

Terms of Reference for the Planning Statement Working Group

1. Background

Development Planning in the Cayman Islands has its origins in the passing of the Development and Planning Law in 1971. This law established the Central Planning Authority (“CPA”) and charged that authority with responsibility for preparing a Plan and for administering its provisions once it was approved. This resulted in the 1977 Development Plan.

A review of the 1977 Plan commenced in 1991. In order to gain greater public involvement in the review process, a Development Plan Review Committee was established, along with committees for each of the 5 districts in Grand Cayman. In December 1994, the draft Plan was put on public display for 3 months. A total of 313 objections and representations were received during this period, which were later heard in full during a series of Tribunal hearings that took place from January to July 1996. After careful consideration of the Tribunal reports, the Development Plan was prepared in 1997.

Although there have subsequently been a number of more recent attempts to update the Development Plan, the 1997 Plan is still the current plan for guiding physical development in Grand Cayman. There is no plan in place for either Cayman Brac or Little Cayman.

In 2018, the then Ministry of Commerce, Planning and Infrastructure and Department of Planning (“DoP”) commenced the ‘Plan Cayman’ exercise to develop a holistic National Planning Framework (“NPF”) for all three Cayman Islands. Consultation on the draft NPF commenced in November 2018 and was extended to February 2019 to allow additional time for feedback. Over 2,000 comments were submitted, from 356 responses, and these have all been considered in full and amendments to the NPF document have been proposed, where necessary.

In September 2019 the Central Planning Authority (“CPA”) approved the final draft NPF document for transmission to the Ministry of Planning, Agriculture, Housing & Infrastructure (“MPAHI”) for adoption. In August 2022, the current CPA reviewed the draft NPF and forwarded same to the Ministry of Planning in September 2022. The final draft NPF published on the plan cayman.ky website in February 2023.

In August 2023, the CPA was presented with a proposed Project Delivery Plan, prepared by the MSCR and shared for comment with MPAHI, and DoP. The cornerstones of this proposed plan, include:

- a) the CPA having assistance in the form of a joint project team consisting of representatives from MPAHI, DOP and MSCR, discussed below in Section 2.

- b) The plan proposes to use the final NPF to inform three components that will collectively constitute the updated Development Plan. These components are:
- (i) Planning Statement
 - (ii) Area Plans
 - (iii) Zoning Map & Regulations

2. Role of the Working Group

Under instruction of the CPA a joint Planning Statement Working Group (the “Group”) will be assembled to assist the CPA with the development and delivery of a new Planning Statement. The Working Group, with assistance from the Project Team and subject to approval of the CPA, is also responsible for guiding the submissions to Minister of Planning and public consultation.

3. Membership

The Working Group shall be made up of representatives from the CPA, DCB, DOP, MPAHI and MSCR.

<u>Title</u>	<u>Position</u>
Christine Maltman, CPA Representative	Chair
Celecia Bancroft, CPA Representative	Deputy Chair
Kenneth Ebanks, CPA Representative	Member
Gillard McLaughlin, CPA Representative	Member
Ashton Bodden, DCB Representative	Member
Haroon Pandohie, Director, DoP	Member
Richard Mileham, DOP	Member
Roxann Burrell, DOP	Member
Kevon Thompson, DOP	Member
Tristan Hydes, Deputy Chief Officer MPAHI	Member
Ann Kensington, MPAHI	Member
Stacie Sybersma, MPAHI	Member
Troy Jacob, Deputy Chief Officer, MSCR	Member
Simon Amos, MSCR	Member

Per Part 2 of the Development and Planning Act (2021 Revision) Section 10(1), the Authority will lead the delivery of the revised Planning Statement and shall have the ability to co-opt additional subject matter experts from within MSCR, MPAHI, and other agencies or organisations external or internal to the Cayman Islands Government as needed.

4. Objectives of the Working Group

The objectives of the working group are as follows:

- a) Assist the CPA with the production of a revised draft Planning Statement that has been reviewed by internal stakeholders.

- b) Upon CPA approval submit a revised Planning Statement to Minister of Planning prior to 60 day public consultation.
- c) Submit Planning Statement for 60 day public consultation.
- d) Assist CPA to seek approval from Minister of Planning to appoint a Development Planning Appeals Tribunal.
- e) Assist CPA with commencing Development Planning Appeals Tribunals (DPAT) hearings and complete a Tribunal Report of Amendments.
- f) Assist CPA with completing reports, approved by CPA, and submitting to Minister of Planning.

5. Conflict of Interest

If any Working Group member has reason to believe a conflict of interest situation may arise, they should make this known to the Working Group Chair as soon as possible.

6. Content Conflict Resolution

The Working Group shall establish protocols to determine content within the Planning Statement. In the event of a disagreement/conflict between Working Members regarding the content of the Planning Statement, the following process must be followed:

- Step 1 In person Working Group meeting to discuss the content conflict
- Step 2 Working Group Chair to seek guidance from bi-weekly National Development Plan Meeting
- Step 3 Working Group Chair to seek guidance from the CPA

7. Meetings

The Working Group shall establish their own protocols for meetings, meetings can be in person, via Zoom or a hybrid format.

8. Conduct

The expectations for members' conduct are set out in the [Code of Business Ethics and Conduct](#) Version 1.2 dated March 2017. These apply to all Working Group members.

9. Reporting

The Working Group Chair, or designate is required to provide updates to the National Development Plan Bi-Weekly Meeting that convenes bi-weekly on Tuesdays at 1:30pm.