



Gloucestershire
COUNTY COUNCIL

Minerals Local Plan for Gloucestershire

2018 – 2032

Duty to Cooperate Statement
to support the submission of the plan under Regulation 22

December 2018

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Section 1 | Introduction

1. A Duty to Cooperate (DtC) statement has been produced to support the preparation of the Minerals Local Plan for Gloucestershire (2018 – 2032) (referred to here-after as “the MLP”). It explains the approach and measures that have been taken by Gloucestershire County Council (referred to here-after as “the Council”) to address its legal duty-to-cooperate (referred to here-after as “the duty”) in respect of plan making for minerals. The statement identifies and describes ways in which collaborative and cooperative working has taken place with other organisations that are also subject to the duty.
2. This version of the DtC statement has been updated to reflect collaborative and cooperative working that has taken place since the Publication MLP was subject to public inspection between May and July 2018. The statement has been included in the supporting evidence to accompany the submission of the Publication MLP to the Secretary of State.
3. To accompany the early stages of the MLP two duty-to-cooperate reports were produced by the Council¹. These set out an initial scoping exercise to establish future resource requirements and commitments linked to the duty. A review of progress (up to 2016) regarding cooperative activities was also included. This DtC statement has taken full account of these initial reports.

¹ In June 2014 the Minerals Local Plan Site Options & Draft Policy Framework (MLP-SODPF) Evidence Paper | *Duty to-cooperate* was published along with the Minerals Local Plan Site Options and Draft Policy Framework (MLP-SODPF) consultation. In Sept 2016 the Draft Minerals Local Plan (MLP) for Gloucestershire (2018-2032) Duty-to-Cooperate Progress Report was published as part of the Draft MLP consultation. Both reports can be obtained from the MLP online Evidence base at: - <https://www.gloucestershire.gov.uk/planning-and-environment/planning-policy/minerals-local-plan-for-gloucestershire/evidence-base-for-the-minerals-local-plan-for-gloucestershire/>

Section 2 | What is the duty to Cooperate?

Planning and Compulsory Purchase Act 2004 and Localism Act 2011

5. The duty to cooperate was introduced through the Localism Act 2011 as an amendment to the Planning and Compulsory Purchase Act 2004. It places a legal duty on all local planning authorities and county councils in England and a number of other public bodies to: -
- engaging constructively, actively and on an ongoing basis in the process of the preparation of development plan documents;
 - so far as they relate to a strategic matter.
6. Strategic matters are defined as sustainable development or use of land that has or would have a significant impact on at least two planning areas, including (in particular) sustainable development or use of land for / or in connection with infrastructure that is strategic and has / or would have a significant impact on at least two planning areas. It also includes development categorised as a county matter or which would have a significant impact on a county matter².

Town & Country Planning (Local Planning) (England) Regulations 2012

7. Local planning regulations sets out the other public bodies (known as ‘prescribed bodies’) that may be subject to the duty in addition to the planning authorities in England³. They are as follows: -
- Environment Agency (EA);
 - Historic England (HE)⁴;
 - Natural England (NE);
 - Mayor of London;
 - Civil Aviation Authority (CAA);
 - Homes England⁵;
 - Clinical Commissioning Groups (CCGs)⁶;

² A ‘County Matter’ is defined in The Town and Country Planning (Prescription of County Matters) (England) Regulations 2003. It is largely concerned with the use of land for the purposes of recovering, treating, storing, processing, sorting, transferring or depositing of waste and mineral extraction and its ancillary activities

³ Prescribed bodies for the purposes of the duty to cooperate are contained in Part 2 of the Town & Country Planning (Local Planning) (England) Regulations 2012 as amended by as amended by the National Treatment Agency (Abolition) and the Health and Social Care Act 2012 (Consequential, Transitional and Saving Provisions) Order 2013.

⁴ The Historic Buildings and Monuments Commission for England is presently known as Historic England.

⁵ As of January 2018 the Homes and Communities Agency (HCA) became Homes England.

⁶ CCGs replaced Primary Care Trusts (PCTs) under the Health and Social Care Act 2012 (see footnote 5). PCTs were set out in local planning regulations as prescribed bodies for the purposes of the duty to cooperate.

- NHS England⁷;
- Office of Rail and Road (ORR)⁸;
- Transport for London (TfL);
- Integrated Transport Authorities;
- Highway authorities; and
- Marine Management Organisation (MMO).

National Planning Policy Framework 2012 (NPPF)

8. National policy contained in the National Planning Policy Framework (NPPF) provides details on what may constitute strategic planning matters⁹. It describes a number of 'strategic priorities' where co-operation may be appropriate for planning authorities in preparing local plans for their area¹⁰. These are set out as follows: -

- the homes and jobs needed in the area;
- the provision of retail, leisure and other commercial development;
- the provision of infrastructure for transport, telecommunications, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat);
- the provision of health, security, community and cultural infrastructure and other local facilities; and
- climate change mitigation and adaptation, conservation and enhancement of the natural and historic environment, including landscape.

9. The NPPF also describes the Government's expectations for meeting the duty. It explains that planning authorities should engage in joint working on areas of common interest for the mutual benefit of neighbouring authorities; work collaboratively with other bodies to ensure that strategic priorities across local boundaries are properly coordinated and then reflected in local plans¹¹, and in two tier areas, county and district planning authorities should cooperate with each other on relevant issues¹² All local

⁷ NHS England, formerly known as the National Health Service Commissioning Board was set up under the Health and Social Care Act 2012. NHS England performs a number of functions that were previously carried out by PCTs and is therefore now an additional body to CCGs for the purposes of taking up the prescribed body status afforded for PCTs.

⁸ As of 1st April 2015 the Office of Rail Regulation (ORR) became the Office of Road & Rail. This was to reflect new responsibilities for monitoring the efficiency and performance of England's strategic road network.

⁹ National Planning Policy Framework (NPPF), paragraph 178

¹⁰ National Planning Policy Framework (NPPF), paragraph 156

¹¹ National Planning Policy Framework (NPPF), paragraphs 178 and 179

¹² National Planning Policy Framework (NPPF), paragraph 180

planning authorities must also provide evidence concerning effective cooperation for issues that generate cross-boundary impacts when their plans are submitted for examination¹³.

10. Collaborative working in a broad sense involving private sector bodies, utility and infrastructure providers is another related feature for policy preparation encouraged by the NPPF. It should be targeted on tackling strategic planning priorities and the delivery of sustainable development and should also be carried out in consultation with Local Enterprise Partnerships (LEPs) and Local Nature Partnerships (LNPs)¹⁴

Revised National Planning Policy Framework (rNPPF) – 2018

11. A revised National Planning Policy Framework (rNPPF) was published in July 2018. It brings forward a number of reforms to planning policy in relation to discharging the duty. Section 3 of the rNPPF entitled '*Plan making*' includes an entire new sub-section – '*Maintaining effective cooperation*', which sets out specific measures for demonstrating collaborative working with plan making.
12. Paragraph 26 of the rNPPF states that joint working should help to determine where additional infrastructure is necessary, and whether development needs that cannot be met wholly within a particular plan could be met elsewhere. In addition, paragraph 27 identifies a specific requirement to prepare and maintain one or more statements of common ground, to document the cross boundary matters being addressed through plan making. These statements of common of ground should be made publicly available throughout the plan-making process for reasons of transparency.

National Planning Practice Guidance (NPPG)

13. Further guidance on delivering the duty is provided in the National Planning Practice Guidance (NPPG). It makes it clear that the duty is not a duty to agree. Although every effort to secure the necessary cooperation on strategic cross boundary matters should be made by the planning authorities concerned¹⁵.
14. In addition, to confirming the other prescribed bodies, the NPPG provides clarification on the circumstances surrounding LEPs and LNPs and their relation to the duty. It confirms that both bodies are not subject to the specific requirements of the duty; but that planning authorities should cooperate with them and have regard to their activities where they relate to local plan making¹⁶. In effect the NPPG suggest that in practice a 'duty to cooperate' of sorts exists between planning authorities and LEPs and LNPs.

¹³ National Planning Policy Framework (NPPF), paragraph 181

¹⁴ National Planning Policy Framework, paragraph 80

¹⁵ National Planning Practice Guidance (NPPG), Duty to cooperate section, paragraph: 001, 2nd part, reference ID: 9-001-20140306

¹⁶ National Planning Practice Guidance (NPPG) Duty to cooperate section, paragraph: 006 Reference ID: 9-006-20160519

15. The NPPG also provides advice on how the duty will be tested. It explains that it will form part of the legal tests that take place towards the end of preparing a new local plan. Failure to meet the legal test for the duty will mean the new plan cannot be adopted by the planning authority¹⁷. In addition, issues of cooperative and joint working to meet cross boundary strategic priorities are an important element of deciding whether a new local plan is 'sound' and therefore able to be adopted by the planning authority¹⁸. Determining if the plan will be effective is a crucial element of the tests of soundness and a key measure of this is how cross boundary strategic priorities have been addressed¹⁹.
16. The NPPG makes clear there is no definitive list of actions that constitute effective cooperation under the duty²⁰. However, it is expected that robust evidence of the efforts made to cooperate on strategic cross boundary matters is prepared, which may be set out in a statement. Evidence should include details about *who* has been involved in cooperative activities; *what* activities have taken place; *when* did they occur; and *how* have they influenced the preparation of the emerging new local plan²¹.

Revised draft National Planning Practice Guidance – consultation March to May 2018

17. To accompany intended changes to national policy, the Government has also published proposed changes to planning practice guidance. These are largely focused on the level of detail and content that should be included in the new statements of common ground and who should be involved in their production and ongoing maintenance. As of December 2018 the proposed revisions have yet to be included in the NPPG.

¹⁷ National Planning Practice Guidance (NPPG) Duty to cooperate section, paragraph: 002, 2nd part, reference ID: 9-002-20140306

¹⁸ The tests of soundness are set out in the NPPF under paragraph 182. They are the measures available to an inspector for assessing the suitability of a new local plan. The tests are as follows: - •has the plan be positively prepared?; is it justified?; is it effective?; and is it consistent with national policy.

¹⁹ National Planning Practice Guidance (NPPG) Duty to cooperate section, paragraph: 002, 4th part, reference ID: 9-002-20140306

²⁰ National Planning Practice Guidance (NPPG) Duty to cooperate section, paragraph: 011, 1st part, reference ID: 9-011-20140306

²¹ National Planning Practice Guidance (NPPG), Duty to cooperate section, paragraph: 011, 4th part, reference ID: 9-011-20140306

Section 3 | Which organisations have been involved?

19. In preparing the MLP the Council has identified public organisations that it considers have been relevant in meeting the duty. They are set out below under several sub-headings.
20. The majority of these organisations were previously identified during the scoping exercise in 2014 and reviewed as part of the progress report of 2016²². The number of organisations has increased notably since 2014 as a consequence of evolving knowledge on strategic minerals-related planning matters, plan making progress with the MLP and as a result of collaborative activities.

Local Planning Authorities

21. The Council has concluded the following organisations collectively make up the “local planning authorities” that have been involved in discharging the duty for the MLP. The list below includes district (lower tier) authorities located within Gloucestershire ^(#); district or unitary authorities that share both a physical boundary with the county and at least one strategic minerals-related planning matter ^(~); and non-bordering unitary authorities that share at least one strategic minerals-related planning matter ^(^): -

- Bath & North East Somerset Council [^];
- Bristol City Council [^];
- Central Bedfordshire Council [^];
- Cheltenham Borough Council [#];
- Cornwall Council [^];
- Cotswold District Council [#];
- Forest of Dean District Council [#]
- Gloucester City Council [#];
- Herefordshire Council [~];
- Malvern Hills District Council [~];
- North Somerset Council [^];
- Solihull Metropolitan Borough Council [^];
- South Gloucestershire Council [~];
- Stratford-on-Avon District Council [~];
- Stroud District Council [#];
- Swindon Borough Council [~];
- Tewkesbury Borough Council [#];

²² Sections 2 and 3 of the 2014 Minerals Local Plan Site Options & Draft Policy Framework (MLP-SODPF) Evidence Paper | *Duty to-cooperate* identified which public organisations that the Council believed should be engaged with during the preparation of the MLP. This was reviewed in the 2016 DtC Progress Report published alongside the Draft Minerals Local Plan for Gloucestershire (2018 – 2032) consultation and presented in Appendix 1 of that document.

- Vale of White Horse District Council ~;
- West Oxfordshire District Council ~;
- Wiltshire Council ~;
- Wychavon District Council ~;

County Councils

22. In addition, the Council considers the following county (upper tier) authorities are of equal importance in discharging the duty with the MLP. The list below includes all English county councils that carry out minerals (and waste) planning functions which either share both a physical border with Gloucestershire and at least one strategic minerals-related planning matter ⁽⁺⁾ or which share at least one strategic minerals-related planning matter^(*) without necessarily being physically connected: -

- Devon County Council *;
- Derbyshire County Council *;
- Dorset County Council *;
- Hampshire County Council *;
- Leicestershire County Council *;
- Lincolnshire County Council *;
- Nottinghamshire County Council *;
- Oxfordshire County Council +;
- Staffordshire County Council *;
- Somerset County Council *;
- Warwickshire County Council +;
- Worcestershire County Council + .

Prescribed Bodies

23. Section 2 sets out the list of ‘prescribed bodies’ that are under the duty. For the MLP, the Council has determined that the following bodies are relevant: -

- Environment Agency (EA);
- Historic England (HE);
- Natural England (NE);
- Civil Aviation Authority (CAA);
- Homes England;
- NHS Gloucestershire Clinical Commissioning Group (CCG);
- NHS England;
- Office of Rail and Road (ORR);
- Gloucestershire County Council in its capacity as the Local Highway Authority; and
- Marine Management Organisation (MMO).

Local Enterprise Partnership (LEP) and Local Nature Partnership (LNP)

24. There are two organisations that comprise the LEP and LNP for the entirety of Gloucestershire. Both have been subject to cooperative activities in support of the preparation of the MLP: -
- Gloucestershire First (GFirst) Local Enterprise Partnership (LEP); and
 - Gloucestershire Local Nature Partnership (GLNP)

Section 4 | What are the strategic planning matters?

Minerals Local Plan for Gloucestershire

25. Potential strategic minerals-related planning matters relevant to the MLP were investigated back in 2014 as part of a duty to cooperate scoping exercise. The MLP Site Options and Draft Policy Framework consultation which took place between June and August 2014 provided an opportunity for interested parties to make representations on the Council's initial duty-to-cooperate conclusions²³. Whilst a number of related comments were received, these focused on the overall approach to undertaking the duty-to-cooperate and the nature of desirable outcomes that should be sought by the Council. No objections or alternative views were expressed to the strategic minerals-related planning matters presented by the Council at that time.
26. Throughout the preparation of the MLP and particularly in the development of sections 2 to 5 of the publication plan²⁴ strategic minerals-related planning matters have evolved. Below are a series of concluding schedules that confirm the Council's understanding of each strategic matter deemed relevant to meeting the duty.

DtC a | Facilitating a steady and adequate supply of crushed rock

Gloucestershire contains limestone mineral resources of economic significance²⁵. The county's crushed rock supplies are strategic in nature due to their reach and influence beyond the Gloucestershire border. Current evidence presented in the Gloucestershire Local Aggregate Assessment (LAA) series indicates that in the recent past crushed rock sourced from within the county has made a meaningful contribution to mineral supplies in neighbouring Worcestershire, Herefordshire, Oxfordshire and Wiltshire²⁶. It has also been used in Wales and supplied other regions of England such as the South East and London. Locally worked crushed rock has largely met local aggregate demand²⁷. However, meaningful imports of crushed rock limestone into Gloucestershire have also occurred. These have mostly originated from elsewhere in the South West of England, most prominently from South Gloucestershire, but also to a lesser extent from North Somerset.

²³ Section 9 of Minerals Local Plan Site Options and Draft Policy Framework consultation included a question seeking views on any of the consultation documents put forward (including the supporting evidence paper on duty to cooperate)

²⁴ Sections 2 to 5 of the Publication MLP contains: - the spatial portrait for the county (2), "drivers for change" that have had a major influence on the plan's preparation (3); overarching objectives (4); and a mineral planning strategy (5).

