will create a Town Council which may affect nearby Parish Councils. As this is a long-term project this needs to be kept under review.

Mrs Julia Wallace, Masterplanning, Urban Design and Viability Manager said further technical and masterplanning work will be brought forward to feed into the Tier 1 outline stage; comments and feedback are always welcome from either Parish/Town Councils or the public as the work progresses into further detail.

6. **Cabinet members and their portfolios**

Members noted and received the information attached to the agenda.

BREXIT

OPERATION FENNEL / BROCK UPDATE

Brexit – preparing for ‘no deal’

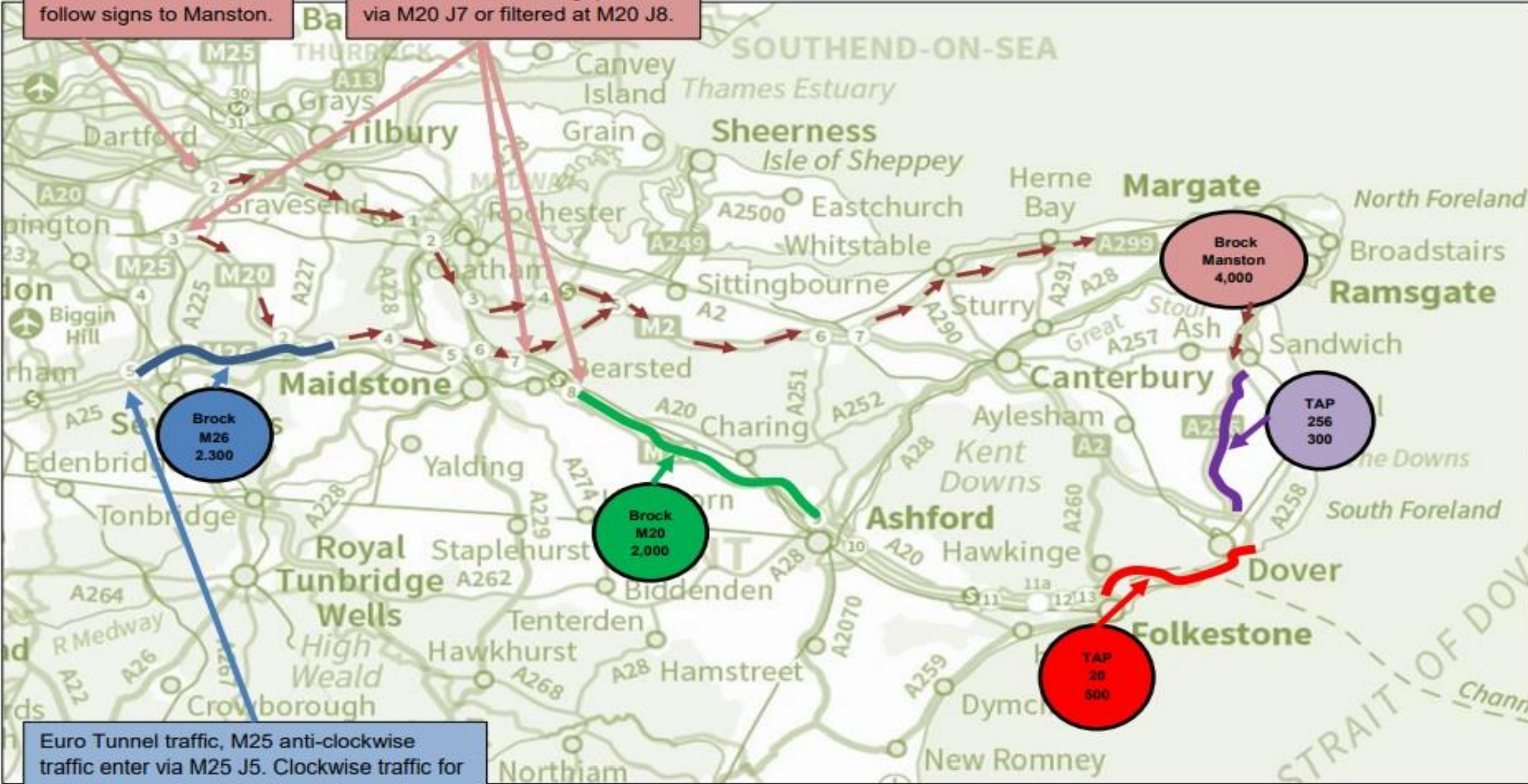
- 31.10.19 at 23.00hrs
- Assumptions
 - Significant increase in immigration checks
 - Large volumes of traffic
 - 3 – 6 months of disruption
- Regular multi-agency meetings are being held to prepare for the worst – Kent Resilience Forum (KRF)
- FHDC response
 - Mapping where staff live to identify potential issues
 - Attendance at Strategic and Tactical meetings
 - Identifying critical/statutory services
 - Command and Control Training

