

# CANTERBURY DISTRICT LOCAL PLAN EXAMINATION 2015

## ADDITIONAL PAPERS REFERRED TO BY J.D.I. BAKER (Respondent ID: 780828)

### AT HEARING ON: 15 JULY 2015

1. Extract from Office of the Deputy Prime Minister's guidance document entitled "A Practical Guide to the Strategic Environmental Assessment Directive".

Appendix 4, Page 58 includes "agricultural land classification" among the sources of available information for describing the baseline environment in an SEA.

2. Minutes of Canterbury City Council's Local Plan Steering Group meeting on 22nd September 2012

The second paragraph on Page 3 refers to outstanding sustainability appraisal and transport modelling work.

Pages 3 - 6 record decisions being taken on site allocations.

3. "Progress Report" to Canterbury City Council's Local Plan Steering Group on 16th October 2012

This gives a summary of the sites "agreed in principle" at the above meeting.

4. Extract from Minutes of Canterbury City Council's Local Plan Steering Group meeting on 18th December 2012

Item 12 records continuing work on transport modelling and sustainability appraisal of sites.

(This updates my Statement on Matters 1, 2(s) and 7.)



Office of the  
Deputy Prime Minister  
Creating sustainable communities

# A Practical Guide to the Strategic Environmental Assessment Directive

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SCOTTISH EXECUTIVE



Llywodraeth Cynulliad Cymru  
Welsh Assembly Government



**DOE**

Department of  
the Environment  
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# Appendix 4

## Sources of baseline information

The following figure lists a selection of sources of information for describing the baseline environment in an SEA. The first section lists information sources that cover multiple topics, while the following sections cover specific SEA topics. Figure 10 does not claim to be comprehensive. In particular, regional and county level monitoring sites are very useful sources of additional information.

The websites are correct as of September 2005.

Figure 10 – Sources of baseline information	
Source of information	Examples of available information
General	
Audit Commission and IDeA: Library of Local Performance Indicators <a href="http://www.local-pi-library.gov.uk">www.local-pi-library.gov.uk</a> <a href="http://www.audit-commission.gov.uk">www.audit-commission.gov.uk</a> <a href="http://www.idea-knowledge.gov.uk">www.idea-knowledge.gov.uk</a>	Includes a list of quality of life indicators
Audit Scotland <a href="http://www.audit-scotland.gov.uk">www.audit-scotland.gov.uk</a>	Waste, performance indicators
British Geological Survey <a href="http://www.bgs.ac.uk">www.bgs.ac.uk</a>	Minerals, aquifers, flooding, contaminated land. Map based information
Centre for Environmental Data and Recording (CEDaR) <a href="http://www.habitas.org.uk/cedar">www.habitas.org.uk/cedar</a>	Database on the distribution of flora and fauna and geological sites within Northern Ireland and its coastal waters
The Confederation of Scottish Local Authorities (CoSLA) <a href="http://www.cosla.gov.uk/">www.cosla.gov.uk/</a>	Scottish legislation, guidance, monthly bulletins etc.
Countryside Access and Activities Network (CAAN) <a href="http://www.countrysidecreation.com">www.countrysidecreation.com</a>	Information on the strategic development and management of countryside recreation across Northern Ireland
Countryside Agency <a href="http://www.countryside.gov.uk">www.countryside.gov.uk</a> <a href="http://www.ccnetwork.org.uk">www.ccnetwork.org.uk</a>	Designated areas and the landscape, landscape character assessment, rural services
The Countryside Council for Wales <a href="http://www.ccw.gov.uk">www.ccw.gov.uk</a>	Habitats management, sightings, designated areas, species and habitat information, landscapes
Countryside Information Service (DEFRA) <a href="http://www.cis-web.org.uk">www.cis-web.org.uk</a>	Spatial information about the countryside, including landscape features, vegetation habitats and topography
continued	