²⁵ Information on Gloucestershire's economically viable minerals can be obtained via BGS at: - <http://www.bgs.ac.uk/downloads/start.cfm?id=2613>

²⁶ The Gloucestershire Local Aggregate Assessment (LAA) series is a suite of annually prepared reports that set out the sales and reserves data for aggregates covering the county. Collectively they cover the period 2011 through to 2016. The reports include rolling trend analyses for the previous 10-years' worth of sales and from the 2015 data report onwards, provide a review of local aggregate consumption and imports and exports into Gloucestershire, extrapolated from the national 4-yearly Aggregate Mineral (AM) Survey. The most recent Gloucestershire LAA (6th) can be obtained at: - <https://www.gloucestershire.gov.uk/planning-and-environment/planning-policy/local-aggregates-assessment-laa/>

²⁷ According to the 6th Gloucestershire LAA over 80% of the county's crushed rock consumption was sourced locally. A further 20% was imported from elsewhere.

DtC b | Identifying allocations for the future of working of crushed rock

The MLP contains allocations for the future working of crushed rock limestone. Allocations facilitate the delivery of sufficient provision to contribute towards the future demand for crushed rock limestone over the plan period. Three allocations contained in the publication plan are located within the Forest of Dean resource area. They are all reasonable close to the county's western boundary with Monmouthshire and Herefordshire²⁸. The Forest of Dean allocations possess a strategic dimension not simply due to their potential contribution to aggregate supplies but as a result of possible amenity and other impacts linked to mineral working. Impacts could affect localities across the county boundary. The identification, assessment and monitoring of impacts and the establishment of acceptable means of mitigation will require collaboration between Gloucestershire County Council and key neighbouring planning authorities.

DtC c | Facilitating a steady and adequate supply of land-won sand and gravel

Economically important land-won sand and gravel resources are present in parts of Gloucestershire, although only resources within the Upper Thames Valley (UTV) are currently being worked²⁹. Evidence contained in the Gloucestershire LAA series would suggest locally-sourced sand and gravel is strategically significant. Whilst it has largely contributed to meeting local demand over the recent past, a noteworthy amount of sand and gravel has been exported into neighbouring Wiltshire, Worcestershire and Herefordshire. Furthermore, imports of sand and gravel have also made a meaningful contribution to Gloucestershire's mineral supplies. These have arrived from elsewhere in the South West (Wiltshire), the South East of England (Oxfordshire) and the Midlands (Worcestershire). Import and export trend data over last decade indicates there is a degree of inter-dependency where maintaining mineral supplies are concerned, between Gloucestershire and other nearby sand and gravel working areas such as Wiltshire and Oxfordshire.

²⁸ The Key Diagram contained in the Publication Minerals Local Plan for Gloucestershire sets out the location of all the plan's aggregate allocations including for the future working of crushed rock aggregate

²⁹ Information on Gloucestershire's economically viable minerals can be obtained via BGS at: - <http://www.bgs.ac.uk/downloads/start.cfm?id=2613>

DtC d | Identifying allocations for the future of working of sand & gravel

The MLP contains allocations for the future working of sand & gravel. Allocations facilitate the delivery of sufficient provision to contribute towards the future demand for sand and gravel over the plan period. The two allocations identified in the plan fall within the Upper Thames Valley (UTV) strategic resource block. They are located very near to the county's south-eastern boundary with Wiltshire and Swindon Borough. The allocations possess a strategic dimension not simply due to their potential contribution to aggregate supplies but as a result of possible amenity and other impacts linked to mineral working, which could affect localities across the county boundary. The identification, assessment and monitoring of impacts and the establishment of acceptable means of mitigation will require collaboration between Gloucestershire, Wiltshire and Swindon Borough Councils. In addition, other candidate allocations for future sand and gravel working located near to the county's boundary have been carefully assessed as part of the plan preparation process. This includes potential for working within the Severn Vale resource area, near to the county boundary with Worcestershire.

DtC e | Effectively safeguarding mineral resources and mineral infrastructure

Economically valuable mineral resources are distributed throughout Gloucestershire and in many instances transcend the authority's administrative boundary. The location of mineral resources also often coincides with parts of the county that experience development pressures or are likely to do so in the future (e.g. the Severn Vale, which contains known sand and gravel resources also accommodates the county's two main urban areas of Gloucester City and Cheltenham). This circumstance may create land use conflicts with development proposals for new housing, infrastructure or employment, all of which could close off access to valuable underlying mineral resources. This issue is known as mineral sterilisation.

In addition, the county accommodates a network of mineral infrastructure which is vitally important to maintain a steady and adequate supply of minerals and mineral-derived products. This infrastructure can be found within existing mineral workings or as standalone developments and facilitates the necessary scale and timeliness of mineral movements into and out of the county. It is particularly important where more sustainable and 'strategically-significant' modes of transport could be used such as rail and water. It also allows for local processing to take place to convert raw minerals into valuable and desirable products including concrete and coated materials and for transforming construction, demolition and excavation (C,D & E) wastes into usable recycled materials. Similar to mineral resources other nearby developments may create land use conflicts which could hinder the effective operation and capacity of plant and machinery. For mineral resources and infrastructure safeguarding to be effective, it requires a strategic approach with collaborative working between local (borough, district and city) planning authorities and the County Council. Preventing incompatible development proposals from risking the loss of and / or disruption to mineral resources or infrastructure is a key priority. The County Council is responsible for setting an appropriate local policy framework for mineral resource and infrastructure safeguarding and also for managing how infrastructure provision is made within mineral working sites.

Section 5 | What cooperative activities have occurred?

27. This section of the statement presents a detailed log of all relevant cooperative activities that the Council has participated in linked to the strategic minerals-related planning matters already described in section 4. To assist in the auditing and cross-referencing of cooperative activities a series of thematic tables have been constructed.
28. The tables present individual cooperative activities and include information as to who was specifically involved; what took place; when this happened; and the outcome.

Table 1: Cooperative activities relating to plan-making for crushed rock supplies

Strategic minerals-related planning issue: DtC a Facilitating a steady and adequate supply of crushed rock		
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about initial proposals for the upcoming national (4-yearly) aggregate survey; MPA progress reports on preparing initial Local Aggregate Assessments (LAAs) across the South West and updates on plan and policy making and noteworthy mineral planning decisions.
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making
	Date:	May 2013
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	South Gloucestershire Council; North Somerset Council;
	Action(s):	Discussion and debate about current local mineral policy making by the partner authorities; future co-operation opportunities to consider cross-boundary aggregate mineral matters; and updates on emerging plans, other relevant policies and noteworthy mineral planning decisions.
	Outcome(s):	Confirmation that formal joint-policy making at this time would not be realistic due to divergent plan-making timetables ³⁰ . However, opportunities may exist to share collected evidence and any other intelligence particularly where it will deepen the understanding of cross-border crushed rock aggregate supplies.
	Date:	June 2013
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about the national aggregate survey (data for 2014); MPA updates on the preparation of the next round of Local Aggregate Assessments (LAAs) across the South West, policy and plan making and any noteworthy mineral planning decisions.
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on policy preparation and plan making

³⁰ This matter was acknowledged in section 4 (*summary of key outcomes from early engagement 2013/14*) of the 2014 Minerals Local Plan Site Options & Draft Policy Framework (MLP-SODPF) Evidence Paper | *Duty to-cooperate*

	Date:	May 2014
DtC Activity: Site Options and Draft Policy Framework consultation	Partners:	All DtC partners.
	Action(s):	This comprehensive consultation exercise included a detailed initial draft policy approach for making provision for aggregates in general and more specifically for crushed rock. It put forward a method for calculating projected future demand and for determining how much provision should be made to accommodate this demand.
	Outcome(s);	This was an opportunity for DtC partners to formally scrutinise and provide comments on the crushed rock aggregate policy approach being put forward for Gloucestershire
	Date:	Jun 2014
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	South Gloucestershire Council; North Somerset Council.
	Action(s):	Discussion and debate about progress with local mineral policy making by the partner authorities; the preparation of the next round of LAAs and data collection for the national aggregate survey; and other activities and actions that could help improve evidence and intelligence on emerging trends with cross-border crushed rock aggregate supplies
	Outcome(s);	Understanding of plan preparation (covering minerals) timetables across the partner authorities and increased knowledge of current and future factors affecting trends with cross-border crushed rock aggregate supplies.
	Date:	Feb 2015
DtC Activity: Written correspondence concerning: - Aggregate issues for Gloucestershire; SW AWP, West Midlands Aggregate Working Party (WM AWP); and Worcestershire.	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities; West Midlands Aggregate Working Party (WM AWP) mineral planning authorities; Worcestershire County Council
	Action(s):	Response to request for WM AWP to consider a potential review of how provision for crushed rock from across the West Midlands should be made in the future – focused on an emerging draft strategy put forward by Worcestershire for a joint-policy approach involving neighbouring Gloucestershire.
	Outcome(s);	No evidence that an effective and deliverable joint-policy approach involving Gloucestershire would be achievable. It was concluded that any envisaged shortfall in crushed rock as a result of no future working from within Worcestershire, would most likely be accommodated through future working elsewhere across the West Midlands sub-national area.
	Date:	Jun 2015
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	South Gloucestershire Council Worcestershire County Council
	Action(s):	Discussion and debate about recent WM AWP correspondence (Jun 2015); current local mineral policy making by the partner authorities.
	Outcome(s);	Clarification of shared view regarding the emerging draft strategy put forward by Worcestershire and agreement to monitoring progress with any future revisions to this.
	Date:	Oct 2015
DtC Activity: Attendance of a South West	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities

Aggregate Working Party (SW AWP) meeting	Action(s):	Discussion and debate about release of national aggregate survey (data for 2014); MPA updates on the next round of Local Aggregate Assessments (LAAs) across the South West, policy preparation and noteworthy mineral planning decisions; and proposals for next SW AWP Report (data for 2014).
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Jan 2016
DtC Activity: Written correspondence concerning: - Draft 2015 WofE LAA	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; North Somerset Council.
	Action(s):	Response to draft 2015 WofE LAA report, which set out aggregate supply and reserves data across the WofE authorities for the period to the end of 2014. Concern was raised regarding potential data errors affecting information of interest to Gloucestershire.
	Outcome(s):	Preparation of a revised draft 2015 WofE LAA that has dealt with errors identified by Gloucestershire. Updated knowledge of aggregate supply and reserve data from an influential neighbouring area which has a history of contributing to demand from within Gloucestershire.
	Date:	Jul 2016
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about release of national aggregate survey (data for 2014); MPA updates on the preparation of the next round of Local Aggregate Assessments (LAAs) across the South West, plan and policy making, and any noteworthy mineral planning decisions; and also initial scoping and proposals for next SW AWP Report (data for 2014).
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Jul 2016
DtC Activity: Attendance of a GFirst LEP (Construction & Infrastructure Business Group) Meeting	Partners:	GFirst Local Enterprise Partnership
	Action(s):	An introduction to the upcoming draft plan consultation including details of the draft policy approach for aggregate provision (both crushed rock and sand & gravel). Members of the advisory group were encouraged to consider the plan's content and participate in the consultation, particularly in terms of how the level of provision considered has effectively taken into account future growth ambitions.
	Outcome(s):	Increased awareness of the emerging minerals plan and to encourage representation of potential interested parties from the business community.
	Date:	Aug 2016
DtC Activity: Draft Minerals Local Plan for	Partners:	All DtC partners

Gloucestershire consultation	Action(s):	This comprehensive consultation exercise included a detailed revised draft policy approach for making provision for aggregates in general and more specifically for crushed rock. It put forward a method for calculating projected future demand and for determining how much provision should be made to accommodate this demand.
	Outcome(s):	This was a further opportunity for DtC partners to formally scrutinise and provide comments on the crushed rock aggregate policy approach being put forward for Gloucestershire
	Date:	Sept 2016
DtC Activity: Written correspondence concerning: Publication (Pre-Submission) South Gloucestershire Policies, Sites and Places (PSP) Plan.	Partners:	South Gloucestershire Council
	Action(s):	Response to duty to co-operate compliance and proposed changes to emerging mineral site allocations for crushed rock aggregate working.
	Outcome(s):	Increased knowledge and influence on emerging policy for a neighbouring mineral planning authority which has a history of contributing to demand from within Gloucestershire.
	Date:	Oct 2016
DtC Activity: Written correspondence concerning: - Draft SW AWP Report (data for 2014)	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Response focused on updates and clarifications about Gloucestershire aggregates supply, reserves and status of operations for the period to the end of 2014 and a request for changes to be made to reflect errors with the data covering by the WofE LAA;
	Outcome(s):	A revised SW AWP Report (data for 2014) that has taken into account updates for the WofE area that potentially affect Gloucestershire
	Date:	Oct 2016
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about the SW AWP Report (data for 2014).and timescales and actions relating to the next SW AWP Report (data for 2015). A presentation was given on emerging Marine Plans and an update provided on the release of the national aggregate survey (data for 2014)
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Nov 2016

DtC Activity: Written correspondence concerning: - Detailed local intelligence on aggregate supplies.	Partners:	Central Bedfordshire Council; Derbyshire County Council; Dorset County Council; Hampshire County Council; Herefordshire Council; Leicestershire County Council; Lincolnshire County Council; Nottinghamshire County Council; Shropshire County Council; Solihull Borough Council; Somerset County Council; South Wales Aggregate Working Party mineral planning authorities Staffordshire County Council; Wiltshire Council.
	Action(s):	Request for enhanced information (in addition to that published within the national aggregate survey for 2014) on aggregate imports into Gloucestershire
	Outcome(s):	Increased knowledge of local aggregate supplies that has supported the production of the next Gloucestershire LAA and evidence for the emerging MLP
	Date:	Jan 2017
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	South Gloucestershire Council
	Action(s):	Discussion and debate about future plan making progress, progress with the production of the next round of LAAs including Gloucestershire's planned assessment of aggregate supplies that differs to the national aggregate survey results.
	Outcome(s):	Update on policy making timescales and evidence gathering for Gloucestershire and South Gloucestershire.
	Date:	Feb 2017
DtC Activity: Written correspondence concerning: - Draft 2017 Somerset LAA	Partners:	Somerset County Council
	Action(s):	Response to draft 2017 Somerset LAA report, which set out aggregate supply and reserves data for Somerset over the period 2006 to 2015 (inclusive).
	Outcome(s):	Increased knowledge on aggregate supplies relating to Somerset.
	Date:	May 2017
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about the next round of Local Aggregate Assessments (LAAs) across the South West including how best to take on board new joint industry guidance by POS and Mineral Products Association; and consideration of the next SW AWP Report (data for 2015).
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Jun 2017
DtC Activity: Written correspondence concerning: - Draft 2017 Devon and Dorset LAAs	Partners:	Devon County Council; Dorset County Council.
	Action(s):	Response to draft 2017 Devon and Dorset LAA reports, which set out aggregate supply and reserves data for both areas covering the period 2006 to 2015 (inclusive).

