



There will also be the need to schedule an additional P & D committee into the cycle to deal with any issues that need committee approval; particularly around the time when 'finished' tasks were being assessed – April. Advice from the Inspector may need to be sought if a change in major policy becomes apparent.

Issues regarding keeping both councillors and members of the public aware of progress also need to be addressed.

As soon as 'new' evidence is reported to P & D committee and used as a background paper this also becomes public information and of interest to developers or challengers to the CS. The working group will already have had the opportunity to look at the renewed evidence before presentation to committee.

CH ACTION : Colin would circulate the spreadsheet once it was completed.

There will be an agenda item on how to disseminate / communicate information at a future meeting.

### SHLAA

Colin reported on the progress made with the SHLAA and outlined the next steps that would be taken. This included a 'call for new sites' that would go out next week on the Council's website. Any new sites would then need to be completely assessed against the SHLAA model.

The main issue was that of viability – it was felt that this piece of work should be done externally. However a methodology needed to be decided upon first eg inclusion of consideration of minerals; following recent experience with planning applications.

### EMPLOYMENT LAND REVIEW

Colin had received 3 quotes for this work. The cheapest was from BE Group for £19,885 who had carried out the work for us previously.

CH ACTION : The group agreed that Colin should commission BE Group to carry out the ELR subject to the procurement rules or the outcome of an Emergency Committee meeting, if one was necessary.

### RESOURCE IMPLICATIONS

Colin made reference to the additional permanent post approved by P & F. He also reported that Diane C was working extra days on the CS; Rachael/John B were working on the Housing Needs Surveys; Craig was working on economic elements and Sharon O'N and Dave H were also helping out. He acknowledged that this would have a knock-on effect on 'normal' work.

John remarked that close scrutiny was imperative as one extra cost could skew the figures or Colin's input into appeal hearings work would also have an impact – particularly on time frames and the ability to deliver the project.

### NEXT MEETING

The next meeting is scheduled for **Wednesday 6 February 2013 @ 2.30pm** but may be cancelled if not required.



There may, however, still be a need to do some retail work in-house – Craig is leading on this.

### PAS

PAS were providing some additional days of general support as an overview / sounding board. It had been agreed that w/c 11 March they would start work on a Plan Review.

### NEXT MEETING

The next meeting is scheduled for **Wednesday 27 February 2013 @ 2.30pm.**