

Steering Group

Minutes of meeting on 14 January 2020

Members Present: Mark Stevens (MS), David Wilson (DW), John Lindley (JH), Kate O'Connor (KO), Nicola Lipscombe (NL), Atiqul Hoque (AH), Jamie Hobson (JH), Derek Brown (DB), Peter Dunbar (PD), and Cllr Tom Corbin (TC).

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

Members of public: Miss Eloise Brogden.

Record of Decisions

1. Absentees:

- 1.1. Cllr Amanda Foster, Cllr John Farquhar, and Louis Hodgkinson were absent.

2. Declarations of interest:

- 2.1. There were no declarations of interest.

3. Minutes of the previous meeting:

- 3.1. The minutes of the previous meeting held on 10 Dec 2019 will be considered by the Chair, Cllr Farquhar, upon his return.

4. Chairman's and Group announcements:

- 4.1. AP informed the Steering Group (SG) that she has been in contact with the Team Leader of Major Projects at the Wiltshire Council (WC), David Milton, who has forwarded her data regarding Salisbury brownfield sites, Salisbury review of the Central Area Framework, Salisbury Habitats Regulations Assessment Report, and Salisbury Settlement Setting Assessment. Furthermore, Andrea reminded SG that this information was made available to them via email before the Christmas break.
- 4.2. AP informed SG that she wrote to WC's Mineral Planning Authority (MPA) regarding waste local plan in Salisbury, which allocates sites for recycling household waste. In her letter, AP enquired whether MPA have given a thought to relocating the recycling facility in Churchfield industrial estate, which would help to alleviate traffic congestion in the area. Unfortunately, AP have not received a response yet and will continue to chase David Milton from WC for an answer.
- 4.3. AP informed SG that she has received the first draft of Statement of Common Ground, which describes SNDP's (SCC's) and WC

responsibilities. It also outlines the areas where SNDP will work, and it lays out three key themes that SG should consider incorporating into their plan; these themes include: city centre resilience, growth with environmental limits, and local connectivity.

- 4.4. SG discussed the topic of types of housing, housing sites in Salisbury, as well as potential relocation of the Churchfield industrial estate.

5. CAF Summary

- 5.1. The Chairman notified SG about a formal consultation on Central Area Framework (CAF), which is intended to guide the future development of the city and is commencing from this Thursday 16th January.

Action: *The Chairman requested that the SG members send their CAF comments to AP by 6 Feb.*

6. Report back from members of the Steering Group –proposals for individual topic areas:

- 6.1. Topic Groups were established in December 2019, and their first inaugural meeting was in January 2020. Leaders of the Topic Groups were asked to present their action plans to SG.
- 6.2. **Climate Change** –TC established that his group will aim to formulate a plan to promote development and usage of renewable energy within Salisbury. TC discussed groups and organisations his group will seek to contact. TC also outlined information gathering methods - including public consultation and obtaining secondary data from WC – as well as how they are hoping to use that data to shape their policy.
- 6.3. **Transport and movement** –DW established that he will aim to create Salisbury Transport Working Party with senior representation from Wiltshire Council & Recovery Strategy team who will work on improving walking and cycling routes, whilst reducing traffic in Salisbury. DW also discussed evidence gathering methods, and how they are hoping to use collected information to shape their policy.
- 6.4. **Natural environment** –NL spoke about protection of the existing and development of new greenspaces in Salisbury. NL also discussed evidence gathering methods, and how they are hoping to use collected information to shape their policy.
- 6.5. **Design** –PD spoke about reviewing and updating the Salisbury Conservation Area Appraisal and Management Plan, and Creating Places, Shopfronts Advertisement Design guides. PD also discussed developing partnerships with local planning authorities and collecting information from them to formulate his group policy.
- 6.6. **Housing** –KO spoke about creating new housing sites in Salisbury, as well as increasing types of housing –i.e. affordable housing –available to its constituents. KO thoughts that her group will aim to commission AECOM to undertake a Housing Needs Survey, and obtain housing requirement figure from WC to understand required contribution from

allocations and windfall sites. KO and MS to meet on 30th January to review further.

- 6.7. **Employment** –JH explained that his group will aim to protect, nurture and expand employment sites in Salisbury, whilst working with businesses to identify new employment opportunities and logistical requirements. Employment Topic Group to meet on 23rd January to discuss further.

Action: YP was instructed to ask Colin Froude if he could assist DW with his transport and movement research.

7. Communication strategy:

- 7.1. SNDP Communication Officer, JH, spoke about increasing Topic Groups profile by publishing their objectives on the Salisbury City Council (SCC) website, Facebook, as well as sending a press release to local newspapers.
- 7.2. JH also spoke about developing an online survey for each Topic Group which will be found on the SCC website SNDP page. These surveys will be just one of the methods to collect data from Salisbury constituents on various issues relating to SNDP.

Action: YP was asked to develop Topic Groups page on the SCC website.

Action: Leaders of the Topic Groups were asked to write a 100 word summary of their group which will be uploaded to the SCC website.

8. Project Plan –Group activity

- 8.1. This agenda item was brought forward to the meeting in February because SG did not have enough time to discuss it in detail during this meeting. AP to circulate a draft for input from members of the SG.

9. Any other business:

- 9.1. There was no other business, other than KO and DB sending advance apologies due to holidays.

10. Matters for the next meeting

- 10.1. The SG considered agenda items for the meeting in February, and agreed received updates from the Topic Groups, to discuss project plan, and volunteer opportunities with SNDP.

11. Next meeting:

The next meeting will be held in the Guildhall at 1800 on Tue 11 February 2020.