	Outcome(s):	Increased knowledge on aggregate supplies relating to Devon and Dorset
	Date:	Jun 2017
DtC Activity: Written correspondence concerning: - Draft 2017 WofE LAAs	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; North Somerset Council.
	Action(s):	Response to draft 2017 WofE LAA report, which set out aggregate supply and reserves data for both areas covering the period 2006 to 2015 (inclusive).
	Outcome(s):	Increased knowledge on aggregate supplies relating to the WofE area.
	Date:	Jul 2017
DtC Activity: Written correspondence concerning: - Draft SW AWP Report (data for 2015)	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Response focused on updates and clarifications about Gloucestershire aggregates supply, reserves and status of operations for the period 2015;
	Outcome(s):	A revised SW AWP Report (data for 2015) has taken into account updates relating to Gloucestershire.
	Date:	Jul 2017
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about the SW AWP Report (data for 2016) updates on the next round of LAAs from across the South West and development of a standard survey forms to assist with consistent data collection across the SW AWP area.
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Jan 2018
DtC Activity: Written correspondence concerning: - Draft Memorandum of Understanding (MoU) covering Gloucestershire, the West of England area and Marine Management Organisation.	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; North Somerset Council. and Marine Management Organisation (MMO).
	Action(s):	Request to participate in the production of a Memorandum of Understanding (MoU) between the partner organisations identified. This will consider how joint-working should be pursued in the future development of policies aimed at facilitating steady and adequate supplies of aggregates – particularly crushed rock supplies sourced from within the WoE authorities, which makes a contribution to aggregate consumption across the entire MoU area.
	Outcome(s):	Agreement reached to prepare a Memorandum of Understanding (MoU) between Gloucestershire and WoE authorities. MMO may participate in later more detailed agreements if necessary once new national policy and guidance is in place
	Date:	Feb 2018
DtC Activity: Attendance	Partners:	GFirst Local Enterprise Partnership

of a GFirst LEP (Construction & Infrastructure Business Group) Meeting	Action(s):	An introduction to the upcoming publication plan consultation including details of the policy approach for aggregate provision (both crushed rock and sand & gravel). Members of the advisory group were encouraged to consider the plan's content and participate in the consultation, particularly in terms of how the level of provision considered has effectively taken into account future growth ambitions.
	Outcome(s):	Increased awareness of the emerging minerals plan and engagement by potential interested parties from the business community.
	Date:	Mar 2018
DtC Activity: Written correspondence concerning: - Memorandum of Understanding (MoU) covering Gloucestershire, Herefordshire and Worcestershire.	Partners:	Herefordshire Council; Worcestershire County Council.
	Action(s):	Request to participate in the production of a Memorandum of Understanding (MoU) between the partner organisations identified. This will consider how joint-working should be pursued in the future development of policies aimed at facilitating steady and adequate supplies of aggregates – including crushed rock..
	Outcome(s):	Agreement reached to prepare a Memorandum of Understanding (MoU) between the partner organisations and to identified and seek the appropriate authority to officially sign it in due course
	Date:	Mar 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; and North Somerset Council
	Action(s):	Consideration of initial draft Memorandum of Understanding (MoU) between the partner organisations identified. Attention given to how best to reflect new national policy and emerging guidance on the requirement to produce Statements of Common Ground (SoCGs) as a means of demonstrating DtC in plan making.
	Outcome(s):	Preparation of an initial Memorandum of Understanding (MoU) between the partner organisations and further consideration of potential SoCG matters worth identifying at this time.
	Date:	Aug 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Herefordshire Council; Worcestershire County Council.
	Action(s):	Consideration of initial draft Memorandum of Understanding (MoU) between the partner organisations identified. Attention given to how best to reflect new national policy and emerging guidance on the requirement to produce Statements of Common Ground (SoCGs) as a means of demonstrating DtC in plan making.
	Outcome(s):	Preparation of an initial Memorandum of Understanding (MoU) between the partner organisations and further consideration of potential SoCG matters worth identifying at this time.
	Date:	Aug 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; and North Somerset Council

	Action(s):	Consideration of revised draft Memorandum of Understanding (MoU) between the partner organisations identified incorporating future approach to possible Statements of Common Ground (SoCGs) between participating organisations. Also discussed were the sign-off arrangements particularly for the WoE authorities.
	Outcome(s):	Preparation of a revised initial Memorandum of Understanding (MoU) between the partner organisations incorporating possible SoCG matters to be investigated in the future. See appendix 4 for more details.
	Date:	Nov 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Herefordshire Council; Worcestershire County Council.
	Action(s):	Consideration of revised draft Memorandum of Understanding (MoU) between the partner organisations identified incorporating future approach to possible Statements of Common Ground (SoCGs) between participating organisations.
	Outcome(s):	Preparation of a revised initial Memorandum of Understanding (MoU) between the partner organisations incorporating possible SoCG matters to be investigated in the future. See appendix 5 for more details.
	Date:	Nov 2018

Table 2: Cooperative activities relating to plan-making for crushed rock allocations

Strategic minerals-related planning issue: DtC b Identifying allocations for the future of working of crushed rock		
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Herefordshire Council
	Action(s):	Initial discussion and debate about emerging plans this included the possibility for new candidate allocations within the Forest of Dean strategic resource area. It is noted that the border with Herefordshire is close to an existing mineral working – Drybrook Quarry.
	Outcome(s)	Agreement between the two authorities to updated each other on local plan making progress over current plan preparation cycle that includes updated minerals policy
	Date:	June 2013
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Monmouthshire Council
	Action(s):	Initial discussion and debate about emerging plans this included the possibility for new candidate allocations from within the Forest of Dean strategic resource area. It is noted that the border with Monmouthshire is close to existing mineral working area – Stowfield and Clearwell quarries.
	Outcome(s)	No specific issues identified. However, a broad agreement was reached to keep each authority informed of future policy developments. However, Monmouthshire Council is outside of England and is therefore not specifically bound by the Duty to Cooperate legal requirements.
	Date:	June 2013

DtC Activity: Written correspondence concerning: - Emerging candidate allocations for inclusion in the upcoming Site Options and Draft Policy Framework consultation	Partners:	Environment Agency Natural England English Heritage (now known as Historic England)
	Action(s):	Request for initial technical input on flooding and water resource matters related to the emergence of candidate allocations for future crushed rock working in the Forest of Dean resource area, which are to be included in the upcoming Site Options and Draft Policy Framework consultation
	Outcome(s)	Improved knowledge of potential issues associated with candidate allocations for future crushed rock working. The information provided was included in the Site Options and Draft Policy Framework consultation.
	Date:	Dec 2013
DtC Activity: Attendance of planning policy (officer and lead member) briefing	Partners:	Forest of Dean District Council
	Action(s):	Discussion to introduce the emerging Site Options and Draft Policy Framework consultation including the existence of candidate allocations for future crushed rock working within the Forest of Dean resource area.
	Outcome(s)	Increased awareness of upcoming policy matters affecting the district that will afford the opportunity to target sufficient resources to provide an informative and valuable consultation response.
	Date:	May 2014
DtC Activity: Site Options and Draft Policy Framework consultation	Partners:	All DtC partners
	Action(s):	This comprehensive consultation exercise included a suite of candidate allocations for future crushed rock working. Information setting out potential working proposals, potential constraints and opportunities was provided.
	Outcome(s)	This was an opportunity for DtC partners to formally scrutinise and provide comments on candidate allocations for future crushed rock working. Responses have been taken into account in determining which allocation should be progressed to next plan making stage.
	Date:	Jun 2014
DtC Activity: Attendance of a GLNP (Local Authorities Biodiversity & Planning Sub-Group) Meeting	Partners:	Gloucestershire Local Nature Partnership
	Action(s):	Update on Site Options and Draft Policy Framework consultation including the candidate allocations for future crushed rock working within the Forest of Dean and Cotswold resource areas.
	Outcome(s):	Increased awareness of the emerging minerals plan and in particular the candidate allocations for future crushed rock working. Further opportunity to highlight to the MPA the key natural environment constraints that require scrutiny; viable and effective approaches to mitigation; and the potential opportunities to achieve biodiversity gains
	Date:	Oct 2014
DtC Activity: Draft Minerals Local Plan for Gloucestershire consultation	Partners:	All DtC partners
	Action(s):	This comprehensive consultation exercise included an initial suite of preferred candidate allocation for future working of crushed rock. Following the carrying out of technical assessments and further research, information was setting out likely working proposals; constraints; priorities for mitigation; and future opportunities particularly in relation to restoration was provided.

	Outcome(s):	This was a further opportunity for DtC partners to formally scrutinise and provide comments on preferred candidate allocations for future crushed rock working. Responses have been carefully considered in preparing the Council's final publication plan.
	Date:	Sept 2016
DtC Activity: Written correspondence concerning: - Possible revision options for the candidate allocations contained within the Draft Minerals Local Plan for Gloucestershire	Partners:	Environment Agency
	Action(s):	Request for technical input on flooding and water resource matters related to substantial changes to the Detailed Development Requirements to accompany the plan's allocations. All three allocations concerned with future working of crushed rock within the Forest of Dean resource area form part of the schedule of revisions.
	Outcome(s):	Improved knowledge of potential allocations for future crushed rock working. This has assisted in the allocation assessment and decision making process.
	Date:	Jun 2017
DtC Activity: Attendance of a planning policy meeting (officer-level) with a government regulator	Partners:	Natural England
	Action(s):	Discussion and debate about proposed MPA revisions put forward for the draft MLP These include substantial changes to the Detailed Development Requirements to accompany the plan's allocations. All three allocations concerned with future working of crushed rock within the Forest of Dean resource area form part of the schedule of revisions.
	Outcome(s):	A clear understanding of the process undertaken by the County Council in attempting to put in place sufficient safeguards to ensure important natural assets (both designated and undesignated) are afforded appropriate and proportionate protection from the risk of harm and degradation.
	Date:	Nov 2017
DtC Activity: Written correspondence concerning: - Statement of Common Ground (SoCG) covering matters arising from the Publication MLP	Partners:	Environment Agency
	Action(s):	Consideration of a statement of Common Ground (SoCG) to cover matters arising from the public inspection of the Publication MLP. The SoCG includes possible modifications to the Detailed Development Requirements of the plan's proposed allocations for crushed rock
	Outcome(s):	A co-signed Statement of Common Ground (SoCG) between GCC and the EA. This document is included as part of the evidence to support the submission to the Secretary of State of the Minerals Local Plan for Gloucestershire (2018-2032)
	Date:	Sept 2018
DtC Activity: Written correspondence concerning: - Statement of Common Ground (SoCG) covering matters arising from the Publication MLP	Partners:	Natural England
	Action(s):	Consideration of a statement of Common Ground (SoCG) to cover matters arising from the public inspection of the Publication MLP. The SoCG includes a possible modification to the suite of proposed allocations for crushed rock
	Outcome(s):	A co-signed Statement of Common Ground (SoCG) between GCC and the NE. This document is included as part of the evidence to support the submission to the Secretary of State of the Minerals Local Plan for Gloucestershire (2018-2032)
	Date:	Sept 2018

Table 3: Cooperative activities relating to plan-making for sand and gravel supplies

Strategic minerals-related planning issue: DtC c Facilitating a steady and adequate supply of sand and gravel		
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about initial proposals for the upcoming national (4-yearly) aggregate survey; MPA progress reports on preparing initial Local Aggregate Assessments (LAAs) across the South West and updates on plan and policy making and noteworthy mineral planning decisions.
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making
	Date:	May 2013
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Herefordshire Council Warwickshire; County Council Worcestershire County Council
	Action(s):	Discussion and debate about current local mineral policy making by the partner authorities; future co-operation opportunities to consider cross-boundary aggregate mineral matters; and updates on emerging plans, other relevant policies and noteworthy mineral planning decisions.
	Outcome(s):	Confirmation that partners are keen to explore further opportunities to share evidence and any other intelligence that arises in the future where it will deepen the understanding of cross-border sand and gravel aggregate supplies.
	Date:	June 2013
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Oxfordshire County Council
	Action(s):	Discussion and debate about current local mineral policy making by the partner authorities; future co-operation opportunities to consider cross-boundary aggregate mineral matters – particularly related to the Upper Thames Valley (UTV) strategic resource area; and updates on emerging plans, other relevant policies and noteworthy mineral planning decisions.
	Outcome(s):	Confirmation that partners are keen to explore further opportunities to share evidence and any other intelligence that arises in the future where it will deepen the understanding of cross-border sand and gravel aggregate supplies.
	Date:	Jul 2013
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Swindon Borough Council; Wiltshire Council
	Action(s):	Discussion and debate about current local mineral policy making by the partner authorities; future co-operation opportunities to consider cross-boundary aggregate mineral matters – particularly related to the UTV strategic resource area; and updates on emerging plans, other relevant policies and noteworthy mineral planning decisions.

	Outcome(s):	Confirmation that partners are keen to explore further opportunities to share evidence and any other intelligence that arises in the future where it will deepen the understanding of cross-border sand and gravel aggregate supplies.
	Date:	Aug 2013
DtC Activity: Written correspondence concerning: - potential DtC-related engagement	Partners:	Marine Management Organisation (MMO)
	Action(s):	Invitation to engage in dialogue with the County Council during the preparation of the MLP
	Outcome(s):	Confirmation of keenness to explore further opportunities to share evidence and any other intelligence that arises which will deepen the understanding of sand and gravel (land-won <u>and</u> marine-won) aggregate supplies.
	Date:	Oct 2013
DtC Activity: Written correspondence concerning: Memorandum of Understanding (MoU) covering a number of South West authorities including Gloucestershire	Partners:	South West mineral planning authorities that contribute towards supplies of sand and gravel within Somerset.
	Action(s):	Response to a request to participate in an MoU agreement between Somerset (including Exmoor National Park) and Devon, Dorset and Gloucestershire County Councils and Wiltshire Council.
	Outcome(s):	Signed MoU between the partners to work collaboratively on future plan making with the aim of supporting steady and adequate supplies of sand and gravel (particularly focused on Somerset consumption) – See Appendix 1
	Date:	Jan 2014
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about the national aggregate survey (data for 2014); MPA updates on the preparation of the next round of Local Aggregate Assessments (LAAs) across the South West, policy and plan making and any noteworthy mineral planning decisions.
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on policy preparation and plan making
	Date:	May 2014
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Wiltshire Council (also representing Swindon Borough)
	Action(s):	Discussion and debate about progress with local mineral policy making by the partner authorities; emerging allocations for future sand and gravel aggregate working within the UTV strategic resource area affecting parts of Gloucestershire, Wiltshire (Swindon) and also Oxfordshire; and other activities and actions that could help improve evidence and intelligence on emerging trends with cross-border sand and gravel rock aggregate supplies..
	Outcome(s);	Increased knowledge and local intelligence about remaining sand and gravel resources within the UTV strategic resource area and their potential future strategic significance in contributing to aggregate supplies
	Date:	Mar 2015
DtC Activity: Attendance	Partners:	Worcestershire County Council

of a cross-border (officer-level) minerals planning meeting	Action(s):	Discussion and debate about progress with local mineral policy making by the partner authorities; emerging allocations for future sand and gravel aggregate working within the Severn Vale affecting Gloucestershire and Worcestershire border; and other activities and actions that could help improve evidence and intelligence on emerging trends with cross-border sand and gravel rock aggregate supplies..
	Outcome(s):	Increased knowledge and local intelligence about sand and gravel resources within the Severn Vale area and their potential future strategic significance in contributing to aggregate supplies
	Date:	Mar 2015
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about release of national aggregate survey (data for 2014); MPA updates on the next round of Local Aggregate Assessments (LAAs) across the South West, policy preparation and noteworthy mineral planning decisions; and proposals for next SW AWP Report (data for 2014).
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Jan 2016
DtC Activity: Written correspondence concerning: - Evidence to support the examination for the Oxfordshire Minerals & Waste Local Plan	Partners:	Oxfordshire County Council
	Action(s):	Response to updated evidence about reserves and sales of sand and gravel from Oxfordshire. This information was to form part of the next Oxfordshire LAA (data up to 2015).
	Outcome(s):	Updated knowledge of aggregate supply and reserve data from an influential neighbouring area, which has a history of contributing to demand generated from within Gloucestershire.
	Date:	May 2016
DtC Activity: Written correspondence concerning: - Draft 2015 WofE LAA	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; North Somerset Council.
	Action(s):	Response to draft 2015 WofE LAA report, which set out aggregate supply and reserves data across the WofE authorities for the period up to the end of 2014. Concern was raised regarding potential data errors affecting information of interest to Gloucestershire.
	Outcome(s):	Preparation of a revised draft 2015 WofE LAA that dealt with errors identified by Gloucestershire. Updated knowledge of aggregate supply and reserve data from an influential neighbouring area, which has a history of contributing to demand generated from within Gloucestershire.
	Date:	Jul 2016
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about release of national aggregate survey (data for 2014); MPA updates on the preparation of the next round of Local Aggregate Assessments (LAAs) across the South West, plan and policy making, and any noteworthy mineral planning decisions; and also initial scoping and proposals for next SW AWP Report (data for 2014).

