

**Core Strategy Member Working Party Minutes
Council Chamber
Thursday 16th September 2010**

| | | <u>Action</u> |
|----|--|---------------------------------------|
| 1. | <u>Attendance</u> Councillors: Neil Phillips (chair), Jill Sheppard, Roma Taylor, John Glass, Gerald Smith. Officers: Kelly Ford. | |
| 2. | <u>Apologies</u> Cllr Des O'Brien. | |
| 3. | <u>Minutes of Previous meeting</u> Agreed. | |
| 4. | <u>Matters Arising</u> None. | |
| 5. | <u>Consultation Process/ Program for Preferred Option (PO) of Core Strategy</u> <ul style="list-style-type: none"> • By way of introduction Kelly outlined that; <ul style="list-style-type: none"> - There is no legal requirement for the Council to consult on the PO but that a commitment had been made to do so. Members xxxx. - Plans for consultation need to conform to the requirements of the Council's Statement of Community Involvement (SCI). - The Core Strategy Steering Group has set a limit of £11,000 to be spent on the consultation. • A table outlining the methods, purpose, audience, location, dates, costs and resources associated with the consultation was circulated and the individual rows and columns within it were considered. Points raised by Members included; xxxx • A map identifying proposed locations for static displays, drop in sessions and information points was circulated and considered. Points raised included; xxxx <p>It was decided that all Members should be invited to propose venues that they think would serve as good locations for information points and drop in sessions. Kelly to send request asking for responses within 2 weeks. Responses to be considered at next meeting.</p> <p>It was explained that there are 200+ organisations on a</p> | <p style="text-align: center;">KF</p> |

| | | |
|-----|--|--|
| | <p>database of community groups in the Borough. xxxx</p> <p>xxxx</p> <ul style="list-style-type: none"> • A copy of the poster that would promote the Core Strategy in the lead up to the start of the consultation was considered. <p>xxxx</p> | |
| 11. | <p><u>Any other Business</u></p> <ul style="list-style-type: none"> • xxxx | |
| 12. | <p><u>Date of Next Meeting</u> Tuesday 19th October 2010 in Committee Room C at 4pm.</p> | |

**Borough Plan Member Working Party Minutes
Committee Room C
Tuesday 19th October 2010**

| | | <u>Action</u> |
|----|--|---------------|
| 1. | <u>Attendance</u> Councillors: Neil Phillips (chair), Jill Sheppard, Roma Taylor, John Glass, Des O'Brien. Officers: Kelly Ford, Gail Hudson, Ian Powell. | |
| 2. | <u>Apologies</u> Cllr Andrew Burtenshaw. | |
| 3. | <u>Minutes of Previous meeting</u> Agreed. | |
| 4. | <u>Matters Arising</u> On 22 nd September 2010 Cabinet decided that the name of the Core Strategy should be changed to the 'Nuneaton and Bedworth Borough Plan'. | |
| 5. | <u>Consultation Proposal – Feedback on Actions Identified on 16th September 2010</u> <ul style="list-style-type: none"> • Nuneaton News has confirmed that they deliver to properties and newsagents/ other outlets in Bedworth (property postcodes and addresses of outlets supplied). • Distributors of 'Homing In' may be able to assist with the delivery of In Touch to overcome distribution issues to flatted complexes. • xxxx • On the matter of consultation with community groups it was agreed that 2 events be held (1 in Bedworth at the Civic Hall and 1 in Nuneaton at the Town Hall). There will be engagement with the 3 youth forums are currently being set up and officers will also attend the Nuneaton and Bedworth/ Bulkington Neighbourhood Watch meetings. • Table of consultation venues circulated and approved. • Kelly to circulate table to all Members for feedback and to ask if the Members know if the people that attend Neighbourhood Watch meetings also attend Community Forum meetings. • xxxx | KF |
| 6. | <u>Next Steps in Work Program</u> <ul style="list-style-type: none"> • Following a Cabinet decision on 22nd September 2010 the housing numbers will be reviewed as the Council is no longer bound by the policies in the Regional Spatial Strategy. The outcome of this work will be brought to the group when it is complete. • There will be a need for the material considered at forthcoming | |

| | | |
|-----|--|--|
| | meetings to be treated as confidential. There are significant risks of plan by appeal etc if incomplete information appeared in the public domain ahead of formal publication of the Preferred Options document. | |
| 7 | <u>Any other Business</u> <ul style="list-style-type: none"> • xxxx. • xxxx | |
| 12. | <u>Date of Next Meeting</u> To be confirmed via email as some Members unable to make 17 th November 2010. | |

