



West of England Partnership

**Bath & North East
Somerset Council**



**North
Somerset
COUNCIL**

**South Gloucestershire
Council**

Minutes of meeting of the

Planning, Housing and Communities Board

Tuesday 13th July 2010, 12.30pm, Council House, Bristol

Present

Cllr Charles Gerrish	Bath and North East Somerset Council
Cllr Anthony Negus	Bristol City Council
Cllr Elfan Ap Rees	North Somerset Council
Cllr Mathew Riddle (Chair)	South Gloucestershire Council
Cllr Vic Pritchard	Bath and North East Somerset

In Attendance

Mark Hughes	North Somerset Council
Simon DeBeer	Bath and North East Somerset
David Crook	GOSW
Barbara Maksymiw	South Gloucestershire Council
Zoe Wilcox	Bristol City Council
Karen Ross	South Gloucestershire Council
Michael Reep	North Somerset Council
Ian Collinson	West of England Partnership
Laura Grady	West of England Partnership
Daniel Moore	West of England Partnership

1. Annual Business

Election of Chair for the Partnership Board:

Resolved

That Cllr Mathew Riddle (South Gloucestershire Council) be elected as Chair for 2010/11.

Election of Vice Chair for the Partnership Board:

Resolved

That Cllr Victor Pritchard (Bath & North East Somerset Council) be elected as Vice Chair for 2010/11.

2. Apologies for absence

Karuna Tharmananthar, North Somerset Council
Cllr Brian Allinson, South Gloucestershire Council
Ian Ducat, Unstion
Terry Wagstaff, West of England Partnership

3. Declarations of Interest

There were no declarations of interest.

4. Member and Public Forum

There were no public representations.

Cllr Negus was welcomed and explained that he now held the remit for both Planning and Housing, and confirmed that Cllr Wright was no longer a Board member.

Ian Collinson, Head of Infrastructure, Planning and Housing for the West of England Partnership, was welcomed to the Board.

Cllr Ap Rees asked for clarity regarding the equality of voting powers for those councils who had two representatives against those who had only one.

5. Minutes of meeting held on 22 April 2010

Agreed that a letter be drafted and circulated to the Board regarding the allocation of the Disabled Facilities Grant in the South West. It is a major issue for the West of England and it was suggest that the grant formula should be scrutinised in light of the recent changes to PCTs. Both Nick Harvey MP and Cllr Connett are to be cc'd into the letter that will be sent to the Housing Minister.

The minutes were agreed as a true record.

6. Planning, Housing and Communities Board Forward Plan 2010-11

Ian Collinson introduced the Plan, explaining that it will become a regular agenda item, reflecting priorities agreed at previous meetings.

There were no further comments.

7. Joint Waste Core Strategy (JWCS)

Laura Grady presented the report, which set out the responses to stakeholder consultation representations, notably those from Gloucestershire County Council, SITA and Strategic Land Partnerships.

The report also outlined the Strategy's prioritisation of brownfield over greenfield sites.

Subsequent discussion raised the following points:

- Cllr Gerrish logged his concerns about the report being taken to Scrutiny after it was brought to this Board. He also suggested that a response should be made to the representation made by Gloucestershire County Council before the strategy is

- submitted for inspection;
- Laura Grady clarified that the existing waste export strategy could not continue and that the authorities were committed to meeting the sub-region's needs. Laura thanked the Members for their suggestion and confirmed that officers would seek to arrange a meeting with Gloucestershire County Council to discuss their concerns;
 - Cllr Ap Rees requested that, once known, the Joint Scrutiny Committee's views on the paper were circulated. Without their endorsement the proposed timetable would have to be reviewed.

Cllr Riddle thanked Laura and the officers of the authorities for their work on the strategy.

Agreed:

That the Board endorsed the report and noted, subject to the Joint Scrutiny Committee's views, the Joint Waste Core Strategy would be submitted to the Secretary of State in July 2010 with an examination likely in October/November 2010, and that final adoption was anticipated by March 2011 subject to Council Cabinet timetables.