	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Jul 2016
DtC Activity: Attendance of a GFirst LEP (Construction & Infrastructure Business Group) Meeting	Partners:	GFirst Local Enterprise Partnership
	Action(s):	An introduction to the upcoming draft plan consultation including details of the draft policy approach for aggregate provision (both crushed rock and sand & gravel). Members of the advisory group were encouraged to consider the plan's content and participate in the consultation, particularly in terms of how the level of provision considered has effectively taken into account future growth ambitions.
	Outcome(s):	Increased awareness of the emerging minerals plan and to encourage representation of potential interested parties from the business community.
	Date:	Aug 2016
DtC Activity: Draft Minerals Local Plan for Gloucestershire consultation	Partners:	All DtC partners
	Action(s):	This comprehensive consultation exercise included a detailed revised draft policy approach for making provision for aggregates in general and more specifically for sand and gravel. It put forward a method of calculating projected future demand and for determining how much provision should be made to accommodate this demand.
	Outcome(s):	This was a further opportunity for DtC partners to formally scrutinise and provide comments on the sand and gravel aggregate policy approach being put forward for Gloucestershire.
	Date:	Sept 2016
DtC Activity: Written correspondence concerning: - Draft SW AWP Report (data for 2014)	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Response focused on updates and clarifications about Gloucestershire aggregates supply, reserves and status of operations for the period 2014 and a request for changes to be made to reflect errors with the data covering by the WofE LAA;
	Outcome(s):	A revised SW AWP Report (data for 2014) that has taken into account updates for the WofE area that potentially affect Gloucestershire
	Date:	Oct 2016
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about the SW AWP Report (data for 2014).and timescales and actions relating to the next SW AWP Report (data for 2015). A presentation was given on emerging Marine Plans and an update provided on the release of the national aggregate survey (data for 2014)
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Nov 2016

DtC Activity: Written correspondence concerning: - Detailed local intelligence on aggregate supplies.	Partners:	Central Bedfordshire Council; Derbyshire County Council; Dorset County Council; Hampshire County Council; Herefordshire Council; Leicestershire County Council; Lincolnshire County Council; Nottinghamshire County Council; Shropshire County Council; Solihull Borough Council; Somerset County Council; South Wales Aggregate Working Party mineral planning authorities Staffordshire County Council; Wiltshire Council.
	Action(s):	Request for enhanced information (in addition to that published within the national aggregate survey for 2014) on aggregate imports into Gloucestershire
	Outcome(s):	Increased knowledge of local aggregate supplies that has supported the production of the next Gloucestershire LAA and evidence for the emerging MLP
	Date:	Jan 2017
DtC Activity: Written correspondence concerning: - Draft 2017 Somerset LAA	Partners:	Somerset County Council
	Action(s):	Response to draft 2017 Somerset LAA report, which set out aggregate supply and reserves data for Somerset over the period 2006 to 2015 (inclusive).
	Outcome(s):	Increased knowledge on aggregate supplies relating to Somerset.
	Date:	May 2017
DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about the next round of Local Aggregate Assessments (LAAs) across the South West including how best to take on board new joint industry guidance by POS and Mineral Products Association; and consideration of the next SW AWP Report (data for 2015).
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Jun 2017
DtC Activity: Written correspondence concerning: - Draft 2017 Devon and Dorset LAAs	Partners:	Devon County Council; Dorset County Council.
	Action(s):	Response to draft 2017 Devon and Dorset LAA reports, which set out aggregate supply and reserves data for both areas covering the period 2006 to 2015 (inclusive).
	Outcome(s):	Increased knowledge on aggregate supplies relating to Devon and Dorset
	Date:	Jun 2017
DtC Activity: Written correspondence concerning: - Draft 2017 WofE LAAs	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; and North Somerset Council.

	Action(s):	Response to draft 2017 WofE LAA report, which set out aggregate supply and reserves data for both areas covering the period 2006 to 2015 (inclusive).
	Outcome(s):	Increased knowledge on aggregate supplies relating to the WofE area.
	Date:	Jul 2017
DtC Activity: Written correspondence concerning: - Draft SW AWP Report (data for 2015)	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Response focused on updates and clarifications about Gloucestershire aggregates supply, reserves and status of operations for the period 2015;
	Outcome(s):	A revised SW AWP Report (data for 2015) that has taken into account updates relating to Gloucestershire.
	Date:	Jul 2017
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Worcestershire County Council
	Action(s):	Discussion and debate about progress with local mineral policy making by the partner authorities; emerging allocations for future sand and gravel aggregate working within the Severn Vale affecting Gloucestershire and Worcestershire border; and other activities and actions that could help improve evidence and intelligence on emerging trends with cross-border sand and gravel rock aggregate supplies..
	Outcome(s):	Increased knowledge and local intelligence about sand and gravel resources within the Severn Vale area and their potential future strategic significance in contributing to aggregate supplies
	Date:	Jul 2017
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Oxfordshire County Council Swindon Borough Council Wiltshire Council
	Action(s):	Request to participate in the production of a Memorandum of Understanding (MoU) between the partner organisations identified. This will consider how joint-working should be pursued in the future development of policies aimed at facilitating steady and adequate supplies of aggregates across the partner organisations' areas – focused on sustainable development across the UTV strategic resource area.
	Outcome(s);	Agreement reached to prepare a Memorandum of Understanding (MoU) between the partner organisations and to identified and seek the appropriate authority to officially sign it in due course
	Date:	Dec 2017
DtC Activity: Written correspondence concerning: - Memorandum of Understanding (MoU) covering Gloucestershire and Oxfordshire County Councils; Swindon Borough Council and Wiltshire Council	Partners:	Oxfordshire County Council Swindon Borough Council Wiltshire Council
	Action(s):	Review of initial draft MoU document aimed at facilitating steady and adequate supplies of aggregates across the partner organisations' areas – focused on sustainable minerals development across the UTV strategic resource area.
	Outcome(s):	Refined initial draft MoU between the partner organisations
	Date:	Jan 2018

DtC Activity: Attendance of a South West Aggregate Working Party (SW AWP) meeting	Partners:	South West Aggregate Working Party (SW AWP) mineral planning authorities
	Action(s):	Discussion and debate about the SW AWP Report (data for 2016) updates on the next round of LAAs from across the South West and development of a standard survey forms to assist with consistent data collection across the SW AWP area.
	Outcome(s):	Increased knowledge on minerals planning matters at the sub-national level and shared evolving best practice on plan and policy making.
	Date:	Jan 2018
DtC Activity: Written correspondence concerning: - Memorandum of Understanding (MoU) covering Gloucestershire, the West of England area	Partners:	Marine Management Organisation (MMO); and the West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; and North Somerset Council.
	Action(s):	Request to participate in the production of a Memorandum of Understanding (MoU) between the partner organisations identified. This will consider how joint-working should be pursued in the future development of policies aimed at facilitating steady and adequate supplies of aggregates – particularly marine-won aggregates sourced and landed in the West of England area.
	Outcome(s):	Agreement reached to prepare a Memorandum of Understanding (MoU) between Gloucestershire and WoE authorities. MMO may participate in later more detailed agreements if necessary once new national policy and guidance is in place
	Date:	Feb 2018
DtC Activity: Attendance of a GFirst LEP (Construction & Infrastructure Business Group) Meeting	Partners:	GFirst Local Enterprise Partnership
	Action(s):	An introduction to the upcoming publication plan consultation including details of the policy approach for aggregate provision (both crushed rock and sand & gravel). Members of the advisory group were encouraged to consider the plan's content and participate in the consultation, particularly in terms of how the level of provision considered has effectively taken into account future growth ambitions.
	Outcome(s):	Increased awareness of the emerging minerals plan and engagement by potential interested parties from the business community.
	Date:	Mar 2018
DtC Activity: Written correspondence concerning: - Memorandum of Understanding (MoU) covering Gloucestershire, Herefordshire and Worcestershire.	Partners:	Herefordshire Council; Worcestershire County Council.
	Action(s):	Request to participate in the production of a Memorandum of Understanding (MoU) between the partner organisations identified. This will consider how joint-working should be pursued in the future development of policies aimed at facilitating steady and adequate supplies of aggregates – including sand and gravel.
	Outcome(s):	Agreement reached to prepare a Memorandum of Understanding (MoU) between the partner organisations and to identified and seek the appropriate authority to officially sign it in due course
	Date:	Mar 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning	Partners:	Oxfordshire County Council Swindon Borough Council Wiltshire Council

meeting	Action(s):	Preparation of revised Memorandum of Understanding (MoU) between the partner organisations. Consideration given to how best to reflect emerging national policy and guidance on the new requirement to produce Statements of Common Ground (SoCGs) as a means of demonstrating DtC in plan making.
	Outcome(s):	Agreement on a revised draft Memorandum of Understanding (MoU) between the partner organisations. See appendix 3 for more details
	Date:	May 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Herefordshire Council; Worcestershire County Council.
	Action(s):	Consideration of initial draft Memorandum of Understanding (MoU) between the partner organisations identified. Attention given to how best to reflect new national policy and emerging guidance on the requirement to produce Statements of Common Ground (SoCGs) as a means of demonstrating DtC in plan making.
	Outcome(s):	Preparation of an initial Memorandum of Understanding (MoU) between the partner organisations and further consideration of potential SoCG matters worth identifying at this time.
	Date:	Aug 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; and North Somerset Council
	Action(s):	Consideration of initial draft Memorandum of Understanding (MoU) between the partner organisations identified. Attention given to how best to reflect new national policy and emerging guidance on the requirement to produce Statements of Common Ground (SoCGs) as a means of demonstrating DtC in plan making.
	Outcome(s):	Preparation of an initial Memorandum of Understanding (MoU) between the partner organisations and further consideration of potential SoCG matters worth identifying at this time.
	Date:	Aug 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Herefordshire Council; Worcestershire County Council.
	Action(s):	Consideration of revised draft Memorandum of Understanding (MoU) between the partner organisations identified incorporating future approach to possible Statements of Common Ground (SoCGs) between participating organisations.
	Outcome(s):	Preparation of a revised initial Memorandum of Understanding (MoU) between the partner organisations incorporating possible SoCG matters to be investigated in the future. See appendix 5 for more details
	Date:	Nov 2018
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	West of England (WofE) authorities, which is made up of: - Bath & North East Somerset Council; Bristol City Council; South Gloucestershire Council; and North Somerset Council

	Action(s):	Consideration of revised draft Memorandum of Understanding (MoU) between the partner organisations identified incorporating future approach to possible Statements of Common Ground (SoCGs) between participating organisations. Also discussed were the sign-off arrangements particularly for the WoE authorities.
	Outcome(s):	Preparation of a revised initial Memorandum of Understanding (MoU) between the partner organisations incorporating possible SoCG matters to be investigated in the future. See appendix 4 for more details.
	Date:	Nov 2018

Table 4: Cooperative activities relating to plan-making for sand and gravel allocations

Strategic minerals-related planning issue: DtC d Identifying allocations for the future of working of sand & gravel		
DtC Activity: Attendance of a cross-border and district (officer-level) minerals planning meeting	Partners:	Tewkesbury Borough Council Worcestershire County Council
	Action(s):	Discussion to introduce the emerging Site Options and Draft Policy Framework consultation including the existence of candidate allocations for sand and gravel working within the Severn Vale resource area.
	Outcome(s):	Increased awareness of upcoming policy matters affecting the district that will afford the opportunity to target sufficient resources to provide an informative and valuable consultation response.
	Date:	Jun 2014
DtC Activity: Site Options and Draft Policy Framework consultation	Partners:	All DtC partners
	Action(s):	This comprehensive consultation exercise included a suite of candidate allocations for future sand and gravel working. Information setting out potential working proposals, potential constraints and opportunities was provided.
	Outcome(s):	This was an opportunity for DtC partners to formally scrutinise and provide comments on candidate allocations for future sand and gravel working. Responses have been taken into account in determining which allocation should be progressed to next plan making stage.
	Date:	Jun 2014
DtC Activity: Attendance of a GLNP (Local Authorities Biodiversity & Planning Sub-Group) Meeting	Partners:	Gloucestershire Local Nature Partnership
	Action(s):	Update on Site Options and Draft Policy Framework consultation including the candidate allocations for future sand and gravel working within the Severn Vale and Upper Thames Valley resource areas.
	Outcome(s):	Increased awareness of the emerging minerals plan and in particular the candidate allocations for future sand and gravel working. Further opportunity to highlight to the MPA the key natural environment constraints that require scrutiny; viable and effective approaches to mitigation; and the potential opportunities to achieve biodiversity gains
	Date:	Oct 2014

DtC Activity: Written correspondence concerning: - Detailed local intelligence on candidate allocations for future sand and gravel working	Partners:	Cotswold District Council; Malvern Hills District Council; Tewkesbury Borough Council; Worcestershire County Council; Wiltshire Council; Wychavon District Council
	Action(s):	Request for local information about identifying and / or articulating in more detail potential amenity and other impacts in neighbouring areas that could arise with the candidate allocations.
	Outcome(s)	Improved and expanded knowledge of potential allocations for future sand and gravel working. This has assisted in the allocation assessment and decision making process.
	Date:	Jan 2015
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Cotswold District Council; Wiltshire Council (also representing Swindon Borough)
	Action(s):	Discussion about progress with local mineral policy preparation including candidate allocations for future sand and gravel working particularly within the UTV strategic resource area.
	Outcome(s);	Expanded knowledge of potential issues faced by allocations for future sand and gravel working. This has assisted in the allocation assessment and decision-making process.
	Date:	Mar 2015
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Worcestershire County Council
	Action(s):	Discussion about progress with local mineral policy preparation including candidate allocations for future sand and gravel working within the Severn Vale affecting Gloucestershire and Worcestershire border.
	Outcome(s);	Expanded knowledge of potential issued faced by allocations for future sand and gravel working. This has assisted in the allocation assessment and decision-making process.
	Date:	Mar 2015
DtC Activity: Draft Minerals Local Plan for Gloucestershire consultation	Partners:	All DtC partners
	Action(s):	This comprehensive consultation exercise included an initial suite of preferred candidate allocation for future working of sand and gravel. Following the carrying out of technical assessments and further research, information was setting out likely working proposals; constraints; priorities for mitigation; and future opportunities particularly in relation to restoration was provided.
	Outcome(s)	This was a further opportunity for DtC partners to formally scrutinise and provide comments on preferred candidate allocations for future sand and gravel working. Responses have been carefully considered in preparing the Council's final publication plan.
	Date:	Sept 2016
DtC Activity: Written correspondence concerning: - Possible revision options for the candidate allocations contained within the Draft Minerals Local Plan for Gloucestershire	Partners:	Environment Agency
	Action(s):	Request for technical input on flooding and water resource matters related to substantial changes to the Detailed Development Requirements to accompany the plan's allocations. All allocations concerned with future working of sand and gravel within the UTV resource area form part of the schedule of revisions.