**Borough Plan Member Working Party Minutes
Committee Room C
Tuesday 23rd November 2010**

| | | <u>Action</u> |
|----|--|---------------|
| 1. | <u>Attendance</u> Councillors: Neil Phillips (chair), Jill Sheppard, John Glass, Bill Sheppard, Gerald Smith. Officers: Kelly Ford, Josie Spilsbury, Ian Powell. | |
| 2. | <u>Apologies</u> Councillors: Des O'Brien, Andrew Burtenshaw, Roma Taylor | |
| 3. | <u>Minutes of Previous meeting</u> Agreed. | |
| 4. | <u>Matters Arising</u> With regards to engagement with Neighbourhood Watch Groups during the consultation on the Preferred Option it was confirmed that officers would attend the co-ordinators meeting to brief chairs on where consultation events would be taking place. A letter will also be sent to all Neighbourhood Watch Groups in the Borough. | |
| 5. | <u>Delivering Economic Objectives of Borough Plan</u> <ul style="list-style-type: none"> • Members considered an evidence based map and spreadsheet that identified the ability of the Borough's 7 Localities to deliver the economic objectives for the future of the Borough, considered by Members at the event on 15th July 2010. • xxxx • In considering further topic areas it was agreed that in addition to the Borough wide map there should be more detailed Locality maps that include the names of individual sites and that measurements should be provided in acres as well as hectares. | |
| 6. | <u>Recent Government Publications</u> <ul style="list-style-type: none"> • Government published a White Paper Local - Growth: realising every place's potential on 28th October 2010. The Paper outlines a new approach to achieving economic growth at the local level by giving councils, communities and businesses tools, incentives, freedoms and responsibilities to make their own choices about their future. • The Paper makes reference to proposed changes to the planning system which includes replacing Core Strategies with Local Development Plans and introducing lower tier neighbourhood plans (detail to follow in the forthcoming Localism Bill). • The Paper also refers to a 'New Homes Bonus' which is subject to consultation until 24th December 2010. The proposal involves the payment of bonus equal to the national average | |

| | | |
|-----|---|--|
| | <p>Council tax payment for a period of 6 years after a new property is completed. Additional payments will be made for affordable homes, gypsy and traveller sites run by a LA or RSL and for bringing empty homes back into use.</p> <ul style="list-style-type: none"> • xxxx • The proposals in the Paper will be considered by Cabinet on 8th December 2010. | |
| 7 | <p><u>Any other Business</u> None.</p> | |
| 12. | <p><u>Date of Next Meeting</u> To be confirmed via email.</p> | |

**Borough Plan Member Working Party Minutes
Council Chamber
Tuesday 19th April 2011**

| | <u>Action</u> |
|---|---------------|
| <p>1. <u>Attendance</u> Councillors: Neil Phillips (chair), Jill Sheppard, John Glass, Bill Sheppard, Gerald Smith, Roma Taylor, Kristofer Wilson. Officers: Kelly Ford, Ashley Baldwin, Ian Powell.</p> | |
| <p>2. <u>Apologies</u> Councillors: Des O'Brien</p> | |
| <p>3. <u>Minutes of Previous meeting</u> xxxx</p> | |
| <p>4. <u>Matters Arising</u> Queries were raised about the current status of the Regional Spatial Strategy and a response was provided by the Chair and Officers.</p> | |
| <p>5. <u>Environmental Sensitivity Assessment</u></p> <ul style="list-style-type: none"> • Members considered an evidence base map that identified different levels of environmental sensitivity. It was explained the levels of sensitivity were based on a number of different criteria. • Members are to be supplied with the following: <ul style="list-style-type: none"> a) Methodology scoring sheet b) Descriptive summary of each site c) Detailed breakdown for each parcel d) A set of overlays illustrating the environmental sensitivity map and the Green Infrastructure map • xxxx. • Officers explained that although some parcels were considered more sensitive this did not mean that this prohibited development in these locations. It was explained that the map was to be used a means of identifying the areas that are likely to require greater mitigation. Finer grainer analysis will be undertaken on sites that are identified in the Preferred Option. xxxx | |
| <p>6. <u>Update on generating local development targets</u></p> <ul style="list-style-type: none"> • Oxford Economics have been appointed to undertake the modelling work. • The modelling will involve the development of a baseline and 2 different scenarios which will be brought to the Working Party in due course. | |

| | | |
|---|---|--|
| | <ul style="list-style-type: none"> • The outputs of the modelling will inform the new local growth targets for the Preferred Option. • It is expected that the modelling will be completed by the end of June. • An outline of how the new development targets link to the other work that is being undertaken on the Plan was provided. | |
| 7 | <u>Any other Business</u> None. | |
| 8 | <u>Date of Next Meeting</u> To be confirmed via email. | |

