

# *Middle Quinton Eco-town Joint Officer Group Meeting*

**Note of the meeting held on  
10 June 2008**

		<b>Action</b>
<b>1</b>	<p><b>Attended by :</b></p> <p><b>Gloucestershire CC– Terry Smith</b>  <b>Warwickshire CC– Andy Cowan and Roger Newham</b>  <b>Stratford-on-Avon DC – Paul Lankester, Pat Reid and Colin Staves</b>  <b>Wychavon DC – Gill Collin and Jack Hegarty (Chair)</b>  <b>Advantage West Midlands – Daniel Boden</b></p> <p><b>Developer Representatives and Communities and Local Government: (From 3.00pm)</b></p> <p><b>CLG – Paul Chamberlain</b></p> <p><b>The Bird Group – Tony Bird and Anthony Bird</b>  <b>St Modwen – John Dodds and Peter Robbins</b>  <b>Consultants - Mark Sitch (Barton Willmore), Simon Watts (Capita) and Louise Clancy (Arup)</b></p> <p><b>Apologies received from : David Clarke (WMRA), Paul Maitland (Worcestershire CC), Chris Vickery (Cotswold DC) and Mark Williets (AWM)</b></p>	
<b>2</b>	<p><b>Matters arising from meeting held on 9.5.08</b></p> <p>Scope of the Sustainability Appraisal – Further information has now been received from CLG about the scope of the SA. This has been circulated via e-mail and will be put on the web-site. Following discussion it was agreed that clarification should be sought on how the SA will address 'reasonable alternatives'.</p> <p>Transport Assessment – the final version of the scoping document has been agreed and will be available on the WCC website. Additional resources are required within the County Highway Authorities to scrutinise the TA work.</p>	<p><b>Colin Staves to put SA information on web-site</b></p> <p><b>Paul Lankester to pursue bid for resources with CLG</b>  <b>Roger Newham to itemise costs re the TA.</b></p>
<b>3</b>	<b>Responding to the Consultation Paper</b>	

	<p>The issue of preparing and submitting a joint response to the Consultation Paper was discussed and will be on the agenda for the Member Working Group on 16 June. It was recognised that each authority may want to submit individual responses, but because of the joint working that has occurred the responses would be closely aligned</p>	
<b>4</b>	<p><b>Agenda for the Member Working Group on 16.6.08</b></p> <p>It was agreed that the following items should be included on the agenda for the Member Working Group:</p> <ol style="list-style-type: none"> <li>1. Constraints report – setting out an initial assessment of site constraints including flood risk, contamination and site capacity.</li> <li>2. Feedback from the Eco-town Challenge Panel</li> <li>3. General update on the latest information received from CLG and others.</li> </ol> <p>It was noted that a separate Officer Group meeting was required to 'brainstorm' the heads of terms for any section 106 agreement to feed into a future meeting of the Member Working Group.</p>	<p><b>Gill Collin and Colin Staves to finalise reports and agenda</b></p>
<b>5</b>	<p><b>Feedback from the Eco-town Challenge Panel 3.6.08</b></p> <p>Gill Collin and Colin Staves attended the Challenge Panel session in respect of the Middle Quinton Proposal. This entailed a 15 minute presentation from the developers followed by a 10 minute presentation given by Gill and Colin on behalf of the local authorities. CLG have copied the local authorities in on a letter and draft summary note which they have sent to the site promoters. This was circulated at the meeting and should be put on the website along with the presentations.</p> <p>It was agreed that we should request copies of the summary notes in respect of all 15 shortlisted sites.</p>	<p><b>Colin Staves to put information on the web-site and request summary notes on all the short-listed sites from CLG</b></p>
<b>6</b>	<p><b>Any Other Business</b></p> <p>A request to meet with Price Waterhouse Coopers and ATLAS in respect of the Financial and Delivery Appraisal has been received. The suggested date is 11 July</p> <p>CLG are organising a series of special topic seminars. The first of these is on education as is being held on 26 June. Places are limited and are aimed at the promoters and senior officers from Local Education Authorities.</p>	<p><b>Paul Lankester/Jack Hegarty to respond</b></p>
<b>7</b>	<p><b>Meeting with Representatives from CLG and the Promoters:</b></p> <p>Representatives from CLG and the promoters joined the meeting at 3.10pm</p>	

