



MINUTES

Of Land Development Control Authority Meeting

Date : Wednesday 5 April 2017
Time : 9am
Venue : The Education Learning Centre, Jamestown

Present	Mrs Ethel Yon	Chairperson (CP)
	Mr Paul Hickling	Member
	Mr Gavin George	Member
	Mr Raymond Williams	Member
	Mr Ralph Peters	Member
	Mr Karl Thrower	Member
	Mrs Riana de Wet	Chief Planning Officer (CPO)
	Mr David Taylor	Planning Officer (PO)
	Mr Shane Williams	Planning Assistant (PA)
	Mrs Karen Isaac	Secretary (S)

Apologies None

A. Attendance and Welcome

The Chairperson welcomed all present and thanked members for attending.

There were three members of the public present of which two members represented on behalf of Planning Applications 2017/30 and 2017/31 respectively. There was no representative from the Press Office. It was noted that there were a lot of paper due to the new formats as well as number of applications to be determined and Strategic Matter Outlines. The Chairperson thanked the CPO for a job well done.

B. Declarations of Interest

- a) The Chairperson declared an interest in respect of Application 2017/27, as she is the President of the St Helena National Trust (SHNT) and the SHNT objected to the proposal. The CP was allowed to remain at the table but not to involve herself in any discussion.
- b) Member, Mr Gavin George declared in respect of Application 2017/31 as he is a relative of the Applicant. He was allowed to remain at the table but not to vote.

C. Confirmation of Minutes

The 1st of March 2017 LDCA Minutes were circulated and confirmed and signed during the 5th of April 2017 LDCA Meeting.

D. Matters Arising from Minutes

<p>1)</p>	<p>From 26 January Meeting: 2016/136 – 138</p> <p>It was noted that the CPO submitted a Supplementary Report on the 13th of March 2017 for perusal by the LDCA, which made recommendations towards the Way Forward.</p> <p>The Authority agreed to a Site Visit (to be attended by the Applicant) to take place on Tuesday, 9th of May 2017 from 8.30am with the Special Meeting to convene thereafter. Transport to be arranged and the meeting venue to be confirmed.</p>	<p>CPO / S</p>
<p>2)</p>	<p>Access Road Rifle Range</p> <p>The CPO and PO confirmed that they had met with the Applicant at Ambledale Workshop and agreed a way forward. A new Development Application is to be submitted with the view to develop offices and additional storage space however with the view to simultaneously enhance the site (aesthetically) in addition to ensure improved accessibility. The applicant was therefore requested (and agreed to) submit proposals towards clearing of the site (car wrecks and debris), control noise pollution (times of use of industrial machinery), as well as develop both internal and external roadways to adequate standards and in collaboration with the Highways Authority and Roads Manager.</p> <p>No further action is required as the Formal Planning Application is awaited.</p>	
<p>3)</p>	<p>2016/127 - Conversion of Head O'Wain Former Clinic</p> <p>PO facilitated revised drawings and subsequently processed the Decision Notice. Development Permission was granted on the 2nd of March 2017 in accordance with the Authority's Decision to Delegate to the CPO in respect of revised submitted drawings.</p> <p>No further action required.</p>	