	Outcome(s):	Improved knowledge of potential allocations for future sand and gravel working. This has assisted in the allocation assessment and decision making process.
	Date:	Jun 2017
DtC Activity: Attendance of a cross-border (officer-level) minerals planning meeting	Partners:	Worcestershire County Council
	Action(s):	Discussion about progress with local mineral policy making by the partner authorities including progress with the assessment and decision making on allocations for future sand and gravel working within the Severn Vale.
	Outcome(s):	Updated local intelligence to assist in the preparation of Council's final publication plan.
	Date:	Jul 2017
DtC Activity: Attendance of a planning policy meeting (officer-level) with a government regulator	Partners:	Natural England
	Action(s):	Discussion about proposed MPA revisions put forward for the draft MLP These include substantial changes to the Detailed Development Requirements to accompany the plan's allocations. The two allocations concerned with future working of sand and gravel within the Upper Thames Valley resource area form part of the schedule of revisions.
	Outcome(s):	A clear understanding of the process undertaken by the County Council in attempting to put in place sufficient safeguards to ensure important natural assets (both designated and undesignated) are afforded appropriate and proportionate protection from the risk of harm and degradation.
	Date:	Nov 2017
DtC Activity: Attendance of a planning policy meeting (officer-level) with a government regulator	Partners:	Worcestershire County Council
	Action(s):	Policy and Development Management discussions about how best to respond in a co-ordinated fashion to an emerging strategic proposal for sand and gravel working on the border between Worcestershire and Gloucestershire. The area under investigation is being considered as a potential allocation in the emerging Worcestershire Minerals Plan and was also looked at as candidate allocation in an earlier draft version of the Minerals Local Plan for Gloucestershire (2018-2032)
	Outcome(s):	Agreement for the MPAs to work collaboratively in terms of the policy response and also the handling of any subsequent planning application(s)
	Date:	May 2018
DtC Activity: Written correspondence concerning: - Statement of Common Ground (SoCG) covering matters arising from the Publication MLP	Partners:	Environment Agency
	Action(s):	Consideration of a statement of Common Ground (SoCG) to cover matters arising from the public inspection of the Publication MLP. The SoCG includes possible modifications to the Detailed Development Requirements of the plan's proposed allocations for sand and gravel
	Outcome(s):	A co-signed Statement of Common Ground (SoCG) between GCC and the EA. This document is included as part of the evidence to support the submission to the Secretary of State of the Minerals Local Plan for Gloucestershire (2018-2032) .
	Date:	Sept 2018
DtC Activity: Written	Partners:	Worcestershire County Council

correspondence concerning: - Statement of Common Ground (SoCG) covering matters arising from the Publication MLP	Action(s):	Consideration of a statement of Common Ground (SoCG) to cover matters arising from the public inspection of the Publication MLP. The SoCG includes possible modifications to the policy framework to acknowledge potential 'enabling' development opportunities with an emerging strategic sand and gravel allocation (in Worcestershire)
	Outcome(s):	A draft Statement of Common Ground (SoCG) between GCC and the Worcestershire County Council. This document is included as part of the evidence to support the submission to the Secretary of State of the Minerals Local Plan for Gloucestershire (2018-2032) .
	Date:	Nov 2018

Table 5: Cooperative activities relating to plan-making for safeguarding mineral resources and infrastructure

Strategic minerals-related planning issue: DtC e Effectively safeguarding mineral resources and mineral infrastructure		
DtC Activity: Attendance of the Gloucestershire Planning Officers Meeting	Partners:	Cotswold District Council; Cheltenham Borough Council; Forest of Dean District Council; Gloucester City Council; Stroud District Council; Tewkesbury Borough Council.
	Action(s):	Discussion and debate about emerging local planning policy matters affecting Gloucestershire including an introduction to mineral resource and infrastructure safeguarding as part of a wider item covering the emergence of a new Minerals Local Plan for Gloucestershire.
	Outcome(s)	To establish mineral resource and infrastructure safeguarding as a potential strategic planning matter that will require a degree of collaborative working in the development of an effective local policy approach.
	Date:	Oct 2013
DtC Activity: Attendance of the Gloucestershire Strategic Directors Meeting	Partners:	Cotswold District Council; Cheltenham Borough Council; Forest of Dean District Council; Gloucester City Council; Stroud District Council; Tewkesbury Borough Council.
	Action(s):	Introduction to the emerging new Minerals Local Plan for Gloucestershire with attention given to joint working requirements surrounding mineral resource and infrastructure safeguarding
	Outcome(s)	To establish (at a senior management level) mineral resource and infrastructure safeguarding as a potential strategic planning matter that will require a degree of collaborative working in the development of an effective local policy approach.
	Date:	Dec 2013

DtC Activity: Written correspondence concerning: - potential mineral resource safeguarding areas (MSAs) and possible local policy options	Partners:	Cotswold District Council; Cheltenham Borough Council; Forest of Dean District Council; Gloucester City Council; Stratford District Council; Stroud District Council; Tewkesbury Borough Council. Malvern Hills District Council; Vale of White Horse District Council West Oxfordshire District Council; Wychavon District Council;
	Action(s):	Request for views on the potential delineation of mineral resource safeguarding areas (MSAs) throughout Gloucestershire and possible policy options to be presented in the next major plan making consultation.
	Outcome(s)	To provide more details on mineral resource safeguarding possibilities within Gloucestershire and to begin to articulate the challenges and opportunities with developing a local policy.
	Date:	Dec 2013
DtC Activity: Attendance of a district (officer-level) minerals planning meeting	Partners:	Tewkesbury Borough Council Cheltenham Borough Council (both acting on behalf of the Gloucester, Cheltenham and Tewkesbury Joint Core Strategy (GCT-JCS) Authorities)
	Action(s):	Discussion and debate about how best to incorporate emerging mineral safeguarding matters into the GCT-JCS
	Outcome(s)	Agreement on proposed text to be incorporated in the sustainable construction policy and supporting paragraphs of the publication version of the GCT-JCS
	Date:	Feb 2014
DtC Activity: Site Options and Draft Policy Framework consultation	Partners:	All DtC partners
	Action(s):	This comprehensive consultation exercise introduced the concept of safeguarding mineral resources and infrastructure and brought forward a series of possible policy options to assist in preparing a local policy.
	Outcome(s)	To further development understanding and appreciation of the potential issues associated with mineral resource and infrastructure safeguarding throughout Gloucestershire and to provide an opportunity for DtC partners to bring forward challenges and opportunities to be taken into account when preparing a full draft local policy.
	Date:	Jun 2014
DtC Activity: Hosting and chairing of a technical workshop for emerging mineral resource and infrastructure safeguarding policies for Gloucestershire	Partners:	Cotswold District Council; Forest of Dean District Council; Gloucester City Council; Herefordshire Council; Monmouthshire Council; North Somerset Council; Oxfordshire County Council; Stroud District Council; South Gloucestershire Council; Swindon Borough Council; Tewkesbury Borough Council; Warwickshire County Council; Wiltshire Council; Worcestershire County Council

	Action(s):	Invited partners were encouraged to comment on an initial draft local policy and to participate in discussion and debate during and after the event.
	Outcome(s):	Advance understanding of issues and challenges surrounding the delivery of a mineral resource safeguarding policy for Gloucestershire and to establish an effective means of implementation including where cross-border areas could also be affected.
	Date:	Oct 2015
DtC Activity: Attendance of a GFirst LEP (Construction & Infrastructure Business Group) Meeting	Partners:	GFirst Local Enterprise Partnership
	Action(s):	An introduction to the upcoming draft plan consultation including details of the draft policy approach for mineral resource and infrastructure safeguarding. Members of the advisory group were encouraged to consider the plan's content and participate in the consultation, particularly in terms of fine balance between supporting new development and avoiding sterilisation or hindrance of mineral infrastructure operations.
	Outcome(s):	Increased awareness of the emerging minerals plan and engagement by potential interested parties from the business community.
	Date:	Aug 2016
DtC Activity: Draft Minerals Local Plan for Gloucestershire consultation	Partners:	All DtC partners
	Action(s):	This comprehensive consultation exercise included a detailed policy approach for safeguarding mineral resources and infrastructure in Gloucestershire. It identified a countywide Mineral Safeguarding Area (MSA), Mineral Consultation Areas (MCAs) and an implementation schedule for both policy instruments.
	Outcome(s):	This was a further opportunity for DtC partners to formally scrutinise and provide comments on the proposed policy approach to safeguarding mineral resources and infrastructure within Gloucestershire
	Date:	Sept 2016
DtC Activity: Attendance of the Gloucestershire Planning Officers Meeting	Partners:	Cotswold District Council; Cheltenham Borough Council; Forest of Dean District Council; Gloucester City Council; Stroud District Council; Tewkesbury Borough Council.
	Action(s):	Discussion and debate about emerging local planning policy matters affecting Gloucestershire including a revised Memorandum of Understanding (MoU) for Gloucestershire incorporating mineral resource and infrastructure safeguarding additions.
	Outcome(s):	Agreement to revise the Memorandum of Understanding (MoU) for Gloucestershire and consider how best to reflect minerals and waste including mineral resource safeguarding matters.
	Date:	Jun 2017
DtC Activity: Written correspondence concerning: Memorandum of Understanding (MoU) for all Gloucestershire	Partners:	Cotswold District Council; Cheltenham Borough Council; Forest of Dean District Council; Gloucester City Council; Stroud District Council; Tewkesbury Borough Council.

authorities	Action(s):	Drafting of additions to the existing MoU agreement for Gloucestershire covering various minerals and waste strategic planning matters including a commitment to safeguard valuable mineral resources, avoid their unnecessary sterilisation and protect necessary mineral infrastructure.
	Outcome(s):	Signed MoU between the partners to work collaboratively on future plan making including in respect of mineral resource and infrastructure safeguarding – Appendix 2
	Date:	Oct 2017
DtC Activity: Attendance of a GFirst LEP (Construction & Infrastructure Business Group) Meeting	Partners:	GFirst Local Enterprise Partnership
	Action(s):	An update regarding the upcoming publication plan consultation including details of the preferred policy approach for mineral resource and infrastructure safeguarding. Members of the advisory group were encouraged to consider the plan's content and participate in the consultation, particularly in terms of fine balance between supporting new development and avoiding sterilisation or hindrance of mineral infrastructure operations.
	Outcome(s):	Increased awareness of the emerging minerals plan and engagement by potential interested parties from the business community.
	Date:	Mar 2018

APPENDIX 3



Revised Officer Draft Memorandum of Understanding (MoU)

For facilitating the steady and adequate supply of sand & gravel aggregates through the planning of sustainable minerals development across the Upper Thames Valley (UTV) strategic mineral resource block

Position established following the UTV officer meeting held on 15th May 2018

1. Purpose and scope of the MoU

- 1.1. The purpose of this MoU is to establish a framework setting out roles and responsibilities that will aid collaborative working between the local Mineral Planning Authorities (MPAs) of Gloucestershire County Council (GCC), Swindon Borough Council (SBC), Wiltshire Council (WC) and Oxfordshire County Council (OCC) ('the UTV MPAs'). The MoU will help to demonstrate how statutory obligations under the Duty-to-Cooperate (DtC) are being met¹, specifically for facilitating steady and adequate supply of sand and gravel aggregates through the planning of sustainable minerals development across the Upper Thames Valley (UTV) strategic mineral resource block.
- 1.2. The MoU will promote the adoption of good practice partnership working aimed at instituting a clear and consistent approach to evidence gathering and data interpretation on mineral matters related to the UTV strategic mineral resource block. The information collected will support local plan-making functions carried out by MPAs but may also contribute to decision making on individual planning applications. Furthermore, published outputs maybe of use at a strategic level and help inform future aggregate supply policy development undertaken sub-nationally or nationally by Aggregate Working Parties (AWPs)² and / or the National Aggregate Coordinating Group (NaCG)³.
- 1.3. The MoU is centred on ensuring consistent, coordinated and effective collection, analysis and dissemination of information relating to: -

¹ Clause 110 of the Localism Act (2011) introduces an amendment to Part 2 of the Planning & Compulsory Purchase Act (2004), which imposes a duty to co-operate in relation to planning of sustainable development for local authorities and other prescribed bodies.

² The AWPs most likely to be affected / influenced by aggregate mineral information facilitated by the SoCGG include: - the South West Aggregate Working Party (SW-AWP); South East Aggregate Working Party (SE-AWP); and London Aggregate Working Party (L-AWP).

³ The NaCG is specifically referred to within the National Planning Policy Framework (NPPF) as an advisory body in the planning for the steady and adequate supply of aggregates by MPAs (see NPPF paragraph 145). Further information on the role and function of the NaCG is set out within national Planning Practice Guidance (nPPG), which explains it has a monitoring function related to the overall provision of aggregates across England as delivered through the Managed Aggregate Supply System (MASS). (see nPPG minerals section, paragraph: 060, reference id: 27-060-20140306).

- the annual supply of sand & gravel aggregate sourced from across the UTV strategic mineral resource block;
- supply trends within and beyond the UTV strategic mineral resource block over time;
- the amount of permitted reserves of sand & gravel aggregate contained within the UTV strategic mineral resource block;
- the amount of sand & gravel aggregate resources within local plan allocations within the UTV strategic mineral resource block;
- the impact that remaining permitted reserves of sand & gravel aggregate and resources contained within local plan allocations may have on supply;
- the amount of other potential sand & gravel aggregate resources within the UTV strategic mineral resource block; and
- the implementation of planning policy for the effective management of sand & gravel aggregate resources throughout the UTV strategic mineral resource block (i.e. the safeguarding of mineral infrastructure⁴ and the avoidance of needless mineral sterilisation⁵).

1.4. For the avoidance of doubt, this MoU supports the preparation of local plans but is not itself a policy document. The inclusion of any policy-related matter in this MoU, for example the inclusion of parts of the Cotswolds AONB within the MoU area, should not be taken as setting planning policy for any particular part of the MoU area. Policy making is a matter for each of the UTV MPAs through their local plans.

2. Status of the MoU

2.1. The UTV MPAs acknowledge that this MoU is not a legally binding contract but, as outlined above, is a statement of intent, which provides a foundation for on-going co-operation between UTV MPAs, including possible bi-lateral arrangements relating to issues such as mineral supply.

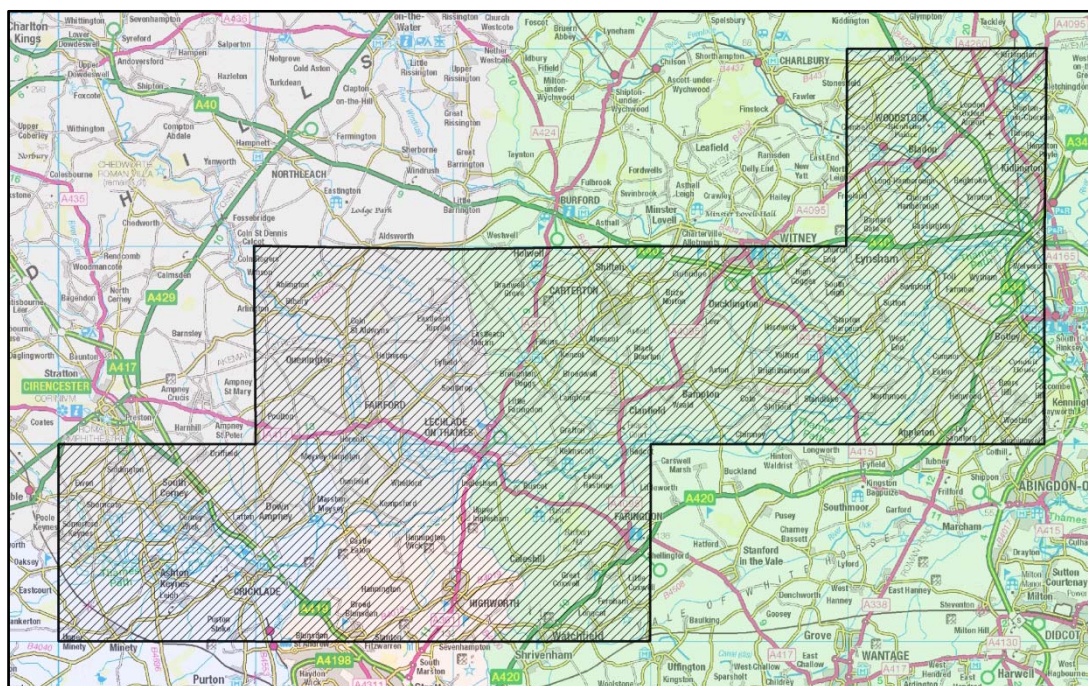
⁴ National Planning Policy Framework (NPPF) paragraph 143 sets out the types of mineral infrastructure that should be subject to safeguarding arrangements.

⁵ National policy and guidance on the implementation of mineral resource safeguarding through the avoidance of needless sterilisation is established under National Planning Policy Framework (NPPF) paragraph 143 and National Planning Practice Guidance (NPPG) Minerals section, paragraphs 002 – 005, reference id: 27-002-20140306.

3. The geographic coverage of the MoU





3.1. Figure 1 displays the geographic coverage of the UTV strategic mineral resource block, applicable to the MoU ('the MoU area'). It is made up of roughly 80,000 hectares that have a strong relationship to the upper reaches of the River Thames and its main tributaries, upstream of Oxford. The MoU area broadly follows the path of the River Thames from close to its source south of Cirencester, through the area north of Swindon and then eastwards right up to the outskirts of the City of Oxford. It demonstrates a fair degree of environmental homogeneity and has largely been assimilated by Natural England (NE) into the National Character Area – The Upper Thames Clay Vales⁶.