8. Delivery and Infrastructure Investment Plan

Ian Collinson presented a report outlining the proposed functions for an Officer Programme Board (OPB).

The main function of the OPB were separated into:

- Ensure delivery
- Enable development and strengthen delivery
- Principles by which Councils are authorised to deal with slippage or over-runs without reference to the OPB.

Concerns were raised about this Board's ability to endorse the OPB membership in light of current changes to regional agencies and developments included in the proposals for a Local Enterprise Partnership. Cllr Ap Rees recommended that the Board endorsed the membership as it currently stood, whilst recognising that it may change. Cllr Gerrish suggested the item be brought to the next meeting for review.

Zoe Wilcox requested that point A.3 of the draft OPB constitution be re-drafted to clarify when items are taken to the OPB or to Members of the Planning, Housing and Communities Board.

Agreed:

That the Board considered the functions of the Programme Officer Board, gave its views and approved the constitution, recognising that the membership may change.

9. Delivering Sustainable Development within the West of England

Ian Collinson presented a report on the purpose and rationale for producing a Joint Supplementary Planning Document (JSPD) and on the route map for adoption by each of the four authorities.

The scope for the JSPD was:

- Illustrate the proposed development trajectory for housing growth over the next 10

years (first 5 years firm: second 5 years soft)

- Rationale for managing sustainable development underpinned by a spatial planning strategy
- Identify infrastructure constraints and investment required to unlock strategic sites
- Provide guidance on how this can be achieved in a co-ordinated way
- Underpinned by key sustainable development and place-making principles.

The JSPD was intended to reflect and support the authorities' core strategies, not replace them.

Ian advised that formal adoption of the JSPD was anticipated by March 2011. The next stage was to bring a first draft to the September 2010 board.

The BANES draft core strategy was not due for public consideration until November 2010, therefore, in order to preserve the proposed JSPD timetable, an informal workshop was suggested for September 2010. It was intended that this replace the draft JSPD agenda item at the September Board.

Due to new council cabinets meeting in June 2011, Cllr Riddle expressed the need to tighten the proposed timescales for adoption of the plan. Ian agreed to consider the timetable in order for Council Cabinets to consider the JSPD at Cabinet meetings in March 2010.

Agreed:

That the Board endorse the approach and scope of the JSPD and that further consideration be given to the timetable at the forthcoming member workshop.

10. West of England Housing and Infrastructure Delivery Panel

Tim Southall presented the report, seeking approval for the approach to establish a new West of England Housing Delivery Panel (HDP).

A summary of the main points follows:

- It was necessary to move quickly as the selection process was lengthy;
- The Board would be presented with a full report on the 10th December before the selection began in February 2011;
- Tim was awaiting advice from lawyers, but stated the process was anticipated to be subject to Official Journal of the European Union procedures (OJEU) due to the widening of the panel to include housing development partners, housing development and management partners, management partners and specialist partners;
- The majority of work would come from within the West of England Delivery Investment and Infrastructure Plan (DIIP) and each project would be subject to a mini-tender process with individual authorities as appropriate;
- A set of processes for the procurement was already in place and the Partnership also had the benefit of the Bristol City Council procurement and legal teams, therefore there should be no additional costs;
- Post procurement, the Planning, Housing and Communities Board would manage the work of the Panel, therefore no additional cost was anticipated;
- The process was not intended to procure bespoke infrastructure, nor was it intended to include large-scale building such as bridges, for example. Any infrastructure would entail housing development only;
- It was planned that the Panel should meet quarterly;

- There was no joining fee, but each authority had agreed for partners to pay an enabling fee for each affordable housing property procured under Section 106. Cllr Ap Rees suggested that a joining fee be looked into more fully.

Agreed:

That the Board approve the proposal, with amendments to costs and expenses reflective of the current political climate, to enable the HDP to be selected through a robust procurement process that will be operational by 1st April 2011.

11. Next meeting

16.00 on Friday 17th September at the Council House, Bristol.

The meeting closed at 14.40pm.

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