Op Fennel

- Op Fennel is a multi-agency response to adverse volumes of freight and tourist traffic that are unable to leave the Country via the Port of Dover and/or the Channel Tunnel.
- Op Fennel is a multi-agency plan that sets out the operational methods to accommodate delayed vehicles.
- There are a number of stages to Op Fennel
 - Dover Tap (6 mile section of A20 leading to Dover)
 - Brock M20 junctions 8-9 coast bound
 - Brock Manston
 - Tap A256 (A256 dual carriageway from Manston to Dover)
 - Brock M26 (coast bound and then London bound)

M25 clockwise traffic will use M25 J2 and follow signs to Manston.

M25 anti-clockwise traffic will use M25 J3 and be signposted via M20 J7 or filtered at M20 J8.



Euro Tunnel traffic, M25 anti-clockwise traffic enter via M25 J5. Clockwise traffic for ET will be sent to M25 J6 and turned to enter from an anti-clockwise direction.

Op Fennel – what has been learnt?

- Op Brock / Manston fully tested March / April 2019
- Biggest issue in implementation of OP Brock was compliance – DFT / HE currently working on this.
- Looking at ways to improve traffic flow through contraflow – variable speed limits and more cameras
- Border readiness checks – HMRC working on locations outside of Kent to minimise disruption within Kent (only needed if no deal)

Questions?

PARISH COUNCILS BRIEFING

OTTERPOOL PARK

James Farrar
(Case Officer - Local Planning Authority)

HEADLINE POINTS

- Consultation ran between Monday 18 March 2019 and 10 June 2019
- All documents will continue to be available on website and LPA will continue to accept comments
- 165 comments made in total so far
- LPA continuing to review and analyse all comments and feeding back to applicant
- Governance arrangements separate the roles of the promoter and the LPA
- A summary of key issues and LPA analysis will be made available online

www.folkestone-hythe.gov.uk/otterpoolpark

Otterpool Park Planning Application

Consultation Responses Summary

Consultation letters

- 2,028 consultation letters sent to F&HDC residents
- 487 consultation letters sent to ABC residents

Neighbour responses

Total numbers received as of 11 July 2019:

165 objection comments- location of responses

- 30 Lympe
- 19 Hythe
- 14 Sellindge
- 10 Aldington/Ashford
- 5 Stanford
- 2 Monks Horton

Other organisation comments:

- 9 comments

Parish & Town Councils

- Representations received from:
 - Sellindge PC
 - Stanford PC
 - Burmarsh PC
 - Brabourne PC (ABC)
 - Smeeth PC (ABC)
 - Saltwood PC
 - Postling PC
 - Aldington & Bonnington Parish Council (ABC)
 - Lympe PC

- Folkestone Town Council (no comments)
- Hythe Town Council

Other consultees

Statutory & other consultees

- Historic England
- AONB Unit
- Natural England
- Independent Place Panel
- Environment Agency

LPA liaison with KCC

- Ongoing liaison with Kent County Council regarding
 - waste & minerals
 - biodiversity
 - energy
 - education
 - transport
 - social and community infrastructure

Key themes

Key Issues

- Time to respond and **complexity / volume** of information
- **Housing numbers** required across plan period
- The overall **quantum** of housing and the figure of 10,000 homes across the masterplan area
- **Community Facilities** – cross-boundary impacts, timing of delivery
- **Transport** Assessment – highways impacts, bus services and walking/cycling provision
- **Water** supply and usage – water stress & climate change
- **Wastewater** treatment
- **Health care** provision including capacity and timing of provision
- Housing – affordability and overall quantum of **affordable housing**
- **Density** of housing and **visual impact**
- **Drainage** impacts
- **Construction** impacts