Figure 1: UTV strategic mineral resource block – 'the MoU area'



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The administrative authorities (including mineral planning authorities (MPAs) and local planning authorities (LPAs) contained within the UTV strategic mineral resource block: -

-  Gloucestershire County Council (including Cotswold District as the LPA)
-  Oxfordshire County Council (including West Oxfordshire, Vale of White Horse and Oxford City as the LPAs)
-  Wiltshire Council (unitary authority with LPA and MPA responsibilities)
-  Swindon Borough (unitary authority with LPA and MPA responsibilities)

⁶ Full details and information relating to National Character Area 108: The Upper Thames Clay Vales can be found at: - <http://publications.naturalengland.org.uk/publication/5865554770395136>

- 3.2. The MoU area has been founded on local mineral resource information published by the British Geological Survey (BGS)⁷ and is based on the extent of broadly contiguous drift deposits mostly laid down during the Pleistocene period as river terraces and / or floodplain areas. These deposits are known to yield sand & gravel resources and may have potential to act as a future source of aggregate supply.
- 3.3. The MoU area is somewhat larger than the resource boundaries presented by the BGS. This is to ensure other local drift deposits which may have sand & gravel resource potential, but which have not been included by the BGS, are successfully captured. The larger area also provides capacity for mineral safeguarding and / or mineral consultation areas (MSAs and MCAs) prepared by UTV MPAs to be incorporated (see section 4).
- 3.4. The defined boundary of the MoU area applies the Ordinance Survey (OS) 'National Grid' system at a scale of 10km-by-10km. All OS blocks which contain relevant drift deposits with sand & gravel resource potential have been included.
- 3.5. For decades, sand and gravel has been worked within the MoU area. An area largely incorporating parts of GCC and WC and a very small part of SBC has been subject to concentrated and sustained mineral operations. This area is known as the Cotswold Water Park (CWP) and has experienced notable landscape-scale change resulting in the creation of a network of lakes and ponds. Minerals sourced from within the CWP area has contributed significantly to local supplies for Gloucestershire, Wiltshire and Swindon for many years. Considerable movements of worked sand and gravel largely between Gloucestershire and Wiltshire due to cross-border operations and / or the utilisation of processing infrastructure has also been a feature of mineral supplies from within the CWP⁸. This represents the current circumstance and is likely to continue for the foreseeable future. Furthermore, at different times the CWP has also been a noteworthy contributor to sand and gravel imports into neighbouring Oxfordshire⁹.
- 3.6. Another concentration of sand & gravel operations within the MoU area is located in West Oxfordshire around the Lower Windrush Valley. Similar to the CWP it has been subject to extensive workings and has undergone local landscape change resulting in the creation of a collection of lakes and ponds. There has also been significant sand and gravel extraction in the Cassington area of Oxfordshire, to the north west of Oxford.

⁷ BGS published series of onshore mineral resource maps covering Gloucestershire (comprising Gloucestershire and South Gloucestershire) (2006); Wiltshire (comprising Wiltshire and the Borough of Swindon) (2004); and Oxfordshire (2004) can be obtained at: - <http://www.bgs.ac.uk/mineralsuk/planning/resource.html>

⁸ As detailed under paragraph 3.15 of the Gloucestershire Local Aggregates Assessment (2014) This debates the considerable variation of exports and imports of sand and gravel between Gloucestershire and Wiltshire over the period between 2009 and 2014.

http://www.gloucestershire.gov.uk/media/6753/fourth_local_aggregates_assessment_for_gloucestershire_-_published_july_2016-66805.pdf

⁹ As set out under Figure 2 of the Gloucestershire Local Aggregates Assessment (2015) 20% of sand and gravel exports from the county in 2009 went to Oxfordshire.

<http://www.gloucestershire.gov.uk/planning-and-environment/planning-policy/local-aggregates-assessment-laa/>

These areas have consistently contributed to local Oxfordshire supplies. There have also been some exports to Gloucestershire, Wiltshire and Swindon¹⁰.

- 3.7. The part of the UTV area within Oxfordshire that lies to the west of the Lower Windrush Valley up to the Gloucestershire border has had very limited exposure to sand and gravel working. A small area very close to the Gloucestershire border near to Little Farringdon represents the only noteworthy operation to have taken place. This is no longer active.
- 3.8. The MoU area will be reviewed periodically to ensure it continues to remain appropriate and fit for the purpose.

4. Current sand and gravel sales & reserves data and mineral resource & infrastructure safeguarding and monitoring practices | as of Jan 2018

Sand and gravel sales & reserves data

- 4.1. There is an expectation that all MPAs across England will collect data on mineral sales and reserves in their area on an annual basis to inform their Local Aggregate Assessments (LAAs). LAAs may be incorporated within / or be published in addition to Authority Monitoring Reports (AMRs). Collated aggregate datasets at the sub-national level are also regularly published within AWP annual reports¹¹. These include the outputs from MPAs within an AWP area. In addition, there is a national four-yearly aggregate mineral (AM) survey. This is a commissioned study by central government and covers all MPAs in England and Wales. It contains similar information on sales and reserves as collected annually by MPAs and introduces data on the movement of aggregates (i.e. imports and exports) throughout the country. The most recent AM survey took place in 2014¹².
- 4.2. Local sand and gravel data covering the UTV strategic mineral resource block is administered at the MPA level by the UTV MPAs. Although in the case of Wiltshire Council (WC) and Swindon Borough Council (SBC), WC carries out all minerals data monitoring functions under joint-working arrangements between the two local authorities. Annualised data is published by the UTV MPAs within their LAAs and / or AMRs¹³. It is presented as an authority-wide collation for sand and gravel aggregate

¹⁰ The Oxfordshire Local Aggregates Assessment (2017) discusses the destination of primary aggregates from the county under the AM (2009 & 2014) surveys at paragraphs 3.47 and 3.48 and table 3.11a shows sand and gravel from Oxfordshire has contributed to supplies for both Gloucestershire and Wiltshire in 2009 and 2014.

https://www.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/environmentandplanning/planning/mineralsandwaste/OxfordshireLAA_2017.pdf

¹¹ Aggregate Working Parties: Annual Reports for all of England can be obtained at: -

<https://www.gov.uk/government/collections/aggregates-working-parties-annual-reports>

¹² The Aggregate Minerals Survey for England and Wales: 2014 can be obtained at: -

<https://www.gov.uk/government/collections/minerals>

¹³ The LAA for Gloucestershire (2014) can be obtained at: -

<http://www.gloucestershire.gov.uk/planning-and-environment/planning-policy/local-aggregates-assessment-laa/>

The LAA data for Oxfordshire (2017) can be obtained at: -

and / or further sub-divisions of sand and gravel types (e.g. soft sand, sharp sand & gravel etc...). No data collations have been published to date that are location-specific to either part of / or the entirety of the UTV strategic mineral resource block¹⁴.

- 4.3. At the sub-national level sand and gravel data across the UTV MPAs contributes towards two separate AWP collations. Information from Gloucestershire and Wiltshire & Swindon is included in the South West AWP annual report¹⁵. The Oxfordshire data is contained within the South East AWP annual report¹⁶. At the national level, sand & gravel data for all MPAs in England and Wales for 2014, including data on imports, exports and consumption, is contained in the Collation of the Results of the 2014 Aggregate Mineral Survey for England & Wales (British Geological Survey, March 2016)¹⁷.

Mineral resource & infrastructure safeguarding

- 4.4. National policy requires MPAs to prepare a local policy framework that will avoid the needless sterilisation of local mineral resources and that mineral-related infrastructure will be safeguarded¹⁸. As a consequence all UTV MPAs should include policies to this effect when developing their suite of local mineral policies for the future.
- 4.5. Currently only WC, SBC and OCC have up-to-date adopted local policy, which covers mineral resource and infrastructure safeguarding. The Wiltshire & Swindon Minerals Core Strategy (2009) identifies Mineral Safeguarding Areas (MSAs) for sharp sand and gravel; soft (building) sand; chalk (for cement manufacturing); clay (for cement manufacturing and as an engineering medium); and building stone (Limestone and Greensand). The W&S Core Strategy also includes a specific local policy covering the delivery of mineral resource and infrastructure safeguarding – Policy MCS 6: *Safeguarding Mineral Resources, Rail-head Facilities and Mineral Recycling Facilities*¹⁹.
- 4.6. In the case of OCC, the adopted Oxfordshire Minerals and Waste Local Plan Part 1 – Core Strategy (2017)²⁰, defines (MSAs) and Mineral Consultation Areas (MCAs) for

https://www.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/environmentandplanning/planning/mineralsandwaste/OxfordshireLAA_2017.pdf

The LAA for Wiltshire LAA (2013) can be obtained at: -

<http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/mineralsandwastepolicy.htm>

¹⁴ For clarification this matter solely relates to sand and gravel aggregates. In Gloucestershire the collation of sales and remaining reserves figures for crushed rock aggregates includes a locational element through the separation of the main local producing areas – the Cotswolds and the Forest of Dean. This approach has been adopted to facilitate effective and workable provision policies appropriate to the MPA

¹⁵ The most recently published South West Aggregate Working Party Annual Report (for 2014) containing Gloucestershire and Wiltshire aggregate data, is hosted on the Devon County Council website due to the authorities chairmanship of the AWP. It can be obtained at: -

<https://new.devon.gov.uk/planning/planning-policies/minerals-and-waste-policy/south-west-aggregates-working-party>

¹⁶ The most recently published South East England Aggregate Working Party Annual Report (2013), containing Oxfordshire aggregate data, can be obtained at: - <https://www.gov.uk/government/publications/south-east-aggregates-monitoring-report-2013>

¹⁷ <https://www.gov.uk/government/publications/aggregate-minerals-survey-for-england-and-wales-2014>

¹⁸ National Planning Policy Framework (NPPF) paragraph 143 provides the detailed policy expectations concerning mineral sterilisation and infrastructure safeguarding

¹⁹ The Wiltshire and Swindon Minerals Core Strategy (2006-2026) can be obtained in full at: -

https://www.swindon.gov.uk/info/20113/local_plan_and_planning_policy/644/minerals_planning_framework

²⁰ The Oxfordshire Minerals & Waste Local Plan: Part 1 - Core Strategy can be obtained at: -

sharp sand and gravel, soft sand, limestone and fuller's earth. It also sets out two policies concerning mineral resource and infrastructure safeguarding – Policies M8 and M9.

- 4.7. For GCC, the emerging draft Minerals Local Plan for Gloucestershire, which underwent public consultation between September and November 2016 identifies MSAs and MCAs relating to the county's distribution of: - superficial sand & gravels; the Carboniferous coal measures within the Forest of Dean; Carboniferous limestones and sandstones; Jurassic limestones; and Permian Bridgnorth and Triassic Bromsgrove sandstones. The draft plan also provides a suite of policies regarding the implementation of mineral resource and infrastructure safeguarding – Policies MS01 – 03²¹.
- 4.8. The implementation of mineral resource and infrastructure safeguarding is ultimately carried out through the development management process and is largely concerned with assessing non-minerals development proposals for their accordance with safeguarding policy and attributing appropriate weight to the issue during the decision making process. For WC and SBC, which are unitary authorities (both the minerals and local planning authority – MPA and LPA) this is a relatively simple exercise centred on the effective application of local policy. However, in the case of GCC and OCC, which operate under the two-tier structure of local government, a degree of further collaboration is necessary with local district councils which are the LPA for non-minerals development proposals. The provision of and use of Mineral Consultation Areas (MCAs) as detailed in National Planning Practice Guidance is designed to assist with effective safeguarding in two-tier areas²². For Oxfordshire, MCAs are defined in the adopted Minerals and Waste Local Plan Part 1 – Core Strategy. Defining MCAs and the approach to notification of potential mineral sterilisation issues is being brought forward by GCC in the emerging Minerals Local Plan for Gloucestershire.
- 4.9. The statutory AMR regime is the monitoring vehicle for of all local policies – including those for mineral resource and infrastructure safeguarding²³. National Planning Practice Guidance advises on the principal role and function of AMRs. They should be published at least annually, made publicly available and assist in deciding whether local policies or plans need to be reviewed²⁴. All of the UTV MPAs are covered by the AMR requirements.

<https://www.oxfordshire.gov.uk/cms/sites/default/files/folders/documents/environmentandplanning/planning/mineralsandwaste/September2017/AdoptedMineralsWasteCoreStrategySept2017.pdf>

²¹ The draft Minerals Local Plan for Gloucestershire (2018-2032) can be obtained at: -

<http://www.gloucestershire.gov.uk/planning-and-environment/planning-policy/minerals-local-plan-for-gloucestershire/evidence-base-for-the-minerals-local-plan-for-gloucestershire/>

²² National Planning Practice Guidance (NPPG) Minerals section, paragraph 005, reference id: 27-002-20140306

²³ Authority Monitoring Reports (AMRs) are statutorily required under section 113 of the Localism Act 2011

²⁴ National Planning Practice Guidance (NPPG) Local Plans section, paragraphs 027, reference id: 12-027-20150326

5. Collaborative working | roles and responsibilities set out in the MoU

5.1. It is agreed by the UTV MPAs: -

- That each of the UTV MPAs will collect annual monitoring data on sales, reserves and planning decisions for sand & gravel sourced from within their part of the UTV strategic mineral resource block;
- That each of the UTV MPAs will collect monitoring data on the destination of sand & gravel sales, sourced from within their part of the UTV strategic mineral resource block for those years when a national AM survey is carried, and will endeavour also to collect such data for other years;
- To agree a set of rules relating to the handling of confidentiality issues surrounding the Annual Monitoring data with the objective of enabling MPA-level monitoring data on sales, reserves and movements of sand & gravel aggregates sourced from within the UTV strategic mineral resource block to be shared between the UTV MPAs and, if agreed by UTV MPAs, shared with the AWP and published;.
- To notify each other when undertaking public consultation for the preparation of local development documents and other plans relevant to the working or other supply of minerals, which could have an impact on the supply of sand & gravel aggregate sourced from or the resources within the UTV strategic mineral resource block;
- To notify each other of planning proposals that fall within their administrative area for minerals and non-minerals of development, which could have a significant impact on other UTV MPA areas with respect to the safeguarding of existing mineral infrastructure and / or the avoidance of needlessly sterilising mineral resources;
- When appropriate, to meet and discuss minerals-related planning issues raised by one or more of the UTV MPAs, which could have an impact on sand and gravel aggregate supplies sourced from within the UTV strategic mineral resource block;
- To take account of accumulated monitoring data on sand & gravel aggregates sourced from the UTV strategic mineral resource block when developing local plan policy that will influence aggregate provision including in the production of supporting evidence reports and formal consultation documents;
- To take account of the outcomes of any discussions held between the UTV MPAs on minerals-related planning issues when developing local plan policy that will influence aggregate provision including in the production of supporting evidence reports and formal consultation documents;

- To meet from time-to-time to review all aspects of collaborative working including the roles and responsibilities set out in this MoU and the defined MoU area (see section 3).

6. Review and dispute resolution

- 6.1. All aspects of the MoU will be subject to periodic review by the UTV MPAs and amended as appropriate, as may be agreed by the UTV MPAs.
- 6.2. The UTV MPAs agree to monitor the application of the principles set out in this MoU and to develop more detailed arrangements between themselves as and when required.
- 6.3. By following the principles set out in the document and pursuing a collaborative approach wherever possible it is expected that disputes relating to the collection, accumulation and presentation of data and its interpretation will be avoided or at least kept to an absolute minimum. Where differences arise UTV MPAs will take all reasonable steps to reach a mutually acceptable resolution. Where differences cannot be resolved the individual sovereignty of the respective organisations will be respected.
- 6.4. Nothing in this document shall serve to limit the discretion of a UTV MPA or otherwise bind that UTV MPA to a decision with which that UTV MPA does not agree.

APPENDIX 4



REVISED OFFICER DRAFT MEMORANDUM OF UNDERSTANDING (MoU)

Position established following the GHW officer meeting held on 30th November 2018

Facilitating the steady and adequate supply of aggregates and industrial minerals; meeting demand for other non-energy minerals; and delivering sustainable waste management across Gloucestershire, Herefordshire and Worcestershire

1. Purpose and scope of the MoU

- 1.1. The purpose of this MoU is to establish an initial overarching framework setting out the roles and responsibilities that will aid collaborative working and, where necessary, the establishment of future statements of common ground or other such agreements on strategic matters relevant to the local Minerals and Waste Planning Authorities (M&WPAs) of Gloucestershire County Council (GCC), Herefordshire Council (HC) and Worcestershire County Council (WCC). The MoU will help to demonstrate how statutory obligations under the Duty-to-Cooperate (DtC) are being met¹ specifically in respect of facilitating the steady and adequate supply of land won sand and gravel and crushed rock aggregates and industrial minerals; the delivery of sustainable waste management throughout the geographical areas that make up the three Mineral and Waste Planning Authorities (M&WPAs).
- 1.2. The MoU will promote the adoption of good practice partnership working aimed at establishing a clear, mutually beneficial and consistent approach to evidence gathering and data interpretation on aggregate minerals and waste management matters across the three M&WPA areas. The information collected will primarily support local plan-making functions carried out by signatories but may also contribute towards decision making with individual planning applications. Furthermore, published outputs may be of use at a strategic level. They may help to inform future aggregate supply or waste management policy development undertaken sub-nationally or nationally by Aggregate Working Parties (AWPs)² and / or the National Aggregate Coordinating Group (NaCG) and / or groupings of WPAs brought together through joint working commitments such as those set out in MoUs, Statements of Common Ground (SoCG), or revised terms of reference of those Waste Technical Advisory Bodies (TABs), which still remain active following the replacement of national Planning Policy Statement 10 (PPS10): Planning for Sustainable Waste Management³.