<p>4)</p>	<p>Application No. 2016/142 - Communal Bin Housing Project – Across the Island of St H (23 Sites) – ENRD</p> <p>PO contacted Mike Durnford, following an appeal by the LDCA during the March Meeting requesting if Communal Skips can be located at Horse Pasture who has responded to the effect that additional bins, including Communal Skips, will be provided when the budget allows.</p> <p>No further action required.</p>	
<p>5)</p>	<p>2016/151 - Bus Shelter at Head O’Wain</p> <p>PO has reminded Solomon’s however a decision is still awaited. To continue to facilitate where required / possible.</p>	<p>CPO / PO</p>
<p>6)</p>	<p>2016/161 - Abattoir Soakaway System – Sandy Bay – Solomon’s</p> <p>PO has reminded Solomon’s who indicated that they still await technical advice. PO further noted that Environmental Health was present at the initial meeting however a response is awaited.</p> <p>To continue to facilitate where required / possible.</p>	<p>CPO / PO</p>
<p>7)</p>	<p>Land below Woody Ridge – Residential Development without Roads (Arising from Application 2016/167: Anna Chidduku)</p> <p>LDCA requested that the PO indicate to the Developer that no more housing will be approved unless the developer upgrades the road infrastructure to satisfactory standards.</p> <p>PO confirmed that he subsequently held a meeting on site with the landowner, Mr Hansel Phillips and a representative from ANRD on the 14th of March 2017.</p> <p>It was established that most of the remaining developable (Intermediate Zone) land is Crown Land and fall under ANRD control, mostly Forestry with some Agricultural Use. It was further established that Mr Phillips holds an Agricultural Lease, which he stated that he envisage using for relinquish to enable development. ANRD indicated that land to be used for agricultural purposes, even though PO felt that the land is in fact largely underused and unmanaged as it is mainly used for cut-and-carry fodder during times of drought.</p>	<p>CPO / PO</p>

	<p>The land is therefore not available for development. Mr Phillips has some land in his ownership, also within the Intermediate Zone, which he uses as pasture land and he prefers not to see it developed. As a result no way forward has been established for the time being; owners of the newly built houses will have to fund development / upgrading of roads at their own expense and no further dwellings can be permitted in the absence of road infrastructure, in accordance with the Authority's Decision on Application 2016/167 (Anna Chiduku) at the January meeting.</p> <p>To continue follow up and facilitate where required / possible.</p>	
8)	<p>Policy on the Siting and Use of Containers</p> <p>PO to discuss with Councillor Derek Thomas regarding the management and development of the existing HTH Container park.</p> <p>PO has attempted to make contact with Councillor Derek Thomas, to whom Development Permission for the Container Park was Granted. The Grant was subject to Conditions and a Management Agreement (MA) in September 2011. The MA is not being followed. Councillor Thomas has not responded to date and further attempts are being made to make contact with him in this regard.</p> <p>Continue to follow up.</p>	PO / CPO
9)	<p>Use of Duke of Edinburgh Playground</p> <p>The CPO was tasked by the LDCA to investigate initiatives highlighted previously towards the potential use of the DoE Playground – and was therefore discussed as part of the Application for Temporary Car Park.</p> <p>No further action required.</p>	
10)	<p>Land in the Longwood Area for Light Industrial and Commercial Use</p> <p>As per request by the LDCA, CPO and PO identified possible land, around Blackfield and Colt Sheds which are currently under ANRD control. CPO / PO are of the opinion that the land has not been used for Agriculture for some years however ANRD are not prepared to release it for development. Further land has been identified, possibly for a joint scheme with ANRD, at Middle Point but this will require LDCA Review. Discussions are also being held with ESH concerning land immediately</p>	CPO / PO

	<p>east of the newly developed Longwood Business Enterprise Park. PO also indicated the possibility of Basil Read's Offices in Longwood although uncertain when the premises will become available.</p> <p>Continued investigation</p>	
11)	<p>Hooper's Rock Commercial Camping Site (2015/51)</p> <p>CPO / PO indicated that EXCO discussed the Development Permission (granted by the Authority on 2nd of March 2017) during the Closed Session on the 4th of April 2017. EXCO Members felt that the Conditions potentially do not satisfactorily regulate the development – specifically in the instance of the proposed business failing (camping site) and the Manager then being able to remain on site. CPO / PO relate to the Authority that they indicated to EXCO that the condition as set does in fact prohibit the developer from staying on the site unless it is a functional camping site. PO reported that Land Acquisition to still be decided by EXCO. CPO noted that the Acting Attorney General (Ascension Island) was requested to conduct an independent legal review of the processes followed so far.</p> <p>The Authority concluded that the Application did not effectively had to be deferred to EXCO in the first instance and felt confident that processes followed are legally sound and the Conditions as set for the Development Permission are adequate to effectively regulate the development.</p> <p>The Authority however indicated that since it was proposed by the CPO to EXCO that a modification can be made to enrich the condition relating to the concern raised above, the CPO and PO was to review the relevant planning condition and consult with the Applicant in this regard.</p> <p>CPO / PO to provide feedback at the next LDCA Meeting for consideration.</p>	CPO / PO
12)	<p>White Gate Disappearance – Plantation House</p> <p>Investigate what happened to the actual gate. PO reported that the gate is back on its hinges. No further action required.</p>	
13)	<p>Cape Villa Applications to be sent to EXCO</p> <p>In accordance with the Official Directive (17 April 2014) by Governor-in-</p>	PO