**Figure 10 – Sources of baseline information (cont'd)**

Source of information	Examples of available information
Defra <a href="http://www.defra.gov.uk">www.defra.gov.uk</a> <a href="http://www.defra.gov.uk/environment/statistics">www.defra.gov.uk/environment/statistics</a>	Inland water quality and use, agricultural land classification, etc.
Department for Agriculture and Rural Development, Northern Ireland <a href="http://www.dardni.gov.uk">www.dardni.gov.uk</a>	Statistics on agriculture, farm characteristics, forestry etc.
Department for Regional Development Water Service (Northern Ireland) <a href="http://www.waterni.gov.uk/index.htm">www.waterni.gov.uk/index.htm</a>	Water conservation, drinking water quality, etc.
Department of Trade and Industry (DTI) <a href="http://www.offshore-sea.org.uk">www.offshore-sea.org.uk</a>	Off-shore oil and gas, renewable energy, marine issues
Environment Agency <a href="http://www.environment-agency.gov.uk/subjects/water">www.environment-agency.gov.uk/subjects/water</a>	Water quality, flood maps, floodplains, waste management, etc.
The Environment and Heritage Service, Northern Ireland <a href="http://www.ehsni.gov.uk">www.ehsni.gov.uk</a>	Waste, water pollution, natural heritage and other general publications
Geological Survey of Northern Ireland (GSNI) <a href="http://www.bgs.ac.uk/gsni/home.html">www.bgs.ac.uk/gsni/home.html</a>	Geological advice and information in support of planning, land use, environment protection and natural resource assessment. Conduct surveys for new data
Macaulay Land Use Research Institute (MLURI) <a href="http://www.mluri.sari.ac.uk/">www.mluri.sari.ac.uk/</a>	Soil, plants, water
Scottish Environment Protection Agency <a href="http://www.sepa.org.uk/data/index.htm">www.sepa.org.uk/data/index.htm</a> See also:  <a href="http://www.sepa.org.uk/publications/bathingwaters/index.htm">www.sepa.org.uk/publications/bathingwaters/index.htm</a> <a href="http://www.sepa.org.uk/publications/wfd/index.htm">www.sepa.org.uk/publications/wfd/index.htm</a> <a href="http://www.sepa.org.uk/data/classification/index.htm">www.sepa.org.uk/data/classification/index.htm</a> <a href="http://www.sepa.org.uk/data/river_levels/data.htm">www.sepa.org.uk/data/river_levels/data.htm</a> <a href="http://www.sepa.org.uk/flooding/index.htm">www.sepa.org.uk/flooding/index.htm</a> <a href="http://www.sepa.org.uk/publications/technical/spey/index.htm">www.sepa.org.uk/publications/technical/spey/index.htm</a>  <a href="http://www.sepa.org.uk/publications/nws/index.htm">www.sepa.org.uk/publications/nws/index.htm</a> <a href="http://www.sepa.org.uk/publications/wds/index.htm">www.sepa.org.uk/publications/wds/index.htm</a> <a href="http://www.sepa.org.uk/policies/index.htm">www.sepa.org.uk/policies/index.htm</a>	Water quality data – including water quality classification scheme, monitoring and new classifications established to meet requirements of the Water Framework Directive Bathing water quality data  River level data Flood warning information Catchment Management Plans – e.g. the Spey Catchment Plan Waste Strategy/waste data reports – e.g. Waste Data Digests providing information about waste arisings SEPA Policies – e.g. Groundwater Policy
Scottish Water <a href="http://www.scottishwater.co.uk">www.scottishwater.co.uk</a>	Drinking water quality, waste water quality, river basin management
Soil Resources Institute <a href="http://www.silsoe.cranfield.ac.uk/nsri">www.silsoe.cranfield.ac.uk/nsri</a>	Sustainable management of soil and land resources
The Water Industry Commissioner for Scotland <a href="http://www.watercommissioner.co.uk/">www.watercommissioner.co.uk/</a>	Water services