Borough Plan Member Working Party Minutes
Council Chamber
Wednesday 22nd June 2011

| | | <u>Action</u> |
|----|--|---------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), Jill Sheppard, John Glass, Bill Sheppard, Gerald Smith, Roma Taylor. Officers: Kelly Ford, Ashley Baldwin, Ian Powell. | |
| 2. | <u>Apologies</u> Cllr O'Brien | |
| 3. | <u>Minutes of Previous meeting</u> Agreed. | |
| 4. | <u>Matters Arising</u> xxxx | |
| 5. | <u>Results of Convenience Study</u> <ul style="list-style-type: none"> • Officers gave a presentation on the key findings of the Convenience Study. The presentation covered its purpose and the key findings/implications of the study. • Within the study there is reference to increased car ownership. xxxx • Members requested the survey questions and sampling sizes be distributed to them via Members post. • xxxx | |
| 6. | <u>Update on generating local development targets</u> <ul style="list-style-type: none"> • Officers presented a summary of the process of running the model and the factors that are fed into. A summary of the expected outputs (in term of jobs, commuting information, housing requirements etc) was also identified. • Officers asked xxxx • xxxx • Officers explained that there would be opportunities to run alternative scenarios if required. | |
| 7 | <u>Any other Business</u> None. | |

| | | |
|---|---|--|
| 8 | <u>Date of Next Meeting</u> To be confirmed via email. | |
|---|---|--|

**Borough Plan Member Working Party Minutes
Council Chamber
Wednesday 19th July 2011**

| | | <u>Action</u> |
|----|---|---------------|
| 1. | <p><u>Attendance</u> Councillors: Danny Aldington (chair), John Glass, Cllr O'Brien, Bill Sheppard Jill Sheppard, Gerald Smith, Roma Taylor.</p> <p>Officers: Kelly Ford, Ashley Baldwin, Gemma Yardley, Ian Powell.</p> | |
| 2. | <p><u>Apologies</u> None.</p> | |
| 3. | <p><u>Minutes of Previous meeting</u> Agreed.</p> | |
| 4. | <p><u>Matters Arising</u> None.</p> | |
| 5. | <p><u>Initial results of Scenario Testing</u></p> <ul style="list-style-type: none"> • Officers outlined the results and implications of the scenarios following the completion of the draft work on the modelling. • Following a discussion of the results Cllr Aldington outlined the options available to the Working Party; choose to go with one of the options presented or go back to Oxford Economics and run further scenarios. • xxxx | |
| 6. | <p><u>Overarching Principles for Development Strategy</u></p> <ul style="list-style-type: none"> • Officers explained that the Borough Plan will be driven by a number of core objectives. In order to inform the development of a strategy that will achieve those objectives a number of principles have been identified. Members raised the following points in relation to the principles. <p>xxxx</p> | |
| 7. | <p><u>Process for Assessing Potential Housing Sites</u></p> <ul style="list-style-type: none"> • Officers outlined that the process for identifying where future housing should be located will be undertaken in 2 stages. Stage 1 will identify land that conforms to the principles considered under item 6 of the agenda. Land that conforms with the principles will then be considered against more detailed criteria that reflect the Borough Plan objectives in stage 2 of the process. | |

| | | |
|----|---|--|
| | <ul style="list-style-type: none"> Members xxxx made points in relation to xxxx | |
| 8. | <u>Any other Business</u> <ul style="list-style-type: none"> Officers informed Members that a questionnaire has been sent to businesses on some industrial estates in the Borough that have been identified as needing investment in the future (in the Employment Land Review). Businesses have until 12th August 2011 to return the questionnaires and the results will be presented at a future Working Party meeting. | |
| 9. | <u>Date of Next Meeting</u> Tuesday 23 rd August 2011 4pm Council Chamber. | |