	<p>Council, the application to be referred to EXCO.</p> <p>PO explained to the Authority that he had submitted the EXCO Memorandum on 20th of March 2017, recommending approval and that the matter was considered and approved by the Governor-in-Council on the 4th of April 2017 with a slight amendment to the condition regarding the access road. No further action required.</p>	
14)	<p>Roof Colours in Jamestown</p> <p>Discuss with SHG Property Division regarding the preference of Roof Colours in Jamestown.</p> <p>PO reported that he wrote to the Head of Property on 1 March 2017 and has since reminded. Response awaited and PO to follow up again.</p>	PO

E. Applications for LDCA Determination

<p>The following Fifteen (15) Development Applications were considered and approved by the Authority on the 5th of April 2017 following perusal of the Planning Officer's Handling Reports and Recommendations:</p>		
1)	<p>Application 2017/4 – Proposed New Split-level House (2 Bedrooms) - Near Red Hill Water Treatment Plant - Alfreda Yon</p> <p>Resolution: Approved with Conditions as recommended. Applicant to demonstrate how overflows from the roof and other hard surface will be managed on site, to include calculations relating to rain water run-off from roofs and subsequent sizing of holding tanks and attenuation units as well as channelling of overflows to a suitable landscaped area. Condition 2 to be amended to reflect this.</p>	CPO
2)	<p>Application 2017/16 - Proposed New Split-level House (3 Bedrooms) including Demolition - adjacent to old Sandy Bay Clinic - Ian Stevens</p> <p>Resolution: Approved with Conditions as recommended. Applicant to demonstrate how overflows from the roof and other hard surfaces will be managed on site, to include calculations relating to rain water run-off from roofs and subsequent sizing of holding tanks and attenuation units as well as channelling of overflows to a suitable landscaped area. Condition 2 to reflect this.</p>	CPO

3)	<p>Application 2016/165 - Proposed extensions to Existing House Up and Out (3 Bedrooms) - Alarm Forest, opposite Sunflower Café – Sarah Hudson</p> <p>Outline briefly discussed with Authority - however indicated that the Application was withdrawn and therefore not require determination.</p>	CPO
4)	<p>Application 2017/26 - Proposed New Split-level House (2 Bedrooms) - Harpers Road, Near Red Hill Water Treatment Plant - Mario Anthony</p> <p>Outline briefly discussed with Authority - however indicated that the Application was withdrawn and therefore not require determination. It was noted by the Authority that the site had been cleared already for this development. The proposed access road was further pointed out as a concern due to its steep gradient and positioning.</p>	CPO
5)	<p>Application 2017/23 - Proposed New Second Dwelling (1 Bedroom) on Property with Main House – Cow Path, Half Tree Hollow - Nicholas Benjamin</p> <p>It was noted that works on site had been started already.</p> <p>Resolution: Approved with Conditions as Recommended. However noted that the realignment of the existing sewer line as well as sufficient retaining of the embankment, prior to construction of the building, to provide stability and support to the higher lying land above, to clearly reflect in the Conditions.</p>	CPO
6)	<p>Application 2017/27 - Proposed Temporary Car Park at Duke of Edinburgh Playground, Jamestown – ENR Committee (Derek Henry)</p> <p>The Chairperson declared an interest but was allowed to remain at the table without taking part in discussions and voting.</p> <p>The CPO apologised to the Authority for receiving this report late. The Authority was aware that in 2016, the proposal for a change of use of the Duke of Edinburgh Playground was refused. There was one Representation from a member of the public (although a Member of the Authority noted that this person is a non-local / expatriate and therefore live here temporarily). The Roads Section supported the application with Conditions. The Environmental Management Division, SHNT and the heritage Society Objected.</p>	CPO

It was seen that the immediate need for this proposal was through the loss of car parks due to the Greenland's Refurbishment Project. If this was allowed to go ahead as a temporary proposal, it was felt that eventually it could become permanent. It was highlighted that some additional car parks could still be created at the Grand Parade Area. The Authority stressed that it is unfortunate that Duke of Edinburgh Playground has been allowed to remain in disrepair and concluded that this should be addressed as a matter of urgency.

