

Durham City Neighbourhood Planning Forum Working Group Meeting, 25 April 2017, Miners' Hall

Present: John Ashby (Chair), Pippa Bell, Sue Childs, Peter Jackson, John Lowe, David Miller, Matthew Phillips, Ros Ward.

Apologies: Roger Cornwell, Mike Costello, Adam Deathe, Karen Elliott, Ann Evans, Kirsty Thomas, Angela Tracy.

1. Notes of 11 April

The notes were agreed and **Sue** will post them on the website.

2. Availability of SHLAA and OSNA

John L reported that, following his Freedom of Information requests and a follow-up email, he had received a reply from Mike Allum on 21 April stating that: *As you know Carole promised to send you the information you need to inform the Durham City Neighbourhood Plan as soon as we could. We are pulling this together for you now and you should have it next week, including the up to date SHLAA and OSNA information you have requested.*

3. Scoping Report

John A, Sue and Ros were formally thanked for their tremendous work in preparing the draft document. They thanked all those who had made comments already. The present draft has been sent to Jules and Barbara (Historic England) and to Carole and Claire (DCC) for early feedback, hopefully by the end of this week.

The following detailed points were discussed:

- **Decision-making Criteria:** Examples of these can be found in Historic England's *Advice Note No.8* (paragraph 2.12) and in DCC's Sustainability Appraisal for the new County Plan. Copies of both are attached with these notes. **John A, Sue and Ros** will work on these and they will be discussed at the group's next meeting alongside the Sustainability Objectives to which they are supplementary.
- **Indicators and Monitoring:** It was thought that these were really the responsibility of DCC and, if it is constituted, the City of Durham Parish Council. **John A, Sue and Ros** will write a general paragraph about this for both the Scoping Report and the Plan itself.
- **Travel Plans Information:** This is an area where we need more evidence. **Matthew** will prepare an appendix. **John L** will write to Carole to ask for information held by DCC and to Matthew Wright to ask for information held by Durham University.

4. Consultation Dates

We discussed the possible implications of the general election being held on 8 June and also the work that still had to be completed before the consultation. We also considered the significance of the university term ending on 23 June. It was **agreed** that we should start the consultation on **Monday 19 June**. (Post-meeting note: I have just learned that St John's Ecofest is on Sunday 18

June. Should we launch the consultation then?)

5. Other Business

- **Groundwork Grant:** Sue explained that Groundwork will only pay the grant into the bank account of an incorporated body. We are not such a body, but Roger had suggested that the City of Durham Trust might be willing to act on our behalf. Malcolm Reed, the Treasurer, has written to Sue setting out the possibilities and issues. Sue will now check with Groundwork what their accounting requirements would be so that the Trustees can decide whether it is feasible to proceed. The next meeting of the Trustees is Tuesday 16 May.
- **Sustainability Objectives:** Pippa noted that as a result of checking the Economy policies against the Sustainability Objectives she had decided to expand some of the justification sections. It was **agreed** that any changes to the plan must be highlighted so that Sue can readily identify them before posting them on the website. It was also agreed that we would set an absolute deadline for changes to the draft plan at our next meeting.

3. Future Meetings

There will be **no meeting on Tuesday 2 May**.

The next meeting will be on **Tuesday 9 May**, 9.00 – 12.00 in the Miners' Hall. The main focus of the meeting will be to consider the **Sustainability Objectives and Policies**.

To prepare for this meeting, **all theme convenors** are asked to share with the group their initial scores **by Friday 5 May** at the latest. **John L** will then compile a synoptic spreadsheet so that we can see the overall relationship between the SOs and the policies.