

**Luton & Southern Central Bedfordshire Joint Committee**

**Notes of the Meeting of the Member Steering Group held at the JTU Offices,  
Regus House, Capability Green, Luton.**

**Date: Friday 8<sup>th</sup> October 2010 – 09:30**

**Those present:-**

**Members:-**

Cllr. Roy Davis – Chair (LBC)  
Cllr. Tom Nicols (CBC)  
Cllr. Michael Dolling (LBC)  
Cllr. Tom Brindley (N.Herts)

**Officers:-**

Chris Pagdin (LBC)  
Richard Fox (CBC)  
Lachlan Robertson (JTU)  
Simon Andrews (JTU)  
John Ironside (N.Herts)

**Minutes:-**

Rachael Brydges (JTU)

	<b>Action</b>
<b>1</b> <b><u>Matters Arising from the previous MSG meeting held on 13/07/2010</u></b>  There were no comments on the minutes from the last Members Steering Group meeting or the meeting itself.	
<b>*</b>  LR gives a presentation to the Members to cover Agenda Items 2, 3, 4, 5 & 6.	

2

**Joint Committee Delegation Scheme**

Delegation to the Head of the Joint Technical Unit in consultation with the Chair and Vice – Chair of the Joint Committee.

- To prepare and publish the Joint Core Strategy for the purposes of The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008.
- To compile the representations made and make any minor changes arising thereof.
- To submit the Core Strategy formally to the Secretary of State.
- To vary the Core Strategy in the light of minor changes proposed by the Authorised person or by the appointed Inspector in the period before, during and after the formal Examination of the Core Strategy.
- Preparation and approval of any other LDF related documents (including any supporting evidence for the purpose of public consultation or use) and the variation of such documents in the light of public responses to consultation and/or further technical advice.
- Preparation and approval of draft Supplementary Planning Documents.
- Preparation and monitoring of the Local Development Scheme (LDS).
- Preparation of the Annual Monitoring Report (AMR).

TN commented that this would limit the number of further Joint Committee Meetings required.

LR agreed.

TN is happy to see the Timetable shown on the Agenda and feels that to see a closure for a years time is a good thing.

<p>The report is being put forward to the Joint Committee.</p> <p><b>ACTION: LR is to consult with RF &amp; CP regarding this.</b></p>	
<p><b>3</b>      <b><u>The Infrastructure Schedule: prioritisation and presentation</u></b></p> <p>LR’s guidance is that the Infrastructure Study is a key component of the Core Strategy as it gives guidance into what is needed to be done for the Core Strategy.</p> <p>LR provides the Members with a chart showing the worked out projects.</p> <p>LR mentions that there are two types of Infrastructure, Critical and Essential. The critical Infrastructure has to be in place before we can start. For example, J10a.</p> <p>LR describes that each project will have its own timetable which could be likely to change. The dates on the chart have been shown as a starting point.</p> <p>TN feels that the dates need to be looked at before they go into the public domain.</p> <p>RD describes the document as a “letter of intent” rather than a “contract”.</p> <p><b><u>The Funding Gap</u></b></p> <p>LR discusses the bottom line gap of £28 million (taking developer contributions into account) which is actually a small percentage of the total Infrastructure cost.</p> <p>This report will go forward to the Joint Committee.</p>	
<p><b>4</b>      <b><u>The revised Local Development Scheme</u></b></p> <p>This document is being re-submitted with a short report to go with it. This scheme concentrates the JTU’s efforts on the Core Strategy only.</p> <p>This report will go forward to the Joint Committee.</p>	

<p><b>5</b>      <b><u>The revised Statement of Community Involvement</u></b></p> <p>The previous version was approved 2007. It has now been brought up to date to reflect legislative changes.</p> <p>This report will go forward to the Joint Committee.</p>	
<p><b>6</b>      <b><u>The “polished” Core Strategy</u></b></p> <ul style="list-style-type: none"> <li>• Background information moved into an appendix.</li> <li>• Given recent Government announcements (e.g. The BSF Schools programme) the text has been amended.</li> <li>• Infrastructure Schedule replaced with an updated version.</li> <li>• Adjustments reflect the loss of the Regional Spatial Strategy.</li> <li>• Minor factual errors have been corrected.</li> <li>• Staff and external bodies have altered supporting text to improve the sense and justification of the Core Strategy.</li> <li>• The Key Diagram has been amended in the light of representations made by North Hertfordshire District Council.</li> <li>• An amended Sustainability Appraisal has been prepared.</li> </ul> <p>LR mentions that with the loss of the RSS’s, there was no longer a greenbelt policy, so one had been added in.</p> <p>The Core Strategy will go forward to the Joint Committee.</p> <p><b><u>The revised Sustainability Appraisal</u></b></p> <p>LR’s presentation shows different scenarios which were tested. LR has concluded that the Core Strategy, as presented, works.</p> <p>This report will go forward to the Joint Committee.</p>	

<p><b>7</b></p>	<p><b><u>Recommended Timetable: for 2010/2011</u></b></p> <p>The Recommended Timetable: for 2010/2011</p> <ul style="list-style-type: none"> <li>- Monday 29<sup>th</sup> Nov. 2010: Start of period for receipt of representations</li> <li>- Friday 14<sup>th</sup> Jan. 2011: End of period for receipt of representations</li> <li>- Tuesday 8<sup>th</sup> March 2011: Submission to Secretary of State</li> <li>- End June 2011: Start of Examination</li> <li>- Autumn 2011: Anticipated receipt of Inspector's recommendations</li> <li>- End 2011: Anticipated meeting of Joint Committee to approve Core Strategy</li> </ul> <p>LR mentions that the JTU will have to stick to a tight schedule to achieve this.</p> <p>Jl mentions that their formal Officer Report on the representations can be sent in on the 14<sup>th</sup> Jan and then after their Cabinet Meeting they can submit their report. LR agrees that this will be fine.</p> <p>RD states that it needs to be made clear that representations will be shown to the Inspector.</p> <p>LR mentions that the JTU are going to organise an event for key developers and infrastructure providers to explain the Core Strategy and how to send in representations. There will also be materials being sent out to say how to fill out the representations forms.</p>	
<p><b>8</b></p>	<p><b><u>The Information Commissioner and the Fol policy for the Joint Committee</u></b></p> <p>LR is awaiting an answer from the Commissioner on this issue and whether the Joint Committee will need to have a policy for it.</p> <p>As it stands, without a reply, there is no policy able to be created.</p>	

9	<p><b><u>JTU Project Plan and Workplan</u></b></p> <p>This item is not going to Joint Committee; it is an update for the MSG only.</p> <p>LR has identified the pressures and the risks and displays the work plan to the Members.</p> <p>LR mentions that Luton Gateway will be closing down as of 31<sup>st</sup> December.</p>	
10	<p><b><u>Budget and resources</u></b></p> <p>There is no need to take a report to the Joint Committee as there have been no significant changes since July.</p> <p>The need for resources – such as extra staff during the representations stage is discussed.</p>	
11	<p><b><u>Any Other Business</u></b></p> <p>CP mentions that Keith Dove of LBC could not make the meeting but has provided an update for the Members.</p> <p>A discussion follows regarding J12 and the J10a Exhibition.</p>	
12	<p><b><u>Date of next meeting – Schedule of future meetings. Recommended meetings of MSG in November, January, March and June to coincide with above timetable.</u></b></p> <p><b>ACTION: LR &amp; RB to discuss and RB to send out dates to Cllrs.</b></p>	

Meeting Ends.