The temporary car park will create a problem and is impractical. The surface is covered in seeds. At this time it was asked to search Greenland's application for safety reasons and the closure of Nose Gay Lane.

After a lengthy debate and a recommendation that the application be approved it was concluded by the Authority that the application be refused on the grounds that the Authority is not satisfied that the proposal could in fact effectively work due to the constrained access and lack of effective traffic management in Market Street and it is likely that a highway hazard would be created. The proposed use will further lead to pressure to minimize the dropping and debris from the trees. Since the trees are protected (Jamestown Tree Preservation Order), the development is likely to bring pressure which could affect their future. It was also determined that the use might have an impact on the buried remains (as this was not properly investigated)

The applicant to be advised that the Authority recommends that SHG should instigate effective development and management of the area (as it is currently regarded a undeveloped, underutilised and vacant land) rather than a Children's Play Area, Park and/or Memorial Site as it should be which inevitably bring pressure to develop it otherwise. The Authority also advises that a professional archaeological investigation be conducted to effectively determine the historic and conservation value / risks due to future development.

Resolution: Application Refused with Reasons

7)	<p>Application 2017/25 - Proposed New Second Dwelling (1 Bedroom) on Property with Main House - Near Guinea Grass Community Centre - Richard Stroud</p> <p>Resolution: Approved with Conditions as Recommended.</p> <p>The applicant to demonstrate how overflows from the roof and other hard surfaces will be managed on site, to include calculations relating to rain water run-off from roofs and subsequent sizing of holding tanks and attenuation units as well as channelling of overflows to a suitable landscaped area. Condition 3 to reflect this.</p>	PO
8)	<p>Application 2017/7 - Proposed Four Holiday Letting Units & Covered Area (Partial Demolition) -Near Salvation Army Hall, Longwood - Malcolm Thomas</p> <p>Resolution: Approved with Conditions as Recommended.</p> <p>Applicant to provide engineering details of permanent retaining structures before excavation works takes place and development shall not be brought in to use until it have been provided to the satisfaction of the Highways Authority. To be reflected in condition 4.</p> <p>An additional advisory to be added requesting the applicant to consider renovation and conversion of the existing house for dining and recreational space for tourists rather than demolition and construction of the covered area. If this is proposed, a request for minor amendment to be submitted.</p> <p>Before any work is started that affects the public highway, agreement should be reached with the Highways Authority, temporary signs and traffic control.</p>	PO
9)	<p>Application 2017/20 - Proposed New Single Storey House (2 Bedrooms) - above Pick n Pay Shop, Half Tree Hollow - Candice Leo</p> <p>Resolution: Approved with conditions as recommended. Applicant to be made aware that all roof water shall be piped to storage tanks of minimum capacity of 450 litres and utilised within the dwelling or to have continuously discharging outlet pipes giving attenuated flow to landscaped areas, in order that the tanks have storage capacity available for collection of rain water running of the roof. Condition 3</p>	PO