Planning Application Review

Application Documents FOR APPROVAL	
1.	Parameter Plans for approval (includes application red line boundary plan)
2.	Phasing Plans for approval
3.	Urban Design & Landscape Guidelines (for approval)
4.	Development Specification
5.	Environmental Statement

External technical advice to LPA

- Drainage/water
- Legal advice
- Heritage advice
- Economic development / retail
- Green Infrastructure
- Environmental Statement

IN SUPPORT INCLUDING STRATEGIES	
6.	Sustainability Statement
7.	Health Impact Assessment
8.	Minerals Assessment
9.	Outline Site Waste Management Plan
10.	Planning and Delivery Statement
11.	Framework Travel Plan
12.	Flood Risk Assessment and Surface Water Drainage Strategy
13.	Outline Water Cycle Study
14.	Governance Strategy
15.	Utilities Delivery Strategy
16.	Housing Strategy
17.	Statement of Community Involvement
18.	Community Facilities Delivery Statement
19.	Economic Strategy
20.	Retail Impact Assessment
21.	Arts and Culture Strategy
22.	Energy Strategy

LPA Planning Application Review

The planning application is expected to conform to policies in the CSLPR.

Policy Aspect
Principle of Development
Policy SS6 New Homes
Policy SS6 Self build and custom build
Policy SS6 Employment development
Policy SS6 Community and educational facilities
Policy SS7 Place Shaping Principles – landscape-led
Vibrant town centre
Village neighbourhoods
Townscape
Heritage assets
Sustainable access and movement
Policy SS8 Sustainable and Healthy New Town - sustainable
Healthy new town
Policy SS9 – Infrastructure, delivery and management –
Delivery of infrastructure
Smart town
Long-term management and governance

Otterpool Park

LPA Strategic Review of material

Submitted
Material

Securing Design
Quality

Governance &
procedures

Programme &
milestones

- Two stage feedback to application - initial focus on approval documents
- Requires an approach to retain flexibility to deal with long term changes/uncertainties but provide sufficient clarity that significant environmental effects have been assessed
- Spatial vision and set of Spatial Principles / Guidelines to secure quality design outcomes
- Green Infrastructure, biodiversity and visual impact
- Securing design quality - three-tier approach
- Governance and long-term stewardship
- Cultural Heritage and Archaeology
- Housing – affordable housing
- Economic development, retail and local centres
- Sustainability (waste, water and energy)
- Community infrastructure
- Air quality, noise and contaminated land
- Implementation and monitoring

Otterpool Park Planning Application

Review of material: key messages

Submitted
Material

Securing Design
Quality

Governance &
procedures

Programme &
milestones

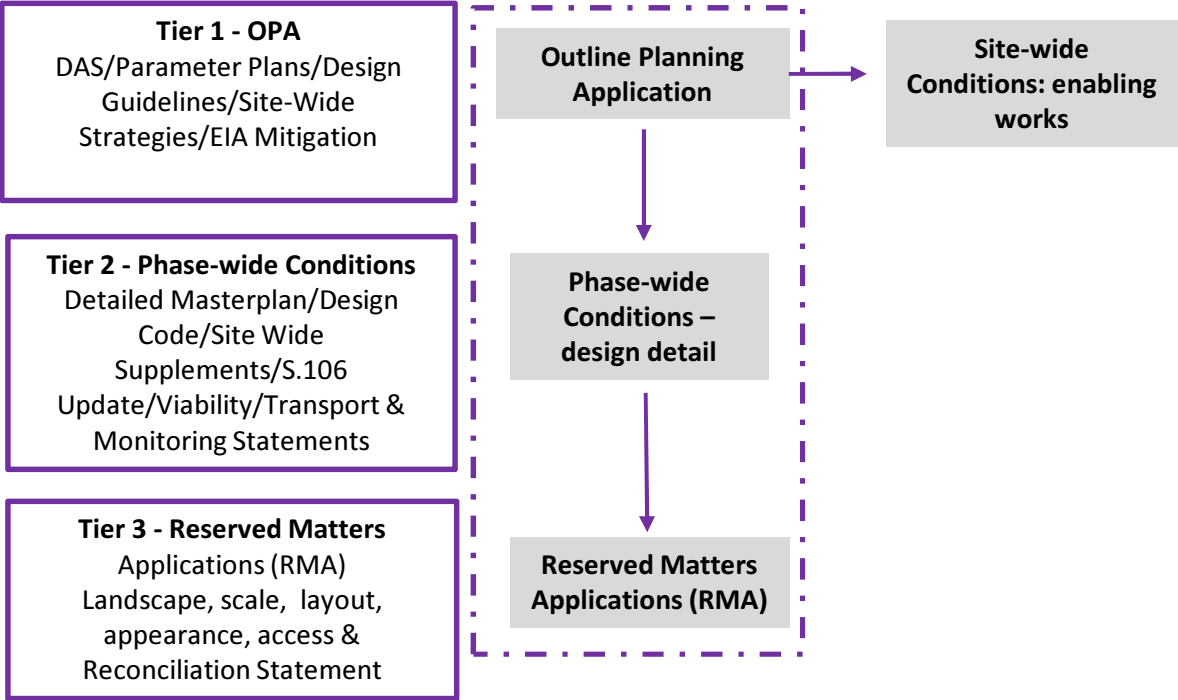
- Thematic (technical) working groups to work through detailed issues
- Relationship to planning policy development & influence – Core Strategy Review
- Reviewing programme to consider sequencing of work/stages
- Create a feedback loop between design strategy work and revisions to parameters

