

Hartlepool Local Planning Framework

Local Plan

## **Duty to Co-operate Addendum – Notes of Meetings and Correspondence**

May 2017

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## Introduction

- 1.0 This document forms an addendum to the Duty to Co-operate Statement that was submitted to the Secretary of State on 23<sup>rd</sup> March 2017. It has been prepared in response to a request from the Inspector, appointed to examine the emerging Local Plan, for some additional information.
- 2.0 The additional information requested by the Local Plan Inspector comprised the following:
  - Evidence that corroborates the scale of cooperation described in the Statement (minutes of meetings, memoranda of understanding etc)
  - Evidence as to the degree of co-operation at a Tees Valley level including under the auspices of the Tees Valley Combined Authority and its predecessor Tees Valley Unlimited.
  - A copy of minutes that arose from further meetings with Stockton and County Durham.
  - Evidence of the frequency of Wynyard working group meetings, its terms of reference and the frequency of those meetings.
  - A copy of the memorandum of understanding in respect of Wynyard.
  - Evidence to support the Duty to Co-operate Statement at paragraph 6.48 that the SHMA and the SHMA addendum have been discussed and Hartlepool's containment as a HMA agreed at the Tees Valley Planning Managers group.
  - Clarification as to whether the SHMA preparation process itself involved any dialogue / engagement with adjoining authorities.
  - Clarification as to the dialogue and engagement that has taken place on cross administrative border working for the Teesmouth and Cleveland SPA and the Durham Coast SPA.
  - Clarification as to the cooperation that has taken place through the Tees Estuary Partnership.
- 3.0 The minutes of Tees Valley Planning Managers meetings and Development Plan Officers (DPOs) meeting have been provided (these two groups have now merged). The minutes of specific Duty to Cooperate meetings held with neighbouring authorities have also been provided. In terms of discussions about the contained housing market area, there have been discussions at DPO's meetings, at both specific Duty to Co-operate meetings with Durham

and Stockton and during the discussions which formed part of the development of the Tees Valley Housing Strategy.

- 4.0 The neighbouring authorities were also contacted as part of the formation of the SHMA by Arc4 who produced the document – evidence of responses received from Middlesbrough and Stockton has been included in this addendum.
- 5.0 Items relating to strategic planning and economic development have been discussed at Tees Valley Combined Authority Board meetings and its predecessor – the Tees Valley Directors of Place meetings. These items have been included in this document.
- 6.0 An unsigned copy of the Wynyard Memorandum of Understanding is included in the Duty to Co-operate Addendum. The completed signed copy is held by Highways England. A copy of this has been requested and will be forwarded to the Local Plan Inspector when it has been provided.
- 7.0 The minutes for the meetings of the Wynyard Masterplan and Highways - Steering Group have been provided. There are also notes of two cross-boundary meetings that were held to discuss the Wynyard highways model. It should be noted that these two meetings were not formally minuted at the time and so Hartlepool Borough Councils note of the two meetings are not formally agreed minutes. Also provided is correspondence relating to the highway impact modelling for Wynyard.
- 8.0 This addendum includes an open letter written by the Council's ecologist to the Local Plan Inspector which helps provide context and understanding for the ongoing discussions and engagement regarding strategies for the Teesmouth and Cleveland Coast SPA and the Durham Coast SAC. Notes of Natura 2000 sites (N2K) / Habitat Regulations Assessment (HRA) Liaison meetings held in 2015 have been provided, together with correspondence. The Council has also worked with the Tees Valley Nature Partnership to assess the impacts of the policies. Notes of meetings, documents and correspondence have been provided.
- 9.0 Agendas for three Tees Valley Leaders and Mayors meetings have been provided. A wide range of issue including strategic planning and economic development issues are discussed at these meetings, thus providing an opportunity for cross-boundary Member to Member engagement. Also provided is correspondence specifically relating to the emerging Local Plan from the Council's Chair of Regeneration Services to the lead Councillors for regeneration at neighbouring authorities.

## Notes of Meeting: Stockton-on-Tees Borough Council

**Meeting Location:** Stockton Municipal Buildings

**Date:** 25 January 2017

**Attendees:**

**SBC:** Ian Robinson, David Bage, Jane Palmer, John Dixon, Peter Shovlin.

**HBC:** Andrew Carter, Matthew King, Matthew Clifford.

Agenda Item		Action
<p><b>1. Local Plan Timetables</b></p>	<p><b>Hartlepool.</b> Consultation on the Publication document closes on 3rd February. The submission document will be reported to Full Council on 16th March. Submission is scheduled for 23rd March. Signed a service level agreement with PINS.</p> <p><b>Stockton.</b> Regulation 18 consultation has closed. There was discussion about the possible timing of the Housing White Paper and the possible implications for both authorities.</p>	
<p><b>2. Locational strategy and objectively assessed housing need</b></p>	<p><b>Hartlepool's locational strategy:</b> The main strategic housing site is High Tunstall (an urban extension). The aim is that the developers will contribute towards a new junction onto the A19 and a new bypass to the north of Elwick Village which will be a significant improvement in a highway safety context. HBC is paying the costs of the consultants who are representing the landowners whose cooperation is required for this project to be implemented. Discussions are ongoing as to how to make it work in operational terms. It was originally hoped that Local Growth Funding would be secured to pay for the works with the developer repaying the LGF through legal agreements but now other options for funding are also being investigated including the Homes and Communities Agency and the Council underwriting the costs with repayment in the same way. It should be noted that the latter is the least favoured option.</p> <p><b>Hartlepool's objectively assessed housing need (OAN):</b> HBC commissioned an addendum to the SHMA. The addendum looked at the scenario behind the SHMA. It reduced the OAN. HBC looked back at the backlog (underperformance against the annual housing target) since the 2006 Local Plan and added it to the OAN. The OAN total requirement is about 4300 dwellings. For the purpose of translating the OAN into a housing requirement, HBC responded positively to a representation from the Home Builders Federation in response to the consultation on the Preferred Options document which contended that the housing requirement should include a buffer of 20% for flexibility. In addition, allowance has also been made for replacement of demolitions. The emerging housing requirement is now about 6,100 dwellings of which about 4,000 already have planning permission so about 2,100 are new allocations.</p> <p><b>Stockton's locational strategy and OAN:</b> The locational strategy includes a strategic urban extension to the west of Stockton. Stockton SHMA reaffirmed Hartlepool SHMA that the boroughs are separate in a housing market area context. The OAN is about 11,060 dwellings. This</p>	



	<p>has still to be translated into a housing requirement. One of the topics covered by the Local Plan consultation document is how the OAN should be translated into a housing requirement and how this should be phased.</p>	
<p><b>3. Wynyard</b></p>		
<p><b>3a - Proposed sharing of highway mitigation costs</b></p>	<p>There was discussion regarding the sharing of highway mitigation costs, as proposed in the HBC response to the consultation on the Stockton Local Plan and this overlapped with discussion about a memorandum of understanding and a Masterplan.</p> <p>The cost of the projected improvements to the A689/A19 junction was discussed. PS commented that it had been projected at £3.8 million. AC stated that it is likely to approach £5 million.</p> <p>IR stated that we need to find a feasible solution to the challenges presented by development at Wynyard, leading to a Masterplan.</p> <p>AC stated that it would be appreciated if the Stockton Local Plan could include a categorical expression of support for development in Wynyard on the Hartlepool side of the boundary.</p> <p>PS stated that Wynyard Park Ltd has said that they are doing a Masterplan and that this will be available in February. However a wider Masterplan is also required.</p> <p>AC asked what infrastructure is SBC intending to bring forward to support their Wynyard allocations. JD responded that it is too early to be definitive about this - the Local Plan consultation document states that there is a need for a Masterplan. At this stage it needs to be kept flexible.</p> <p>DB commented that representations have been received from Wynyard Park Ltd and Highways England and that SBC would share these with HBC.</p> <p>MK stated that Wynyard Residents Association have stated that an additional access onto the A689 to the west of the existing roundabout to alleviate concerns around congestion once the primary school opens. MK asked if this had been considered in the highway modelling. PS responded that this has not been illustrated as being necessary in highway modelling that has occurred to date.</p> <p>2nd junction is not currently supported by HBC Highway officers because of concerns that it would be too close to an existing junction. Consideration should be given to including this in the modelling to assess the impact a new junction would have on traffic flows. PS responded that the modelling is already comprehensive.</p> <p>AC commented that the North Burn site was included in the 2006 Local Plan as an employment allocation. The Homes and Communities Agency is the landowner and have promoted the site for housing development. It is not part of the HBC plan strategy and the sites that</p>	

	<p>HBC has proposed as allocations are sequentially preferable. It has not been allocated for development in the emerging Local Plan as HBC officers do not consider it to be deliverable within the context of the cost of the highway mitigation works that would be required. However, there is concern that this situation could change if one of the Wynyard Park housing sites within the Stockton boundary decided to pursue a second access and there is co-operation between landowners.</p> <p>HBC officers raised the issue of how an agreement to share highway mitigation costs could work in practice and whether if a practical working agreement could be reached, this could be formalised.</p> <p>AC commented that both authorities have about 800 dwellings left at Wynyard that have not gone through the planning application process and suggested that if this works in the context of highway modelling, then there is a basis for agreement to work together on the assumption of pro-rata highway costs.</p> <p>JD responded that one the lessons from the West Stockton Strategic Urban extension is that the key consideration is how the payments for community infrastructure are triggered.</p> <p>PS commented that SBC are working towards a memorandum of understanding with Wynyard Park Ltd and HBC. This will be extended into a formal Masterplan. Agreement on sharing highway costs can be formalised as part of this process. The Masterplan needs to be looked at as part of a larger exercise which will include consideration of whether a spine road is needed. It is essential to determine this now rather than risk it having to be retrofitted. This needs to be tested in the model with full capacity.</p> <p>AC commented that Wynyard Park Ltd have agreed to the provision of community facilities at the area designated INF4 on the emerging Hartlepool Local Plan Proposals Map. The spine road envisaged to serve the housing and employment allocations on the Hartlepool side of the boundary could link to INF4.</p> <p>DB stated that SBC would provide a formal response to the written comments from HBC on the Stockton Local Plan consultation document.</p>	<b>DB</b>
<p><b>3b - Protection of employment land</b></p>	<p><b>Hartlepool:</b> MK commented that some employment land at Wynyard has been de-allocated but other than that it remains as it was in the 2006 Local Plan. Wynyard Park Ltd wish to de-allocate employment land but this is being resisted as it is a crucial part of developing a sustainable community.</p> <p><b>Stockton:</b> DB commented that Northumberland Estates have an interest in the Wynyard One site. They have submitted a representation to the Local Plan consultation requesting that it remains in commercial use so the land use should remain constant.</p>	
<p><b>3c - Education</b></p>	<p>DB stated that SBC have had a representation from Jomast for the release of additional land for housing at Wynyard. The land covers that</p>	

	<p>previously identified for the re-location of a private school (the 'Redhouse' site) currently situated at Norton but which does not now appear to be intending to re-locate. The site will be considered through the SHLAA process.</p> <p>AC stated that HBC invited all head teachers to a meeting to inform them about potential new schools at Wynyard asked if they would support bringing forward a secondary school at the Redhouse site. HBC are concerned that it would be a destination rather than doorstep provision and that if it happens it would fundamentally alter the dynamic of the A689/A19 junction during peak travelling times.</p>	
<b>3d - Sport and Recreation</b>	<p>MK stated that within the community facilities area at Wynyard, identified in the Hartlepool Publication Local Plan, a multi use games area and a third generation football pitch is proposed. There was discussion as to the most effective means of funding this, including whether contributions should be on a cross-boundary basis.</p>	
<b>3e - Green Wedge</b>	<p>DB commented that SBC are looking reviewing green wedges as part of a wider comprehensive review of designations which would include consideration of whether it is appropriate to introduce Green Belt into the Tees Valley.</p> <p>AC asked if consideration would be given to allocating land to the north of Wynyard Village as green wedge. JD responded that historically the SBC approach to green wedges has been to contain them within development limits. DB added that a discussion specifically about Wynyard will be needed when SBC undertake their strategic review of environmental designations.</p>	
<b>3f - The emerging Wynyard Neighbourhood Development Plan</b>	<p>There was discussion about the emerging Wynyard Neighbourhood Development Plan and its relationship to the process of producing the Masterplan. Both Councils have offered support to the Wynyard Neighbourhood Development Forum but the group appear to be proceeding independently.</p>	
<b>4. Employment</b>	<p>MK stated that employment allocations in the emerging Hartlepool Local Plan are focused to the south of the town including safeguarding employment sites in the Southern Business Zone.</p> <p>DB commented that SBC have undertaken an Employment Land Review and expressed the draft Employment Land Portfolio in the draft Local Plan.</p>	
<b>5. Transport</b>	<p>Regarding development at Wynyard, MK stated that HBC are committed to working with the developers and SBC regarding the delivery of a dedicated north bound lane onto the A19 and a 3rd lane across the roundabout at the A19/A179 junction as well as a pedestrian crossing. The cost has been estimated at circa £5 million.</p> <p>The proposed new bypass to the north of Elwick Village linking to a new junction and grade separated access onto the A19 needs to be delivered by 2020, prior to Highways England's widening scheme from</p>	

	<p>Wynyard to Norton. The new grade separated junction and bypass should help to reduce pressure elsewhere.</p> <p>MK also commented on the A19/A179 junction. This is within Durham County Council's area but funding for improvements is linked to development within Hartlepool. It is a condition of the consented Upper Warren development, that this will fund the installation of traffic signals for the western (northbound exit) slip road at this interchange. Discussions are also ongoing over the possibility of full signalisation at the junction being funded from other proposed developments in the area.</p>	
<b>6. Gypsies and Travellers</b>	<p>MK stated that this issue had proved very controversial in the context of the previous draft Hartlepool Local Plan, which was abandoned in 2013. HBC have subsequently updated the evidence base for gypsy and traveller accommodation needs. The new study shows minimal need that it is not considered would materialise into a demand for a site to be built and therefore it was decided that there was no need for a site to be allocated and a criteria based policy would suffice. The change to the definition of travellers has re-affirmed this position.</p> <p>DB commented that SBC have undertaken a Gypsy and Traveller Accommodation Assessment as part of the evidence base review. This identified that there is only a small need. The evidence suggests that this can be met on the existing Bowesfield site.</p>	
<b>7. Renewable energy</b>	<p>MK stated that HBC have allocated two areas for wind turbine development in the emerging Local Plan. One is at High Volts which is an existing site where an increase in the number of turbines would be allowed. The other is at Seaton Carew. There were about 150 objections to this at the Preferred Options stage. Consequently for the Publication document, the number of turbines has been reduced from 6 to 4 with a maximum height of 99m and the site area pulled back so that it is further away from residential areas.</p> <p>DB stated that SBC have a criteria-based wind energy policy in the emerging Local Plan.</p>	
<b>8. Ecology</b>	<p>MK stated that both authorities are working together regarding ecology at Wynyard and within the south of the Borough.</p> <p>DB stated that Natural England has responded to the consultation on the emerging Local Plan. There are significant issue regarding North Tees. SBC are working with HBC through the Tees Estuary Partnership process on this.</p>	
<b>9. Retail</b>	<p>MK stated that HBC have followed the town centre-first, sequential approach that is in line with national policy. There will be a retail centre at Wynyard but it is intended to be purely local. The town centre manager attended one of the consultation events. His main concern was that some high profile operators such as Next are drawing trade away from the town centre to the retail parks at the Marina.</p> <p>DB commented that SBC are considering eliminating neighbourhood</p>	

	centres and reviewing local centres in order to make the approach more consistent with the approach taken elsewhere. Teesside Park and Portrack Lane are both identified as out of area locations in the emerging Local Plan. AC expressed support for this.	
<b>10. Community Infrastructure Levy</b>	<p>MK commented that HBC are not doing a CIL and this position is unlikely to change. HBC are still using Section 106s as the primary tool for mitigating the impact of development.</p> <p>JP stated that SBC have a draft charging schedule on hold pending possible national policy changes regarding CIL.</p>	
<b>11. Any other business</b>	DB commented that SBC will be supportive of the strategic gap in the emerging Hartlepool Local Plan to the north of Billingham.	

## Notes of Meeting: Stockton-on-Tees Borough Council

**Meeting Location:** Hartlepool Civic Centre

**Date:** 13 April 2016

**Attendees:**     **SBC**                                     **HBC**  
                           David Bage                             Matthew King  
                           John Dixon                                 Andrew Carter

Agenda Item		Action
<b>1. Local Plan Timetable &amp; Evidence Base Review</b>	DB provided an overview of the structure at SBC and identified and timescales for plan preparation which have been published on the Council website ahead of a revised LDS.	
<b>2. Evidence Base Review</b>	<p>DB identified what assessments the evidence base review contains and that they will be completed in June. Discussions revolved around the following matters:</p> <ul style="list-style-type: none"> <li>• <b>SHMA</b>- noted that there are potential options for the housing market area. However, Hartlepool is considered to be a separate market area. SHMA Duty to Cooperate meeting will be to discuss the emerging outputs of the report; including OAN.</li> <li>• <b>ELR</b>- DB identified the need to link this with the outputs of the SHMA. A separate Duty to Cooperate meeting will be held to share the outputs of this study (alongside TCU)</li> <li>• <b>TCU</b>- noted that there are limited issues regarding this matter and the scope of the TCU is predominantly a retail assessment but expanded to cover needs for other town centre uses.</li> </ul>	
<b>3. Housing Site Selection</b>	<p>DB discussed the meeting held on 6<sup>th</sup> April regarding Wynyard and the HCA suggestion that an SPD or AAP be prepared. Agreed that neither was appropriate but it would be appropriate to prepare a Delivery Framework Document for the area. Noted that key to this project would be a well-structured series of meetings/working groups with relevant interested parties and disciplines. Noted the need for planning lead within each authority.</p> <p>Necessity to ensure this work is undertaken in a timely manner to support policy development and does not jeopardise either local authorities Local Plan.</p> <p>JD to forward Harrowgate Lane and Yarm Back Lane Masterplan. AC suggested that he would consider an appropriate course of action regarding a structure of meetings for further discussion.</p>	<b>JD/AC</b>
<b>4. Strategic and local capacity of the highway network</b>	Discussion regarding historic route which would have linked the North Tees Cluster (Seal Sands) with South Tees (Wilton). DB to discuss with highways colleagues to ascertain need for future scheme and also mention this to Redcar & Cleveland at Duty to Cooperate meeting.	<b>DB</b>
<b>5. AOB</b>	MK provided an overview of developments with the Local Plan process at County Durham following a recent Duty to Cooperate meeting	

## Notes of Meeting: Stockton-on-Tees Borough Council

7<sup>th</sup> March 2016

### Attendees

Rosemary Young – Spatial Planning Manager - Stockton

John Dixon – Planning Officer - Stockton

Andrew Carter – Planning Services Manager – Hartlepool

Matthew King – Planning Policy Team Leader - Hartlepool

Fiona Stanforth – Planning Policy Officer – Hartlepool

#### 4) Introductory Discussion - Wynyard

- Discussion regarding the director level meeting about Wynyard planned for April.
- Priority regarding Wynyard is the progression of highways issues which are currently impacting upon the determination of planning applications.
- RY – Stockton are being led by a Director level on decisions relating to Wynyard Planning applications.
- AC – Key concern for Hartlepool is the impact on local road network as a result of the strategic network.
- MK and AC attending meeting in April. RY is not attending.

#### 5) Stockton's Plan Position

- Stockton are currently reviewing their evidence base, this will be completed by mid June. Details of the timetable have been sent to consultees (including Hartlepool). Following this evidence base review, decisions will be made on how to progress the plan and consultations will take place including with neighbouring authorities.
- Aiming to undertake 2<sup>nd</sup> consultation in September 2016 followed by submission in January 2017.

#### 6) Hartlepool's Plan Position

- Recognising pressure that the Housing and Planning Bill and potential changes to the New Homes Bonus will have on LPA.
- AC – Rebecca Pointon from DCLG is visiting Hartlepool on 9<sup>th</sup> March 2016 following identification of timeline in Hartlepool's Local Development Scheme being close to target deadline. Hartlepool's 2006 Plan was developed under the old system. MK has updated DCLG of the position of strategic planning in Hartlepool in advance of this meeting. The meeting with DCLG is at officer level. Suggestion is that DCLG will be offering support however currently unsure of what this will entail. Clearer position will be known following the meeting.
- MK went through the draft policies list, detailing new bespoke policies. The plan will be a single document apart from the separate Minerals and Waste DPD. RY raised the issue of the age of the M&W plan and requirements of the evidence base to ensure compliance with the Housing and Planning Bill.  
**Action** – MK to discuss this issue with DCLG.
- MK discussed the detail and background of the proposed housing policies:
  - Discrepancies in the estimates for the amount of new housing required. The SHMA outlines a need of 300-325. Taking into account demolitions and backlogs

the target for the 15year plan period is 6000 new houses. This figure is 33% over the baseline.

- There are a number of planning permissions approved including the South West Extension. Due to a small amount of urban sites available the focus has been development on the western edge of the urban area. High Tunstall is the strategic priority. However there are highway infrastructure issues as there are only two main routes into the town, this has implications for increased congestion through town centre, creating potential issues for the attraction of businesses due to congestion between the local and strategic network.
- Proposed approach is a bypass and grade separated junction (GSJ) onto the A19 around Elwick village. An LGF bid has been submitted, unsure of notification timescales for success, however following initial indications regarding funding availability from the Growing Place fund to cover some of the initial costs. Initial contact with landowners affected has also been made. AC details that deliverability of the scheme is achievable through S106 contributions and therefore the LGF loan can be repaid. Stockton reported similar issues at their Harrogate Lane development.
- The safety risk level at the junction decreasing from Highways England's perspective which impacts upon their approach to commenting on planning applications as quantifying this safety risk is difficult. There is some capacity within the current junctions, however as developments come forward this capacity will reduce necessitating the need for the junction.
- MK discussed the proposed sites within the villages, in the rural area the Rural Neighbourhood Plan is looking to identify the same sites acknowledging the need for limited development in the villages and recognising the associated community benefits.
- Wynyard
  - MK - there has been a change in the approach to Wynyard since the last draft plan (2013). There are a number of planning applications for Wynyard and a number of recent approvals. Thus the new draft plan will have proposed sites in Wynyard. There is an issue with applicants subdividing sites; this can create an issue with securing planning obligations fortunately Hartlepool's Planning Obligations SPD covers this issue.
  - Hartlepool is looking to retain an element of employment at Wynyard as this is the prestigious employment land within the borough.
  - RY – noted that there are a number of planning applications that have been approved at Wynyard and a number of planning applications yet to be determined. There is a need to ensure that future development is dealt with comprehensively to ensure necessary infrastructure is delivered.
  - AC – there is concern about the highway issues in relation to the 400 application (H/2015/0332), a joint Traffic Assessment with Stockton is due to be undertaken.
  - In last examination all Wynyard sites were removed by the Inspector due to sustainability and deliverability. However given the lack of executive locations within the borough, the current view is that allocations need to be made in this location to address this need. North Burn Electronics Park was also removed



within the withdrawn plan for reasons to do with the deliverability due to the need for £20million investment in a necessary junction.

- When compared against the 2006 Local Plan, the majority of the employment sites at Wynyard are now housing sites. In addition the HCA are intending to come forward with an application for the North Burn site shortly, this would be for circa 1500 houses and mixed use development. The cost of the junction, which is expected to be £20million. Following the evidence of the Employment Land Review 2015, the Council are proposing to de-allocate North Burn as an employment site as part of the proposals for the new Local Plan. AC – the intention of the HCA is to put in the infrastructure and sell serviced plots to housing developers. Implications for the plan at this stage continue to be proposed de-allocation, allocation would only be acceptable in two scenarios both of which would have a severe impact on the current strategy of the local plan:

- 1) The site receives planning permission – although suggested approach would not be to allocate on prematurity grounds.
- 2) New evidence is provided to suggest the site is sustainable.

#### 7) Draft Local Plan Issues

- AC – there are a number of site specific issues which are likely to create an overprovision of housing sites dependent on the outcome of appeal and planning decisions.
- Discussions with members have taken place.
- Approach taken will be to justify the allocations on a range of sites being provided to ensure sites are brought forward. The alternative option is to extend the plan period to 20years although this is not ideal given the requirement to update the evidence base to ensure compliance. MK discussed changes the inspector had made on the 2013 plan to address under delivery issues.
- MK – explained infrastructure delivery plan. Main issues are the Elwick Bypass and GSJ and the highways issues at Wynyard.
  - Bid in for Elwick Bypass, whilst in initial stages will need to prove deliverability, which is can be achieved through developer contributions from developments in this area of Hartlepool. There are potential issues with the viability of the schemes and loss of other social infrastructure.
  - Problematic junction in the urban area which is at / close to capacity (Wooler Road / Elwick Road / Park Road) which requires resolving.
  - Wynyard modelling issues, issues with addressing and access to modelling services provided to by TVU. This needs resolving as a priority.
  - **Action** – MK to discuss this with DCLG.

#### 8) Other Ongoing Strategic Planning Issues

- Planning applications at High Tunstall and Quarry Farm 2 – ongoing issues with highway capacity. Joint transport assessment is being undertaken. Holding recommendations until June/July. Confirmed that the developers are Storeys / self-build on the first element of the High Tunstall site and Ed Yuill on the Quarry Farm 2 site. Unsure of house-builder.
- AC – Wynyard issue regarding modelling is a stalling point for development.

- Discussion regarding the education capacity in relation to primary school provision. MK has a meeting with education on a Tees Valley basis. Need to resolve the issue regarding primary school capacity as there is a recurring issue with developers when it comes to securing planning obligations. There is a need for a clear approach on this issue. MK – an alternative is a land allocation for a further school at Wynyard.
- MK discussed the Employment Land Review and the proposed de-allocation of employment land following detailed over provision in the ELR. The new proposals map will show availability of employment land to give a clearer picture of where there is capacity. There is an issue of suitability of certain uses in areas of the borough and this prohibits other uses, such as housing. Ongoing interest from the HCA regarding the sites which they own which is currently employment land; queries have been received about housing.
- MK confirmed that the ELR recognises the importance of employment land at Wynyard as a prestigious employment site. The difficulty is how to retain this.
- Other land allocations include safeguarded land for the nuclear power station and an increase in allocations for protected green space.
- Retail – the proposed plan will have a slight shrinkage of the town centre and then a hierarchical approach to retail. Proposing that there is no need to apply a sequential test for local centres.
- No change to the conservation areas although the local plan will include positive policies for heritage assets as there are a number of conservation areas considered to be at risk.

AC / MK – A Duty to Cooperate meeting will also take place with Durham.

**Notes of Meeting: Redcar and Cleveland Borough Council**

<p><b>Local Plan Duty to Cooperate Meeting – Hartlepool Borough Council</b></p> <p><b>8<sup>th</sup> June 2016</b></p>		<b>ACTIONS</b>
	<p><b>Present:</b></p> <p>Alex Conti - Planning Strategy Team Leader (RCBC)            Roger Tait - Principal Planning Officer (RCBC)            Matthew King - Planning Policy Team Leader (HBC)            Malcolm Steele - Senior Planning Officer (HBC)</p>	
	<p><b>Update on the latest position on R&amp;C Local Plan and timescales</b></p> <p>AC provided an update on the progress of the Local Plan. The consultation on the Draft Local Plan commences on the 27<sup>th</sup> June and ends on the 8<sup>th</sup> August. AC noted the consultation has been delayed until after the EU election.</p> <p>AC outlined the changes since the previous draft of the Local Plan. This includes a new policy on Gypsy and Travellers and changes to the housing sites, mainly the removal of a large site to the south of Marske for 1000 dwellings.</p>	
	<p><b>Housing</b></p> <p>AC noted that the SHMA had concluded that the OAN for housing in Redcar and Cleveland is slightly above official household projections, at an average of 132 dwellings per annum, mainly due to historic constraints on the availability of viable housing land. AC noted that the population of the borough has been steadily declining, mainly through a loss of working-age population. ONS suggest that overall population levels will be stable, however there will be around 9,000 fewer aged 64 and under, which means working age population is falling. The Council's chosen strategy is to stem the fall in population and reduce the loss of the working age population. To deliver this strategy, the housing requirement has been set at 234 per annum +20%. Historic delivery rates are around 190 per year so there is a need to allocate above this historic rate to boost the supply in order to deliver the strategy. PBA/Oxford Economics have been commissioned to undertake some additional analysis on economic predictions to ensure the evidence base is sound.</p> <p>AC noted that the vast majority of sites already have planning</p>	

	<p>permission. Only 5 sites do not have permission.</p> <p>It was agreed that Hartlepool and Redcar and Cleveland have different housing markets with little migration between the two areas so there were no major cross boundary issues. AC noted that the SHMA had considered Redcar and Cleveland to be largely a single housing market area.</p> <p>AC confirmed that Redcar and Cleveland has a 5 year housing supply at the present time. However, this was being challenged by developers</p>	
	<p><b>Other issues</b></p> <p><b>Renewable Energy</b></p> <p>AC noted that Members were not happy with the proposed approach to wind turbines in the previous draft of the Local Plan. AC noted that Land Use Consultants were commissioned to provide an evidence base to underpin a new policy on renewable and low carbon energy, in particular wind turbines. This included undertaking a landscape sensitively assessment for wind and solar energy development.</p> <p><b>Community Infrastructure Levy</b></p> <p>AC noted that the Council had decided that CIL would not be appropriate in Redcar and Cleveland at the present time. This would be reviewed following the adoption of the Local Plan.</p> <p><b>Gypsy, Traveller and Travelling Showpeople accommodation requirements</b></p> <p>AC explained that a study had been carried out by Opinion Research Services to provide an assessment of current and future need for Gypsy, Traveller and Travelling Show people accommodation in Redcar and Cleveland. The study concluded that the pitch provision needed to 2030 in Redcar and Cleveland is 8 additional pitches. This would be provided by extending the current site in the borough at The Haven, South Bank. The Draft Local Plan includes a policy on Gypsy, Traveller and Travelling Showpeople Accommodation.</p> <p><b>Employment land</b></p> <p>AC noted that the ELR was being updated. Initial indications were that there is an oversupply of land but the quality of existing sites is an issue. There would be no additional employment sites allocated in the plan. All allocations were existing industrial estates. Land was being de-allocated at Kirkleatham Industrial Estate.</p> <p><b>Starter Homes</b></p> <p>AC noted that there was no indication of demand for starter homes in</p>	

	<p>Redcar and Cleveland.</p> <p><b>Environmental issues</b></p> <p>MS noted that there was a number of environmental issues, for example the expansion of the SPA, which would require continued partnership working. This will also include working in partnership with Natural England.</p>	All
	<p><b>Hartlepool Local Plan update</b></p> <p><b>Timescales</b></p> <p>MK noted that Hartlepool is currently preparing a new Local Plan which, once adopted, will replace the 2006 Local Plan. They are currently at Preferred Options Stage with the consultation running between the 27<sup>th</sup> May and 22<sup>nd</sup> July. The planned date for the Publication version is October.</p> <p><b>Housing requirement</b></p> <p>The SHMA had specified a target of 325 per annum plus a small number to account for demolitions. 6,000 homes over the plan period would be required, although 3,000 already had permission. 500 executive homes would be built at Wynyard.</p> <p><b>Infrastructure constraints</b></p> <p>MK noted that the main infrastructure constraint was the capacity of the A19 flyover. HBC would be working closely with the Highways Agency to assess the impact of proposed development and determine mitigation measures.</p> <p><b>Gypsy, Traveller and Travelling Showpeople accommodation requirements</b></p> <p>There are no sites allocated for Gypsy and Travellers. There is a criteria based policy to deal with any demand for sites</p> <p><b>Renewable Energy</b></p> <p>Two areas were allocated for wind turbines, one which is an existing area.</p>	
	<p><b>Any other business</b></p> <p>None</p>	

## **Notes of Meeting: Durham County Council**

**25<sup>th</sup> January 2017**

### **Attendees**

Mike Allum – Spatial Policy Manager - Durham

Graeme Smith – Principal Spatial Policy Officer – Durham

Debbie Shanks – Senior Spatial Policy Officer - Durham

Matthew King – Planning Policy Team Leader - Hartlepool

Matthew Clifford – Senior Planning Policy Officer - Hartlepool

### **1) Update on Local Plan timescales**

- **Hartlepool timescale:** Consultation on the Publication document closes on 3<sup>rd</sup> February. The submission document will be reported to Full Council on 16<sup>th</sup> March. Submission is scheduled for 23<sup>rd</sup> March. Signed a service level agreement with PINS.
- **Durham timescale:** Issues and Options document was published summer 2016. Intended that Preferred Options document would be published by now. However, it was decided to place the Preferred Options on hold pending the publication of the Housing White Paper.

### **2) Locational strategy and objectively assessed housing need.**

- **Hartlepool's locational strategy:** The main strategic housing site is High Tunstall (an urban extension). The aim is that the developers will contribute towards a new junction onto the A19 and a new bypass to the north of Elwick Village which will be a significant improvement in a highway safety context. HBC is paying the costs of the consultants who are representing the landowners whose cooperation is required for this project to be implemented. Discussions are ongoing as to how to make it work in operational terms. It was originally hoped that Local Growth Funding would be secured to pay for the works with the developer repaying the LGF through legal agreements but now other options for funding are also being investigated including the Homes and Communities Agency and the Council underwriting the costs with repayment in the same way. It should be noted that the latter is the least favoured option.
- **Hartlepool's objectively assessed housing need (OAN):** HBC commissioned an addendum to the SHMA. The addendum looked at the scenario behind the SHMA. It reduced the OAN. HBC looked back at the backlog (underperformance against the annual housing target) since the 2006 Local Plan and added it to the OAN. The OAN total requirement is about 4300 dwellings. For the purpose of translating the OAN into a housing requirement, HBC responded positively to a representation from the Home Builders Federation in response to the consultation on the Preferred Options document which contended that the housing requirement should include a buffer of 20% for flexibility. In addition, allowance has also been made for replacement of demolitions. The emerging housing requirement is now about 6,100 dwellings of which about 4,000 already have planning permission so about 2,100 are new allocations.
- **Durham's locational strategy and OAN:** In order to understand our housing needs up to 2033, Edge Analytics were commissioned to provide a number of

future demographic scenarios. These may need to be reviewed in the context of the Housing White Paper. The locational strategy will address the issues identified in the Issues and Options document. The document consulted upon whether to have a town focused locational strategy or a more dispersed locational strategy.

- There was a discussion about the relationship between the Durham and Hartlepool housing market areas. MK commented that Hartlepool has lost population to the south of England and abroad. The strategy in the emerging Local plan seeks to capture that through employment and training opportunities such as the support for a new nuclear power station and Enterprise Zones. Some population is also lost to the rest of the North East and Tees Valley.
- GS commented that the Inspector for the Durham EiP referenced Hartlepool as an area which has attracted some migration from Durham. However, the Durham SHMA shows that this is not significant. GS added that both Hartlepool and Durham need growth strategies if the regional trend of population loss to the parts of the country is to be reversed.
- It was agreed that both the DCC and HBC evidence bases show that there is not a strong migration relationship between the two authorities.

### **3) Gypsies and travellers**

- MK stated that this issue had proved very controversial in the context of the previous draft Hartlepool Local Plan, which was abandoned in 2013. HBC have subsequently updated the evidence base for gypsy and traveller accommodation needs. The new study shows minimal need that it is not considered would materialise into a demand for a site to be built and therefore it was decided that there was no need for a site to be allocated and a criteria based policy would suffice. The change to the definition of travellers has re-affirmed this position.
- DS stated that Durham CC had published a needs assessment which had not used the new definition of travellers. DS expressed reservations about how the new definition would be used in practice as the accommodation needs of travellers still have to be dealt with under the Equalities Act. GS stated that she would forward the study to HBC for comment in the context of HBC being a stakeholder. In the context of the duty to cooperate DS considered that the main point of interest is that the relationship of travellers on sites in Durham with other travellers is predominantly family-based and that this a combination of very local relationships i.e. with other travellers in Durham, and with travellers from other parts of the country such as South Yorkshire, rather than elsewhere in the immediate area such as Hartlepool.

### **4) Employment**

- MK stated that the North Burn site which was an employment allocation in the 2006 Local Plan is no longer allocated for development. Employment allocations are focused to the south of the town including safeguarding employment sites in the Southern Business Zone. Wynyard Park Ltd wish to de-allocate all of their employment land but this is being resisted.

- GS commented that employment allocations are likely to reflect the areas identified for growth in the draft ELR which has been published.

## 5) Transport

- Regarding development at Wynyard, MK stated that HBC are working with SBC regarding achieving a dedicated 3<sup>rd</sup> lane access at the A19/A179 junction and the cost has been estimated at circa £5 million.
- The proposed new bypass to the north of Elwick Village linking to a new junction and grade separated access onto the A19 needs to be delivered by 2020 to reduce pressure elsewhere.
- MK also commented on the A19/A179 junction. This is within Durham County Council's area but funding for improvements is linked to development within Hartlepool. It is a condition of the consented Upper Warren development, that this will fund the installation of traffic signals for the western (northbound exit) slip road at this interchange. Discussions are also ongoing over the possibility of full signalisation at the junction being funded from other proposed developments in the area.
- GS commented that an appeal for approximately 400 dwellings at Sedgefield was allowed but as this was some time ago it is presumed it will have already been included in the highway modelling for Wynyard.

## 6) Renewable Energy

- MK stated that HBC have allocated two areas for wind turbine development in the emerging Local Plan. One is at High Volts which is an existing site where an increase in the number of turbines would be allowed. The other is at Seaton Carew. There were about 150 objections to this at the Preferred Options stage. Consequently for the Publication document, the number of turbines has been reduced from 6 to 4 with a maximum height of 99m and the site area pulled back so that it is further away from residential areas.
- MA commented that DCC has recently updated its evidence base for wind capacity. This is a Durham specific study.
- There was a discussion regarding the Written Ministerial Statement on wind energy development and how this should be interpreted in a plan making context.

## 7) Ecology

- MK commented that Natural England have made representations that any housing development which could potentially affect the coast should include mitigation measures such as suitable alternative green space (SANGS) to mitigate against dog walkers going to the coast as this has the potential to harm bird life.
- MA stated that although there has been some development around Peterlee and Seaham, this type of mitigation has been addressed through consideration of the relevant planning application. It will also be taken into account when identifying allocations in the forthcoming local plan.
- MK stated that land had been safeguarded for environmental designations along the Durham / Hartlepool boundary. GS confirmed that these



designations are carried over to the Durham side of the boundary where appropriate.

## **8) Retail**

- MK stated that HBC have followed the town centre-first, sequential approach that is in line with national policy. There will be a retail centre at Wynyard but it is intended to be purely local. The town centre manager attended one of the consultation events. His main concern was that some high profile operators such as Next are drawing trade away from the town centre to the retail parks at the Marina.
- MA commented that DCC will publish an updated retail study shortly. There are unlikely to be any new allocations.

## **9) Community Infrastructure Levy**

- MK commented that HBC are not doing a CIL and this position is unlikely to change. HBC are still using Section 106s as the primary tool for mitigating the impact of development.
- MA stated that DCC have a draft charging schedule on hold pending possible national policy changes regarding CIL. Viability work shows that County Durham has some areas with a very good level of viability such as Durham City and Barnard Castle.

## **10) Any other business**

- No items

## **Notes of Meeting: Durham County Council**

**Tuesday 12th April 2016, 13.00**

**at County Hall, Durham**

### **1. Note of Meeting**

Present:

Mike Allum, Michelle Robinson – Durham County Council

Matthew King, Andrew Carter, Malcolm Steele – Hartlepool Borough Council

#### **1. Local Development Scheme**

HBC: Preferred Options consultation May 2016

Publication consultation October 2016

Submission February 2017

DCC: Issues and Options consultation June 2016

Preferred Options consultation December 2016

Publication consultation July 2017

Submission December 2017

#### **2. Specific Issues – Evidence Base**

##### **Objectively Assessed Need and Locational Strategy**

HBC: SHMA concluded 80% containment therefore one HMA

SHMA 4,875 (325dpa), estimated demolitions 525 dwellings, 10% underperformance 540 dwellings therefore proposing 400 dpa.

Planning permissions for 3,922 dwellings including the south west extension (1,250 dwellings)

Allocations including High Tunstall (1200 dwellings), Wynyard (500 dwellings), Elwick Village (35 dwellings), Hart Village (50 dwellings) and Urban Sites (approx 400 dwellings).

DCC: SHMA initial findings are that it remains one HMA

Edge Analytics carrying out demographic modelling on 2012 ONS starting point, presents 5 scenarios currently being considered by SA and will be subject to consultation

Issues and Options will include 4 spatial options for delivery: sustainable town, sustainable towns, central Durham regeneration, wider dispersal

**Action:** HBC to consider the impact of windfalls on the residual for allocation

HBC to send DCC SHMA when available

## **Employment**

HBC: Prestige site at Wynyard  
Queens Meadow Business Park  
Safeguarded land power station  
Northburn Business Park deleted  
Brenda Rd East – pp for housing and care home

DCC: Will consult on labour supply, labour force and past take up scenarios  
Full ELR to be completed by Preferred Options consultation

## **Transport**

HBC: Working with Highways England regarding any impacts on the A19  
MA provided an updated about the Eden Drive, Sedgefield refusal at planning committee  
Proposals for a by-pass north of Elwick to provide an additional route onto the A19 grade separated junction  
LGF funding of £18M, seeking to achieve S106 monies from High Tunstall and Quarry Farm Two.  
Sites are subject to a holding directive

**Action:** MR to send HBC details of recent planning applications around Sedgefield Village for HBC to ascertain whether these have been factored into any highways modelling by Highways England

## **Gypsies and Travellers**

HBC: G&RT Study suggests there is no identified need

DCC: To refresh study to acknowledge changing plan period

## **Retail**

HBC: Recent Retail and Town Centre update suggests some comparison leakage with Peterlee

DCC: To update there more recent findings to coincide with Preferred Options

**Action:** DCC to consider HBC's retail and town centre study once published.

## **Ecology**

HBC: In current discussions with Natural England regarding the extension of the SPA along the east coast  
Landscape areas consistent with 2006 Plan  
Ecological networks along DCC boundary  
Wynyard – PROWs and footpaths into Durham

DCC: Updating HRA and evidence base

**Action:** DCC to contact Natural England regarding any implications for the HRA given proposal to extend the SPA

## **Ecology**

HBC: In current discussions with Natural England regarding the extension of the SPA along the east coast

Landscape areas consistent with 2006 Plan

Ecological networks along DCC boundary

Wynyard – PROWs and footpaths into Durham

DCC: Updating HRA and evidence base

**Action:** DCC to contact Natural England regarding any implications for the HRA given proposal to extend the SPA

## **Renewables**

HBC: Potential further 4 turbines at Hart

P.a for 3 turbines at Brenda Road called-in. If refused may be the potential for 4-5 smaller turbines as an alternative

Criteria based policy for solar farms – no allocations

DCC: Currently updating its evidence taking into account recent guidance

**Action:** Further discussion once DCC's evidence is completed

## **CIL and S106**

HBC: Not considering

DCC: Considering CIL subject to an identified infrastructure gap and Whole Plan Viability Study. Won't know if possible to pursue until Preferred Options

## **Minerals and Waste**

HBC: Tees Valley considering updating their 2010 Minerals and Waste Plan although no agreed timescales as yet

DCC: Updating current evidence, will be part of Issues and Options

## **3. Any other business**

Next meeting tba during consultation

**Notes of Meetings: Tees Valley Planning Managers/ Development Plans Officers**

**TEES VALLEY PLANNING MANAGERS MEETING**

**Tuesday 28<sup>th</sup> February 2017 at 1.00pm**

**Oberhausen Room, Town Hall, Middlesbrough**

**Attendance**

Paul Clarke (PC) – Middlesbrough Council  
 Alex Conti (AC) – Middlesbrough Council  
 Adrian Miller (AM) – Redcar & Cleveland Borough Council  
 Matthew King (MK) – Hartlepool Borough Council  
 Barry Jackson (BJ) – Stockton Borough Council  
 David Bage (DB) – Stockton Borough Council  
 Jessica Bell (JB) – Middlesbrough Council  
 Laura Hanson (LH) – Arup  
 Vicky Neal (VN) - Arup

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Andrew Carter – Hartlepool Borough Council Martin Waters – Tees Valley Combined Authority Steve Petch - Darlington Borough Council	
<b>2. Minutes of previous meeting held 14.11.16</b>	Agreed.	
<b>3. Tees Valley Land Commission Register</b>	<p>LH delivered power point presentation outlining the intention of the TV Land Commission Register, explaining the need for information and how it will be interpreted.</p> <p><u>Data source</u> LH explained the source of data has come from some LA contribution and the rest from E-PIMS.</p> <p>AC/PC explain that E-PIMS has no LA input and confirm primary source of data should be from the relevant LA.</p> <p>LH reiterated the importance of receiving data from LA's to complete the register.</p> <p>PC determined that information for each LA should be sought, in the first instance, directly from those in attendance of the meeting. With LA's to provide consistent, robust data.</p> <p>LH to contact attendees of TVPM meeting asap with the data requirements.</p> <p><u>Use of data</u> LH explained TV Land Commission Register will be used to capture land ownership with details accessible through a secure access web based tool (demonstration given.)</p> <p>PC explained the key principal of the land commission is to deliver a consistent approach in identifying key strategic sites across boundaries.</p>	<p>LA</p> <p>LH</p>

	Terms of reference in relation to the TV Land commission to be circulated.	JB
<b>4. Housing White Paper 2017</b>	<p>PC highlighted potential issues of the HWP as:</p> <ul style="list-style-type: none"> <li>• OAN and delivery of LP</li> <li>• 5 Year Land Supply</li> <li>• Housing delivery test</li> <li>• Affordable housing definition</li> <li>• 20% increase on planning applications</li> <li>• DC initiatives.</li> </ul> <p>AM identified the potential need for a collaborative response to consultation of the HWP.</p> <p>AC provided overview of PAS HWP meeting.</p>	
<b>5. HCA Infrastructure Funding</b>	<p>MK queried as to whether the group are aware of any funding initiatives in place for the development of strategic sites.</p> <p>PC explained the HCA has reconfigured into teams to further accelerate housing growth therefore more potential for funding released for infrastructure to promote housing.</p> <p>AM explained LGF funding potentially provided as a loan with TVCA looking at acquiring funding to pay the interest on the loan.</p>	
<b>6. Any Other Business</b>	<p>AM provided an MDC update in relation to the SSI site, whereby an agreement has been reached in principle to determine planning powers will remain with RBC with the potential of a liaison officer between the two authorities.</p> <p>DB updated on the Tees Estuary Partnership, confirming that an action group has been endorsed to move it forward.</p> <p>AC queried the need for a representative from the NHS to attend the next meeting, to discuss James Cook University Hospital plans and the wider aims for the Tees Valley.</p>	
	Next meeting TBC.	

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Tuesday 24<sup>th</sup> January 2017**

**Middlesbrough Council, Civic Offices, Middlesbrough**

**Attendance**

Katherine Whitwell (KW) – Middlesbrough Council (MBC)

Alex Conti (AC) –Middlesbrough Council (MBC)

David Bage (DB) – Stockton Borough Council (SBC)

Matthew King (MK) – Hartlepool Borough Council (HBC)

David Nelson (DN) – Darlington Borough Council (DBC)

Roger Tait (RT) – Redcar and Cleveland Council (RCBC)

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	None	
<b>2. Minutes from Previous meeting</b>	Minutes from previous meeting reviewed and deemed correct.	
<b>Duty to Cooperate Matters</b>		
<b>3. Planning Managers</b>	The next Planning Managers meeting will be arranged to discuss the TV Land Commission and TV Brownfield Register. Consultants Arup will be invited to provide a presentation to the group.	MBC
<b>4. NHS Sustainability and Transformation Plan</b>	The NHS are consulting on a draft ST Plan. Given the importance of this for planning, it was agreed to add an item on this to the next Planning Managers agenda and ask the NHS to attend and take us through the proposals.	MBC
<b>5. Planning and Housing White Paper</b>	It is likely that the publication of the White Paper will be delayed until February although it is possible that the policy in relation to OAN could come out earlier than this. It is thought that the OAN policy could consist of set housing numbers for each authority or a standard methodology for calculating OAN.	
<b>6. Housing Market Areas</b>	Both Middlesbrough and Stockton SHMA's have concluded that Middlesbrough/Stockton/Redcar and Cleveland are part of a wider HMA. Redcar and Cleveland are happy to proceed with their SHMA as it is. It was agreed that Middlesbrough and Stockton would have a further discussion with ORS on the HMA after the Middlesbrough SHMA presentation.	MBC/SBC
<b>7. TVSEP housing numbers</b>	The TV-CA have produced housing numbers of 22000 to align with the TVSEP. They have achieved this total by adding up figures from each authority. There was some concern that they have not used the same base for the figures for each authority.	
<b>8. Self-Build register</b>	The regulations in respect of the self-build register have been updated. There are now two parts to the register and there is a requirement to grant planning permission for self-build dwellings. It was agreed to add an item on this to the next Planning Managers agenda.	MBC

<p><b>9. Tees Estuary Partnership and MoU</b></p>	<p>The TEP are intending to submit to Government the required information for the SPA extension by the end of January with further consultation intended in the Spring. An additional area of land north of the River Tees has been added to the proposed SPA. DB asked that the group feedback any comments on the MoU to him.</p>	<p>DB</p>
<p><b>4. Local Plan and CIL Progress</b></p>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Middlesbrough</b> – Consultation on the LP Issues Paper finishes on the 30<sup>th</sup> January with Preferred Options expected May/June 2017. The consultation also includes a ‘call for sites’. Work is ongoing on the preparation of the evidence base including SHMA, EDNA and GTAA. Not proceeding with CIL at the present time.</p> <p><b>Stockton</b> – Consultation on Reg18 document finished on 20 Jan 2017. Publication expected Jun/July 2017 with submission Autumn 2017. They have completed a number of pieces of evidence including OAN, SHLAA, Town Centre Study and Green Wedges. CIL discussions to follow adoption of Local Plan.</p> <p><b>Redcar &amp; Cleveland-</b> The consultation on the Publication document will finish on the 31<sup>st</sup> January with Submission expected 31<sup>st</sup> March 2017. RT confirmed that they are expecting the examination to take place in June 2017.</p> <p><b>Darlington</b> –A revised timetable has been prepared for the Local Plan. Topic specific groups have been established and they will continue the engagement process until August 2017. CIL is to be reviewed.</p> <p><b>Hartlepool</b> –Consultation on the publication of draft LP finishes on 3<sup>rd</sup> February 2017. They are expecting to submit in May. Adoption of LP expected Feb 2018. CIL discussions will follow adopted Local Plan.</p>	
<p><b>6. Any other business</b></p>	<p>It was agreed that the TV authorities should prepare a joint response to the North Yorkshire Minerals and Waste Plan confirming support for the document. AC agreed that Middlesbrough would prepare this response and circulated for comment.</p>	<p>MBC actioned February 2017</p>



## TEES VALLEY PLANNING MANAGERS / DEVELOPMENT PLAN OFFICERS MEETING

**Monday 22<sup>nd</sup> August 2016 at 2.00pm**  
**Middlesbrough Council, Civic Offices, Middlesbrough**

### Attendance

Paul Clarke (PC) – Middlesbrough Council  
 Katherine Whitwell (KW) – Middlesbrough Council (MBC)  
 Rebecca Wren (RW) – Redcar & Cleveland Borough Council (RCBC)  
 Barry Jackson (BJ) – Stockton Borough Council (SBC)  
 David Bage (DB) – Stockton Borough Council  
 Steve Petch (SP) – Darlington Borough Council (DBC)  
 Matthew King (MK) – Hartlepool Borough Council (HBC)  
 Jessica Bell (JB) - Middlesbrough Council

Agenda Item	Details	Action
<b>1. Apologies</b>	Alex Conti (AC) – RCBC Adrian Miller (AM) – RCBC Andrew Carter (AC) - HBC	
<b>2. Minutes from Previous meeting</b>	Minutes from previous meeting reviewed, minor changes made to be re-circulated in due course.	
<b>3. Terms of Reference of amalgamated group</b>	PC explained ToR have been reviewed by TV Management Group as part of a wider purpose - no immediate concerns raised. It was identified that a member of the TVCAMG may be in attendance. Awaiting feedback from TVCA timescales TBC.  All – Open discussion regards ToR, no immediate concerns raised.	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>4. Extension to Teesmouth and Cleveland Coast SPA</b>	RW explained NE's request for 'review of consents' approximate costs, RBC would like to understand other LPA's approach.  MBC to seek clarification from NE to determine requirements/ timescales and distribute accordingly; with a view to TV LPA's deciding if external consultancy should be sought collectively if required.	KW
<b>5. Duty to Cooperate</b>	SBC/HBC currently liaising over Wynyard development.  DB would like to arrange future meetings with MBC/RBC to discuss evidence base findings in relation to the SHMA and OAN.	KW
<b>6. Local Plan and CIL progress</b>	The following updates on Local Plan and CIL progress were given.  <b>Middlesbrough</b> – KW confirmed issues report at draft stage with consultation expected Oct 16. Preferred options expected to be approx. Feb 17 depending upon evidence base. Adoption of new Local Plan targeted for 2018.	