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**CANTERBURY CITY COUNCIL**

**LOCAL PLAN STEERING GROUP**

**Minutes of a meeting held on Saturday, 22nd September, 2012  
at 9.00 am in Westgate Hall, Canterbury**

**Present:** Councillor Gilbey (Chairman)

Councillor Doyle  
Councillor Eden-Green  
Councillor Law  
Councillor Samper  
Councillor A Taylor  
Councillor Vickers

**In attendance** -

**Officers:** Colin Carmichael - Chief Executive  
Ian Brown - Head of Planning and Regeneration  
Adrian Verrall - Planning Policy Manager  
Sarah Parker - Senior Planning Officer  
\*Richard Moore - Transportation Manager  
Janet Taylor - Deputy Head of Legal Services  
Graham Finch - Senior Democratic Services Officer  
(Executive & Council)  
Ruth Goudie - Strategic Transport Planner (KCC)

\* for part of the meeting

**1 APOLOGY FOR ABSENCE**

An apology for absence had been received from Councillor Baldock.

**2 DECLARATION OF ANY INTERESTS BY MEMBERS OR OFFICERS**

Councillor Law declared a personal in the item regarding land north of Thanet Way, Whitstable because she is a Friend of Duncan Down. The declaration is recorded in the relevant Minute below.

**3 MINUTES**

The minutes of the meeting of the Group held on 27 July 2012 were agreed as a true record.

**4 MATTERS ARISING**

There were no matters arising which required further discussion at the meeting.

## 5 CONSIDERATION OF SHLAA SITES AND DEVELOPER ALLOCATIONS

The Steering Group had before them the following documents:-

1. A confidential briefing paper for the meeting
2. Planning for the future of the district – Canterbury District Local Development Framework – Core Strategy Options – Report for Consultation October 2010.
3. Canterbury Future Development – research report by the Council's Consultants Ipsos MORI
4. Executive Summary by Ipsos MORI regarding the Research report
5. Summary of the findings at a stakeholder conference
6. Sustainability Appraisal of Development Scenarios – Technical Note by the Council's Consultants Amec - June 2012
7. Executive Summary (Adams Integra report on development viability)
8. Canterbury Development Requirements Study – Non Technical Summary January 2012 by the Council's Consultants Nathaniel Lichfield & Partners
9. Sustainability Appraisal of Strategic Housing Land Availability Assessment by the Council's Consultants Amec September 2012

Various site plans were circulated at the meeting.

The briefing paper set out the Officers' recommendations on the basis of the above evidence for consideration by the Steering Group. These included the following:-

1. Development volumes should be based on NLP Scenario 3 (that is, 780 dwellings per year – 15,600 for the Plan period; and 96,775 sqm business floorspace for the Plan period.
2. A potential spatial strategy based on a broad distribution of allocations across the District (as listed in the paper)
3. A potential portfolio of sites (as listed in the paper)

The Chief Executive explained the process for the review of the Local Plan within the National Planning Policy Framework which included a presumption in favour of sustainable development and planning growth for jobs. Evidence was needed to support the site allocations and the Sustainability Appraisal of Strategic Housing Land Availability Assessment. The policies in the previous Local Plan had also been taken into account.

If there is consensus on about the suggested site allocations, the key issues would be explained to Councillor Baldock as he had been unable to attend the meeting.

The Chief Executive explained that the Steering Group advice would be made to the portfolio holder.

The Steering Group received a presentation by the Planning Policy Manager about the SHLAA sites and the preferred sites which should be allocated in the Local Plan. The Development Requirements Study had assessed the various development scenarios against a range of factors, including Government guidance and the Council's Corporate Plan. Although that study did not specifically recommend a particular scenario it did conclude that based on the scenarios considered, a dwelling requirement sitting broadly between bands 2 and 3 (ie between 600 and 700 dwellings per annum) appeared to accommodate the majority of need for housing arising out of the projected population change based on recent trends and ONS published projections for demographic change.