	to reflect this.	
10)	<p>Application 2017/21 - Proposed realignment and Formation of Driveway - Along Side Path, Heart Shape View, the Briars - Mary Thompson</p> <p>Resolution: Approved with Conditions as Recommended. The applicant to be made aware that before any works are carried out that affects the public Highway, details to be agreed with Highways Authority temporary signs and traffic control. To be added as a footnote.</p>	PO
11)	<p>Application 2017/17 - Proposed additional Parking and Alternative Entrance - Solomon's Supermarket, Half Tree Hollow - Solomon & Company Plc</p> <p>The proposed fish shop is not part of this application as shown on the plans and should be disregarded. There were two representations collectively from nearby neighbours.</p> <p>Resolution: Approved with conditions as recommended. Condition 3 to be amended and to read as follows: Notwithstanding the submitted plans:</p> <ul style="list-style-type: none"> a) the proposed roadway shall be laid out and used for one-way traffic only, for traffic exiting the car park southbound, with no entry at the southern end, including No-Entry Signs; b) the proposed roadway shall not be brought into use before measures to control the speed of vehicles have been implemented to the reasonable satisfaction of the Chief Planning Officer, the details to have been agreed in advance with the Highways Authority; and c) the northern radius at the point of exit shall be eased to approximately 3m, to assist drivers turning in a northerly direction on to Commonwealth Road. 	PO
12)	<p>Application 2017/22 Proposed New Single Storey House (2 Bedroom) - Upper Cleugh's Plain -Stephen McDaniel</p> <p>Resolution: Approved with conditions as recommended.</p>	PO

13)	<p>Application 2017/24 Proposed New Single Storey 2 Bedroom Dwelling - Adjacent to Evergreen Tree, Half Tree Hollow - Clayton Yon</p> <p>Resolution: Approved with conditions as recommended. The applicant to be made aware that all roof water shall be piped to storage tanks of minimum capacity of 450 litres and utilised within the dwelling or to have continuously discharging outlet pipes giving attenuated flow to landscaped areas so that the tanks have storage capacity available to collect rain water from the roof. To be reflected in condition 8.</p>	PO
14)	<p>Application 2017/30 Proposed New Double Storey Building Accommodating 2 Residential Units - Behind Essex House, Jamestown - Gregory Cairns-wick's</p> <p>There was an objection from Connect. It was recommended by the SHNT that an archaeological watching brief be carried out prior to site clearance. A summary was given when this application was refused in 2015 due to drainage issues and vehicle turning.</p> <p>Negotiations have now taken place with regards to these issues. However, it was stressed by one member that there is a problem with turning vehicles where this proposal will take place and it was felt that this proposal could be taking away parking spaces and blocking entrances. It was made know that the Consulate uses this for loading. The applicant, who was allowed to speak on this occassion stated that he has an agreement in writing from SHG for the connection of the sewer line.</p> <p>Resolution: Approved with conditions as recommended. The Highways Authority to be advised that the LDCA recommends the painting of yellow dotted lines on the road edges at the turning area, once it has been formed by the applicant. This is to limit the parking of vehicles to just loading and unloading.</p>	PO
15)	<p>Application 2017/31 Proposed Alterations & Extensions to Existing Building - Change of Use For Dive Centre and Tourism Accommodation (including Pool) - Palm Cottage, New Bridge, Jamestown - Anthony Thomas</p> <p>Member, Mr Gavin George declared an interest but remained at the</p>	PO

<p>table. There was an objection from Connect (Energy) and a late objection from Health. The SHNT suggested that careful attention be made particularly to the façade and if any windows are to be replaced wooden sash would be more favourable. It was noted that the SHNT saw the original drawings only and not the revised ones.</p> <p>The applicant at the time of submitting this application understood that the neighbours did not have any problem with this proposal. Since then a late objection was received from Mr & Mrs Bramwell Thomas. The applicant was therefore contacted and the objection pointed out to him. The objectors were emailed the conditions if the application was to be approved but unfortunately did not respond. Councillor Derek Thomas was acting on behalf of the objectors on their dissatisfaction. At the meeting the objection was read out to the Authority and the application was then debated.</p> <p>Resolution: Approved with conditions as recommended with additional conditions that the pool shall not be used after 9pm, shall be used as a Training Pool only and not as a Recreational Pool and no music shall be played on the premises that is audible beyond the site boundaries after 9 pm.</p> <p>The regime for maintaining biologically safe water conditions shall be agreed in writing by the EHO before the Pool is brought into use and maintained. It was noted that the neighbours look directly onto the pool and will be hindered by noise pollution. It was considered whether there are any rules on noise pollution within Jamestown.</p>	
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F. Approvals under Delegated Power