OP Planning Application

Three Tier

Principles

- Right level of information at the right stage in the process
- Further detailed masterplanning & Design Code at 'middle tier'
- Work through detail efficiently
- Sound basis for future monitoring
- Design control & when detail will arrive

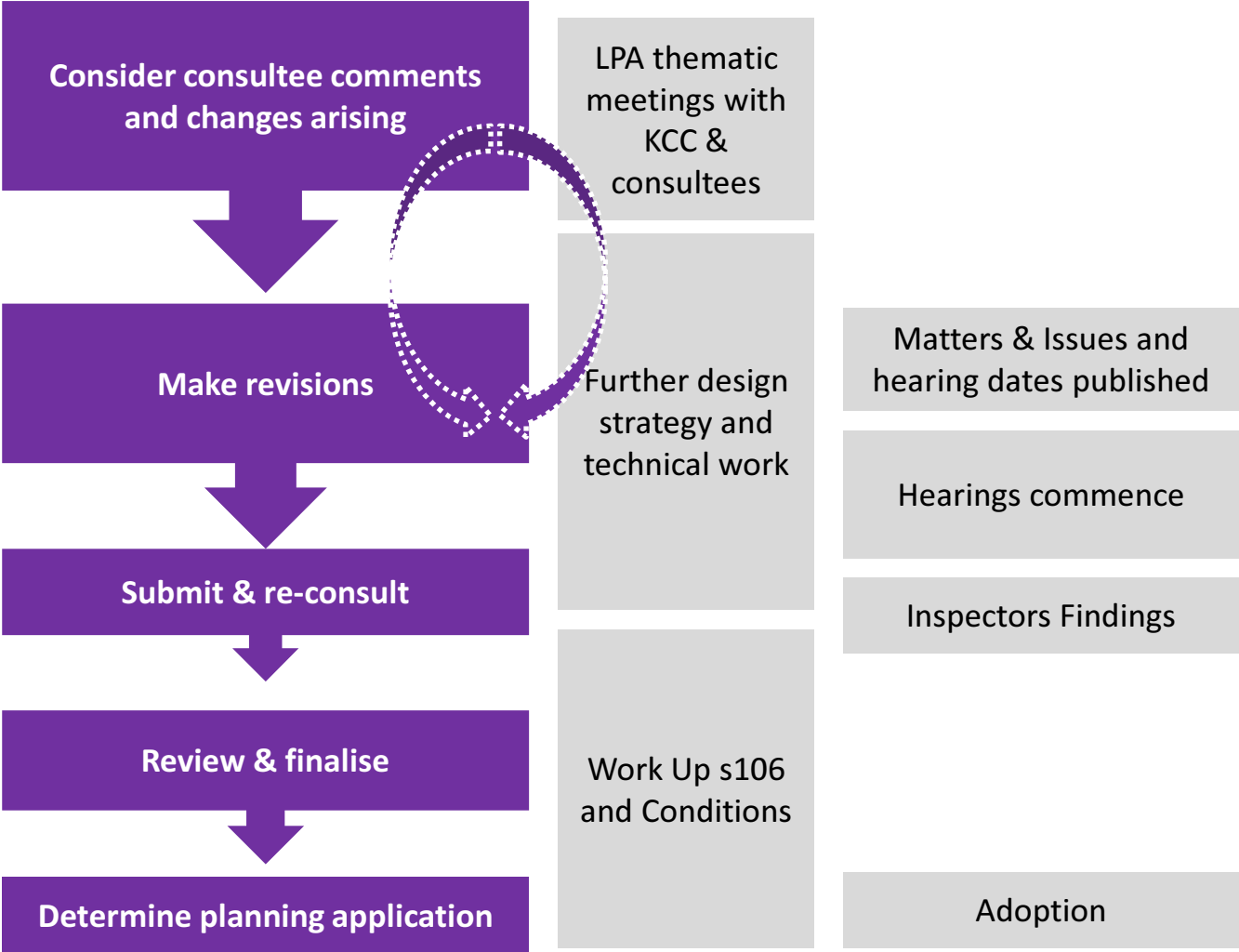


OP Planning Application Programme & Milestones

Planning Application Material

Other Related

Local Plan



OP Planning Application

Next Steps

Approach

- Provide feedback to applicant taking into account comments from all stakeholders - continued liaison
- Work with applicant on addressing key issues
- Establish revised programme/milestones, with a schedule of meetings & associated sequencing of how issues will be considered