Two Members stated that a figure of 510 dwellings each year should be considered (Nathaniel Lichfield & Partners Scenario C).

For the purposes of discussion at the meeting regarding the site allocations, the majority of the Group agreed that the Council should look to an allocation which sought to achieve the provision of 780 dwellings each year during the Plan period.

If broad agreement could be reached by the Steering Group on the level and distribution of future development, a final round of testing would be needed in relation to the Sustainability Appraisal and transport modelling in particular.

The Habitat Regulations would be a key part of this process.

In terms of transport, although three options had been tested, any initial site selection was likely to be a combination of those, and would need to be tested specifically.

The main points raised including the following:-

### **General**

In respect of the site allocations, the Group felt that it was important to deliver the infrastructure at an early stage. These would include the highway, education and community facilities.

If the sites at Herne Bay (Strode Farm; Greenhill; Golf Club & Hillborough) were brought forward for development, these might provide funding towards a Herne by-pass.

A Member suggested that if the development of a group of sites was considered together this might improve the funding opportunities for the infrastructure improvements for schools and highways.

### **Site proposals and suggested allocations**

The Group were generally supportive of consideration of the following sites unless otherwise indicated below

#### 206 South Canterbury

The majority of members of the Group supported this allocation, but some members were concerned about various aspects of the development of the site.

#### 129 Hillborough, Thanet Way

#### 011 Lower Herne Road, Herne

A more detailed master plan was required for the development of the site. There needed to be an examination of the layout and design issues.

#### 010 Greenhill Road / Junction Road, Greenhill

#### 208 Herne Bay Golf Club

This site should be subject to the provision of a secondary school on the coast. The matter would be discussed with the County Council.

009/178 Land at Maydowns Road/ Thanet Way, Chestfield

The allocation was not supported as it was considered important to protect the green gap.

A check was required regarding the agricultural land classification.

001 Land north of Thanet Way, Whitstable

(Councillor Law declared a personal interest because she is a Friend of Duncan Down)

177 Sturry / Broad Oak

The Group generally supported the development of the northern part of the site.

There were concerns about development of the southern part of the site. Concern was expressed about the potential increase in traffic congestion at Vauxhall Road. A solution was required to the traffic issues. The development would need to address the level crossing at Sturry.

With the developer, the Officers were requested to examine whether there is scope to link the development at the southern end of the site with link with Sturry Road.

148 Land north of Hersden / 041 Former colliery site, Hersden / 187 Island Road, Hersden

The views of English Nature are required on these sites in relation to Habitat Regulations matters. The sites are all close to Stodmarsh, which is National Nature Reserve/Site of Special Scientific Interest/Special Protection Area/Special Area of Conservation/Ramsar Site. There may be a Natural England objection to development of part / all of these sites.

It was suggested that the possibility of a single carriageway light railway using the existing railway line from Sturry to Canterbury West should be considered. A clear statement was required about Network Rail's view on this suggestion. Ruth Goudie would follow up with Network Rail.

In parallel the Officers should look at the highway issues and potential solutions for a range of sites.

In the absence of a resolution of road improvements around Sturry it would be difficult to support the allocation of land at Hersden / Sturry unless the development proposal was modest in scale.

The County Council could not support significant development without improvement to the transport infrastructure.

096 Bredlands Lane, Hersden

036 Baker's Lane, Chartham

It was important to secure the provision of footpaths across the site.



035 Land west of Rentain Road, Chartham

The site was currently used for informal recreation and the development of the site could secure an area for formal open space. The development should be subject to evidence regarding the traffic issues. Until satisfactory evidence was provided the allocation of the site was not supported.

090/091 32 Jubilee Road / The Hill, Littlebourne

186 Brickfield Farm, Bridge

070 Land at Cockerling Farm, Cockerling Road, Thanington

Major infrastructure was required for the development of this site.