	<p>Not proceeding with CIL at the present time.</p> <p><b>Stockton</b> –SA scoping report consultation closed, review of comments underway. Hybrid issues and options Autumn 16. Evidence reviews nearing completion. Not proceeding with CIL at the present time.</p> <p><b>Redcar &amp; Cleveland</b> – RW confirmed draft Local Plan consultation has closed and good response received. Responses will be reviewed and reported in due course. Publication expected Nov 16. Town centre study is underway and is to be expected Sept/Oct. CIL discussions will follow adoption of Local Plan.</p> <p><b>Darlington</b> –SP confirmed SA scoping report is open for consultation. Issues and scoping report consultation closed and consultation statement to be scheduled for cabinet Oct 16. CIL is at early discussions stage.</p> <p><b>Hartlepool</b> – MK confirmed preferred options consultation is closed and preparation of consultation statement is underway. Preferred Options publication is expected Oct 16, submission Feb 17, examination Summer 17 and adoption early 2018. Not proceeding with CIL at the present time.</p>	
<b>6. Any other business</b>	SP briefed LA's on new RTPi (NE) Apprentice Scheme for 16-18 year old school leavers. SP to circulate information for interest.	SP

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Monday 11<sup>th</sup> July 2016 at 2.00pm**

**Middlesbrough Council, Civic Offices, Middlesbrough**

**Attendance**

Katherine Whitwell (KW) – Middlesbrough Council (MBC)  
Alex Conti (AC) – Redcar & Cleveland Borough Council (RCBC)  
David Bage (DB) – Stockton Borough Council (SBC)  
David Nelson (DN) – Darlington Borough Council (DBC)  
Jessica Bell (JB) - Middlesbrough Council  
Helen Williams (HW) –Hartlepool Borough Council (HBC)  
Graeme Smith (GS) – Durham County Council (DCC)  
David Hand (DH) – Scarborough Council (SC)

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Caroline Skelly – Hambleton District Council Rob Smith – North York County Council John Hiles – Richmondshire County Council Sarah Webster – Tees Valley Unlimited Paul Fellows – North York Moors National Park	
<b>2. Minutes from Previous meeting</b>	Minutes from previous meeting reviewed and deemed correct.  HBC confirmed their agreement to delivery of LAA in line with the DPO rotation.  DN discussed his attendance at TVNP presentation 30/06/16. Terms of reference were discussed. AC re-iterated the need to identify nominees for each LA that would attend regular meetings.  Minutes from previous wider DPO's meeting reviewed - no further comments.	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>3. Local Plan and CIL Progress</b>	The following updates on Local Plan and CIL progress were given.  <b>Middlesbrough</b> – KW confirmed issues report underway with consultation expected Aug/Sept. LDS recently updated and published. Preferred options expected to be approx. Feb 17 depending upon evidence base. Evidence base has been commissioned for ELR, SHMA, GTAA and LA. Events will be scheduled in due course. Not proceeding with CIL at the present time.  <b>Stockton</b> –DB confirmed Cabinet has approved decision to review full Local Plan, excluding minerals and waste. Consultation is underway for SCI and SA with LDS delegated and due to be issued shortly. Reg18 consultation is expected Aug/Sept 16. CIL discussions to follow adoption of Local Plan.  <b>Redcar &amp; Cleveland</b> – AC confirmed draft Local Plan consultation is underway and ends 08/08/16. Responses will be	

	<p>reviewed and reported in due course. Publication expected Nov 16. CIL discussions will follow adoption of Local Plan.</p> <p><b>Darlington</b> –DN confirmed Issues and scoping report under consultation until 15/08/18. Draft SA scoping report underway and updated SCI recently adopted. DN outlined features of DBC new micro-managed website that will be used for consultation of LP. CIL is at early discussions stage.</p> <p><b>Hartlepool</b> – HW confirmed preferred options consultation is underway until 22.07.16. Publication is expected Oct 16, submission Feb 17, examination Summer 17 and adoption early 2018. CIL discussions will follow adopted Local Plan.</p> <p><b>Scarborough</b> – DH confirmed examination dates for LP 16/08/16 – 05/09/16, with further dates reserved in October if needed. Strategic issues to be examined in the first 3 days. DH confirmed examination programme can be viewed via SC website. Depending upon examination SC hope to adopt LP early new year 2017. DH further explained new procedural guidance for inspector/examination and CIL available. DH to send link.</p> <p><b>North Yorkshire-</b> RS confirmed (via email) NYCC working towards preparation of a publication draft version of North York Moors Minerals and Waste Plan, which is expected Nov this year for the statutory 6 week period. Also work on preparation of an updated Local Aggregates Assessment for the NY sub-region is underway, and NYCC will be seeking views on this in the relatively near future (including from neighbouring authorities in Tees Valley/Durham.)</p> <p><b>Durham</b> – GS confirmed issues and options under consultation until 05/08/18 GS explained preferred options expected consultation Nov/Dec and draft submission expected mid-2017. Examination expected in 2018.</p>	DH
<p><b>4. Duty to cooperate</b></p>	<p>KW explained the outcome of TV Planning Managers meeting and decision to merge with current DPO meetings. DTC to be further discussed and outcome confirmed at scheduled meeting of 12/07/16.</p> <p>GS highlighted the need to continue wider DPO's as they are often used as evidence of DTC for NECA.</p> <p>DH further identified DPO's are a useful forum for sharing procedural advice.</p>	

<p><b>5. County Durham Issues and Options Report</b></p>	<p>GS issued copies of the report and further explained the options; he requested that LA's please review and comment accordingly.</p> <p>GS brought DPO's attention to Sunderland Growth Options and raised concerns with migration predictions. It may be in the interest of TV DPO's to review and comment.</p>	
<p><b>6. Any other business</b></p>	<p>KW re-iterated no further DPO meetings would be set until the outcome of the meeting scheduled for 12/07/16 is confirmed. Minutes to be circulated in due course.</p>	<p>JB</p>

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Monday 25<sup>th</sup> April at 2.00pm**

**Middlesbrough Council, Civic Offices, Middlesbrough**

**Attendance**

Katherine Whitwell (KW) – Middlesbrough Council (MBC)  
 Roger Tait (RT) – Redcar & Cleveland Borough Council (RCBC)  
 David Bage (DB) – Stockton Borough Council (SBC)  
 Valerie Adams (VA) – Darlington Borough Council (DBC)  
 Helen Williams (HW) – Hartlepool Borough Council (HBC)  
 Jessica Bell (JB) - Middlesbrough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Matthew King – Hartlepool Borough Council Alex Conti - Redcar & Cleveland Borough Council	
<b>2. Minutes from Previous meeting</b>	Minutes from previous meeting reviewed and deemed correct.	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>3. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Middlesbrough</b> – A full review of the Local Plan, excluding minerals and waste, is to be undertaken and is scheduled for Executive on 10/05/16. An indicative timetable is included which predicts adoption in September 2018. Not proceeding with CIL at the present time.</p> <p><b>Hartlepool</b> – HW confirmed Local Plan on track to being delivered. Consultation due to start 20/05/16 with the hope to submit March 2017. DCLG have further contacted HBC and have confirmed they accept the deadline. Early discussion have been made regards CIL but concentrating on the delivery of the Local Plan at present.</p> <p><b>Stockton</b> – Local Plan on track to be adopted March 2017. Reviewing evidence at present including SHMA, ELR &amp; retail study. CIL discussions to follow adoption of Local Plan.</p> <p><b>Redcar &amp; Cleveland</b> – Local Plan on track with consultation due to commence in June 2016. Currently updating evidence base for SHMAA and open space; and duty to cooperate meetings to follow shortly.</p> <p><b>Darlington</b> – LDS agreed at cabinet and Council to approve. Revised SCI (draft) underway Cabinet agreed Strategic Issues and Options paper and consultation to start on the full review of Local Plan (excluding minerals and waste) October 2017, with the hope to adopt December 2018. Duty to Cooperate to be arranged when necessary. CIL to be adopted Autumn 2017.</p>	
<b>4. Duty to Cooperate</b>	<p>KW queried the PAS support? Has funding run its course?</p> <p>VA to speak to David Nelson within her team who was liaising</p>	VA

	<p>with PAS.</p> <p>DB confirmed invites to SBC SHMA workshop scheduled for 03/05/2016 and a further workshop invite for Employment Land Review scheduled for 17/05/16.</p> <p>KW confirmed MBC due to review Employment Land Review and present in due course.</p>	
<b>5. Tees Valley Aggregate Assessment</b>	<p>RT advised RCBC are low on resources to deliver TVAA at the minute. Deadline for delivery is December 2016 therefore can another authority volunteer to take over preparation.</p> <p>RT to speak with colleague and confirm scale of works involved and to be reviewed and discussed next meeting to determine lead authority.</p>	RT
<b>6. Tees Estuary Partnership</b>	<p>SBC nominated to attend meetings and DB confirmed colleague Jane Palmer due to attend.</p> <p>DB to circulate minutes.</p>	DB
<b>7. Tees Valley Combined Authority</b>	<p>VA queried officer taking the lead on combined authority works.</p> <p>DB confirmed Martin Waters has been leading on a piece of work that relates to a Tees Valley Land Register and a stakeholder session was held a few weeks ago between TV LA's (minutes have been circulated.) TVLR will focus on public sector assets and brownfield land across the TV.</p>	
<b>8. Any other business</b>	<p>RT queried invite to Tees Valley Nature Partnership (emailed). Suggested that Rachel Murtagh be invited to next meeting. KW to action.</p>	KW

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Plus Neighbouring Planning Authorities**

**Monday 14th March 2016 at 2.00pm**

**Redcar & Cleveland House, Redcar**

**Attendance**

Alex Conti (AC) – Redcar & Cleveland Borough Council

Rob Smith (RS) – North Yorkshire County Council

Matthew King (MK) – Hartlepool Borough Council

Martin Coleclough (MCo) – Middlesbrough Council

David Nelson (DN) – Darlington Borough Council

Matthew Clifford (MC) – Stockton Borough Council

Graeme Smith (GS) – Durham County Council

Paul Fellows (PF) - North York Moors National Park Authority

David Hand (DH) – Scarborough Borough Council

Caroline Skelly (CS) – Hambleton District Council

Janet Milburn (JM) – Redcar & Cleveland Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Katherine Whitwell – Middlesbrough Council John Hiles – Richmondshire District Council Rosemary Young – Stockton Borough Council	
<b>2. Minutes of previous meetings</b>	<p>The minutes of the previous meeting of the TVDPOs group including adjacent authorities on 10 November 2015 were agreed as a true record, subject to a minor amendment. RS asked the group if they had been consulted on the updated waste position paper for Yorkshire and Humber. The group were not aware they had. RS to chase.</p> <p>The minutes of the previous meeting of the TVDPOs group on 2 February were agreed as a true record. All actions had been completed.</p>	<b>RS</b>
<b>3. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>North Yorkshire County</b> – Currently working on a joint Local Plan with NYMNP. Issues &amp; Options out for consultation. Main issues raised on Oil &amp; Gas. Might need to re-visit Oil &amp; Gas policies. Publication due end of year 2016, with submission 2017.</p> <p><b>Hartlepool</b> – Consultation on preferred options 20<sup>th</sup> May. Publication anticipated in October with submission in February 2017. MK advised the group that he had been contacted by a Rebecca Pointon from DCLG. Checking authorities without an up to date Local Plan. Offering assistance if needed. Main points covered New Homes Bonus (NHB).</p> <p><b>Middlesbrough</b> – Full review of Local Plan is to be undertaken. LDS currently being updated. Neighbourhood Plan consultation has closed and will progress to examination.</p>	



	<p><b>Darlington</b> – Revised LDS to go to cabinet 5<sup>th</sup> April. MGP DPD formally withdrawn. Interim planning statement to be written until a new Local Plan can be adopted. Formalise what is known. If LDS agreed at Cabinet, start draft SCI, six week consultation. Looking at each key stage, masterplan led. To be agreed in September for submission in 2017-18. Also to include internal work, officers to provide developments in Darlington. Local Plan to cover everything, apart from Minerals &amp; waste.</p> <p><b>Stockton</b> – Confirmed review of evidence base. Consultants appointed, review underway to complete May/June. 2<sup>nd</sup> Publication draft Sept – Nov 2016. Submit January 2017. Adopt March 2017.</p> <p><b>Durham</b> – Current plan withdrawn. Legally advised to go back to Regulation 18, not 19 as originally thought. Revised LDS to cabinet next few months. Currently updating advice. No timescales at present.</p> <p><b>North York Moors National Park Authority</b> – The group welcomed Paul Fellows appointed as head of policy, to work on the Local Plan. Currently working on Sustainability Appraisal, call for sites in the next couple of weeks. Timetable so far: Stakeholder consultation - May. Issues &amp; Options – Oct 2016. Not proceeding with CIL.</p> <p><b>Scarborough</b> – Submission of the Local Plan 2<sup>nd</sup> week in May. Current background paper received 700 comments to 1K at the previous stage. Extension to an existing housing estate/village received no comments. Looking at producing a neighbourhood plan for that area in the future. Consultation expected not to take long. CIL currently on hold may re-visit in the future.</p> <p><b>Hambleton</b> – Started new Local Plan. Consultation on Issues &amp; Options received 258 responses. Commissioned consultants to work on the SHMA showing lower no's, OAN 274. New population household projections used. No backlog held this brought figures down, rebased back to 2014. Commissioned consultants to work on Employment Land Review, Landscape Character Assessment and Gypsy, Traveller updates. Preferred Options consult – Sept. Begin to look at evidence assessing 460 sites and arranging DTC meetings. Looking at preparing two neighbourhood plans for Easingwold &amp; Stokesley. AC discussed with the group the current appeal overturned by the Inspector based on RCBC SHMA figures. AC to circulate a copy to all.</p> <p><b>Redcar &amp; Cleveland</b> – Local Plan on track. Due to consult in June. Just finished working on a critical piece of work with the OAN, SHMA. Housing growth averaging 10%, at 130 a year. Lower than historical delivery rates.</p>	<p><b>AC</b></p>
<p><b>4. Duty to</b></p>	<p>DN informed the group that PAS offer of help is only</p>	



	<p>MK asked if other authorities had received the ARUP questionnaire regarding their brownfield registrar. MCo confirmed MC had responded. The response was 'No'.</p> <p>DH praised PAS for their training to Members, run by Adam Dodson. Discussions were also given on changes to the housing bill, positive feedback from Members found it really helpful.</p> <p>MCo had been asked by KW to discuss with other authorities budget costs regarding evidence base studies. Around the table SBC SHMA cost 40K, housing paid full 19% return. NYMNP about 30K, RCBC 40K also included householder survey. HDC joint procurement 20K basic, estimate 25K. HBC under 30K. DN will find out what the cost was for DBC. MCo mentioned MC looking at secondary data.</p> <p>PF asked the group who produced each local authorities 'Open Space Assessment'. AC mentioned RCBC were working on this in-house, MCo confirmed MC had prepared its assessment in house. SBC, HDC, HBC using consultants, with HBC using internal officers to complete site surveys.</p>	
<p><b>7. Date and time of next meeting</b></p>	<p>TBC by MC.</p>	<p><b>KW</b></p>

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Tuesday 2nd February 2016 at 2.00pm**

**Redcar & Cleveland House, Redcar**

**Attendance**

Alex Conti (AC) – Redcar & Cleveland Borough Council

Matthew King (MK) – Hartlepool Borough Council

Isabel Nicholls (IN) – Darlington Borough Council

Katherine Whitwell (KW) – Middlesbrough Council

Rosemary Young (RY) – Stockton Borough Council

Janet Milburn (JM) – Redcar & Cleveland Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	David Nelson – Darlington Borough Council	
<b>2. Minutes of previous meeting</b>	<p>The minutes of the last meeting held on Tuesday 22<sup>nd</sup> December were agreed as a true record.</p> <p>AC confirmed he had no further information from TV Planning managers on the devolution deal.</p> <p>Darlington suggested they were progressing with the Scotch Corner retail development on their own. Hearing scheduled for early May.</p> <p>KW confirmed the joint response for the NPPF will be circulated this week and that MBC will be sending a response to Government.</p>	
<b>3. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Hartlepool</b> – Consultation on preferred options anticipated May. Draft - October 2016 for publication in February 2017. Support received from PAS. Still no indication on progressing with CIL.</p> <p><b>Darlington</b> – MGP DPD withdrawn. Revised LDS to go to cabinet in April. DBC to make a decision on CIL to run alongside the new local plan. Valerie Adams due back to work 16<sup>th</sup> March.</p> <p><b>Middlesbrough</b> – Local Plan still scheduled for later in the year. Neighbourhood Plan submitted for 'Marton West'.</p> <p><b>Stockton</b> – Reviewing evidence base report gone out for tender, cut-off date 5<sup>th</sup> Feb. Interim findings due May. Significant changes to evidence base will mean a new local plan. No new plan will look to submit Jan 2017 for adoption September 2017. CIL currently on hold but looking unlikely to proceed.</p> <p><b>Redcar &amp; Cleveland</b> – New LDS published in January. Draft Local Plan due in May. GTAA looking at site options. OAN housing growth averaging 10%, at 130 a year. Lower than historical delivery rates. Awaiting final SHMA report. The Council is not proceeding with CIL at the moment.</p>	
<b>4. Duty to Cooperate</b>	RY – Where appropriate, other LPAs will be involved in the studies for the evidence base review. Duty to Cooperate letters	

	<p>are to be sent out to the other Tees Valley authorities and individual meetings will be arranged.</p> <p>AC to set up Duty to Cooperate meetings ahead of the consultation on the Draft Local Plan (due May).</p>	<b>AC</b>
<b>5. PAS Support: New Duty to Co-Operate Offer</b>	<p>Further on from the e-mail AC circulated on 8<sup>th</sup> Jan, discussions were made around the table on whether this support would be of benefit.</p> <p>It was agreed by all to take up the offer of a meeting with PAS to discuss the support. AC to contact PAS and confirm how much extra work would be involved, and to arrange a meeting.</p>	<b>AC</b>
<b>6. Tees Estuary Partnership proposed master plan</b>	<p>RY discussed with the team the issues raised at the expansions SPA meetings following on from the minutes circulated. All neighbouring authorities to recognise issues around SPAs. Once the revised boundary for the SPA is adopted, local authorities will have to review planning permissions that have not been implemented or which are not “substantially complete” to determine if they will have an adverse effect on the SPA and, if permissions have to be revoked, will have to pay compensation to affected businesses. The Tees Estuary Partnership (TEP) has been set up as a response to the DEFRA/Natural England consultation with a remit of producing a master plan by Sept. 2016 which addresses the issues of all parties affected by the extension to the SPA, in particular, to enable the allocation of employment sites in the Seal Sands area, which has been a particularly difficult and intractable problem for Stockton Council over the past few years. INCA Co-ordinating. INCA may require additional funding from Local Authorities.</p> <p>AC asked the question which authority would take over when RY leaves SBC. RY suggested Stockton should still be involved in the group. Rosemary to report back after the next meeting on the 9<sup>th</sup> Feb.</p>	<b>RY</b>
<b>7. New Homes Bonus consultation</b>	<p>Further on from the discussion at the last DPOs meeting. It appeared no one was proposing to respond due to time restrictions. AC indicated that R&amp;C might be happy to sign up to other LPAs’ responses to add weight, where appropriate. MK to ask Andy Carter if he has any information and report back to RY.</p>	<b>MK</b>
<b>8. Any other business</b>	<p>None.</p> <p>Following RY’s announcement that it is likely that she will be leaving SBC soon, AC thanked RY for her contribution to DPOs and wished her all the best for the future.</p>	
<b>9. Date and time of next meeting</b>	<p>Monday 14<sup>th</sup> March, 2.00pm, Redcar &amp; Cleveland House, Redcar</p>	

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Tuesday 22 December 2015 at 2.00pm**

**Redcar & Cleveland House, Redcar**

**Attendance**

Alex Conti (AC)	Redcar & Cleveland Borough Council
Donna Cotterill (DC)	Redcar & Cleveland Borough Council
Katherine Whitwell (KW)	Middlesbrough Borough Council
Brian Huntley (BH)	Darlington Borough Council
Matthew Clifford (MC)	Stockton Borough Council
Will Haywood (WH)	Tees Valley Unlimited
Phil Jones (PJ)	Nathaniel Lichfield & Partners (for item 6)

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Matthew King – Hartlepool Borough Council	
<b>2. Minutes of previous meetings</b>	<p>The minutes of the previous meeting of the TVDPOs group on 10th November 2015 were agreed as a true record.</p> <p><u>Matters Arising</u>                      A query was raised regarding an email or report from Val at DBC was discussed in her absence. BH advised it was likely to be an email that will be circulated shortly confirming Darlington’s housing requirements in the context of the other LAs’ OAN assessments.</p> <p>MC confirmed Stockton have yet to get their OAN.</p> <p>AC advised that Hambleton had visited RCBC for a run through of Limehouse software.</p> <p>Devolution was again discussed by the group. It was agreed more clarification was required on how this process will impact. AC agreed to ask Adrian Miller to whether TV Planning managers have further details on the planning implications of the devolution deal.</p>	<p align="center">BH</p> <p align="center">AC</p>
<b>3. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Darlington</b> – BH confirmed MGP DPD has been withdrawn and a new Local Plan timetable is being established. Interim policies (covering all topics)</p>	

	<p>will be taken to Cabinet in April 2016.</p> <p><b>Stockton-on-Tees</b> – December cabinet approved the review of the evidence base. Recommendations will now be considered by Full Council in January 2016</p> <p>CIL is on hold at the moment.</p> <p><b>Middlesbrough</b> – Hope to start work on new Local Plan (except housing) process in 2016. . A report recommending not to take CIL forward at this time was accepted by Executive in November 2015.</p> <p><b>Redcar &amp; Cleveland</b> – New LDS to be published in January. Draft Local Plan now due in May 2016, although the overall timescale for adoption in August 2017 remains unchanged.</p>	
<b>4. Duty to Cooperate</b>	<p>MC – If approval of evidence base review is gained at Full Council, consultation with the other Tees Valley authorities will take place consistent with the Duty to Cooperate</p> <p>AC – Once RCBC’s evidence is firmed up, consultation will take place with TV LAs.</p> <p>KW – About to carry out an Employment &amp; Retail Study – consultation will perhaps take place as a Stakeholder event. More details will follows once known.</p> <p>Discussion took place regarding the proposed Scotch Corner retail development and perhaps giving a joint TV objection. It was noted that Darlington are leading the preparation of a joint objection (Steve Petch/Emma Williams).</p>	<p>AC</p> <p>KW</p> <p>DBC/all</p>
<b>5. Devolution - Planning</b>	<p>AC will seek further clarification about the impact of this process as per agenda item 2.</p>	<p>AC</p>
<b>6. Tees Valley SEP - Strategy</b>	<p>WH was invited to explain what the strategy was behind the Tees Valley SEP particularly with reference to the 25,000 new jobs that are quoted within the document.</p> <p>WH confirmed the 25,000 new jobs were in addition to the ‘natural’ jobs growth and represented and approximate growth of 10%</p>	

	<p>above the existing level of jobs.</p> <p>WH stated he understood some work had been done on the original addition 25,000 job figure, breaking it down into boroughs, providing key information on size, trends etc and discussed how he had also done further work in order to understand the impact of interventions, etc. He agreed to provide a briefing Note explaining his work on this in more detail.</p> <p>Further discussion was had about whether these additional 25,000 new jobs were for local people only to encourage in-migration. Concerns raised about the impact of this in terms of Local Plans.</p> <p>PJ confirmed his understanding of the new additional jobs were a target to head towards and were not necessarily expected to be achieved by LAs so should not have a great impact on Local Plan development.</p> <p>However, it is recognised that SEPs figure in other boroughs has been used by Inspectors examining LPs – hence the concern re: the strategy implications for the LAs.</p> <p>It was agreed that more detail was required from the revised SEP via the TV Housing Strategy in order that LAs can understand the impact.</p> <p>In order to assist, AC agreed to create a note outlining concerns and will circulate for comments/additions. It is hoped that this will be ready before the next DOPs meeting on the 13<sup>th</sup> Jan 2016.</p>	AC
<p><b>7. –Any Other Business</b></p>	<p>BH spoke of the recent NPPF consultation asking if a joint response was appropriate. All agreed and KW confirmed MBC will take the lead and will circulate their draft response for comments. From this, each LA can decide if a joint response is appropriate.</p> <p>PJ raised recent proposed change to the New Homes Bonus which stated proposals from 2017/18 to</p> <ul style="list-style-type: none"> <li>• Reduce payments to 4 years (from 6 years)</li> <li>• Those LAs who have not submitted a LP may have the NHB cut (to 50%)</li> <li>• Payments cut where development delivered</li> </ul>	KW



	<p>from planning permission granted on appeal</p> <p>MC – sought clarification from others about how they had assessed the economic viability of affordable housing provision. RCBC, MBC and DBC all confirmed they had included it within their whole plan viability assessment.</p> <p>Brief discussion was had about the potential impact of Starter Homes on viability. However, it was noted that it is too early to understand the implications at this stage,</p> <p>With no further business, AC closed the meeting and thanked everyone for their attendance, wishing all a good break through the Christmas holidays.</p>	
<p><b>9. Date and time of next meeting</b></p>	<p>Tuesday 2<sup>nd</sup> February 2016, 2pm, Redcar &amp; Cleveland House, Redcar</p>	

## **TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Plus Neighbouring Planning Authorities**

**Tuesday 10th November 2015 at 2.00pm**

**Redcar & Cleveland House, Redcar**

### **Attendance**

Alex Conti (AC) – Redcar & Cleveland Borough Council

Graeme Smith (GS) – Durham County Council

Rosemary Young (RY) – Stockton Borough Council

Valerie Adams (VA) – Darlington Borough Council

Caroline Skelly (CS) – Hambleton District Council

Clair Shields (CSh) - North York Moors National Park Authority

Rob Smith (RS) – North Yorkshire County Council

Helen Williams (HW) – Hartlepool Borough Council

Sarah Webster (SW) - TVU

Matthew Lickes (ML) – Scarborough Borough Council

Janet Milburn (JM) – Redcar & Cleveland Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	John Hiles – Richmondshire District Council Matthew King – Hartlepool Borough Council Katherine Whitwell – Middlesbrough Council	
<b>2. Minutes of previous meetings</b>	<p>The minutes of the previous meeting of the TVDPOs group on 29<sup>th</sup> September were agreed as a true record. AC advised the group he was still waiting for the OAN analysis to be finalised.</p> <p>VA announced DOPs were not to take the MoU any further. Capita information not received RY to chase up. RY advised the group Stockton had set up a register of interest for Self-Build and Custom Build Housing available through their website.</p> <p>The minutes of the previous meeting of the TVDPOs group with the wider neighbouring authorities on 7 July were also agreed as a true record. All actions had been completed.</p>	
<b>3. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Durham</b> – Consent order, legally agreed and authorised by the court. Therefore, interim report quashed. There will be a new examination with a new Inspector. County Council to withdraw the current plan. Back to Regulation 19. No timescales at present. Portfolio holders expressed examination to take place Summer 2016.</p> <p><b>Darlington</b> – OAN findings received. Not continuing with the Making and Growing Places DPD. Work to start on a new Local Plan. Interim policies report due January 2016. No timetable in place yet. Government looking at streamlining the process of the Local Plan. Looking at reviewing planning obligations SPD in the short term.</p> <p><b>Stockton-on-Tees</b> – December cabinet report seeking</p>	

approval to review evidence base. Looking at two scenarios:-

1. If evidence base supports the plan with minor changes.

Draft Plan Jan – Sept 2016. Consult Oct – Dec 2016.  
Submit/Examination March 2017  
Adopt July 2017

2. If evidence requires major changes, then plan becomes out of date. Start again.

Will review statement of community involvement. Feb – March 2016 Consult.

CIL is on hold at the moment.

**North York Moors National Park Authority** – Members agreed new Local Plan to start in January 2016. Consultation on Minerals and Waste Joint Plan, preferred options stage Nov 2015 – Jan 2016. Appointed new head of policy to start Jan 2016.

**Hambleton** – Agreement to prepare new Local Plan over 3 years with adoption in 2018. Issues & Options being taken to Cabinet 1<sup>st</sup> Dec. SHMA going to Cabinet Jan 2016. CIL adopted in April, going well.

**North Yorkshire County** – Consultation on Minerals & Waste Plan is due imminently. Publication is due Autumn 2016, with submission and examination early 2017.

**Hartlepool** – Consultation on preferred options anticipated in May/June 2016. 3 Strategic sites submitted one approved two on hold. CIL currently on hold.

**Scarborough** – Submission of the local plan expected in Spring 2016. CIL currently on hold. AC suggested arranging 'Duty to Co-operate' meetings as a neighbouring authority. ML to discuss with colleagues and arrange if required.

ML

**Redcar & Cleveland** – Current draft Local Plan out for consultation January 2016, however this looks likely to slip. OAN delays, still waiting on report back from Peter Brett. Big issue regarding SSI impact, meetings being held on overall growth. GTAA Complete. New Low Carbon study complete. LDS to be revised in a couple of weeks.

**Richmondshire (by e-mail)** - Local Plan Core Strategy adopted 1/12/14. Progressing slowly to a draft CIL charging schedule but need to resolve robustness of land value data. Submitted a bid for support to NHS Healthy Town's initiative, which would help with Catterick Garrison master planning if successful.

<p><b>4. Duty to Cooperate</b></p>	<p>RS advised all that NYCC, City of York Council and NYMNP are working together to produce a Minerals and Waste Joint Plan. Formal consultation to commence 16<sup>th</sup> Nov. Input welcome. Demand forecasting work includes ongoing requirements for Tees Valley, with input sought from Tees Valley authorities. Consultation on an updated waste position paper for Yorkshire and Humber to be sent out in early 2016. RS to arrange separate meeting to discuss this. RS to send details to AC to circulate.</p> <p>VA – On the back of the OAN report, VA raised the issue of housing and dealing with cross-boundary needs. VA to e-mail document. All to respond.</p>	<p><b>RS</b></p> <p><b>VA/All</b></p>
<p><b>5. Darlington OAN findings</b></p>	<p>VA informed the group of ‘Darlington’s OAN findings’ and that a report had been finalised by ORS appointed consultants. VA explained the outcomes of the report and also the issues they faced in dealing with ONS data.</p>	
<p><b>6. Consultation Software – Local Plan</b></p>	<p>CS asked what Consultation Software other local authorities used for the Local Plan. Redcar and Cleveland, Scarborough and Durham all use Objective. Other authorities said they used an Access database or an excel spreadsheet. Those who use Objective agreed it was good for consultations and logging comments, especially through the portal and there was an option to attach documents if needed. CS asked if any authority refused paper copies. All responded “No”. AC suggested showing CS how to use the system and that it initially took about two days to set up and be trained.</p>	<p><b>AC/CS</b></p>
<p><b>7. Devolution - Planning</b></p>	<p>In his absence MK requested the thoughts and concerns of other local authorities on the Devolution deal and what implications / issues it may have.</p> <p>A discussion was made around the table, everyone was aware of it, but it was still in the early stages to know the outcome. HW to check with MK on anything particular he wanted to bring up and discuss with the group at the next DPOs meeting.</p>	<p><b>HW</b></p>
<p><b>8. Any Other Business</b></p>	<p>SW setting up future meetings looking at improving pupil projection model. SW advised the group that meetings had taken place with school planning officers. SW to arrange with all.</p> <p>ML mentioned to the group that David Hand had been successful in preparing viability assessments in-house and had been successful with deals in improving affordable housing. Offering support to other local authorities if required. May benefit any schemes that may be coming up? ML advised to contact DH if support required.</p> <p>CS asked if anyone had the capacity to assist with Hambleton’s neighbourhood plans. GS suggested sending Durham’s sustainability appraisal to CS, also RY requested a copy. GS to circulate. ML to check with Steve Wilson.</p>	<p><b>SW</b></p> <p><b>All</b></p> <p><b>GS/ML</b></p>

	<p>VA thanked everyone for help received on the response to Local Plan Expert Group. AC thanked VA for coordinating.</p> <p>VA also announced that she would be taking four months holiday leave and David Nelson would be attending the next DPOs meeting/s on her behalf.</p>	
<b>9. Date and time of next meeting</b>	<p>Tuesday 22<sup>nd</sup> December, 2pm, Redcar &amp; Cleveland House, Redcar</p> <p><b>Wider group:</b> Tuesday 15<sup>th</sup> March, 2pm, Redcar &amp; Cleveland House, Redcar.</p>	

## TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING

Tuesday 29 September 2015 at 2.00pm

Redcar & Cleveland House, Redcar

### **Attendance**

Alex Conti (AC) – Redcar & Cleveland Borough Council  
Matthew Clifford (MC) – Stockton Borough Council  
Rebecca Wren (RW) – Stockton Borough Council  
Katherine Whitwell (KW) – Middlesbrough Council  
Matthew King (MK) – Hartlepool Borough Council  
Malcolm Steele (MS) – Hartlepool Borough Council  
Ian Bond (IB) – Hartlepool Borough Council  
Valerie Adams (VA) – Darlington Borough Council  
Sarah Webster (SW) - TVU  
Janet Milburn (JM) – Redcar & Cleveland Borough Council  
Fiona Hurworth (FH) – Redcar & Cleveland Borough Council  
Adrian Miller (AM) – Redcar & Cleveland Borough Council

### Natural England Presentation

Katie Finkill-Coombs (KF) – Natural England  
Mike Leakey (ML) – Natural England  
Tom Charman (TC) – Natural England  
Andy Whitehead (AW) – Natural England  
Cameron Sked (CS) – Environment Agency

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Rosemary Young	
<b>2. Proposed extension Teesmouth and Cleveland SPA – Natural England</b>	<p>AC gave an introduction on why Natural England had been invited to the meeting. A presentation was then given by KF on 'Why the SPA Review'</p> <p>Due to lack of protection in flourishing habitats the UK Government has agreed to put forward sites to protect a list of vulnerable and migratory birds. Natural England is advising the Government on sites that should be considered for classification or extension. NE has reviewed information from the JNCC and is recommending a number of proposals to Defra. 1) To extend the boundary into the marine water to protect foraging little terns and common tern. 2) To include additional terrestrial areas within the SPA to protect breeding colonies of common tern, avocet and non-breeding water-birds. Informal dialogue extended until 2<sup>nd</sup> October. Formal consultation to start July 2016 once it has been approved by Defra.</p> <p>KF to email AC GIS shape files of information maps. AC to circulate to the team.</p> <p>Concerns around the room on how the proposals will affect the Local Plans. The review of consents, i.e. if a project has started but not completed. If a decision was revoked. Government should take the cost not the local authority. Clarification needed.</p> <p>AM raised concerns on delaying current planning applications</p>	<b>KF/AC</b>

	<p>MGT Powermass and Northern Gateway, companies that will bring employment to the area? When job losses are facing the region with the mothballing of SSI.</p> <p>CS indicated that the EA aren't proposing to do a full review of consents, already have an existing SPA flourishing birds &amp; Terns. Should be advising developers now. Consider something going on RCBC website?</p> <p>NE to share survey data. KF to provide further information and to confirm timescales as these might change. Stockton to contact NE direct to arrange a further meeting with themselves.</p> <p>AC to finalise joint response for the Tees Valley. 14<sup>th</sup> October before response will go to Directors for approval. AC to send a draft response to KF.</p> <p><b>Natural England, Cameron Sked, Fiona Hurworth, Adrian Miller left the meeting.</b></p> <p>AC to circulate comments, VA requested not to be copied in.</p>	<p>AC</p> <p>AC</p>
<p><b>3. Minutes of previous meeting</b></p>	<p>The minutes of the last meeting held on Tuesday 18<sup>th</sup> August were agreed as a true record. All actions had been completed.</p> <p>In relation to item 1. Not all authorities had responded to the HCA. Middlesbrough leading. All directors appointed NLP. NLP approved separate piece of work. KW to clarify whose is to attend the Inception meeting on the 14<sup>th</sup> Oct.</p>	<p>KW</p>
<p><b>4. Local Plan and CIL Progress</b></p>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Hartlepool</b> - MK advised that Local Plan meetings had taken place, proposed time table, sites agreed. Consultation on preferred options anticipated May/June 2016. Publication October 2016 to submit 2017. Concerns with funding for Highway improvements, junctions around new housing sites.</p> <p><b>Stockton-on-Tees</b> - Agreed to submit Regeneration &amp; Environment DPD in December 2015. CIL remains on hold.</p> <p><b>Darlington</b> – Publication of the Making and Growing Places DPD timetabled for December 2015. OAN work ongoing, consideration being given to how this affects the DPD with possible new Local Plan under consideration.</p> <p><b>Middlesbrough</b> – An issues &amp; options consultation is anticipated for early spring. Currently preparing a 'Masterplan' for a large key site.</p> <p><b>Redcar and Cleveland</b> - AC advised that the situation with regard to plan preparation remains the same as the last meeting with the draft local plan out for consultation January 2016. AC indicated that the Council have had some issues with its OAN. Peter Brett Associates have been commissioned to take a</p>	

	<p>full OAN analysis. AC to report back to the group once the full OAN has been finalised. AC asked SW to check figures after October.</p>	<b>AC/SW</b>
<b>5. Duty to Cooperate</b>	Hartlepool requested a sites & proposals meeting to be set up with Stockton and Natural England around Dec/Jan time.	<b>MK/MS</b>
<b>6. INCA's role in HRA</b>	<p>Discussions were made around the table on whether there could be a role for INCA to be involved in supporting the HRAs.</p> <p>Darlington didn't think there was a need to engage with INCA. Redcar &amp; Cleveland and Stockton advised they would use INCA for help and advice with the proposed SPA extension as part of their existing contract. Hartlepool advised that IB would be working for INCA from the 5<sup>th</sup> October and IB's post would be replaced.</p>	
<b>7. Tees Valley New Demography and Modelling Officer</b>	<p>SW introduced herself to the team and discussed her new role as 'Demography and Modelling Officer'. SW asked the team if anyone required her help. AC requested involvement the middle-end of October when the OAN results were back. VA indicated help also may be needed when results come out. Anticipated May-June 2016 population projection figures released. No dates confirmed yet from DCLG. VA to send OAN results to SW when received. MK advised Sarah help may be needed with pupil projection figures. MK suggested SW to contact Hartlepool direct. SW gave out her business card and requested any further work requests to be sent direct to her.</p>	<b>VA</b>
<b>8. Brownfield Sites/Local Development Orders</b>	<p>MC discussed with the group the Governments response to delivering on brownfield sites. Sites must not have permission and sites should be free of constraints. 90% to be identified by 2020 with a 50% interim in 2017. Matthew asked the question "how are other authorities addressing/identifying suitable sites?" It was discussed that the SHLA should be looked at for suitable sites and It was asked if the HCA work would identify some.</p> <p>MK advised that Hartlepool have made no progress, concentrating on the Local Plan after preferred options. MK suggested appropriate sites be picked out of the Local Plan. AC advised the same, If sites can't be found can the Government find? Currently investigating a Global LDO specific area and Single LDO resource template. Consider possibility of working together on a joint LDO template?</p>	<b>All</b>
<b>9. Memorandum of Understanding and Housing Position Statement</b>	<p>Discussion took place around the table regarding the amended Draft Memorandum of Understanding and Housing position statement which MC had prepared.</p> <p>AC requested that the SEP take into account the OAN results. It was discussed if the 'The SEP job target and housing scenarios' would be made public. AC &amp; KW to check. It was unclear where the figures came from in section 3.6 of the housing position statement. SW agreed to provide separate numbers for each authority by 9<sup>th</sup> Oct. It was agreed to have the MoU sent to DOPs by 14<sup>th</sup> Oct.</p>	<b>AC/KW</b>  <b>SW</b>



<b>10. Any other business</b>	VA asked the group if anyone had been approached by a company called 'Build Store'. VA discussed with the group how she had been approached by the company regarding the statutory requirement to provide self-build plots under the 'Right to build scheme'. It seemed none of the other local authorities had been approached by 'Build Store'. It was questioned if Capita were involved in the Right to build scheme. MC to provide Capita information.	<b>MC</b>
<b>11. Date and time of next meeting</b>	Tuesday 10 <sup>th</sup> November, 2.00pm, Redcar & Cleveland House, Redcar	

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Tuesday 18 August 2015 at 2.00pm**

**Redcar & Cleveland House, Redcar**

**Attendance**

Alex Conti (AC) – Redcar & Cleveland Borough Council  
 Mark Mein (MM) – Redcar & Cleveland Borough Council  
 Rosemary Young (RY) – Stockton Borough Council  
 Martin Coleclough (MC) – Middlesbrough Council  
 Valerie Adams (VA) – Darlington Borough Council  
 Matthew King (MK) – Hartlepool Borough Council  
 Janet Milburn (JM) – Redcar & Cleveland Borough Council

**HCA Presentation**

Victoria Keen – HCA  
 Neil Cawson – HCA  
 Alex Jackson - HCA

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Tees Valley Housing Vision - HCA</b>	<p>Neil Cawson gave an introduction explaining how the HCA have been working to help prepare the Tees Valley Housing Strategy. A draft brief and presentation on Tees Valley Housing Strategy was given by Victoria Keen (handouts given), TVLAs asked to provide details of housing sites that are likely to contribute to delivery in the short/medium term to help populate the HCA database.</p> <p>Notes of discussion to be prepared and circulated. <b>Victoria Keen, Neil Cawson, Alex Jackson left the meeting.</b></p>	<p><b>All LAs</b></p> <p><b>VK</b></p>
<b>2. Apologies</b>	Katherine Whitwell	
<b>3. Minutes of previous meeting</b>	The minutes of the last meeting held on Tuesday 7 <sup>th</sup> July were taken as a true record. No response received from AD against actions. AC to chase.	<b>AC</b>
<b>4. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Darlington</b> - VA advised the group that work on the OAN is substantially complete and that this is being considered within the context of the support they had received from PAS. Aiming to take a report to Cabinet in November to agree OAN.</p> <p><b>Stockton-on-Tees</b> – Agreed with Planning Inspectorate to submit Regeneration &amp; Environment DPD in December 2015. The Council is not proceeding with CIL at the moment.</p> <p><b>Middlesbrough</b> – Currently reviewing the non-housing elements of the plan and preparing “Masterplans” for three key sites. The Council is not proceeding with CIL at the moment.</p> <p><b>Hartlepool</b> – Consultation on preferred options anticipated December/Early 2016 following discussions with Highways England. Bid submitted to LGF for bypass funding. CIL not being progressed at this time</p>	

	<p><b>Redcar &amp; Cleveland</b> – Currently consulting on the Local Plan Scoping Report deadline for making comments is Friday 4<sup>th</sup> September 2015. Gypsy and Traveller study now complete and suggests need for additional 10-11 pitches in the plan period. Final Renewable energy &amp; landscaping assessment report received. SHMA and OAN work ongoing, currently being considered within the context of the PAS support received. Draft Local Plan out for consultation January 2016.</p>	
<p><b>5. Duty to Cooperate</b></p>	<p>RY circulated Draft MoU and HPS. There was general discussion regarding both documents. AC suggested we wait until comments were received from AD before finalising. AC pointed out that the table was problematic and didn't reflect planning period. RY suggested taking out the average column. AC agreed. MC requested that reference to emerging documents be removed for Middlesbrough as they are not related to housing. All agreed after AD comments amend and review again.</p> <p>VA questioned whether the DOPs resolution to prepare the MOU was still valid. MOU will be referred back to DOPs once finalised.</p>	<p><b>AC to chase up AD's response.</b></p> <p><b>SBC to update MOU &amp; HPS following response from AD.</b></p>
<p><b>6. Proposed Extension to the Teesmouth &amp; Cleveland Coast Special Protection Area</b></p>	<p>Directors of Place want a combined response, along with individual responses. AC co-ordinating a joint response and has requested Natural England meet with planners, contact Bradley Tooze. Indicative deadline for joint response on informal stage 2<sup>nd</sup> Sept, although NE confirmed this can be extended if necessary. AC to chase up and arrange meeting.</p> <p>Some concerns were expressed that existing planning permissions will need reviewing if not substantively complete when amended SPA confirmed.</p> <p>MC advised the group there is a related questionnaire on Marine Protection Areas. MC to circulate.</p>	<p><b>AC</b></p> <p><b>MC</b></p>
<p><b>7. Any other business</b></p>	<p>None</p>	
<p><b>8. Date and time of next meeting</b></p>	<p>Tuesday 29<sup>th</sup> September, 2.00pm, Redcar &amp; Cleveland House, Redcar.</p>	

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Plus Neighbouring Planning Authorities**

**Tuesday 07 July 2015 at 2.00pm**

**Redcar & Cleveland House, Redcar**

**Attendance**

Alex Conti (AC) – Redcar & Cleveland Borough Council  
Rosemary Young (RY) – Stockton Borough Council  
Katherine Whitwell (KW) – Middlesbrough Council  
Valerie Adams (VA) – Darlington Borough Council  
Matthew King (MK) – Hartlepool Borough Council  
Graeme Smith (GS) – Durham County Council  
Rob Smith (RS) – North Yorkshire County Council  
Steve Wilson (SW) – Scarborough Borough Council  
Adam Dodgshon (AD) – Planning Advisory Service  
Gary Baker (GB) – Redcar & Cleveland Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Andrew McCormack – Hambleton District Council Caroline Skelly – North York Moors National Park Authority John Hiles – Richmondshire District Council	
<b>2. PAS Support</b>	<p>AD attended the meeting to outline the support that PAS can offer to local authorities and to answer issues and questions raised in advance of the meeting.</p> <p>AD indicated that PAS were now working regionally, with AD covering the Humber, Yorkshire and North East area.</p> <p>AD then responded to questions/issues raised in advance of the meeting as outlined below:</p> <p><u>Alignment of plans to the SEP</u></p> <p>AD indicated that local authorities should be mindful of the SEP when preparing plans, however they do not necessarily need to align their housing requirement to the aspirational targets set in the SEP.</p> <p>Inspectors appear to be taking a pragmatic view of the SEP by acknowledging that SEPs exist, but relying more on the robust evidence base for Local Plans, as they recognise that SEPs are aspirational documents and may be difficult to achieve.</p> <p>AD indicated that he expected that future SEPs would be more realistic.</p> <p>VA asked whether there was a deadline for the preparation of new SEPs. AD advised that he was not sure about this, but would check.</p> <p><u>Regulation 18</u></p> <p>AD indicated that the regulation changes were introduced to make the early stages of plan making more flexible, however most authorities were still preparing plans under the old approach with an issues and options consultation followed by a</p>	AD

	<p>preferred options consultation.</p> <p>In theory, local authorities could progress straight to a draft plan, however AD was not aware of any authorities who had done this.</p> <p>AD suggested that a more fluid approach is taken so that plan making doesn't stop when consultation takes place. This could mean consulting on one aspect of the plan whilst continuing work on other aspects at the same time.</p> <p>AD advised that local authorities do not have to take a more fluid approach, but felt that it would be beneficial if they did.</p> <p>AC indicated that RCBC intend to consult on a scoping report which set out the topics to be covered by the plan and details of any background information on these issues already identified, before progressing to a draft plan. AD indicated that this sounded like a good approach.</p> <p><u>Joining different evidence bases prepared at different times</u></p> <p>AD advised that authorities spend too much time trying to align plans, but it was sensible to try and align evidence bases.</p> <p>However, AD recognised that it may be difficult to achieve this as local authorities were at different stages of plan preparation and because of budget pressures.</p> <p>AD advised that if it is not possible to do joint studies then neighbouring authorities should try and agree a methodology and potentially try and use the same consultants.</p> <p>AD indicated that local authorities should not wait for evidence, but just get on with preparing the plan based on the latest evidence available at that time.</p> <p>With regard to joining up different evidence based within an authority area which were prepared at different times, AD suggested that population is the main factor which feeds into everything else, so it would be worthwhile for local authorities to approach consultants to rebase their studies on the latest population figures.</p> <p><u>Wind turbines</u></p> <p>AD advised that it was too early to say how the new government guidance will affect local authorities. One of the main problems with the guidance is that it provides no clarity on what is meant by the 'local community'.</p> <p>SW advised that the new guidance is making it difficult for farmers to get permission for single turbines.</p> <p>It was agreed by all that it would be very difficult to get a robust evidence base sufficient to identify sites for allocation for windfarms.</p>	
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GS asked whether it was possible for local authorities to try and define community through the preparation of Local Plans. AD indicated that he felt that this was possible.

#### Vacant building credit

SW asked other authorities what their experience of vacant building credits were, as it was becoming a big issue in Scarborough, particularly in relation to hotel accommodation.

Other authorities present indicated that they had little experience of the vacant building credit.

SW believed that it was better to have a building brought back into active use than to sit vacant.

AD asked whether Scarborough required applicants to provide evidence that they had marketed properties for a reasonable period of time before allowing change of use. SW advised that this was the case and AD agreed this was the most appropriate approach.

#### LDOs on Brownfield land

AD advised that he believed that it was still the Government's intention to have LDOs in place for 90% of brownfield land suitable for housing, as indicated in their manifesto. This would form part of the Housing Bill.

AD indicated that PAS had done some work with 8 pilot authorities who had prepared LDOs and this had been published.

AD indicated that there were no further details on the proposals at this stage, but that local authorities should try and make it as quick and simple as possible by preparing an LDO template etc.

#### Broad locations for growth

AD advised that the further into the future that development is proposed, the less evidence that would be needed to underpin it.

RY advised that the question specifically related to future development sites within Stockton that they wanted to safeguard for future development beyond the plan period.

AD advised that it was only necessary to demonstrate that there were no showstoppers to support a future direction for growth.

AD indicated that this approach has been used elsewhere where a local community is preparing a Neighbourhood Plan, by identifying a quantum of development to be achieved in that village through the Local Plan, but leaving it to the Neighbourhood Plan to allocate the sites.

	<p>AD indicated that this approach would only work for the latter years of a plan however, as it is necessary to ensure a five year supply.</p> <p><u>Tees Valley Memorandum of Understanding and Housing Position Statement</u></p> <p>AD advised that he had read through the documents and made comments on the document which he would circulate.</p> <p>AD felt that the structure of the document was good, but it was not clear what the purpose of the MoU was.</p> <p>Officers from the Tees Valley authorities outlined the background to the preparation of the MoU and AD then understood its purpose and indicated that he would reconsider it in light of this.</p> <p>AD indicated that there was a need to get Member involvement in the MoU, even if this was simply to get Members from each local authority to endorse it.</p> <p>AD referred to a sentence of the MoU which indicated that housing requirements could be reduced based on previous delivery. AD had serious concerns over this as it would not be NPPF compliant.</p> <p>AC provided a bit of context for this, in relation to RSS housing requirements which were very ambitious for some authorities and undeliverable. AD agreed that local authorities could justify a lower figure than the RSS to ensure that it is deliverable, but that this must exceed previous delivery to be NPPF compliant.</p> <p>It was agreed by all that this sentence would be deleted from the MoU.</p> <p>AD advised that with regard to housing numbers PAS had prepared guidance on how to prepare your OAN. This would be published shortly.</p> <p>AD indicated that he would circulate other good examples of how local authorities had demonstrated that they had met their duty to cooperate.</p> <p>AD indicated that the Housing Position Statement was a good document. AD advised that it would be useful if all the local authorities could run their housing numbers through the POP GROUP modelling, following Hartlepool's approach.</p> <p><u>Other PAS support issues</u></p> <p>AC asked AD whether they would be able to provide some OAN support to the TV authorities as a small group, as suggested on the PAS website.</p> <p>AD advised that he was happy to arrange this for all of the authorities present and that it may be useful to get a</p>	<p>AD</p> <p>TV authorities</p> <p>AD</p>
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	representative from Tees Valley Unlimited to attend too.	AD
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>3. Minutes of previous meetings</b>	<p>The minutes of the previous meeting of the TVDPOs group on 2 June were agreed as a true record. All actions had been completed.</p> <p>The minutes of the previous meeting of the TVDPOs group with the wider neighbouring authorities on 22 January were also agreed as a true record. All actions had been completed.</p>	
<b>4. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Redcar &amp; Cleveland</b> – Local Plan Scoping Report was due to be consulted upon for a six week period, with consultation starting in July 2015.</p> <p><b>North Yorkshire County</b> – Working towards a preferred options consultation on a joint minerals and waste plan, with consultation anticipated to take place in October 2015.</p> <p><b>Durham</b> – Progress is the same as outlined at the previous meeting (2 June), except that they have entered a 30 day stay period to allow further discussions with DCLG.</p> <p><b>Hartlepool</b> – Consultation on preferred options anticipated in September/October 2015, however may slip due to ongoing discussions with HA and major planning application which may be submitted in near future.</p> <p><b>Middlesbrough</b> – Work will be started on a new Local Plan later in the year. This is likely to include policies relating to Gypsies and Travellers, employment and the town centre. An issues and options consultation is anticipated in October to November 2015.</p> <p><b>Stockton</b> – Agreed with Planning Inspectorate to submit plan in September 2015, however this may slip.</p> <p><b>Scarborough</b> – Consultation on a pre-submission draft of the plan expected in autumn 2015. Work underway on HMO SPD.</p> <p><b>Darlington</b> – Publication of the Making and Growing Places DPD anticipated in November 2015. However, this is dependent on the outcomes of the current OAN exercise. Consultation on top end executive housing due to start next week.</p>	
<b>5. Duty to Cooperate</b>	SW asked if it would be possible to arrange a meeting with AC and the NYMNPAs to discuss the impact of the York Potash decision on their areas. AC indicated he would be happy to attend a meeting. SW to organise.	SW
<b>6. Any Other Business</b>	<p>MK asked how other local authorities are dealing with the 5 pot approach for developer contributions. Most authorities indicated that they had not had too many problems with this.</p> <p>It was queried whether anybody had any further information on the Government's proposed sanctions for slow plan making. There was a general consensus that no details of this had yet</p>	



	<p>been published other than the general principle of sanctions.</p> <p>VA indicated that housing growth was on the agenda for the TV Managers meeting and that VA had been asked to prepare a paper for the meeting. VA agreed to circulate the paper for information.</p> <p>RS welcomed the progress made by the Tees Valley authorities on their LAA.</p> <p>AC asked whether anyone present had experience of using consultants for public consultation on Local Plan preparation. RS advised they had used Dialogue by Design and that it had overall been a good experience.</p> <p>AC advised all that GB was leaving RCBC to take up a new post at Sunderland City Council. All congratulated GB on his move.</p>	VA
<p><b>10. Date and time of next meeting</b></p>	<p>Tuesday 18<sup>th</sup> August, 2.00pm, Redcar &amp; Cleveland House, Redcar</p>	

**Tuesday 02 June 2015 at 2.00pm  
Redcar & Cleveland House, Redcar**

**Attendance**

Alex Conti (AC) – Redcar & Cleveland Borough Council  
 Rosemary Young (RY) – Stockton Borough Council  
 Katherine Whitwell (KW) – Middlesbrough Council  
 Valerie Adams (VA) – Darlington Borough Council  
 Matthew King (MK) – Hartlepool Borough Council  
 Graeme Smith (GS) – Durham County Council  
 Gary Baker (GB) – Redcar & Cleveland Borough Council

Agenda Item	Details	Action
<b>1. Apologies</b>	None	
<b>TVDPOS MATTERS</b>		
<b>2. Update on Durham Local Plan</b>	<p>GS provided an update on the Durham Local Plan. DCC believe that there were a number of errors in the findings set out within the Inspectors interim report.</p> <p>In response to this, DCC held a meeting with the Planning Inspectorate to discuss their concerns and also wrote a letter to the Planning Inspector highlighting the errors within the interim report, with a view to reopening the examination to discuss these issues in more detail. However, the Inspector refused to reopen the examination to discuss these issues.</p> <p>As a result of this DCC have applied for a Judicial Review (JR) into the findings of the interim report on two grounds; these being Objectively Assessed Need and the relief roads proposed through the plan.</p> <p>GS indicated that following the Council's application for JR, another three JR applications had also been made by other parties against various aspects of the Interim report.</p>	
<b>3. Minutes of previous meeting</b>	<p>The minutes of the previous meeting of the TVDPOs group on 14 April were agreed as a true record. All actions had been completed.</p> <p>RY indicated that work on ILG Research Project has now been completed. The research indicated that it has become more difficult for local authorities in the north to demonstrate that they have a five year supply of deliverable housing sites than those in the south. Therefore this aspect of the NPPF has had a disproportionate impact upon local planning authorities in the north.</p> <p>VA advised that consultation with neighbouring authorities on the proposed approach to top-end executive housing in Darlington will now take place in July, slightly later than originally envisaged.</p>	
<b>4. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Darlington</b> VA indicated that the Council was still progressing with their Making and Growing Places DPD, with consultation anticipated to be in autumn 2015. However, progress will be</p>	

	<p>dependent on the outcome of the OAN work which is currently underway. It is anticipated that the OAN figure will be available soon and VA will update the group of any implications this may have upon their plan preparation at the next DPOs meeting. The Council is not proceeding with CIL at the moment.</p> <p><b>Middlesbrough</b> KW indicated that they were looking to start work on a new Local Plan later in the year. At this stage it is unclear what issues the plan will seek to cover but it is likely that it will include policies relating to Gypsies and Travellers, Employment and the town centre. An issues and options consultation is anticipated in October to November 2015.</p> <p>A report is expected to be taken to Corporate Management in the summer to make recommendations on whether or not to proceed with CIL.</p> <p><b>Stockton-on-Tees</b> RY indicated that it is anticipated that the Regeneration and Environment Local Plan will be submitted for examination in July 2015. SBC are currently reviewing any objections made as part of the latest consultation and having meetings with stakeholders regarding objections made.</p> <p>SBC has previously undertaken a consultation on a preliminary draft charging schedule for CIL and will be looking to consult on a new draft charging schedule shortly.</p> <p><b>Hartlepool</b> MK advised that they have been having meetings with Highways England with regard to the potential impacts of their plan upon the SRN. They are seeking to consult on a Preferred Options version of their plan in September 2015.</p> <p>HBC are not currently proposing to implement a CIL.</p> <p><b>Redcar and Cleveland</b> AC advised that the situation with regard to plan preparation remains the same as the last meeting and that they are working to the timetable set out within the LDS (February 2015).</p> <p>AC indicated that the Council have received some preliminary findings with regard to its OAN and would update the group further once the OAN had been finalised. RY queried whether it was still RCBC's intention to retain its population. AC indicated that this still formed part of the Council's Corporate Plan, but there had been a change in leadership at the Council following the local elections, so this may change.</p>	
<p><b>5. Duty to Cooperate</b></p>	<p>No items raised for discussion.</p>	
<p><b>6. Draft Memorandum of Understanding regarding housing requirements</b></p>	<p>Discussion took place around the table regarding the amended Draft Memorandum of Understanding on housing requirements which SBC had prepared. The discussion also considered an email sent from Andrew Carter (HBC) regarding the MoU.</p> <p>VA indicated that the MoU still contained a lot of position statement information, which would become out-of-date very quickly. VA suggested that the MoU should be purely procedural and not include information on the current position</p>	<p>RY</p>



## TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING

Tuesday 14 April 2015 at 2.00pm  
Redcar & Cleveland House, Redcar

### Attendance

Alex Conti (AC) – Redcar & Cleveland Borough Council  
Rosemary Young (RY) – Stockton Borough Council  
Katherine Whitwell (KW) – Middlesbrough Council  
Valerie Adams (VA) – Darlington Borough Council  
Malcolm Steele (MS) – Hartlepool Borough Council  
Gary Baker (GB) – Redcar & Cleveland Borough Council

Agenda Item	Details	Action
<b>1. Apologies</b>	Matthew King - Hartlepool	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>2. Minutes of previous meeting</b>	<p>The minutes of the previous meeting of the TVDPOs group on 22 January were agreed as a true record. All actions had been completed.</p> <p>RY indicated that work on ILG Research Project has been progressing well and that a presentation on the findings will be presented to SBC Officers next month. RY will provide an update on the outcomes at the next DPOs meeting.</p>	RY
<b>3. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Darlington</b> VA indicated that the next stage of the Making and Growing Places DPD had been delayed due to the need to gather additional evidence on OAN for housing and transport modelling. The length of the delay will be dependent upon the outcomes of the additional evidence work and is primarily dependent on the outcome of the OAN. A new timetable will be published once the timescales are known. The Council is not proceeding with CIL at the moment.</p> <p><b>Middlesbrough</b> KW indicated that they were looking to start work on a new Local Plan later in the year. At this stage it is unclear what issues the plan will seek to cover but it is likely that it will include policies relating to Gypsies and Travellers, Employment and the town centre. In advance of work taking place on the new Local Plan, MBC will be looking to review their SCI to ensure that it is up-to-date.</p> <p>A report is expected to be taken to Corporate Management in the summer to make recommendations on whether or not to proceed with CIL.</p> <p><b>Stockton-on-Tees</b> RY informed the group that SBC's Regeneration and Environment Local Plan Publication Consultation has now been completed. A total of 143 responses were received as part of the consultation covering a wide range of issues. Discussions are ongoing with the Highways Agency and Natural England regarding their representations. Submission of the Local Plan is currently expected in June.</p> <p>Consultation has also now been completed on the Draft CIL</p>	

	<p>Charging schedule. A total of 21 representations were received in response to the consultation.</p> <p><b>Hartlepool MS</b> indicated that consultation on the Hartlepool Local Plan had been delayed to enable a sufficient evidence to be gathered. Work is now nearing completion on the evidence base and it is anticipated that consultation will take place on the Preferred Options after the elections, probably in late summer. Consultations are currently taking place on the Dwellings Outside of Development Limits and Seaton Carew Masterplan SPDs. It is also intended to update the Planning Obligations SPD. CIL was not currently being pursued.</p> <p><b>Redcar and Cleveland AC</b> advised that a new LDS was published in February 2015. The timetable anticipates a scoping report to be published in July 2015, followed by a draft plan in January 2016, publication in October 2016, with adoption anticipated in 2017. Work is currently underway updating the evidence base including a new GTAA, SHMA, renewable energy study and green space strategy. The Council has reaffirmed its decision not to pursue CIL at this time. AC advised that the Council is continuing to receive PAS support, which will include a Member workshop after the elections.</p>	
<b>4. Duty to Cooperate</b>	<p>VA indicated that DBC were seeking to revise their policy approach for top-end executive housing and that neighbouring authorities would be consulted in due course on the proposed changes.</p> <p>Everybody agreed that the proposals were unlikely to cause any issues of conflict.</p>	VA
<b>5. Draft Memorandum of Understanding regarding housing requirements</b>	<p>Discussion took place around the table regarding the Draft Memorandum of Understanding on housing requirements which SBC had prepared.</p> <p>AC and VA expressed concerns over the level of detail which had been included within the MoU. There was also concern that the detailed analysis contained within the MoU could be subject to regular change as each authority updated its evidence base. The material in the draft MOU seemed to include duty to co-operate process matters and matters of fact and analysis about the current situation. VA suggested the latter could be separated into a Statement of Common Ground, which could be periodically updated.</p> <p>RY indicated that the MoU had partly been prepared to demonstrate that the TV authorities were working together when preparing their housing numbers and to demonstrate that the TV authorities were already planning sufficient housing numbers to meet the 25,000 jobs target set out in the SEP.</p> <p>Some discussion took place over whether the MoU was required as housing numbers are being decided at a local level and not a sub-regional level.</p> <p>It was agreed that all present would prepare comments on the MoU and whether it was required and submit these to Matthew Clifford (SBC) by Friday 24<sup>th</sup> April.</p>	All

<p><b>6. TVU Demography and Modelling Officer</b></p>	<p>AC informed the group that TVU had agreed to advertise for a replacement Demography and Modelling Officer. It was agreed that the post was highly valuable to all authorities and that TVU's decision to advertise the post was supported.</p> <p>MS indicated that it would be desirable to have some Local Authority presence on the interview panel to ensure that the appointed candidates were capable of understanding and undertaking the work required by the TV authorities. It was agreed by all that this would be a good idea. AC agreed that he would feed this up to Planning Managers.</p>	<p>AC</p>
<p><b>7. Draft Tees Valley Local Aggregates Assessment</b></p>	<p>AC indicated that consultation on the Draft Tees Valley Local Aggregates Assessment had taken place and that several objections had been received from neighbouring local authorities regarding the methodology used.</p> <p>A meeting has recently taken place to discuss this with the neighbouring authorities and it was agreed to use regional apportionment as an interim figure until more up to date information is available.</p>	
<p><b>8. Landfill Capacity in Tees Valley and North Yorkshire</b></p>	<p>AC indicated that Rob Smith from NYCC had contacted him regarding the potential for NYCC to send some of its projected waste to landfill sites within the Tees Valley. RS indicated that existing landfill sites in North Yorkshire were nearing their capacity and that he believed that there was spare capacity within the Tees Valley which could be utilised.</p> <p>It was agreed that NYCC should consult each authority separately to identify if there is any spare landfill capacity. AC agreed to provide this feedback to RS.</p>	<p>AC</p>
<p><b>9. Any Other Business</b></p>	<p>AC indicated that VA had requested somebody from Durham County Council to attend the meeting to discuss what has happened to their Local Plan. AC advised that Officers from Durham had been contacted, but had not yet responded.</p> <p>VA and RY indicated that it would be useful for an Officer from DCC to attend the next DPOs meeting to discuss what has happened to their Local Plan, bearing in mind the length of time until the next extended DPOs meeting including DCC. GB agreed to try and arrange for a representative from DCC to attend the next meeting to provide an update.</p>	<p>GB</p>
<p><b>10. Date and time of next meeting</b></p>	<p>Tuesday 2<sup>nd</sup> June, 2.00pm, Redcar &amp; Cleveland House, Redcar</p>	

## TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING

Plus Neighbouring Planning Authorities

Thursday 22 January 2015 at 2.00pm

Town Hall, Stockton-on-Tees

### Attendance

Graeme Smith (GS) – Durham County Council  
J Hiles (JH) – Richmondshire District Council  
Rob Smith (RS) – North Yorkshire County Council  
David Hand (DH) Scarborough District Council  
Alex Conti (AC) – Redcar & Cleveland Borough Council  
Rosemary Young (RY) – Stockton Borough Council  
Katherine Whitwell (KW) Middlesbrough Council  
Valerie Adams (VA) – Darlington Borough Council  
Helen Williams (HW) - Hartlepool Borough Council  
Caroline Skelly (CS) – North Yorkshire Moors National Park Authority  
Isabel Nicholls (IN) - Stockton Borough Council

Agenda Item	Details	Action
1. Apologies	Andrew McCormack - Hambleton	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
2. Minutes of previous meeting	<p>The minutes of the previous meeting of the TVDPOs group including adjacent authorities on 25 September 2014 were agreed as a true record, subject to a minor amendment. All actions had been completed.</p> <p>The minutes of the previous meeting of the TVDPOs group on 23 October were agreed as a true record. All actions had been completed.</p> <p>VA updated the group that Darlington's Gypsy and Traveller Accommodation Assessment had been considered by the Directors of Place group. In response to a query, it was confirmed that the assessment had cost approximately £9,000; it was agreed that this had been good value.</p> <p>The issues relating to LDOs associated with Enterprise Zones and the need to re-consult on time extensions had been discussed by email.</p>	
3. Local Plan and CIL Progress	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Stockton-on-Tees</b> RY informed the group that StBC's Regeneration and Environment Local Plan would begin its Publication Consultation in 2 February 15. The Policies Map was displayed and RY gave a brief overview of the document, including the major site allocations and policies. The CIL Preliminary Draft Charging Schedule would be consulted on simultaneously. The group discussed the CIL rates being proposed and the division of the Borough into high and low zones. It was hoped that following a further consultation of CIL, both documents would progress to submission in June, leading to an Examination in Public in autumn and adoption in early 2016.</p> <p><b>Richmondshire</b> The Core Strategy had been adopted and 5</p>	



days of the period for legal challenge remained. The authority had re-embarked on CIL work and had employed PBA to look at local assumptions. Work had also started on site allocations although this was likely to take at least two years to complete. An SPD on developments close to existing settlements was being prepared.