Approval documents

- Review documents
- Agree any revisions

Outline Planning Application

- Evolve documents to provide greater clarity & confidence that quality outcomes will be achieved.
- Revise Environmental Impact Assessment
- Work on reviewing Supporting Strategy documents to make them 'living' documents

Conditions & S106

- Begin to pull together scope and nature of necessary conditions (related to discussions on how much can be addressed as part of amendments to the OPA).

Questions and Clarifications

www.folkestone-hythe.gov.uk/otterpoolpark

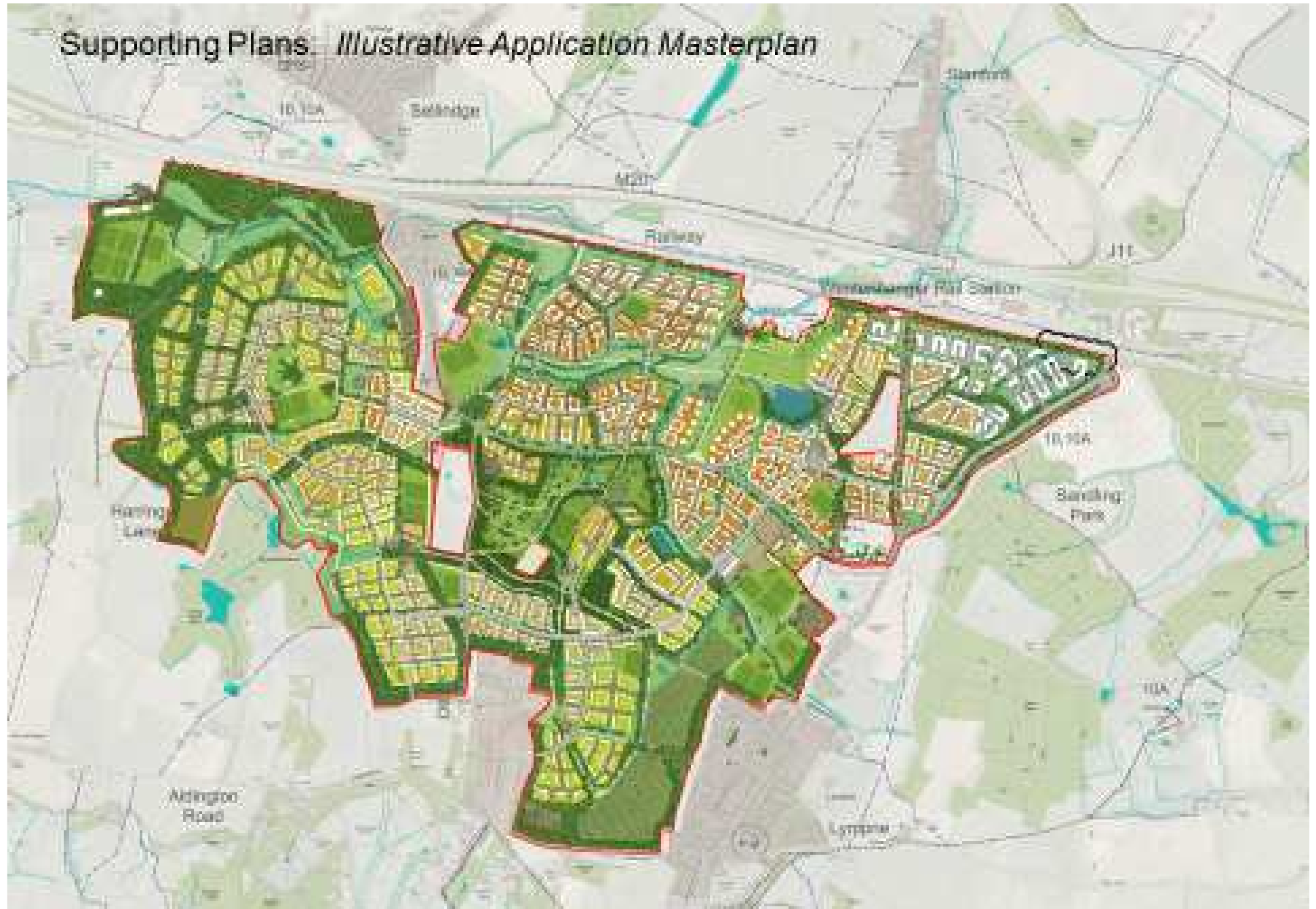
LPA Email – Otterpool.applications@folkestone-hythe.gov.uk