<p><b>a) Resources for Assessment Work</b></p> <p>The LA representatives raised their concerns with Paul Chamberlain (CLG) about their capacity to deal with the amount of information coming out from CLG and to respond to the range of assessment work which is being undertaken. It was noted that an initial bid for resources had been unsuccessful. Paul Chamberlain indicated that further information was required to substantiate the bid. As regards funding for TA work the response from CLG had indicated that this should be sought from the promoters. The LA representatives did not accept this view. Jack Hegarty undertook to provide more detail of the areas of work for which the LAs require additional resources. Paul Lankester also raised the issue of how CLG currently fund local authorities and how this disadvantages rural districts such as Stratford and Wychavon.</p> <p>Mark Sitch highlighted the need for a joint meeting regarding education to enable the promoters to develop further the education provision that the proposal could offer.</p> <p><b>b) Progress on the Arrangements for Public Consultation</b></p> <p>The promoters have arranged four public exhibitions as follows:</p> <p>20 June - Stratford  21 June – on site  22 June – Evesham  23 June – Chipping Campden</p> <p>The exhibitions will be followed by a Stakeholder Forum and a series of focussed workshop sessions. It was noted that the BARD group have been invited to both.</p> <p><b>c) Progress on Assessment Work</b></p> <p>The promoters highlighted the following assessment work which is being undertaken:</p> <ol style="list-style-type: none"> <li>1. Transport Assessment – the scope has now been agreed with the three Highway Authorities. Meetings have been set up for 16 June, 14 July and 6 August. A draft TA should be available by the first week of August and CLG require the work to be complete by September.</li> <li>2. Financial assessment is ongoing and will feed into the work commissioned by CLG</li> <li>3. Landscape and Visual Assessment ( complete)</li> <li>4. Flood Risk Assessment ( due week 2 of July)</li> <li>5. Ground Investigation Report ( due week 2 of July)</li> <li>6. Ecology survey – survey work now includes the Birds site. (ongoing until Sept)</li> <li>7. Affordable Housing Assessment ( due end of June)</li> </ol>	<p><b>Paul Lankester / Jack Hegarty to provide further information to support the bid for resources.</b></p> <p><b>Paul Chamberlain to feedback the issues raised to Henry Cleary</b></p> <p><b>Mark to arrange meeting with Worcestershire and Warwickshire LEAs</b></p> <p><b>Promoters to share assessment work with local authorities for comment as soon as possible and provide a copy of the work programme</b></p>
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<p>8. Employment Needs Assessment ( due week 3 of July)</p> <p>9. EFM have been appointed to provide education advice</p> <p>10. A sustainability / energy reduction statement is being produced.</p> <p>11. A land use budget is being produced.</p> <p>The SA work being undertaken on behalf of CLG by Scott Wilson was briefly discussed. Andy Cowan raised the issue of how the SA would consider 'reasonable alternatives'. Paul Chamberlain was unable to add anything beyond that which is set it in the briefing note circulated by CLG and noted earlier in the agenda.</p> <p>A brief discussion took place regarding the Challenge Panel. It was noted that the delivery of the public transport assessment was crucial and that the TA would have to demonstrate the business case for public transport provision in the long term. A further Challenge Panel session has been set up for 7 July, but local authorities have not been invited to this.</p> <p><b>d) Programme of future meetings</b></p> <p>It was agreed that a series of smaller 'technical' meetings should be arranged with a full meeting of the group taking place by the end of July.</p>	<p><b>Colin Staves to circulate dates for future meetings</b></p>
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