¹ Clause 110 of the Localism Act (2011) introduces an amendment to Part 2 of the Planning & Compulsory Purchase Act (2004), which imposes a duty to co-operate in relation to planning of sustainable development for local authorities and other prescribed bodies.

² The AWP's most likely to be affected / influenced by aggregate mineral information facilitated by the MoU include: - the South West Aggregate Working Party (SW-AWP) and the West Midlands Aggregate Working Party (WM-AWP);

³ The NaCG is specifically referred to within the National Planning Policy Framework (NPPF) as an advisory body in the planning for the steady and adequate supply of aggregates by signatories (see NPPF paragraph 145). Further information on the role and function of the NaCG is set out within national Planning Practice Guidance (nPPG), which explains it has a monitoring function related to the overall provision of aggregates across England as delivered through the Managed Aggregate Supply System (MASS). (See nPPG minerals section, paragraph: 060, reference id: 27-060-20140306). The National Planning Policy for Waste (NPPW) contains policy relating to working jointly and collaboratively with other planning authorities.

1.3. The MoU is centred on ensuring consistent, coordinated and effective collection, analysis and dissemination of information relating to: -

- the annual supply of aggregates sourced from across the MoU area;
- the annual movements of waste across the MoU area;
- the evolution of aggregate supply trends over time (divided between indigenous sources, imports and exports) for each M&WPA;
- the amount of land-based permitted aggregate reserves contained across the MoU area;
- the amount of permitted waste capacity across the WPA area;
- the anticipated impact that remaining land-based permitted aggregate reserves or waste capacity may have on evolving supply trends; and
- the implementation of land-use planning tools aimed at the effective management of mineral resources and waste infrastructure throughout the MPA areas (i.e. the safeguarding of minerals and waste infrastructure⁴ and the avoidance of needless mineral sterilisation⁵).

2. Status of the MoU

2.1. The signatories acknowledge that this MoU is not a legally binding contract but, is a statement of intent, which creates a foundation for on-going co-operation between the signatories.

2.2. For the avoidance of doubt, this MoU supports the preparation of local plans but is not itself a policy document. Any policy-related matters contained in this MoU should not be taken as setting the planning policy for any particularly part of the MoU area. Policy making is a matter for each of the M&WPA to decide through their local plans.

3. The geographic coverage of the MoU

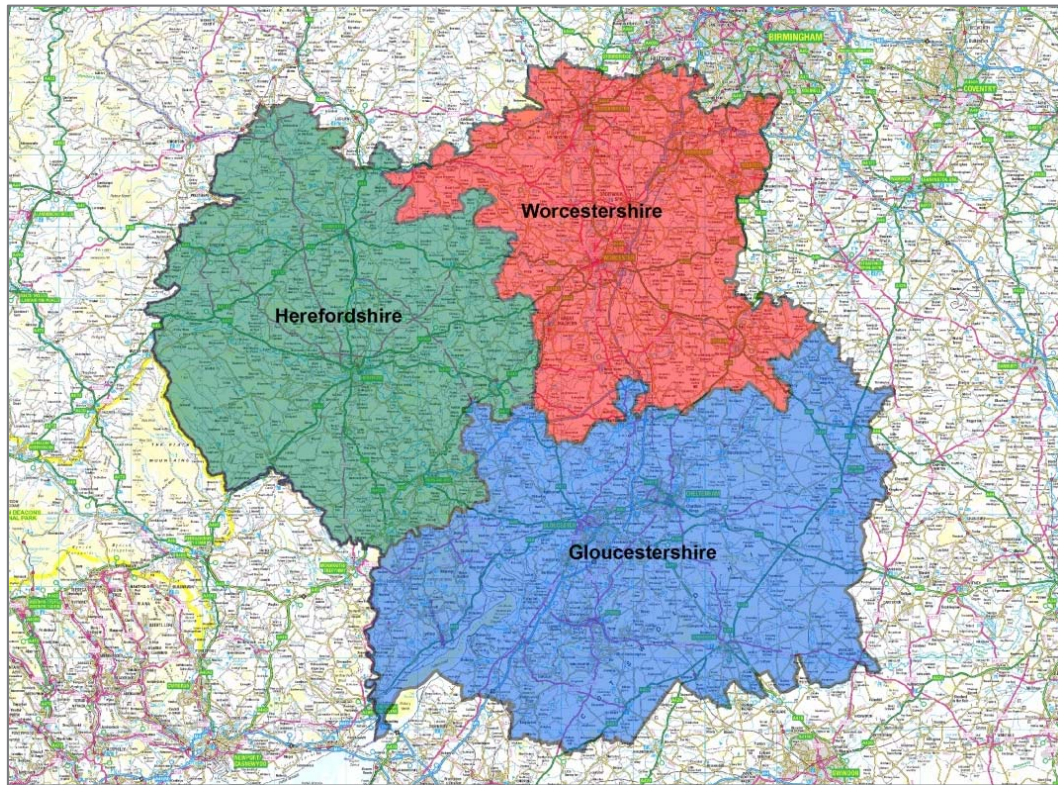
3.1. Figure 1 displays the geographic coverage of the MoU boundary, applicable to the MoU ('the MoU area'). It is made up of roughly 650,000 hectares covering the administrative boundaries of the three mineral and waste planning authorities.

3.2. The MoU area will be reviewed periodically to ensure it continues to remain appropriate and fit for the purpose.




⁴ National Planning Policy Framework (NPPF) paragraph 143 sets out the types of mineral infrastructure that should be subject to safeguarding arrangements. Paragraph 8 of the NPPW sets out the requirements for waste safeguarding.

⁵ National policy and guidance on the implementation of mineral resource safeguarding through the avoidance of needless sterilisation is established under National Planning Policy Framework (NPPF) paragraph 143 and National Planning Practice Guidance (NPPG) Minerals section, paragraphs 002 – 005, reference id: 27-002-20140306.

Figure 1: MoU boundary – ‘the MoU area’



The administrative authorities (the mineral and waste planning authorities (signatories)) contained within the MoU boundary: -

-  Herefordshire (Unitary) Council
-  Worcestershire County Council
-  Gloucestershire County Council

4. Current sales & reserves data, mineral resource & infrastructure safeguarding monitoring and waste data practices | as of November 2018

Aggregate sales & reserves data

- 4.1. There is an expectation that all MPAs across England will collect data on mineral sales and reserves in their area on an annual basis to inform their Local Aggregates Assessments (LAAs). LAAs may be incorporated within / or be published in addition to Authority Monitoring Reports (previously known as Annual Monitoring Reports) (AMRs). Collated aggregate datasets at the sub-national level are also regularly published within Aggregate Working Party (AWP) annual reports. These include the outputs from signatories within the relevant AWP area (SW AWP for Gloucestershire and WM AWP for Herefordshire and Worcestershire). In addition, there is a national four-yearly aggregate mineral (AM) survey. This is a commissioned study in England and Wales by central government and covers all signatories. It contains similar information on sales and reserves as collected annually by signatories and introduces data on the movement of aggregates (i.e. imports and exports) throughout the country and beyond. The most recent

AM survey took place in 2014⁶. At the sub-national level land-won aggregate data across the signatories contributes towards the relevant AWP collations.

Waste data

- 4.2. Waste data is collected nationally by the Environment Agency and published through the Waste Data Interrogator. Additional information on Local Authority Collected Waste is collected by the relevant Waste Disposal Authority (WDA). WPAs may publish relevant waste figures within their AMRs.
- 4.3. Sub-nationally Herefordshire and Worcestershire contribute towards the work of the West Midlands TAB and Gloucestershire contributes towards the South West TAB. There is no national policy requirement to participate within the TABs.

Minerals & Waste resource and infrastructure safeguarding and plan preparation.

- 4.4. National policy requires MPAs to prepare a local policy framework to ensure that the sterilisation of locally and nationally important mineral resources will be avoided and that mineral-related infrastructure will be safeguarded⁷. As a consequence all MPAs must undertake necessary preparations to this effect when developing their suite of local mineral policies for the future.
- 4.5. Herefordshire is working towards a draft Minerals and Waste Local Plan which will be consulted upon during 2018. Worcestershire has recently undertaken a 4th call for minerals sites and will be consulting upon a revised draft MLP towards the end of 2018, their Waste Core Strategy was adopted in 2012. Gloucestershire has published its pre-submission / Publication MLP between May and July 2018. The Gloucestershire WCS was also adopted in 2012. All emerging plans will cover mineral safeguarding issues and the use of Mineral Safeguarding Areas (MSAs).
- 4.6. The implementation of mineral resource and infrastructure safeguarding is ultimately carried out through the development management process and is largely concerned with assessing policy accordance with non-minerals development proposals and attributing appropriate weight to the issue during the decision making process. For Herefordshire as a unitary authority (both the minerals & waste and local planning authority – M&WPA and LPA) this is a relatively simple exercise centred on the effective application of local policy. However, in the case of WCC and GCC, which both operate under the two-tier structure of local government, a degree of further collaboration is necessary with local districts acting as LPAs for non-minerals development proposals. The provision of and use of Mineral Consultation Areas (MCAs) as detailed in National Planning Practice Guidance is designed to assist with effective safeguarding in two-tier areas⁸. Defining MCAs and the approach to notification of potential mineral sterilisation issues are being brought forward by GCC and WCC in their emerging mineral plans.
- 4.7. The statutory AMR regime is the monitoring vehicle for of all local policies – including those for mineral resource and infrastructure safeguarding⁹. National Planning Practice Guidance

⁶ The Aggregate Minerals Survey for England and Wales: 2014 can be obtained at: - <https://www.gov.uk/government/collections/minerals>

⁷ The National Planning Policy Framework (NPPF) provides the detailed policy expectations concerning mineral sterilisation and infrastructure safeguarding

⁸ National Planning Practice Guidance (NPPG) Minerals section, paragraph 005, reference id: 27-002-20140306

⁹ Authority Monitoring Reports (AMRs) are statutorily required under section 113 of the Localism Act 2011

advises on the principal role and function of AMRs. They should be published annually, made publicly available and assist in deciding whether local policies or plans need to be reviewed¹⁰. All of the MPA signatories are subject to AMR requirements.

5. Collaborative working | the roles and responsibilities of the MoU

5.1. It is agreed by the signatories: -

- That MPA-level monitoring data on sales and reserves for sourced from within the MoU boundary will be collected and kept up-to-date as regularly as possible;
- That each of the MPAs will collect monitoring data on the destination of aggregate sales, sourced from within their administrative boundary for those years when a national AM survey is carried, and where possible will endeavour to collect similar data for the intervening years;
- To notify each other when undertaking public consultation on local development documents and other plans relevant to the carrying out of land-use planning functions, which could have an impact on aggregate and / or industrial minerals; and / or other non-energy mineral supplies sourced from within the MoU boundary and / or the delivery of sustainable waste management;
- To notify each other of planning proposals that fall within their administrative area for minerals, waste and non-minerals of development, which could have a significant impact on other M&WPA areas with respect to the safeguarding of existing minerals & waste infrastructure and / or the avoidance of needlessly sterilising mineral resources;
- When appropriate, to meet and discuss minerals and waste-related planning issues raised by one or more of the signatories, which could have an impact on mineral supplies or sustainable waste management from within the MoU boundary;
- To take account of accumulated monitoring data sourced from the MoU boundary when developing local plan policy that will influence provision for aggregates and / or industrial minerals; the availability of supplies of other non-energy minerals; and / or the management of waste including in the production of supporting evidence reports and formal consultation documents;
- To take account of the outcomes of any discussions held between the signatories on minerals or waste-related planning issues when developing local plan policy that will influence the provision of aggregates, and / or industrial minerals; or the availability of supplies of other non-energy minerals or the management of waste including in the production of supporting evidence reports and formal consultation documents;

¹⁰ National Planning Practice Guidance (NPPG) Local Plans section, paragraphs 027, reference id: 12-027-20150326

- To meet from time-to-time to review all aspects of collaborative working including the roles and responsibilities set out in this MoU and which affect the defined MoU area (see section 3).

6. Review

- 6.1. All aspects of the MoU will be subject to periodic review by the M&WPAs and amended as appropriate.
- 6.2. The M&WPAs agree to monitor the application of the principles set out in this MoU and to develop more detailed arrangements between themselves as and when required. This might include Statements of Common Ground (SoCGs) covering, but not limited to, the following planning matters:
 - Potential cross-border minerals (sand & gravel) development at Bow Farm / Redpool's Farm (GCC and WCC);
 - Future potential for cross-border minerals (sand & gravel) development along or near to local authority administrative boundaries (GCC and HC)
 - Cross-border management of waste (GCC, HC and WCC)
 - Cross-border safeguarding of mineral resources (GCC, HC and WCC);
Cross-border safeguarding of mineral and / or waste infrastructure (GCC, HC and WCC);
 - Facilitating continued steady and adequate supplies of sand and gravel aggregates (GCC and WCC);
 - Facilitating continued steady and adequate supplies of crushed rock aggregates (GCC, HC and WCC)
 - Facilitating continued steady and adequate supplies of industrial minerals (GCC, HC and WCC)

7. Limitations to the MoU

- 7.1. The signatory local authorities undertake to make every effort to secure the necessary cooperation on any identified strategic cross-boundary matters. By following the principles set out in the document and pursuing a collaborative approach wherever possible it is expected that disputes relating to the collection, accumulation and presentation of data and its interpretation will be avoided or at least kept to an absolute minimum. However, it is recognised that there may not always be full agreement and the duty to cooperate does not require an agreement to be reached. Where differences arise, signatory M&WPAs will take all reasonable steps to reach a mutually acceptable resolution.
- 7.2. For the avoidance of doubt, this MoU does not restrict the discretion of any of the local planning authorities in the preparation of their development plans and associated documents, in their response to consultations or in the exercise of any of their statutory powers and duties. It is not a formally binding legal document and nothing in it shall serve to limit the discretion of an M&WPA or otherwise bind that M&WPA to a decision with which it does not agree.



REVISED OFFICER DRAFT MEMORANDUM OF UNDERSTANDING (MoU)

Between the West of England Unitary Authorities (Bath and North East Somerset, Bristol City Council, North Somerset Council, South Gloucestershire Council) and Gloucestershire

To aid collaborative working for facilitating steady and adequate supplies of land-won aggregates between the West of England and Gloucestershire, acknowledging the contribution made to such supplies from other local sources (including marine-won sand & gravel from the relevant parts of the South West inshore marine plan area)

Position established following the GWoE officer meeting held on 15th November 2018

1. Purpose and scope of the MoU

- 1.1. The purpose of this MoU is to establish a framework setting out roles and responsibilities that will aid collaborative working between the Mineral Planning Authorities (MPAs) of North Somerset (NS), South Gloucestershire (SG), Bristol City (BC) and Bath and North East Somerset (B&NES) – collectively known as the West of England (WoE) authorities and Gloucestershire County Council (GCC). The MoU will help to demonstrate how statutory obligations under the Duty to Cooperate (DtC) are being met¹, specifically for facilitating steady and adequate supplies of land won sand and gravel and crushed rock aggregates between the geographical areas that make up the WoE and Gloucestershire and acknowledging the contribution made to aggregate supplies from marine-won sand and gravel sourced from relevant parts of the South West inshore marine plan area.
- 1.2. The MoU will promote the adoption of good practice partnership working aimed at instituting a clear, mutually beneficial and consistent approach to evidence gathering and data interpretation on aggregate mineral matters related to the relevant MPA areas and the South West inshore marine plan area. The information collected will primarily support local plan-making functions carried out by signatories but may also contribute towards decision making with individual planning applications. Furthermore, published outputs maybe of use at a strategic level and help inform future aggregate supply policy development undertaken sub-nationally or nationally by Aggregate Working Parties (AWPs)² and / or the National Aggregate Coordinating Group (NaCG)³.

¹ Clause 110 of the Localism Act (2011) introduces an amendment to Part 2 of the Planning & Compulsory Purchase Act (2004), which imposes a duty to co-operate in relation to planning of sustainable development for local authorities and other prescribed bodies.

