

Steering Group

Minutes of meeting on 12 November 2019

Members Present: John Farquhar (JF), David Wilson (DW), John Lindley (JH), Kate O'Connor (KO), Mark Stevens (MS), Nicola Lipscombe (NL), Louis Hodgkinson (LH), and Peter Dunbar (PD).

In attendance: Andrea Pellegram (AP), Annie Child (AC), Yaroslav Pustarnakov (YP).

Members of public: Miss Louise Stevens.

Record of Decisions

1. Absentees:

1.1. Cllr Atiqul Hoque, Cllr Derek Brown, Cllr Amanda Foster, Jamie Hobson, and Cllr Tom Corbin were absent.

2. Declarations of interest:

2.1. MS declared a non-pecuniary interest regarding his work with Tibbaults.

3. Minutes of the previous meeting:

3.1. The minutes of the previous meeting held on 8 Oct 2019 were approved.

4. Chairman's and Group announcements:

4.1. The Chairman informed the Group that they have received a £9,000 grant from a non-profit organisation that supports local community organisations to be strong and successful, Locality.

4.2. The Chairman informed the Group that Cllr Tom Corbin is running for a Parliamentary seat in Salisbury. Therefore, he will be preoccupied over the course of the next month.

4.3. The Chairman thanked Council Officers for their efforts in producing monthly editions of the Salisbury NDP Newsletter.

4.4. The Chairman informed the Group that going forward they should all be using a log to record their availability. This will be set up by SCC.

4.5. The Chairman welcomed the enthusiasm of politically motivated groups – including Extinction Rebellion, and Salisbury Democratic Alliance – and hoped to persuade them to participate in the SNDP process.

4.6. The Chairman informed the Group about the growing role of deliberative democracy in the decision making processes and hoped to persuade its advocates to participate in the SNDP process.

- 4.7. The Chairman informed the Group that he and AP had been interviewed about the SNDP on NowTV.
- 4.8. AP and the Chairman were delighted to inform the Group that they are successfully building a meaningful relationship with Wiltshire Council (WC). As part of this partnership, SNDP and WC intend to sign a Statement of Common Ground. WC also intends sharing more information to support the SNDP, which will be of significant assistance to the Group.

Action: YP was asked to send the new NDP logo to the Group.

Action: AP will send a link to the Group of the interview on NowTV once it's published.

Action: YP was asked to send AP minutes from the Salisbury City Council Full Committee meeting, which will take place on 18 Nov.

Action: YP was asked to resend the Group Salisbury City Council Transportation Strategy.

5. Updated Policies Priority Survey – for information

- 5.1. Since the last meeting, AP has updated the policy priority survey, which now includes responses from late entrants. The Group discussed the survey, and agreed that based on its results, the following members will be leading focus groups:

NDP Theme	Steering Group Leads
Climate change	Tom Corbin Louis Hodgkinson
Transport and Movement	David Wilson
Natural Environment	Nicola Lipscombe
Design	Peter Dunbar
Housing	Kate O'Connor Mark Stevens
Employment	Jamie Hobson Mark Stevens Amanda Foster J Lindley

6. Recommendations on outline and evidence gathering:

- 6.1. The Group discussed and agreed a report outlining methods for collecting primary and secondary data, including: workshops, surveys, and extrapolating information from books, reports and policies. Information

from these sources will be used to inform the Group in the NDP making process.

7. SNDP Communications Strategy

- 7.1. The Chairman and AP thanked JH for formulating and updating a draft of the NDP communications strategy, which identifies a comprehensive list of methods that the Group will pursue in engaging with the public. The list includes –but is not limited to – radio, television, ads and flyers, sponsorship of events, and social media.
- 7.2. The Group reviewed and agreed to adopt the NDP Communications Strategy, whilst acknowledging that it will continue to evolve to reflect Group needs and objectives.

8. Salisbury NDP preparation worksheets

- 8.1. The Group reviewed and acknowledged the WC Draft Sustainability Framework template and Chippenham Topic Group template, which have been used as examples for what Salisbury NDP evidence proforma could look like.

9. Any other business:

- 9.1. There was no other business.

10. Matters for the next meeting

- 10.1. The SG considered agenda items for the meeting in December, and agreed to discuss the NDP Communications Strategy, community recruitment process, and formation of focus groups.

11. Next meeting:

The next meeting will be held in the Guildhall at 1800 on Tue 10 December 2019.