**Borough Plan Member Working Party Minutes
Council Chamber
Tuesday 23rd August 2011**

| | | |
|----|--|---------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), John Glass, Des O'Brien, Bill Sheppard Jill Sheppard, Gerald Smith, Roma Taylor. Officers: Kelly Ford, Ashley Baldwin, Ian Powell. | <u>Action</u> |
| 2. | <u>Apologies</u> None. | |
| 3. | <u>Minutes of Previous meeting</u> <ul style="list-style-type: none"> • It was requested that the terms of reference for the group be re-circulated and reviewed at the next meeting. | KF |
| 4. | <u>Matters Arising</u> <ul style="list-style-type: none"> • Details of the 5 purposes of Green Belt were circulated by email prior to the meeting. • A map identifying the levels of deprivation in different SOAs across the borough was circulated for information. • xxxx • | |
| 5. | <u>Town Centres Study</u> <ul style="list-style-type: none"> • An outline of the briefing note circulated to Members prior to the meeting was presented. • In taking forward the evidence in the report a 'quarters concept' for the 2 town centres has been developed. Maps identifying the quarters were circulated and the vision for each quarter was outlined. The following points were raised by Members in response; <ul style="list-style-type: none"> - xxxx • xxxx • The following actions were identified; <ul style="list-style-type: none"> - xxxx | |
| 6. | <u>Any other Business</u> None. | |
| 7. | <u>Date of Next Meeting</u> Tuesday 27 th September 2011 4pm Council Chamber. Apologies in advance: Cllr Smith, Cllr Aldington. | |

**Borough Plan Member Working Party Minutes
Council Chamber
Tuesday September 27th 2011**

| | | <u>Action</u> |
|----|--|---------------|
| 1. | <u>Attendance</u> Councillors: Des O'Brien (chair), Bill Sheppard, Kristofer Wilson, Jill Sheppard, John Glass. Officers: Kelly Ford, Ashley Baldwin, Ian Powell. | |
| 2. | <u>Apologies</u> Councillors: Danny Aldington, Gerald Smith, Roma Taylor | |
| 3. | <u>Minutes of Previous meeting</u> <ul style="list-style-type: none"> • Agreed | |
| 4. | <u>Matters Arising</u> <ul style="list-style-type: none"> • The terms of Reference for the group had been circulated for consideration prior to the meeting. The only amendment requested was that all references to 'Core Strategy' should be changed to 'Borough Plan'. • Following xxxx officers outlined the investigatory work they had undertaken on Bedworth Town Centre. This included; <ul style="list-style-type: none"> - xxxx In the discussion that followed xxxx • Members requested colour copies of the town centre site work discussed at the previous meeting. • Officers presented the historical employment data, requested at the previous meeting. Members requested further contextual information in relation to the data. | KF |
| 5. | <u>Development Targets & Implications</u> <ul style="list-style-type: none"> • xxxx • There was some discussion xxxx • It was requested that the maps identifying the housing and employment sites be merged. • xxxx. | |
| 6. | <u>Any other business</u> <ul style="list-style-type: none"> • All Members have been invited to a training event on developer contributions, viability and the National Planning Policy Framework on 11th October 2011. • A report on the National Planning Policy Framework will be taken to Cabinet on 12th October 2011. | |

**Borough Plan Member Working Party Minutes
Council Chamber
Tuesday 18th October 2011**

| | | <u>Action</u> |
|----|---|-------------------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), Bill Sheppard, Des O'Brien, Gerald Smith, Jill Sheppard, John Glass and Roma Taylor. Officers: Kelly Ford, Ashley Baldwin, Ian Powell. | |
| 2. | <u>Apologies</u> None | |
| 3. | <u>Minutes of Previous meeting</u> Agreed | |
| 4. | <u>Matters Arising</u> <ul style="list-style-type: none"> • A report seeking a decision on the growth targets for the Borough Plan will be going to Cabinet on 9th November 2011. The report will include the Working Party's recommendation of a 1.5% growth rate. • Discussions have started with Infrastructure providers to explore the implications of different growth locations. Results are expected back mid November although some will be later than this e.g. Highways. A workshop with infrastructure providers is scheduled to take place at the beginning of December. | KF |
| 5. | <u>A5 Strategy</u> <ul style="list-style-type: none"> • A presentation on the A5 Strategy summarised what is in the document, what it seeks to achieve, how the strategy will be delivered, and matters associated with funding and adoption. • It was explained that the Strategy will form part of the evidence for the Local Development Framework and will inform discussions on planning applications. It will also assist when bidding for infrastructure funding. • The Strategy is currently in draft. There will be an opportunity to feed comments back to the A5 working group at a meeting on 3rd November 2011. Any comments Members would like raised at that meeting should be forwarded to Ashley by 2nd November 2011. • xxxx • After the meeting on 3rd November Ashley will liaise with Cllr Aldington on the process of endorsement of the Strategy by the Council. | All AB AB |
| 6. | <u>Employment Estate Consultation</u> <ul style="list-style-type: none"> • A presentation on a recent consultation with some existing | |