OTTERPOOL PARK

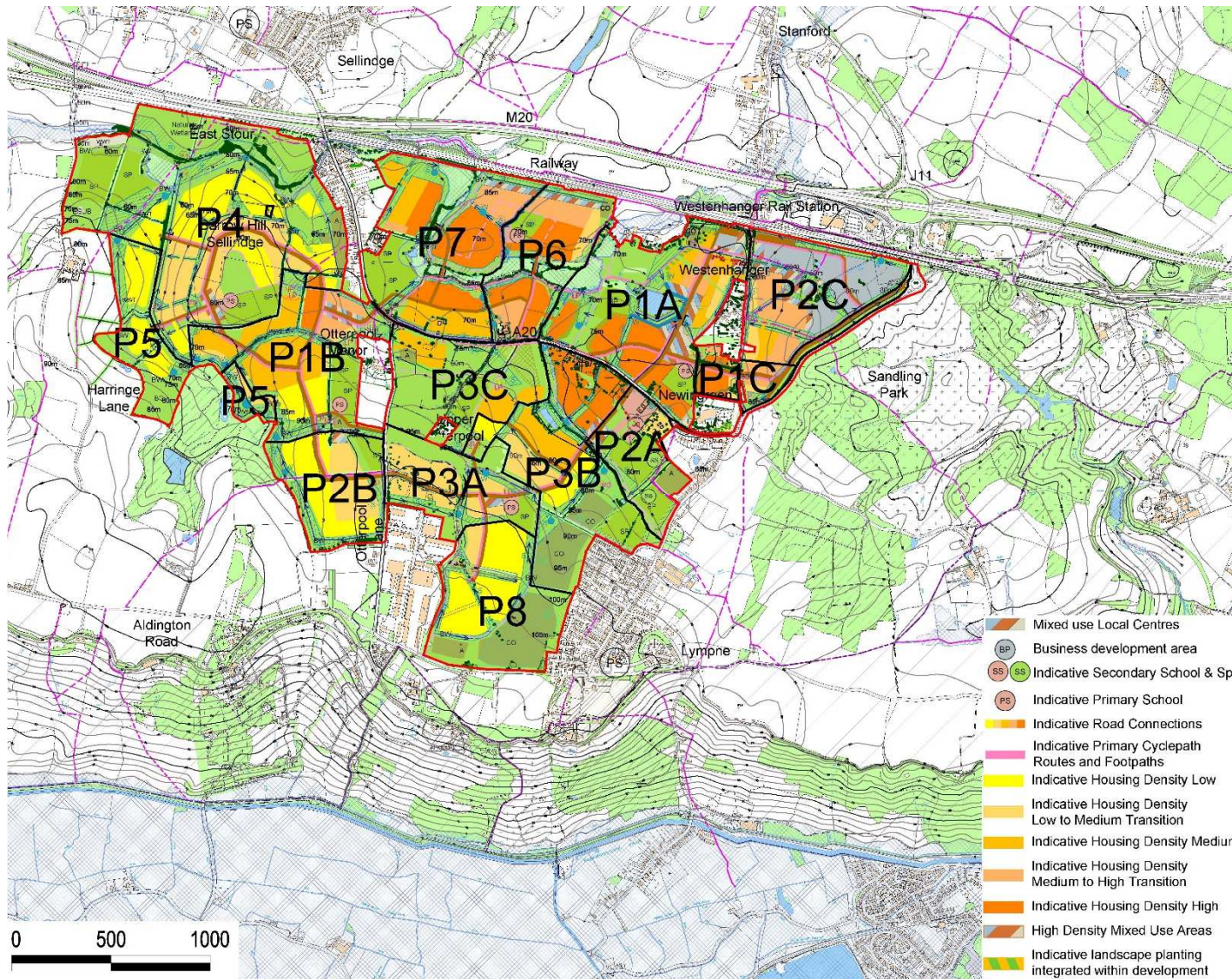
COUNTRYSIDE · CONNECTED · CREATIVE

Supporting Plans *Illustrative Application Masterplan*