The group congratulated JH and his team on the adoption of the Core Strategy.

**Scarborough** The authority's Local Plan had recently undergone a Publication Consultation and would be submitted to the Secretary of State for Examination in Public in summer 2015. Houses in Multiple Occupation had proved to be significant during the publication consultation – an SPD on the issue was being prepared for consultation in May 2015. The authority had begun to look at CIL, but would be doing the work internally rather than using consultants.

**North Yorkshire County Council** The Preferred Options consultation on the Minerals and Waste Joint Plan (being prepared with York City Council and NYMNP) had been delayed until after the election. Publication was expected at the end of 2015, with the examination and adoption in 2016.

**Hartlepool** HW confirmed that the Preferred Options consultation would take place in April 2105, although this was during the period of purdah before the elections on 7 May 2015. A new planning obligations SPD had been delayed until the Local Plan had progressed further. CIL was not currently being pursued.

**Redcar and Cleveland** Work was ongoing to update the evidence base for the Local Plan. It was noted that there was potential for cross boundary work with Scarborough on the SHMA. A Development Contributions SPD had been adopted in December 2014. CIL was not currently being pursued. The authority had also taken up an offer of support from the Planning Advisory Service and were being assisted with their evidence base review, project management and member training.

**Durham County Council** GS confirmed that the authority was part way through its Local Plan examination by Harold Stevens. The first stage, dealing with strategic issues had been completed and an interim report was anticipated in February. The next stage of the examination was likely to be in May and June.

The authority had been challenged on the Duty to Cooperate and had been advised to submit as much evidence of cooperation as possible. It had been argued by CPRE that all the authorities were 'going for growth' in their area, but there was a finite need for houses and jobs within the wider area. The challenge had been rebutted with reference to the LEP, SEP, SHMA and economic modelling. There had also been some discord over population models and data sources and the authority had been asked to submit a further paper – the other authorities noted the difficulties with various statistics being

	<p>updated over the course of the year and the need to respond to them through the plan and evidence base.</p> <p><b>Middlesbrough</b> The Local Plan (Housing) had been adopted and the period for legal challenge had passed. The authority was now looking to prepare and Issues and Options consultation for the remainder of the plan in summer 2015. The affordable housing SPD would also be reviewed.</p> <p>The group congratulated KW and her team on the adoption of the Local Plan (Housing).</p> <p><b>Darlington</b> The next stage of the Making and Growing Places DPD had been delayed due to the impending elections and issues relating to transport modelling and microsimulation. A number of scenarios would be remodelled – the results were expected in February. The next consultation would take place in July and would involve new elected members and associated member training.</p> <p>VA also updated the group that, as result of a disappointing appeal decision relating to a development in Middleton St George, it had been concluded that the plan would not meet the requirements for assessing and meeting objectively assessed needs for housing in the Borough. This could mean that an assessment of objectively assessed need would be undertaken alongside the plan, or that the plan would need to be developed and adopted incrementally.</p> <p><b>North Yorkshire Moors National Park</b> CS confirmed RS' update in relation to the Minerals and Waste Joint Plan. The Helmsley Plan, which contained site allocations for the town had been submitted to the Secretary of State and would be subject to a two day examination in March. With reference to CIL, PBA had previously undertaken a viability assessment using an incorrect model. This work needed redoing, however it was considered unlikely that CIL would be viable. Work on a new Local Plan would begin in the spring.</p>	
<p><b>4. Tees Valley Local Aggregates Assessment</b></p>	<p>AC confirmed that the Tees Valley Local Aggregates Assessment prepared by his team has been circulated amongst the Tees Valley Authorities prior to being circulated to a wider audience for consultation. It was noted that the section on housing figures would be updated prior to this.</p> <p>The group discussed the scope of the consultation and it was recommended that the consultees should include:</p> <ul style="list-style-type: none"> <li>• North Yorkshire and Durham County Councils</li> <li>• Main industry representatives</li> <li>• The Marine Management Organisation</li> <li>• The relevant statutory bodies for Local Plan consultations</li> </ul> <p>It was agreed that AC would circulate the details of the consultation to the group. It was felt that as the document was part of the technical evidence base, it was unlikely to require political approval.</p>	<p>AC</p>

<p><b>5. ILG Research Project</b></p>	<p>RY informed the group that StBC had received funding for a research project on housing supply and national policy which would be undertaken by the Institute of Local Governance. The study would include a desk based literature review, interviews with representatives from other north east local authorities, research on developers' views and an assessment of LEPs and their interaction with Local Plans.</p> <p>RY had passed on details of the other DPOs to ILG and hoped that they would be able to participate in the study. She confirmed it was likely the elected members would seek to lobby central government based on the study's results. Further details of the study would be forwarded after the meeting.</p>	<p>RY/IN</p>
<p><b>6. Strategic Housing market Assessment – Letter from DCLG to PINS</b></p>	<p>The group reviewed the letter and concluded that the content was not new information – SHMA's did not set objectively assessed need and a more recent SHMA would not undermine an adopted Local Plan because the SHMA would not have been tested through the examination process.</p> <p>The group discussed the tension between a 15 year development plan and the need to use regularly updated figures to understand objectively assessed need. JH confirmed that Richmondshire had been asked to explain how it would monitor and review the relevant figures in their plan.</p>	
<p><b>7. Darlington Appeal Decision: Land off Sadberge Road, Middleton St George</b></p>	<p>VA outlined the circulated appeal decision which had been received from the Planning Inspectorate the previous week and stated that it had significant implications for Darlington's development plan including:</p> <ul style="list-style-type: none"> <li>• Needing to renew the assessment of objectively assessed need rather than relying on figures in the Core Strategy which had been inherited from the RSS</li> <li>• Some Core Strategy and saved Local Plan policies had been rendered out of date, including policies to protect development limits</li> <li>• The overall locational strategy may need to be revised once the objectively assessed housing need had been established</li> <li>• A partial review of the emerging development plan may need to be undertaken</li> <li>• Whilst the housing numbers rather than sites had been the focus, it had also been established that the Council's resolution to dispose of a site was not sufficient to demonstrate deliverability without developer input</li> <li>• The Council successfully defended its position on persistent under delivery, taking the Liverpool approach and addressing the shortfall over a longer period.</li> <li>• The Council's evidence on landscape was relatively weak – a Borough wide landscape character assessment needed to be undertaken to consider the impact of development on the landscape. Stockton, Scarborough and Durham confirmed that they had undertaken studies, either themselves or using consultants.</li> </ul> <p>VA stated that a decision now needed to be taken on whether to persevere with the document and twin track further work on objectively assessed need which would be undertaken by consultants to deliver credibility with elected members. It was</p>	

	<p>anticipated that further large applications would come forward in Middleton St George and on the Borough's urban fringe in the coming months.</p>	
<p><b>8. Tees Valley Unlimited Spatial Planning Session</b></p>	<p>RY introduced the circulated papers to the group, stating that they offered the answers to questions about where 25,000 jobs anticipated by the LEP's would be located. The final figures in the document had largely been agreed; however, the papers gave a valuable insight into how they had been arrived at. The main issues were :</p> <ul style="list-style-type: none"> <li>• The mixing and matching of different data sets</li> <li>• uncertainty over assumptions being made</li> <li>• Planners needed to be involved in establishing the figures because they would need to defend them when local development documents were examined</li> </ul> <p>Concerns were also expressed about the robustness of the papers, however the TVU had agreed to review the methodology for future iterations. RY agreed to circulate a further graph which had not been included in the papers. RS reported that NYCC was updating the Local Aggregates Assessment undertaken in 2013, based on the most recent annual monitoring data. The new LAA was also taking a more objective approach to demand forecasting rather than using 10 year average demand data. The document, which had been circulated to the relevant authorities by email, built on current assumptions about aggregate use in the Tees Valley. RS confirmed that a response had been received from Redcar and Cleveland on behalf of all the Tees Valley authorities. A response regarding demand forecasting from the industry stakeholders had not yet been received.</p>	<p>RY/IN</p>
<p><b>9. North Yorkshire Sub Region Local Aggregate Assessment</b></p>		
<p><b>10. Rotation of Chairmanship</b></p>	<p>It was agreed that Redcar and Cleveland would host DPOs meetings in their Redcar offices in 2015/2016. AC agreed to organise the next meeting for early April.</p>	<p>AC</p>
<p><b>7. Any Other Business</b></p>	<p><b>Affordable Housing Threshold</b> The DPOs discussed the impact the reduced threshold for affordable housing contributions would have on their ability to meet their affordable housing requirements. It was noted that advice had been received that an up to date Core Strategy would have greater weight in decision making than the relevant ministerial statement and that Reading and West Berkshire had launched a legal challenge. It was agreed that the lower threshold would have a very significant impact on delivery in areas where a high proportion of housing delivery was made on small sites.</p> <p><b>Viability</b> DH informed the group that ScBC had developed significant knowledge and expertise about viability and would be offering a consultancy service in the future.</p> <p><b>Statutory and Non-Statutory Responsibilities</b> VA queried whether any other LPA's had undertaken work on statutory and non-statutory responsibilities and the implications if non-statutory tasks were not undertaken. The DPOs agreed to share the work they had done in this area.</p>	

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**  
**Thursday 23 October 2014 at 10.00pm**  
**Ground Floor Conference Room, Municipal Buildings, Stockton-on-Tees**

**Attendance**

Valerie Adams (VA) – Darlington Borough Council  
 Martin Coleclough (MC) - Middlesbrough Council  
 Alex Conti (AC) – Redcar & Cleveland Borough Council  
 Rosemary Young (RY) – Stockton Borough Council (Chair)  
 Isabel Nicholls (IN) - Stockton Borough Council

Agenda Item	Details	Action
<b>1. Apologies</b>	Kathryn Whitwell – Middlesbrough Borough Council	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>2. Minutes of previous meeting</b>	<p>The minutes of the previous meeting of the Tees Valley Development Plans Officers Group held on 25 September 2014 were agreed as a true record, subject to a minor alteration.</p> <p>RY confirmed that work on the Duty to Cooperate Memoranda of Understanding discussed under Item 4 would begin as soon as resources allowed.</p> <p>AC confirmed that work on the Strategic Housing Matters paper recorded under Item 6 had been completed.</p>	IN
<b>3. Local Plan and CIL Progress</b>	<p><b>Stockton-on-Tees</b> RY reported that work on the Regeneration and Environment LDD (Stockton's site allocations document) was moving forward although there had been some slippage from the published timetable. Consultation on the Publication draft would take place in February and March 2015. The authority's CIL would follow a similar timetable. An initial report on whole plan viability had been received from Peter Brett Associates, the consultants working with the authority, along with reassurance that errors encountered by other Local Authorities would not be repeated. It was anticipated that the two documents would have a joint examination in public.</p> <p><b>Middlesbrough</b> MC confirmed that the Planning Inspectorate had indicated that the authority would receive the report into the Local Plan (Housing) for fact checking by 31 October. Adoption was anticipated in December 14.</p> <p><b>Redcar and Cleveland</b> AC informed the group that a Cabinet report on a revised LDS had been drafted. The new timetable for the Local Plan included a first draft in September 2015 alongside a new sustainability appraisal scoping report, progressing to adoption by May 2017. In response to a request from Members, Peter Brett Associates were producing an update report on CIL's viability for the Borough, although it had previously been concluded that it should not be taken forward. A Developer Contributions SPD would be adopted in December 2014.</p> <p><b>Darlington</b> VA reported that a new LDS had been confirmed by Cabinet in October, which included consultation on the Publication draft of the Making And Growing Places in LDD in December 2014. However it was anticipated that some slippage</p>	

	<p>could occur. Whole plan viability work was being undertaken in house, however there were issues relating the theoretical viability model to the situation 'on the ground', as sites which would be considered unviable by the model continued to come forward and be developed.</p> <p>In response to a query, it was confirmed that PINS should be informed of an impending examination once a submission date had been confirmed, rather than prior to the publication stage.</p>	
<p><b>4. Duty to Cooperate</b></p>	<p><b>A. Schedule</b> The group discussed the proposed reporting schedule for Duty to Cooperate Issues and agreed that it would be used to scope out and report on any Duty to Cooperate Issues going forward, but would not be progressed jointly for retrospective issues.</p> <p><b>B. Local Aggregates Assessment (LAA)</b> AC confirmed that Redcar and Cleveland had taken the lead on the Local Aggregates Assessment and had started to look at the figures required to demonstrate a seven year supply of aggregates. There were also some issues with the apportionment of aggregates in the North East RAWP, which had been updated following the publication of the Tees Valley's Minerals and Waste DPDs.</p> <p><b>C. SHLAA</b> VA queried whether it would be appropriate to develop and consult on a new Tees Valley methodology for SHLAA, in light of changes made in the National Planning Policy Guidance. Information relating to a recent planning appeal in Darlington was also circulated. DBC intended to update their SHLAA methodology, including consulting interested parties, in late 2014 before updating the SHLAA itself in early 2015.</p> <p>It was confirmed that the authorities had stopped re issuing their complete SHLAA each year, preferring to publish updates through their Authority Monitoring Reports, unless more thorough updates were required to inform site allocations documents. DPOs reported that 'calls for sites', workshops and consultations resulted in few very responses, however in the current climate there was relatively little challenge to SHLAA classifications.</p> <p>It was concluded that any revision of the Tees Valley methodology should be wholesale rather than piece meal, and should include considering a reduction in minimum site size and combining the assessment with the Employment Land Review. It was agreed that a Tees Valley wide approach would not be taken at this stage.</p> <p><b>D. Tees Valley Unlimited Management Group</b> RY referred to the agenda and papers of the meeting of the Tees Valley Unlimited Management Group held on 13 October 2014. The meeting, title Spatial Issues, Strategic Discussion, had covered:</p> <ul style="list-style-type: none"> <li>• Where the anticipated 25,000 jobs in the Tees Valley in the next 10 years would be located</li> </ul>	

- Where opportunities would be created through replacement demand, as current employees retired or moved on
- Population change
- Targets for the SEP delivery Plan

RY reported that local authorities had been asked to do a 'sense-check' of the contents of the papers with a view to feeding back comments to a further meeting of TVU Management Group on 12 November 2014.

AC reported that he had been invited to a meeting between Directors of Place and the HCA on 17 November 2014.

Concern was expressed that demographics should lead and inform job targets, rather than anticipated job creation informing house building and population projections. It was noted that the papers circulated would form a useful basis for making a case at and Examination in Public; however, there was a risk that the reported figures could be changed at short notice.

The group concluded that further information about the source of the 25,000 jobs figure was still required.

### **E. Gypsy and Traveller Accommodation Assessment – Darlington**

VA reported that a new Gypsy and Traveller Accommodation Assessment had been produced for Darlington. This replaced all previous studies and updates, and was for the period 2014/15 to 2026/27. The need identified for the full period was 32 pitches, with a 5 year need of 6 pitches.

The evidence for the assessment had been gathered from a variety of primary and secondary sources, including interviews with Gypsies and Travellers currently living in bricks and mortar accommodation, as well as pitches. This had revealed that many Gypsies and Travellers had strong local ties in Darlington, and that much travel was from north to south rather than east to west. Family sizes were also larger than average at 3.6 people. As well as accommodation needs, provision for health, education also needed to be addressed although that was not within the remit of this study.

It had been noted that the relatively low number of unauthorised encampments suggested there was relatively little unmet need. In addition, there were currently unimplemented planning permissions within the region. The national picture had been extrapolated to suggest that there were approximately 200 gypsies and travellers living in bricks and mortar accommodation within Darlington. It had been noted that in some cases elsewhere, a psychological aversion to living in bricks and mortar had been given significant weight in decision making.

The assessment had also revealed that there was a demand for 6-8 pitches to accommodate travelling show people over the

	<p>next 5 years.</p> <p>VA commented that there was an opportunity to convert 12 Council owned transit pitches into permanent pitches, which would meet the 5 year supply. The Borough also continued to have a number of applications for small or single pitch sites each year, many of which were being approved, either by the Council or on appeal.</p> <p>Due to previous issues, endorsement from Planning Managers and Directors of Place would be sought. Any questions or comments could be forwarded to Planning Managers the following week, or sent directly to Emma Williams at DBC. The assessment had not yet been presented to members – it would be presented as a technical study alongside the rest of the plan.</p> <p>VA agreed to report back to the group on the cost of the assessment.</p>	VA
<b>7. Any Other Business</b>	MC queried whether the Authorities intended to review their LDOs associated with the Enterprise Zone, some of which would expire in 2015. The DPOs agreed to feedback information to the next meeting.	ALL



**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Plus Neighbouring Planning Authorities**

**Thursday 25 September 2014 at 10.00pm**

**Conference Room 2, Stockton-on-Tees**

**Attendance**

Gavin Scott (GS) – Durham County Council  
 Graham Banks (GB) - Hambleton District Council)  
 Rob Smith (RS) – North Yorkshire County Council  
 David Hand (DH) Scarborough District Council  
 Alex Conti (AC) – Redcar & Cleveland Borough Council  
 Rosemary Young (RY) – Stockton Borough Council  
 Katherine Whitwell (KW) Middlesbrough Council  
 Matthew King (MK) - Hartlepool Borough Council  
 Sarah Housden (SH) – North Yorkshire Moors National Park Authority  
 Isabel Nicholls (IN) - Stockton Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Valerie Adams – Darlington Borough Council	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>2. Minutes of previous meeting</b>	<p>The minutes of the previous meeting of the TVDPOs group including adjacent authorities on 2 May 2014, were agreed as a true record.</p> <p>In relation to item 2, RY confirmed that the Tees Valley DPOs had continued to raise the profile of the Duty to Cooperate with limited success. In relation to item 3, it was confirmed that Tees Valley DPOs continued to pursue the relationship between the LEPs aspirations and delivery on the ground. No further information on the Tees Valley Housing Price Index raised under Item 4b had been received.</p> <p>The minutes of the previous meeting of the Tees Valley Development Plans Officers Group held on 11 August 2014 were agreed as a true record, subject to a minor alteration.</p> <p>In relation to Item 3, it was confirmed that Andrew McMinn’s (Strategic Estates Planner, NHS Property Services) contact details had been circulated. He would be asked to provide the other details promised at the meeting.</p> <p>In relation to the Item 5, it was confirmed that the group’s agreed terms of reference would be circulated to the adjacent authorities.</p>	<p align="right">IN</p> <p align="right">IN</p>
<b>3. Local Plan and CIL Progress</b>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Scarborough</b> The Whitby Business Park Area Action Plan had undergone examination in April 2014 would be adopted with minor modifications. The authority’s Local Plan had recently undergone a Publication Consultation and would be submitted to the Secretary of State for Examination in Public in summer 2015. It was confirmed that the authority was not currently pursuing CIL; this would be reviewed in 2015.</p> <p><b>Richmondshire</b> The Core Strategy examination hearing had</p>	

taken place in February 2014 and a further consultation on further modifications had ended recently. A review of the authority's Local Area Assessment would begin shortly and would inform the upcoming Site Allocations document. CIL was still at an early stage.

**North Yorkshire Moors National Park** SH confirmed the progress on the Whitby Business park Area Action plan and made reference to the Minerals and Waste Joint Plan (being prepared with York City Council and NYCC). Work was beginning on replacing the Core Strategy and LDF documents with a Local Plan. Progressing CIL was not currently a priority.

SH informed the group that she would soon be leaving her current post to become a Planning Inspector.

**Durham County Council** The County Plan's examination would begin w/c 29/09/14 and would initially run until mid-November, dealing with strategic issues. After this, the Inspector would issue an interim report before moving on to deal with site specific issues in early 2015. Further sessions would then be arranged to consider CIL.

**North Yorkshire County Council** The Issues and Options consultation on the Minerals and Waste Joint Plan (being prepared with York City Council) had concluded in spring 2014 and progress was being made towards the Preferred Options draft. Forecasting local aggregate requirements had been an ongoing issue.

**Hambleton** Members had recently agrees to undertake a full review of the plan which would extend the plan period to 2035 The partial review which was underway would continue to provide interim guidance until the full review was adopted. The initial Hearing for the authority's CIL Charging Schedule had been held in August 2014, however due to an error in the authority's consultant's (PBA) model this would need to be reconvened. A number of other authorities had reported similar issues.

GB informed the group that he would soon be leaving his current post and retiring. Andrew McCormack would be attending DPOs in future.

**Hartlepool** MK confirmed that progress towards a new Local Plan was continuing and a new member of staff had recently been appointed. CIL would not be pursued until the Plan was at a more advance stage.

**Redcar and Cleveland** The Publication draft of Local Plan had been submitted to the authority's Cabinet but had not been approved for consultation. CIL was not being actively pursued at this stage, however further work had been requested by Members to ensure this was the best course of action.

**Middlesbrough** Following the EIP relating to the Local Plan (Housing) in June, a further consultation on proposed

	<p>modifications had been held. The Inspector's report was expected in mid-October.</p> <p><b>Stockton-on-Tees</b> Work on the Regeneration and Environment LDD (Stockton's site allocations document) was ongoing, although it had been stalled due to concerns about deliverability and viability. Consultation on the Publication draft would take place in February and March 2015. The authority's CIL would follow a similar timetable. Following a controversial Issues and Options consultation on a Gypsy and Traveller Site Allocations Document, the document had been withdrawn by Members. Work was restarting but could be complicated by new government rules.</p> <p><b>Darlington (by email)</b> Work on the Making and Growing Places DPD continued – a pre-Submission draft would be submitted to Members in December for submission to PINS in late Feb/early March. The Cabinet had agreed not to pursue this at the moment at the beginning of September.</p> <p>A discussion about the issues surrounding implementing CIL ensued, particularly regarding areas with greater viability subsidising infrastructure in areas where a charge was no viable.</p> <p>The group also made reference to the difficulty of ensuring infrastructure was provided in areas where CIL contributions could not be raised due to viability. It was concluded that S106s could continue to be used to gather contributions, although it was important to ensure S106 pots were clearly and specifically defined, so that the limit of 5 S106s per pot was not reached sooner than necessary.</p>	
<p><b>4. Duty to Cooperate – Memoranda of Understanding</b></p>	<p>RY reported that the Tees Valley DPOs had sought to gain the LEP's endorsement of their methodology for dealing with the sub region's housing requirement, and set out the content of a report which had been submitted to the Tees Valley Directors of Place in August 2014. This detailed how each of the authorities would calculate their own housing requirements using their own methodology, but that each was happy with the others' methodology and conclusions.</p> <p>It had been agreed that a statement of common ground would be prepared to this effect and would be signed by all the Tees Valley authorities. RY was currently preparing this. It had also been suggested that similar undertakings should be made with Durham County Council and the various North Yorkshire Authorities and their representative's views on this views on this were sought.</p> <p>Richmondshire, Scarborough, Hambleton, NYMNPA and NYCC all agreed that such an understanding would be both appropriate and desirable in principle, as it was inevitable that there would be cross boundary issues with the Tees Valley.</p> <p>Durham CC also confirmed that they were open to the suggestion in principle; however, they would be in a better position to move forward following their Local Plan's</p>	

	<p>Examination in Public. In preparing their Duty to Cooperate Statement, they had entered into a number of such agreements with varying levels of involvement and commitment, depending on the degree of cooperation required.</p>	
<p><b>5. Duty to Cooperate Schedule</b></p>	<p>RY explained that a reporting schedule for Duty to Cooperate Issues had been raised at previous DPOs meetings in May and August. In response, a schedule for recording Duty to Cooperate Issues and associated progress had been developed and circulated. It was noted that the level of cooperation and evidence of cooperation required depended largely on the Inspector examining an authority's Plan.</p> <p>SH reported that York City had coordinated a similar approach to the Duty with its adjacent authorities.</p> <p>It was agreed that a copy of the prepared schedule would be circulated and the authorities would complete them to the best of their ability. These should then be returned to Stockton, who would a file of Duty to Cooperate Issues. Responsibility for maintaining and updating the record of cooperation would rotate with the chairmanship of the DPOs group.</p> <p>It was noted that it was also useful to log issues where cooperation had been considered but not undertaken.</p>	<p>ALL</p>
<p><b>6 Duty to Cooperate Issues</b></p>	<p><b>Local Aggregates Assessment (LAA)</b></p> <p>It was reported that whilst a subgroup had been established to produce an LAA, progress had been limited due to resource constraints.</p> <p>RS explained that as the NYCC area was a significant exporter of aggregates to the Tees Valley, information amount the amount of aggregates likely to be required in the sub region would be important to complete their Plan. This was particularly important because there was a pressure to allocate more sites for extraction within North Yorkshire. Currently it was assumed that past trends would continue, however the Aggregates Trade Association was pressing for an assessment of objectively assessed need, using projected building growth to forecast demand. RS confirmed that NYCC could offer the Tees Valley advice and support in producing the LAA.</p> <p>Darlington had previously advised that they lacked the resources to lead on the LAA. The Tees Valley DPOs agreed to consider what resources could be mustered to take the Tees Valley LAA forward and would discuss the issue at a subsequent meeting.</p> <p><b>Strategic Housing Matters</b></p> <p>AC explained that he had previously drafted a statement which set out each authority's position on strategic housing matters. He had received comments from Darlington and Stockton, so would recirculate with their changes incorporated so Middlesbrough and Hartlepool could contribute to the latest draft.</p>	<p>TVDPOs</p> <p>AC/MK/KW</p>

	<p><b>Wynyard Design Brief</b>  MK raised the possibility of Stockton and Hartlepool pursuing a Design Brief SPD for development at Wynyard. RY confirmed this was unlikely to be a priority for Stockton, particularly as the authorities were supporting the Neighbourhood Forum to develop a Neighbourhood Plan in this area which could deliver those aims.</p> <p><b>Waste Movements from NYCC</b>  RS reported that NYCC had undertaken an exercise to track waste movements from the authority and ensure these avenues would still be open in the future. A threshold of 5000 tonnes had been set initially, however this was likely to be lowered to 1000 tonnes meaning more authorities would need to be consulted.</p> <p><b>Designer Outlet at Scotch Corner</b>  JH reported that Richmondshire had received an application for a Designer Outlet village on an out of town site at Scotch Corner. The site had had planning permission for employment use since 1991, but this had never been implemented. Initial concerns included the impact on existing centres and the highway network. Comments were welcomed from other authorities whose existing centres were likely to be impacted on by the development</p>	
<p><b>7. Any Other Business</b></p>	<p>None</p>	

## TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING

**Monday 11 August 2014 at 10.00am**

### **Attendance**

Rosemary Young (RY) – Stockton Borough Council (Chair)  
 Bryan Huntley (BH) Darlington Borough Council  
 Alex Conti (AC) – Redcar & Cleveland Borough Council  
 Kathryn Whitwell (KW) - Middlesbrough Council  
 Tom Britcliffe (TB) - Hartlepool Borough Council  
 Isabel Nicholls (IN) - Stockton Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Apologies for absence were received from Valerie Adams (DBC)	
<b>2. Minutes of previous meeting</b>	The minutes of the previous meeting of the group on 3 July 2014, were agreed as a true record.	
<b>3. NHS Strategic Estates Planning</b>	<p>Andrew McMinn (AM), Strategic Estates Planner for NHS Property Services (North Region) was in attendance and gave a presentation setting out the organisation's structure and role in asset and facilities management. The presentation set out how the organisation intended to engage with local authorities to maintain, improve and optimise the use of existing estates, as well as ensuring the need for new estate as a result of demographic changes could be met. This would include improving the ways in which new developments could contribute to meeting their future residents needs for health care provision, such as through S106 agreements. Co locating services and developing multi functioning places was likely to be increasingly important in the future.</p> <p>AM confirmed that he would be the DPOs first point of contact for NHS land use issues including the requirement to contact CCGs and NHS England under the Duty to Cooperate, and for any major planning applications. IN would circulate AM's contact details.</p>	IN
	<p>RY thanked AM for his presentation, stating that the LPAs were keen to ensure that new developments had appropriate community facilities however it had previously been difficult to find the correct contact and elicit a response.</p> <p>In response to a query, AM outlined the funding process for new GP provision and agreed to share an ongoing analysis of the existing estate, which would lead into a GP Estates Strategy. This was expected to be completed in autumn and would be a live document which would provide much of the information the LPAs required for successful place making. It was confirmed that in some areas, ongoing funding arrangements were left over from previous funding regimes.</p> <p>Reference was made to Strategic Partnering Boards, to which all Councils were invited. AM agreed to provide further details so the DPOs could confirm the correct representatives from their authorities were attending.</p>	
	It was confirmed that the lack of funding for NHS estates	AM

	<p>through planning obligations was a significant issue that NHS Property Services wished to address. It was important that policies were set locally, as NHS England would not take the lead on planning for new populations. The DPOs noted that lack of GP provision was often cited as an objection to new development. AM confirmed that information on GP provision could be provided in relation to individual proposals if required; however the Tees Valley had reasonably good estates provision due to past investment. It was also noted that work force development would be required alongside new facilities, including attracting staff to the area to deliver any new services.</p>	
<p><b>4. Local Plan and CIL Progress</b></p>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Stockton-on-Tees</b> The Regeneration and Environment LDD (Stockton's site allocations document) would undergo Publication stage consultation in December and January 2014/15, followed by submission in April 2015 and Examination in Public in June 2015. Adoption was anticipated in November 2015. The authority's CIL would follow a similar timetable although there would be two consultation periods, leading to adoption in December 2016.</p> <p>RY reported that an Affordable Housing SPD had been adopted in August 2014, but this focused on implementation of existing policy, not changing established requirements.</p> <p><b>Darlington</b> Work on the Making and Growing Places LDD continued and a publication draft consultation was anticipated in December 2014. Work on whole plan viability was being undertaken in house. A report on CIL would soon be considered by the authority's Cabinet to confirm the view that CIL should not be taken forward at this stage.</p> <p><b>Hartlepool</b> Around 50 responses to the Issues and Options consultation had been received. There was an appetite for moving the plan forward; however, the first draft of the Local Plan was likely to be delayed due to staff changes. Evidence gathering was ongoing although it was likely that planning permissions for a number of sites would be determined prior to the next stage of the plan process. Securing contributions in relation to planning applications continued to be challenging without an up to date plan.</p> <p><b>Redcar and Cleveland</b> The publication Local Plan had not been approved for consultation by Members, partly due to a large controversial housing site. It was unlikely that the plan would be represented before the election in May 2015, causing a significant delay to the process, meaning that some evidence would need to be updated. A new LDS would be presented to Cabinet in autumn.</p> <p><b>Middlesbrough</b> Consultation on proposed modifications to the Local Plan (Housing) would end on 26 August 14. The Inspector's report was anticipated in early September.</p>	

<p><b>5. Terms of Reference</b></p>	<p>The group agreed the Terms of Reference circulated.</p> <p>It was agreed that the DPOs would review the information required for a meaningful duty to cooperate schedule which could contribute to demonstrating that cooperation had taken place on particular issues and report back to a subsequent meeting.</p>	<p>ALL</p>
<p><b>6. Duty to Cooperate - Issues</b></p>	<p><b>Tees Valley Local Aggregates Assessment</b> It was noted that the Tees Valley had previously agreed to produce a joint Local Aggregates Assessment, however significant progress had not been made. It was agreed that the process should be restarted and work previously undertaken by David Nelson of Darlington BC should be recirculated to relevant officers and a meeting arranged to agree a plan of action.</p> <p><b>Minerals and Waste Joint Plan for North Yorkshire, City of York and the North York Moors national Park Authority</b> DPOs confirmed they had responded as necessary.</p> <p><b>Strategic Housing Matters</b> RY confirmed that a report would be presented to Directors of Place on 13 August. This would set out that, despite following different methodologies for determining housing targets, all the Tees Valley Local Authorities would pursue growth in collaboration and cooperation, rather than in competition and would seek to fulfil the aspirations of the SEP.</p> <p>Reference was also made to the need to relate the 25,000 anticipated in the SEP to the provision of housing and community facilities. It was noted that the LPAs relied on data from TVU to do this, however this capacity was likely to be lost in the near future. If further support was not forthcoming, the LPAs would need to agree a methodology to undertake the task themselves.</p> <p>AC confirmed that he was still awaiting responses from some colleagues in relation to the discussion paper on housing numbers circulated following the group's July meeting.</p>	<p>BH</p>
<p><b>7. Other Consultations and Documents</b></p>	<p>a. PAS paper on Objectively Assessed Need and Housing Targets The group confirmed they were aware of this document</p> <p>b. DCLG Technical Consultation on Planning The group noted the consultation and discussed progress on Local Plans within their areas.</p> <p>c. CLG Site Delivery Fund – Invitation to Bid BH confirmed that Darlington were considering making an application for funding in relation to the Cattle Market site. The group noted that the level of funding available was not significant in terms of site delivery.</p>	
<p><b>5. Any Other Business</b></p>	<p>No additional business was raised. RY confirmed that the next meeting would be on 25 September 2014 and would include adjacent local authorities.</p>	



## TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING

**Thursday 3 July 2014 at 10.00pm  
Conference Room 2, Stockton-on-Tees**

### **Attendance**

Rosemary Young (RY) – Stockton Borough Council (Chair)  
Valerie Adams (VA)- Darlington Borough Council  
Alex Conti (ACo) – Redcar & Cleveland Borough Council  
Martin Colclough (MC) - Middlesbrough Council  
Martin Jefferson (MJ) – Tees Valley Unlimited  
Andrew Carter (ACa) - Hartlepool Borough Council  
Isabel Nicholls (IN) - Stockton Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Apologies for absence were received and accepted from Malcom Steele (Tees Valley Unlimited), Kathryn Whitwell (Middlesbrough Borough Council) and Tom Britcliffe (Hartlepool Borough Council).	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>2. Minutes of previous meeting</b>	<p>The minutes of the previous meeting of the group on 2 May 2014, were agreed as a true record, subject to minor alterations.</p> <p>The group discussed the potential objectives and content of the Duty to Cooperate schedule minuted under item 2. It was agreed that it would be useful to have a record of the strategic issues which had been considered by the DPOs group and the outcomes of the work undertaken. Headings and content were discussed and it was agreed that a draft schedule would be circulated for each authority to populate prior to the next meeting.</p> <p>Attendees confirmed that all other actions had been completed as agreed.</p>	IN/ALL
<b>3. NHS Strategic Estates Planning</b>	RY informed the group that Andrew McMinn's attendance had been deferred to a subsequent meeting.	
<b>4. Local Plan and CIL Progress</b>	<p>MC provided the meeting with a detailed summary of the Hearing Sessions relating to Middlesbrough's Examination in Public held between 24 and 26 June 2014. The following points were raised:</p> <ul style="list-style-type: none"> <li>• Timetabling issues: The EiP had progressed expediently, dealing with the issues raised in 2.5 days. Some participants had arrived the following week having misunderstood the process but were turned away; the Inspector confirmed the Council had taken all necessary steps.</li> <li>• Duty to Cooperate: The Inspector had accepted Middlesbrough had cooperated with other authorities, but has asked to see evidence of cooperation and how it had influenced the plan's development.</li> <li>• SHMA: It had been noted that the TV SHMA did not meet the requirements of the current guidance as it did not provide detail on local housing need or deal with the</li> </ul>	

under supply of housing on a Tees Valley basis.

The group discussed the status of the current TV SHMA and the work required to enable the authorities to meet the new requirements. The current SHMA failed to address how housing requirements had been determined in the sub regional context and how they matched with employment creation. It also lacked detail on the types of housing required.

A further Tees Valley wide study to update the SHMA was not supported. It was noted that the authorities were at very different stages of plan preparation which, along with resource issues, would make undertaking a further joint study difficult. In addition, representatives from Redcar and Cleveland, Hartlepool and Darlington stated that their housing markets were largely self-contained making individual work more appropriate; this approach to 'filling the gap' would be tested at Redcar and Cleveland's EiP in early 2015.

- **Housing Phasing:** The Inspector had been unenthusiastic about phasing throughout the plan period, but particularly the lower requirement in the early years. The Local Authority had agreed the numbers were a minimum, satisfying the Inspector and the HBF/developers present. The group noted that it was very difficult to phase development where there were no absolute constraints.
- **Empty Homes Allowance:** The Council had agreed that the 160 empty dwellings identified as likely to come back into use should be removed from the trajectory to avoid double counting.
- **Spatial Strategy:** MC reported that the use of greenfield land had been controversial in previous consultations but the only resident who spoke at the enquiry had acknowledged that the current strategy wasn't working and a mix of sites was required. The HBF representative had made a number of representations but had confirmed that his organisation was largely content with the plan at a meeting held prior to the EiP.
- **Housing Types:** The definitions of house types had proved problematic, potentially due to a lack of consistency throughout the document. These would be changed to provide clarity, however there was concern that this would limit rather than promote high quality products being offered.
- **Affordable Housing:** The Inspector had queried what alternatives Middlesbrough had explored for delivering affordable housing. There has also been a discussion regarding whether HCA standards should be required for both private and affordable housing, with the HBF

arguing that the market should dictate the standard required of private housing.

- Infrastructure: In response to the Inspector's concerns, Middlesbrough had agreed to reference the Infrastructure Delivery Plan in the Local Plan document. Some residents had raised concerns regarding traffic congestion but no evidence had been presented.
- Gypsy and Traveller Site Allocations: It was reported that the Inspector had taken a keen interest in this element of the plan, stating that the TV GTAA could be considered robust until 2021, however the figures could not be extrapolated forward beyond that date. Middlesbrough had committed to an early review of this element of their plan, including an updated needs assessment. The Inspector had also had concerns about the size and location of the existing site.
- Outcomes: As a result of the examination hearings, Middlesbrough would be making some relatively minor main modifications which would be consulted on for 6 weeks. The Inspector would write up her report in the meantime, with its publication expected soon after the consultation's completion.

The group thanked MC for his thorough briefing on the issues raised.

The following updates on Local Plan and CIL progress were given.

**Stockton-on-Tees** A new timetable for production of the Local Plan and CIL had recently been agreed. The Regeneration and Environment LDD (Stockton's site allocations document) would undergo Publication stage consultation in December and January 2014/15, followed by submission in April 2015 and Examination in Public in June 2015. Adoption was anticipated in November 2015. The authority's CIL would follow a similar timetable although there would be two consultation periods, leading to adoption in December 2016.

RY reported that an Affordable Housing SPD would be adopted in August 2014, but this focused on implementation of existing policy, not changing established requirements. SBC was also producing a document for Gypsy and Traveller site allocations, however following a controversial consultation and the withdrawal of the only privately owned site a report would be submitted to the next Cabinet meeting recommending all the sites be withdrawn and a new needs assessment undertaken.

**Hartlepool** Work on the Local Plan was ongoing. Reference was made to the Hartlepool Vision, which would guide the Local Plan and include evidence relating to retail and leisure which

	<p>could be used in plan preparation. The Employment Land Review was ongoing and work on the Gypsy and Traveller Needs Assessment was ongoing. A need for Gypsy and Traveller Accommodation was likely to be identified which would inform a policy in the LDD. In response to a query, ACa confirmed that individuals living in bricks and mortar accommodation had been included in the research. ACa informed the group that interviews for Hartlepool's new Strategic Planning Manager would take place the following week.</p> <p><b>Darlington</b> Work on the Making and Growing Places LDD continued. The consultation on a revised Preferred Option for housing was ending the following week and had proved controversial. Additional provision on greenfield land at the Eastern Urban fringe was threatening the delivery of adjacent brownfield sites however no remedy for this had been identified. A publication draft consultation was anticipated in December 2014. A report on CIL would soon be considered by the authority's Cabinet to confirm the view that CIL should not be taken forward at this stage.</p> <p><b>Redcar and Cleveland</b> The consultation on the publication draft of the Local Plan would begin in August 2014, with submission expected in November. Following the latest consultation, the document had been updated to take into account the latest sub national population projections and to take new corporate priorities into account. The dwelling requirement had been reduced by ten dwellings per annum, however the methodology for reaching that figure had changed significantly from previous iterations; this had been circulated to neighbouring authorities. Northumbrian Water had also requested an additional policy relating to flood risk assessments and drainage studies required. Local issues had included provision for a pier at Redcar and concerns regarding specific sites.</p> <p>Consultation on a Development Contributions SPD was ongoing and a Sustainable Drainage SPD would be consulted on alongside the Local Plan in Summer 2014.</p>	
<p><b>5. Terms of Reference</b></p>	<p>Following discussions at the previous DPOs meeting, a draft Terms of Reference had been prepared and circulated. It was agreed that the following points should be added:</p> <ul style="list-style-type: none"> <li>• The group would be a point of contact for other LPAs and organisations wishing to work and cooperate with the Tees Valley</li> <li>• Representatives to be invited to attend as required should include a list a specific authorities and organisations as referred to under the Duty to Cooperate</li> <li>• Specific reference should be made to the group's relationship to the LEP</li> <li>• That decisions would be reported to the Planning Managers Group</li> <li>• Where agreement cannot be reached at DPOs level, the Planning Managers Group will be ask to consider the issue and reach a decision</li> </ul>	<p>RY/IN</p>

	<p>It was also agreed that reference to ‘Representatives from Tees Valley Unlimited with responsibility for Spatial Planning’ should be removed from the Terms of Reference as, following a restructure; the organisation would no longer fulfil this role.</p> <p>The group expressed great concern at the loss of both the Tees Valley wide strategic planning function and the knowledge and experience of the officers currently carrying out this role. RY acknowledged the contribution officers from TVU had made to the DPOs group and when MJ explained it was unlikely he would attend further meetings, the members thanked him for his work on housing matters across the Tees Valley.</p>	
<p><b>6. Duty to Cooperate - Issues</b></p>	<p><b>Strategic Housing Matters</b></p> <p>The group discussed the relationship between the Strategic Economic Plan and strategic planning. It had not been possible to complete to a data request from TVU due to the lack of clarity about the information and level of detail required.</p> <p>ACo outlined the discussion paper circulated, stating that whilst circumstances had progressed since it was prepared, there was still a need to provide evidence of how the authorities had cooperated on housing numbers for Examination in Public as this was not covered in the existing SHMA. It was suggested that ACo prepare a statement setting out:</p> <ul style="list-style-type: none"> <li>• The aspects of housing market analysis already covered by the existing TV SHMA</li> <li>• Where the existing SHMA fell short of new expectations, particularly with regards to determining housing requirements.</li> </ul> <p>Each of the TV LPAs could then supplement this with an explanation of how they were each ‘filling the gap’ with their own local evidence bases, including:</p> <ul style="list-style-type: none"> <li>• an explanation of the level of housing being planned;</li> <li>• how the housing requirements had been determined;</li> <li>• any cross boundary impacts of this on other areas;</li> <li>• any known impacts of other LPA’s housing requirements on them;</li> <li>• how any historical under delivery was being taken into account; and</li> <li>• the relationship between housing requirements and the TV SEP.</li> </ul> <p>ACo explained that this would enable the authorities to clarify the extent to which the SHMA showed cooperation and met the requirements for an evidence-led approach, as well as being clear about future cooperation on housing requirements.</p> <p>Discussion ensued and the group agreed that whilst this approach stopped short of agreeing housing numbers on a sub-regional basis, it would show each authority understood the methodologies used by the others and the impacts the figures reached would have.</p>	

<p><b>7. Scotch Corner Retail Proposal</b></p>	<p>The group agreed that ACo would prepare a draft statement and circulate it. The other authorities would then draft their contributions and agree them within hierarchies, with a draft paper being drawn together by ACo and circulated with the agenda for the next DPOs meeting.</p> <p><b>Tees Valley Local Aggregates Assessment</b> It was agreed that this matter would be deferred to a subsequent meeting.</p> <p>The Group noted the proposal for a proposed designer outlet centre at Scotch Corner, which was likely to have a sub-regional impact if developed.</p>	<p>ACo/ALL</p> <p>RY/IN</p>
<p><b>5. Any Other Business</b></p>	<p>No additional business was raised. RY confirmed that the meeting scheduled for 30 July would be rescheduled in mid-August.</p>	

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Plus Neighbouring Planning Authorities**

**Friday 2 May 2014 at 2.00pm**

**Conference Room 2, Stockton-on-Tees**

**Attendance**

Valerie Adams (VA)- Darlington Borough Council  
 Andrew McCormack (Hambleton District Council)  
 Rachel Pillar (RP) – North Yorkshire County Council  
 David Hand (DH) Scarborough District Council  
 Mark Mein (MM) – Redcar & Cleveland Borough Council  
 Rosemary Young (RY) – Stockton Borough Council  
 Katherine Whitwell (KW) Middlesbrough Council  
 Malcolm Steele (MS) – Tees Valley Unlimited  
 Martin Jefferson (MJ) – Tees Valley Unlimited  
 Andrew Carter (AC) - Hartlepool Borough Council  
 Isabel Nicholls (IN) - Stockton Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Sarah Housden North York Moors National Park Authority John Hiles (Richmondshire Council) Tom Britcliffe (Hartlepool Borough Council) Alex Conti (Redcar and Cleveland Borough Council)	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>2. Minutes of previous meeting</b>	<p>The minutes of the previous meeting of the group on 27 January 2014, were agreed as a true record, subject to a minor alteration to the submission date of the Hambleton Local Plan. In relation to item 4, the following updates were provided:</p> <ul style="list-style-type: none"> <li>• RY queried whether NYCC had received any feedback in relation to minerals and waste operations and movements. It was confirmed that this was an ongoing area of cooperation.</li> <li>• VA reported that contact had been made with the Community Rail Officer at Durham; however, he had not been able to offer assistance to Darlington, who were now consulting other colleagues internally.</li> </ul> <p>In relation to item 5, it was confirmed that an initial meeting to discuss Strategic Housing Requirements had taken place and a further meeting was anticipated.</p> <p>The minutes of the previous meeting of the Tees Valley Development Plans Officers Group held on 10 March 2014 were agreed as a true record.</p> <p>The Tees Valley representatives confirmed that they were endeavouring to raise the profile of the Duty to Cooperate with senior management, however the limited enthusiasm for strategic working in some authorities made this more difficult. In response to a query raised, it was confirmed that the Duty to Cooperate did not extend beyond the Planning process. It was agreed that the Tees Valley representatives would continue to raise the Duty to Cooperate's profile as appropriate.</p> <p>In relation to Item 3, MM reported that no further work on preparing a draft specification for an updated Tees Valley wide SHMA had taken place.</p>	<p align="right">RY/VA/ MM/AC/KW</p> <p align="right">RY</p>

	<p>RY confirmed that a schedule of Duty to Cooperate issues would be drawn up and referred to at future meetings.</p>	
<p><b>3. Local Plan and CIL Progress</b></p>	<p>The following updates on Local Plan and CIL progress were given.</p> <p><b>Stockton-on-Tees</b> A new timetable for production of the Local Plan and CIL had recently been agreed. The Regeneration and Environment LDD (Stockton's site allocations document) would undergo Publication stage consultation in December and January 2014/15, followed by submission in April 2015 and Examination in Public in June 2015. Adoption was anticipated in November 2015. The authority's CIL would follow a similar timetable although there would be two consultation periods, leading to adoption in December 2016. SBC was also producing a document for Gypsy and Traveller site allocations, having received advice that this would be acceptable. This would be published for consultation in October and November 2014, followed by submission in December 2014 and Adoption in September 2015.</p> <p><b>Scarborough</b> The Whitby Business Park Area Action Plan had undergone examination in April 2014 and an initial report with minor modifications had been received. These would be consulted on and reported to the Inspector before the production of a final Inspector's Report. Progress on the Scarborough Local Plan continued and a 10 week Publication stage consultation was planned for Summer 2014. DH sought clarification that no authorities present thought there would be any cross boundary issues with Scarborough's Local Plan and asked if any other authority apart from the adjoining statutory authorities would like to be consulted. The plan would be submitted to the Secretary of State in December 2014, with adoption scheduled for December 2015. It was confirmed that the authority was not currently pursuing CIL.</p> <p><b>Hambleton</b> The authority was undertaking a partial review of the adopted LDF, focusing on affordable housing, housing mix and the rural settlement hierarchy. An initial consultation would take place in June 2014, followed by a Publication consultation in January/December 2014/2015 and submission to the Planning Inspectorate on April 2015, with adoption anticipated at the end of that year. The authority was reviewing its Affordable Housing SPD due to concerns about the viability of its requirements for some developments and the potential need for an intermediate requirement. An SPD on renewable energy was also being produced. Submission of the authority's CIL charging schedule was scheduled for the end of May 2014.</p> <p><b>Redcar and Cleveland</b> A new LDS was due to be published w/c 05/05/2014. The Publication draft of Local Plan would be released for consultation in August 2014. CIL was not being actively pursued at this stage.</p> <p><b>Hartlepool</b> An Issues and Options consultation for the new Local Plan would be undertaken in May 2014, followed by Preferred Options later in the year. An SPD on new dwellings</p>	



beyond development limits was being prepared as a number of the authority's policies were considered out of date; this would be linked directly to the NPPF. CLG had advised officers that the regulations did not prevent this, however no other authorities pursuing this approach had been identified. The lack of an affordable housing policy was also keenly felt, as this, combined with the lack of a five year supply of housing land meant that applications were being approved without agreeing significant contributions. CIL was not currently being pursued.

**North Yorkshire County Council** The Issues and Options consultation on the Minerals and Waste Joint Plan (being prepared with York City Council) had concluded recently, with around 3,000 comments being received. Fracking and some individual sites had proved controversial. Cross boundary aggregates and site allocations would need consideration before the Preferred Option stage. Adoption of the document was anticipated in late 2015.

**Middlesbrough** The Local Plan (Housing) had been submitted to the Planning Inspectorate and the Examination hearing was scheduled to begin on 24 June 2014. The Inspector, Claire Cherrett, was expected to send matters and issues to be discussed at the hearing w/c 05/05/2014.

**Darlington** Work on the Making and Growing Places DPD continued. A revised Preferred Option for housing was being considered by the authority's Cabinet as public funding for a site had been lost, meaning a further site for 300 dwellings needed to be identified elsewhere; public consultation on this was planned for May/June. Prior to the whole document progressing to the Publication stage in Autumn 2014, further work on Gypsy and Traveller issues and retail would be required. A revised methodology for assessing playing pitches had been issued by Sport England; this would be incorporated into a revised Playing Pitch Strategy, evidencing that former playing pitches could be developed.

**Richmondshire** (update sent via email). The Core Strategy examination hearing had taken place in February 2014 and consultation on mainly factual modifications relating to the military and A1 changes would begin shortly. Additional detail and clarification had been put into some policies, but the overall strategy remained the same. An additional piece of work had been undertaken to estimate employment-led household projections in response to representations from House Builders Federation and incorporate the results into the District's objective assessment of housing need.