| | | |
|---|---|----|
| | <p>employment estates in the Borough outlined the headline findings.</p> <ul style="list-style-type: none"> • Summary sheets are being prepared for each estate which will be sent to every business on the estates involved in the survey to provide feedback and prompt additional responses. • Members to be forwarded the summary sheets for each estate. | AB |
| 7 | <p><u>Any other business</u> None.</p> | |

**Borough Plan Member Working Party Minutes
Council Chamber
Thursday 24th November 2011**

| | | <u>Action</u> |
|----|--|---------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), Des O'Brien, Gerald Smith, Jill Sheppard, John Glass and Roma Taylor. Officers: Kelly Ford, Gemma Yardley, Ian Powell. | |
| 2. | <u>Apologies</u> None | |
| 3. | <u>Minutes of Previous meeting</u> Agreed. | |
| 4. | <u>Matters Arising</u> <ul style="list-style-type: none"> • A report seeking a decision on the growth targets for the Borough Plan was considered by Cabinet on 9th November 2011. Cabinet approved the target of 1.5% in line with the recommendations of the Working Party. • Discussions with service providers on the potential development areas have commenced and a workshop is planned for the first week in December. • It is expected that the outcomes of this work will be available early January. | |
| 5. | <u>Draft Strategic Housing Land Availability Assessment (SHLAA)</u> <ul style="list-style-type: none"> • A presentation on the draft SHLAA outlined what the SHLAA is, the methodology used to prepare it, the results and implications for the 5 year housing supply. • It was noted that even if a site is identified in the SHLAA as being suitable for housing it does not mean that it will be allocated in the Borough Plan. Nor does it mean that planning permission would necessarily be granted for housing should an application be submitted. • Members requested that details of the site references referred to in the SHLAA be circulated. | GY |
| 6. | <u>Policy Topics for Borough Plan</u> <ul style="list-style-type: none"> • Decisions made about the policies in the Plan are as important as those regarding the amount of development and where it will go. • Work on the policy topics is underway and will be considered in more detail at future meetings. The work has included a workshop with service units from across the Council, consideration of the implications of the National Planning Policy Framework and a review of the policies in the adopted Local Plan. The policies will however take a different form to | |

| | | |
|----|---|-----|
| | <p>the Local Plan – using a spatial planning approach Councils are advised to avoid preparing ‘DC rulebooks’ that seek to cover every eventuality.</p> <ul style="list-style-type: none"> • If Members have any specific policy considerations they would like officers to investigate please let Kelly know. | All |
| 7 | <p><u>Any other business</u></p> <ul style="list-style-type: none"> • The Localism Bill has now become the Localism Act. The implications for the Borough Plan include the following; <ul style="list-style-type: none"> - Confirmation that Regional Spatial Strategies will be abolished although this will not be finalised until consultation on the environmental impacts of this is completed. - The Council will have a duty to cooperate with other Local Authorities and public bodies on planning matters. - Inspectors will be limited in their ability to make changes to Plans at examination e.g. inserting own wording into policies. - Communities have the right to draw up neighbourhood plans and the Council is required to assist communities in this process. Once approved a neighbourhood plan forms part of the development plan alongside the Borough Plan. • A plain English guide on the Localism Act is available to download on the CLG website. | |
| 7. | <p><u>Date of Next Meeting</u></p> <p>The next meeting was scheduled to take place on 14th December however a Council meeting has now been scheduled for this date. Kelly to email Members with suggested alternative dates.</p> | KF |

