

Durham City Neighbourhood Plan Working Party 27 November 2018, Miners' Hall

1. Welcome and apologies

Present: John Ashby, Sue Childs, Roger Cornwell (Chair), Ann Evans, Peter Jackson, John Lowe, David Miller, John Pacey, Matthew Phillips.

Apologies: Pippa Bell, Angela Tracy.

2. Notes of working party meeting on 20 November 2018

- a) **Accuracy:** The notes were agreed as a true record and **Sue** will post them on the website.
- b) **Matters arising:**
 - Sue was thanked for chairing the meeting.
 - John P reported that the Green Belt Protection Bill would now have its 2nd reading in the House of Commons on 15 March 2019.
 - Sue reported that the confusion of policy numbers had been sorted with AECOM.
 - Sue reported that AECOM was happy with the screen shots of Observatory Hill.
 - John A reported that he would be giving Locality feedback about AECOM'S consultancy and any comments should be given to him: **All**

3. Report from Parish Council Meeting on 22 November

Roger reported that:

- The remit of the Planning Committee had been extended to include the oversight of the Durham City Neighbourhood Plan Working Party (NPWP).
- That membership of the NPWP had been confirmed as the currently active members of the former Forum Working Group. (The 11 people involved are named at the start of these notes). **Roger** will send them a data protection consent form.
- The former NPF website will continue as a repository of documentation and consultation activity and as a place to publish the activity of the NPWP. **Sue** will amend the title but the web address will remain the same.
- The PC will formally request DCC to align the boundaries of the Parish and Neighbourhood Plan areas. DCC has 8 weeks in which to deal with this, including a 6-week consultation. The changes will have no significant impact on the Plan's policies, but **Sue** will update the list of heritage assets and green spaces as appropriate. This will be minimal.
- It was confirmed that at its meeting on 25 October the PC had accepted DCC's legal advice that it needed to carry out its own Regulation 14 consultation.

4. Timetables for Neighbourhood Plan and County Local Plan

- John L pointed out that the timetable for December depends upon AECOM sending the *Sustainability Appraisal* early that month. **John A** would remind them that this was urgent. However, they had agreed to give us early notification of any significant issues and so far they had only sent minor queries. This was reassuring that there might not be any serious issues.
- The AECOM report does not have to be approved by the PC, but any subsequent changes to the Plan would have to be approved. The report has to be available during the Regulation 14

consultation and sent to the statutory consultees: DCC, Historic England, Natural England and the Environment Agency.

- It has been judged that we shall not be able to respond to the report in time for the PC to approve it for the further Reg 14 consultation on 20 December and that this should be moved to 24 January. Subsequent stages would then be a month later than previously planned, but it is possible that the final stages could be completed more quickly than stated in the timetable and so the final date might still be July 2020. John L has amended the timetable accordingly.
- The *Consultation* and *Basic Conditions Statements* cannot be completed until after the Reg 14 consultation, but much of the preparatory work must be done before then.
- It was **agreed** that we should share the draft *Basic Conditions Statement* with DCC to make sure that all the concerns they had expressed in their letter of 18 December 2017 had been satisfactorily addressed.
- **John L** was asked to add to the timetable the date when DCC began its consultation about the boundary changes. He was also asked to attach the revised timetable to these notes.
- It was **agreed** that our next agenda should include an item about planning the Reg 14 consultation and an item to decide the pattern of our meetings over Christmas and New Year.

All are asked to proof-read the Plan text sent to AECOM and send any minor amendments to Sue **by the end of November**. Sue had circulated a black and white copy of this text and any amendments should be made using red for deletions and green for new text.

5. Consultation Statement

All are asked to send to Sue information about any events held at Forum rather than Theme level.