**Tees Valley Unlimited** The Strategic Economic Assessment and Local Growth Fund bid had been submitted to the Government in March 2014; feedback was expected in July 2014. Feedback had been received from central government on the ESIS, however some details needed to be resolved and it may need to be resubmitted. The Infrastructure Plan had been approved and would be made available w/c 05/05/14. The Transport Infrastructure Group would review the document in October 2014. A report on a Tees Valley Combined Authority

	<p>had been considered by the Leaders and Mayors group the previous week; this had a target date of May 2014 and could potentially include combined development plans. There was no update on the City Deal.</p> <p>Officers noted that whilst the LEP didn't envisage a strong role for itself in strategic spatial planning, it was essential that high level aspirations and plans could be reconciled with delivery on the ground. The Tees Valley representatives agreed to raise the issue within their authorities.</p>	<p>RY/AC/ KW/MM/VA</p>
<p><b>4a. Duty to Cooperate - Procedures</b></p>	<p>The group noted that the Duty to Cooperate was now a significant issue at many Examinations and that the various authorities need to record their joint working on strategic matters more rigorously. Using DPOs as a forum for discussing strategic issues would demonstrate that they had been taken into account at this level or that they had been referred up the hierarchy. The level of cooperation and evidence needed to be proportionate to the issue concerned; in some cases letters and phraseology would not be sufficient to demonstrate cooperation.</p> <p>It was determined that the group's terms of reference should be updated to make specific reference to the Duty to Cooperate. It was agreed that the Planning Managers Group and North Yorkshire DPOs group Terms of Reference should be sought out. AM agreed to provide a copy of the latter. RY would adapt the current terms of reference for consideration at the next meeting.</p> <p>DH reported that it had been useful that neighbouring authorities commented on the Whitby Business Park AAP, particularly where they had specified that there were 'no strategic issues'. The Inspector had also noted that there were mechanisms for ongoing cooperation.</p>	<p>RY/AM</p>
<p><b>4b. Duty to Cooperate - Issues</b></p>	<p><b>Minerals and Waste</b> RP stated that NYCC would be undertaking work on significant waste movements in relation to their Joint Minerals and Waste Plan to ensure a mutually agreed position could be reached. NYCC would also be looking to update its Local Aggregates Assessment in the near future and any cross boundary issues would need to be explored. It was agreed that the Tees Valley Local Aggregates Assessment would be placed on the agenda for the next DPOs meeting.</p> <p><b>Housing Matters</b> The group discussed the Tees Valley SHMA, noting that new style SHMAs focused on objectively assessed need rather than housing mix issues. It was resolved that the authorities varying Local Plan timescales made updating the SHMA difficult and for most authorities it will be easier to do work to update the assessment individually.</p> <p>MJ reported that TVU had developed a Housing Price Index to track trends in Tees Valley house prices over time. Using Land Registry Price Paid data, the index provided a rolling three year average and drew on an average of different house types. It was noted that the figure was useful for detecting long term trends, rather than providing real time data. The information would be</p>	<p>RY</p>

	<p>published online and used in economic update reports. Any views on the Housing Price Index from Local Authorities were welcomed.</p> <p>In response to a query, it was confirmed that the Index took into account the volume of transactions in each period. MJ stated that he reported the data to the Directors of Place Group quarterly and agreed to circulate it for discussion at the DPOs meetings.</p> <p>The group discussed whether a statement of common ground on housing numbers could be agreed. It was noted that this had been discussed previously; however, there were fundamental differences in the Local Authorities' approaches which would make agreeing a statement difficult.</p>	MJ
<p><b>5. Any Other Business</b></p>	<p>DH recommended the Planning Advisory Service's two day course on development viability.</p> <p>VA updated the group regarding DTVA. Following the consultation on the draft master plan, a final master plan was due to be published shortly. A planning application was also expected imminently, including between 250 and 400 dwellings alongside other uses. VA understood that the level of development proposed would sustain the airport for seven years. It was acknowledged that this would need to be taken into account when determining any planning application.</p> <p>RY confirmed that the date of the next meeting of the Tees Valley DPOs would be 18 June 2014 and the wider group would meet on 9 September 2014. Both meetings would be held at Municipal Buildings, Stockton-on-Tees.</p>	

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**

**Monday 10th March 2014 at 2.00pm**

**Committee Room 3, Darlington Town Hall**

**Attendance**

Valerie Adams (VA)- Darlington Borough Council  
 Rosemary Young (RY) – Stockton Borough Council  
 Katherine Whitwell (KW) Middlesbrough Council  
 Alex Conti (AC) – Redcar & Cleveland Borough Council  
 Tom Britcliffe (TB) – Hartlepool Borough Council  
 Malcolm Steele (MS) – Tees Valley Unlimited  
 Kieran Campbell (KC) – Darlington Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	No apologies for absence.	
<b>2. Minutes of previous meeting</b>	Minutes of the previous meeting of 27 January were agreed as read. The meeting were informed that further to the previous meeting where Rob Smith (North Yorkshire) had invited neighbouring authorities input on waste management, KW detailed that Dave from MBC would go along to an initial meeting.	
<b>3. and 5. Duty To Co-operate and strategic housing issues</b>	VA circulated notes from a recently attended PAS Housing event. As well as Duty to Co-operate the meeting discussed surrounding issues from the meeting. The LEP Strategic Economic Plan was discussed and item 5 of the agenda ‘Strategic Housing matters’ was also incorporated. A discussion ensued surrounding the themes of the notes.	
	<p>The source and realism of the LEP’s projected employment growth figures of 25,000 jobs was questioned. It was discussed how this figure compared with LA’s projected housing numbers and the potential implications. It was detailed that house builders were exploiting the gap between housing numbers and employment growth figures. TB explained that this was an area that he felt Hartlepool were weak on at Examination.</p> <p>Duty To Co-operate (DTC) was also discussed. The areas of debate were TVU’s position, key tests and the levels at which DTC would need to be carried out, including at political level. Of note KW discussed concerns about gathering evidence of DTC for examination. It was suggested that a document could be prepared for all TV LPAs to sign where evidence was not available, but where a process had taken place and could be agreed. KW emphasised the need to clearly document DTC going forward. VA highlighted that DTC would need to be picked up within annual monitoring between the Local Authorities.</p> <p>The meeting discussed dividing up the responsibilities of DTC between the Local Authorities, but it was resolved that how DTC would be taken forward would depend on whether TVU could get involved. It was agreed that DTC would be picked up at the next DOP’s and next DPO’s meeting and would be fed up to brief planning managers.</p> <p>AC discussed demonstrating housing requirements and demonstrating the evidence base. AC presented the dichotomy of economic growth versus housing growth and questioned whether housing numbers should be based on projected jobs. AC concluded that there was no formula that suggested housing numbers should be dictated by projected growth figures.</p> <p>A discussion ensued on what potential work that Tees Valley authorities would need to carry out around this topic. It was agreed that draft specification and timetable of what work needed to be done by the Tees Valley Authorities would be carried out by MS who would report back</p>	MS AC All

	<p>to the next DPO's meeting. – subject to DoP and TVU Management Group agreement and support. AC to follow up if DTC extends beyond planning All to make sure DOPS fully briefed of DTC issue before their next meeting</p> <p>The group considered the need to carry out an up to date SHMA, to include objectively assessed needs as per NPPF, and executive housing. MBC and RCBC are now proposing to stem the westward flow of population as is the current trend. DPOS felt they needed more time to consider, including preparing a draft specification, when it should be prepared. Mark Mein (RCBC) to do this for next meeting.</p> <p>Work to be undertaken by Piers to input into this to be considered at the next meeting.</p>	
<b>4. Local Plan Progress</b>	<p>VA queried whether anyone had access to the previous format of recording local plan update as part of DPO meeting, which was presented as a table and made recording updates an easier process. RY agreed to look in past records to see if this anything could be found. KW detailed that the Middlesbrough Housing DPD was to be submitted 21 March with examination in June. TB explained that a very detailed timetable for a comprehensive Hartlepool local plan review had been approved by Regeneration Committee; TB explained that the timetable was adoption in 3 years; issues and options in June and preferred options by Christmas.</p> <p>AC explained that R&amp;C were looking at approval in May or June with an internal Council agreement.</p> <p>VA informed the meeting that the housing allocations policy was being revised in order to redistribute the numbers that would not be delivered from the Town Centre Fringe. The meeting were informed that the Eastern Urban Fringe would likely increase in numbers as a consequence to make up for the shortfall.</p> <p>VA explained that a retail study was being carried out and evidence from the study would inform whether further consultation would be required.</p> <p>RY explained that Stockton expected some slippage in their timetable and that they were still awaiting evidence on infrastructure before going through the plan's viability. RY detailed that the Gypsy consultation was out at consultation and that over 400 comments had been received so far. RY informed the meeting that CIL was currently in abeyance.</p>	RY
<b>6. Darlington Gypsy &amp; Traveller Study</b>	<p>VA explained that DBC had received a quote from RRR Consultants for the Gypsy and traveller study and that the brief was to re-evaluate trends, planning applications, gypsy population, bricks and mortar living and associated indicators. A draft report is due in mid-June and the final report would be due mid-July.</p> <p>TB confirmed that Hartlepool had appointed 'Renaissance' to carry out a similar exercise on behalf of Hartlepool.</p>	
<b>7. Future Chair and Meetings Schedule</b>	<p>It was confirmed that Stockton would host the following DPO's meeting.</p>	RY

<p><b>8. Any other business including date of next meeting</b></p>	<p>MS provided a TVU update. Of note it was detailed that the Strategic Economic Plan (SEP) and Growth Deal – round 2 of LGF bids closed in mid-February and 58 projects were submitted for appraisal. Following appraisal, recommendations were to be made to the Investment panel on 20<sup>th</sup> March. TVU Leadership Board was to approve the final SEP and LGF bid on 26<sup>th</sup> March. SEP was to be submitted to government on 31<sup>st</sup> March. MS informed the meeting that the European Structural &amp; Investment Fund Strategy (ESIF) expected formal feedback from government on 14<sup>th</sup> March, with more detailed feedback and discussion with government departments over the following weeks. A further round of Task &amp; Finish Groups was to be arranged for March and April to discuss implementation of specific projects. MS explained that ESIF Strategy was also on TVU website.</p> <p>Regarding the City Deal MS explained that formal sign off was due in the following few days. Industrial Carbon Capture &amp; Storage feasibility work would go ahead. It was detailed that district heating schemes in Stockton and Redcar &amp; Cleveland would also go ahead. No further information was available on whether the ‘Instrument of Consent’ type of planning regime in the original government ‘ask’ was likely to proceed. MS detailed that there had been a suggestion of an outline planning consent but it was explained that this may run into EIA issues.</p> <p>RY asked the meeting if anyone was aware why the TIG meeting was cancelled, however no colleagues had information on this.</p> <p>TB informed the meeting that PAS had carried out a peer review for the whole planning function recently. Over 2 weeks, they interviewed the planning department and concluded that Hartlepool were a ‘positive’ Planning department. TB explained that he had not seen the contents of the report by this point.</p>	
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## HOUSING REQUIREMENTS SESSION

Thursday, 6<sup>th</sup> March 2014, 11am – 1pm

Conference Room 1, 1st Floor, Redcar & Cleveland House, Redcar

### Attendance

Alex Conti (ACo) – Redcar & Cleveland Borough Council (Chair)

Mark Mein (MM) – Redcar & Cleveland Borough Council

Roger Kay (RK) – Redcar & Cleveland Borough Council

Roger Tait (RT) – Redcar & Cleveland Borough Council

Valerie Adams (VA) - Darlington Borough Council

Mathew Clifford (MCI) – Stockton Borough Council

David Bage (DB) – Stockton Borough Council

Martin Coleclough (MCo) - Middlesbrough Council

Piers Elias (PE) – Tees Valley Unlimited

Martin Jefferson (MJ) – Tees Valley Unlimited

Andrew Carter (ACa) Hartlepool Borough Council

David Usher (DU) Durham County Council

Agenda Item	Details	Action
1. Apologies	Graham Banks, Hambleton District Council.	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
2. Determining Housing Requirements – Individual LA approaches	<p>Each local authority had circulated a summary of their approach to calculating housing numbers and the main issues they were facing.</p> <p><b><u>Redcar &amp; Cleveland</u></b></p> <p>The emerging Local Plan seeks to stem population decline, support the regeneration of the borough and promote more sustainable communities through demographic rebalancing as the borough has a relatively older population. Due to low levels of household growth, the key challenge is establishing a clear and sufficiently robust case for pursuing a requirement over and above the official projections to support the achievement of strategic objectives. The Local Plan Preferred Options sets a minimum requirement for 270 units net, based on the interim household growth projections (200) supplemented by an allowance for potential employment growth. The supply backlog against the Regional Strategy (RS) target has not been incorporated into the requirement as this has been broadly counter-balanced by population loss. It was noted that background work to the draft plan drew on 2010 ONS projections showing continuing population decline to 2030, however as the 2011 interim projections indicate that the population may stabilise by 2021 this will need to be taken into account. Further work to refine and strengthen the needs assessment particularly in relation to demographic trends and sensitivity modelling, is to be undertaken in collaboration with TVU.</p> <p>A discussion took place around using economic growth figures and the Local Enterprise Partnership (LP) Strategic Economic Plan as background evidence. It was noted that using economic growth figures were particularly problematic as they are aspirational figures and not based on sound evidence. It was agreed that a joint study should be undertaken to agree common ground on Tees Valley employment growth figures. ACo to raise at DPOs</p>	ACo

	<p><b><u>Stockton-On-Tees</u></b></p> <p>MCI stated that Stockton-On-Tees Borough Council is currently preparing the Regeneration and Environment LDD (Preferred Options). The housing requirement is as per that set out in the adopted Core Strategy. These figures have been rolled forward as an annualised average of 555 dwellings to 2030. The number of homes allocated in the LDD exceeds the requirement for the Local Plan to ensure flexibility. MCI noted that the CLG household projections are higher than Stockton BC have proposed in their LDD; MCI recognised the possibility that reliance on the Core Strategy figures could be challenged and a background exercise is being undertaken as a contingency.</p> <p>However, as other Tees Valley authorities had emerging housing allocations which were higher than their requirement against the CLG projection for their area, the overall Tees Valley requirement projected by CLG could still be delivered.</p>	
	<p><b><u>Middlesbrough</u></b></p> <p>MCo provided an overview of Middlesbrough's approach. They are undertaking a review of the housing section of the LDF and due to submit plan on 21 March 2014. Historically population has been lost to adjoining authorities. The key objective is to stem population decline. The objectively assessed need is 410 net additions per annum. Coincidentally, this is identical to the RS requirement and is based on zero net migration. The Planning Advisory Service is providing independent advice to MBC ahead of examination on the Duty to Co-operate and the evidence base. The main issues emerging from this in relation to housing are the use of employment growth assumptions as they have not been explicitly modelled, but are implicit within the target as it exceeds household growth projections, and the justification for a phased delivery approach.</p>	
	<p><b><u>Darlington</u></b></p> <p>VA provided an overview of Darlington's approach. The Making and Growing Places (site allocations and Development Management policies DPD) will set out a housing requirement for 350 dwellings per annum, which is based on the Core Strategy requirement which seeks to meet the needs of the existing population and encourage in-migration. However, due to past under-delivery, the requirement has been increased from 2015 onwards. This amounts to 440-450 dwellings per annum. Since preferred options publication in June 2013, no further assessment of housing requirements has been undertaken as the DPD is the more detailed interpretation of the adopted Core Strategy. The revised Preferred Options will provide some flexibility and is likely to include a 5% buffer. DBC are likely to carry out an early review of housing numbers as they are derived from the RS.</p> <p>A discussion took place regarding the use of past delivery rates as evidence for calculating housing need.</p>	
	<p><b><u>Hartlepool</u></b></p> <p>ACa provided an overview of Hartlepool Borough Council's approach. At the Core Strategy examination in 2013, the plan inspector had no critical issues with the housing target which was less than RS. However, as the Core Strategy had been subsequently withdrawn, the</p>	



	<p>Council would now have to refresh the evidence base supporting the new plan. Hartlepool’s background evidence for the CS included the Strategic Housing Market Assessment (SHMA) and ACa noted that Hartlepool had a self-contained market with few migration issues. The revised housing requirement cannot be based on RS again and to ensure evidence is sound it should have regard to significantly reduced (interim) household growth projections and reflect economic growth targets with additional work required which links employment rates to housing growth.</p> <p>A discussion took place around the need to update the SHMAs. It was agreed that the studies did not need to be updated, however it might be beneficial if further work was undertaken to provide additional evidence. ACo to take to the Development Plan Officers (DPOs) meeting on Monday 10<sup>th</sup> March.</p>	ACo
	<p><b><u>Durham County Council</u></b></p> <p>DU provided an overview of Durham County Council’s approach. Durham will be submitting Plan to the Inspector in April. The housing requirement is 27,000 net new dwellings plus an uplift of 4,400 derived from employment growth aspirations. POPgroup industry standard software was used to assess housing need and test a range of scenarios. OS data shows that there is a net effect on population migration into Durham from other areas. Migration rate is 2000 – 2500 per annum and this is being planned for.</p> <p>PE noted that OS produce data on migration flows between local authority areas. This does not include migration from outwith the UK. A discussion took place around the pattern of migration flows between the local authority areas. It was agreed that further work should be done to provide detailed analysis on migration flows. ACo to report back to DPOs.</p>	ACo
<p><b>3. Duty To-Co-operate</b></p>	<p>VA had attended a Planning Advisory Service event and provided feedback. VA circulated a briefing note on the issues raised at the event.</p> <p>VA suggested that the Tees Valley had one central resource to manage the duty to co-operate. It was suggested that Tees Valley Unlimited could undertake this task. It was agreed that this suggestion should be fed back to Planning Managers and Directors.</p> <p>VA noted that further government guidance (National Planning Policy Guidance) is due to be published imminently which will include further guidance on the Duty-to-Cooperate and also what SHMAs should include.</p> <p>VA noted that it was important to have a list of contingency sites identified within plans in case housing requirements need revising upwards at the examination. It was also important to assess functional areas rather than the traditional joint working areas.</p> <p>DB noted that the Kirklees Inspector’s letter provides usual information on the Duty-to-Co-operate requirements.</p>	All

<p><b>4. RSS &amp; Sub-Regional Housing Requirements</b></p>	<p>A discussion took place around the use of RSS housing requirements. It was agreed that each local authority would take their own view on the continued use of RSS figures. VA and MCI noted that Darlington and Stockton would be using RS housing requirement figures for now as they were used to determine adopted Core Strategy requirements. VA suggested inviting the Home Builders Federation to discuss Tees Valley housing requirements with all LAs. This would be tabled for discussion at the next DPOs meeting.</p>	
<p><b>5. Any other business / Next Steps</b></p>	<p>ACo to feedback to DPOs and discuss 3 potential areas of joint work that this group might take forward:</p> <ol style="list-style-type: none"> <li>1. Exploration of the relationship between economic growth and housing growth, with particular reference to the Councils' various regeneration strategies and the TV SEP. How do we deal with ambition vs. the realities of a robust and credible evidence base?</li> <li>2. Analysis of TV housing market to supplement exiting SHMA(s) that might provide 'the answer' (i.e. as per new style SHMA) as envisaged by PAS &amp; PBA consultants.</li> <li>3. Analysis of migration between LA areas.</li> </ol> <p>PE advised that Tees Valley Unlimited would be collecting housing delivery estimates at the end of April in order to update pupil place projections.</p>	

**TEES VALLEY DEVELOPMENT PLAN OFFICERS MEETING**  
**Plus Neighbouring Planning Authorities**  
**Monday 27th January 2014 at 2.00pm**  
**Committee Room 3, Darlington Town Hall**

**Attendance**

Valerie Adams (VA)- Darlington Borough Council  
 Andrew McCormack (Hambleton District Council)  
 Rob Smith (RS) – North Yorkshire County Council  
 David Hand (DH) Scarborough Borough Council  
 Sarah Housden (SH) North York Moors National Park Authority  
 Graham Smith (GS) – Durham County Council  
 Mike Allum (MA) – Durham County Council  
 Alex Conti (AC) – Redcar & Cleveland Borough Council  
 Rosemary Young (RY) – Stockton Borough Council  
 Katherine Whitwell (KW) Middlesbrough Council  
 Malcolm Steele (MS) – Tees Valley Unlimited  
 Martin Jefferson (MJ) – Tees Valley Unlimited  
 Andrew Carter Hartlepool Borough Council  
 Kieran Campbell (KC) – Darlington Borough Council

<b>Agenda Item</b>	<b>Details</b>	<b>Action</b>
<b>1. Apologies</b>	Karina Dare (NHS) John Hiles (Richmondshire Council)	
<b>TVDPOS and NEIGHBOURS MATTERS</b>		
<b>2. Minutes of previous meeting</b>	MS indicated that getting information from gas and electricity suppliers was the main problem. SBC and DBC had had issues with Highways Agency – SBC ended up commissioning their own highways work. DCC indicated that they had successfully engaged with Northern Powergrid, who have a new regional director, Ian Millen, and an 8-10 year investment plan, and have set up regional liaison. Item 3. RS mentioned that a meeting is to be arranged for waste planning reps for N Yorkshire neighbour authorities. Invite to go to VA to invite rep from TV LPAs.	
<b>3. Cross Boundary Issues Work Programme Update</b>	A discussion was held around the table of the cross boundary work being undertaken, as follows:	
	RY commented on potential issue with works proposed by Durham around Sedgfield area that may impact on the A689 and A19. Resolved that Stockton Council's Highways Officer would communicate with Durham.	
<b>4. Local Plan Progress</b>	Each Local Authority detailed position of the Local Plan and explained their position regarding CIL.  AM – Hambleton is carrying out a partial review of LDF – affordable housing targets, housing delivery and settlement hierarchy, and more relaxed the phasing strategy. The review had generated a high level of interest and they would be contacting the neighbouring Local Authorities. AM explained that the review had taken place due to viability issues. Regarding CIL the draft charging schedule is to be consulted on from Friday (31 Jan); a preliminary draft was carried out in the previous January; the examination was likely June/July with adoption in November this year. Now proposing reduced rates- £65 residential, £100 supermarket and £40 for warehouses	

	<p>RS – Discussed Minerals &amp; Waste Issues and Options for North Yorkshire and York, starting w/c 10<sup>th</sup> Feb. Feedback required on exports and imports. Asking general questions about mineral supply and exports to adjacent areas. Requested feedback about self-sufficiency and current operating situation.</p> <p>Confirmed that North Yorkshire were not a CIL authority, but that colleagues were involved in rates setting with Districts.</p>	
	<p>DH – Scarborough were working on Local Plan – draft Plan due in April. DH confirmed CIL was not viable and the Council not moving forward on it currently.</p> <p>SH provided detail on consultation of the Helmsley Plan being prepared by NYMNP. It was explained that the Publication consultation would run from 24 February to 7 March. It included allocations for housing and employment development with 120 houses on the National Park side of the town. It was hoped submission would take place in April with an examination in July.</p> <p>Details were provided on Whitby Business Park Area Action Plan which was due to be submitted to the Secretary of State on 14th February with an examination due in April/May.</p> <p>Regarding CIL, the Authority made a decision in December to progress the work to a Preliminary Draft Charging Schedule. A Viability Study has been carried out which demonstrated that a levy could be charged on residential development and supermarkets in NW and SE, at rates of £70 resi and £135 supermarket.</p>	
	<p>MA – Durham’s Local Plan and Minerals and Waste publication had received 1,800 responses and were being worked through. The Plan was due to go to Cabinet 19 March and Council 2 April, with examination due in July. Regarding CIL, MA informed the meeting that draft charging would run along side the Local Plan with a two week gap to the CIL examination. Rates being proposed are £60 resi in Durham and Chester le Street, and £15 for resi in the rest of Durham.</p> <p>GS explained that representations were made about a number of housing sites. It was detailed that 20 sites had come out of the document and 20 included. It was noted that of the comments received, less were based around the strategic site allocations.</p> <p>GS informed the meeting that Highways Agency Modelling was due to be completed in March with no major issues expected. It was explained that the Bishop Rail Line traffic was expected to grow with the Hitachi logistics use. VA queried the impact on the current passenger use of the line. GS to follow up with Robert Whitehouse, Community Rail Officer for the line.</p>	
	<p>AC – Consultation on Redcar’s draft Local Plan had taken place in December and generated 1,800 responses. One or two issues had arisen from the consultation; housing numbers being an issue. April is target for submission.</p> <p>AC explained that CIL was considered by officers not to be viable at present but may be reviewed at a later date.</p>	
	<p>RY advised on the timetable for the Regeneration &amp; Environment Local Development Document. The meeting were informed that publication consultation was due May-June 2014; submission to Secretary of State would be in August 2014; examination-in public would be in November 2014 with a view to adoption by March 2015.</p> <p>The meeting were also updated on Stockton’s Gypsy and</p>	

	<p>Traveller Site Allocations LDD. RY explained that regulation 18 Consultation would start 3 February to 17 March 2014; publication consultation would be July to August 2014 with submission to Secretary of State September 2014. It was explained that examination in public would be January 2015 with adoption by May 2015.</p> <p>Regarding CIL RY advised that Stockton’s preliminary draft charging schedule consultation was due May to June 2014; the draft charging schedule consultation was in July 2014 with a view to submit for examination for August 2014. The examination would take place in December 2014 and adoption would take place in March 2015.</p>	
	<p>KW – Middlesbrough had received 72 responses to their housing publication in December. The meeting were informed that more consultation was being carried out before going to Council in March to submit in March and to be examined in June. KW detailed that no decision has been taken on whether to progress CIL – work done indicates only viable in southern part of the Borough</p>	
	<p>AC – It was explained that Hartlepool’s Local Plan was submitted for examination last year, but was suspended when Members withdrew the plan. It would take 2–3 years to review the plan. AC explained that currently CIL was not viable.</p> <p>VA – Explained that of the Making and Growing Places housing options, the town centre fringe was unable to deliver the required numbers in the short and medium term therefore, alternative sites were being considered.</p> <p>It was explained that a consultation would take place in the summer and that work was ongoing regarding gypsy and traveller sites and retail a study evidence base, which would inform a revised preferred options for these elements. VA indicated that DBC had responded to the airport masterplan consultation, but have not had a formal response to it yet.</p> <p>VA explained that the viability levels were not thought to support CIL in the Borough currently, but no detailed up to date work on this has been carried out.</p>	
<b>5. Strategic Housing Requirements</b>	<p>VA referred to the attachment to agenda and explained to the meeting that a similar letter had been received by DBC from HBF.</p> <p>AC discussed the demonstration of housing numbers and the HBF’s focus on the RSS approach. AC expressed the need to share methodology and evidence and detailed the difficulty with guidance which could sometimes be conflicting. A discussion ensued detailing a need to share information on housing and to defend the approach that had been taken</p> <p>It was agreed that planning policy officers from TV and Durham with expertise in housing, plus Piers and Martin from TVU meet to discuss this further. Mark Mein (RCBC) to arrange.</p>	
<b>6. Update on Minerals and Waste</b>	<p>RS provided an update and explained that NYCC were writing to local authorities about the import and export of minerals both in the Tees Valley and Durham. It was anticipated that there would be no change in the current arrangements. RS explained that it would be useful to have a common statement identifying any cross boundary issues and arrangement, and he would circulate a draft.</p> <p>RS discussed the joint NYCC/York local aggregate agreement annual review, to be completed by the end of March.</p> <p>RS explained that he was happy to input into the Tees Valley LAA, a</p>	

	<p>meeting for which had just been held. RY to pass this message on..</p> <p>SH provided an update on the withdrawn Potash planning application – a new planning performance agreement had been signed and a pipeline site visit was to be carried out by PINS.</p> <p>Fracking is also an issue in North Yorks – licences issued for exploration on the north side of Vale of Pickering.</p>	
<p><b>7. Strategic Economic Plan and Strategic Investment Plan</b></p>	<p>MS provided an update on the European Structural &amp; Investment Fund Strategy. It was explained that there were three main elements of EU funding ERDF, ESF and EAFRD and that these streams were brought together by LEP's. MS explained that the strategy preparation involved consultation with wide range of stakeholders. A number of important upcoming dates were provided. Submission of final ESIF strategy to government by 31 January; assessment of strategies during February with the Growth Programme board to meet 25 February to consider and advise on response. The Government would issue its response on 7 March and would submit the detailed programmes to EU Commission by end of March. Funds would be available from April 2015.</p> <p>MS detailed the thematic objectives. The ERDF themes included strengthening research, technological development and innovation; enhancing competitiveness of SME's and supporting the shift to low carbon economy in all sectors.</p> <p>The ESF themes included promoting employment and supporting labour market mobility, promoting social inclusion and combating poverty and investing in education, skills and lifelong learning. It was explained that climate change and environmental protection was now part of SME theme.</p> <p>The meeting were advised that the Tees Valley was provided an allocation of 173 million from ERDF and ESF. 1.1 million from EAFRD strategy would set out how that money would be spent. It was detailed that the amount allocated to each theme would be determined by the LEP and Local Authorities.</p> <p>Some of the key activities within the strategy were detailed. These included key flood risk mitigation and prevention to unlock employment sites; retrofitting of social housing for energy efficiency measures, which it was explained would help to create jobs and incentives for house builders; Community and industrial energy such as electric vehicle charging points, which followed the low carbon theme.</p> <p>Various rural initiatives such as supporting development of local food and equestrian sectors, the re-use of redundant buildings and super-fast broadband followed the rural cross cutting theme.</p> <p>Strategic Economic Plan is being prepared to deliver the Government's Growth agenda. Final submission of SEP to Government is 31<sup>st</sup> March. Draft submission currently being consulted on. There is a second call for projects that is closing in mid Feb, to capture any further large projects with strategic impacts. Feedback on projects expected in April, and a funding announcement in July, when the projects that need further work will be identified. Start of spending is April 2015.</p> <p>Only a light touch sustainability audit has been carried out though, so may not marry with local plan objectives that well, e.g. job creation targets/assumptions, so LPAs should check this.</p>	

<p><b>8. Any other business including date of next meeting</b></p>	<p>AC queried recruitment for the position of a programme officer. A discussion ensued.</p> <p>RY queried how authorities dealt with anonymous comments. A discussion ensued and VA agreed to provide information on how the Authority dealt with Gypsy site comments.</p> <p>The next meeting for the TVDPOS only was agreed for the week beginning 10 March. It would be April/early May for TVDPOS+ neighbours.</p>	
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## Hartlepool Strategic Housing Market Assessment - Stakeholder engagement

As part of the 2014 SHMA, a comprehensive programme of stakeholder engagement was carried out. This included an online stakeholder survey and representatives from neighbouring Tees Valley local authorities were encouraged to participate.

Regarding duty to co-operate, two respondents agreed that the stakeholder survey contributes to the Council's requirement on the Duty to Cooperate with neighbouring authorities.

The following points were also made by respondents in respect of the Duty to Cooperate:

- *'The questions appear to all relate specifically to Hartlepool rather than the wider Tees Valley housing market issues and/or interactions between housing markets across local authority boundaries. As the Hartlepool Local Plan and its evidence base progresses Middlesbrough Council will welcome the opportunity to contribute on appropriate issues under the Duty to Cooperate;'* and
- *'To comply with Section 33A, both Hartlepool and Stockton-on-Tees Councils (as the Local Planning Authorities) must demonstrate that they have engaged constructively and actively on an on-going basis to prepare their Local Plans and on any activities which prepared for or supported the plan making process where this relates to sustainable development or use of land that would have a significant impact on at least two local planning areas. The Stockton-on-Tees Borough Council (SBC) Spatial Planning team note that the evidence we currently hold suggests that the Hartlepool housing market is largely self-contained. However, Stockton and Hartlepool Boroughs are adjacent and the Wynyard development is cross-boundary. Therefore, we anticipate that the Hartlepool SHMA may identify some connectivity between the Stockton and Hartlepool housing markets and we anticipate that the Hartlepool SHMA will include an assessment of this relationship. Whilst the SBC Spatial Planning team welcome the opportunity to participate in this survey as an initial stage of co-operation on this issue, the majority of the questions are Hartlepool specific and we are not able to offer any information which will not be readily available to the team preparing the Assessment. However, where any cross-boundary housing market issues emerge through the Hartlepool SHMA's preparation, we would welcome the opportunity to engage constructively and actively in the process'.*



## Notes of Meeting (relevant extract): Tees Valley Combined Authority Board – Business Meeting

Meeting held at Riverside Stadium at 1.00pm on Tuesday 7<sup>th</sup> June 2016

### ATTENDEES

#### Members

Mayor David Budd (Chair)	Mayor of Middlesbrough Council	MBC
Councillor Sue Jeffrey	Leader of Redcar and Cleveland Borough Council	R&CBC
Councillor Bill Dixon	Leader of Darlington Borough Council	DBC
Councillor Kevin Cranney (Substitute for Councillor Christopher Akers-Belcher)	Hartlepool Borough Council	HBC
Councillor Bob Cook	Leader of Stockton Borough Council	SBC
Paul Booth	Chair of Tees Valley LEP	LEP

#### Associate Members

Phil Cook	Member of Tees Valley LEP	LEP
David Robinson	Member of Tees Valley LEP	LEP
David Soley	Member of Tees Valley LEP	LEP

#### Officers

Gill Alexander	Chief Executive of Hartlepool	HBC
Peter Bell	Stockton-on-Tees Borough Council	SBC
David Bond	Stockton-on-Tees Council	SBC
James Bromley	Monitoring Officer Redcar and Cleveland Borough Council	R&CBC
Ada Burns	Chief Executive of Darlington Borough Council	DBC
Gary Cummins	Section 151 Officer (Stockton-on-Tees Borough Council)	SBC
Paul Dobson	Stockton-on-Tees Borough Council	SBC
Linda Edworthy	TVU	TVU
Reuben Kench	Stockton-on-Tees Borough Council	SBC
Neil Kenley	TVU	TVU
Neil Schneider	Chief Executive of Stockton-on-Tees Borough Council	SBC
Amanda Skelton	Chief Executive of Redcar and Cleveland Borough Council	R&CBC
Martin Waters	Stockton-on-Tees Borough Council	SBC

### **TRANSFORMING PLACE THROUGH DEVOLUTION**

Consideration was given to a report and presentation on Transforming Place through Devolution.

The report outlined that 'Transforming Place through Devolution' set out exciting and ambitious plans for the housing and planning aspects of the devolution deal within the context of Tees Valley, outlining how the plans had the potential for a game changing approach to place across the Tees Valley in supporting economic growth. The ambitions

- Maximise the use of land across Tees Valley for economic development and housing
- Inject certainty, pace and confidence
- Create a potential £1bn 10-year rolling recoverable equity investment fund through the flexible use of existing Government funding and local resources
- Deliver 20,000 plus homes by 2026
- Establish a housing offer that matched economic growth and prosperity and attracted the required inward migration of skills
- Revitalise the urban core, town centres and brownfield sites
- Regenerate and renew areas of low demand, poor quality and deprivation
- Nurture a more diverse market for house-building and development, including the growth of the SME sector
- Create / grow an off-site manufacture sector on Tees Valley
- Lever in private sector investment in excess of £3bn for housing and place in the next 10 years
- Accelerate housing and development activity to secure and create jobs, estimated at 50,000 plus jobs over 10 years for 20,000 homes

The supporting paper set out the approach, progress to date and next steps within the project plan for this work.

The Tees Valley Devolution Deal announced in October 2015 provided for a number of key policy areas including governance, finance, skills, transport, business support, energy, climate change, housing, planning and culture. In taking forward each of the policy areas within the deal a number of work-streams were established one of which was Place, which included housing and planning.

A work-stream plan for Place was prepared and endorsed by the Tees Valley Combined Authority Management Group (TVCAMG) and Local Authority Directors of Place in November 2015 and the Tees Valley Combined Authority (TVCA) and Devolution Governance Group in December 2015. Progress updates on the work-stream were being reported through the overall programme management arrangements for the combined authority and devolution implementation.

The Place work-stream plan included the policy areas of housing and planning and included:

- The establishment of a Land Commission;
- The power to create democratically controlled Mayoral Development Corporations;
- The continued exploration of the devolution of housing financial transaction funding.

In addition, the Place work-stream was considering sector capacity and had plans to support stakeholder engagement and communications.

The report outlined the approach, progress to date and next steps in each of the areas within the project plan. The headline project plan was attached to the report.

Nationally, London had already established a Land Commission and Manchester was progressing with plans to establish one by the summer. The arrangements for London included membership, terms of reference and governance and also the development plans for Manchester were attached to the report as an example.

The devolution of housing funding was an innovative and ambitious piece of work that aimed to develop a funding and investment proposition for housing, regeneration and development in support of the area's economic growth and ambition for place. The aim was to inject long-term certainty and pace, creating the right investment environment to maximise development growth opportunities whilst tackling long-standing issues of brownfield land and poor quality housing.

Outline proposals had been developed for a Tees Valley equity based investment vehicle to create the conditions to support the devolution of housing financial transaction funding. The emerging outline concept had been subject to discussions with key stakeholders including DCLG, BIS, HCA, the Tees Valley Registered Providers, TVUMG, the Home Builders Federation and CITB. These discussions had gone very well and there was significant interest in what was seen as an innovative solution to housing and the development of place in support of economic growth.

The next stage of development would require detailed joint work with DCLG, HM Treasury, BIS, HCA, Registered Providers and the private sector on preparing the detailed investment proposal. This work would include option appraisal work on, structuring the vehicle, governance, investment pipeline modelling, sensitivity analysis and attracting funding / investment. Investment expertise was required at this stage to support the technical development of the proposal. It was planned to develop a full business case between June and December 2016. An update on progress would then be presented to the October 2016 meeting of the TVCA, with final proposals for decision being presented to the December 2016 meeting.

Powers for the TVCA / Mayor to create mayoral development corporations should be passed through the legislative process in the summer. Exploring the potential to use those powers was work that would be undertaken early in 2017 in preparation for a decision by the newly elected Mayor and Combined Authority in May. The case for establishing a MDC would also depend on the recommendations of the Land Commission regarding site or sites that may be appropriate for such a vehicle.

The detailed work regarding Mayoral Development Corporations was intentionally phased towards post-2016 as there were a number of critical dependencies, including Land Commission outcomes, the outcome of devolution discussions on housing financial transaction funding, the Tees Valley Housing Strategy & Action Plan, and the Mayoral election in May 2017.

Therefore, the business case for mayoral development corporations would be timed so that recommendations could be made to the CA and elected Mayor in May 2017, with a potential MDC being established summer / autumn 2017 (detailed work to commence around Nov 2016).

It was noted that the TVCA (Shadow Board) agreed on 11 March 2016 that the proposed South Tees Mayoral Development Corporation for the SSI site would be progressed as a separate project and was outside the scope of this work-stream. As agreed, the purpose of this work-stream was to explore the potential for using MDC powers across the rest of Tees Valley.

The emerging plans indicated that sector capacity would be a critical issue in the ability to meet growth and development ambitions. In housing alone, it was estimated that Tees Valley needed to build 25% more in the next ten years than it had in the past ten. In a sector already facing a skills and capacity shortage this had significant implications, but also presented significant opportunities. The 22,000 new homes needed in ten years equates to over 50,000 jobs.

The supplier and skills market needed to be nurtured to increase capacity, SME developers decimated at last recession had not yet recovered, registered providers needed to find new ways to build homes, volume builders needed to be incentivised to build a greater pace, small infill to large sites were all critical to supply.

Working collaboratively with key stakeholders including the private sector and registered providers the sector capacity work was evaluating gaps and opportunities in the following areas:

#### Skills & Jobs

- SME Developers
- Major House Builders
- Registered Providers
- Off-Site Manufacturing

It was planned to present the sector capacity gap analysis, findings and recommendations to the December 2016 meeting of the Combined Authority.

Realising the ambitions of the Combined Authority and devolution required collaborative working with many different stakeholders. The programme management arrangements ensured the engagement of TVCA Management Group, TV Chief Executives and the Combined Authority in the work programme.

To ensure the engagement of key partners there was ongoing active engagement (newsletters, briefings, meetings and workshops), including work with DCLG, BIS, the Home Builders Federation (representing private sector developers), the Construction Industry Training Board (CITB), the Tees Valley Registered Providers (Thirteen, Coast & Country, North Star), the National Housing Federation, the Homes & Communities Agency and individual local authorities. Plans were also in place to establish links with the newly established Construction Alliance Network North East.

Dialogue was taking place with a number of these key stakeholders to identify shared and complementary objectives with a view to establishing Memorandums of Understanding that set out how working together in realising the ambitions for devolution, place and economic growth could be achieved.

It was planned to present proposals regarding establishing Memorandums of Understanding with key partners to the August 2016 meeting of TVCA.

With regard to resources the aim was to resource as much of the work programme from within the existing capacity of the five authorities. However, due to constraints on available capacity and the need for specific skills and experience additional support was required. To date additional support had been commissioned on the preparatory work for the Land Commission, undertaking the necessary work to establish the Tees Valley brownfield and surplus public sector land register. In addition, technical expertise was required to support the development of the equity investment model. In the absence of an agreed Combined Authority budget for such requirements interim arrangements had been agreed for the funding of the preparatory work for the Land Commission, the five local authorities were making a shared contribution to costs.

As the work programme moved towards more detailed work the need for additional resources and specific skills and expertise would increase. Areas where there were additional resource requirements for the work programme included:

- Support to develop option for an equity investment model
- Off-site manufacture

- Construction skills capacity
- SME sector analysis
- Private rented sector study
- Affordability and social housing policy development
- Housing market intelligence – both supply and demand side
- Future housing needs (aligned to SEP)
- One Public Estate (and possible application for funding support)
- New development / growth pipeline / investment
- Existing stock and investment options

It was proposed to establish a £100k budget for this work programme subject to agreement of the Finance and Investment Funds Update report (Recommendation 5). Agreement would be reached with TVCA Management Group prior to individual pieces of work being commissioned.

With London receiving DCLG funding for work related to its Land Commission, it was proposed to request funding support from DCLG to contribute to the work programme. The presentation covered the follow key areas:-

1. Ambition for Place
2. Attractive Places
3. Some Fantastic Transformation
4. Good Track Record for Building Homes
5. Good Quality Existing Stock
6. Not Enough Being Built to Support Economic Growth and Meet Need
7. Blight of Brownfield Persists
8. Private Rental Sector
9. Government Policy
10. Funding and Investment
11. Opportunity – Market Capacity , Skills and Jobs, Off-Site Manufacturing
12. Mayoral Development Corporations

The next steps were highlighted to Members:-

Recommendations for the Land Commission terms of reference, membership, governance and resources - For decision August 2016

Recommendations for Memorandums of Understanding with key partners - For decision - August 2016

Update on Land Commission, equity investment vehicle and sector capacity - For information - October 2016

Devolution of housing funding, equity investment vehicle full proposal  
For decision - December 2016

Sector capacity gap analysis, findings and recommendations - For decision - December 2016

Members were then given the opportunity to ask questions and make comments on the report and presentation. These questions and comments could be summarised as follows:-

- Good to see the word 'Regeneration' being used again
- There needed to be more discussion over the joined up vision for the Tees Valley
- There needed to be connectivity in terms of transport and infrastructure
- This was a great opportunity for the Tees Valley to do something architecturally significant with housing
- 40% of people in the Tees Valley were in rented accommodation
- Would we be seeking an exemption from 'Right to Buy'
- There was a need for balanced model between rented and owner housing

- There needed to be a discussion about education and skills
- Connectivity needed to be achieved with a need for focus and without any duplication
- There were many challenges ahead but this was a good starting point

RESOLVED that:-

1. The significant potential that the housing aspects of the devolution deal offers in terms of the transformation of place in supporting economic growth be noted.
2. The approach, progress to date and planned project timelines be agreed.
3. A Steering Group be established with a remit to oversee the programme of work, to be chaired by the appropriate portfolio holder from the Combined Authority.
4. The proposed forward plan for the Combined Authority as set out in paragraph 8.1 be agreed.
5. The proposed budget allocation to be available to support the work programme as set out in section 7.0 and as included within the Finance and Investment Funds Update report (Recommendation 5) be agreed.
6. The proposal to request DCLG funding to support specific aspects of the work programme be supported.

## Notes of Meeting (relevant extract): Tees Valley Combined Authority Board – Business Meeting

Meeting held at Riverside Stadium at 1.00pm on Monday 4<sup>th</sup> April 2016

### ATTENDEES

#### Members

Councillor Sue Jeffrey (Chair)	Leader of Redcar and Cleveland Borough Council	R&CBC
Councillor Bill Dixon	Leader of Darlington Borough Council	DBC
Councillor Christopher Akers-Belcher)	Hartlepool Borough Council	HBC
Mayor David Budd	Mayor of Middlesbrough Council	MBC
Councillor Bob Cook	Leader of Stockton Borough Council	SBC
Paul Booth	Chair of Tees Valley LEP	LEP

#### Associate Members

Phil Cook	Member of Tees Valley LEP	LEP
Ian Kinnery	Member of Tees Valley LEP	LEP
Alistair MacColl	Member of Tees Valley LEP	LEP
Nigel Perry	Member of Tees Valley LEP	LEP
David Robinson	Member of Tees Valley LEP	LEP
David Soley	Member of Tees Valley LEP	LEP
Alison Thain	Member of Tees Valley LEP	LEP

#### Officers

Gill Alexander	Chief Executive of Hartlepool Borough Council	HBC
Peter Bell	Stockton-on-Tees Borough Council	SBC
David Bond	Stockton-on-Tees Council Monitoring Officer	SBC
James Bromley	Redcar and Cleveland Borough Council	R&CBC
Ada Burns	Chief Executive of Darlington Borough Council	DBC
Gary Cummins	Section 151 Officer (Stockton-on-Tees Borough Council)	SBC
Linda Edworthy	TVU	TVU
Nigel Hart	Stockton-on-Tees Borough Council	SBC
Neil Kenley	TVU	TVU
Rob Mitchell	Redcar and Cleveland Borough Council	R&CBC
Mike Robinson	Chief Executive of Middlesbrough Council	MBC
Neil Schneider	Chief Executive of Stockton-on-Tees Borough Council	SBC
Amanda Skelton	Chief Executive of Redcar and Cleveland Borough Council	R&CBC

## **TEES VALLEY STRATEGIC TRANSPORT PRIORITIES – PRESENTATION**

A presentation was given to Members on Tees Valley Strategic Transport Priorities. The presentation covered the following key areas:-

1. Transformational Growth
2. Independent Economic Review
3. Tees Valley Growth Sectors and Devolution Deal
4. Northern Transport Strategy
5. Darlington Train Station Layout Issues and Vision
6. New Tees Crossing
7. East-West Connectivity
8. Electrification
9. Middlesbrough Train Station
10. Enhancing Local Connectivity

Members were then given the opportunity to ask questions and make comment on the presentation.

RESOLVED that the presentation be received.

## **ENTERPRISE ZONES**

Consideration was given to a report on the Tees Valley Enterprise Zones.

In July 2015 the government opened a competitive process for a further round of Enterprise Zones with a deadline for applications to be received by Department of Communities and Local Government (DCLG) of 18th September 2015.

The Tees Valley application focussed on three sites:

- Central Park (Darlington),
- Northshore (Stockton) and
- Historic Quarter (Middlesbrough).

These sites covered the existing locally funded Enterprise Zones. A copy of the plans was attached to the report.

The government announced on 25th November 2015, the creation of 18 new Enterprise Zones and extended 8 Enterprise Zones as part of its spending review.

The Tees Valley application, Enterprise Zone Growth Extension was included in this announcement.

The application process stated that the incentives for the new Enterprise Zones would be:

- Local Enterprise Partnerships retaining 100% of business rate growth for 25 years. Government's expectation is that this will be used to fund development required on the Enterprise Zone sites.
- A business rate discount for occupiers. Central government will reimburse a 100% discount for five years up to the maximum state aid de minimis threshold, for businesses that enter the zone before 31 March 2022, e.g. if a business enters the zone on 31 March 2022, it can receive the discount (subject to de minimis) until 30 March 2027.



The Tees Valley Application stated:

“This submission is being made alongside the Tees Valley Powerhouse Plan which seeks devolution of funding and powers to the Tees Valley. As part of devolution, the emerging Combined Authority would wish the income arising from the Enterprise Zone to be allocated 50% to the Combined Authority and 50% to the local authority from which the rates arise. We recognise that this is not the current EZ model or the criteria set out in this competition, but are submitting this proposal on this basis.”

The process also allowed for the creation of Enterprise Zones with Enhanced Capital Allowances (ECA) however this was not applied for in the Tees Valley application. Local Authorities and Local Enterprise Partnerships / CA's responsible for operating Enterprise Zones would be asked to agree to a memorandum of understanding with DCLG to confirm the incentives and other benefits local partnerships could expect from establishing the zone whilst giving assurance to Ministers about the arrangements for delivering the Enterprise Zone.

The MOU was expected to cover four elements: Operation, Governance, Communications and Monitoring.

Operation - The Local Authority / LEP / CA, through the Enterprise Zone nominated person and procedures, would:-

- Provide maps and confirmation re: location incentives sought and commencement dates for each site. (Complete)
- Submit a 5-year delivery plan to the Secretary of State setting out how the Enterprise Zone would be set up and operated.
- Secure expertise needed to establish and operate the Enterprise Zone.
- Provide DCLG with a named contact for the Enterprise Zone and regularly notifying DCLG regarding progress.

Operation - DCLG would:-

- Permit Local Authorities to retain 100% of business rate growth for 25 years from the commencement date of the Enterprise Zone, on the condition that this was spent on the Local Enterprise Partnerships growth priorities. The expectation was that this would initially be to fund development required on the Enterprise Zone.
- Reimburse 100% of the discount in business rates (provided by the Local Authority on which the Enterprise Zone was sited) to businesses that occupy an Enterprise Zone site before 31 March 2022 for a period of 5 years up to the maximum state aid de minimis threshold.

Governance - The Local Authority/LEP/CA, through the Enterprise Zone nominated person and procedures, would:-

- Agree governance structure with local partners and arrange regular meetings.
- Enter into agreements with each Local Authority with Enterprise Zones covering key delivery issues including arrangements for fast-track planning and other approvals, use of business rates retained by the local authority, collection and reporting of monitoring data etc....
- Provide DCLG with copies of board papers and the opportunity to attend meetings.

Governance - DCLG would:-

- Provide a named contact for the Enterprise Zone to advise on establishing the zones and resolving issues arising in relation to Government procedures and support.

Communications - The Local Authority/LEP/CA, through the Enterprise Zone nominated person and procedures, would:-

- Develop and implement plans for marketing the Enterprise Zone.
- Use the national Enterprise Zone logo on marketing materials and signage.

Communications - DCLG would:-

- Promote Enterprise Zone programme and good practice via press releases, website, Twitter account, LinkedIn group etc....
- Provide the opportunity for senior leaders of LEPs/Enterprise Zones with the opportunity to meet to discuss progress, challenges and good practice with senior government officials and Ministers.

Monitoring - The Local Authority / LEP / CA, through the Enterprise Zone nominated person and procedures, would:-

- Collect data on employment, business activity etc.... and report quarterly to DCLG in an agreed format.

Monitoring - DCLG would:-

- Advise on data monitoring and arrangements for returning monitoring data.
- Publishing summaries of national and regional Enterprise Zone activity, which allowed local areas to judge their own performance.

RESOLVED that the proposals outlined within the report be endorsed.

## Note of meeting (relevant extracts): Tees Valley Management Group

Date: Wednesday 19<sup>th</sup> April, 2017

Time: 9am

Venue: Cavendish House, Stockton TS17 6QY

Attendees:	Apologies:
Kevin Parkes (KP) - Chair Linda Edworthy (LE) Alison Fellows (AF) Mark Ladyman (ML) Ian Williams (IW) Andrew Carter (AC) Martin Waters (MWa) Agenda Item 3 Mark Wilson (MWi) Agenda Item 4 Richard Marshall (Agenda Item 4) Sally Henry (SH)	Andrew Lewis (AL) Richard McGuckin (RM) Denise Ogden (DO)
Middlesbrough Council Tees Valley CA Tees Valley CA Redcar & Cleveland BC Darlington BC Hartlepool BC Tees Valley CA Tees Valley CA Highways England Tees Valley CA	Tees Valley CA Stockton-on-Tees BC Hartlepool BC

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
3.	HCA Update	Martin Waters provided an update on current HCA activity.  A Housing Agreement workshop has been scheduled next week with the Local Authorities and registered providers. TVMG requested a briefing note on the outcome for their next meeting to include key objectives and a programme for delivery.  The first meeting of the Land Commission has been scheduled for 30 <sup>th</sup> May and will be		

		<p>chaired by the new Mayor. The aim of the Commission is to maximise the use of brownfield land and land held by Government departments and their agencies to support, economic development and housing supply. The Commission will undertake analysis and assessment to identify opportunities and barriers and, based on this assessment make recommendations to the Combined Authority and to asset owners.</p> <p>The Land Commission Working Group continues to meet regularly and is chaired by Neil Schneider.</p> <p><b>Action:-</b></p> <ul style="list-style-type: none"> <li>• A briefing note on the outcome of the housing agreement workshop to be provided for the next TVMG meeting.</li> </ul> <p><i>Post meeting note:-</i></p> <p><i>The Housing Agreement Workshop has been cancelled and will need to be re-scheduled. A briefing note will be provided once the workshop has taken place.</i></p>		
4.	Highways England Update	<p>Richard Marshall from Highways England attended to provide an update from Highways England. Mark Wilson, Head of Transport from the Combined Authority also attended.</p> <p>KP provided an overview of the role and remit of TVMG.</p> <p>Richard acknowledged that the work currently undertaken by TIG is an excellent example of how working collaboratively is successful.</p> <p>Richard advised that there is a stakeholder workshop on route strategies scheduled for 11<sup>th</sup> May and it was agreed that the invitation should be circulated to TVMG and the Transport Committee.</p>		

MWa



		<p>Investment Fund – Commissioning and Expressions of Interest.</p> <p>Main points to note:-</p> <ul style="list-style-type: none"> <li>• We will be asking for Eols on a quarterly basis</li> <li>• We will be seeking a return on investments and recycling of funds so grants will be “a last resort”.</li> <li>• Eols should be high quality and robust and to help with this, TVMG are encouraged to get their teams to speak to AF or her team to discuss schemes in advance.</li> <li>• A Development Fund is available to work up schemes.</li> <li>• It is important to be honest about project timeframes for both current and future projects.</li> <li>• All projects will be evaluated against the agreed criteria.</li> <li>• The sums in the Investment Plan for the various themes are indicative only.</li> <li>• If projects need to slip back in the programme or drop out altogether discussions need to be had so we can manage the funding profile and reallocate any released funding.</li> <li>• Discussions have already taken place between AF and Paul Campbell, the Pension Fund Manager.</li> <li>• An overview of projects submitted and “next steps” will be shared with TVMG as soon as possible after the deadline.</li> </ul> <p><i>Post meeting note:-</i></p> <p><i>Following feedback from partners that people are finding the end April deadline difficult, and given the Easter break, the deadline for receipt of Eols in this round will now be the end of May, which will hopefully give people more time to put in high quality proposals.</i></p> <p><i>The timetable for approving and announcing projects will go back by the same time period, so the timetable will be:-</i></p>		
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		<ol style="list-style-type: none"> <li>1. <i>Submission by close of play on Wednesday 31<sup>st</sup> May;</i></li> <li>2. <i>Appraisals by the Combined Authority in June;</i></li> <li>3. <i>Discussion at TVMG in July.</i></li> </ol>		
6.	TVMG – Forward Plan	<p>Prior to the meeting, KP circulated some suggestions for formal updates to be built in to the TVMG Forward Plan.</p> <p>IW also requested updates on Northern Powerhouse Investment Fund and ERDF/ESF/Rural Funding be provided to future meetings.</p> <p>SH to co-ordinate.</p>		<b>SH</b>

## Note of meeting (relevant extracts): Tees Valley Management Group

Date: Wednesday 15<sup>th</sup> March, 2017

Time: 9am

Venue: Cavendish House, Stockton TS17 6QY

Attendees:	Apologies:
Kevin Parkes (KP)                      Middlesbrough Council Linda Edworthy (LE)                    Tees Valley CA Neil Kenley (NK)                        Tees Valley CA Mark Ladyman (ML)                    Redcar & Cleveland BC Chris Renahan (CR)                    Stockton-on-Tees BC Andrew Carter (AC)                    Hartlepool BC John Anderson (JA)                    Darlington BC Sally Henry (SH)                        Tees Valley CA Rob Pearson, (RP)                      HCA (Item 5) Martin Waters (MW)                    Tees Valley CA (Item 5) Keith Wilson (KW)                      Tees Valley CA (Items 7, 8 & 9)	Andrew Lewis (AL)                      Tees Valley CA Alison Fellows (AF)                    Tees Valley CA Ian Williams (IW)                      Darlington BC Denise Ogden (DO)                    Hartlepool BC Richard McGuckin (RM)                Stockton-on-Tees BC

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
4.	Enterprise Zones	NK also raised the question concerning the existing round one EZ sites.  Currently we have:- <ul style="list-style-type: none"> <li>• five Business Rate Relief sites with incentives that end in 31 March 2018. One of these sites (Oaksway in Hartlepool) is a locally funded site.</li> </ul>		



		<ul style="list-style-type: none"> <li>• four Enhanced Capital Allowance sites with incentives that end in 31 March 2020, which have an incentive deadline of 2018.</li> <li>• three new Business Rate Relief sites which have incentives that end in 31 March 2021.</li> </ul> <p>A request to extend the incentive for the round one EZs to March 2021 will be discussed with DIT and other LEP areas.</p>		
5.	HCA Update – Rob Pearson	<p>Introductions were made and KP provided RP with a general overview of TVMG role and remit.</p> <p>RP provided an overview of the changes to the staffing structure within HCA and the focus of the new team.</p> <p>There was a general, round table discussion surrounding:-</p> <ul style="list-style-type: none"> <li>• Housing Agreement (devolution/collaboration);</li> <li>• Land Commission;</li> <li>• Housing Market;</li> <li>• The importance of remaining focussed on delivery;</li> <li>• Response to the Housing White Paper;</li> <li>• Modular Housing.</li> </ul> <p>TVMG agreed that it would be useful for the new HCA team to attend a future meeting.</p>		

## Note of meeting (relevant extracts): Tees Valley Management Group

Date: Wednesday 15<sup>th</sup> February, 2017

Time: 9am

Venue: Cavendish House, Stockton TS17 6QY

Attendees:	Apologies:
Andrew Lewis (AL)                      Tees Valley CA Kevin Parkes (KP) Chair                Middlesbrough Council Mark Ladyman (ML)                      Redcar & Cleveland BC Ian Williams (IW)                         Darlington BC Denise Ogden (DO)                       Hartlepool BC Richard McGuckin (RM)                 Stockton-on-Tees BC Linda Edworthy (LE)                      Tees Valley CA Sally Henry (SH)                          Tees Valley CA Sarah Walker (SW)                        Tees Valley CA (item 3) Shona Duncan (SD)                      Tees Valley CA (Item 5) Linda Tuttiett (LT)                        Tees Valley CA Bev Bearne                                  Stockton-on-Tees BC	Alison Fellows (AF)                      Tees Valley CA

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
3.	Investment Plan	TVMG discussed the first draft Investment Plan and congratulated SW on the work to date.  AL reminded TVMG that this is a first draft and all comments and suggestions made today		

		<p>would be considered for the draft presented to the joint meeting of CEX and TVMG on 1<sup>st</sup> March.</p> <p>TVMG agreed on the principles, shape and structure of the 1<sup>st</sup> draft of the Investment Plan but raised the following points:-</p> <ul style="list-style-type: none"> <li>• Business accommodation – should this be in infrastructure or business growth?</li> <li>• Does separating transport and infrastructure confuse? If so, should infrastructure have its own heading but be renamed?</li> <li>• Emphasis should be on commissioning activity rather than EOs</li> <li>• STDC section – emphasis needs to be made of govts responsibilities and there needs to be a distinction between the former SSI site and the MDC area</li> <li>• There needs to be more work on the outputs and outcomes expected.</li> <li>• It needs to be more aligned with the SEP – mention the 25,000 jobs, and the circular economy</li> <li>• Wider opportunities are still to be explored re: borrowing powers and the pension fund</li> <li>• Case studies – ensure all Local Authorities are included</li> <li>• It should be presented clearer showing which element of the pot is European funding</li> </ul>		

## Note of meeting (relevant extracts): Tees Valley Management Group

Date: Wednesday 11<sup>th</sup> January, 2017

Time: 9am

Venue: Cavendish House, Stockton TS17 6QY

Attendees:	Apologies:
<p>Andrew Lewis (AL)                      Tees Valley CA  Richard McGuckin (RM) Chair        Stockton on Tees BC  Mark Ladyman (ML)                    Redcar &amp; Cleveland BC  Ian Williams (IW)                        Darlington BC  Denise Ogden (DO)                      Hartlepool BC  Sam Gilmore (SG)                        Middlesbrough Council  Alison Fellows (AF)                      Tees Valley CA  David New (DN)                            Tees Valley CA (Item 3)  Sally Henry (SH)                         Tees Valley CA  Sarah Walker (SW)                        Tees Valley CA (Item 5)  Sarah Brackenborough (SB)          Tees Valley CA (Item 6)  Jonathan Bretherton (JB)                STDC (Item 4)  Alex Knight                                National Audit Office (Item 6)  Philip Taylor                                National Audit Office (Item 6)  Catherine Taylor                         National Audit Office (Item 6)</p>	<p>Kevin Parkes (KP) Chair                Middlesbrough Council  Linda Edworthy (LE)                    Tees Valley CA  John Anderson (JA)                      Darlington BC  Sharon Thomas (ST)                      Middlesbrough Council</p>

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
4.	South Tees Development Company Update	Jonathan Bretherton, Chief Executive of the South Tees Development Company attended the meeting to update the group of progress to date and plans to establish a Development Corporation for the South Tees area. The consultation closes on 10 <sup>th</sup> March. TVMG agreed that a site visit would be useful.		