There were concerns regarding the impact of the development of traffic, including access to Hollow Lane, New House Lane and Cockerling Road, and the landscape impact.

The Group did not support the allocation of this site.

0083 Little Hall Farm, St Stephen's Hill, Canterbury

The Group did not support the allocation of this site.

085 Hoades Wood, Sturry

The Group did not support the allocation of this site.

101 Land east of St Stephen's Hill, Tyler Hill

The Group did not support the allocation of this site.

190 Ridlands Farm, Canterbury

The allocation of this site was linked to the allocation for site 123 land south Canterbury.

123 Langton Lane, Canterbury

The development of this site could be linked with the development at Ridlands Farm. The possibility of allocating this site should be considered.

130 Ridgeway Chestfield

The site could be allocated for development subject to a flood risk assessment and a master plan for the development. However, the site is also the subject of an outstanding Village Green application.

136 Grasmere Road, Chestfield

The site is currently protected open space.

The Group did not support the allocation of the site for residential development.

172 Herne Bay Road, Broad Oak

The development of the site was not seen as an extension of a nearby development.

The Group did not support the allocation of this site.

038 St Martin's Hospital; Littlebourne Road, Canterbury

The Group supported the allocation of this site subject to approval of a Development Brief.

#### **Next steps**

When the site allocations had been agreed there needed to be further discussion with Natural England, the Highways Agency and Network Rail to ensure that they were happy with the allocations.

It was intended to report to the Executive meeting on 13 December 2012 and for the consultations on the proposed allocations to take place in the New Year.

A timetable for the decision-making would be worked up and reported to the next meeting of the Steering Group.

## **6 NEXT MEETING**

Tuesday 16 October 2012 - 2.15pm The Boardroom

There being no other business the meeting closed at 2.05 pm

**PROGRESS REPORT: LOCAL PLAN STEERING GROUP**  
**16 OCTOBER 2012**

What was agreed at LPSG workshop

The following points were agreed by a majority of the Group (as set out in the minutes):

**Scale of development:** it was agreed that the scale of development requirements should be set at the level of Scenario E in the NLP Report; that is, 15,600 dwellings over 20 years and just under 100,000sqm of employment floorspace over the same period.

**Sites:**

The following sites were agreed "in principle" for inclusion, subject to appropriate technical work:

- South Canterbury (206)
- St Martin's Hospital; Littlebourne Road, Canterbury (038)
- Hillborough (129)
- Strode Farm, Herne Bay (011)
- Greenhill Road /Junction Road, Greenhill (010)
- Herne Bay Golf Club (208)
- Land north of Thanet Way, Whitstable (001a)
- Ridgeway Chestfield (130) (subject to outcome of Village Green application)
- Broad Oak (northern site)(143)
- Bredlands Lane, Hersden (096)
- Baker's Lane, Chartham (036)
- Jubilee Road/The Hill, Littlebourne (090/091)
- Brickfield Farm, Bridge (186)
- Sturry/Broad Oak (177)
- Land north of Hersden (148)
- Former colliery site, Hersden (041)
- Island Road, Hersden (187)
- Ridlands Farm, Canterbury (190)/Langton Lane, Canterbury (123)

The following sites were agreed to not be included:

- Land at Maydowns Road/ Thanet Way, Chestfield (009/178)
- Land west of Rentain Road, Chartham (035)
- Herne Bay Road, Broad Oak (172)
- Grasmere Road, Chestfield (136)
- Land at Cockering Farm, Cockering Road, Thanington (070/084/106/137)
- Little Hall Farm, St Stephen's Hill, Canterbury (083)
- Land east of St Stephen's Hill, Tyler Hill (101)

- Hoades Wood, Sturry (085)

### Distribution of development

In coming to a decision about the distribution of development, the Council needs to take into account its own evidence base and strategic guidance. Both point towards a substantial proportion of development at Canterbury, in terms of the Development Requirements Study, the Sustainability Appraisal of the Options document, transport modelling and the South East Plan.