**Borough Plan Member Working Party Minutes
Council Chamber
Thursday 9th February 2012**

| | | <u>Action</u> |
|----|--|---------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), Bill Sheppard, Des O'Brien, Gerald Smith, Jill Sheppard, John Glass, Kristofer Wilson and Roma Taylor. Officers: Kelly Ford, Ashley Baldwin, Ian Powell. | |
| 2. | <u>Apologies</u> Councillor Gerald Smith | |
| 3. | <u>Minutes of Previous meeting</u> <ul style="list-style-type: none"> • Agreed | |
| 4. | <u>Matters Arising</u> <ul style="list-style-type: none"> • Any comments made during meetings should be kept confidential, unless otherwise agreed by the Working Party • At the last Working Party Members requested further information on SHLAA site references. This was circulated at the meeting. • xxxx, officers will now publish the SHLAA on the Council's website. It will be made clear that sites identified in the study will not necessarily be allocated for development or granted permission if a planning application is submitted. | KF |
| 5. | <u>5 Year housing Land Supply</u> <ul style="list-style-type: none"> • A presentation on the calculation of a 5 year land supply highlighted why there is a need to undertake the calculation, the methodology used including how supply is identified and the implications of an undersupply. • It was also highlighted that Government is proposing through the NPPF that Councils be required to identify a 6 year housing land supply. • It was clarified that only those houses expected to come forward in the next 5 years can be included as part of the supply. This is identified through discussions with developers and is influenced by a number of factors such as changing market conditions. • It was also clarified that the supply side has to be continually monitored, and in order to count as part of the supply there is a need to be able to clearly demonstrate that the site is suitable, available and deliverable during the 5 years. • In order to maximise the number of properties within the 5 year supply there is a need to applications on appropriate sites to be granted permission promptly. Officers will also be approaching developers of sites with permission to | |

**Borough Plan Member Working Party
Meeting on Monday 12th March 2012 at 4pm
Council Chamber, Town Hall**

| | | <u>Action</u> |
|---------|---|---------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), Bill Sheppard, Des O'Brien, Gerald Smith, John Glass and Roma Taylor. Officers: Ashley Baldwin, Ian Powell, Kelly Ford. | |
| 2. | <u>Apologies</u> Councillor Jill Sheppard | |
| 3. | <u>Minutes of Previous meeting</u> <ul style="list-style-type: none"> • Agreed | |
| 4. | <u>Matters Arising</u> None | |
| 5. | <u>Infrastructure Provider Responses</u> <ul style="list-style-type: none"> • A presentation was provided to Members summarising the key points arising from the consultation responses. • xxxx | |
| 6/ 7 | <u>Implications on PDA and Next Steps</u> <ul style="list-style-type: none"> • The priorities that had been used to decide the 9 Potential Development Areas were re issued to Members. It was explained that Officers are in the process of assessing the information they have received from infrastructure providers against these priorities. It was explained that this will assist in determining the Preferred Option and they could be brought to Members at the next meeting. • It was queried whether maps could be produced which indicated both housing and employment locations with development figures. This was also to be brought to Members at the next meeting. • Officers are also in the process of making contact with additional providers which were identified at the last Working Party, this work is still ongoing. • xxxx | |
| 7 | <u>Any other business</u> None | |

CONFIDENTIAL

**Borough Plan Member Working Party Minutes
Council Chamber
Thursday 4th October 2012**

| | | <u>Action</u> |
|----|---|---------------|
| 1. | <p><u>Attendance</u> Councillors: Danny Aldington (chair), Vicky Fowler, John Glass, Roma Taylor, Kristofer Wilson, Barry Longden, Des O'Brien, Chris Watkins, Gerald Smith (observer).</p> <p>Officers: Kelly Ford, Gemma Yardley, Darren Henry, Ian Powell.</p> | |
| 2. | <p><u>Apologies</u> None.</p> | |
| 3. | <p><u>Matters Arising</u></p> <ul style="list-style-type: none"> • The investigation into the leak has been concluded, the outcome of which is that no plans will be circulated prior to meetings and any maps viewed in meetings will be collected at the end. • All Members were reminded of the importance maintaining confidentiality. • It was agreed that substitutes for the Working Party were permitted to attend all meetings in an observational capacity except when substituting for a Member. • xxxx • The start times of future meetings will be 5pm. | |
| 4. | <p><u>Draft Timetable for Preferred Option</u></p> <ul style="list-style-type: none"> • Subject to any significant changes emerging from a review of the draft policies/ proposals for the Preferred Option it is expected that a report will go to Cabinet in December which will seek approval to go out to consultation. • The earliest that consultation would start is w/c 7th January 2013. | |
| 5. | <p><u>Format and Timetable for Forthcoming Meetings</u></p> <ul style="list-style-type: none"> • Over the course of the next 3 meetings different elements of the emerging Preferred Option will be considered in more detail, starting with environmental and climate change policies. • Prior to each meeting bullet points summarising the policy content will be circulated for consideration. • At the meeting the policies will be reviewed in more detail, drawing on national policy and appropriate evidence to explain the content. | |

