

## Meeting of the Local Plan Sub-Committee

19<sup>th</sup> December 2018 18:00

In attendance:

Councillors: Cox (Chair), Baker and Marshall

Also Attending: Ashley Baldwin – Spatial Policy & Delivery Manager (AB), Patrick Jervis - Principal Spatial Policy and Delivery Officer (PJ), Heidi Hollins - Spatial Policy & Delivery Officer (HH)

1. ***Apologies***

Councillors Drinkwater and Stanhope.

2. ***Declarations of Interest***

None.

3. ***Notes of the meeting of the 19<sup>th</sup> April 2018***

Paper copies of the minutes of the meeting of the 19<sup>th</sup> April were circulated to members of the sub-committee. The minutes of the last meeting were accepted as a true record.

4. ***Call for Sites Schedule 2019***

PJ presented the Call for Sites Schedule document. This has been prepared following the call for sites consultation undertaken between October and November 2018. The purpose of the document is to show all sites which were submitted to the authority through the consultation period. All sites submitted to the call for sites will be assessed through the council's land availability assessments when the next annual update is undertaken.

Members discussed the document and raised concern that the document could be misinterpreted and that it would be beneficial to make clear in the document how the schedule is to be used. It was agreed that the explanatory text within the document which explains its role will be made clearer.

Members agreed to the publication of the Call for Sites Schedule 2019 subject to the addition of text to clarify the role of the document which had been discussed.

5. ***Duty to Cooperate Paper 2018***

HH presented a report on the Duty to Cooperate Paper 2018. The document had been prepared to illustrate the work the authority has undertaken with its duty to cooperate partners. This paper updates and builds upon earlier versions of the document which have previously been presented to the committee.

Members discussed the document which they felt accurately portrayed how the authority interacts with its partners. Cllr Baker queried a small number of typographical changes which it was agreed would be made to the document before publication. Cllr Baker asked if the Canal Trust should be added to the statement. HH explained that the Canal Trust were not a prescribed body with whom the Council had a Duty to Cooperate. That said it was noted that the Canal Trust are and will continue to be consulted along with other stakeholders as the local plan progresses.

Members agreed to the publication of the Duty to cooperate paper subject to the minor amendments discussed.

6. ***Settlement Sustainability Study 2018***

PJ presented a report on the Settlement Sustainability Study. The purpose of the study is to provide a high level assessment of the services and facilities which are available within each settlement within the district. This assessment allows settlements to be scored and a comparative assessment be undertaken to ascertain which settlements have access to the greatest level of services.

Members discussed the document and made some observations with regards to how the document could be used. It was suggested that the document may lead to smaller settlements not improving and gaining access to new facilities. It was explained that the study provides a snap shot of the services and facilities available at a point in time and that decisions with regards to providing levels of services and facilities would need to be considered through the local plan review as this progresses.

Cllr Cox made the point that some facilities and services within settlements were not picked up within the assessment. It was agreed that prior to the documents publication officers would contact the Parishes for each settlement and ask them to check for any missing services or facilities within the assessment. These will then be added and the scoring updated accordingly.

Members agreed to the publication of the Settlement Sustainability Study subject to the officers checking the services and facilities with parishes and updating the scoring accordingly.

7. ***AOB***

Members thanked officers present for their work and the clarity of the reports.

8. ***Date of next meeting***

TBC

The meeting ended at 19:24