## Note of meeting (relevant extracts): Tees Valley Management Group

Date: Wednesday 7<sup>th</sup> December, 2016

Time: 9am

Venue: Cavendish House, Stockton TS17 6QY

Attendees:	Apologies:
<p>Kevin Parkes (KP) Chair                      Andrew Lewis (AL)                      Linda Edworthy (LE)                      Richard McGuckin (RMcG)                      Ian Williams (IW)                      Denise Ogden (DO)                      John Anderson (JA)                      Sharon Thomas (ST)                      Sally Henry (SH)                      Sam Nixon (SN)                      Rob Earnshaw                      Laura Woods                      Tom Congrave                      Sarah Walker                      Sarah Brackenborough                      Martin Waters</p>	<p>Middlesbrough Council                      Tees Valley CA                      Tees Valley CA                      Stockton on Tees BC                      Darlington BC                      Hartlepool BC                      Darlington BC                      Middlesbrough Council                      Tees Valley CA                      Stockton on Tees BC                      Digital City (Item3)                      Teesside University (Item 3)                      Edge Economics (Item 4)                      Tees Valley CA (Items 4 &amp; 5)                      Tees Valley CA (Item 6)                      Tees Valley CA (Item 7)</p>
	<p>Mark Ladyman (ML)                      Redcar &amp; Cleveland BC</p>

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility

3.	Digital City	Rob Earnshaw and Laura Woods attended to provide a progress update – the documents were circulated post-meeting.		
4.	Investment Plan & Assessment Framework Review	<p>Andrew Lewis updated TVMG on the expected LGF allocation.</p> <p>Sarah Walker provided the proposed timescales, structure and content of the TVCA Investment Plan.</p> <p>TVMG agreed to:-</p> <ul style="list-style-type: none"> <li>• the proposed structure of the Investment Plan and the timeline for its development;</li> <li>• approve the Sustainable Transport Programme (STP) change request from Billingham Enterprise Zone Link;</li> <li>• Future STP decisions to be delegated to the Managing Director if they are less than 10% of the annual programme allocation. Decisions need only come to the full TVMG if they are over 10% of the annual STP allocation.</li> <li>• £250,000 of this year’s overall LGF programme underspend to be brought forward to the Tees Valley Sustainable Transport Programme to avoid delays in delivery. Resulting in a reduced STP allocation in 2017/18.</li> <li>• The proposal to undertake a review of the following LGF projects in the current programme: <ul style="list-style-type: none"> <li>- Middlehaven Dock Bridge</li> <li>- Durham Tees Valley Airport</li> <li>- A689 Wynyard</li> <li>- Kirkleatham Business Park</li> <li>- Kirkleatham Catering Academy</li> </ul> </li> </ul>		

		<ul style="list-style-type: none"> <li>- TAMP 2 Research and Technology Centre</li> <li>- Salters Lane Phase 1</li> <li>- Bilingham Bio-Pharmaceutical Campus</li> <li>• All elements of the scoring framework being weighted equally initially.</li> </ul> <p>AGE grant is given in 2 tranches and due to unprecedented demand, the first tranche of funding has been fully committed and a significant gap identified. To honour the applications submitted and create those apprenticeships, TVCA is to explore the use of its own funds until the second tranche becomes available.</p> <p><b>Action:-</b></p> <ul style="list-style-type: none"> <li>• <b>SW to bring a draft of the Investment Plan to the January meeting of TVMG</b></li> <li>• <b>TVCA to explore the use of its own funding until the second tranche of AGE grant is available.</b></li> </ul>		<p><b>SW</b></p> <p><b>TVCA</b></p>
7.	Housing & Land Commission	<p><b>Modular Housing Update:-</b></p> <p>Project continues to progress.</p> <p>Heads of Terms are being worked on with Middlesbrough College and Teesside University are currently developing a post-grad course.</p> <p>A launch is scheduled for January – details still to be confirmed.</p> <p>TVMG asked to suggest sites where delivery can take place.</p> <p>Thirteen have already identified sites and will advise of more.</p> <p>The site at Kirkleatham which has been identified as a pilot site for HCA still needs confirming.</p>		

		<p><b>Land Commission:-</b></p> <p>The Working Group is scheduled to meet 19<sup>th</sup> December. Meeting will be chaired by Neil Schneider, Chief Executive lead for this area of work and will include 2 or 3 representatives from each LA.</p> <p>Land Commission will meet towards the end of January.</p> <p>Still awaiting notification of Middlesbrough representative – should be a Councillor with portfolio.</p> <p>Andrew Percy, Northern Powerhouse Minister visit expected in the New Year so hope to time the first meeting of the Land Commission so he can attend.</p> <p><b>Housing Funding:-</b></p> <p>Proposition has been submitted to Govt and we are awaiting a formal response.</p> <p>To be discussed by CEXs to decide on the best approach going forward.</p> <p><b>One Public Estate:-</b></p> <p>Submission to be made by 16<sup>th</sup> December.</p> <p>We are seeking to put in “early win” projects:-</p> <p>Darlington Healthy New Towns</p> <p>Hartlepool Redevelopment of Civic Quarter</p> <p>Middlesbrough &amp; Redcar South of Tees Children’s Hub</p> <p>Redcar – Station Business Quarter</p> <p>Darlington Bank Top and Stockton Smarter Working projects also being considered</p>		
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## Note of meeting (relevant extracts): Tees Valley Management Group

Date: Monday 21<sup>st</sup> November, 2016

Time: 2pm

Venue: Cavendish House, Stockton TS17 6QY

Attendees:	Apologies:
Kevin Parkes (KP) Chair Andrew Lewis (AL) Linda Edworthy (LE) Neil Kenley Richard McGuckin (RMcG) Mark Ladyman (ML) Ian Williams (IW) Sharon Thomas (ST) David New (DN) Martin Waters (MW) Sally Henry (SH)  Ian Wardle (IW)	Middlesbrough Council Tees Valley CA Tees Valley CA Tees Valley CA Stockton on Tees BC Redcar & Cleveland BC Darlington BC Middlesbrough Council Tees Valley CA Tees Valley CA Tees Valley CA  Thirteen (rang in for Item 3)
	Denise Ogden (DO) John Anderson (JA)  Hartlepool BC Darlington BC

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
3.	Modular Housing	LE provided the background to the potential inward investment opportunity and updated the group on progress to date.  AL advised that the Secretary of State for Communities and Local Government, Sajid Javid,		

		<p>will be visiting on 1<sup>st</sup> December and hoped he could make a positive announcement about the proposal.</p> <p><b>Action:-</b></p> <ul style="list-style-type: none"> <li>• TVMG requested to forward any comments/suggestions on housing sites where modular housing could be a delivery option to LE</li> </ul>		<b>TVMG</b>
4.	Housing Growth & Renewal	<p>MW provided a presentation which focussed on:-</p> <ul style="list-style-type: none"> <li>• Land Commission</li> <li>• One Public Estate</li> <li>• Housing funding and accelerating supply</li> <li>• Mayoral Development Corporation powers</li> <li>• Skills capacity – housing construction</li> <li>• Mistral project</li> <li>• £18m Large Sites and Housing Zones Capacity Fund</li> </ul> <p>It was agreed a further update would be provided at the January meeting.</p> <p><b>Action:</b></p> <p>MW to provide a further update at TVMG in January, 2017</p>		<b>MW</b>

## Note of meeting (relevant extracts): Tees Valley Management Group

Date: Wednesday 5<sup>th</sup> October 2016

Time: 9.00AM

Venue: Cavendish House, Stockton TS17 6QY

Attendees:	Apologies:
Kevin Parkes (KP) Chair Sharon Thomas (ST) Richard McGuckin (RMcG) Mark Ladyman (ML) Denise Ogden (DO) Ian Williams (IW) John Anderson (JA) Andrew Lewis (AL) Garry Cummings (GC) David New (DN) Martin Waters (MW) Sarah Brackenborough (SB) Keith Wilson (KW) (Item 5) Sally Henry (SH) Bill Carr (By invitation) (Item 2) Neil Cawson (By invitation) (Item 2) Victoria Keen (By invitation) (Item 2) Tim Gordon (By invitation) (Item 3)	Middlesbrough Council Middlesbrough Council Stockton on Tees BC Redcar & Cleveland BC Hartlepool BC Darlington BC Darlington BC Tees Valley CA Tees Valley CA/Stockton BC Tees Valley CA Tees Valley CA Tees Valley CA Tees Valley CA Tees Valley CA HCA HCA HCA HMRC
	Linda Edworthy (LE)                      Tees Valley CA Neil Kenley                                      Tees Valley CA

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility

2.	Bill Carr/Neil Cawson/Victoria Keen – HCA	Bill Carr advised the group of the HCA restructure proposal – the outcome of which should be known by the end of October.  <b>HCA Presentation: – “Increasing Housing Supply - The Tees Valley Housing Growth Site Database”.</b>		
6.	Housing Growth & Renewal Prospectus	TVMG agreed that the proposition of a prospectus is good and will require CEXS and L&M’s agreement.  <b>Action:-</b> <ul style="list-style-type: none"> <li>AL &amp; MW to look at the process of the Implementation Plan and will update TVMG at the November meeting or beforehand via email.</li> </ul>		<b>AL/MW</b>
8.	Estates Regeneration Programme	TVMG agreed that they would like an update from Thirteen Group.  <b>Action:-</b> <ul style="list-style-type: none"> <li>MW to raise with Thirteen on behalf of TVMG</li> </ul>		<b>MW</b>
9.	Tees Valley ESIF Programme Update	Sarah Brackenborough provided an update on the ESIF Programme.  Since the report was circulated, Government have confirmed that they will guarantee ESIF until Britain exits the European Union. TVCA are currently working with the Managing Authority to look at pipeline projects.		

## Note of meeting (relevant extracts): Tees Valley Management Group

**Date:** Wednesday 11<sup>th</sup> November 2015

**Time:** 8.30

**Venue:** Cavendish House, Stockton TS17 6QY

Attendees:	Apologies:
Kevin Parkes (KP) Chair Sharon Thomas (ST) Richard McGuckin (RMcG) Paul Dobson (PD) Linda Edworthy (LE) Neil Kenley (NK) Damien Wilson (DW) John Anderson James Bromiley (JB) Mark Ladyman (ML) Denise Ogden (DO) Stephen Catchpole Andy Bryson (by invitation) – item 2	Middlesbrough Council Middlesbrough Council Stockton on Tees BC Stockton on Tees BC Tees Valley Unlimited Tees Valley Unlimited Hartlepool BC Darlington BC Redcar-Cleveland BC Redcar-Cleveland BC Hartlepool BC TVU  Ian Williams – Darlington BC

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
3.	Local Growth Fund Update	LE gave a verbal update on the Local Growth fund. <ul style="list-style-type: none"> <li>• Noted that 2014/15 adjustments have been signed off</li> <li>• Balance of £9m under spend left with risk that won't receive any</li> </ul>		

		<p>funding for 2016/17.</p> <p>Agreed that an update on financial spend be provided at the December meeting, but also updates to be addressed via correspondence in the meantime.</p> <p>TVU to undertake an analysis of risks of all risks of underspend for December meeting</p> <p>Agreed that there is a need for bottom draw projects.</p> <p>Agreed that full due diligence for South Bank and Church Street in Hartlepool to be prepared but this DID NOT infer that these projects necessarily got greater prioritisation in the 2016/17 and 2017/18 programmes.</p> <p>Agreed that an evening session to be arranged for further discussion on Local Growth Fund pipeline projects and Tees Valley Strategic Economic Plan (item 7 below).</p>	<p>Update on financial spend to be provided at the next meeting</p> <p>Due Diligence to be prepared for South Bank and Church Street, Hartlepool</p> <p>All – TBA before next TVUMG</p>	<p><b>LE</b></p> <p><b>DW</b></p> <p><b>DW / ML</b></p> <p><b>KP</b></p>
7.	Tees Valley Strategic Economic Plan	<p>See Item 3 above</p> <p>The TVU Strategic Economic Plan (SEP) is currently being reviewed.</p> <p>Agreed that there is a need for a definitive timescale for production of the TV SEP plan – long stop date April 2016</p>	<p>LE to produce draft timetable for review of SEP</p>	<p><b>LE</b></p>

		Evening session with KP/LE/SC/NK to be arranged for further discussion on Local Growth Fund (item 3) and Tees Valley Strategic Economic Plan.	See above	KP
9.	Tees Coast Special Protection Area	Agreed that ML will be the lead contact with Natural England and will keep TVUMG updated on the review process and advise colleagues of any requirements.	ML to keep LAs and TVUMG updated.	ML
11.	SSI Task Force Response	<p>ML reported that after Christmas he will be running resource hubs in Darlington and Hartlepool localities, similar to the hub held in Redcar &amp; Cleveland. ML will be contacting TVUMG colleagues shortly to arrange workshops.</p> <p>Jobs Fair being held at Riverside Stadium 21.11.15. Details to be circulated</p> <p>LE to circulate packages of business support and personal packages for impacted workers, to all LAs</p> <p>KP highlighted that the Economic Stimulus Group needs to come up with a package of proposals ASAP and also look at a long term intervention strategy to support the economy. Discussion with KP / ML /LE required</p>	<p>ML to coordinate</p> <p>Meeting to discuss stimulus package</p>	<p>ML</p> <p>ML</p> <p>LE</p> <p>KP / ML / LE</p>
12.	Careers and Enterprise Company Investment Fund	LE reported that In order to take forward the agreed recommendation from TVUMG on 10 <sup>th</sup> July 2015, it was proposed bringing together a small steering group. LE requested nominations for representatives from each of the local authorities. Middlesbrough – Richard Horniman.	Nominations from each of local authorities to be forwarded to LE.	<b>All</b>

13.	Jeremie 2	<ul style="list-style-type: none"> <li>• BIS may be fund manager to get process started</li> <li>• Position not changed – no progress – next Board meeting may be cancelled</li> <li>• ESIF still committed to Jeremie 2</li> <li>• Additional funding could be sought</li> </ul>		<b>SC</b>
15.	Tees Valley Economic Assessment	<p>Agreed:</p> <ul style="list-style-type: none"> <li>• Approve the content for the full Economic Assessment to act as the evidence base for the SEP and ESIFS reviews.</li> <li>• TVUMG to provided with any comments by 19<sup>th</sup> November 2015, otherwise the report will be approved.</li> </ul>		<b>ALL</b>
16	HS2 Supply Chain	Agreed that NK to look at opportunities for HS2 Supply chain and bring back to December meeting.		<b>NK</b>
21.	<p>Information Items:</p> <p>a) TVU Skills Group (13.10.15)</p> <p>b) Transport Infrastructure Group (16.10.15)</p>	Not for circulation as still in draft format		



## Note of meeting (relevant extracts): Tees Valley Management Group

Date: Friday 10<sup>th</sup> July 2015

Time: 1.00pm Venue: Conference Room 2, Municipal Buildings, Stockton

Attendees:		Apologies:	
Gerry Brough (DO) (Chair)	Redcar and Cleveland BC	Stephen Catchpole (SC)	Tees Valley Unlimited
Bev Henderson (Minutes)	Redcar and Cleveland BC	Paul Dobson (PD)	Stockton on Tees BC
Ian Williams (IW)	Darlington BC (part)	Ian Williams (IW)	Darlington BC
Denise Ogden (DO)	Hartlepool BC (part)	Damien Wilson (DW)	Hartlepool BC
Richard McGuckin	Stockton on Tees BC	Julie Danks (JD)	Stockton BC
Kevin Parkes (KP)	Middlesbrough BC	Neil Kenley (NK)	
John Anderson (JA)	Darlington BC		
Sharon Thomas (ST)	Middlesbrough BC		
Linda Edworthy, (LE)	Tees Valley Unlimited		



No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
		<p>LE will organise workshops for any interested parties re nature of call.</p> <ul style="list-style-type: none"> <li>• Warm up North – touched on briefly. KP -Mike Mealing to look at. LE advised NAREC Demand Study done for Tees Valley may be useful. Retro fit housing re ESIF Programme funding, all felt may be useful to have someone pull together possible overview to see if want to do collective bid. Nominated lead officer needed to pull overview together and options appraisal/vfm. GB felt Bill Carr may be able to help. KP to raise at meeting with Bill Carr on 16.7.15 and will circulate feedback to TVUMG. (Noted: 40% match minimum required).</li> <li>• Low Carbon – opportunity to put out call re resource efficiency element – not as much demand £2/3M spare within Low Carbon Heating. New regulations promoting research and adoption of Low Carbon energies/CCS. Including £1M in call re Industrial Capture Storage – minimum of £500k total value (bigger project rather than lots of small ones – no outputs defined at this point in time).</li> </ul> <p>LE advised approximately £10.5M funds to go direct to businesses over the 3 year period to provide more specialist support/jobs investment. Papers coming out to ESIF Committee this afternoon (ESIF is Local Advisory Committee to National Programme).</p>	<p>Warm up North KP/MM to look at.</p> <p>Retro fit Housing - KP to raise at meeting with Bill Carr on 16.7.15 and circulate feedback to TVUMG.</p>	<p>KP/MM</p> <p>KP</p>
4	Housing and Job Growth Tees Valley Housing Strategy Update (Kevin	KP gave brief background. Critical points raised in paper circulated by Darlington.		

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
	Parkes)			
	<p>- Linking Tees Valley Job Targets and the objectively assessed need of Darlington's Housing Market Area (John Anderson)</p>	<p>Main points:</p> <ul style="list-style-type: none"> <li>• Building on work done all together what issues are re buy in Empty Properties</li> <li>• How do we resolve housing requirements?</li> <li>• KP Darlington paper re jobs, population and housing - numbers not marrying up.</li> <li>• JA need to find way of managing.</li> </ul> <p>IW joined meeting.</p> <ul style="list-style-type: none"> <li>• IW felt Task &amp; Finish Group needed to pull work together.</li> <li>• Need clear objectives as Tees Valley; HCA would welcome some form of strategic direction re: funding and projects to support.</li> </ul> <p>Housing numbers and projections for Local Plans.</p> <ul style="list-style-type: none"> <li>• GB advised RCBC in process of Strategic Marketing Assessment due back from consultants end July. By mid-August should have completed full survey. Need to get all 5 LA's to this point and then look at managing. KP has confidence all can collaborate.</li> <li>• JA paper highlights on demographics alone Darlington need to provide 100 houses per year and looking at jobs another 100 – 200 houses per year. Need to find credible narrative re projects driving</li> </ul>		

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
		<p>demand and projected demand.</p> <p>Needs to be something between housing and LEP.</p> <p>JA handed out notes from (Dinner Event held 9.7.15) At meeting questions asked how do we get houses built? Taking comments back to Gregg Clark.</p> <ul style="list-style-type: none"> <li>• DO are we taking offer forward from B Carr/ are we extending it i.e., figure about how many new homes and how will be split across 5 boroughs.</li> <li>• Do piece of work – Local Plan work has done addressed 25000 across 5 areas. LA's and PPS.</li> <li>• GB – First draft of Strategic Housing Market Assessment didn't factor anything in re replacement jobs (people who retire). Agreed need to understand collectively.</li> </ul> <p>Housing numbers looking to have political sign off.</p> <p>ST should we put scope into 2?</p> <ul style="list-style-type: none"> <li>• Take stock – Initial Findings</li> <li>• Suggest way to take forward</li> <li>• Agreed each Authority to contribute £5K to commission scope.</li> <li>• All happy with scope subject to comments.</li> <li>• KP – extension does it look at period to 2031?</li> <li>• RMcG only comment re 3 months agreed when put out for consultants, should be extra month.</li> <li>• TVUMG agreed Consultancy briefs subject to minor amendments.</li> </ul>	<p>Each Authority to contribute £5k to commission scope.</p> <p>Consultancy briefs agreed subject to minor amendments.</p>	<p>I</p> <p>All</p>
5	Broadband (Linda	<ul style="list-style-type: none"> <li>• LE advised is only update since original paper written. Middlesbrough solutions very frustrating</li> </ul>		

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
	Edworthy)	<p>re BT Open Reach - most post codes not eligible ongoing debate between Middlesbrough, TVU and BT.</p> <ul style="list-style-type: none"> <li>• Stockton and Darlington have received solutions from BT.</li> <li>• Virgin roll out looking to push ahead have asked for second meeting.</li> <li>• LE will give feedback from meeting to RMcG.</li> <li>• Darlington rural connectivity is biggest issue.</li> <li>• ERDF - KP will take up before Wednesday as clearly issues want to address.</li> </ul>	LE will give feedback from meeting to RMcG.	LE
7	Great North Plan (Linda Edworthy)	<ul style="list-style-type: none"> <li>• Call for evidence – personal invites to Northern Summit Wednesday 15<sup>th</sup> July 2-4pm or 4-6pm Newcastle. LE do we have a Tees Valley view is there a need for Great North Plan and should we be part of it?</li> <li>• TVUMG agreed not to attend.</li> </ul>	TVUMG agreed not to attend Summit.	All
8	IAMP – requested letters of support (Linda Edworthy)	<ul style="list-style-type: none"> <li>• R Dyson and LE met with consultants from Sunderland City Council employed as part of City Deal for Tees Valley support re International Manufacturing Park. TVUMG formally being asked to support. TVUMG agreed not to support – LE to do response.</li> </ul>	Agreed not to support IAMP –  LE to do response.	LE
9	Strategic Update TIG (Kevin Parkes)	<ul style="list-style-type: none"> <li>• Issues raised re Tees Flyover following 1-2-1 with Mike; clarification of position; programmes of major objectives.</li> <li>• Minutes of TIG meetings to be circulated quarterly to TVUMG.</li> </ul>		BH

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
15	Any Other Business	<ul style="list-style-type: none"> <li>• LE re Tees Coast &amp; Special Protection Area, Natural England - INCA putting out call for potential meetings to discuss. Impact and if we can reduce any impact. Is call for consultation/comment. Hartlepool, Redcar &amp; Cleveland and Middlesbrough (not Darlington). No dates given yet re meetings proposing to organise. LE will circulate correspondence.</li> <li>• GB will check and get team to do briefing note.</li> </ul>	<p>INCA - LE will circulate correspondence.</p> <p>GB will check and get team to do b/n.</p>	<p>LE</p> <p>GB</p>

**Note of Tees Valley Directors of Place meeting - Agenda Item 3: (relevant extracts)**

Wednesday 10<sup>th</sup> June 2015 Time: 10.30am

Venue: Cavendish House, Stockton

**Present:**

- Gerry Brough (Redcar & Cleveland BC) (Chair)
- Bev Henderson (Redcar & Cleveland BC) (Minutes)
- Kevin Parkes (Middlesbrough BC)
- Paul Dobson (Stockton BC)
- Denise Ogden (Hartlepool BC)
- Ian Williams (Darlington BC)

	Item/Action	BY
1)	<p><b>HCA &amp; Housing Supply Offer – Bill Carr (HCA)</b></p> <p>B Carr circulated papers and map. Has met all RPs and was asked at last DoPs meeting to feedback.</p> <p>Copy of overview of Sheffield Housing Growth Plans circulated. Offer from HCA to work across Tees Valley based on work done in Sheffield. HCA working with key people in Sheffield re priorities and linked to Economic Development.</p> <p>Neil Cawson, Bill Carr and Victoria happy to devote time to work on similar project with TV authorities.</p> <p>TVUMG agreed clear plan needed to help work with HCA to bring forward more strategic Regeneration projects. Possibility of co-funding someone to do work for Tees Valley Authorities discussed.</p> <p>CIL and SEP discussed.</p> <p>(Commission document to come back to DoPs and then to CEX).</p> <p>B Carr advised HCA could start helping initially by trying to align with</p>	



	<b>Item/Action</b>	<b>BY</b>
	<p>evidence base and funding, and unlocking sites which need to be delivered.</p> <p>B Carr will prepare offer and send to GB.</p> <p>GB will use this information to prepare Strategic Housing Plan presentation.</p> <p>PD felt need single task and section on housing in SEP, resourced along current resources to complete in timely way. Need to prepare scope and put timeline against scope (15years?).</p> <p><b>RPI's</b></p> <p>B Carr fed back from discussions with RP's re failing markets, housing aspirations etc. Presentation broken down into 3 areas: Challenges; Opportunities; RP's responses.</p> <p>Private rented sector issue less able to resolve with LA's.</p> <p>Older Persons – opportunities to support LA's HCA happy to get involved with unpicking.</p> <p>(GB gave brief overview of GV Model Redcare, RCBC working on with C&amp;CH).</p> <p>B Carr circulated copy of Asset Maps re Asset transfer for information. Need to know priorities.</p> <p>KP felt might be worth having discussion re collectively buying estate. Contingent assets/contingent liabilities discussed. Originally looking to put GPS on map.</p> <p>B Carr will send electronic copy of presentation and map to GB</p> <p>Vanguard LEPS – Telford/Warrington – B Carr suggested DOPs may wish to visit to see how works. Sheffield have combined Asset Board who decide which area want HCA to support, so HCA can align funds if bid approved.</p>	<p>B Carr</p> <p>GB</p> <p>B Carr</p>

**Note of Tees Valley Management Group meeting - Agenda Item 8: (relevant extracts)**

Date: Wednesday 10 June 2015

Time: 8.30AM Venue: Cavendish House, Teesdale, Stockton on-Tees

Attendees:		Apologies:
Gerry Brough (DO) (Chair)	Redcar and Cleveland BC	Linda Edworthy, (LE) Tees Valley Unlimited
Bev Henderson (Minutes)	Redcar and Cleveland BC	Neil Kenley
Ian Williams (IW)	Darlington BC	
Denise Ogden (DO)	Hartlepool BC	
Paul Dobson	Stockton on Tees BC	
Richard McGuckin	Stockton on Tees BC	
Kevin Parkes (KP)	Middlesbrough BC	
John Anderson (JA)	Darlington BC	
Stephen Catchpole (SC)	Tees Valley Unlimited	
Damien Wilson (DW)	Hartlepool BC	
Sharon Thomas (ST)	Middlesbrough BC	
Laura Woods	Teesside University	

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
1	Digital City Business Case (Presentation by Laura Woods)	<ul style="list-style-type: none"> <li>• KP gave brief background to this item so that each Authority's issues, concerns and perspective could be shared prior to the presentation.</li> <li>• Laura joined the meeting and talked the Group through the presentation.</li> <li>• Project being developed with other key players 'Innovate Tees Valley'. The presentation recapped Digital City Strategic Aims and outlined Next Steps. Teesside University will lead; DCI and DCB combined into one Digital City. Government model fully representing interests of public/private stakeholder. Digital City Director Post discussed.</li> <li>• Four key sectors – Tees Valley Innovation Strategy: Advanced Manufacturing; process; Health; Digital. Aim is to increase innovation sector of Tees Valley.</li> <li>• 'Innovate Tees Valley' – draft project. Major collaboration involving key innovation agencies and strategic stakeholders.</li> <li>• Making Innovation Work – LW explained how.</li> <li>• Embedding and Integrating – would work closely with Business Compass. Five work strands; Laura outlined key features/key principles.</li> <li>• Total cost of project over 2 years and 10 months £3,597,396. University contribution 28% - not matching everything against ERDF.</li> </ul> <p>JA felt missing critical success factors/key outcomes.</p> <p>Potential income and value – worried potential mismatch re good service i.e., scope/expectation against resource.</p> <p>SC – Need something to say what is going to happen in 2018; how is it sustainable/carry on after the 3 years (2015/18); is it another 3 year bid to ERDF? Is it</p>	<p>DOPs to discuss further and feedback to KP what looking for.</p> <p>KP to feedback to Laura Woods within next 4 weeks for Uni to see if able to factor into Business Plan</p> <p>Copy of presentation to be circulated with minutes.</p>	<p>All</p> <p>KP</p> <p>BH</p>

No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
		<p>continued further contribution? Exit strategy/future plan?</p> <p>GB – Digital City offer/Innovation partnership as whole – if doesn't work out what is position? Missing element from Digital City re charging model for helping companies.</p> <p>KP – charging for services should be part of the model. Reduce dependency and make businesses take some risk as is consultancy type opportunity.</p> <p>PD – Need confidence in Senior Management leadership and practical aspects/capacity on pitch re business engagement capacity.</p> <p>Need to simplify what asks are and improve quality of pitch to obtain our commitment.</p>		
2	<p>Business Investment Update including International Trade Strategy (Bi-monthly/TVUM and TVCE dates tba) – Stephen Catchpole</p>	<ul style="list-style-type: none"> <li>Any individual questions SC will take back to John Leer.</li> </ul>	<p>SC will take any individual questions back to John Leer.</p>	<p>SC</p>
3	<p>Strategic Planning: SEP</p> <p>LGF –</p> <p>(a) Progress Update;</p> <p>(b) Profile and</p>	<ul style="list-style-type: none"> <li>Not re-write – basic document stays, will be a refresh where key bits can be enhanced and additional information added. SC will try and get uniform view and circulate to group. CEX presentation on this next week – will be verbal. Draft written document will come to DOPs July meeting and then to CEX. Presentation will take account of comments. LGF process Sept.</li> </ul>	<p>SC to bring draft written report to July DOPs meeting.</p>	<p>SC</p>



No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
		<p>pipeline.</p> <ul style="list-style-type: none"> <li>TVUMG agreed recommendations as set out in section 5 of report. (SC left meeting)</li> </ul>	<p>Recommendations agreed.</p>	
6	<p>Combined Authority Draft Transport Protocol (Paul Dobson/Richard McGuckin)</p>	<p>RMcG gave brief overview. Document brings together number of documents re what previously discussed with Government. Transport funding models articulated through Transport for North and key asks. Combined Authority to lead on.</p> <ul style="list-style-type: none"> <li>Review of Governance on this in Autumn. Protocols, Leaders Committee, Transport Committee, Budgets – single cash flow/single plan.</li> <li>GB advised (table page 2) Strategic Priorities Darlington don't differentiate between growth and high speed connectivity.</li> <li>DO will continue to lead on Combined Authority.</li> <li>Agreed good paper, exactly what was asked for originally. Great help re other work streams to take forward.</li> <li>GB felt protocol and resources were a bit light. RMcG advised workshop at TIG tomorrow where will work through what this will look like.</li> <li>Debate needed re resource for efficiency model.</li> <li>After discussion at TIG, paper will go to Governance Group.</li> <li>Document to be signed off at Governance Group Tuesday 16<sup>th</sup> June and CEX Wednesday 17<sup>th</sup> June. CEX have asked for document to be published by end of month. DO/LE have been tasked to finish work/keep working on protocols for each theme.</li> </ul>		
12	<p>Items to TVCE's and Leaders and Mayors</p>	<ul style="list-style-type: none"> <li>Combined Authority – Asks Prospectus</li> <li>SEP 10 year Plan – verbal update - SC</li> <li>Potential Transfer HCA Land - GB</li> </ul>		

## Note of meeting - Tees Valley Directors of Place

Wednesday 13 May 2015 Time: 10.30am

Venue: Cavendish House, Stockton

### Present:

Gerry Brough (Redcar & Cleveland BC) (Chair)

Bev Henderson (Redcar & Cleveland BC) (Minutes)

Kevin Parkes (Middlesbrough BC)

Paul Dobson (Stockton BC)

Denise Ogden (Hartlepool BC)

Ian Williams (Darlington BC)

Sarah Carr (T&W Museums & Archives), David Worthington (HBC) (Item 2)

	Item/Action	BY
1)	<b>Strategic Housing Issues for Tees Valley (Michael Quinn)</b> KP advised session set up with providers and will report back. Bill Carr attending RP's meeting. KP will Chair.  DO felt important clear what needs are re RP's.	KP

**Note of Tees Valley Management Group meeting (relevant extracts)**

Date: Wednesday 13<sup>th</sup> May

Time: 8.30AM

Venue: Cavendish House, Teesdale, Stockton-on-Tees

Attendees:	Apologies:
Gerry Brough (DO) (Chair) Bev Henderson (Minutes) Ian Williams (IW)	Redcar and Cleveland BC Redcar and Cleveland BC Darlington BC
Denise Ogden (DO) Paul Dobson Richard Poundford Richard McGuckin Kevin Parkes (KP) John Anderson (JA) Stephen Catchpole (SC) Linda Edworthy (LE)	Hartlepool BC Stockton on Tees BC Stockton on Tees BC Stockton on Tees BC Middlesbrough BC Darlington BC Tees Valley Unlimited Tees Valley Unlimited
Damien Wilson (DW) Sharon Thomas (ST) Julie Danks Andrew Mitchell Estelle Blanks	Hartlepool BC Middlesbrough BC Stockton on Tees BC



No.	Agenda Item	Summary of Discussion	Actions Required	Responsibility
3	Strategic Planning: City Deal; SEP; LGF; ESIFS (Stephen Catchpole); (Update on Business Compass proposals)	<ul style="list-style-type: none"> <li>• <b>City Deal</b> – completed</li> <li>• <b>SEP</b> – SEP report on today's agenda at Item 5.</li> <li>• <b>LGF</b> – SC gave brief update. Are issues with some LA and Private schemes after approved at Panel. Need to maximize use of money i.e., need to be aware of any schemes that do not require full amount of allotted funds so that these can be diverted to other projects that require more money. Need to make sure from cash flow point of view money spent wisely.</li> <li>• <b>ESIFS</b> – Still issues to be clarified during procurement process.</li> </ul>		
5	SEP Delivery Plan (SC/LE)	<ul style="list-style-type: none"> <li>• Paper reviewed by TVUMG. Comments to LE within next 2 weeks. Request for someone to take lead for retract and retain wealth section. KP felt need to incorporate theme areas in this section.</li> <li>• GB suggested TVU may wish to change title to reflect focus on attracting business and visitors.</li> <li>• 'Place' – when putting in priorities need to agree if 'Place' refers to Tees Valley or places i.e., each LA putting 2 or 3 things in. Need to agree what goes in, audience and how we address.</li> <li>• KP felt would be useful to set work programme of what we want to achieve in next 12 months.</li> <li>• PD will pick up and liaise with KP re strategic aspects around housing to ensure commitments on work done re housing picked up.</li> </ul>	<p>Group to forward comments to LE within next 2 weeks.</p> <p>LE to change title.</p> <p>PD to pick up and liaise with KP re housing.</p>	<p>All</p> <p>LE</p>

## Note of meeting - Tees Valley Directors of Place

Date: Wednesday 13th August 2014      Time: 11:30am  
 Venue: Cavendish House, Stockton

**Present:**

Maria Hinks (Hartlepool BC (Minutes))  
 Damien Wilson (Hartlepool BC)  
 Paul Dobson (Stockton-on-Tees BC) (Chair)  
 Kevin Parkes (Middlesbrough BC)  
 John Anderson (Darlington BC)

	Item/Action	BY
<b>4.</b>	<p><b>Tees Valley Housing Requirements (Rosemary Young)</b></p> <ul style="list-style-type: none"> <li>• Rosemary gave an overview of the report which purpose was to agree an approach to dealing with the issue of housing requirement for the Tees Valley.</li> <li>• It appeared that progress had been stalled due to information not being sent back to TVU.</li> <li>• Recommendations were discussed and it was agreed that LA's and TVU prepare a Memorandum of Understanding (MoU) between all TV LA's which would need to include wording which referred to the formalising current process and recognition of current custom and practice carried out over previous years to show that the TV LA's were fulfilling the duty to cooperate. Including a "Robust" methodology</li> <li>• Strategies needed to "tie up" with the LEP to ensure consistency across the LA's.</li> <li>• Rosemary advised that regular meetings took place which included Durham and North Yorkshire and minutes of these meetings could be used as evidence of collaboration with other regions.</li> <li>• PD to raise the following issues with LE :- Growth plan with housing numbers linked to the economic growth plan and projected jobs growth. Production of a high level report with evidence to be signed of by the Leadership Board.</li> </ul>	PD

## DIRECTORS OF PLACE MINUTES

Date: Wednesday 9 April 2014    Time: 10:30    Venue: Cavendish House, Stockton

**Present:**

Ronny Harris, Coast & Country  
 Tony Osborne, Development Manager, Home Group  
 Cath Purdy, Thirteen Group  
 Angela Lockwood, North Star Housing Group  
 Paul Tanney, Four Housing

Richard Alty (Darlington BC) (Chair)  
 Paul Dobson (Stockton-on-Tees BC)  
 Sharon Thomas obo Kevin Parkes (Middlesbrough BC)  
 Gerry Brough (Redcar & Cleveland BC)  
 Damien Wilson obo Denise Ogden (Hartlepool BC)

**Apologies:**

Kevin Parkes (Middleborough BC)  
 Denise Ogden (Hartlepool BC)

	Item/Action	By
1	<b>Meeting Between RSL Senior Managers and Tees Valley Directors of Place</b>	
1.2	<p>A broad ranging discussion covered:</p> <ul style="list-style-type: none"> <li>• Business Development Ambitions and Opportunities</li> <li>• Tees Valley Place Vision (working draft Directors of Place paper circulated in advance)</li> <li>• Affordable Housing Programme</li> <li>• Demand for Rented Accommodation</li> <li>• Office Conversion</li> <li>• Relationships with Social Care Needs</li> <li>• Other issues of mutual interest</li> </ul> <p>The following actions were agreed:</p>	
1.2	<p><b>National Policies on Affordable Housing from DCLG and HCA and their impact on development in North East England</b></p> <p>The fact that there is not a lot of room for manoeuvre in affordable rent levels in the NE would mean there would be a case for more capital grant. However, the directive to the HCA to maximise numbers means that there is an incentive in the system for even more of the Affordable Homes Programme money to go to the south. Similarly, HCA's policies on looking for return on investment (e.g. in</p>	

	<b>Item/Action</b>	<b>By</b>
	<p>relation to Build to Rent) drives money to places with higher rents.</p> <p>Agreed:</p> <ul style="list-style-type: none"> <li>• Produce a simple joint briefing note to explain the consequences of such policies on development rates in the Tees Valley (North East?). This can be used with MPs and others as appropriate.</li> <li>• The aim is, by addressing the barriers to development, we will use this explanation of the consequences of policy positively as a way of pointing to alternative ways of getting development to happen in the area.</li> </ul> <p>Initial draft to be produced by Angela Lockwood, Paul Dobson and Cath Purdy</p>	AL/PD/ CP
1.3	<p><b>Tees Valley Place Vision</b></p> <p>RSLs felt the proposal would be very helpful in providing a context for investment decisions for RSLs. Borough-level discussions on regeneration plans are good: but putting these together across Tees valley will be helpful. This may then highlight gaps which can be plugged by specific pieces of task and finish work.</p> <p>Action:</p> <ul style="list-style-type: none"> <li>• Stockton have agreed to provide project management and produce a PID</li> <li>• This will then be sense-checked</li> <li>• Boroughs and TVU will 'stitch together' a first draft of the Vision from Borough and TVU existing visions/masterplans</li> <li>• Consultation on gaps and need for future work would then take place with RSLs and other stakeholders</li> </ul>	PD
1.4	<p><b>Institutional Investors</b></p> <p>The opportunity for obtaining a significant scale of investment in new housing development from institutional investors was discussed. Investors are more likely to be interested in a large portfolio: investing a larger sum than a single Borough or RSL could generate. Also there are benefits in sharing risks across areas, companies and types of property. It may that the request of the HCA/Government could then be a risk guarantee rather than a capital grant. Discussion ranged over: different sizes of property and types of area/site, empty homes, student housing, rent-to-buy, etc. It was noted that City of York Council are looking at institutional investment and it would be worth discussing with them, as they would add to the quantum and risk-sharing.</p> <p>Agreed:</p>	

	Item/Action	By
	<ul style="list-style-type: none"> <li>• For the time being to replace the TVU Place Group with a task and finish group to put together a proposition for institutional investors for housing development in Tees Valley (and other areas?)</li> <li>• CP to alert TVU and Alison Thain that the agenda for the 15<sup>th</sup> April Place Group will be set aside to have a more detailed discussion on this issue, and to put together a PID/Action Plan for further work</li> <li>• Meeting to discuss who else needs to be part of the task and finish group for this work</li> <li>• Boroughs to ensure significantly senior people attend this Group for this purpose (together with technical experts if necessary) – if this is not possible for this meeting, then certainly for subsequent meetings</li> <li>• There is significant work in this so if we are to do it properly it will need to be resourced (i.e. funding to employ someone and/or someone seconded from an RSL or a Borough to do the work). 15<sup>th</sup> April meeting to consider that.</li> </ul>	<p>CP/AT</p> <p>All Boroughs</p> <p>AT</p>

**ITEM 3**



## **Note of meeting - Tees Valley Transport Committee**

Meeting held at Cavendish House at 10:00am on Wednesday, 22<sup>nd</sup> June, 2016

### ATTENDEES

#### Members

Councillor Bill Dixon (Chair)	Leader of Darlington Borough Council	DBC
Councillor Nick Wallis	Darlington Borough Council	DBC
Councillor Kevin Cranney	Hartlepool Borough Council	HBC
Councillor Charles Rooney	Middlesbrough Council	MBC
Councillor Dale Quigley	Redcar and Cleveland Borough Council	R&CBC

#### Officers

Ada Burns	Chief Executive of Darlington Borough Council	DBC
David Carter	Middlesbrough Council	MBC
Richard McGuckin	Stockton-on-Tees Borough Council	SBC
Peter Bell	Stockton-on-Tees Borough Council	SBC
Sharon Jones	Stockton-on-Tees Borough Council	SBC
Linda Edworthy	TVCA	TVCA
Jonathan Spruce	TVCA	TVCA

### **INTRODUCTION**

The chair and all those present gave introductions

### **DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **PURPOSE / ROLE OF THE TEES VALLEY TRANSPORT COMMITTEE**

Members were presented with Part 3.2 of the TVCA Constitution that related to the Tees Valley Transport Committee (TVTC) to be noted.

### **STRATEGIC TRANSPORT**

Consideration was given to a report on the strategic transport priorities.

The Tees Valley Devolution Deal with Government set out four strategic transport priorities. A briefing paper was attached to the report and described the rationale behind the four priorities, and the progress with them since the signing of the Devolution Deal.

The Independent Economic Review, commissioned by Transport for the North (TfN), defined three growth scenarios for the north of England. Across the North, the “Transformational” scenario would see a 5% increase in employment, an 8% increase in population, and a 15% increase in GVA. For the Tees Valley, “Transformational” meant 25,000 new jobs, 23,000 new homes and a £1 billion increase in GVA. These numbers were embedded in the

refreshed Strategic Economic Plan (SEP), and represented the levels of growth that our future transport network needed to accommodate.

The Tees Valley Devolution Deal, signed in October 2015, included four strategic priorities for transport investment, and these had been re-iterated in the refreshed SEP. The four priorities were:

- Darlington station to be HS2 ready, with new platforms and links to adjacent developments;
- An additional crossing of the River Tees;
- Improved east-west road connectivity from the A1(M) to the international gateway at Teesport; and
- Electrification of the Northallerton to Teesport rail line to improve freight to Teesport and passenger services to Middlesbrough.

All of the four priorities offer pan-Northern benefits and delivered better connectivity between the North's key economic assets. Indeed, the Devolution Deal also included the statement that the Government committed "to facilitate to ensure key strategic infrastructure projects are considered as part of the development of the Northern Transport Strategy".

Since the signing of the Devolution Deal, TVCA had been working with TfN to understand where the priorities were likely to sit within the development of a Northern Transport Strategy (NTS) by March 2017, and to ensure that the role of the Tees Valley in building the Northern Powerhouse was fully understood and recognised.

TVCA would be playing a full and active part in each of the TfN work programmes over the next nine months leading to the publication of the investment plan that would form the basis of the NTS in March 2017.

The Tees Valley was a city region and could add to the NTS in its own light, adding value to the original core city principles set out in the One North report.

Members were given the opportunity to make comment and ask questions on the report and these could be summarised as follows:-

1. There was national recognition of the good work that was going on in the Tees Valley.
2. A huge amount of work had been put in by the Chair (Councillor Bill Dixon, Ada Burns, businesses, officers and members of the 5 Tees Valley Authorities.
3. Central government had been convinced of the key role the Tees Valley and transport could play in driving forward economic regeneration of the region.
4. There was an immense task ahead to deliver the projects but there was now a clear road map ahead.
5. The four priorities as detailed within the report were good sound priorities.
6. With regard to the Durham Tees Valley Airport (DTVA) Members felt that perhaps the TVTC should be holding Peel to account of what they were doing and the opportunities that had been missed. Another option could be that the TVTC ask the LEP Board to convene a Task and Finish Group that would include some key partners from the private sector. It was agreed that Officers prepare an options paper on how best the TVTC and the LEP should scrutinise the master plan for DTVA.

RESOLVED that:-

1. The report be noted.
2. Officers prepare an options paper on how best the TVTC and the LEP should scrutinise the master plan for DTVA.

## **TRANSPORT AND INFRASTRUCTURE GROUP WORK PLAN 2016-17**

Consideration was given to a report of the Transport and Infrastructure Group Work Plan 2016-17.

The report set out a suggested work plan for Tees Valley Transport and Infrastructure Group (TIG) for 2016-17 following a discussion at its meetings on 15 April and 10 June. Within the constitution of the Tees Valley Combined Authority, TIG acted as the advisory body for the TVTC, and so there was a need to agree and endorse the work plan for the Group on an annual basis.

The Tees Valley Devolution Deal set out four clear strategic transport priorities. Advocacy work had focused on embedding those priorities within the emerging programme for Transport for the North (TfN).

There has also been a significant amount of feasibility and development work being undertaken on three of the priorities to help make the case for their inclusion in the next round of national road and rail investment programmes, for example:

- Development of a commercial-led growth hub master plan for Darlington station;
- Traffic modelling and engineering feasibility work to produce a shortlist of options for an additional strategic road crossing of the River Tees;
- Traffic modelling and engineering feasibility work to develop options for improved east-west road connectivity from the A1(M) to the international gateway at Teesport.

At its meetings on 15 April and 10 June 2016, TIG discussed its work plan for 2016-17, with a primary focus to ensure that the strategic priorities were included in the necessary programmes, but also mindful of the need to address the issue of bus franchising that was also mentioned in the Devolution Deal, the preparation of a new Strategic Transport Plan to support the refreshed SEP, as well as continuing to address other infrastructure issues such as broadband.

At the meetings, TIG developed the work plan that was attached to the report, mindful of external deadlines for investment decisions and the planned work within TfN in 2016-17.

Although the 2016-17 work plan was focused around transport, given the need to align with national road and rail funding programmes, there was also a need for TIG to keep a “watching brief” on other elements of economic infrastructure, such as broadband. A review of the Strategic Infrastructure Plan in early 2017 would help define what work on these other elements would be needed in later years.

Progress on the TIG work plan for 2016-17 would be reported to the Committee at subsequent meetings through a dashboard reporting system being developed by TIG. An example of the type of reporting was shown in a table that was attached to the report. The table showed strategic transport priorities and a RAG rating in terms of progress. At present, this was showing a clear need to accelerate work with TfN and Network Rail, as well as private sector partners, to embed the rail priorities within the next five year programme of national rail improvements from 2019 to 2024.

Members were given the opportunity to make comment and ask questions on the report and these could be summarised as follows:-

1. There was a narrative behind the TIG Work Plan dash board.
2. Members of the TVTC should try and attend at least one meeting of the TIG.
3. The issue of broadband should be continued to be brought to the TVTC.



RESOLVED that the Transport and Infrastructure Group (TIG) Work Plan 2016-17 be endorsed.

## **TEES VALLEY STRATEGIC TRANSPORT PLAN FRAMEWORK**

Consideration was given to a report on the Tees Valley Strategic Transport Plan Framework.

The refreshed Strategic Economic Plan (SEP) set out how TVCA would achieve transformational growth of 25,000 new jobs, 23,000 new homes and a £1 billion increase in GVA. All of our growth sectors needed effective and reliable multi-modal transport connections. To support the refreshed SEP, and to recognise the new Tees Valley Combined Authority, a Strategic Transport Plan for the Tees Valley would be prepared over the next nine months.

The Tees Valley lay at an important axis of north-south and east-west transport routes that serve the local, regional, Northern and national economies – the A1 Great North Road, the A19 via the Tyne Tunnel, the A66 trans-Pennine route, the East Coast Main Line and the River Tees itself. Teesport, the third largest port in the UK, acted as a major international gateway, and Durham Tees Valley Airport connected the Tees Valley to its global trading partners.

There were ambitious plans to build on the Tees Valley world-class expertise and critical mass sectors such as chemicals, energy, advanced manufacturing (particularly oil and gas, metals and automotive) and logistics, with growing capability in new industries - biologics, subsea, digital / creative and the low carbon economy. The refreshed SEP set out how TVCA would achieve transformational growth of 25,000 new jobs, 23,000 new homes and a £1 billion increase in GVA. All of the growth sectors needed effective and reliable multi-modal transport connections.

Following on from the publication of the refreshed SEP, the intention was for the Tees Valley Combined Authority to develop and publish a framework for a new Strategic Transport Plan to support the SEP. The Plan itself was intended to complement the work being done by Transport for the North to develop an investment plan for transport across the North, in line with the development of the next five year national rail and road programmes. As such, it was recognised that the Plan needed to:

- be informed by the National Rail and Road Network connections and use transport as an Engine for Growth;
- maximise the opportunities afforded by committed/planned investment in the National Networks;
- achieve frequent and reliable multi-modal connections between our Strategic Centres;
- enhance connections to our Economic Assets (e.g. Teesport, Durham Tees Valley Airport, Enterprise Zones);
- inform the connections from Local Hubs into the Strategic Centres and Economic Assets; and, ultimately,
- facilitate “Transformational” growth.

The emerging framework for the Plan, and its relationship in particular to key partners and principal sources of funding, was illustrated in an attached diagram, through five “stepping stones” to success. Members were invited to comment on the framework to inform its development.

The framework would be the subject of a wider consultation exercise in Autumn 2016, with the aim of developing the final Plan for Spring 2017. Members would be provided with an update on the progress of the Plan at regular intervals.

Members were given the opportunity to make comment and ask questions on the report and these could be summarised as follows:-

1. There had been a huge amount of work that had been put into the SEP by the 5 Tees Valley Authorities, TVCA and the LEP.
2. There were a lot of big plans that would have an important impact on the Tees Valley.
3. As the TVCA was reliant on the money coming through from government some of the plans may not be delivered so the SEP needed to be delivered with some caution.
4. There needed to be a realistic and sensible debate of what plans could happen, what plans might happen and the risks that were involved.
5. It was important to put all the regeneration plans together with the transport plans.

RESOLVED that the report and Members comments be noted.

### **EXCLUSION OF THE PUBLIC**

RESOLVED that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

### **LARGE LOCAL MAJOR TRANSPORT SCHEMES FUNDING BIDS**

Consideration was given to a report on the large local major transport schemes funding bids.

In the March Budget, the Chancellor announced that he was inviting bids for the £475 million Large Local Major Transport Schemes fund. There were two deadlines for bids – 31 May for scheme development costs in 2016/17 and 21 July for funding in 2017/18 and beyond. In line with the bidding guidance, two bids had been prepared. The details of the bids were detailed within the report.

The bids would be presented to the TVCA Board on 19 July 2016 for approval.

RESOLVED that the approach to submitting the two bids be endorsed and the feedback on the draft bid for the East-West Connections package of works be noted.

### **GROWTH DEAL 3 (LOCAL GROWTH FUND)**

Consideration was given to a report on the Growth Deal 3 (Local Growth Fund).

The report presented the draft Transport Programme bid for the Local Growth Fund, which needed to be submitted to Government as part of the overall Programme bid, by the end of July 2016.

The draft Transport Programme bid would be considered as part of the overall Programme bid for LGF by the TVCA Board meeting on 19 July 2016.

RESOLVED that the draft Transport Programme bid as detailed within the report be endorsed and forwarded to the joint LEP/TVCA Board for consideration at their meeting to be held on 19 July 2016.