CONFIDENTIAL

| | | |
|----|--|--|
| 6. | <u>Review of Environment and Climate Change Policies</u> <ul style="list-style-type: none">• In reviewing policies circulated prior to the meeting the following points were made;• xxxxx | |
| 7. | <u>Any other business</u> <ul style="list-style-type: none">• A request to requisition an extraordinary meeting of Full Council has been made to consider a motion regarding the Borough Plan. The meeting is to take place on Tuesday 16th October 2012. | |

CONFIDENTIAL

**Borough Plan Member Working Party Minutes
Council Chamber
Thursday 11th October 2012**

| | | <u>Action</u> |
|----|---|---------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), Vicky Fowler, John Glass, Roma Taylor, Kristofer Wilson, Barry Longden, Des O'Brien, Chris Watkins. Officers: Kelly Ford, Ashley Baldwin, Josie Turner, Ian Powell. | |
| 2. | <u>Apologies</u> Gerald Smith, June Tandy | |
| 3. | <u>Review of Economic Policies</u> In response to a review of the policies the following points were raised; <ul style="list-style-type: none">• xxxx | |
| 4. | <u>Review of Housing Policies</u> In response to a review of the policies the following point were raised; <ul style="list-style-type: none">• xxxx | |
| 5. | <u>Any other business</u> <ul style="list-style-type: none">• None | |

**Borough Plan Member Working Party
Meeting on Thursday 13th December 2012 at 16:30pm
Council Chamber, Town Hall**

| | | <u>Action</u> |
|----|---|---------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), Victoria Fowler, Christopher Watkins, John Beaumont, June Tandy John Glass and Roma Taylor. Officers: Ashley Baldwin and Kelly Ford. | |
| 2. | <u>Apologies</u> Councillor Des O'Brien, Gerald Smith | |
| 3. | <u>Introduction</u> <ul style="list-style-type: none"> • Following recent suggestions that members of the group had been whipped the chair made it clear that this was not the case. It was stated that it would be impossible for anyone to be whipped as the Working Party is not a decision making group. | |
| 4. | <u>Development Allocations</u> <ul style="list-style-type: none"> • The group considered the results of assessment work to identify the locations for housing allocations in the Preferred Option. xxxxxx • xxxx | |
| 5 | <u>Any other business</u> <ul style="list-style-type: none"> • Possible dates for next meeting to be circulated via email. | KF |

**Borough Plan Member Working Party
Meeting on Tuesday 12th February 2013 at 17:00pm
Committee Room A, Town Hall**

| | | <u>Action</u> |
|----|---|---------------|
| 1. | <u>Attendance</u> Councillors: Danny Aldington (chair), Victoria Fowler, Christopher Watkins, Barry Longden, June Tandy and Roma Taylor. Officers: Kelly Ford, Ian Powell. | |
| 2. | <u>Apologies</u> Councillors John Glass, Gerald Smith | |
| 3. | <u>Green Belt</u> <ul style="list-style-type: none"> • A presentation on the findings of work assessing whether land outside the existing urban area currently designated Area of Restraint and Countryside met the 'exceptional circumstances' to warrant allocation as Green Belt. • xxxx | |
| 4. | <u>Development Strategy Policies</u> <ul style="list-style-type: none"> • Details of the proposed policies associated with the development strategy were outlined – in particular the scale of growth, settlement hierarchy and roles, urban focus and strategic urban extensions policy, phasing and delivery, infrastructure policies (including green infrastructure and sustainable transport) and health policy. • In the following discussion the following points were made; <ul style="list-style-type: none"> - xxxx | |
| 5 | <u>Any other business</u> <ul style="list-style-type: none"> • Kelly to circulate copy of consultation plans for information and feedback. | KF |