phasing

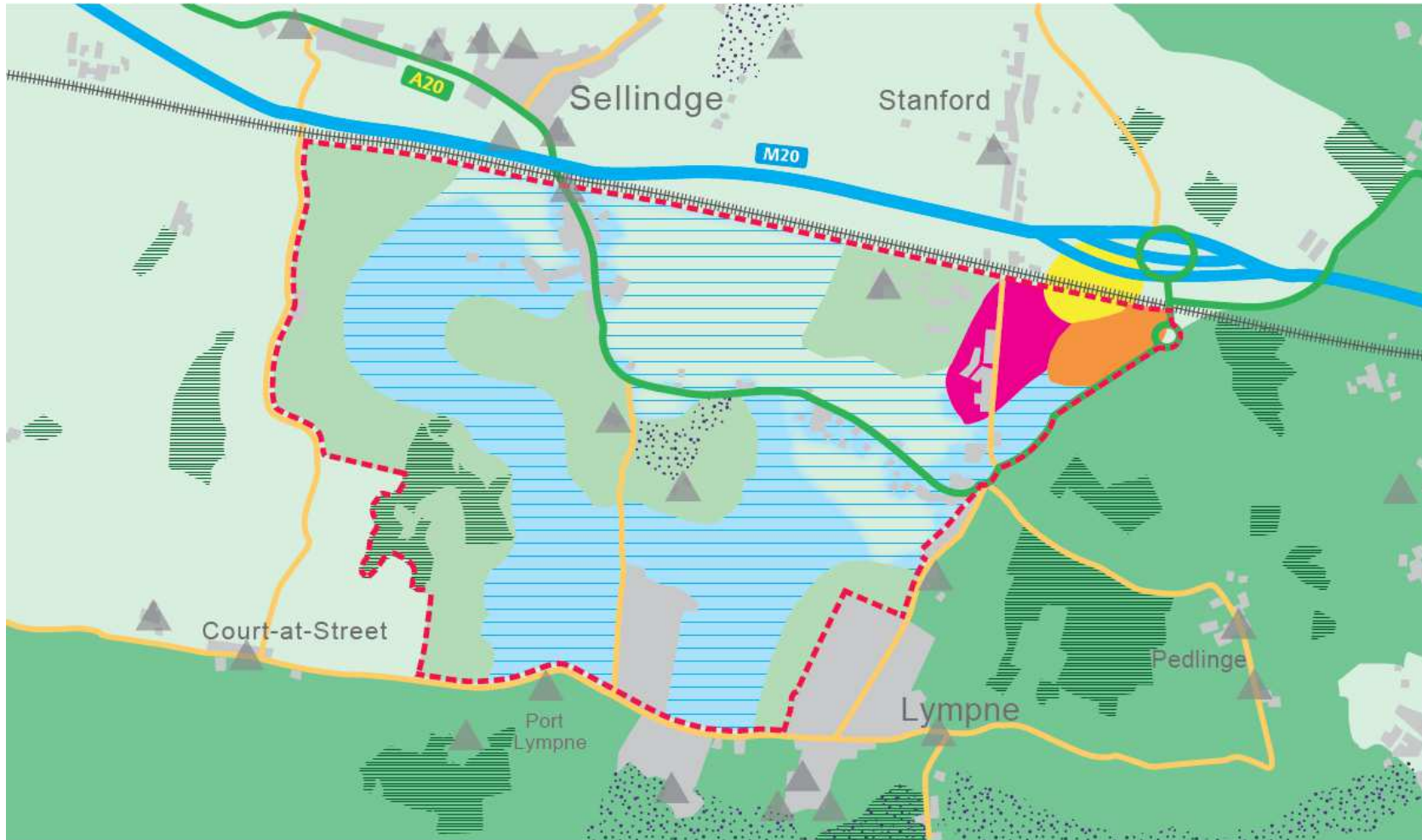
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Approx Development Total