Although the South East Plan is due to be abolished, the evidence base gathered for the Plan is still regarded as robust, and that indicated that a majority of new housing should be “focussed on Canterbury itself”.

If the Council is to depart from this position, it must have very good grounds for doing so.

Based on the discussions at the workshop, and calculating the distribution of the existing housing land supply and the likely distribution of windfalls, the distribution of housing development would be as follows:

Canterbury	Herne Bay	Whitstable	Larger Villages
5790	4062	2243	3159
38%	26%	15%	21%

### Further work on transport issues

#### **Sturry Crossing/Herne Relief Road:**

As discussed at the LPSG workshop, officers have begun a series of meetings with agents of sites at Sturry/Broad Oak, Hersden and Herne Bay, to discuss joint approaches to the funding and delivery of the transport infrastructure requirements identified by Ruth Goudie (KCC Transport) at the workshop (notably the provision of an alternative route to Sturry Crossing). We are also seeking advice on the costs of this infrastructure.

We have had three initial meetings with some of the key agents, and so far there has been broad support for this approach. However, this is likely to be a complicated set of discussions, and we will report back further in due course.

#### **Chislet Halt, Hersden:**

A formal view is being sought from Network Rail in relation to the provision of a halt at Hersden to serve new development.

However, informal soundings through KCC transport officers who work directly with Network Rail on rail matters suggest that NR will be strongly opposed to any new halt on the Canterbury-Ramsgate section. Such a halt would compromise strategic rail service objectives to reduce journey times significantly between Ramsgate and St.Pancras.

#### Other meetings

##### **Kent County Council:**

Planning Policy officers met with officers from KCC to discuss a number of issues. Two issues dominated the agenda – transport issues and education. The transport issues are discussed above.

In relation to education, it was suggested to KCC officers that one solution to both education and transport issues was to create a grammar school at the coast. KCC officer advice is that the Sevenoaks case is unlikely to be resolved for about 3 years, beyond the Local Plan preparation process. It is unlikely that the Local Plan can specify a new grammar school at the coast at this point.

Furthermore, the threshold of development for a new secondary school is approximately 5,000 dwellings (equivalent to Chilmington Green at Ashford). Otherwise, new development should contribute to the expansion/upgrading of existing school premises. Most secondary school capacity is currently at Canterbury.

##### **Natural England:**

Officers have also met with Natural England to discuss the implications of Sustainability Appraisal and the Habitat Regulations for Local Plan allocations. A summary of the Natural England advice is attached at Annex 1.

The Habitat Regulations is a particularly strong piece of legislation which requires local planning authorities to consider the impacts of development on sites of international wildlife importance, both individually and cumulatively. Where there are likely to be significant environmental effects, LPAs need to consider whether there are other, more suitable sites; and if not, whether sufficient mitigation can be achieved to minimise environmental effects.

NE have raised particular concerns about Stodmarsh, which is a National Nature Reserve and identified as a Special Area of Conservation, a Special Protection Area and a Ramsar Site. It is a wetland site resulting in part from subsidence under the valley of the Great Stour in Kent and aggregate extraction but lies within the natural floodplain of the river. There are a range of wetland habitats including open water, reedbeds, grazing marsh and alder. The site supports a number of uncommon wetland invertebrates and plants, and provides breeding and wintering habitats for important assemblages of wetland bird species, particularly waterfowl. The site supports six British Red Data Book wetland invertebrates,

two nationally rare plants, and five nationally scarce species, and a diverse assemblage of rare wetland birds. Annex 1 sets out Natural England's advice in relation to this site.