## Transport & Infrastructure Group

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### Notes of Meeting

Meeting held at Cavendish House, Stockton

At 2pm on 3<sup>rd</sup> November, 2016

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#### Attendees

David Robinson (Chair)	PD Ports
Jonathan Spruce	Tees Valley Combined Authority/Fore
Dave Winstanley	Darlington Borough Council
Dave Carter	Middlesbrough Council
Mike Blair	Hartlepool Borough Council
Chris Renahan	Stockton Borough Council
Mike Greene	Redcar & Cleveland Borough Council
Chris O'Keefe	Darlington Borough Council
Margaret Jackson	Department for Transport
Steve Payne	Tees Valley Combined Authority
Jon Bell	Network Rail
Stephen Hind	Network Rail
Daniel Gaunt	Highways England

#### Apologies

Richard McGuckin	Stockton Borough Council
Ed Dunn	Network Rail

<p><b>1. Welcome &amp; Introductions</b> The Chair welcomed everyone to the meeting.</p>	
<p><b>2. Apologies</b> Apologies noted as above.</p>	
<p><b>3. Conflicts of Interest</b>  The Chair reminded the group of the Conflicts of Interest procedure and that any conflicts be declared.</p>	
<p><b>4. Minutes of Previous Meetings &amp; Matters Arising</b>  Minutes of TIG held on 7<sup>th</sup> September, 2016 were agreed as an accurate record.  Other matters arising were picked up throughout the course of the meeting.</p>	
<p><b>5. Feedback from Combined Authority Meeting</b>  No transport issues were discussed. Phase 2 proposal for Broadband was agreed.</p>	
<p><b>6. TIG Work Plan 2016/17 Mid-Year Review &amp; Progress Updates.</b></p> <p><b>HS2/Northern Powerhouse Rail</b> Jonathan circulated the latest HS2 document – “Changing Britain – HS2 Taking Root” which was published on Monday.</p> <p><b>TfN Roads Report</b> A map showing a draft of the Tees Valley Key Routes Network – Routes of Pan-Northern Significance was circulated.</p> <p><b>Action:-</b></p> <ul style="list-style-type: none"> <li>• TIG members to inform Jonathan Spruce of any omissions by close of play 3<sup>rd</sup> November, 2016 prior to it being forwarded to TfN</li> </ul> <p><b>Strategic Transport Plan</b> The format has now been agreed and the web-based consultation will begin shortly. SP circulated copies around the Group. TPOG will now agree the Consultation detail and Stakeholder Management Plan. It is hoped a draft will be ready for the Mayor to input into prior to the launch in Summer 2017.</p> <p><b>Bus Network Review of Delivery Options</b> Mike Greene and Chris O’Keefe provided a presentation on the Tees Valley Strategic Bus Review.</p>	

<p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• A TIG &amp; TPOG session to be arranged to further develop the Tees Valley ask.</li> <li>• A summary of presentation/discussion be prepared for Transport Committee on 30<sup>th</sup> November to explain the twin track approach – presentation cannot be part of a public meeting.</li> <li>• Network operators to be contacted to seek their views.</li> <li>• Final recommendations to go to Transport Committee in March 2017</li> <li>• Jonathan Spruce to draft a letter in response to letter from Arriva on behalf of David Robinson.</li> </ul>	
<p><b>7. East Coast Route Study</b></p> <p>Jon Bell provided a presentation on the East Coast Route Study. Attached with minutes.</p>	
<p><b>8. Darlington Station Masterplan</b></p> <p>Dave Winstanley presented an overview on work being undertaken to progress the Darlington Masterplan.</p>	
<p><b>9. Investing in the Northallerton to Teesport Rail Line</b></p> <p>Further to the agreed wording change in the Strategic Transport Plan framework, Steve presented a report which provided more detail of the change in focus in the Northallerton to Teesport rail line strategic priority. The emphasis is now on guage clearance and line speed improvements with electrification to follow.</p>	
<p><b>10. Items for Transport Committee on 30 November</b></p> <ul style="list-style-type: none"> <li>• Overview of rail work</li> <li>• Darlington Station Masterplan</li> <li>• Buses Bill/Network Review update</li> <li>• Road studies – a general update</li> <li>• Concessionary fares (Chris Renahan will prepare paper)</li> <li>• Airport Scrutiny (with a view to invite representatives to future TIG meetings to keep them engaged)</li> </ul>	

## 11. Any Other Business

TVCA are currently preparing a response to the Network Rail Freight Consultation

Daniel Gaunt:-

- Norton to Wynyard Improvement Scheme public consultation complete.
- Business engagement commences next week.
- Currently working through options for a second Tees Crossing

Dave Winstanley

- Further to completion of the Mouchel study, work on the East to West Connectivity options is moving to the next stage.
- This was David Robinson's last meeting as Chair of the Transport & Infrastructure Group and he thanked everyone for their work over his tenure as Chair.

## 12. Meeting Schedule 2016/17

Next monthly TIG Officer meeting scheduled to take place 30<sup>th</sup> November, 2016.

# Notes of meeting

## TRANSPORT & INFRASTRUCTURE GROUP

### DATE TIME AND VENUE

Date 29<sup>th</sup> June 2016

9.00 am – 12.00 noon

Location: Cavendish house

#### Attendees:

Mike Blair (HBC)

Dave Carter (MBC)

Dave Winstanley (DBC)

Chris Renahan (SBC)

Steve Payne (TVU)

Fran Manancourt (TVU)

Jayne Davidson (DfT)

Jonathon Spruce (Fore Consulting)

Apologies – Daniel Gaunt (HE), Richard McGuckin (SBC), Mike Green (RCBC)

1	Transport for the North Integrated and Smart Travel - an open discussion led by Jayne Davidson at TfN updating each other on previous and current work around Smart Ticketing, overview of public transport operators covering Tees Valley, J.S reiterated the desire for a “fare simplification” and benefits of a capping mechanism being in place to encourage greater uptake. TPOG to identify rep to co-ordinate response to Dft’s questionnaire. JS to discuss at their next meeting as well as request a work programme to identify key milestones etc.	JS
2	Tees Valley Bus Network - agreement to the revised scope of work following comments from TPOG (led by Michael G). Following discussion it was recommended that this work stream be delegated to TPOG to report back in November and be fed into the quarterly TIG in December. A consensus view was reached that 4 main themes be allocated to TPOG covering ; a) Access Fund Bid, b) Strategic Transport Plan, c) TVBN and d) SMART ticketing	MG/ TPOG
3	TIG work programme, progress reporting dashboard (Jonathan S)- TIG work programme now approved at Transport Committee on 22 <sup>nd</sup> June 2016. JS to identify list NPR/HS2 of projects for circulation. Work programme to be updated with RAG rating in future.	JS/All
4	East-West Connections Large Local Majors bid update (Dave W, Daniel G and Jonathan S). Bid presented to Transport committee on 22 <sup>nd</sup> June 2016 and will go to next Chief Exec meeting. JS to seek letter of support from North East LEP. Ada Burns preparing letter in response to Heseltine report.	JS
5	HS2/NPR update (Jonathan S) HS2- report being prepared to follow up on “Changing Brittan” report by September (or possibly within next 2 weeks), Darlington to feature in this. NPR – Meeting in Leeds 7 <sup>th</sup> /8 <sup>th</sup> July covering Leeds to Newcastle route.	

	David Brown visit in July	
6	Tees Valley Strategic Transport Plan manifesto (Steve P and Jonathan S) Circulated manifesto to be presented at TPOG next Friday, comments required by 8th July and can then be taken to TV Man Group in August.	All
7	PiP Allocations (Mike B) Agreed, monies in Connect Tees Valley account to be distributed evenly, across the five authorities. CR to confirm arrangements for facilitating this and circulate briefing note in relation to this	CR
8	HM Incentive Fund - future submissions (Mike B/ Dave W) Requested that TIG needs to have an overview of where each authority are in relation to incentive fund scoring and analysis of the implications. MB to circulate within HM Group or possible call meeting to discuss and feed back to TIG. DfT offer of assistance to be explored once gap analysis undertaken.	MB
9	Challenge Fund – future submission considerations (Dave W) Discussion that the TVCA programme be packaged together in a bid/s e.g Key Strategic Structural points and implications of closures/overcoming barriers to connecting centres Need to clarify any match funding requirements. There is an expectation that there will be a call for new schemes later in the year. Draft brief to identify HME Groups role to be drawn up (Mike B to progress and feedback to TIG). Strategy to develop bids required.	MB
10	LGF Sustainable Access to Employment Programme /Access Fund (Fran M) TPOG have revised list of schemes, which will now go to Management Group and Investment Panel. Report needs to re-iterate the comprehensive story for our Sustainable Transport aspirations. Fran M to prepare report in line with discussions by end of week which will embed key messages to chief Exec's	FM
11	A.O.B.  a) Scheme Development Fund – confirmation of funding available required and how funds may be distributed Chris R to circulate details of how funds distributed for his schemes. b) Tees Valley Combined Authority & Devolution Implementation Plan – JS circulated plan for comment asap c) TVCA collating response to HE's RIS2 consultation. Focus on growth / reliance on the HE network. d) Future meetings – Next meeting will be 20 <sup>th</sup> July 9:00, Cavendish House	CR  All  All



# Notes of meeting

## TRANSPORT & INFRASTRUCTURE GROUP

### DATE TIME AND VENUE

Date 22<sup>th</sup> August 2016: 2.00 pm – 16.00 noon

Location: Cavendish house

#### Attendees:

Daniel Gaunt (HE)

Dave Carter (MBC)

Dave Winstanley (DBC)

Richard McGuckin (SBC)

Steve Payne (TVU)

Jonathon Spruce (Fore Consulting)

Item	Topic/ Discussion	Action
1	Apologies – Mike Green, Mike Blair	
2	Note of last meeting	
3	TIG work programme Brief discussion around Work Plan as detailed below:	
a)	HS2/NPR update (Jonathan S) HS2 have confirmed Darlington Station will be included in next refresh (Launch planned for 12 <sup>th</sup> September) Darlington to complete masterplan by end of September to enable consultations to aligned with Local Plan in Autumn. DW to develop comms plan for masterplan “HS2 Taking Route”.	DW
b)	Electrification /Gauge Clearance Further to previous discussions relating to the possible option of developing the Geneva Curve JS has explored this further. Following Network Rail’s presentation of their “Strategic Enhancements” he has had confirmation that the preferred route for electrification is via Yarm as originally intended and that the benefits of the Gauge clearance elements for this route need to be stressed. General principle for routing is to provide for 4 tracks, two fast tracks on mainline and gauge clearance and speed improvements along secondary routes that provides greater resilience and cheaper costs compared to four main line proposal. Current priorities are therefore maintained. East Coast Route Study will support the above principles. It was suggested that a Network Rail presentation be sought for the November TIG meeting but will need to go to Management Group first.	??
c)	New Tees Crossing- Local Major bid was not successful in the first tranche, bid to be resubmitted with suggested improvements included (will go to Task & Finish group 8 <sup>th</sup> Sept then fed to D Robinson TIG meeting). JS to circulate final version. The Strategic outline business case and desktop environmental study are to be advanced to support submission. Some discussion on the value of having letter sent from D Robinson /Ada Burns to express disappointment of not being successful with bid and use as an opportunity to provide update.	JS ??

d)	<p>East-West Connections Large Local Majors bid update.  DW to set up Project Team to progress bid covering:  -to pick on up relevant points emerging from the Mouchell Report  -Separating out West end (A66 at Darlington) and Eastern end (e.g. Cargo Fleet Lane) improvements.  -This will need to feed into the Route Strategy and RIS work.</p>	DW
4	<p>Tees Valley Key Route Network  Following general discussion of the KRN it was agreed for all to further develop the proposals for the KRN. DC to circulate initial draft proposal developed by R Farnham for MBC for consideration and item to be added to September meeting's agenda.  Further work will be needed to fully understand any future implications for KRN e.g. Maintenance levels, access to routes for utilities etc.</p>	DC
5	<p>Bus Network Review  -Focus Groups are now underway.  -DW to circulate draft report when available.  -suggested that structure of report follow a SWAT style format.  -JS stated that the future aspirations need to be clearly identified/ developed from the report and will be needed by the end of this year by the latest.  -some further discussion will be needed to agree how remaining BSOG funds will be utilised.  -Draft Recommendation will need to be presented to TIG  -Implications of NECA's possible franchising proposals need to be considered.  -Brief update to be provided to Quarterly TIG.</p>	DW
6	<p>Tees Valley Strategic Transport Plan  The latest plan has been circulated, SP to update for next quarterly TIG meeting (not required to back to Management Group, copy to be sent to Ada Burns)  Further consideration to be given as to the formal releasing of the plan.  R McG to discuss Airport considerations at next quarterly TIG looking to develop position on what the aspirations are. Possible discussion at November Transport Committee?</p>	SP RMcG
7	<p>Draft Agenda for quarterly TIG discussed and agreed JS/ SP to draft up</p>	JS/SP
A.O.B	<p>DW – Challenge fund Bid, queried how funding is commissioned from the TIG pot. Suggested that an indicative list of briefs should be identified and selected from and approved by Andrew Lewis.  Members to consider inviting TPOG reps working on KRN's to next meeting (28<sup>th</sup> Sep).  RMcG to attend TfN's Highways Group on 13<sup>th</sup> Sept.  NE/ TeesValley collaboration meeting on 14<sup>th</sup> Sept?  Consideration to be given to inviting N/Yorkshire (Barrie Mason) and Durham CC (Adrian White) to a future meeting (December)  Future meeting suggest to be last Wednesday of each month 10:00 – 12.00 (update times to be 2.00 -4.00 due to diary clashes</p>	
	<p>Date and Time of Next meeting (not quarterly one):  28th September 2:00 to 4:00 p.m. Cavendish House</p>	

**TRANSPORT & INFRASTRUCTURE GROUP**

**Notes of meeting**

**Date 20th July 2016: 9.00 am – 12.00 noon**

**Location: Cavendish house**

**Attendees:**

**Mike Blair (HBC)**

**Dave Carter (MBC)**

**Dave Winstanley (DBC)**

**Richard McGuckin (SBC)**

**Steve Payne (TVU)**

**Fran Manancourt (TVU- Part)**

**Mike Green (R&CBC)**

**Jonathon Spruce (Fore Consulting)**

Item	Topic/ Discussion	Action
1)	Apologies – Daniel Gaunt	
2)	Note of last meeting	
3)	<p>TIG work programme</p> <p>Brief discussion around Work Plan circulated previously by JS and the need to commence dashboard reporting, followed by separate discussion on items below:</p>	
a)	<p><b>HS2/NPR update (Jonathan S)</b></p> <p>HS2 - Group informed that there appears to be no change in the Secretary of State’s position following recent changes and confirmed that Darlington Station is to be included as part of next brochure in September (8 page and 4 page versions to be produced). Announcement due in 1<sup>st</sup> week of Nov on Phase 2B.</p> <p>DW to work with ARUP to review reports/ issues.</p> <p>Suitable comms plan required to disseminate information/ publicize Darlington Station.</p> <p>A wider dissemination of master plan was suggested.</p> <p>East Coast Route Study workshops held 8<sup>th</sup> July Darlington Station one of four named schemes for CP6</p> <p><b>Northern Powerhouse Rail –</b></p>	??

	<p>Preferred options appears to be 4 tracking east of Leeds and 4 tracking Skelton to Darlington, Straightening of route D'ton to Newcastle with Leamside slow routing possibility. Key Message was there appears to be workable solutions, Combined Authority need to align our views in August meeting to show wider support that can feed into Network Rail's report on options for 8<sup>th</sup> September.</p> <p>Further consideration is being given to freight improvements along Geneva Cord south of Darlington. The implications of this on the wider electrification along the Northallerton/ Middlesbrough/ Teesport priority route need to be carefully considered and ensure it does not adversely affect proposals. A clearer understanding of the overall strategy required</p>	All  JS/SP
b)	<p>New Tees Crossing-</p> <p>Local Major Bid today/ tomorrow</p> <p>Any successful bid will need to commission work, either way meeting of the Task and Finish group required</p>	RM
c)	<p>East-West Connections Large Local Majors bid update (Dave W/ Jonathan S).</p> <p>Bid was approved by LEP last week; need to look at commissioning further work to progress. This work will need to feed into wider strategies.</p> <p>R McG attended DfT/TfN North Transpennine reference group, which is likely to include A66 as a priority route, A69 may have more issue to resolve. Further costing to be undertaken.</p> <p>TFN Strategic Roads Steering Group to meet monthly with view to developing report leading to strategy, a key focus is Transpennine connectivity. Work to be commissioned to progress this.</p> <p>Pete Molyneux, new TfN Roads Director to visit Tees Valley on 25<sup>th</sup> July. Tour/meeting has been arranged.</p> <p>KEY Road Network (KRN) – have been developed by some authorities through the devolution deal, it was suggested that similar route identification be undertaken across the Tees Valley linking with LGF, large Local Majors etc. item to be included for next meeting's agenda.</p>	JS  DC
d)	<p>Tees Valley Bus Network – (MG)</p> <p>Agreed at TPOG to gather information from operators and DfT, seeking quality data on the implications and advantages of Bus Franchising. R McG that there may be different views on franchising models across the Combined Authority area. Essential to understand if there is an overall need to have franchises and what advantages it can deliver to alternatives. Delivery options position statement to be provided for next meeting.</p> <p>Enquiry into Bus Services Bill has a call for evidence, a draft position response needed.</p>	MG
e)	<p>Tees Valley Strategic Transport Plan manifesto (Steve P)</p> <p>Final version being collated to include comments received, prior to being taken to TVMG on 3<sup>rd</sup> August. RM to present.</p>	SP

	Update to be provided at next meeting.	
4)	TfN Transport Strategy (JS) JS briefly went through presentation previously circulated informing the group that TfN will be preparing a Transport Strategy for the North utilizing members of the DfT Strategy Team	
5)	Large Local Major Bid update Still awaiting outcome for this	
A.O.B	LGF Sustainable Access to Employment Programme /Access Fund (Fran M part) – Item brought forward in agenda to allow Fran to take part. Report did not go to Management Group R McG wanted further work on it to improve linkages to SEP, Local Majors etc, Discussion among group with various minor amendments to consider, Fran (M) to circulate amendments with a view to report going to Management Groups next week. Due to the number of different meeting that representatives of TIG attend, it was suggested that there will be a need to review who attends what in future to avoid duplication.	FM  All
	Date and Time of Next meeting: 22 <sup>nd</sup> August 2:00 to 4:00 p.m.	

# Agenda

## TRANSPORT & INFRASTRUCTURE GROUP

### DATE TIME AND VENUE

**11<sup>th</sup> March 2016**

**10am – 12 noon**

**Trustee Room**

**Inspire to Learn (CLC)**

**Eston**

#### **Attendees:**

**Paul Campbell (RCBC)**

**Mike Blair (HBC)**

**Craig Cowley (MBC)**

**Dave Winstanley (DBC)**

**Richard McGuckin (SBC)**

**Steve Payne (TVU)**

**Jonathon Spruce (Fore Consulting)**

**Daniel Gaunt (HE)**

**Margaret Jackson (DfT)**

- 1. Apologies – Alastair Smith**
- 2. Minutes of Previous Meeting**

HE route issue is currently theoretical as it is the concept of the route rather than route planning at this stage- so landowners don't need to be involved.

April TIG agenda – new ToR, draft work programme 2016/17 and strategic priorities

DfT update - highways budgets will go to Stockton as accountable body for CA for all five LAs. Still unclear on incentive funds and whether it would go to each LAs as bids were separate. RM to ensure distribution amounts to be included in CA report following previously agreed methodology.

Update on Tees Crossing options to come to TIG. Expecting pre- feasibility report mid/late April.

### **3. TVU Update (where not covered in other items)**

A66/A689 report being updated – TVU to provide summary report to TIG.

Suggested a joint meeting with Mouchel/HE and ourselves may be useful to link with Northern Transpennine study. Attendees to be agreed.

Updated potential bids on GHF funding opportunities. (MBC confirmed they are not in a position to bid in this round).

TFN priorities agreed with SDG and we are happy with the categorization of our schemes. Noted that this has to be agreed at TFN exec board.

Draft freight strategy produced and comments received – to be included on future agendas.

Highlighted we need to bring DTV airport back into agendas.

TIG provide comments on LSTF proposal to Fran asap Mon/Tues at latest – needs signed off by S151 officer before submission on 24 March. Suggested inclusive that the bid is scalable to support lesser award rather than losing completely because of the size.

Agreed to share the presentation to David Higgins with DFT

All work at intermediate stations now completed.

Send agreed CA priorities to NECA for information/ consultation with their strategy.

### **4. Actions from DOPS and TVU Management**

RM to circulate TVU MG papers for info

Useful discussion with Richard from HE at TVMG on Wednesday

TVUMG has identified funding for commissioning although this has still to be approved.

Discussion on commissioning framework for TV – includes HE and will provide framework for future commissions- RM to circulate successful bidders.

LGF funds presently underspending and has later funding problem – pipeline projects and timescales need to be reviewed to update timeline. Linda E to meet with LA directors to review schemes.

Consider whether HE schemes would qualify – agreed that they are likely to meet needs/outcomes – could sue current HE contractor to deliver if needed.

### **5. Combined Authority**

Discussion about proposed work programme and how this need to be resourced and how it fits in with CP6 and RIS2 work programmes.

Consider adding to HE commission on Tees Crossing with wider economic benefit study so that it is not seen as solely a road improvement.

Agreed that we need a separate session to flesh out buses devo ask.

**6. ENCTS Update 2016-17**

TIG endorsed report on ENCTS for 16/17 – noted future decisions will be responsibility of Combined Authority.

**8. Connect Tees Valley Briefing Note**

Agreed position with future team structure – redundancy costs to come from retained funding – RM to update on costs and structure

**9. AOB**

**LSTF bid** - see TVU update

MJ(DfT) updated on '**very large majors' scheme** – schemes which LEPS would not normally be expected to fund - likely to feature in next week's budget statement. Likely to be a bidding round. Expectation that initial bids would be for development funding – likely to be a threshold over which LEPS would bid (ie threshold where LEP couldn't fund the scheme). Process will align with LGF funding timelines.

**Pothole fund** –DfT to request an update on previously announced funding.



**Note of meeting - Transport and Infrastructure Group – Meeting held at Cavendish House, Stockton at 9.00am on 29<sup>th</sup> January, 2016**

**Attendees**

David Robinson (DR)	PD Ports
Dave Winstanley (DW)	Darlington Borough Council
Derek Gittins ((DGi)	Middlesbrough Borough Council
Paul Cambell (PC)	Redcar & Cleveland Borough Council
Alistair Smith (AS)	Hartlepool Borough Council
Russell Smith (RS)	Stockton Borough Council
Jonathan Spruce	Fore Consulting
Daniel Gaunt (DGa)	Highways England
Steve Payne (SP)	Tees Valley Unlimited
Margaret Jackson (MJ)	Department for Transport
Simon Emery (SE)	Highways England
Edward Dunn (ED)	Network Rail

	<b>SUBJECT</b>	<b>ACTIONS</b>
<b>1</b>	<p><b>INTRODUCTIONS, APOLOGIES, CONFLICTS OF INTEREST</b></p> <p>DR welcomed everyone to the meeting. Apologies were noted as above.</p> <p>No Conflicts of Interest were declared.</p>	
<b>2</b>	<p><b>MINUTES OF THE PREVIOUS MEETING &amp; MATTERS ARISING</b></p> <p>Minutes of the TIG meeting held on 16<sup>th</sup> October, 2015 were agreed as a true record.</p> <p><b>Matters Arising:-</b></p> <ul style="list-style-type: none"> <li>• A19 widening – HE Major Projects Team continue to develop options</li> <li>• Review of pinchpoint schemes likely to take place 12 months after completion of the schemes by Highways England</li> </ul>	
<b>3</b>	<p><b>HIGHWAYS ENGLAND STRATEGIC ECONOMIC GROWTH PLAN</b></p> <p>Simon Emery provided an overview of Highway England’s Strategic Economic Growth Plan (presentation attached with minutes).</p> <p>DR raised concerns that the Economic Development Priorities do not show the full picture as key sectors have been omitted. Also, key employment and residential sites have been omitted – Darlington, Wilton, James Cook Hospital, universities &amp; colleges.</p> <p>Simon also updated the group on the Growth &amp; Housing Fund. There are 6 designated funds and LEPs are being asked to identify potential schemes. DW advised that initial bids are currently being worked on by the Tees Valley and include Rotary Way in Darlington and slip-roads onto the A66 at Elton. Potential Tees Valley schemes will be discussed at the next monthly TIG meeting.</p>	

4	<p><b>HIGHWAYS ENGLAND UPDATE</b></p> <p>DGa provided an update on the progress, risks and issues surrounding current schemes.</p> <p><b>A66/A689 Study</b></p> <p>JS enquired whether Mouchel have talked to landowners re: potential alignment of a northern relief road in Darlington. He also advised that Mouchel should speak to Network Rail as realignment options of the East Coast mainline north of Darlington are being considered as part of the TfN NPR work. This could have major implications for the alignment of a new relief road.</p> <p><b>Action:-</b></p> <p>DGa agreed to take these points on board and investigate.</p> <p><b>A19 Norton to Wolviston</b></p> <p>DR asked to be kept apprised on the process and timetable and requested that someone from TIG keep him updated.</p> <p>SP advised that Richard McGuckin has requested a seat on the project Board, as Tees Valley’s representative, so David will speak to Richard directly.</p> <p><b>Action:-</b></p> <p>DR to speak to RMc for update on A19 Norton to Wynyard.</p> <p>Andrew Jones, Road Minister has written to Jim O’Sullivan, the Chief Executive of Highways England setting out the approach to future Route Strategies and re-emphasising their importance.</p>	<p>DGa</p> <p>DR/RMc</p>
5	<p><b>TRANSPORT FOR THE NORTH – CURRENT ISSUES</b></p> <p>JS briefly ran through the “Tees Valley and Transport for the North” presentation which was used at the “Transport for the North Chair and Chief Executive” visit earlier in the week. The narrative, evidence and key messages outlined in the presentation have also been used in recent briefings to visiting Transport Ministers (Andrew Jones MP and Robert Goodwill MP) and to Lord Hestletine and his team and have formed the basis of Tees Valley input into various TfN workstreams. JS will add some supporting commentary to the slides so that partners can then use it at appropriate meetings, events, etc. The presentation will then be circulated.</p> <p><b>Action:-</b></p> <p>JS to add some supporting commentary to the slides so it can be circulated to partners.</p>	<p>JS</p>
6	<p><b>STRATEGIC TRANSPORT PRIORITIES – WAY FORWARD</b></p> <p>JS circulated a supplementary note, to support the presentation, and this is attached to the minutes. The note also summarises the proposed way forward to</p>	

	<p>progress and promote the agreed strategic transport priorities, through the national transport programmes and TfN processes and also highlights the significant economic benefits of these schemes.</p> <p>In the short-term, in order to further promote and position the strategic priorities, it will be important to secure coverage in some of the key processes/documents that will be published soon including the TfN Northern Transport Strategy March 2016, Lord Heseltine's Report due in April and the TfN Strategic Investment Framework. In turn this will then help to influence the investment programmes of Highways England and Network Rail.</p>	
<b>7</b>	<p><b>NEW TRANSPENNINE &amp; NORTHERN</b></p> <p>Paper circulated prior to the meeting and SP ran through the main points. He noted that at this further detail on both franchises was still awaited with both new Train Service Requirements (TSRs) due to be published in the next few weeks.</p> <p>DGi advised there will be a TPE stakeholder event on 5<sup>th</sup> February and a similar Northern event on 1<sup>st</sup> March. There is also a joint Rail North/First/Arriva event being planned for the North East on 11<sup>th</sup> March.</p>	
<b>8</b>	<p><b>AOB</b></p> <p>DR requested that the agenda of future meetings include wider infrastructure items as appropriate.</p> <p>DR requested an update on Broadband. Richard Poundford from Stockton Borough Council is currently leading on this so an update will be obtained and circulated to the group.</p> <p>DR suggested a colleague from PD Ports could attend a monthly TIG meeting to provide an update on the Northern Gateway – it was suggested this was arranged for the March meeting. PC to liaise with PD Ports.</p> <p>The next quarterly TIG meeting is scheduled to take place in April - post-Combined Authority. DR requested a meeting be arranged for March to discuss TIG moving forward.</p> <p>River Tees Crossing - RS advised the group that 3 or 4 potential opportunities are currently being examined. Highways England has agreed to fund feasibility studies. Option papers will be circulated by the end of March.</p>	<p><b>TVU</b></p> <p><b>TVU</b></p> <p><b>PC</b></p> <p><b>TVU</b></p>
<b>9</b>	<p><b>DATES OF NEXT MEETING</b></p> <p>Friday 15<sup>th</sup> April, 2016 (TBC)</p>	

# Agenda

## TRANSPORT & INFRASTRUCTURE GROUP

### DATE TIME AND VENUE

**12<sup>th</sup> November 2015**

**10am – 12 noon**

**Upsall Room**

**Inspire to Learn (CLC)**

**Eston**

### ITEM

31. **Apologies:** Daniel Gaunt (HE).
32. **Minutes of Previous Meeting** held on 10 September 2015 and quarterly mtg. of 16<sup>th</sup> Oct. 2015.

### 33. **TVU Update**

SP

Discussion re A19 Widening presentation and disquiet about our involvement or influence on board. (To follow up with HE). Clear that this needs to tie to Tees Crossing as benefits will increase by linking the schemes. Workshop on A66 taking place at Cavendish House on 23/11/15. Agreed we need to consider/develop a longer term phased plan for improvements.

Discussed renaming A1 to M1. Confirmed that some aspects are not of motorway standard which negates this, particularly access/egress around Darlington East and West. It was agreed that investment was welcomed but that the job wasn't complete and was still lacking in some aspects, eg access to the port.

The announcement of a preferred bidder for both Northern and TPE franchises is still expected in December 2015. Need to be able to respond to details of announcements.

34. **Actions from DOPS and TVU Management**

All

- Recognized longer term resources around TfN and Rail North needs to be addressed.
- £9.4m LGF still to spend in Q4 – call on work which could start (due diligence needed).
- SEP review – target to have in place before CA commences in April.
- RM doing report on - how CA and Devo come together.

35. **Combined Authority**

All

All LAs been asked to complete information on what resources are available for each CA work stream - o facilitate discussion by CEOs next week.

36. **Transport for the North Update**

All

Need to ensure TV coverage at main work streams within TfN to ensure we have appropriate representation and coverage. To discuss at Friday meeting. Need to ensure our 'local' schemes are fed into TfN, both road and freight. Need to ensure devolution deal is picked up within TfN – Jon Spruce producing report to help develop lobby material.

37. **Highways Agency – Update**

D Ga

Progress update on main schemes and study progress. (A19 widening, A66, A689 and Tees Crossing)

38. **LGF SAP Due Diligence Update**

FM

Report identifies a list of schemes to be included – view was timescales are not helpful, as approval in May to commence delivery in July is not reasonable.

Process identified is not conducive to speedier decision making as well as incurring additional costs to carry out due diligence. TIG view to TVUMG is that this process is overly bureaucratic process to deliver this.

Major issue appears to be communication on why we are doing things (like LSTF report) as it is slowing things down and costing more to approve. Request further discussion with DOPs/TVUMG on why we need this. Should be high level approval then operational teams use normal process to deliver.

39. **High Level Structure Signage**

RM

Evidence suggests appropriate signage reduces suicide attempts. Agreed this should be TV collective approach. Noted report did not include Darlington, which operates in a different health partnership area.

10. **Concessionary Fares**

RM

CR ran through BN on concessionary fares. Leven Valley funds almost fully available following their demise in March.

Reductions in spend/patronage with Arriva and Go NE. However stagecoach showing increase.

Negotiations will continue on **current basis** for a further year to allow for CA to bed in. Possible issue may be funding transfer to CA to pay for this – any savings should accrue to LAs not CA.

11. **LSTF**

SP

12. **Any Other Business**

TVBNI – potentially £0.5m gap in funding, Request to freeze on PIP pot spending. Previous accounting practice may have spent more than currently recorded and therefore possible overspend. Investigatory work taking place to clarify the position.

Arriva committed to implementing POP cards from next month – are we aware ? Info from Nexus to us ?

Rail North – trying to get representation on RN officer group.

13. The next meeting will be held on the 10<sup>th</sup> December 2015 Upsall Room, Inspire to Learn, Eston (CLC) 10am – 12 noon.

**Note of meeting - Transport and Infrastructure Group – Meeting held at Cavendish House, Stockton at 11.00am on 16 October 2015**

**Attendees**

David Robinson (DR)	PD Ports
Dave Winstanley (DW)	Darlington Borough Council
Derek Gittins ((DGi)	Middlesbrough Borough Council
Paul Cambell (PC)	Redcar & Cleveland Borough Council
Mike Blair (MB)	Hartlepool Borough Council
Russell Smith (RS)	Stockton Borough Council
Vanessa Gilbert (VG)	Highways England
Daniel Gaunt (DGa)	Highways England
Steve Payne (SP)	Tees Valley Unlimited
Fran Mnancourt (FM)	Tees Valley Unlimited
Paul Ahdal	Highways England
Helen Apps	Highways England
Daren Oldham	Mouchel
Henrietta Achampong	Mouchel

	<b>SUBJECT</b>	<b>ACTIONS</b>
<b>1</b>	<p><b>INTRODUCTIONS, APOLOGIES, CONFLICTS OF INTEREST</b></p> <p>DR welcomed everyone to the meeting. Apologies were noted as above.</p> <p>No Conflicts of Interest were declared.</p>	
<b>2</b>	<p><b>MINUTES OF THE PREVIOUS MEETING &amp; MATTERS ARISING</b></p> <p>Minutes of the TIG meeting held on 10<sup>th</sup> July, 2015 were agreed as a true record.</p> <p><b>Matters Arising:-</b></p> <ul style="list-style-type: none"> <li>• Sustainable Transport Programme – timescales to be circulated. Will be signed off by TIG and TVU Management Group in November/December.</li> <li>• Rail improvements – information screens will be at all stations by the end of this calendar year.</li> <li>• DR would like to be included in the quarterly circulation of data about rail useage</li> <li>• Local Transport Plan will need re-addressing in light of the Combined Authority</li> </ul> <p><b>Action:-</b></p> <ul style="list-style-type: none"> <li>• DR to be included in the circulation of data about rail useage</li> </ul>	<b>SP</b>
<b>3</b>	<p><b>HIGHWAYS ENGLAND MAJOR PROJECTS UPDATE</b></p>	

	<p><b>A19 Widening</b></p> <p>Paul Ahdal from Highways England provided a presentation on the proposed A19 Norton to Wynyard scheme (attached with minutes).</p> <p>A discussion took place following the presentation.</p> <ul style="list-style-type: none"> <li>• The A19 is now recognised as a key pan-northern strategic corridor so improvements should be assessed in this context;</li> <li>• A new Tees Crossing is also a critical part of the A19 upgrade package;</li> <li>• Paul agreed to forward plans showing which sections of the A19 will be widened.</li> <li>• A stakeholder meeting has been planned</li> <li>• DR asked whether the process could be speeded up using alternative funding (LGF?)</li> <li>• It was requested that a TIG member be invited to join the Project Board – Paul agreed to investigate.</li> <li>• A meeting will take place between HE and TIG in the near future to discuss how resources can be shared.</li> <li>• HE to review some of the assumptions presented, particularly in relation to the benefits of the different options</li> </ul> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• HE to forward plans showing which sections of the A19 will be widened.</li> <li>• HE to investigate whether a TIG member can be invited to join Project Board</li> <li>• HE to review assumptions presented in relation to the benefits of the different options</li> </ul>	<p>HE</p> <p>HE</p> <p>HE</p>
<p>4</p>	<p><b>HIGHWAYS ENGLAND MAJOR STUDY UPDATE</b></p> <p><b>A66 Widening Presentation/Discussion</b></p> <p>Darren Oldham and Henrietta Achampong from Mouchel provided an update on the issues and constraints associated with the A66 from Teesport to the A1(M) and on the A689 from the A19 to the A1 (M) (presentation attached with minutes).</p> <p>A stakeholder engagement event has been arranged for 23<sup>rd</sup> November where all initial options will be discussed in more detail.</p> <p>DR requested that at the next TIG meeting there is an update on current work which is being undertaken on the Tees Flyover.</p> <p>DR enquired as to whether there is a review process of the recent pinch point scheme. Have they achieved what they intended to achieve?</p> <p>RS agreed to look in to this and report back.</p>	



	<p><b>Action:-</b></p> <ul style="list-style-type: none"> <li>Update on progress on the Tees Flyover be available at the next TIG meeting</li> <li>RS to report back on the review process of the pinchpoint schemes</li> </ul>	<p><b>TVU</b></p> <p><b>RS</b></p>
5	<p><b>DEVOLUTION/COMBINED AUTHORITY</b></p> <p>Devolution deal has yet to be signed. The deal will reference all agreed transport priorities, with Transport for the North looking like the most likely mechanism for funding these.</p> <p>TIG are currently holding weekly meetings to discuss work relating to the Devolution and Combined Authority.</p>	
6	<p><b>TRANSPORT FOR THE NORTH UPDATE/ACTION PLAN</b></p> <p>Tees Valley has now taken up the invitation to have two representatives on the TfN Board – Cllr Dixon as LA/political rep and Paul Booth as LEP rep, and a rep on the Exec Group (Ada Burns). There are on-going discussions on how Tees Valley, as one of the new entrants, can catch up and be best represented on all the different TfN workstreams.</p> <p>The full engagement plan should be available for the January TIG meeting.</p> <p>DR keen to ensure that the Tees Valley are part of the decision making process. Suggestions were to include transport operators &amp; the private sectors (e.g. freight operators). The importance of the proposals for the widening of the A19 also needs to feature as the benefits of this scheme spread further than just within the Tees Valley.</p>	
7	<p><b>NETWORK RAIL UPDATE</b></p> <p>Apologies received from Network Rail but an update was forwarded and circulated with the meeting papers. This focussed on the North East and East Coast Route Studies.</p> <p>DR suggested that a letter be sent to Patrick McLaughlin as a follow-up to his meeting 2 years ago as a reminder of Tees Valley rail priorities re: electrification and rolling stock.</p> <p>Steve to draft and forward to DR for signature.</p> <p><b>Action:-</b></p> <p>SP to draft letter to Patrick McLaughlin and forward to DR for signature</p>	<p><b>SP/DR</b></p>
8	<p><b>DARLINGTON STATION MASTERPLAN</b></p> <p>DW presented a report outlining progress with the Darlington Station Masterplan which is currently being developed by ARUP on behalf of DBC, TVU, Network Rail and Virgin Trains East Coast and is still on target for completion in March 2016.</p>	

	<p>Stage 1, which included initial scoping, facilities surveys/audits, infrastructure review, options/investment appraisal, etc, is now largely complete. The next key milestone is Workshop 2 on November 26<sup>th</sup> at which emerging options will be presented and discussed with the opportunity for stakeholder input and feedback.</p>	
9	<p><b>ELECTRICITY INFRASTRUCTURE &amp; STRATEGIC INFRASTRUCTURE PLAN</b></p> <p>Paper circulated prior to the meeting and any comments are to be forwarded to Rory Sherwood-Parkin.</p> <p>DR suggested contacting Northern Powergrid to enquire how the closure of SSI will impact on electricity demand.</p> <p><b>Action:-</b></p> <p>RSP to contact Northern Powergrid re: closure of SSI</p> <p><b>Post meeting note:-</b> <i>RSP has contacted Northern Powergrid and has been advised that there are no demand implications on the NPG networks as they are supplied direct from the National Grid at 275kv via their own primary S/S and distribution system.</i></p>	RSP
10	<p><b>AOB</b></p> <p>DR informed the group that the demise of SSI would lead to an increase in freight on the roads and an increase of freight trains out of Teesport.</p> <p><b>DATES OF NEXT MEETINGS</b></p> <p>Friday 15<sup>th</sup> January, 2016</p> <p>Friday 15<sup>th</sup> April, 2016</p>	

**Note of meeting - Transport and Infrastructure Group – Meeting held at**

**Cavendish House, Stockton at 11.00am on 17 April 2015**

**Attendees**

David Robinson (DR)	PD Ports
Dave Winstanley (DW)	Darlington Borough Council
Richard McGuckin (RMc)	Stockton Borough Council
Derek Gittins (DGi)	Middlesbrough Council
Alistair Smith (AS)	Hartlepool Borough Council
Paul Cambell (PC)	Redcar & Cleveland Borough Council
Linda Edworthy (LE)	Tees Valley Unlimited
Denise Ogden (DO)	Hartlepool Borough Council
Daniel Gaunt (DGa)	Highways England

	<b>SUBJECT</b>	<b>ACTIONS</b>
<b>1</b>	<p><b>INTRODUCTIONS, APOLOGIES, CONFLICTS OF INTEREST</b></p> <p>DR welcomed everyone to the meeting. Apologies were noted as above.</p> <p>No Conflicts of Interest were declared.</p>	
<b>2</b>	<p><b>MINUTES OF THE PREVIOUS MEETING &amp; MATTERS ARISING</b></p> <p>Minutes of the TIG meeting held on 16<sup>th</sup> January, 2015 were agreed as a true record.</p> <p><b>Matters Arising:-</b></p> <p>Matters arising were picked up throughout the course of the meeting.</p>	
<b>3</b>	<p><b>LGF UPDATE</b></p> <p>Linda provided the group with an update on the progress of LGF Transport schemes.</p> <p>All transport schemes for 2015/16 have been through Due Diligence and have been approved with conditions.</p> <p>Negotiations are still ongoing re: approval of the DTVA scheme.</p> <p>FM provided the group with an update on progress on the Sustainable Transport Programme. A four year programme beginning in 2016/17 has been developed by TPOG, based upon local priorities and a prioritisation methodology previously agreed by TIG. The group approved the approach and the provisional programme, and gave TPOG, led by the TVU Transport Team, the go ahead to take the programme through due diligence. It was also agreed that the Tees Valley Transport Planning Officers Group (TPOG) would be responsible for developing costing, delivering and monitoring projects.</p> <p>The group requested that FM put some milestones in place for taking the programme through due diligence, with a view to it seeking approval from the Investment Panel early in the autumn.</p>	

	<p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• TVU Transport to manage the Sustainable Access to Employment Programme, lead on due diligence and provide milestones.</li> <li>• Tees Valley Transport Planning Officers Group (TPOG) will be responsible for developing costing, delivering and monitoring projects.</li> </ul>	<p><b>TVU</b> <b>TPOG</b></p>
<p><b>4</b></p>	<p><b>HIGHWAYS ENGLAND UPDATE</b></p> <p>DGa provided the group with an update from Highways England prior to the meeting and briefly ran through the main points.</p> <p>The A66/A689 joint study is due to be completed by the end of March 2016, which will assist the Tees Valley in developing its future priorities along these East-West corridors. DGa will provide updates on study progress at future meetings.</p> <p>The A19 Norton to Wynyard widening project is expected to have an early options report available by October 2015. DGa to provide an update on progress at the July TIG.</p> <p>A national grant of £100m will be available to fund delivery of developments which are being held up due to strategic road network issues. The processes for applying for the funding have not yet been established, however a team is in place for when the announcement is made.</p> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• Update on A66/A689 joint study to be provided to future TIG meetings</li> <li>• An update on the A19 widening project to be provided to the July TIG meeting</li> </ul>	<p><b>DGa</b> <b>DGa</b></p>
<p><b>5</b></p>	<p><b>NETWORK RAIL UPDATE</b></p> <p>An update from Network Rail was circulated prior to the meeting.</p> <p>The key points are:</p> <ul style="list-style-type: none"> <li>• the NR route studies will provide future enhancement options that funders might wish to invest in during the next control period 2019-24.</li> <li>• as a potential funder and key stakeholder, TVU is now on the working group membership for the programme. This is where the proposals are shaped. Steve will receive invitations to attend the panel shortly.</li> <li>• it's a great opportunity to promote schemes with a sound economic case, and the interface between Darlington, Tees Valley and Bishop Auckland will be key.</li> </ul> <p>Other rail issues discussed were:-</p> <ul style="list-style-type: none"> <li>• Electrification of the line between Middlesbrough &amp; Northallerton – this route scored well (Top 5 in Tier 1) and should now move to detailed business case development</li> </ul>	

<p><b>6</b></p>	<p><b>TVBNI CLOSE OUT AND LOOK FORWARD</b></p> <p>The TVBNI Project Manager provided the group with an update on the project funding, lessons learned from the project and how these can be applied to the management and delivery of transport programmes across the Tees Valley in the future.</p> <p>There was a general discussion regarding the transport vision moving forward.</p> <p>Richard and Steve to develop plans for transport delivery over the next 10 years and discuss with David at next catch-up meeting. There was a keenness to develop the scope for specific projects including a New Tees Crossing. TIG/TVU to lead on early modelling outputs/scoping.</p> <p>It was agreed that the report does not show the impact of the TVBNI project.</p> <p>Richard agreed to look into this and report back to the group.</p> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• Plans for transport delivery over next 10 years be scoped out and discussed with DR at next monthly catch-up meeting</li> <li>• Impact of TVBNI project to be investigated</li> </ul>	<p><b>RMc/SP</b></p> <p><b>RMc</b></p>
<p><b>7</b></p>	<p><b>ELECTRICITY &amp; WATER INFRASTRUCTURE UPDATE</b></p> <p>Rory provided the group with a paper which set out aims and key results of recent pieces of work examining electricity infrastructure in the Tees Valley and also water supply and waste water treatment.</p> <p>It was agreed that there needed to be closer working between TVU and utility providers to provide notice of major anticipated demand or supply.</p> <p>It was also agreed that TVU, developers and Local Authorities give as much notice as possible of new development proposals to allow for the planning of new supplies and possible diversions</p> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• It was agreed that Rory would meet with Northern Powergrid and National Grid to discuss any major electricity infrastructure developments since the Strategic Infrastructure Plan was produced.</li> <li>• TIG to monitor any major developments to ensure, where appropriate early warning can be given to Northumbrian Water.</li> </ul>	<p><b>RSP</b></p> <p><b>TIG</b></p>
<p><b>8</b></p>	<p><b>PROJECTS/OTHER UPDATES</b></p> <p><b>Key Project Updates:-</b></p>	

	<p>The group were provided with the key project updates prior to the meeting and Richard briefly ran through the main points.</p> <p>A19/A174 Pinch Point scheme is likely to be further delayed. Expected completion date is now end of May 2015</p> <p>A67 Pinch Point (Carlbury) is on target and will come in under budget so underspend will be used for resurfacing work.</p> <p>Eaglescliffe Station – delayed but nearing completion. Car park charges of £2 a day are to be introduced. SBC will need to respond with residential parking permits.</p> <p>A solution to issues surrounding the Redcar Level Crossing has been found which involves obtaining an extra metre of land and altering the layout of the pavement.</p> <p>The gates will be closed for 6 weekends to allow for repair work.</p> <p><b>Other Issues</b></p> <ul style="list-style-type: none"> <li>• Transport for the North (TfN) - significant lobbying has taken place since the last TIG meeting. David requested that a plan for future lobbying should be agreed and requested that TfN is on the Agenda at all future TIG meetings.</li> <li>• HS2 Ltd holding a meeting on connectivity on 1<sup>st</sup> June – only key cities have been invited to attend.</li> <li>• Darlington Station Masterplan Study has now gone out to tender. Stakeholders have been involved in developing the brief. Tenders are due back in May. David requested an update be provided at the TIG meeting in July.</li> </ul> <p><b>Action:-</b></p> <ul style="list-style-type: none"> <li>• Transport for North to be included on the agenda of all future TIG meetings</li> <li>• DW to provide update on Darlington Station Masterplan Commission at July's TIG meeting</li> </ul>	<p>SP</p> <p>DW</p>
9	<p><b>AOB</b></p> <p>In order to progress further discussions with Govia Northern and potentially other Northern and TPE bidders, it has been recommended by SBC legal colleagues that a Non-Disclosure Agreement (NDA) with Govia (and any similar Agreements with other operators to follow) is signed by TVU as the LEP on behalf of the 5 Tees Valley authorities.</p> <p>To avoid the need for further complicated back-to-back legal agreements/letters, etc. between TVU and the LAs, it was requested that each local authority formally agree today that any officers participating in further discussions where an NDA is in place will be bound by exactly the same legal responsibilities as officers from TVU.</p> <p><b>Action:-</b></p> <ul style="list-style-type: none"> <li>• All TIG members agreed to be bound by the same legal responsibilities as</li> </ul>	<p>TIG</p>

	<p>officers from TVU when a Non-Disclosure Agreement is in place.</p> <p>Alastair reminded the group that the Chair of TIG will change next month in line with the Local Authority rotation.</p> <p>Paul Campbell will assume role as TIG Chair in May.</p> <p>Denise informed the group that the Combined Authority Work Programme and Scope is to be agreed at a meeting scheduled for next week.</p> <p>New Freight Officer post will be advertised shortly – post is part funded by TVU &amp; PD Ports.</p>	
<p><b>9</b></p>	<p><b>DATES OF NEXT MEETINGS</b></p> <p>Friday 10<sup>th</sup> July, 2015</p> <p>Friday 16<sup>th</sup> October, 2015</p> <p>Friday 15<sup>th</sup> January, 2016</p> <p>Friday 15<sup>th</sup> April, 2016</p>	

<b>TRANSPORT AND INFRASTRUCTURE GROUP</b> <b>Inspirations Coffee House, Tanfield Road, Hartlepool. TS25 5DD</b>			
<b>Date:</b>	18 <sup>TH</sup> March, 2015		
<b>Present:</b>	Alastair Smith	(AS)	Hartlepool Borough Council (Chair)
	Dave Winstanley	(DW)	Darlington Borough Council
	Richard McGuckin	(RMc)	Stockton Borough Council
	Steve Payne	(SP)	Tees Valley Unlimited
	Derek Gittins	(DGi)	Middlesbrough Borough Council
	Chris Renhan	(CR)	Stockton Borough Council (Conc. Fares)
	Fran Manancourt	(FM)	Tees Valley Unlimited (first item)
	Paul Campbell	(PC)	Redcar and Cleveland Borough Council
<b>Apologies:</b>	Daniel Gaunt	(DGa)	Highways Agency
<b>Officer completing log:</b>	Alastair Smith		
<b>cc:</b>			

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
1.	<u><b>APOLOGIES</b></u>	



NO:	DISCUSSION/AGREED OUTCOMES	ACTION
1.1	Daniel Gaunt.	
2.	<b><u>MINUTES OF PREVIOUS MEETING HELD ON THE 13.2.2015</u></b>	
2.1	The Minutes were agreed as a true record.	
2.2	<p><b><u>Matters Arising</u></b></p> <p>Item 2.9 - Discussion on study briefs for the A66 – Workshop for Tees Valley Local Authorities. Correction to Minutes. Should say Daniel Gaunt and not Derek Gittings, and this was still awaited.</p>	<b>DGa</b>
2.3	Item 3.4 -LSTF access to Tees Port communication issue. Paul Campbell to chase.	<b>PC</b>
2.4	Item 3.7 – Transport for the North Regional Ref. Group Meeting – Manchester, 26.2.1015. This meeting was held.	
2.5	Item Chief Executive’s meeting 17.12.2014, item 3.3 – ongoing.	
2.6	Item 7.1 – TIG Members Lead Roles. Agreed to consider further and to include economic development themes.	
2.7	Item 9.2 - TVBNI Meeting of TIG Members in Leeds. Meeting took place.	<b>ALL</b>
3.	<b><u>SEP/LGF – TPOG – UPDATE – FRAN MANANCOURT</u></b>	
3.1	Revamp of original paper tabled and discussed. To be presented at the next quarterly TIG as a ‘work in progress’.	<b>FM</b>
3.2	Associated link/connection maps tabled and agreed as good way forward. Request to TIG to send comments and updates via e-mail to Fran as soon as possible.	<b>ALL</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
4. 4.1  4.2  4.3  4.4	<p><b><u>TVU UPDATE</u></b></p> <p><u>SEP/LGF</u>. Middlehaven Dock Bridge, A689 Wynyard improvements, Ingleby Way/Myton Way, Teesside Park access maintenance and Darlington Station study) currently going through the due diligence process. At present they are nearing the end of the consultation stage.</p> <p>A separate report outlining how the Sustainable Transport programme is being re-packaged to group schemes and bring them more in line with LGF outcomes.</p> <p><u>Tees Valley Transport Model</u></p> <p>Work continues to progress well with the TVU/Arup partnership to update the strategic transport model. Some delays due to issues with data supply, notably from the bus operators. Arriva and Stagecoach have now agreed to provide the requested data.</p> <p><u>Rail Decentralisation</u></p> <p>Rail North/DfT Partnership. The main focus since the last meeting has been the issuing of the Northern and TPE ITT documents.</p> <p>Hugh Chaplain from Rail North to come to Tees Valley to talk through the ITTs and any issues/concerns with the TSRs and a meeting has now been fixed for 26.3.2015.</p> <p><u>SRAG/ROWG</u></p> <p>Rail North Business Breakfast event, scheduled for the 10<sup>th</sup> March in Durham was postponed. A revised date in April is being considered.</p> <p>The next SRAG meeting will be held in Newcastle on the 20.3.2015.</p>	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
4.5	<p>The recent ROWG meeting held in Darlington on 11<sup>th</sup> March included a presentation and Q &amp; A session with Andy Sparkes, new Commercial Director of Virgin Trains East Coast.</p> <p><u>Electrification</u></p>	
4.6	<p>The long awaited report by the Electrification Task Force (ETF) was published on 5.3.2015.</p> <p><u>One North/Transport for the North</u></p>	
4.7	<p>TfN Strategy. Stronger reference to Tees Valley priorities and a firmer commitment to Board representation will be minimum requirements.</p> <p><u>ECML Franchise</u></p>	
4.8	<p>Virgin Trains East Coast began operating the new franchise on 1<sup>st</sup> March.</p> <p><u>Northern/TPE Franchise</u></p>	
4.9	<p>Further to publication of the Northern and TPE ITTs, the following meetings have now been arranged with all of the bidders, all at Cavendish House:</p> <ul style="list-style-type: none"> <li>• Stagecoach (TPE) 14.00, 16<sup>th</sup> March</li> <li>• First Group (TPE) 0900, 24<sup>th</sup> March</li> <li>• Arriva (Northern) 1100, 25<sup>th</sup> March</li> <li>• Govia/Keolis (Northern/TPE) 0900, 27<sup>th</sup> March</li> <li>• Abellio (Northern) 1400, 23<sup>rd</sup> April</li> </ul> <p><u>Network Rail – NE Network Study</u></p>	
4.10	<p>It is understood that this study will commence shortly with details/confirmation expected to follow soon from Network Rail.</p> <p><u>Rail Projects Update</u></p>	
4.11	<p>Redcar Central Station. Network Rail has now suggested a timescale of late 2015 for start of the footbridge.</p> <p><u>Eaglescliffe Station</u></p>	



NO:	DISCUSSION/AGREED OUTCOMES	ACTION
7.2 7.3 7.4	<p>and experience of working in the Tees Valley (including many faces we'll all recognise). Thanks to Fran Manancourt for being part of this – he brought an important technical perspective which helped us pick up on at least one area of major concern.</p> <p>A66 Elton and A174 Greystones detailed design – consensus is due to take place on Monday 16<sup>th</sup> March. Five companies tendered.</p> <p>A1/A19 technology – we've successfully awarded a contract to Atkins to continue their work to progress this scheme to detailed design. While it doesn't have a major direct impact on Tees Valley, it is good news as it sets a precedent and standard for technology on trunk roads, which we feel will be relatively easily applied to Tees Valley down the line.</p> <p>A66 Scheme to come to next TIG meeting.</p>	
8. 8.1	<p><b><u>CORONER REPORT – FATALITY A19</u></b></p> <p>AS tabled copy of Highways Agency response to Coroner.</p>	
9. 9.1	<p><b><u>BUDGET UPDATES FOR TRAFFIC SIGNALS AND LABS &amp; UTMC VEHICLES</u></b></p> <p>2% decrease in overall budget. Traffic signals approved by TIG for next year. LAB details to follow.</p>	<b>DGi</b>
10. 10.1 10.2 10.3	<p><b><u>STRATEGIC PRIORITIES TABLE TO BE COMPLETED BY TVUMG</u></b></p> <p>Transport for the North (TfN) now includes this detail.</p> <p>To include skills.</p> <p>Government Lobby pack. DGi to send latest version of table.</p>	<b>DGi</b>
11. 11.1	<p><b><u>PROJECT DEV. PROPOSALS FOR TRANSPORT FOR THE NORTH: 2015/16</u></b></p> <p>As discussed earlier in meeting.</p>	
12.	<p><b><u>VEHICLE INCURSIONS ONTO THE RAILWAY</u></b></p>	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
12.1	Letters of response sent by respective LAs. No further action envisaged.	
13. 13.1	<p><b><u>TIG CONFERENCE (MAY 2015)</u></b></p> <p>Redcar and Cleveland to host. Further discussions to be held at future TIG. Possible new date for Conference - Autumn 2015.</p>	
14. 14.1	<p><b><u>TIG HANDOVER TO REDCAR AND CLEVELAND CONFIRMATION</u></b></p> <p>Agreed handover May 2015. Paul Campbell to confirm venue, dates etc. PAs to liaise in regard to admin. arrangements.</p>	<p><b>PC</b></p> <p><b>LP/SP</b></p>
15. 15.1	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p><u>Concessionary Fares</u></p> <p>Discussion took place on present negotiations and outcomes. Darlington and Redcar Councils requested further information. Hartlepool, Stockton and Middlesbrough happy with present arrangements. Further discussion to be arranged by RMc and Chris Renhan for all in June at Redcar. Pre-9.30 arrangements – await future Government thoughts.</p>	<p><b>RMc/CR</b></p>
15.2  15.3  15.4  15.5	<p><u>Delegated powers</u></p> <p>AS explained the position in Hartlepool in respect of Delegated Powers and Committee reporting (detail). Discussion took place on each Authority's style and protocol. All agreed to forward AS with their respective Constitution/Delegated Powers list.</p> <p><u>TVBNI Improvements</u></p> <p>AS, SP and Chris Renahan updated the group on a recent meeting held with Jonathan Spruce on TVBNI and closure of same. TVBNI2 was also discussed and agreement was reached to condense priorities and reconfigure actions.</p> <p><u>Bank Top Station Brief</u></p> <p>Agreed.</p>	<p><b>ALL</b></p>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
15.6	<p><u>Strategic Road Improvements – Local Plan/Desirable Schemes</u></p> <p>AS tabled Hartlepool plan illustrating housing sites within emerging local plan, along with strategic road improvements. This had been discussed at an earlier meeting between Highways Agency and Chair of DOPs. The details were discussed and it was agreed that all schemes being put forward would have to meet the necessary criteria and appropriate business plan, of which there were many. It was acknowledged that these schemes were being put forward and may be discussed via Chair of DOPs at a future quarterly TIG meeting.</p> <p><u>TIG Appreciation</u></p> <p>to say thanks to Hartlepool for hosting for the year and particularly special thanks to Graeme Mailen and staff at the Inspirations Coffee House for the hospitality provided by the staff, delicious coffee and eats which were much appreciated!!</p>	
16.	<p><b><u>DATE AND TIME OF NEXT MEETING</u></b></p> <p>The next meeting will take place on the 17<sup>th</sup> April, at 9.00 a.m. at Cavendish House, Stockton.</p>	