² The AWP's most likely to be affected / influenced by aggregate mineral information facilitated by the SoCG include: - the South West Aggregate Working Party (SW-AWP); South East Aggregate Working Party (SE-AWP); and London Aggregate Working Party (L-AWP).

³ The NaCG is specifically referred to within the National Planning Policy Framework (NPPF) as an advisory body in the planning for the steady and adequate supply of aggregates by signatories (see NPPF paragraph 145). Further information on the role and function of the NaCG is set out within

- 1.3. The MoU is centred on ensuring consistent, coordinated and effective collection, analysis and dissemination of information relating to: -
- the annual supply of aggregates sourced from across the MPA areas and the South West inshore marine plan area;
 - the evolution of supply trends within and beyond the MPA areas and the South West inshore marine plan area over time;
 - the amount of land-based and marine-based permitted aggregate reserves contained across the areas administered by MoU partners;
 - the anticipated impact that remaining land-based and marine-based permitted aggregate reserves may have on evolving supply trends; and
 - the implementation of land-use planning tools aimed at the effective management of aggregate resources throughout the MPA areas (i.e. the safeguarding of mineral infrastructure⁴ and the avoidance of needless mineral sterilisation⁵).

2. Status of the MoU

- 2.1. The signatories acknowledge that this MoU is not a legally binding contract but, as outlined above, is a statement of intent, which provides a foundation for on-going co-operation between the signatories.
- 2.2. For the avoidance of doubt, this MoU supports the preparation of local plans but is not itself a policy document. This inclusion of any policy-related matter in this MoU should not be taken as setting the planning policy for any particularly part of the MoU area. Policy making is a matter for each of the MPAs through their local plans.

3. The geographic coverage of the MoU

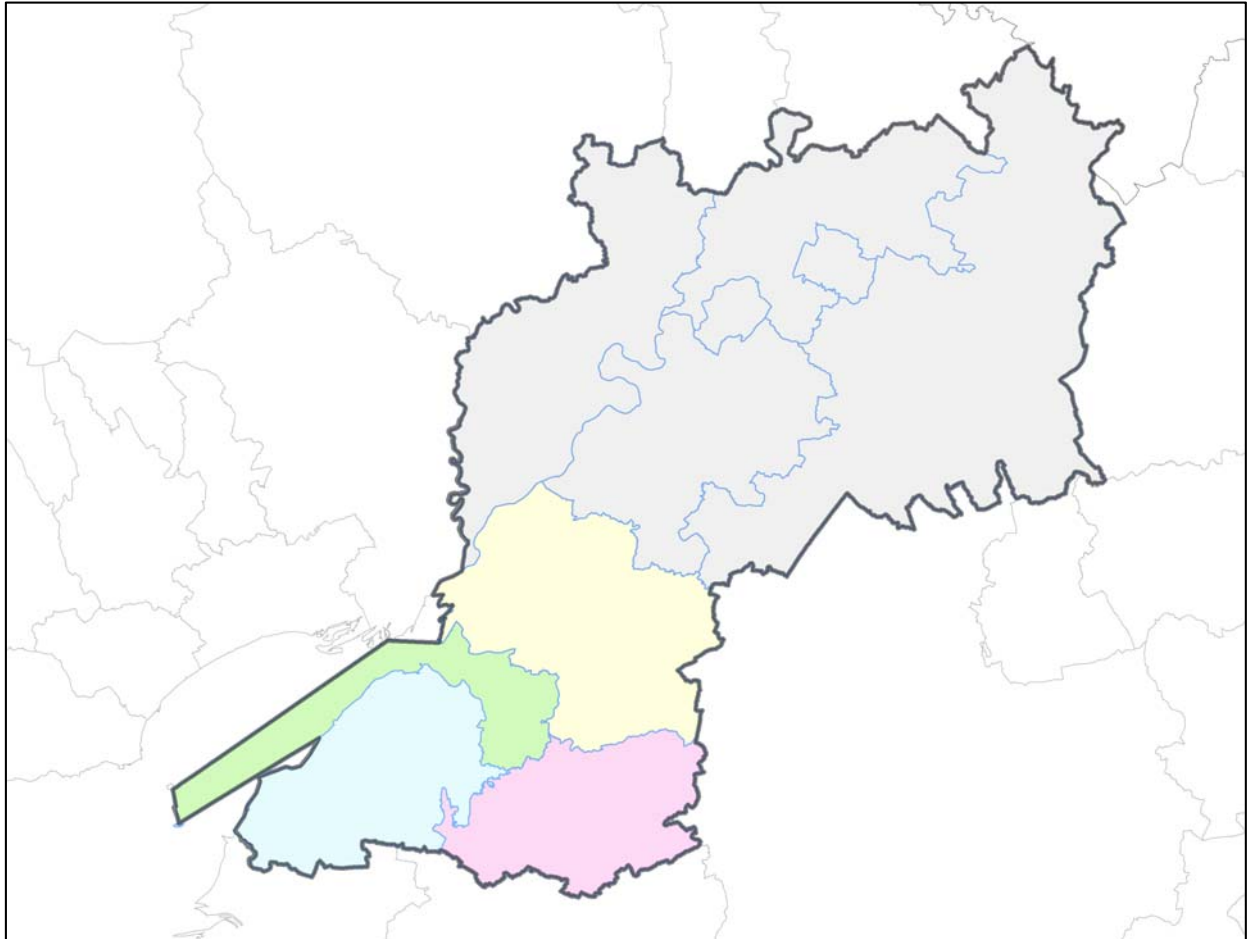
- 3.1. Figure 1 displays the geographic coverage of the MoU boundary, applicable to the MoU ('the MoU area'). It is made up of over 400,000 hectares covering the administrative boundaries of the five mineral planning authorities plus also parts of the South West inshore marine planning area.
- 3.2. The MoU area will be reviewed periodically to ensure it continues to remain appropriate and fit for the purpose.

Figure 1: MoU boundary – 'the MoU area'







National Planning Practice Guidance (NPPG), which explains it has a monitoring function related to the overall provision of aggregates across England as delivered through the Managed Aggregate Supply System (MASS). (See NPPG minerals section, paragraph: 060, reference id: 27-060-20140306).

⁴ National Planning Policy Framework (NPPF) paragraph 143 sets out the types of mineral infrastructure that should be subject to safeguarding arrangements.

⁵ National policy and guidance on the implementation of mineral resource safeguarding through the avoidance of needless sterilisation is established under National Planning Policy Framework (NPPF) paragraph 143 and National Planning Practice Guidance (NPPG) Minerals section, paragraphs 002 – 005, reference id: 27-002-20140306.



The administrative authorities (including mineral planning authorities (signatories) and local planning authorities LPAs) **contained within the MoU boundary:** -

-  Gloucestershire County Council (including district boundaries)
-  Bristol City Council
-  South Gloucestershire Council
-  North Somerset Council
-  Bath and North East Somerset Council
-  MoU boundary

4. Current aggregate sales & reserves data and mineral resource & infrastructure safeguarding monitoring practices | as of Jan 2018

Aggregate sales & reserves data

- 4.1. There is an expectation that all MPAs across England will collect data on mineral sales and reserves in their area on an annual basis through Local Aggregates Assessments (LAAs). LAAs may be incorporated within / or be published in addition to Authority Monitoring Reports (AMRs). Collated aggregate datasets at the sub-national level are also regularly published within AWP annual reports⁶. These include the outputs from signatories within an AWP area. In addition, there is a national four-yearly aggregate mineral (AM) survey. This is a commissioned study by central government and covers all signatories in England and Wales. It contains similar information on sales and reserves as collected annual by signatories and introduces data on the movement of aggregates (i.e. imports and exports) throughout the country and beyond. The most recent AM survey took place in 2014⁷.
- 4.2. At the sub-national level land-won aggregate data across the signatories contributes towards the SW AWP collations.

Mineral resource & infrastructure safeguarding

- 4.3. National policy requires MPAs to prepare a local policy framework that will ensure the needless sterilisation of local mineral resources will be avoided and that mineral-related infrastructure will be safeguarded⁸. As a consequence all MPAs must undertake necessary preparations to this effect when developing their suite of local mineral policies for the future.
- 4.4. The four WoE authorities submitted the Joint Spatial Plan for examination in April 2018⁹, but this does not consider mineral issues. Out of the WoE authorities, South Gloucestershire has the most recently adopted minerals policy contained in the Policies, Sites and Places Plan (adopted in November 2017)¹⁰ which is to be read in conjunction with the Core Strategy (adopted in 2013). North Somerset's minerals policies are found within the North Somerset Council Development Management Policies Sites and Policies Plan Part 1 (adopted in July 2016)¹¹.
- 4.5. While the Joint Spatial Plan does not consider issues relating to aggregate supply, there is a long history of joint working between the West of England UAs in this regard, through planning for future aggregate provision, to meet the sub regional apportionments that were set for the former Avon area.
- 4.6. The four authorities work together to produce an annual Local Aggregates Assessment (LAA), which forms a key part of the evidence base required to support Local Plan preparation. Furthermore, the policy approach to be taken forward are the subject of ongoing discussions

⁶ The national collation of Aggregate Working Parties: Annual Reports for all of England can be obtained at: - <https://www.gov.uk/government/collections/aggregates-working-parties-annual-reports>

⁷ The Aggregate Minerals Survey for England and Wales: 2014 can be obtained at: - <https://www.gov.uk/government/collections/minerals>

⁸ National Planning Policy Framework (NPPF) paragraph 143 provides the detailed policy expectations concerning mineral sterilisation and infrastructure safeguarding

⁹ <https://www.jointplanningwofe.org.uk/consult.ti>

¹⁰ <http://www.southglos.gov.uk/environment-and-planning/planning/planning-policy/planning-local-plans/policies-sites-and-places-dpd/>

¹¹ <https://www.n-somerset.gov.uk/my-services/planning-building-control/planningpolicy/sites-policies-development-plan-document/sitesandpolicies/>

between the land-won aggregate producing areas in the WoE, (South Gloucestershire and North Somerset) and will continue to evolve through the preparation of their new local plans.

- 4.7. There are active non-aggregate mineral sites within the B&NES MPA area but no aggregate sites. The minerals policies are found within Bath & North East Somerset Local Plan (adopted in 2007¹²). Bristol City Council does not have any active mineral sites within its administrative boundary although marine-won aggregates are landed at Avonmouth in Bristol. The policy framework for mineral safeguarding is contained within the Bristol Local Plan – Site Allocations and Development Management Policies (adopted in July 2014¹³).
- 4.8. For GCC, the Publication Minerals Local Plan (MLP) for Gloucestershire (2018 – 2032) underwent public consultation between May and July 2018. The MLP identifies MSAs and MCAs relating to the county's distribution of: - superficial sand & gravels; the Carboniferous coal measures within the Forest of Dean; Carboniferous limestones and sandstones; Jurassic limestones; and Permian Bridgnorth and Triassic Bromsgrove sandstones. The MLP also provides policies regarding the implementation of mineral resource and infrastructure safeguarding (Policies MS01 and MS02). The County Council are aiming to submit the MLP to the Secretary of State and progress to examination before the end of 2018.
- 4.9. The implementation of mineral resource and infrastructure safeguarding is ultimately carried out through the development management process and is largely concerned with assessed policy accordance with non-minerals development proposals and attributing appropriate weight to the issue during the decision making process. As all of the WoE signatories are unitary authorities (both the minerals and local planning authority – MPA and LPA) this is a relatively simple exercise centred on the effective application of local policy. However, in the case of GCC who operates under the two-tier structure of local government, a degree of further collaboration is necessary with local districts acting as the LPA for non-minerals development proposals. The provision of and use of Mineral Consultation Areas (MCAs) as detailed in National Planning Practice Guidance is designed to assist with effective safeguarding in two-tier areas¹⁴. Defining MCAs and the approach to notification of potential mineral sterilisation issues are being brought forward by GCC in its emerging mineral plan
- 4.10. The statutory Authority Monitoring Report (AMR) regime is the monitoring vehicle for of all local policies – including those for mineral resource and infrastructure safeguarding¹⁵. National Planning Practice Guidance advises on the principal role and function of AMRs. They should be published annually, made publicly available and assist in deciding whether local policies or plans need to be reviewed¹⁶. All of the MPA signatories are covered by the AMR requirements. The West of England authorities take a joint approach to research and intelligence across the sub-region and there is a well-established joint working arrangement across a number of areas, through the Joint Planning Data Group (JaPDoG). JaPDoG meets quarterly to ensure consistency, best practice, share expertise and reduce duplication of effort across the sub-region.

¹² <http://www.bathnes.gov.uk/services/planning-and-building-control/planning-policy/local-plan-2016-2036>

¹³ <https://www.bristol.gov.uk/planning-and-building-regulations/local-plan>

¹⁴ National Planning Practice Guidance (NPPG) Minerals section, paragraph 005, reference id: 27-002-20140306

¹⁵ Authority Monitoring Reports (AMRs) are statutorily required under section 113 of the Localism Act 2011

¹⁶ National Planning Practice Guidance (NPPG) Plan Making section, Paragraph: 054 Reference ID: 61-054-20180913 (Revision date: 13 09 2018).

4.11. The format in which the UA's AMRs are published varies across the West of England, including their treatment of monitoring minerals policies. Because AMRs are prepared at UA level what they include on minerals may be affected by the need to maintain commercial confidentiality. The option exists to include WoE LAA outputs within AMRs.

5. Collaborative working | the roles and responsibilities of the MoU

5.1. It is agreed by the signatories: -

- That MPA-level monitoring data on sales and reserves for sourced from within the MoU boundary will be collected and kept up-to-date as regularly as possible (including marine-won sand & gravel landings). For confidentiality reasons, owing to the low number of quarry operators in the individual MPA areas, figures for production and permitted reserves have usually been amalgamated from the West of England in the South West Aggregates Working Party (SWAWP) annual reports;
- That each of the MPAs will collect monitoring data on the destination of aggregate sales, sourced from within their administrative boundary for those years when a national AM survey is carried, and will endeavour also to collect such data for other years. The importance of monitoring data on the destination of aggregate sales is valued, as it helps to understand the market, which is both complex and dynamic. However it should be noted that this requirement relates only to land or marine-won aggregate producing areas;
- To notify each other when undertaking public consultation for the preparation of local development documents and other plans relevant to the carrying out of land-use planning functions, which could have an impact on aggregate supplies sourced from within the MoU boundary;
- To notify each other of planning proposals that fall within their administrative area for minerals and non-minerals of development, which could have a significant impact on other MPA areas with respect to the safeguarding of existing mineral infrastructure and / or the avoidance of needlessly sterilising mineral resources;
- When appropriate, to meet and discuss minerals-related planning issues raised by one or more of the signatories, which could have an impact on aggregate supplies sourced from within the MoU boundary;
- To take account of accumulated monitoring data on aggregates sourced from the MoU boundary when developing local plan policy that will influence aggregate provision including in the production of supporting evidence reports and formal consultation documents;
- To take account of the outcomes of any discussions held between the signatories on minerals-related planning issues when developing local plan policy that will influence aggregate provision including in the production of supporting evidence reports and formal consultation documents; and

- To meet from time-to-time to review all aspects of collaborative working including the roles and responsibilities set out in this MoU and the defined MoU area (see section 3).

6. Review

- 6.1. All aspects of the MoU will be subject to periodic review by the signatories and amended as appropriate. This should be no longer than five years from the date of the signatures.
- 6.2. The signatories agree to monitor the application of the principles set out in this MoU and to develop more detailed arrangements between themselves as and when required. This might include Statements of Common Ground (SoCGs) covering, but not limited to, the following aggregate planning matters:
 - Facilitating continued steady and adequate supplies of sand and gravel (both land-won and marine-won) aggregates;
 - Facilitating continued steady and adequate supplies of crushed rock aggregates;

7. Dispute resolution

- 7.1. By following the principles set out in the document and pursuing a collaborative approach wherever possible it is expected that disputes relating to the collection, accumulation and presentation of data and its interpretation will be avoided or at least kept to an absolute minimum. Where differences arise signatories will take all reasonable steps to reach a mutually acceptable resolution. Where differences cannot be resolved the individual sovereignty of the respective organisations will be respected.
- 7.2. Nothing in this document shall serve to limit the discretion of a signatory or otherwise bind that signatory to a decision with which that signatory does not agree.