<p>The following Three (3) Development Applications were approved under Delegated Powers by the Chief Planning Officer:</p>		
<p>1)</p>	<p>Application 2017/18: Proposed demolition of Existing Corrugated Iron Garage and Reconstruction – Ropery Field, Longwood – Harry Piek Approved on 13 March 2017 CPO briefly discussed the application and rationale that lead to the decision and Authority confirmed their approval.</p>	<p>CPO</p>

<p>2)</p>	<p>Application 2017/19: Proposed House Extension – Blackfield, Longwood – Peter Youde Approved on: 15 March 2017 CPO briefly discussed the application and rationale that lead to the decision and Authority confirmed their approval.</p>	<p>CPO</p>
<p>3)</p>	<p>Application 2017/15: Proposed Construction of Carport – Longwood, behind Rose & Crown Shop – Alan Green Approved on: 16 March 2017 CPO briefly discussed the application and rationale that lead to the decision and Authority confirmed their approval.</p>	<p>CPO</p>

G. Minor Variations

<p>The following Two (2) Development Applications were approved as Minor Variations by the Chief Planning Officer:</p>		
<p>1)</p>	<p>Application 2016/41: Proposed Tourism Viewing Platform – Gabions instead of Stone Cladding - Near Laydown Area – overlooking Heart Shape Waterfall – ESH - Approved on 23 March 2017 CPO briefly discussed the application and rationale that lead to the decision and Authority confirmed their approval.</p>	<p>CPO</p>
<p>2)</p>	<p>Application 2014/64: Proposed Approval of Amended Plans – Bellstone, Levelwood – Marcus Fowler - Approved on 24 March 2017 PO briefly discussed the application and rationale that lead to the decision and Authority confirmed their approval.</p>	<p>PO</p>

H. Strategic Planner Matters - CPO Feedback

<p>The Chief Planning Officer and Planning Officer briefed the Authority on the following Strategic Planning Matters:</p>		
<p>1)</p>	<p>Jamestown Conservation Management / Development Plan:</p> <p>The CPO provided a brief outline on the progress made regarding the Jamestown Conservation Area Management Plan and confirmed that this assignment will be collaborated with SHNT who are in the process of conducting a Historic Environmental Record. Other relevant stakeholders will also need to be consulted throughout this process.</p> <p>CPO further provided a brief outline of the proposed Methodology and Approach to be followed (including the various stages of formulation of the Plan namely Inception Stage, Surveys and Analysis Stages, Formulation and Consultation Stages, etc.) as well as outline the various elements which will be investigated / covered by the plan (land utilisation, roofscapes, streetscapes, landscaping, buildings and architectural elements, etc.) as part of the formulation of this Plan.</p> <p>The CPO further noted that to formulate such a plan effectively will require adequate resources, need to be multi-disciplinary and require sufficient time-allocation and as such a time-frame cannot be provided at this stage as it will be developed amidst other work obligations.</p>	<p>CPO / PO</p>
<p>2)</p>	<p>GIS Development within the Planning Division</p> <p>The CPO outline the progress that was made towards GIS Development and explained how this can be incorporated within a planning regime. An example was provided of work done on the Listed Buildings across the Island (which will also be used to inform the Jamestown Plan). This is a work in progress and the CPO will update the Authority from time to time. CPO however highlighted that this forms an important part of regional planning and can if developed well over time be used to inform land planning decisions across the island. CPO indicated that the Deputy Building Inspector (DBI) who is also a GIS Technician was appointed within the Planning & Building Division (as from 1 May 2017) will be equipped and guided to develop a comprehensive GIS Data-Base (and Maps) for the</p>	<p>CPO / DBI</p>