<b>TRANSPORT AND INFRASTRUCTURE GROUP</b> <b>HARTLEPOOL ENTERPRISE CENTRE, BROUGHAM TERRACE, HARTLEPOOL. TS24 8EY</b>			
<b>Date:</b>	13 <sup>th</sup> February 2015		
<b>Present:</b>	Alastair Smith	(AS)	Hartlepool Borough Council (Chair)
	Dave Winstanley	(DW)	Darlington Borough Council
	Richard McGuckin	(RMc)	Stockton Borough Council
	Steve Payne	(SP)	Tees Valley Unlimited
	Tony Gordon	(TG)	Redcar and Cleveland Borough Council
	Daniel Gaunt	(DGa)	Highways Agency
	Derek Gittins	(DGi)	Middlesbrough Borough Council
	Andrew Mollon	(AM)	Redcar and Cleveland Borough Council
<b>Apologies:</b>			
<b>Officer completing log:</b>	Alastair Smith		
<b>cc:</b>			

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
1.	<u><b>APOLOGIES</b></u>	



NO:	DISCUSSION/AGREED OUTCOMES	ACTION
1.1	Paul Campbell, Redcar and Cleveland Borough Council.	
2.	<b><u>MINUTES OF PREVIOUS MEETING HELD ON THE 12.12.2014</u></b>	
2.1	The Minutes were agreed as a true record.	
	<u>Matters arising</u>	
2.2	Item 2.3 – Network Rail Update. Completed.	
2.3	Item 2.5 - Road Rail Incursions Dft. Stockton have received a letter from Network Rail. Letter discussed, all to check for similar letters within their authorities and if necessary, meeting to be arranged with N.R. management.	<b>ALL</b>
2.4	Item 2.9 - TIG Conference Moved to post election due to staff workload.	
2.5	Item 2.10 – Concessionary Fares. Completed.	
2.6	Item 2.11 - Mahmood Azam – TIG discussion. Substitute for Mahmood attended meeting.	
2	Item 3.3 – Tees Valley Transport Model. ARUP commissioned. Expected completion date late Spring.	
2..7		
2.8	Item 6.2 - HA to provide benefits of the A19 schemes. Ongoing.	
2.9	Item 6.3 Discussion on study briefs for the A66. Draft brief to framework completed – out to tender.	<b>DGi</b>
	- Workshop for Tees Valley Local Authorities. DG to organise.	
2.10	Item 10.2 –preparation of information TIG Conference. Move to post election.	
2.11	Item 11.1 District Heating Presentation – TIG quarterly meeting. Completed.	<b>Completed</b>
3.	<u>TVU UPDATE</u> Report tabled and discussed. Key points: Halcrow presentation which took up first part of TIG meeting was	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
3.1 3.2 3.3 3.4 3.5 3.6 3.7	<p>discussed including Strategic Highways issues.</p> <p>A66/A689/HA/Tees Valley Study – TVU setting up funding agreement with HA – invoice each L.A.</p> <p>SEP/LGF – TPOG meeting p.m. 13.2.2015. Derek Gittings to chair. Issues for consideration: -</p> <ul style="list-style-type: none"> <li>- Review/add schemes if necessary</li> <li>- Develop stronger narrative around benefits of programme.</li> <li>- Profile over four years.</li> <li>- Report to TIG March then to quarterly TIG April.</li> <li>- Paper to follow to DOPs, outlining recommendations</li> <li>- LSTF – access to Tees Port communication issue. AM to consider and speak to David Robinson.</li> </ul> <p>Rail North/DfT Partnership: -</p> <ul style="list-style-type: none"> <li>- Tees Valley governance issues now resolved.</li> <li>- Issues raised at Leeds 28<sup>th</sup> January meeting relating to rolling stock replacement of the reported MW/TPE electrification delays – VFM analysis.</li> </ul> <p>SRAG/ROWG:-</p> <ul style="list-style-type: none"> <li>- Next SRAG meeting Durham 19<sup>th</sup> February.</li> <li>- Rail North Business Breakfast event – Durham 10<sup>th</sup> March 2015.</li> <li>- Bid process timetable:- <ul style="list-style-type: none"> <li>➤ Last week February. ITT's issued. December 2015 contracts awarded.</li> <li>➤ April 2016 new franchises start.</li> </ul> </li> </ul> <p>Transport for the North Regional Ref. Group – meeting in Manchester 26<sup>th</sup> February 2015. AS and RMc not available. DW/DGi/AM/PC to consider attendance.</p>	<p><b>DGi</b></p> <p><b>AM</b></p> <p><b>DW/DGi/AM/PC</b></p>
4. 4.1 4.2 4.3	<p><b><u>ACTIONS FROM DOPS AND TVU MANAGEMENT (10.12.2014 &amp; 14.1.2015)/CHIEF EXECUTIVE'S MEETINGS (17.12.2015)</u></b></p> <p>and discussed.</p> <p>s meeting 17<sup>th</sup> December 2014, item 3.3 - ongoing.</p> <p>on update to DOPs on Cons. Fares.</p>	<p><b>Ongoing</b></p>
5.	<p><b><u>NORTH EAST HIGHWAYS ALLIANCE FEEDBACK</u></b></p> <p>Attended by AS, DW, DGi and Stockton representative for the Tees</p>	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
5.1	Valley, 12 <sup>th</sup> February 2015. Main discussion around savings in Highways and Transport functions. Presentations given by selected authorities including Hartlepool and Middlesbrough. The HA were in attendance.	
6.	<p><b><u>HIGHWAYS AGENCY – UPDATE</u></b></p> <p>6.1 The main thrust of the update was around the Halcrow presentation.</p> <p>6.2 Technology tender – direct award to completion of design (ATKINS).</p> <p>6.3 MS1 signs not worth replacing, MS4 coverage to be potentially extended. CCTV coverage, probable for inclusion. Tees Valley Study – package for study 3/4 returns expected.</p> <p>6.4 Transport for the Tees Valley recent debate was discussed.</p>	
7.	<p><b><u>TIG MEMBERS LEAD ROLES</u></b></p> <p>7.1 Consideration given to representation for respective LAs at various TIG related meetings, both locally and nationally. It was accepted that officers within some authorities represent elected Members and senior officers; therefore each to consider on their own merits. Report back to TIG for those who can attend would be useful in disseminating information gleaned at meetings. Work stream focus, consistency required. All to consider current issues and list up and coming meetings.</p>	<p><b>ALL</b></p> <p><b>ALL</b></p>
8.	<p><b><u>RIDEWELL, TEES VALLEY – REVIEW OF SERVICES</u></b></p> <p>8.1 RMc tabled report on Ridewell. It was agreed that Tees Valley Local Authorities cannot continue to subsidise the service. Casualty issues being focussed in other areas. Agreed to close service from March 2015.</p>	
9.	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>9.1 North East Traffic managers meeting set for the 13<sup>th</sup> March. TIG members to encourage respective staff to attend</p> <p>9.2 TVBNI – consideration to closure of accounts and projects was tabled. SP to contact Jonathan Spruce with a view to arranging a meeting. AS</p>	<p><b>SP</b></p>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	suggested the meeting takes place if TIG members are already in Leeds at a Rail Officers Group.	
10.	<p><b><u>DATE AND TIME OF NEXT MEETING</u></b></p> <p>The next meeting will be held on the 13<sup>TH</sup> March, 2015 at 8.30 a.m., (venue to be confirmed).</p>	

<b>TRANSPORT AND INFRASTRUCTURE GROUP</b> <b>Inspirations Coffee House, Tanfield Road, Hartlepool</b>			
<b>Date:</b>	12 <sup>th</sup> December 2014		
<b>Present:</b>	Alastair Smith	(AS)	Hartlepool Borough Council (Chair)
	Dave Winstanley	(DW)	Darlington Borough Council
	Richard McGuckin	(RMc)	Stockton Borough Council
	Steve Payne	(SP)	Tees Valley Unlimited
	Tony Gordon	(TG)	Redcar and Cleveland Borough Council
	Daniel Gaunt	(DGa)	Highways Agency
	Derek Gittins	(DGi)	Middlesbrough Borough Council
<b>Apologies:</b>			
<b>Officer completing log:</b>	Alastair Smith		
<b>cc:</b>			

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
1.	<b><u>APOLOGIES</u></b>	
1.1	Paul Campbell, Redcar and Cleveland Borough Council.	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
2.	<b><u>MINUTES OF PREVIOUS MEETING HELD ON THE 14.11.2014</u></b>	
2.1	The Minutes were agreed as a true record.	
2.2	Item 14:3 – SUDS, PC still to forward information to all.	<b>PC</b>
2.3	Item 7 – Network Rail Update. Information still awaited. Steve Payne to follow up.	<b>SP</b>
2.4	Item 5.2 Regional Surfaces Specification. Progressing. There would be no rebate, with an April deadline. DW pursuing.	<b>DW</b>
2.5	Item 9.1 – Road Rail Incursions DfT. Each Local Authority to respond individually. Locations to be included. Each to progress and update as required. Traffic/Engineering Managers for each L.A. co-ordinating and responding.	<b>AS, DW, DGi, RMc, PC/TG</b>
2.6	<p>Item 10.2 Rail North</p> <ul style="list-style-type: none"> <li>• Stockton completed.</li> <li>• Hartlepool completed.</li> <li>• Darlington completed.</li> <li>• Middlesbrough completed..</li> <li>• Redcar and Cleveland completed.</li> </ul>	
2.7	Item 11.1 TVBNI Exception report – completed.	
2.8	Item 12.1 Ridewell, Tees Valley – review of service. Report to be compiled for February/March.	
2.9	Item 15.1 TIG Conference. Ongoing.	
2.10	Item 17.1 Concessionary Fares. Final report will be available pre-Christmas for wider distribution..	
2.11	Item 17.2 Mahmood Azam – TIG discussion. Invited to next quarterly TIG, January 16 <sup>th</sup> .	



NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	<ul style="list-style-type: none"> <li>- Martin</li> <li>- Nunthorpe</li> <li>- Seaton Carew</li> <li>- South Bank</li> <li>• Rail Officers Group. DfT will give presentation to the group at a future meeting.</li> </ul>	
4.	<p><b><u>ACTIONS FROM DOPS AND TVU MANAGEMENT (12.11.2014)/CHIEF EXECUTIVE'S MEETINGS (15.10.2014/19.11.2014)</u></b></p> <p>and discussed (14.11.2014). Latest Minutes (10.12.2014) not available for this meeting.</p>	
5.	<p><b><u>NORTH EAST HIGHWAYS ALLIANCE FEEDBACK</u></b></p> <p>AS/DW updated the group on recent meeting. Main topic for discussion was LED replacement programme progress. Sub-group being set up for the North East.</p>	
6.	<p><b><u>HIGHWAYS AGENCY – UPDATE</u></b></p> <p>6.1 Report tabled and discussed. A19 improvement (Autumn statement). Reassurance given that other Tees Valley potential schemes still under consideration will not be jeopardised due to the A19 improvement scheme.</p> <p>6.2 HA to provide benefits of the A19 scheme. Modelling work will be required and project brief initiated.</p> <p>6.3 a) <u>Discussion on study briefs for the A66</u></p> <ul style="list-style-type: none"> <li>- A66(M)/A66 Darlington Bypass (Feasibility Study). The group discussed the baseline proposal. Consideration given to split feasibility studies. Agreed one study best way forward.</li> <li>- A1 —Port strategic route/internal gateway. Need to update proposal. Comments to DGa.</li> <li>- DGa to send out revised version after comments. Draft brief will go to framework.</li> <li>- Further deliberation concluded the A689 should be factored in. A66 strategic route approach. Workshop to be organised for Tees Valley Local Authorities.</li> </ul>	<p><b>DGa</b></p> <p><b>ALL</b></p> <p><b>DGa</b></p> <p><b>ALL</b></p>
7.	<p><b><u>CONCESSIONARY FARE NEGOTIATIONS</u></b></p> <p>Interim paper discussed. Final report due pre-Christmas 2014. The group</p>	



NO:	DISCUSSION/AGREED OUTCOMES	ACTION
7.1	wished to express special thanks to Chris Renahan (Stockton Borough Council) for the excellent work in reaching this outcome.	
8.	<b><u>AUTUMN STATEMENT – OUTCOMES</u></b>	
8.1	Deliberated throughout the meeting under various headings.	
9.	<b><u>NEHA FEEDBACK</u></b>	
9.1	As item 5.	
10.	<b><u>AGENDA FOR TIG CONFERENCE</u></b>	
10.1	<ul style="list-style-type: none"> <li>• TVBNI2</li> <li>• District Heating</li> <li>• Area Action Plan – next steps</li> <li>• LTP combined authorities</li> <li>• Rail Update</li> <li>• TIG achievements</li> </ul>	
10.2	Agreed that information needs to be gleaned in preparation for the conference day.	<b>ALL</b>
11.	<b><u>DISTRICT HEATING PRESENTATION (TOWARDS TIG CONFERENCE</u></b>	
11.1	To be presented at the next TIG quarterly meeting.	<b>RMc</b>
12.	<b><u>ANY OTHER BUSINESS</u></b>	
12.1	Maintenance block fund. Announcement in March 2015. All to check and respond as necessary. Agreed Tees Valley LA's should consider as a collective. TPOG/Engineering Managers to work together	
12.2	<u>ITA Combined Authorities powers</u> <ul style="list-style-type: none"> <li>• Recent DOPs/TIG/HA meeting outlined the requirement for TIG to consider ITA powers in more detail. Group discussion took place. Merseyside and Manchester models were considered. A definitive list of powers were agreed. These powers were based on the 2008 Act as follows: <ul style="list-style-type: none"> <li>- Concessionary Fares</li> <li>- LTP</li> <li>- Bus Subsidies</li> <li>- Bus Station/facilities</li> <li>- Travel information</li> </ul> </li> </ul>	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	<ul style="list-style-type: none"> <li>- QCS/QPS</li> <li>- Rail</li> </ul> <p>This list was then considered further in relation to sub-set powers. Further deliberation and draft report to be formulated.</p> <p>Powers to levy. Under the latest guidance back in again.</p> <p>Budget holder – combined authority probable. Pros and cons to be considered. Draft report to be formulated for the next TVUMG. First draft early week commencing 15<sup>th</sup> December.</p>	<b>ALL</b>
13.	<p><b><u>DATE AND TIME OF NEXT MEETING</u></b></p> <p>The next meeting will be held on the 16<sup>th</sup> January 2015, at Cavendish House.</p>	

**TRANSPORT AND INFRASTRUCTURE GROUP**

**Hartlepool Enterprise Centre, Hartlepool**

<b>Date:</b>	14 <sup>th</sup> November 2014		
<b>Present:</b>	Alastair Smith	(AS)	Hartlepool Borough Council (Chair)
	Dave Winstanley	(DW)	Darlington Borough Council
	Richard McGuckin	(RMc)	Stockton Borough Council
	Steve Payne	(SP)	Tees Valley Unlimited
	Paul Campbell	(PC)	Redcar and Cleveland Borough Council
	Daniel Gaunt	(DGa)	Highways Agency
	Derek Gittins	(DGi)	Middlesbrough Borough Council
<b>Apologies:</b>			
<b>Officer completing log:</b>	Alastair Smith		
<b>cc:</b>			

<b>NO:</b>	<b>DISCUSSION/AGREED OUTCOMES</b>	<b>ACTION</b>
1.	<b><u>APOLOGIES AND INTRODUCTIONS</u></b>	
1.1	Tony Gordon, Redcar and Cleveland Borough Council.	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
<p>2.</p> <p>2.1</p> <p>2.2</p>	<p><b><u>MINUTES OF PREVIOUS MEETING HELD ON THE 19.09.2014 AND MINUTES OF QUARTERLY MEETING ON THE 10.10.2014</u></b></p> <p>The Minutes were agreed.</p> <p><b><u>Actions from TIG 19.9.2014</u></b></p> <p>Item 2.7 – Structural Engineer (shared post). The new deadline is February 2015. Thanks to those who have already supplied information.</p> <p>Item 6.1 – Broadband Update. Completed.</p> <p>Item 7.2 – TIG/DOPs Joint Trans. Strategy Feedback Actions. Completed.</p> <p>Item 9.1 – TVBNI National Transport Awards. Completed.</p> <p>Item 11.1 – Rail North – Respective L.A Committee Reports. Completed.</p> <p>Item 12.1 – TIG Conference. Potential date of February/March for TIG Conference. Agenda to be decided. One Item decided to date ‘District Heating’ (subject to presentation to TIG meeting). College of F.E. (Hartlepool) agreed as venue.</p>	
	<p>Item 13.1 – TIG Christmas Meal. RMc updated on detail.</p> <p>14.3 – SUDs. PC to forward information to all.</p> <p><b><u>Actions from TIG 10.10.2014</u></b></p> <p>Item 3 – Projects Update. FM/TPOG Sustainable Transport proposals complete.</p> <p>Item 4 – Strategic Infrastructure Plan - District Heating Scheme and Carbon Capture and Storage update. Ongoing.</p> <ul style="list-style-type: none"> <li>- ‘Bus Importance Referral Infrastructure Plan’. Completed.</li> <li>- Full plan and Exec. Summary to November. TIG completed.</li> </ul> <p>Item 6 – Highways Agency Update. Comparison list of HA and LA projects to TIG January meeting. Ongoing.</p> <p>Item 7 – Network Rail Update. Update on gauge clearance on ECML – Jon</p>	<p><b>PC</b></p>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	<p>Bell (Network Rail). Still awaited.</p> <ul style="list-style-type: none"> <li>- Update on timescales for Network Rail 'NERNS Programme still awaited. SP to chase Jon Bell.</li> </ul> <p>Item 8 – TVBNI2. Completed.</p> <p>Item 9 – Circulation of LEMs paper to inform TIG. Completed.</p>	<b>SP</b>
<p>3.</p> <p>3.1</p> <p>3.2</p>	<p><b><u>TVU UPDATE</u></b></p> <p>Update report tabled and discussed. Key points –</p> <p>Item 2 – SEP/LGF. Governance process to be decided. Agreed to LA collective approach. Methodology approved by TIG. Requirement for outline case required for deadline of 26.11.2014. TPOG involvement – meeting 21.11.2014.</p> <p>Item 4 – Rail North/DfT Partnership. Future Rail North Com. Further discussion at next RN Officers/Partners Meeting, Leeds, 4<sup>th</sup> December 2014.</p> <p>Item 5 – Higgins/One North, 'Rebalancing Britain' publication. Noted that Darlington and Middlesbrough graphical references in market connectivity terms. Highlighted Tees Valley.</p> <ul style="list-style-type: none"> <li>- ECML Franchise. Announcement of preferred bidder imminent.</li> <li>- Northern/TPE Franchise – TIG continue to lobby for North East/Tees Valley issue.</li> <li>- Tees Valley Rail/Economic Benefits Study. Meeting held between SDG and TIG, 11<sup>th</sup> November. Priorities and modelling agreed.</li> </ul> <p>Item 6 – CIS – consideration on scheme swap. Redcar Central/Seaton Carew to be considered.</p> <p>Item 7 – Tees Valley Cycle Delivery Plan. Tees Valley expression of interest developed through TPOG.</p>	
<p>4.</p> <p>4.1</p>	<p><b><u>ACTIONS FROM DOPS AND TVU MANAGEMENT</u></b>  <b><u>(10.09.2014/08.10.2014)/CHIEF EXECUTIVE'S MEETING (17.09.2014)</u></b></p>	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	Papers circulated and discussed.	
5.	<b><u>NORTH EAST HIGHWAYS ALLIANCE FEEDBACK</u></b>	
5.1	Next meeting 19.11.2014 at Durham.	
5.2	Regional surfaces spec. – Northumberland lead now gone. DW awaiting feedback from NEPO Procurement meeting.  Tees Valley Surfacing Spec. will not be compromised over delay.  Highways Agency to get more involved in NEHA. DGa to chase up.	<b>DW</b>  <b>DGa</b>
6.	<b><u>COMBINED AUTHORITY (ITA) PROGRESS</u></b>	
6.1	DOPs report completed. TIG input acknowledged. Outcome as expected.	
7.	<b><u>TRANSPENNINE EXPRESS AND NORTHERN RAIL FRANCHISES – STAKEHOLDER CONSULTATION – LATEST POSIION</u></b>	
7.1	Covered in TVU update report.	
8.	<b><u>NATIONAL STATEMENT ON LOCAL BUS INFRASTRUCTURE CONSULTATION</u></b>	
8.1	'Green Journeys' survey discussed.	
9.	<b><u>ROAD RAIL INCURSIONS – DEPARTMENT FOR TRANSPORT</u></b>	
9.1	Document tabled and discussed. AS explained the outcome of recent Emergency Planning 'Business and Policy Group' meeting on this issue. Agreed synergy between traffic managers and EPU. Traffic Managers Group to action. TIG to notify respective officers. Derek Gittins to send briefing sheet to TIG members as template.	<b>ALL</b>  <b>DGi</b>
10.	<b><u>RAIL NORTH – RESPECTIVE L.A. COMMITTEE REPORTS - FEEDBACK ON LAST QUARTER OF MEETINGS</u></b>	
10.1	Reports going to respective Committees for all. Latest report will be December 14 <sup>th</sup> .	
10.2	Agreed each authority to send cover letter and copy of report (RMc to provide template and details of recipient in Rail North).	<b>RMc</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
11. 11.1	<p><b><u>TVBNI EXECEPTION REPORT – NOVEMBER 2014</u></b></p> <p>Report tabled and discussed. Further detail required on impact to risk pot. Report to be tabled prior/post next TVBNI2 meeting on the 21.11.2014.</p>	<b>AS</b>
12. 12.1	<p><b><u>RIDEWELL TEES VALLEY – REVIEW OF SERVICE</u></b></p> <p>Business plan containing options for service delivery to be formulated by Stockton and discussed at future meeting.</p>	<b>RMc</b>
13. 13.1	<p><b><u>HIGHWAYS AGENCY UPDATE</u></b></p> <p>Attached as Appendices 1 and 2.</p>	
14. 14.1 14.2	<p><b><u>LOCAL HIGHWAYS ASSET DATA – HIGHWAYS MAINTENANCE FUNDING FROM 2015-2016 – REQUEST FOR DATA BY MID-DAY 21.11.2014</u></b></p> <p>Recent letter from DfT discussed. Potential funding stream. Noted deadline for individual LAs data of 21.11.2014.</p> <p>Reference to Item 6 of Highway Maintenance Group – collective data process as way forward. Agreed by TIG</p>	
15. 15.1	<p><b><u>TIG CONFERENCE</u></b></p> <p>Agreed to hold in early 2015 (February/March). AS has secured venue, awaiting confirmation from all on attendance numbers.</p>	<b>ALL</b>
16. 16.1	<p><b><u>TIG CHRISTMAS MEAL</u></b></p> <p>Norton – p.m. on the 12.12.2014. RMc to send further details.</p>	<b>RMc</b>
17. 17.1 17.2	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>a) Concessionary Fares Negotiations. Discussion took place on pre-9.30 fare rates for 15/16. Stockton producing report for TIG 12.12.2014 which will be forwarded to DOPs thereafter.</p> <p>b) Mahmood Azam, Head of Strategy, Growth and Economic Development. Agreed to invite Mahmood to the next quarterly TIG meeting.</p>	<b>RMc</b>  <b>SP</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	<p>c) TIG Members enquired as to progress in relation to HBC response to M.P, reference recent Statement in House of Commons regarding Stagecoach/Bus services in the Tees Valley. AS updated the group on drafted letter outlining concerns from Members (still awaiting elected Member confirmation/approval to send). Sensitivity of the issue was deliberated with a collective view that correspondence needs to have been sent before the next TVBN12 meeting of which Bus Operators will be present (21.11.2014).</p>	
18.	<p><b><u>DATE AND TIME OF NEXT MEETING</u></b></p> <p>The next meeting will be held on the 12<sup>th</sup> December 2014, and will revert back to a morning meeting at 8.30 a.m. Location to be determined.</p>	



**Note of meeting – Transport and Infrastructure Group – meeting held at Cavendish House, Stockton at 9.00am on 10 October 2014**

**Attendees**

Dave Robinson (DR)	PD Ports (chair)
Dave Winstanley (DW)	Darlington Borough Council
Richard McGuckin (RMc)	Stockton Borough Council
Derek Gittins (DG)	Middlesbrough Council
Alistair Smith (AS)	Hartlepool Borough Council
Denise Ogden (DO)	Hartlepool Borough Council
Paul Campbell (PC)	Redcar & Cleveland Borough Council
Tony Gordon (TG)	Redcar & Cleveland Borough Council
Jon Bell (JB)	Network Rail
Steve Payne (SP)	Tees Valley Unlimited
Linda Edworthy (LE)	Tees Valley Unlimited
Rory Sherwood-Parkin (RSP)	Tees Valley Unlimited

	<b>SUBJECT</b>	<b>ACTIONS</b>
<b>1</b>	<p><b>INTRODUCTIONS, APOLOGIES, CONFLICTS OF INTEREST &amp; TVU MANAGEMENT REPORT</b></p> <p>DR welcomed everyone to the meeting.</p> <p>Apologies were noted as above.</p> <p>No Conflicts of Interest were declared.</p> <p>The most recent TVU Management Report was circulated prior to the meeting and there were no comments beyond any picked up by the Agenda.</p>	
<b>2</b>	<p><b>MINUTES OF THE PREVIOUS MEETING &amp; MATTERS ARISING</b></p> <p>Minutes of the TIG meeting held on 11<sup>th</sup> July, 2014 were agreed as a true record and matters arising were picked up throughout the course of the meeting.</p>	
<b>3</b>	<p><b>PROJECT UPDATES</b></p> <p><b>Key Project Updates:-</b></p> <p>SP provided the group with key project updates prior to the meeting and briefly ran through the main points.</p> <p>DR queried the timetabling of the on-going work on A19/A174, A19/A689 and closure of the Newport Bridge.</p> <p>This led to a general discussion and it was acknowledged that the road network is fragile and there are key capacity issues across the Tees Valley,</p>	

	<p>highlighted particularly during periods of major works.</p> <p>These issues will be discussed at the Local Resilience Forum over the forthcoming months.</p> <p><b>Other Issues:-</b></p> <p>LGF transport schemes currently undergoing Due Diligence.</p> <p>Due diligence will also be undertaken on Sustainable Transport projects in case funding becomes available before 2016/17. Framework of prioritised projects will be prepared by Fran Manancourt, following discussions at Transport Planning Officers Group and will be available for discussion at the November TIG meeting.</p> <p>TVU have appointed Steer Davies Gleave to undertake a detailed economic assessment of all Tees Valley rail enhancements. An inception meeting has taken place and a note from this meeting was circulated.</p> <p>Meeting with 2 of the bidders for the Northern franchise have taken place or are scheduled to take place (Arriva &amp; Abellio). Still awaiting a response from Govia.</p> <p>Meetings with one of the 3 bidders for the TPE franchise (Stagecoach) now arranged. Meetings with First Group and Keolis have been requested.</p> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• FM/TPOG to provide Sustainable Transport framework proposals to November TIG meeting</li> <li>• SP to continue to pursue meetings with remaining bidders</li> </ul>	<p>FM/TPOG SP</p>
<p>4</p>	<p><b>STRATEGIC INFRASTRUCTURE PLAN</b></p> <p>All 5 LAs have provided feedback for the 6 monthly review which will be incorporated into the Full Plan and Executive Summary versions. The updated version of both will be circulated to TIG in November.</p> <p>It was suggested that in light of work currently being undertaken by Stockton on District Heating Schemes, further information could be provided to the group at the next quarterly TIG meeting scheduled for January 2015.</p> <p>The Carbon Capture &amp; Storage (CCS) section needs updating in light of work currently being undertaken. Again it was suggested that further updates could be provided to the group at the January meeting.</p> <p>RMc requested that the importance of buses is referenced in the Full Plan.</p> <p>LE advised that, following on from a recent Directors of Place meeting on Strategic Projects, each LA will be asked for a “Top 6” of projects, in priority order which will enable growth. These will feed through to the Strategic Infrastructure Plan.</p> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• Update on District Heating Scheme and Carbon Capture &amp; Storage be provided to January meeting. TVU to arrange appropriate presenters.</li> <li>• Importance of buses be referenced in the Infrastructure Plan</li> <li>• RSP to circulate update version of Full Plan and Executive Summary to TIG in November</li> </ul>	<p>TVU RSP RSP</p>

5	<p><b>BROADBAND</b></p> <p>It was generally agreed that this project has been plagued with a lack of information and doesn't offer value for money (BT were the only bidder under Phase 1 and will be the only bidder under Phase 2).</p> <p>The group agreed the recommendations based on the overview provided in the report which were to:-</p> <ul style="list-style-type: none"> <li>• Consider the level of promotion, PR and communications around the rollout</li> <li>• Consider whether and how demand stimulation activity should be undertaken</li> <li>• Give consideration to a future LGF bid to act as match for broadband funding</li> <li>• Continue to support the Broadband Task and Finish Group in managing the rollout of phase 1 and phase 2</li> <li>• Ask the Broadband Task and Finish Group to produce a map of current and future coverage for TIG to discuss and input into the Strategic Infrastructure Plan</li> </ul>	
6	<p><b>HIGHWAYS AGENCY UPDATE</b></p> <p>Highways Agency update was circulated prior to the meeting and was based on the paper provided for the TIG/Directors of Place meeting held in September.</p> <p>HA have funding in the pipeline so are keen to work up new schemes. Business Case templates have already been shared with TIG.</p> <p>LE pointed out that this is the list of HA projects so would be useful to compare it to our own priorities.</p> <p>DR requested that this be provided for the next meeting.</p> <p><b>Action:-</b></p> <p>Comparison list of Highways Agency &amp; Local Authority projects be provided to TIG meeting in January</p>	SP/DGa
7	<p><b>NETWORK RAIL UPDATE</b></p> <p>Gauge clearance on ECML to enable W12 route through to Teesport: issue is outstanding maintenance to bring the route up to gauge. Has been escalated within Network Rail. JB to provide further update when available.</p> <p>North East Rail Network Study (NERnS). This will form the NE input into Network Rail's Route Study programme which informs the choices for funders proposed for Control Period Six (2019 to 2024). The NERS programme is currently being developed and resourced: will likely be taking place beginning 2015 through to Autumn 2016 when the rail Initial Industry Plan is published. JB to update group with timescales once more detail is available.</p> <ul style="list-style-type: none"> <li>• Forms an opportunity to feed stakeholder aspirations into the funding</li> </ul>	

	<p>process.</p> <ul style="list-style-type: none"> <li>• Prioritisation is through business case assessment against conditional outputs based on long term market analysis by rail sector; factors-in wider economic benefits.</li> </ul> <p>Route Study programme also include East Coast study to take place from March 2015 to Autumn 2016. NERNS and EC Route study will be aligned.</p> <p>Darlington Station: useful meeting with Tees Valley Local Authorities, TVU and Network Rail has taken place in order to align the economic master plan for Darlington with Network Rail's Route Study process.</p> <p>Durham coast resignalling. Opportunity for a journey time improvement on back of renewals between Hartlepool and Sunderland. Network Rail to apply for discretionary funding for the scheme. Fund is national and oversubscribed however this opportunity has a high value business case and will be put forward as a priority scheme for LNE.</p> <p>Esk Valley railway enhancement. Network Rail currently advising on an opportunity to increase service levels on the Esk Valley line between Middlesbrough and Whitby in line with York Potash project. Good opportunity but timescales and costs will be challenging.</p> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• JB to provide update on gauge clearance on ECML</li> <li>• JB to provide update on timescales for Network Rail's NERnS programme once available</li> </ul>	<p><b>JB</b></p> <p><b>JB</b></p>
<p><b>8</b></p>	<p><b>TVBNI2</b></p> <p>Following recent discussions with operators it is apparent that operators don't believe infrastructure is complete and is having detrimental impact on punctuality and reliability.</p> <p>RMc explained that the briefing paper, as circulated, had been updated to account for these discussions with a 4<sup>th</sup> key objective, Development of the Network, now added.</p> <p>A further meeting has been scheduled with operators in November.</p> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• RMc to arrange further progress meetings as project develops</li> </ul>	<p><b>RMc</b></p>
<p><b>9</b></p>	<p><b>AOB</b></p> <p>RMc informed the Group that further to the publication of the North East Rail Statement (NERS), the regional Strategic Rail Advisory Group (SRAG) was looking to develop some high level priority messages which are likely to be focussed on:</p>	

	<ul style="list-style-type: none"> <li>• East Coast &amp; HS2 capacity</li> <li>• Electrification</li> <li>• Rolling Stock replacement</li> </ul> <p>RMc also informed the Group that SRAG was looking to arrange a meeting with David Prout (HS2) and Claire Moriarty (DfT) to discuss these regional issues. David and Sandy Anderson should be invited to this as TV reps.</p> <p>DO informed the group that Tees Valley Leaders &amp; Mayors meet on Friday 10<sup>th</sup> October to decide whether to take the proposal of a Combined Authority to their Councils. DO to circulate the paper that is being taken to the meeting.</p> <p>If approved, TIG will be tasked with looking at implications, advantages and costs associated with establishing an Integrated Transport Authority, as part of the CA proposal.</p> <p><b>Actions:-</b></p> <ul style="list-style-type: none"> <li>• DO to circulate LEMs paper to inform TIG of outcome and actions resulting from LEMs meeting</li> </ul>	<b>DO</b>
<b>10</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>Friday 16<sup>th</sup> January, 2015 at 9:00am</p>	

**TRANSPORT AND INFRASTRUCTURE GROUP**

**Hartlepool Enterprise Centre, Hartlepool**

<b>Date:</b>	19 <sup>th</sup> September 2014		
<b>Present:</b>	Alastair Smith	(AS)	Hartlepool Borough Council (Chair)
	Dave Winstanley	(DW)	Darlington Borough Council
	Richard McGuckin	(RMc)	Stockton Borough Council
	Craig Cowley	(CC)	Middlesbrough Borough Council
	Steve Payne	(SP)	Tees Valley Unlimited
	Paul Campbell	(PC)	Redcar and Cleveland Borough Council
	Tony Gordon	(TG)	Redcar and Cleveland Borough Council
	Daniel Gaunt	(DG)	Highways Agency
<b>Apologies:</b>	Derek Gittins		
<b>Officer completing log:</b>	Alastair Smith		
<b>cc:</b>			

<b>NO:</b>	<b>DISCUSSION/AGREED OUTCOMES</b>	<b>ACTION</b>

1.	<b><u>APOLOGIES AND INTRODUCTIONS</u></b>	
1.1	Derek Gittins, Middlesbrough Borough Council.	
2.	<b><u>MINUTES OF PREVIOUS MEETING HELD ON THE 22.8.2014</u></b>	
2.1	The Minutes were agreed.	
2.2	<u>Actions</u> SUDs/SABs. Discussed at NEHA. Mike Chicken (Stockton Borough Council) leading.	
2.3	TVBNI Redcar Town Centre. J Spruce has indicated there had been no increase in costs since the April TVBNI Project update. Decision required on conclusion of land purchase (West Dyke Road).  No major issues.	
2.4	Met. Lab. Provisional Agenda item for DOPs meeting 8 <sup>th</sup> October 2014.	
2.5	Broadband Update. ERDF funding for Broadband still unknown. BDUK have stated we do not have to identify all of the match funding for the Phase 2 funds at this stage.	
2.6	Investment Panel had met. Awaiting correspondence.	
2.7	Structural Engineer (shared post). Officers to send their present Engineering Departmental structure and structural engineering requirements, availability etc., to the Chair. Deadline for information 31 <sup>st</sup> October.	<b>ALL</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
2.8	One North Report. TV CEXs have requested formal response, emphasising the importance of Tees Valley as part of the process and the inclusion of same.	
2.9	<p>Combined Authority (ITA Powers). IG Group to consider further including SP briefing sheet on subject and pass comments to SP to include</p> <p>Consideration to costs</p> <p>Influencing factors</p> <p>Local tax</p> <p>Additional level of Executive.</p>	
2.10	SEP/LGF. Since the last meeting, Sandersons (supported by Jacobs and others) have been appointed to undertake the due diligence work on the LFG schemes. They will now be arranging meetings with the scheme promoters.	
3.	<p><b><u>TVU UPDATE</u></b></p> <p>3.1 Report from SP tabled and discussed. Emphasis on Integrated Transport Authorities (ITAs) (Appendix 3).</p> <p>3.2 HA Scheme Update. Works continue to progress well on both the A19/A174 and A19/A689 Pinch Point schemes, with both schemes forecast for completion by the end of the calendar year. The complementary Local Pinch Point scheme at A174/Thornaby Road is also now well under way and should be completed by Spring 2015.</p> <p>Other schemes discussed:</p> <p>A174 upgrade</p> <p>A19 partial widening</p> <p>A19/A66 east facing feasibility study</p> <p>Darlington proposed feasibility study.</p> <p>3.3 Rail. Specification Working Group discussed. Franchise meetings now set up with some operators. Awaiting others.</p>	



4.	<b><u>ACTIONS FROM DOPS AND TVU MANAGEMENT</u></b> <b><u>(13.8.2014/10.9.2014)/CHIEF EXECUTIVE'S MEETING (20.8.2014)</u></b>	
4.1	Papers circulated and debated. DOPs to consider Met. Lab. issue at October meeting.	
4.2	LEP funding for Broadband. Response from DOPs/TVU Management Group discussed.	
5.	<b><u>NORTH EAST HIGHWAYS ALLIANCE FEEDBACK</u></b>	
5.1	Minutes of last NEHA meeting tabled and discussed. TV(TIG) key players in this group. Excellent examples of shared provision being demonstrated between LAs. Procurement collaboration working well. Update on progress of NEHA group going to ANEC meeting 26 <sup>th</sup> September 2014. Highways Agency framework available to Local Authorities. Possible presentation at next NEHA meeting by HA.	
6.	<b><u>BROADBAND UPDATE</u></b>	
6.1	Update briefing papers received from Rory Sherwood-Parkin highlighting:  Rollout phase 1  Rollout phase 2  ERDF position  Comments to RS-P directly.	<b>ALL</b>
7.	<b><u>TIG/DOPs JOINT TRANSPORT STRATEGY FEEDBACK ACTIONS – 1.9.2014</u></b>	
7.1	Vision for Strategy Transport in the Tees Valley. Strategic priorities discussed. Key actions for TIG outlined in 6.5 of report.	
7.2	AS to seek clarification from DOPs Chair on perceived changes/amendments to priorities and actions.	<b>AS</b>
8.	<b><u>TRANSPENNINE EXPRESS AND NORTHERN RAIL FRANCHISES –</u></b> <b><u>STAKEHOLDER CONSULTATION AND TVU RESPONSE</u></b>	
8.1	Response tabled and discussed.	
9.	<b><u>TVBNI NATIONAL TRANSPORT AWARDS</u></b>	<b>DW</b>
9.1	DW to clarify position over communication and report back.	
10.	<b><u>GOVERNMENT CONSULTATION – THE RIGHT TO CHALLENGE PARKING</u></b>	
10.1	Discussion paper tabled and discussed. Attention given to Section referring	

	to petitions.	
11.	<b><u>RAIL NORTH – RESPECTIVE L.A. COMMITTEE REPORTS</u></b>	
11.1	N.E. template formulated. All agreed to adopt template and process through respective Committee structure within the October/November/December 2014 Committee cycle. RMc to forward template to each LA.	<b>RMc</b>
12.	<b><u>TIG CONFERENCE</u></b>	
12.1	All agreed not feasible in this Calendar year. TIG members requested to send venue options, participant details and material content. Deadline 31 <sup>st</sup> October.	<b>ALL</b>
13.	<b><u>TIG CHRISTMAS MEAL</u></b>	
13.1	Venue to be decided. Thoughts and ideas to AS.	<b>ALL</b>
14.	<b><u>ANY OTHER BUSINESS</u></b>	
14.1	Rail timetable issues correspondence sent by SP.	
14.2	<u>Connect</u>  CMS Concessionary Passes contract. Agreed costings of extension of contract. Costs covered from Connect existing funds.	
14.3	<u>SUDs</u>  SPD had been created. Charging schedule formulated. Potential for document to be rolled out across Tees Valley. Agreed on consistent approach to charging. PC to forward information to all.	<b>PC</b>
14.4	<u>LTP Maintenance Block</u>  Incentivisation – consultation. Importance of asset management plans:  Six year allocation  14% uplift on maintenance block (potential).	
14.	<b><u>DATE AND TIME OF NEXT MEETING</u></b>  The next meeting will be held on the 10 <sup>th</sup> October, 2014, 9.00 a.m. at Cavendish House.	

<b>TRANSPORT AND INFRASTRUCTURE GROUP</b>		
<b>Date:</b>	22 <sup>nd</sup> August 2014	
<b>Present:</b>	Alastair Smith (AS)	Hartlepool Borough Council (Chair)
	Dave Winstanley (DW)	Darlington Borough Council
	Joanne Roberts (JR)	Stockton Borough Council
	Derek Gittins (DGi)	Middlesb. Borough Council–Redcar & Cleveland
	Rory Sherwood-Parkin (RS-P)	Tees Valley Unlimited
<b>Apologies</b>	Steve Payne (SP)	Tees Valley Unlimited
	Daniel Gaunt (DG)	Highways Agency
	Richard McGuckin (RMc)	Stockton Borough Council
<b>Officer completing log:</b>	Alastair Smith	
<b>cc:</b>	Paul Campbell, Ian Stewart	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
<b>1.</b>	<b><u>APOLOGIES AND INTRODUCTIONS</u></b>	
1.1	Steve Payne, Tees Valley Unlimited.	
<b>2.</b>	<b><u>MINUTES OF PREVIOUS MEETING HELD ON THE 13.6.2014 AND MINUTES OF THE QUARTERLY MEETING 11.7.2014</u></b>	
<b>2.1</b>	<b><u>13.6.2014 Meeting</u></b> The Minutes were agreed.	
<b>2.2</b>	<b><u>Actions: - 13.6.2014</u></b> Highways Agency Update. Update at quarterly meeting. Advanced design work going on for six year programme. Procurement issues being addressed.	
<b>2.3</b>	TVBNI National Transport Awards 2014. Richard McGuckin attending for TIG. Consideration by all for final remaining place.	<b>ALL</b>
<b>2.4</b>	SUDs/SABs. Deferred again. Shadow arrangements still ongoing. Richard McGuckin to consider way forward via Mike Chicken.	<b>RMc</b>
<b>2.5</b>	TVBNI Redcar Town /Centre. Consideration needed on risk pot. J. Spruce to advise.	<b>Jonathan Spruce</b>
<b>2.6</b>	North East Highways Alliance Feedback. DW to re-send link to all	<b>DW</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION								
2.7	TVBNI2 Meeting now in diaries . Richard McGuckin to produce 'Meet the Buyer' briefing paper.	<b>RMc</b>								
2.8	Concessionary Fares. Richard McGuckin has presented paper to DOPs on two separate occasions. Clarification now given to DOPs over pre-9.30 a.m. issue.									
3.	<b><u>TVU UPDATE</u></b>									
3.1	Report from SP tabled and discussed.									
3.2	Electrification Working Group – DGi requested any appropriate data or information which may assist in electrification initiative to be sent to him as soon as possible.	<b>ALL</b>								
3.3	TVU agreed to forward relevant economic analysis data etc.	<b>RS-P</b>								
4.	<b><u>ACTIONS FROM DOPS AND TVU MANAGEMENT (10.7.2014)/CHIEF EXECUTIVE'S MEETING (18.6.2014/16.7.2014)</u></b>									
4.1	Papers circulated and debated.									
4.2	A. Smith to check with Chair of DOPs on Met. Lab. Issue. (DOPs minute Nos. 2 & 5).	<b>AS</b>								
5.	<b><u>NORTH EAST HIGHWAYS ALLIANCE FEEDBACK</u></b>									
5.1	Meeting scheduled for early September.									
5.2	Knowledge Hub link to be re-sent to all by DW.	<b>DW</b>								
6.	<b><u>BROADBAND UPDATE</u></b>									
6.1	<p>Tees Valley Cabinet to go live this year.</p> <p>October – December for Greatham (Hartlepool),</p> <p>Middlesbrough to follow,</p> <p>2015/16 for next phase.</p> <p>Some issues still to be resolved with Stockton Town Centre.</p> <p>Phase II - £250m funding available. New maps showing network for next three years being considered now. TVU working with LA's for next phase. Match funding expectations as follows:-</p> <table data-bbox="209 1780 686 2016"> <tr> <td>Darlington</td> <td>£50K</td> </tr> <tr> <td>Middlesbrough</td> <td>£197K</td> </tr> <tr> <td>Stockton</td> <td>£80K</td> </tr> <tr> <td>Redcar &amp; Cleveland</td> <td>£300K</td> </tr> </table>	Darlington	£50K	Middlesbrough	£197K	Stockton	£80K	Redcar & Cleveland	£300K	
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Stockton	£80K									
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NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	<p>Hartlepool Nil (due to advanced position).</p> <p>Letters to Digital Durham to be formulated by September 1<sup>st</sup>. Tenders to go out October 2014. Possible ERDF source of funding. Emphasis on business sites as criteria.</p> <p>Discussion took place on the possibility of LEP funding being used for match funding. DOPs to consider.</p>	<p><b>ALL</b></p> <p><b>DOPs</b></p>
<p><b>7.</b></p> <p><b>7.1</b></p>	<p><b><u>TEES VALLEY STRATEGIC INFRASTRUCTURE PLAN</u></b></p> <p>RS-P to inform of necessary timeline.</p> <p>RS-P to draft terms of reference.</p> <p>Agreed a need for all LA's and that all should start reviewing as prep.</p>	<p><b>RS-P</b></p> <p><b>RS-P</b></p> <p><b>ALL</b></p>
<p><b>8.</b></p> <p><b>8.1</b></p>	<p><b><u>LTP ACTION PLANS</u></b></p> <p>Discussion took place on position of each L.A. Position as of August 14<sup>th</sup> is:-</p> <p>Middlesbrough – still considering the issue.</p> <p>Darlington – dealing with Action Plan linking spend profiles.</p> <p>Redcar &amp; Cleveland – looking to be more strategic in short term.</p> <p>Hartlepool – similar to Middlesbrough.</p> <p>Stockton – to confirm.</p> <p>All agreed there is a trend for maintenance to take priority.</p> <p>Mike Blair to contact Chris Renahan at Stockton</p>	<p><b>RMc</b></p> <p><b>AS</b></p>
<p><b>9.</b></p> <p><b>9.1</b></p>	<p><b><u>NDORS POSITION STATEMENT</u></b></p> <p>Official notification had been received from Durham Police (lead NDORS procurement organisation) that HBC is the number one ranked tenderer for the new combined NDORS contract.</p> <p>HBC scored 99.4% out of a possible 100%.</p> <p>The contract will officially start 1<sup>st</sup> September 2014 in Cleveland for an initial three year period with an option of 2 x 1 year extensions. The Durham Police element will start in May 2015.</p> <p>Negotiations to start with Cleveland and Durham Police around the delivery, venues, processes, systems, reporting etc.</p>	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
<b>10.</b>	<b><u>PIP – CLARIFICATION OF POINTS</u></b>	
<b>10.1</b>	<p>Template completed by all.</p> <p>Important to ensure TIG/PIP deals with strategic and not operational day to day issues.</p> <p>JR/RMc to liaise with Ian Fothergill to produce background papers and agenda for up and coming TIG/PIP meeting in September. Deadline for information September 10<sup>th</sup>.</p>	<b>JR/RMc</b>
<b>11.</b>	<b><u>HARTLEPOOL LOCAL PLAN: ISSUES &amp; OPTIONS – INFORMAL SBC</u></b>	
<b>11.1</b>	<p><b><u>HIGHWAYS COMMENTS</u></b></p> <p>Already being considered by the Highways Agency.</p>	
<b>11.2</b>	<p>DG to produce briefing note on all schemes, including timeline.</p>	<b>DGa</b>
<b>11.3</b>	<p>Important to seek clarity on all schemes to ensure better understanding and links to respective strategies.</p>	
<b>12.</b>	<b><u>TIG CONFERENCE</u></b>	
<b>12.1</b>	<p>Consideration to be given to September 2014.</p> <p>All to re-affirm delegate nos., names etc. to HBC by end of August.</p> <p>SP and J. Spruce to provide slides etc. of past schemes. Workshop 2 now to be 'Infrastructure Plan Review'.</p> <p>All to consider data and info. for presentation.</p> <p>AS to send out availability sheet for TIG to complete.</p>	<p><b>ALL</b></p> <p><b>SP/J. Spruce</b></p> <p><b>ALL</b></p> <p><b>AS</b></p>
<b>13.</b>	<b><u>CONCESSIONARY FARES (PRE-9.30 ARRANGEMENTS, DOPS ISSUE)</u></b>	
<b>13.1</b>	<p>Dealt with under Minutes of last meeting actions.</p>	
<b>14.</b>	<b><u>LGF BID</u></b>	
<b>14.1</b>	<p>At due diligence stage.</p> <p>DW advised that there is potential for spend on design to be claimed back.</p> <p>RS-P to distribute recent e-mail.</p>	<b>RS-P</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
15. 15.1	<u>LSTF BID</u> Progress noted.	
16. 16.1	<b><u>TEES VALLEY EUROPEAN STRATEGY – FLOOD RISK MITIGATION ACTIVITY</u></b> All Tees Valley LA's have fed back to TVU.	
17. 17.1	<b><u>STRUCTURAL ENGINEER (SHARED POST)</u></b> Considerations still to be given to shared service. Request to all TIG members to produce respective structures and opportunities for this area and to send to AS.	<b>ALL</b>
18. 18.1	<b><u>ONE NORTH REPORT</u></b> Report tabled and discussed.  SP has provided collective comments to Stephen Catchpole. SP to ensure David Robinson is given a copy of document.	<b>SP</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	Further development required ensuring Tees Valley profile is raised.	
19.	<b><u>ANY OTHER BUSINESS</u></b>	<b>SP</b>
19.1	Need for further meetings with shortlist bidders for Rail North. SP to co-ordinate.	
19.2	<b>Regional Transport Forum.</b> DGi to send details of this event to TIG.	<b>DGi</b>
19.3	<b>Rail Specification Meeting, Leeds, August 29<sup>th</sup>.</b> DGi & SP to attend for TIG.	<b>DGi/SP</b>
19.4	<b>Official Stakeholder Event to Inform Sustainability of Northern Rail ITT, Manchester Art Gallery, September 16<sup>th</sup>.</b>  AS attending as Chair of TIG and to invite SP.	<b>AS</b>
19.5	<b>Combined Authority (ITA powers).</b> Recent discussion at Tees Valley CEX's meeting has requested DOPs to consider the merits of ITA status as a combined authority.  TIG to consider the pros and cons of such a decision.  Each TIG member to furnish Chair with views by mid-September.	<b>ALL</b>
20.	<b><u>DATE AND TIME OF NEXT MEETING</u></b>  The next meeting will be held on the 19 <sup>th</sup> September 2014, at 8.30 a.m., the venue of which is to be confirmed.	



**TRANSPORT & INFRASTRUCTURE GROUP**

**Meeting held at Cavendish House, Stockton**

**at 9:00am on 11 July, 2014**

**ATTENDEES**

David Robinson (DR)	PD Ports (Chair)
Dave Winstanley (DW)	Darlington Borough Council
Richard McGuckin (RMc)	Stockton Borough Council
Mike Chicken (MC)	Stockton Borough Council
Derek Gittins (DGi)	Middlesbrough Council/Redcar & Cleveland Borough Council
Mike Blair MB)	Hartlepool Borough Council
Rob Fairy (RF)	Network Rail
Jon Bell (JB)	Network Rail
Vanessa Gilbert (VG)	Highways Agency
Daniel Gaunt (DGa)	Highways Agency
Linda Edworthy (LE)	Tees Valley Unlimited
Steve Payne (SP)	Tees Valley Unlimited
Fran Manancourt (FMa)	Tees Valley Unlimited

**APOLOGIES**

Alastair Smith	Hartlepool Borough Council
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**OBSERVERS**

	SUBJECT	ACTIONS
1	<p><b>INTRODUCTIONS, APOLOGIES, CONFLICTS OF INTEREST &amp; TVU MANAGEMENT REPORT</b></p> <p>DR welcomed everyone to the meeting and, in light of there being some new faces around the table asked for introductions. RF explained that, following a restructure at Network Rail, Jonathan Bell has now taken responsibility for East Coast and the North East and will therefore be the Network Rail rep at future TIG meetings.</p> <p>Apologies were noted as above.</p> <p>No Conflicts of Interest were declared.</p> <p>The most recent TVU Management Report was circulated prior to the meeting and there were no comments beyond any picked up by the Agenda.</p> <p>All TIG members were given copies of Tees Valley Unlimited's Annual Report April 2013/March 2014.</p>	
2	<p><b>MINUTES OF THE PREVIOUS MEETING &amp; MATTERS ARISING</b></p> <p>Minutes of the TIG meeting held on 4<sup>th</sup> April, 2014 were agreed as a true record and matters arising were picked up throughout the course of the meeting.</p>	
3	<p><b>PROJECT UPDATES</b></p> <p><b>A19/A174 Pinch point (Parkway-Thornaby Rd)</b> Work is on track</p> <p><b>A19/A689 Pinch point (Wynyard)</b> Work is on track.</p> <p><b>A67 Pinch Point (Carlbury)</b> Work is on track.</p> <p><b>Eaglescliffe Station upgrade</b> Start on site has been delayed due to cost increases and changes in project scope. Work on site is now expected Aug/Sept. – a full year later than anticipated.</p> <p>RMc expressed disappointment with delivery of the project from start to finish and is seeking a meeting with Northern Rail.</p> <p><b>James Cook Station</b> Station is now open and a ministerial visit has been scheduled for next week –</p>	RMc

precise details still to be finalised. TIG members should have received a “Save the Date” invitation to the official opening.

No patronage figures are available yet.

### **Redcar Central Station Improvements**

Good on-going progress with work programmed to be completed by end of August 2014

### **Redcar & Cleveland – Small Stations**

Work is on track.

### **Teesport – ECML Gauge Project**

Work is now complete.

### **Thornaby Station Footbridge**

Work has now commenced.

### **Other Issues:-**

Copies of the North East Rail Statement were circulated to the group.

A workshop is taking place on 22<sup>nd</sup> July to discuss Darlington Station Masterplan.

DR informed the group that a deal has been signed to construct an inter-modal terminal which will be operational by November this year. This represents a £3m investment by PD Ports.

SP informed the group that the Local Sustainable Transport Fund bid has been successful for 2015/16 which amounts to nearly £1.3m and will focus mainly on access to employment.

### **Actions:**

- RMc to meet with Northern Rail re: Eaglescliffe Station project

### **Rail Update**

DR highlighted the importance of establishing Darlington Station as a Rail Hub for the area and the need to develop a strategy to deliver it in a staged/phased manner.

RF – Darlington Station had been on the list for CP5 but other ECML schemes had taken priority. There is now an opportunity for it to move up the priority list for CP6.

RF - A North East Rail Network Study is likely to start early next year looking at North East routes/schemes to inform CP6 submission. This is an opportunity to progress schemes such as Darlington in advance of a wider North network study which has been delayed in the light of HS3.

RMc and Ada Burns met with Roger Jones, Deputy Director of DfT who agreed that improvements at Darlington are important. RMc to forward the name of DfT officer with responsibility for Rolling Stock to DR.

RMc asked that Network Rail note the Rail North and ANEC Governance Structures which were circulated as part of the meeting papers.

### **Actions:**

RMc

RMc to forward name of DfT officer with responsibility for Rolling Stock to DR.

### **Highways Agency Update**

1) **Tees Valley Strategic Economic Plan (SEP) /Growth Deal -**

Co-investment sites/schemes do not include any SRN schemes, although it does include improvements to the A689 at Wynyard and a provisional allocation for the A66/Teesside Park interchange. The statement in the SEP about the Highways Agency reflects HA's current position, aims and objectives.

2) **PSF Studies**

HA have four packages of studies under the Project Support Framework, developing the next tranche of schemes. Three of these affect Tees Valley:

- Package F is developing a scheme for technology from A1M J56 Barton to A1/A19 Seaton Burn and on the A19 around Newcastle and Sunderland.
- Package G is developing a scheme for technology between A19/A174 Parkway and A19/A179 Sheraton.
- Package I includes four schemes: A174/A1053 Greystones Roundabout (building on work previously done); A19 Elwick Crossroads and gap closures; A66 Elton Interchange east facing slips improvement (upgrades to slip roads to accommodate housing development in the south and west of Stockton); and A19 Norton to Wynyard widening (first stage in developing a major scheme to address main bottleneck affecting development in Stockton and particularly Hartlepool).