- 8,500 homes**
- 200 ha housing**
- 40 per/ha net density**
- 28 per/ha gross density**
- 28 % Flats, 72 % houses**
- 8000 approx. employed**
- 155,000 m2 non residential**
- 35ha non residential(ex.sch)**
- 35 ha road & infrastructure**
- 270 ha total dev**
- 290ha green infrastructure**
- 50% green infrastructure**
- 20 ha retained farmland**
- 580 ha total development**

Garden Settlement – Proposed site allocation



Policy SS6 - Garden Settlement North Downs - Indicative Strategy

- | | | | |
|----------------------|----------------------|--|------------------------------------|
| A Roads | Policy SS6 Boundary | Town Centre | Business Hub |
| Motorway | Railway | Westenhanger Station - Transport Hub | SSSI |
| Minor Roads | Strategic Open Space | Mixed-Use Neighbourhoods | Ancient Woodland |
| Existing Built Areas | Kent Downs AONB | Neighbourhoods with Landscape Mitigation | Heritage Assets (Listed Buildings) |

Broad Location - Sellindge



Policy CSD9 - Sellindge Strategy

- | | | | |
|-------------------|--------------------------|-----------------------------|---------------------------------------|
| A Roads | Employment (B1) | Existing Primary School | Improved Connectivity |
| Road Improvements | New Community Facilities | Expansion of Primary School | New Cycle/Pedestrian links to Station |
| Motorway | Phase 1 Housing | PPLP Allocations | Landscaping |
| Minor Roads | Phase 2 Housing | Existing Built Areas | Village Green |

HOUSING NUMBERS

- NPPF - new national methodology for calculating housing supply published in February 2019.
- Our requirement up from 633 new homes a year to 676 and now 738.
- A total of 13,284 over the plan period to 2037.

Supporting Plans: Westenhangar castle park and town centre parameters



Wooded Country Park – Integrated Geological SSSI

Key Design Principles

Linked to the Town Park, routed via historic access to Westerhanger Castle, a new Country Park will be situated on the higher land adjacent Otterpool Manor and Upper Otterpool Farm.

The park will reference the historic setting and agricultural use of the 'Otterpools', as well as the historic woodland landscape and nearby ancient woodland. It will incorporate the geological SSSI, to be enhanced as a feature of research, educational and amenity value.

The Country Park will be designed to provide a country estate feel with sweeping views, large specimen tree planting, woodland and open grassland. To contain trails for walking, running and cycling. Strong connections to be made into the surrounding communities, with an active 'edge zone' incorporated. Views out to the wider landscape including the AONB escarpment.

Landscape Character

Existing levels, trees and hedgerows to be retained. Hedgerows and trees to frame open views to the rural and urban landscape.



Country park sketch



Habitat/Biodiversity Benefits

Potential to create mixed deciduous woodland, ponds, native species-rich wildflower grassland. Beneficial to a diverse range of fauna.

Potential to allow movement (wildlife corridor), edge habitats can be valuable for invertebrates, great crested newts and reptiles. Bats can forage in these areas. Targeted planting can support notable or valuable plant species.

GI Functions/Benefits

Environmental awareness, enjoyment of nature, education, health and wellbeing, water management, biodiversity, active and passive recreation, amenity, microclimate resilience, landscape character, climate change resilience, community cohesion, local biodiversity.

Precedent images

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Wooded Country Park – Integrated Geological SSSI

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- Private Plots
- - - SSSI Boundary
- SSSI Geological Feature
- Site of Roman Villa (extent TBC)
- Footpath / Cycleway
- Mountain Bike Trail
- Direction of Building Frontages
- Post and Rail Fence