6. Basic Conditions Statement

John L had distributed for reference purposes three lists:

- The policies in the Neighbourhood Plan. This led to a discussion about the need for consistency in formatting the policy titles.
- The Contents page of the revised NPPF (July 2018) with paragraph numbers added. This exercise had revealed that neighbourhood plans submitted to local authorities on or before 24 January 2019 would be assessed against the old NPPF. Since we are now planning to submit our plan to the PC on 25 January 2019 it will be assessed against the new NPPF.
- The saved policies in the Durham City Local Plan (2004 and revisions) that DCC considered “strategic”. This list had been provided at our request by Carole Dillon. We have to demonstrate that the policies in the Durham City Neighbourhood Plan are in general conformity with the saved strategic policies of that Durham City Local Plan.
- **John L** will produce a template table in which we can provide a summary showing which paragraphs of the revised NPPF and which saved strategic policies of the Durham City Local Plan are relevant to the policies in the neighbourhood Plan. This will bring together the three lists mentioned above.
- **Sue** will produce an agreed and economical way of referring to the saved policies in the Durham City Local Plan.
- **John L** will arrange a meeting with Carole Dillon in early to mid January to discuss the draft of our *Basic Conditions Statement* to make sure that all the concerns DCC had expressed in their letter of 18 December 2017 had been satisfactorily addressed.

- **Sue** will check whether Our Neighbourhood is close to any EU protected habitats. It does not contain any.

7. Looking Forward

a) Revision of text:

- It was **agreed** that the preamble text would be revised by **David** and **Angela**. **All** were asked to check the proposed initiatives and ensure that they included an appropriate description of community engagement. These would be considered at our meeting on 11 December.
- David suggested adding an initiative about setting up an Architectural Review Panel in conjunction with the City of Durham Trust. John L suggested adding an initiative about Durham as a Dementia Friendly City. These would also be considered at our meeting on 11 December.

b) Status of the Document:

It was **agreed** that it was a companion document to the Plan and that we would wish it to be adopted by the PC as a product of people's wishes; it was a gift from the people to the PC. The PC would champion it and seek partners to take forward the initiatives.

8. Any other business:

- John A distributed copies of the brochure about the Redhills appeal.
- Ann noted an initiative to promote pilgrimage trails that led to Durham City.

9. Date of Next Meeting

The next meeting will be on Tuesday 4 December at 9.00 am at the Miners' Hall.

Timetable for future stages of the Neighbourhood Plan and the County Local Plan
(Timetable revised for discussion at npwp meeting on 4 December 2018)

Date	County Durham Plan	Durham City Neighbourhood Plan
November 2018	Re-drafting of County Local Plan continues.	<ul style="list-style-type: none"> * Development of <i>Consultation Statement</i> and <i>Basic Conditions Statement</i> continues. * PC agrees to take responsibility for the Plan, ratifies the Forum's work to date, and sets up a Neighbourhood Plan Working Party (22 Nov.) * DCC to facilitate alignment of parish and neighbourhood plan boundaries. * All amendments to Plan as sent to AECOM to be submitted to Sue by end November.
December 2018	Re-drafting of County Local Plan finalised.	<ul style="list-style-type: none"> * AECOM completes SA by early December. * Working Party to respond as necessary and prepare plan for Reg 14 consultation. * Work on <i>Statements</i> continues. * DCC starts 6-week consultation on changes to align Neighbourhood and Parish boundaries
January 2019	Pre-Submission Draft County Local Plan published for consultation.	<ul style="list-style-type: none"> * Preparations for Reg 14 consultation * PC approves Plan for Reg 14 consultation on 24 January
February 2019	Consultation on Pre-Submission Draft County Local Plan continues.	<ul style="list-style-type: none"> * 6 week Reg 14 consultation starts. * Events at St John's NX and St Nicholas. * Publicity via press and email networks. * Responses analysed as they come in. * <i>Consultation Statement</i> completed apart from final chapter about this Reg 14 consultation.
March 2019	Analysis.	<ul style="list-style-type: none"> * Reg 14 consultation ends mid March. * All responses analysed and plan revised. * <i>Consultation Statement</i> completed. * <i>Basic Conditions Statement</i> completed.
April 2019	Re-drafting.	* Parish Council gives approval to Plan on 25 April and formally submits it to the DCC.
May 2019	Re-drafting.	* DCC formally considers soundness of the Plan and arranges 6 week Reg 16 consultation.
June 2019	Submission County Local Plan approved by full Council and submitted to the Secretary of State.	* Regulation 16 consultation finishes end June. .
July 2019		* County Council analyses the responses and arranges an Examination of the Plan
Sept/Oct 2019		* Examination
Winter 2019/2020	Examination in Public	* Referendum within 5 weeks of the Examiner's report, and following 28 days for publicity of date of referendum.
Summer 2020	Adopted County Durham Local Plan	* The Neighbourhood Plan comes into force as part of the development plan for the area.