#### Outstanding issues for LPSG

- Finalise identification of a set of sites to be included in the draft Local Plan
- Agree Local Plan Chapters (currently being prepared)

#### Other issues to be resolved

- Role of Wincheap (housing/retail)
- Provision of Football Club/Hub
- Provision of 4<sup>th</sup> Park & Ride site
- Provision of Whitstable Park & Ride
- Marina provision
- University of Kent
- Site for City Church

**Annex 1: Habitat Regulations Assessment issues**

<b>Canterbury sites</b>	No major issues due to distance from international wildlife sites; on-site provision of recreational opportunities and semi-natural habitat important.
<b>Whitstable sites</b>	Should not be major issues (small sites), but on-site provision of recreational opportunities and semi-natural habitat required (Devine Homes site). Refer to recent research carried out by North Kent Environment Group and work out as a % what additional visits to the SPA would be created by the new homes.
<b>Herne Bay sites</b>	<p>Problematic at scale proposed because of potential impact on coastal sites – on-site provision of recreational opportunities and semi-natural habitat required; and off-site measures (education; wardening) important.</p> <p>Providing on site walking circuits (with links to the countryside and way marking) and high quality semi-natural areas would assist in keeping the majority of daily dog walking activities close to the site. This is not necessarily incompatible with more formal recreation if landscaping is natural.</p> <p>Hillborough would require ‘innovative avoidance and mitigation measures’, providing an interesting on-site walking experience with links to the non-designated countryside, which would draw people from the coast and replace some coastal walks. Off site education and wardening. Research must include – what birds are of interest? – how easily disturbed are these species? – what are the numbers of visitors to the area and what activities? – how many people likely to visit the SPA from the existing population and extrapolate additional visitor increase.</p>
<b>Hersden sites</b>	<p>Sites to south of A28 highly problematic, due to cat predation of internationally-important species. NE not able to suggest any effective measures except buffer distance of 400m; cat fencing not regarded as adequate. <u>Natural England advice is to seek other more suitable sites first, and so these sites may be the subject of a NE objection.</u></p> <p>Site to north of A28 – should not be major issue, but on-site provision of recreational opportunities and semi-natural habitat required.</p>
<b>Sturry/Broad Oak</b>	Should not be major issue, but on-site provision of recreational opportunities and semi-natural habitat required.

**CANTERBURY CITY COUNCIL**  
**LOCAL PLAN STEERING GROUP**

**Minutes of a meeting held on Tuesday, 18th December, 2012**  
**at 8.30 am in Marion Attwood Room, Council Offices**

**Present:** \*Councillor Gilbey (Chairman)

Councillor Baldock  
Councillor Doyle  
Councillor Eden-Green  
Councillor Law  
Councillor Samper  
Councillor A Taylor  
Councillor Vickers

**In attendance**

<b>Officers:</b>	Ian Brown	- Head of Planning and Regeneration
	Louise Reid	- Deputy Head of Service - Development Management
	*Sarah Parker	- Senior Planning Officer
	Jillian Barr	- Planning Officer
	*Richard Moore	- Transportation Manager
	Graham Finch	- Senior Democratic Services Officer (Executive & Council)
	*Ruth Goudie	- Strategic Transport Planner (KCC)

\*for part of the meeting

**1 APOLOGIES FOR ABSENCE**

An apology for absence was received from the Chief Executive.

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**12 NEXT STEPS**

The Planning Policy Manager reported that the next steps would include the following

1. Continued work on the transport modelling
2. Continued work on the sustainability appraisal of sites
3. Work with KCC about social services, education and other issues
4. Primary Care Trust issues
5. Work with the commissioning bodies regarding health issues
6. The completion of the Annual Monitoring Report. When completed the Monitoring Report would be placed on the Council's website and a copy would be provided for members of the Group.

**13 FUTURE MEETINGS**

Thursday 17 January 2013 - 2.15pm

Tuesday 29 January - 8.30am

Venues to be advised

There being no other business the meeting closed at 11.32 am