	Division.	
3)	<p>Land Development Control Plan (LDCP) Review:</p> <p>CPO indicated that an ENRD Sub-Committee has been established and already met twice at the time of this meeting. The sub-committee is tasked with the timely Mid-term (5-year) Review of the LDCP (2012 – 2022).</p> <p>The CPO further explained that the Sub-Committee established that there is a need to revisit / review (through desktop and field surveys) the various Zone Boundaries and that certain policies within the LDCP could require rewording / reconsideration in order to ensure that it is more effective / clear and/or less restrictive. CPO further indicated that this is a necessary process for any Planning Framework as it determines at this milestone what worked well and what did not work well in addition to what was potentially omitted and how the Plan can be improved. CPO further ensured the Authority that such a review will ultimately be advertised and all relevant stakeholder (under which the Authority) as well as public opinion will be invited before approval of the proposed amendment. CPO will report back to the Authority on progress made and issues raised.</p> <p>The PO noted that the LDCP is to meet the Memorandum of Understanding established between the SHG and UK Government when the Airport was Developed. CPO noted this and will also ensure to highlight this to the Sub-Committee.</p>	CPO
4)	<p>Bottom Woods Comprehensive Development Area (CDA)</p> <p>CPO indicated that this layout can be conducted internally (and there is no need to outsource to an External Consultant at great cost) and Planning is therefore engaged in discussion with other Divisions within ENRD as well as relevant Stakeholders (such as Connect St Helena) regarding the Layout of the CDA. PO further indicated that a Local Developer is interested in land within the CDA for Commercial / Retail purposes and this will be incorporated as part of the CDA layout and in collaboration with Property Division / Crown Estates.</p>	CPO / PO
5)	<p>Building Regulations Review</p> <p>PO is in the process of developing a Draft Amended Building Regulation which will be discussed (in the form of a Workshop) with</p>	CPO / PO / BI / DBI

	all relevant parties including Suppliers, Contractors, etc. Prior to approval the review of the new Building Regulations will be publicly advertised and stakeholder and public opinion obtained prior to approval of the new Regulations. This is however a work in progress which takes place amidst day-to-day tasks and work obligations within the Planning & Building Division.	
6)	<p>Planning Information Dissemination Programme Feedback</p> <p>The CPO indicated that the Planning & Building Division has embarked on a programme to disseminate information via the Media (newspapers) regarding development matters. The aim is to inform public regarding processes, regulations, legislation and the general planning regime of the Island.</p> <p>CPO invited the Authority to indicate messages that they feel necessary to distribute to the public.</p> <p>CPO to continue with this programme from time to time.</p>	CPO / PO
7)	<p>Annual Report for the Governor</p> <p>CPO confirmed that this was now signed off and despatched to the Governor.</p>	CPO / PO

I. Building Control Activities

LDCA Members were given an Updated List of <u>Building Control Activities</u> for the period <u>23 February to 28 March 2017</u> for their information.	CPO / BI
CPO to Facilitate and (Building Inspector) BI to process new Building Applications as and when received and report back at the next meeting.	

J. Applications Received & Awaiting Determination

LDCA Members were given a list of <u>Current Development Applications</u> awaiting determination, however the CPO highlighted that at the time of this Meeting there were 11 Applications Pending (i.e. waiting on supplementary information from Applicants) and 7 New Applications, resulting in <u>18</u>	CPO / PO
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<p><u>Application</u> awaiting Determination.</p> <p>3 Applications were withdrawn during this period.</p> <p>CPO / PO to further facilitate and prepare Reports for Determination by the Authority.</p>	
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K. Any Other Business

The following Items were noted under Any Other Business:		
1)	The CP thanked PO for his input in the Planning and Building Sections. PO thanked members for making him welcome as he is leaving on the ship end of April 2017.	
2)	The Chairperson requested that publication of development proposal adverts be more informative where possible.	CPO

L. Closed Items

There was one Item for Discussion:		
1)	EXCO meeting of 4 April 2017	

M. Next Meeting

The next LDCA Meeting was scheduled for Wednesday 3 May 2017 at 9:00 at the Education Learning Centre, Jamestown.	CPO / S
A Site Visit and Special Meeting was scheduled for Tuesday 9 May 2017 at 8:30 with the venue to be confirmed.	CPO / S

N. Closing

The Chairperson thanked Members for their attendance. The meeting closed at 13:25 hrs.	
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Signed by the Chairperson to the Authority, as a true reflection of the Meeting.

Chairperson to the LDCA

Date