Package F has been let and work will commence imminently. The other three packages are in the process of being tendered, with work expected to start early in August.

A fifth package has been planned to include a number of locations not previously considered. These include: dualling of remaining single carriageway sections of the A66 west of the A1 in the North East; options for A1(M) junction 57 north-facing slip roads; two studies around Darlington addressing the A66 between Blackwell and Little Burdon; and assessment of a potential second Wynyard Access north of the A19/689 junction. Meetings have taken place between DGa and Darlington.

3) **Route Strategies**

The next stage is underway, with a number of very generic studies which will inform decision making. these largely correspond to the PSF studies: A66 around Darlington; A1 and A19 technology; A66 around Stockton including A66/A19 interchange; A174 and A1053 including A19/A174 interchange; A19 Norton to Wynyard. The studies will provide high-level options assessment and strategic business cases, and are likely to inform the development of the current Roads Investment Strategy. Studies are required to be finished by mid-Sept, and involve no new 'work', though

	<p>parallel study briefs will be developed which set out what needs to be done to take the high level work at this stage through to a deliverable option.</p> <p>4) <b>Highways Agency New Co</b> Vanessa Gilbert updated on progress towards the Highways Agency becoming a government owned company.</p> <p>DR requested that a note on schemes be circulated to TIG.</p> <p><b><u>Actions:</u></b> DGa &amp; SP/FM to arrange circulation of note on Highways Agency Schemes to the group.</p>	<p><b>DGa</b> <b>SP/FM</b></p>
<p><b>4</b></p>	<p><b>TEES VALLEY LOCAL GROWTH FUND (LGF) /DEVOLVED LOCAL MAJORS</b></p> <p>LE provided an update to the group on the LGF award.</p> <p>Tees Valley was ranked 9<sup>th</sup> out of 39 LEPs. Overall, the Tees Valley secured a balanced portfolio of projects which span transport, innovation, skills capital and business growth. A full analysis will be presented to Investment Panel on 15<sup>th</sup> July and they will discuss how to support partners to ensure schemes are delivered as we cannot afford to allow slippage on any of the schemes. The T&amp;I projects approved were:-</p> <ul style="list-style-type: none"> <li>• Central Park</li> <li>• Bank Top station</li> <li>• A689 Wynyard Road improvements</li> <li>• Durham Tees Valley Airport - new road</li> <li>• Ingleby Way/Myton Way</li> </ul> <p>TVU will need to ensure due diligence is completed on all projects with particular emphasis on issues surrounding state aid on the DTVA project.</p> <p>Discussions will take place with MPs re: strategic priorities moving forward.</p> <p>A meeting has been arranged with Directors of Place and TIG members – 1<sup>st</sup> September.</p>	
<p><b>5</b></p>	<p><b>TEES VALLEY FLOOD RISK</b></p> <p>MC provided the group with a presentation on Flood Risk Management in the Tees Valley (copy attached).</p> <p>DR requested that a list of key risk areas be circulated to the group.</p> <p>DR to forward contact details of Business Emergency Response Group (BERG) to MC.</p> <p><b><u>Actions:</u></b></p> <ul style="list-style-type: none"> <li>• MC to circulate key risk areas to TIG</li> <li>• DR to forward contact details for BERG</li> </ul>	<p><b>MC</b> <b>DR</b></p>

6	<p><b>TVBNI2</b></p> <p>RMc ran through the report which he had tabled which explains the process of TVBNI. TIG members are asked to consider what the formal strategy for the bus network going forward should be considering employment sites, housing and travel patterns.</p> <p>Next steps are now to engage with bus operators.</p> <p>It was agreed that the bus strategy should be a standing item on TIG agendas.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Bus strategy to be included on the agenda for future TIG meetings</li> </ul>	SP
7	<p><b>ANY OTHER BUSINESS</b></p> <p>DR requested that Broadband be on the TIG agenda for future meetings.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Broadband to be included on the agenda for future TIG meetings</li> </ul>	SP
8	<p><b>DATE OF NEXT MEETING</b></p> <p>Friday 10<sup>th</sup> October, 2014 at 9:00am</p>	

<b>TRANSPORT AND INFRASTRUCTURE GROUP</b>		
<b>Date:</b>	13 <sup>th</sup> June, 2014	
<b>Present:</b>	Alastair Smith (AS)	Hartlepool Borough Council (Chair)
	Dave Winstanley (DW)	Darlington Borough Council
	Richard McGuckin (RMc)	Stockton Borough Council
	Derek Gittins (DGi)	Middlesb. Borough Council–Redcar & Cleveland
	Steve Payne (SP)	Tees Valley Unlimited
	Jonathan Spruce (JS)	Fore Consulting Limited (Item 3)
<b>Apologies</b>	Daniel Gaunt (DGa)	Highways Agency
<b>Officer completing log:</b>	Alastair Smith	
<b>cc:</b>	Paul Campbell, Ian Stewart	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
<b>1.</b>	<b><u>APOLOGIES AND INTRODUCTIONS</u></b>	
1.1	Daniel Gaunt, Highways Agency.	
<b>2.</b>	<b><u>MINUTES OF PREVIOUS MEETING HELD ON THE 16.5.2014</u></b>	
<b>2.1</b>	<b>Item 2.</b> CMS note. Other actions completed.	
	Concessionary fares settlement completed.	
	UTMC – TIG visit for demo of potential. Derek Gittins to send information.	<b>DG</b>
<b>2.2</b>	<b>Item 5</b> Highways Agency Update – Pinchpoints. DGa to pick up joint comms. issue.	<b>DGa</b>
	PSF (Project Support Framework) Studies – future package for A66 round Darlington and west of A1. A meeting has been set up between DW and DGa.	<b>Complete</b>
	DGa to remind Mark Schofield about North East Highways Alliance (NEHA).	<b>DGa</b>
<b>2.3</b>	<b>Item 7</b> Quarterly TIG to become Partnership Board.	<b>Complete</b>
<b>2.4</b>	<b>Item 8</b>	<b>Complete</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	TVBNI National Transport Awards 2014. The shortlist will be announced in July.	
2.5	<p><b>Item 9</b></p> <p>SUDs/SABs – DG to share gap analysis (October deadline remains the position at the moment). Agreed all to progress as normal.</p>	ALL
	Infrastructure Plan Review. To be scheduled into TIG – agreed to bring it to October meeting, possibly special meeting or extended to incorporate. TVU leading review and will feed in.	ALL
NO:	DISCUSSION/AGREED OUTCOMES	ACTION
3. 3.1	<p><b><u>TVBNI REDCAR TOWN CENTRE</u></b></p> <p>Amended scheme well within original budget. Scheme to be presented to Redcar and Cleveland Borough Council Cabinet for approval on the 8.7.2014. If approved, a shortened tender process will start immediately for detailed design work and preparation of tender documents.</p>	
	<p><u>Delivery Timetable</u></p> <p>August to October – detailed design and tender docs.</p> <p>November – tender works/appoint Contractor.</p> <p>December – start of minor work packages.</p> <p>January 15 – substantial start of works.</p> <p>April 15 – completion of scheme.</p>	
	TIG considered the report. Consideration was given to the period of works in relation to possible delays etc. with the Winter programme. TIG agreed to the proposal. RCBC to report any subsequent exceptions to a future meeting of the PIP Board.	
	Financial – TIG recommended maximum spend on scheme of £1.5m and the actions for all of that will be Derek Gittins and Jonathan Spruce.	DG/JS
4. 4.1	<p><b><u>TVU UPDATE</u></b></p> <p>Report received and noted.</p>	
4.2	<p><b><u>SEP/LGF</u></b></p> <p>Announcement on LGF allocations to be made before the Summer parliamentary recess.</p>	



NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	Still unclear on how flexible/specific the allocation will be.	
4.3	<u>Rail North</u> Richard McGuckin to formulate communication matrix for rail. ARUP documentation signed off. HS2 Regional Engagement meeting – 18.6.2014. Steve Payne to attend. Ministerial visit to James Cook Station – 18.7.2014. All TIG members to attend if available.	<b>RMc</b>  <b>SP</b>  <b>ALL</b>
5.	<u><b>ACTIONS FROM DOPS AND TVU MANAGEMENT</b></u>  5.1 Minutes tabled and discussed. Items from TIG to DOPs for future meeting to include a) Rail communications matrix, b) Minutes of TIG, c) TVBNI2.	
6.	<u><b>NORTH EAST HIGHWAYS ALLIANCE FEEDBACK</b></u>	
6.1	Briefing sheet on recent meeting to be distributed to TIG members from Dave Winstanley.	<b>DW</b>
6.2	Knowledge Hub invite to all TIG members. Dave Winstanley to forward details which includes the link.	<b>DW</b>
6.3	Pro-forma for catalogue of Services has been completed by Hartlepool. All other TV LA's to completed as soon as possible.	<b>DW/RMc/DG</b>
6.4	A Smith to furnish DW and DG with unit costs on LED's.	<b>AS</b>
7.	<u><b>BROADBAND UPDATE</b></u>	
7.1	Steve Payne report/e-mail noted.	
8.	<u><b>TVBNI 2</b></u>  8.1 Discussions to take place with David Robinson via Richard McGuckin in June to consider the future direction.	<b>RMc</b>
	Potential for fleet investment. Possibility of further green bus bids. Consideration to low carbon fleet. Dave Winstanley and Richard McGuckin to	<b>DW/RMc</b>

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	network and report back on potential schemes currently running nationally, with a view to organising a future fact finding visit to appropriate projects.	
	<p><u>ICT</u></p> <p>The possibility of tablet driven timetable data.</p> <p>Agreed to consider a 'Meet the Buyer' event in late Autumn. Richard McGuckin to organise a briefing paper and progress a potential event.</p> <p>All of the above to be considered at the quarterly TIG meeting.</p>	<b>RMc</b>
<b>9.</b>	<b><u>CONCESSIONARY FARES</u></b>	
<b>9.1</b>	Concessionary Fares analysis report tabled and discussed.	
	Darlington patronage remains around the same, but increase is higher in percentage terms on cost due to DFT toolkit which restricted the outcome. This model needs to be considered and changed over the coming years.	<b>RMc/DW</b>
	John Cavanagh (Stockton Borough Council) to send individual local authorities the detail within their respective settlements.	
	John Cavanagh will be leaving Stockton Borough Council in the coming months. The Chair on behalf of TIG would like to state for the record their appreciation for the immense work John has carried out over the years in negotiating the best deal for LA's. We would wish John all the very best in any future endeavours and wish him good health.	

NO:	DISCUSSION/AGREED OUTCOMES	ACTION
	On that theme, the new arrangements for concessionary fares (the management of) will be led by Chris Renahan.	
<b>10.</b>	<b><u>TIG CONFERENCE</u></b>	
<b>10.1</b>	10-12 delegates from each LA to be forwarded to the Chair. The venue to be organised by A. Smith. Conference to contain two themed workshops. One, Highway Maintenance and two, Integrated Transport block. All TIG members requested to produce photographic evidence of both Rail and Bus schemes for inclusion in presentation.	<b>ALL</b>
	Steve Payne to produce similar from TVU in conjunction with Jonathan Spruce. Deadline for this information will be the 6 <sup>th</sup> August.	<b>SP/JS</b>
<b>11.</b>	<b><u>STRUCTURAL ENGINEER (SHARED POST)</u></b>	
<b>11.1</b>	Proposal from Durham County Council to Darlington Borough Council on bridges and structures being considered.	
	Potential business case for shared resource within Tees Valley also being considered.	
	Dave Winstanley to formulate shared structural resource template. Prior to DW sending this information, all TIG members to send DW present arrangements for each respective authority on structural engineering, bridge engineering and list of assets	<b>DW</b> <b>ALL</b>
<b>11.2</b>	Building control to be considered within Tees Valley as a potential future shared resource.	
<b>12.</b>	<b><u>CHIEF EXECUTIVE COMMENTS TO RAIL NORTH STAKEHOLDER CONSULTATION – TRANSPENNINE EXPRESS RAIL FRANCHISE – NORTHERN RAIL FRANCHISE STAKEHOLDER CONSULTATION DOCUMENT</u></b>	
<b>12.1</b>	Joint Tees Valley response to be formulated. Imperative to ensure that we all tie in to a regional response. Clear links to ROWG. Interface with East Coast mainline is important. Steve Payne to pull together early draft and contact TIG for next stage.	<b>SP</b>
<b>13.</b>	<b><u>ANY OTHER BUSINESS</u></b>	

13.1	<b>Tees Valley Road Safety Chair.</b> To be taken up by Paul Watson (HBC) as of the next meeting.	<b>AS</b>
13.2	<b>Cleveland Strategic Road Partnership.</b> A suggestion has been made to change the arrangements of the Chair from the Police to Local Authority. After discussion (and everyone looking at Richard), Richard eagerly volunteered to take up the position post haste.	<b>RMc</b>
13.3	<b>NDORS.</b> A. Smith to produce Position Statement in respect of NDORS contract.	<b>AS</b>
<b>NO:</b>	<b>DISCUSSION/AGREED OUTCOMES</b>	<b>ACTION</b>
13.4	<p><b>TIG – Quarterly</b></p> <p>Agenda items for that meeting are as follows</p> <ul style="list-style-type: none"> <li>a) Flood risk.</li> <li>b) TVBNI2</li> <li>c) Rail</li> </ul> <p>Richard McGuckin to forward agenda details to Sally Henry.</p>	<b>RMc</b>
14.	<p><b><u>DATE AND TIME OF NEXT MEETING</u></b></p> <p>The next meeting is due to take place on the 11<sup>th</sup> July 2014 at 9.00 a.m. at Cavendish House.</p>	

## **Note of Meeting - Tees Valley Housing Growth Sites - Hartlepool Borough Council and HCA - Monday 04 April 2016**

### **ACTION PLAN**

#### **Attendees:**

HCA - Neil Cawson, Simon Smales, Neil Milligan, Nigel Barclay and Victoria Keen

HBC – Nigel Johnson, Matthew King and Peter Nixon

#### **1. Context:**

- 1.1. In November and December 2015 HCA representatives met with all the Tees Valley local authorities (LAs) to try and better understand the supply of housing sites and offer across the region. The HCA was looking at understanding the interventions required to bring the sites forward and the supply available to meet the needs of the Strategic Economic Plan (SEP).
- 1.2. The HCA Team agreed a brief and methodology with the Tees Valley LAs and set about completing a database of sites with details of the scale, deliverability, viability and obstacles to development.
- 1.3. In April 2016 HCA and HBC staff met to discuss the appropriate next steps and the creation of an Action Plan to take forward a number of leads to help unlock and progress development sites. This discussion placed an emphasis on ensuring a viable and deliverable pipeline of sites in the shorter term, consistent with planning policy for a 5 year supply and also focused on the larger scale needs for longer term delivery.
- 1.4. Many sites already identified require support to unlock the existing development opportunity or to ensure accelerated delivery. Each site has been assessed according to the type of support that will be required. The meeting with HBC focused on the actions required for each site. The general actions from the meeting include:
  - Progressing discussions between the HCAi team and landowners / developers;
  - Progressing conversations between ATLAS and LA Teams;
  - Ensuring that land opportunities are widely advertised to all sectors;
  - Ensuring all partners are aware of the full range of HCA funding;
  - Discuss any further sites that could be suitable for the Starter Homes Programme;
  - Ensuring that the Combined Authority/LEP is aware of the infrastructure needs that could unlock a larger number of connected sites within the TV region;
  - Consider sharing the database with the Combined Authority as a resource that provides a useful evidence base for understanding the issues for any potential future programmes of devolved investment and flexibilities; and
  - Work towards a greater understanding of costings for infrastructure needs, abnormals on sites and expected sales values £/sq ft. Plus the possibility of including a 'viability rating' into the database.

## 2. Actions:

2.1 The suggested actions are set out in the table below:

SITE NAME	ACTION	NAMED OFFICER (S)	COMPLETION DATE BY END
1. South West Extension	a. Due to the scale of the site (1260 units) the LA is keen to work with ATLAS to undertake a master planning exercise	a. Simon Smales (ATLAS) to send HBC details of the ATLAS offer and how to access support	May 16
2. High Tunsall	<p>a. The site requires a master planning framework. The LA is keen to work with ATLAS to undertake a master planning exercise. The first stage would be for the LA to set up a meeting with the developers and ATLAS</p> <p>b. Letter of Introduction will be sent by HBC to gauge interest in HCAi products</p>	<p>a. Simon Smales (ATLAS) to send HBC details of the ATLAS offer and how to access support</p> <p>b. Matthew King (HBC) to set a meeting with developers and ATLAS</p> <p>c. Victoria Keen (HCA) to draft letter of introduction to be approved and sent out by HBC</p> <p>d. Simon Smales (ATLAS), Neil Milligan and Nigel Barclay (HCAi) all to provide text for the letter regarding their work</p> <p>e. Matthew King and Nigel Johnson (HBC) to approve text and coordinate</p>	<p>May 16</p> <p>July16</p> <p>May 16</p> <p>May 16</p> <p>June 16</p>

<b>SITE NAME</b>	<b>ACTION</b>	<b>NAMED OFFICER (S)</b>	<b>COMPLETION DATE BY END</b>
3. Wynyard Park (and Northburn)	a. Long term infrastructure requirements – two Wynyard sites and Northburn linked due to similar highways issues therefore considered together for this exercise. Plus there are the obvious links to the Stockton Wynyard site. The HCA is to support partnership work with Stockton Council and HCAi/ATLAS to continue with a watching brief	a. Bill Carr (HCA) to lead on conversations with Paul Dobson (SBC) and Denise Ogden (HBC) to discuss links between the Wynyard sites and a collective appetite to seek the support of ATLAS and to consider the collective infrastructure needs that could benefit from HCAi support	June 16
4. Former Brierton Road Site	a. This has been discussed as a potential Starter Homes site and should be added to the long list for further HCA/HBC discussions	a. Nigel Johnson (HBC) and Neil Cawson (HCA) are to include this site in the potential Starter Homes sites long list and include in future discussions	May 16
5. Britmag South	a. The LA is to find out who owns the site and gauge whether there is any interest in developing out with HCAi support. To support this process the HCA will draft the letter of introduction on behalf of HBC.	a. Victoria Keen (HCA) to draft letter of introduction to be approved and sent out by HBC b. Simon Smales (ATLAS), Neil Milligan and Nigel Barclay (HCAi) all to provide text for the letter regarding their work c. Matthew King and Nigel Johnson (HBC) to approve text and coordinate	May 16 May 16 June 16
6. Seaton Coach Park	a. To gauge Esh Group's appetite for development and interest in HCAi	a. Neil Cawson (HCA) to approach David Halfacre (Esh) and	May 16

	products the HCA will facilitate further discussions.	feedback to Nigel Johnson (HBC) to discuss next steps	
<b>SITE NAME</b>	<b>ACTION</b>	<b>NAMED OFFICER (S)</b>	<b>COMPLETION DATE BY END</b>
7. Nine Acres Hart Village	a. The LA is to keep the HCA informed of a potential package deal with Brierton site	a. Nigel Johnson (HBC) and Neil Cawson (HCA) are to discuss the inclusion of this site in the potential Starter Homes sites long list	July 2016
8. Greatham, Station Road	a. The LA is to clarify who owns the site b. The LA is to find out who owns the site and gauge whether there is any interest in developing out with HCAi support. To support this process the HCA will draft the letter of introduction on behalf of HBC.	a. Matthew King (HBC) is to inform the HCA of landowner b. Victoria Keen (HCA) to draft letter of introduction to be approved and sent out by HBC c. Simon Smales (ATLAS), Neil Milligan and Nigel Barclay (HCAi) all to provide text for the letter regarding their work d. Matthew King and Nigel Johnson (HBC) to approve text and coordinate	May 16 May 16 May 16 June 16
9. Tunstall Court	a. Permission has lapsed. The LA is to clarify who owns the site b. The LA is to find out who owns the site and gauge whether there is any interest in developing out with HCAi support. To support this process the HCA will draft the letter of introduction on behalf of	a. Matthew King (HBC) is to inform the HCA of landowner b. Victoria Keen (HCA) to draft letter of introduction to be approved and sent out by HBC c. Simon Smales (ATLAS), Neil	May 16 May 16



	HBC.	<p>Milligan and Nigel Barclay (HCAi) all to provide text for the letter regarding their work</p> <p>d. Matthew King and Nigel Johnson (HBC) to approve text and coordinate</p>	<p>May 16</p> <p>June 16</p>
10. United Reform Church	<p>a. The LA is to clarify who owns the site</p> <p>b. The LA is to find out who owns the site and gauge whether there is any interest in developing out with HCAi support. To support this process the HCA will draft the letter of introduction on behalf of HBC.</p>	<p>a. Matthew King (HBC) is to inform the HCA of landowner</p> <p>b. Victoria Keen (HCA) to draft letter of introduction to be approved and sent out by HBC</p> <p>c. Simon Smales (ATLAS), Neil Milligan and Nigel Barclay (HCAi) all to provide text for the letter regarding their work</p> <p>d. Matthew King and Nigel Johnson (HBC) to approve text and coordinate</p>	<p>May 16</p> <p>May 16</p> <p>May 16</p> <p>June 16</p>
e. Local Plan / Supply Update	<p>a. It was agreed that text should be included in the spread sheet to update on the Local Plan. Suggested text "<i>Preferred Options May 16, Local Plan Publication October 16 with submission in February 17</i>"</p>	<p>a. Matthew King (HBC) to confirm the text to be included (dated), plus text on the 5 year supply, and agree to help the HCA to keep it updated</p>	<p>May 2016</p>

## **2. Next Steps:**

- 2.1. In the long term, there is an on-going need to ensure that the evidence base is kept live and up-to-date. Sites can be reappraised frequently and may be brought forward after long periods of inactivity. It is proposed that we hold a series of meetings on a 6 – 9 monthly basis jointly between HCA, LA partners, and, in the future, the Combined Authority/Land Commission executive team to ensure that the evidence represents the latest local knowledge on sites. It will be suggested to the Directors of Place that the next round of meetings will be schedule for September – December 2016.
- 2.2. In the coming months, partners may start to examine ways to deliver Starter Homes on LA owned sites. Where LA sites are to be included within the Starter Homes Programme, there may be a requirement for the establishment of JV vehicles with the HCA or a third party. Further guidance regarding this matter is expected from the HCA's Central Team. In the meantime, all LAs are encouraged to speak to the HCA at the earliest possible opportunity about LA (and other) sites that might be suitable for Starter Homes.
- 3.3 In the short term, both HBC and the HCA will progress the actions within this Action Plan and will report back between now and July 2016 to Victoria Keen to confirm progress made and suggested further steps. The HCA will also share the updated spread sheets and the supporting maps to aid future discussions by the end of May 2016.
- 3.4 The HCA will be presenting to the Directors of Place in June 2016 to summarise the LA Action Plans and to agree how the spread sheets will be updated going forward. We will also agree an approach to continuing dialogue with the emerging Combined Authority regarding housing growth sites and collectively supporting the devolution process.

## **3. Key References**

<https://www.gov.uk/government/publications/estates-regeneration-statement>

<https://www.gov.uk/topic/housing/funding-programmes>

<https://www.gov.uk/government/publications/housing-market-bulletin>

<https://www.gov.uk/government/publications/starter-homes-unlocking-the-land-fund>



## REGENERATION AND PLANNING WYNYARD HIGHWAY MODEL

### Note of meeting

19 January 2017

Present:	Steve McClay (SMc)	Arup
	Laura O'Toole (LT)	Arup
	Peter Nixon (PN)	HBC
	Mike Blair (MB)	HBC
	Jim Ferguson (JF)	HBC
	Joanne Roberts (JR)	SBC
	Peter Shovlin (PS)	SBC
	Sean Williamson (SW)	Systra (on behalf of Highways England)
	Tony Wigglesworth (TW)	SBC
	Daniel Gaunt (DG)	Highways England

#### 1 Purpose

Present Approval  
Network and Demand Matrix  
View model to ensure performs as on ground  
Review model performance  
Agree model sign off  
Identify next steps

#### 2 Approval

- Updated model network
- Anomalies addressed in model network (raised in previous reviews)
- Developed in consultation with AECON
- Retained key assumptions i.e. fixed signal timings informed by on site cameras at A19/A689 (even though MOUA system)
- Model extents remain the same (as diff to incorporate in model)

#### 3 Data Collection

- To update verify model data collected
- Automatic traffic counts on key links
- Journey times across model network
- queue surveys at A19
- Generally ATC's id that the model is widely out in terms of flows
- Queue length appear shorter

(JR – raised issue of July quieter period SMC – did add in data from Red House School TA - DG time to verify in mod if necessary)

#### 4 Demand Matrix

- Matrix to be reviewed.
- Flows were calibrated to 2016 to flows from actual traffic counts (ATCs) (matrix adjusted to match 2017 ATCs)
- A19 flows are good fit in the AM/PM
- Nearly all highway links have a GEU of < 5 in the AM PM peaks (GEU is statistical test if less than 5 is a good fit)

#### 5 Network Amendments

- Updated A19/A689 junction to reflect turning happening in one lane A689 to A19 south bound on bridge
- All links and connectors rationalised
- Reduced speed areas added
- Give way priorities less aggressive
- Desired speed decisions consistent
- Merges adjusted
- Signal times rationalised – one overall cycle time

#### 6 The 2016 Model - AM

##### Link volumes in vehicles

Company model with observed only (over whole 3 hour period) one junction WB from (A689) A19 roundabout S08 (GEU)

Query East bound longer in model than observed

This matched in journey time where model has longer journey time

When to include 3 Hartlepool Plan scenario

Stockton Plan scenario

4 Further Masterplan

MB – what is definition of severe?

How we capture contribution

SPD with CIL – further discussion with M Carter – improvement in junction

HE could lock down junction

Wynyard Neighbourhood Plan – 25% of contributions is this a problem

##### Timescales

Steve to confirm in email

## Model PM

### Volume

Only point doesn't fit is i.e. high GEU westbound again.

### 7 Feedback

Discussions transpired on five adjustments to model to reflect current situations.

### Suggestions

Do tables development peak hour?. DG HT just have comments need to make clear how got to where we are.

### 8 Next Steps

Share modelling with Wynyard Park Ltd. SMC needs to come from LA's.

Next stage getting consulted development (future dev) and highway mitigation.

PS / SMC to draft a note that can be passed on to Wynyard Park Ltd

Need to put 1100 houses on first to see if it works (as these are commitments)

**Note of meeting - Wynyard Park - Masterplan and Highways - Steering Group Meeting – 19<sup>th</sup> October 2016**

Venue: Wynyard Marketing Suite

Attendees: Mike Blair (HBC), Jim Ferguson (HBC), Daniel Gaunt (HE), Peter Shovlin (SBC), Chris Renahan (SBC), Matt Johnson (Wynyard Park), Neil Morton (GVA), Martin Bonner (GVA), John Redding (Aecom), Paul Cornfoot (Fore)

1.0	<p><b>A re-cap of previously agreed actions</b></p> <p>In reviewing the actions of the previous meeting, it was confirmed that Highways England are currently reviewing the Aecom technical note and assessing the costs associated with the proposed mitigation works required to the A689/A19 during the next plan period. It is envisaged that there may be the need for a slight increase in budget but the design and costs will require technical approval ahead of the publication of the draft plan.</p> <p>HBC advised that they needed this response from the HE ASAP to establish an agreement in principle between both parties and in order to meet their committee deadline; a response was required by 24th October. - <b>HE to provide a formal response.</b></p> <p>It was confirmed that no further information is required from the Wynyard Park team at this time in relation to the current local plan representations. - <b>HBC to advise WP if additional information is required.</b></p>
2.0	<p><b>The Revised Base Model for HBC and SBC</b></p> <p>SBC confirmed that this modelling would take 6 weeks to be completed and upon completion it would be available to use for the live applications, namely the 383 in Hartlepool and the 200 in Stockton. – <b>SBC to notify WP and HBC upon completion.</b></p> <p>In determining these applications it was agreed that trigger points will need to be agreed by all parties and taking a holistic view of the site as part of the S106 process. This will ensure that payment is made to deliver the proposed mitigation at the appropriate time.</p>
3.0	<p><b>Modelling the aspirational quantum development at Wynyard</b></p> <p>The method of modelling to be applied to the longer term development proposals at Wynyard Park i.e. those beyond the next plan period was discussed. The consensus was that the concept of modelling the site as a new settlement was broadly agreeable but that this would require further consideration as the quantum of development becomes clear.</p> <p>The approach to delivery was also discussed, it was queried whether this would be delivered in the form of a large outline application or a later iteration of the respective development plans. It was generally agreed that the plan process would likely be the most viable course of action either through an SPD or a more informal internal document to inform a future plan. Indeed, a plan review in the future would in turn make it easier for either authority to approve an outline masterplan for the site in its entirety.</p> <p>It was agreed by all parties that ahead of the next meeting (early 2017) that</p>

	<p>Wynyard Park should propose an aspirational list of development parameters on a plan, based upon the presentation delivered in the summer of 2016. The quantum of development could then be discussed and the masterplan process could begin as part of the Steering Group Meetings. – <b>Wynyard Park to circulate preferred parameters ahead of the next meeting.</b></p> <p>If all parties provide input into the quantum of development i.e. through providing guidance on required levels of infrastructure, it is envisaged that there should be an appropriate mix of housing, services and community facilities. This can subsequently be tested in highways terms to demonstrate whether this is deliverable, mindful of the level of mitigation that is likely required. This will also need to take into account likely changes in the surrounding area, namely development by Cameron Hall and by third parties at North Burn – <b>HBC and SBC to provide input on the type and amount of facilities that would be requested within a masterplan ahead of the next meeting.</b></p>
4.0	<p><b>Date of Next Meeting</b></p> <p>GVA to circulate prospective dates in early 2017.</p>

**Note of meeting - Wynyard Park - Masterplan and Highways - Steering Group Meeting  
- 5<sup>th</sup> September 2016**

Held at: Wynyard Park, Marketing Suite

Present:

- Andrew Carter (HBC)
- Mike Blair (HBC)
- Chris Renahan (SBC)
- Daniel Gaunt (Highways England)
- Matt Johnson (Wynyard Park)
- Martin Bonner (GVA)
- John Redding (Aecom)
- Paul Cornfoot (Fore)

1.0	<p><b>Objectives of the Steering Group</b></p>
1.1	<p>It was discussed and agreed at the outset, that the purpose of the steering group meetings moving forward would be to talk about strategy and the infrastructure required to deliver the Wynyard Park Vision (circa 3,000 houses and associated facilities) in its entirety. However, the purpose of this meeting was to discuss the immediate future, namely the 732 dwellings proposed within Wynyard Park’s representations to the Draft Plan and the modelling work associated with that – <b>WP to circulate wider presentation on the long term vision.</b></p>
2.0	<p><b>Local Plan Representations &amp; Modelling Work</b></p>
2.1	<p>HBC confirmed that they would be supportive of the quantum of 732 dwellings requested within the representations, provided that the highways modelling evidence is present to justify the allocation at examination.</p> <p>Aecom produced further information during the meeting which demonstrated that the current model comprises the original model for 1,100 dwellings, plus all of the live applications (inclusive of applications by third parties) and the quantum of development proposed in representations to both HBC and SBC. It was agreed by all parties that there was no need to check this modelling work further and that it was acceptable in principle. The next step would be to update the Aecom technical note dated July 2016 to include the caveats requested by JMP and provide further detail on design and deliverability – Aecom to update note and circulate by Friday 9th September.</p> <p>HBC confirmed that upon receipt of this information, the 732 dwelling allocation would be included in the next draft of the Local Plan. The next stage of the process would then be for HE and HBC to review the layout and likely costs associated with the proposed highway works in preparation for discussing the allocation at the Examination in Public (EiP). It was agreed that a larger allocation of 732 dwellings should provide the critical mass required to give an inspector comfort regarding viability. – HBC and HE to discuss with internal quantity surveyors to check costs put forward by Aecom.</p> <p>HBC advised that they will require details on the timing and costs to feed into the preparation of their Infrastructure Delivery Plan. HE and SBC advised that this would likely be after the 2018 widening works. It was also agreed with SBC that in order to avoid the duty to co-operate, HBC will deal with the highways works through the HBC plan, despite the model including 1,000 houses within SBC.</p> <p>HE advised that the proposals are unlikely to require a Development Consent</p>



	<p>Order; however, prior to EiP, they would also need to confirm the proposals with Autolink to establish that the works can go ahead – Highways England to confirm.</p> <p>With regard to wider Local Plan points, HBC advised that they would need to test the suitability and deliverability of other sites as potential allocations in case the quantum of development cannot be delivered at Wynyard Park. However, Wynyard Park is the preferred location.</p> <p>In order to ensure that the draft allocation allowed for flexibility and for the delivery of community facilities, GVA and HBC discussed and agreed an approach where a wider area of employment land would be de-allocated and included within the HSG6 allocation. GVA suggested that HSG6a could remain as an allocation for circa 100 dwellings and HSG6b could be identified separately as an allocation for 632 dwellings with associated community facilities, inclusive of a Primary School.</p> <p>With regard to the employment allocation that Wynyard Park has objected to within their representations. HBC explained that applications on the employment site would be dealt with on a case by case basis and would not be included within a trajectory. Their position within the EiP would be to explain to the Inspector that this would not be expected to come forward within the next plan period.</p>
3.0	<p><b>Memorandum of understanding</b></p> <p>WP raised some initial concerns regarding the proposal by the HE to take ownership of the highways model that has been used to date. These concerns relate to future costs to WP associated with re-using the model and potential delays when relying on consultants employed by HE rather than WP.</p> <p>HE advised that this approach may assist moving forward, allowing a single model for simplicity and to avoid the need for constant review of modelling work which has resulted in some delays previously. HE also advised that they would clarify within the memorandum that any consultant charging for work associated with the model would not be able to charge un-reasonable fees for doing so – <b>WP to forward any further comments to HE, SBC and HBC on these matters.</b></p>
4.0	<p><b>Next Meeting</b></p> <p>It was proposed that the next meeting would briefly follow up on the points raised within this meeting before addressing the wider infrastructure needs of the entire master plan.</p> <p>Suggested meeting date w/c 17th October – <b>Please advise regarding availability.</b></p>
5.0	<p><b>Actions</b></p> <p><b>To summarise the actions above:</b></p> <ul style="list-style-type: none"> <li>• WP to circulate wider Wynyard Vision presentation for information</li> <li>• Aecom to update the technical note and provide initial highways works details by 9th September</li> <li>• HE to discuss the proposed works with Autolink and provide feedback ASAP.</li> <li>• HE and HBC to review the layout and proposed costs put forward by Aecom and provide feedback ASAP.</li> <li>• WP to forward any further comments to HE, SBC and HBC on this matters</li> <li>• Agree a date for next Steering Group Meeting – w/c 17th October 2016.</li> </ul>



## REGENERATION AND PLANNING WYNYARD HIGHWAY MODEL

**Note of meeting**

**22 October 2015**

Present:	Gregg Archer (GA)	SBC
	Rosemary Young (RY)	SBC
	Bill Trewick (BT)	SBC
	Peter Shovlin (PS)	SBC
	Barry Jackson (BJ)	SBC
	Mike Blair (MB)	HBC
	Andrew Carter (AC)	HBC
	Malcolm Steel (MS)	HBC
	Jim Ferguson (JF)	HBC

Do the developers need to contribute to the Local Growth Fund? (LGF)

Bett Homes (200 dwellings) second application signed and bridge and LGF captured

Trigger point is 200 dwellings.

Link to Wynyard Road will also be tended by two development sites.

Bigger site Section 106 not yet signed. (CH & Wynyard Park Ltd have come to terms).

398 dwellings (HBC). Can it be accommodated on highways?

Need to run through model (Vissim). Developer needs to run through model.

Anything over 200 dwellings (1100) needs to be run through the model

## Correspondence regarding highway infrastructure at Wynyard

**From:** Peter Nixon

**Sent:** 05 May 2017 10:58

**To:** Mike Blair; Jim Ferguson; Peter Frost; Matthew King

**Subject:** FW: Wynyard additional lane

Hi Chaps

There was a meeting yesterday with Stockton, HE and ARUP, to discuss the preliminary results of the Wynyard Traffic Model. The committed developments, proposed and Local plan sites have now been added.

The results show that in 2026 the AM peak the base + committed developments the time taken to travel between the western most roundabout and the A19 is 14.25 minutes opposed to the 4.20 minutes timed in the 2016 base. It was originally reported that this time would be 10 minutes. These times include all the roundabout mitigation outlined in the S.106.

This is a significant increase and it was generally considered that the 3 lane overbridge planned for the Local Plan will be required for the current applications. Peter Shovlin believes this may require applications to be readvertised see attached email.

The good news is that the overbridge seems to work and can accommodate all the developments including the local plan sites with a delay of less than 10 minutes. The current design of the roundabouts are also suitable and do not require a major resizing for the proposed developments and local plan.

ARUP have also modelled an option which involves providing 2 right turn lanes onto the A19 from Wynyard. This only provides a minimum improvement. I have attached the breakdown of the results for your information.

The model has now gone to HE for validation, there are also few other minor tweaks to be included before a signed off version can be provided. This may not be available until the week ending 26th May.

Regards

**Peter Nixon** | Senior Traffic Technician

**Hartlepool Borough Council**

**Tel:** (01429) 523244

**Email:** [peter.nixon@hartlepool.gov.uk](mailto:peter.nixon@hartlepool.gov.uk)

**Web:** [www.hartlepool.gov.uk](http://www.hartlepool.gov.uk)

**Facebook:** /hartlepoolcouncil

## Correspondence regarding highway infrastructure at Wynyard - continued

**From:** Shovlin, Peter [<mailto:Peter.Shovlin@stockton.gov.uk>]

**Sent:** 04 May 2017 17:50

**To:** John Redding

**Cc:** Peter Nixon; Daniel Gaunt; Wrigglesworth, Tony; Parker, Martin; Archer, Gregory

**Subject:** Wynyard additional lane

Hi John - the 3rd lane and pedestrian bridge that you proposed as mitigation for the HBC local plan mitigation of the A19 /A689 junction will be required as part of the current applications awaiting determination by Hartlepool and Stockton Borough Councils. Steven McCloy will be in touch regarding some minor changes that will be required to your concept design - these changes being included in the current model. Daniel Gaunt will require an RSA of this mitigation to be provided for their approval.

Stockton requires a minimum 14 day reconsultation period to advertise the inclusion of the bridge works as part of the application to be determined.

It might be worth while checking with Daniel on the actual costing of this work as I am sure this information will be required at HBCs EIP in terms of any viability assessment associated with the highway mitigation.

I have discussed tonight with Matt how the interchange works will be attached to any consent from Stockton as either a section 106 or Grampian condition. The final mechanism for securing the mitigation work would be agreed between the two local authorities, Highways England and Wynyard Park during the consultation/determination period for the applications.

If you have any queries please discuss directly with Steven McCloy in the first instance.

Regards Peter

**Peter Shovlin**

Urban Landscape Manager

Highways Transport and Environment

Stockton-on-Tees Borough Council

Sent from my I Phone

Direct Line [01642 526018](tel:01642526018)

Mobile [07917587614](tel:07917587614)

Email [peter.shovlin@stockton.gov.uk](mailto:peter.shovlin@stockton.gov.uk)

# **MEMORANDUM OF UNDERSTANDING BETWEEN STOCKTON-ON-TEES BOROUGH COUNCIL, HARTLEPOOL BOROUGH COUNCIL AND HIGHWAYS ENGLAND**

**In relation to**

**Modelling of development impacts at Wynyard**

**HIGHWAYS ENGLAND REF. –**

**STOCKTON ON TEES BOROUGH COUNCIL REF. –**

**HARTLEPOOL BOROUGH COUNCIL REF. –**

## OFFICIAL - SENSITIVE

### 1. Preamble

This document sets out the terms of a Memorandum between **Stockton-on-Tees Borough Council**, **Hartlepool Borough Council**, and **Highways England** regarding the modelling of development impacts on the A689 and the Wolviston junction of the A19 and A689.

The Memorandum of Understanding, whilst a non-contractual business arrangement, acknowledges the goodwill between the participants and relies upon a spirit of co-operation for its implementation to achieve mutual benefit by treating the terms as if legally binding.

Nothing within this Memorandum shall have the effect of requiring any of the Parties to act in a way that is contrary to its own rules, governance or standing orders.

### 2. Definitions

Service Provider – party carrying out the Project.

Party/Parties to the Memorandum (Party/the Parties) – as identified in Section 1.

Stockton-on-Tees Borough Council – its successors and assigns.

Hartlepool Borough Council – its successors and assigns.

Highways England – Highways England, its successors and assigns.

Third party/parties – A person or organisation which is not a Party on whose behalf the model may be operated.

The Project – the work to be carried out under this Memorandum of Understanding, as defined in the Scope of Work.

Notification in writing shall include notification by email to the organisational email address of the nominated sponsor for each party to the Memorandum.

### 3. Confidentiality

Each of the Parties to this Memorandum of Understanding hereby indicates its intention to keep the terms of the Memorandum of Understanding, and any related documentation confidential and will take all necessary action to ensure that all persons associated with the Memorandum of Understanding, whether employees, agents or consultants likewise keep confidential any information regarding the business of this Memorandum of Understanding or the business of any other Parties to this Memorandum of Understanding, unless the information -

3.1 is in the public domain at the time of disclosure;

- 3.2 is received by the receiving member from another person or organisation who is not restricted by virtue of responsibility of confidentiality;
- 3.3 is required to be disclosed as a result of a statutory requirement, judicial proceeding, tribunal or any other instance where the member is legally required to disclose the information.

#### **4. Term of the Memorandum**

- 4.1 The term of this Memorandum of Understanding will come into effect on the date of signing by the Parties and will terminate on 31 March 2020. The terms of this Memorandum of Understanding may be extended by mutual agreement in writing of the Parties to this Memorandum.

#### **5. Assignment**

- 5.1 No Party to this Memorandum of Understanding may assign their interest in this Memorandum in whole or in part to any other person or organisation without the prior written consent of the other Parties to this Memorandum.

#### **6. Project Management**

- 6.1 The Stockton-on-Tees Borough Council Sponsor for this Memorandum of Understanding will be:

**Peter Shovlin**

**Urban Landscape Manager**

Or any other officers as may be appointed by **Stockton-on-Tees Borough Council** and notified to the other Parties in writing.

- 6.2 The Hartlepool Borough Council Sponsor for this Memorandum of Understanding will be:

**Mike Blair**

**Technical Services Manager**

Or any other officers as may be appointed by **Hartlepool Borough Council** and notified to other Parties in writing.

- 6.2 The Highways England Sponsor for this Memorandum of Understanding will be:

**Daniel Gaunt**

**Asset Manager, NDD Yorkshire and North East**

**Highways England, 8 City Walk, Leeds LS11 9AT**

Or any other officer as may be appointed by Highways England and notified to other Parties in writing.

## **7. Scope of Work**

### **7.1 Background**

- 7.1.1 The parties to this Memorandum have identified a number of proposals for development of housing, commercial and leisure development around and affecting the junction of the A19 and A689, and on the A689 west of the junction.
- 7.1.2 In 2013 a microsimulation traffic model was prepared by the Highways Agency to test the impact of two planning applications, which also took into account committed developments and known network improvements and changes. Subsequently, developers have been given access to the model to test impacts of other potential developments. However, this has resulted in a loss of confidence of the Parties and decision makers in the quality and validity of outputs, and conflict with developers about the technical aspects of the modelling and the extent of potential impacts.
- 7.1.3 The Parties to this Memorandum agree to the need for single model providing consistent, high quality outputs which give confidence to all parties including third parties and decision makers. In order to achieve this, the Parties have agreed to jointly develop, maintain, and operate the model. It is the intention of all parties that this shall be carried out by a single consultant appointed to do so in accordance with parameters agreed between the parties and set out in this Memorandum.

### **7.2 Appointment of a Service Provider**

- 7.2.1 A Service Provider shall be appointed by Stockton-on-Tees Borough Council to carry out technical work on behalf of the parties to this Memorandum.
- 7.2.2 Stockton-on-Tees Borough Council notify in writing the other parties of the details of the Service Provider it intends to appoint.
- 7.2.3 Stockton-on-Tees Borough Council will ensure that the intended Service Provider is suitably qualified to undertake the anticipated work. This shall include ensuring that the consultant is able to effectively minimise the occurrence of conflicts of interest.
- 7.2.4 It shall be a condition of appointment that the Service Provider shall charge third parties instructing it in line with paragraph 7.4.9 at rates not in excess of its normal commercial rates for work of the same nature.
- 7.2.5 If either of the other parties objects to the appointment of the intended Service Provider for any reason it shall notify Stockton-on-Tees Borough Council in writing of its objection. Upon receipt of any such objection, Stockton-on-Tees Borough Council shall suspend appointment of its intended consultant pending discussions with the other parties to resolve objections, save that Stockton-on-Tees Borough Council shall not be obliged to breach its contract procedures.



- 7.2.6 Once all objections have been resolved, Stockton-on-Tees Borough Council shall be permitted to appoint its intended Service Provider in line with its normal procedures.
- 7.2.7 Once appointed, all parties to the agreement generally agree to accept the recommendations of the Service Provider in respect of any tests run using the model. However, any of the parties may at any time appoint its own consultant to review or verify the work undertaken.

### 7.3 **Development of the Model**

- 7.3.1 The model shall be developed using suitable microsimulation software agreed by the parties to this Memorandum.
- 7.3.2 The model shall be calibrated and validated in line with good practice for the development of traffic models. The calibration and validation reports shall be made available to other Parties on request.

### 7.4 **Operation of the model**

Operation for or on behalf of the Parties to the Memorandum

- 7.4.1 Any of the Parties to the Memorandum may instruct the Service Provider to run any tests using the model for its own purpose.
- 7.4.2 The Service Provider shall maintain a list of tests which it has been instructed to carry out, which shall be shared with any other party upon request.
- 7.4.3 The Service Provider shall ensure that all tests are carried out competently and in line with best practice and the advice of the developer of the modelling software.
- 7.4.4 The Service Provider shall refuse to run any test which in its professional judgement the model is unsuitable for.
- 7.4.5 For any test or combination of tests the Service Provider may be asked by the instructing Party or Parties to provide an independent recommendation. In such circumstances, the Service Provider shall ensure that the report and recommendation it provides is its independent professional view and that it is provided without regard to the political considerations of the instructing Party or Parties.

Operation for or on behalf third parties

- 7.4.6 Any of the parties to the Memorandum may instruct the Service Provider to issue a copy of the model to a third party for the purposes of scenario testing under general conditions which shall be agreed between the parties in writing in advance and which shall include:

- A time limit for which permission to use the issued copy of the model is granted;
- A requirement that the model is used competently and in line with best practice and the advice of the developer of the modelling software;
- A restriction on the use of modelling outputs carried out using the copy

of the model, which shall be for internal testing purposes only; and

- A restriction on further sharing of the model beyond the third party and its suppliers.

7.4.7 In exceptional circumstances and with the written agreement of all the Parties, any or all of the general conditions may be waived or amended.

7.4.8 The Service Provider shall maintain a list of third parties to whom copies of the model have been provided, which shall be shared with any other Party upon request. This shall include details of the conditions applied in accordance with paragraph 7.4.6 and/or amended or waived in accordance with paragraph 7.4.7.

7.4.9 A third party may instruct the Service Provider to carry out any tests for its own requirements and at its own expense, which shall be subject to agreement between the Service Provider and the third party and which shall place no obligation on any of the Parties.

7.4.10 Except where a general condition has been waived in accordance with paragraph 7.4.7, only where tests have been carried out by the Service Provider shall permission be granted for test results and interpretation to be published externally to the third party.

7.4.11 For any tests carried out on behalf of a third party, paragraphs 7.4.2 to 7.4.5 shall apply as if the tests were carried out on behalf of one of the Parties.

## **7.5 Updating the model**

7.5.1 The model shall normally be updated to operate in the most up-to-date version of the agreed microsimulation software. The model shall not be converted to operate in an alternative modelling package unless all parties have notified other parties of their consent in writing.

7.5.2 The model shall normally be updated to represent the most likely future development scenarios as the base scenario. The Service Provider shall keep a record of the assumptions and development sites which are taken into account in developing the base scenario, which shall be agreed between the Parties.

7.5.3 While it is intended that the model updates as described in 7.5.1 and 7.5.2 shall generally be carried out at the appropriate time, this Memorandum shall not oblige and single party to meet the cost of undertaking updates. Rather, it shall be a matter for agreement between the Parties at the appropriate time.

7.5.4 From time to time the Parties may decide that the data on which the model is based needs to be updated. Any such update is not within the scope of this Memorandum and shall be subject to separate agreement between the Parties.

## **8. Financial Details**

8.1 The costs of developing the model, including instructing the Service Provider

and ensuring the model is calibrated and validated in accordance with good practice for transport modelling shall be subject to agreement between the parties before any work is undertaken.

- 8.2 Highways England shall be fully responsible for the costs of instructing its suppliers to review the development, calibration and validation of the model for its purposes.
- 8.3 The cost of running any tests shall be met by the instructing Party (or Parties where jointly instructed).
- 8.4 Prior to instructing a task, the instructing party shall be required to ensure it has a mechanism in place to pay the costs of the work. This may either be through a direct agreement with the Service Provider, or by agreement with Stockton-on-Tees Borough Council as the appointer of the Service Provider.
- 8.5 The timing of payments (if applicable) shall be agreed between the instructing Party and the Service Provider.

## **9. Publicity**

- 9.1 No Party to this Memorandum of Understanding shall publish information regarding this Memorandum of Understanding or their membership of it, without the prior written agreement of the other Parties.
- 9.2 The text of any such agreed publication and details of the proposed medium or transmission service must be approved in advance by the Parties.

## **10. Variations to the Memorandum of Understanding**

- 10.1 Any proposal to vary or amend this Memorandum of Understanding must be approved in writing by all Parties to the Memorandum of Understanding.

## **11. Termination**

- 11.1 Any Party may immediately, without prejudice to any other rights and remedies under the Memorandum of Understanding, terminate all, or any part of the Memorandum of Understanding by giving one months' Notice in writing to the other Parties if:
  - The Service Provider fails in the opinion of the Parties to provide the service it has been appointed to provide, subject to the Service Provider having been given written notice of the failure complained about and having not rectified that failure within 21 days of receiving that notice.
  - The Service Provider becomes bankrupt or insolvent, or has a receiving order made against him, or makes an arrangement with his creditors, or (being a corporation) commences to be wound up, not being a voluntary winding up for the purpose of reconstruction or amalgamation, or has a receiver, administrator, or administrative receiver appointed by a Court.

- Irreconcilable difficulties arise between the Parties over the terms of the Memorandum of Understanding.
- It becomes apparent that the technical, organisational or financial project aims are unlikely to be met within a reasonable timescale.
- A Party decides that it is no longer appropriate to continue to participate in the Memorandum for any other reason.

11.2 In the event that a Party terminates this Memorandum as set out above, that Party shall continue to comply with the obligations for confidentiality set out in section 3 of this Memorandum.

## **12. Intellectual Property Rights**

12.1 All pre-existing Intellectual Property Rights or Intellectual Property Rights developed independently of this MoU remains the property of the owning Party.

12.2 Any Intellectual Property Rights that arise or are developed in carrying out the requirements of this MoU are vested in and owned by the Party or Parties instructing the Service Provider to create or develop those rights.

12.3 Each Party grants the other an irrevocable, royalty free, non-exclusive licence of all jointly developed Intellectual Property Rights owned by it pursuant to clause 14.2 for its own use and exploitation.

## **13. Waiver**

13.1 The failure or delay of any Party to exercise any right under this MOU may not be construed as a waiver of that right, and no waiver of the terms and conditions of this MOU shall be valid or binding on any Party unless otherwise set forth in writing and signed by the waiving Party.

## **14. Relationship of Parties to the Memorandum of Understanding**

14.1 Nothing in this Memorandum of Understanding shall create a partnership or joint venture between the Parties to the Memorandum of Understanding.

## **15. Entire Memorandum of Understanding**

15.1 This Memorandum of Understanding constitutes the entire Memorandum of Understanding between the Parties to the Memorandum of Understanding, and supersedes all oral or written agreements, representations, understandings or prior arrangements relating to its subject matter.

**FORM OF MEMORANDUM OF UNDERSTANDING**

We the undersigned agree to observe and abide by the terms and conditions of this Memorandum of Understanding

Signed:.....

Name: **Richard McGuckin**

For: **Stockton-on-Tees Borough Council**

Position: **Director of Economic Growth and Development**

Date:.....

Signed:.....

Name: **Denise Ogden**

For: **Hartlepool Borough Council**

Position: **Director of Regeneration and Neighbourhoods**

Date:.....

Signed:.....

Name: **Nicholas Whitford**

For: **Highways England**

Position: **Asset Delivery Manager**

Date:.....

## Regeneration & Neighbourhoods

Civic Centre Level 1

Hartlepool TS24 8AY

Tel: 01429 266522

Email: graham.megson@hartlepool.gov.uk

DX60669 Hartlepool-1



Graham Megson  
Ecologist  
Heritage & Countryside  
Tel: 01429 523431

Date: 03/05/2017

### **Hartlepool Local Plan, Habitat Regulations Assessment, log of cross-boundary discussions.**

Hartlepool Local Plan Examination - Inspector David Spencer, Initial Observations.

#### Introduction

A number of Local Planning Authorities (LPA) in the NE Region are currently preparing Local Plans, although they are at different stages in this process.

The Habitats Directive is translated into UK legislation through The Conservation of Habitats and Species Regulations 2010 also known as the Habitats Regulations. Regulation 61(1) of the Habitats Regulations require that: "A competent authority, before deciding to undertake, or give any consent, permission or other authorisation for, a plan or project which -

(a) is likely to have a significant effect on a European site or a European offshore marine site (either alone or in combination with other plans or projects), and

(b) is not directly connected with or necessary to the management of that site,

- must make an appropriate assessment of the implications for that site in view of that site's conservation objectives."

All of the local authorities preparing Local Plans are undertaking a Habitat Regulations Assessment (HRA).

The suite of European sites - Special Protection Areas (SPA) and Special Areas of Conservation (SAC) – jointly referred to as Natura 2000 (N2K) sites – cover almost the entirety of the north-east coast from Berwick-on-Tweed to Redcar.

As wildlife does not adhere to bureaucratic boundaries, it follows that impact from one LPA area could impact on the wildlife in another. Similarly, mitigation in one LPA area could mitigate adverse effects in another. A need for cross LPA boundary collaboration is therefore established.

### Cross-boundary working

Hartlepool Borough Council (HBC) is currently working with Natural England (NE) and the following LPAs, regarding HRA mitigation:

- Redcar and Cleveland BC
- Stockton-on-Tees BC
- Durham CC
- Sunderland City Council
- South Tyneside Council
- North Tyneside Council
- Northumberland CC

Table 1: Cross-boundary meetings

<b>Date</b>	<b>Meeting</b>	<b>Present</b>
25/04/2016	European Sites working group meeting, Durham CC offices, Seaham.	LPA ecologists; NE officers; RSPB
19/05/2016	Planning & Protected sites & species group meeting, NE offices, Newcastle.	LPA ecologists; NE officers
09/03/2017	Planning & Protected sites & species group meeting, NE offices, Newcastle.	LPA ecologists; NE officers
29/03/2017	Local Plan HRA joint meeting, Rainton Meadows, Durham Wildlife Trust offices.	LPA ecologists; LPA Forward Planning officers
25/04/2017	Workshop on recreational disturbance research findings, Durham CC offices, Seaham.	University of Newcastle; LPA ecologists; NE officers
25/04/2017	Monitoring of Durham Coast SAC, Durham CC offices, Seaham.	LPA ecologists; NE officers

### Local Plan HRA mitigation - action points, ongoing work and future work

Work has included the following:

- Need for a cross-boundary joint mitigation strategy.
- Identify pathways for Councils to fund mitigation outside of their LPA areas.
- Share coastal warden(s).
- Use of the Durham Heritage Coast Management Plan as a mitigation delivery mechanism.
- Consider the use of external providers.
- Signage and interpretation to have a common, identifying logo.

- Pooling of Section106 financial contributions.
- Joint funding of research into recreational disturbance.
- Joint funding of baseline and on-going monitoring.

Proposed extension to the Teesmouth and Cleveland Coast SPA and the work of the Tees Estuary Partnership

In addition to the cross-border working shown in Table 1, HBC has been involved with a Tees Valley (former county of Cleveland + Darlington BC) wide discussion group (Table 2). This is the work of the Tees Estuary Partnership (TEP) which is led by the Industry and Nature Conservation Association (INCA) and Natural England and regards cross-sector working with regard to the proposed extension to the Teesmouth and Cleveland Coast Special Protection Area (T&CC SPA).

HBC has been involved as the proposed SPA extension will have an impact on the work of the Council, including the need to mitigate any HRA Likely Significant Effect (LSE) caused by Local Plan policy. The current T&CC SPA and the proposed extension cover the LPAs of Redcar and Cleveland BC, Stockton-on-Tees BC and HBC. Evidence shows that qualifying birds move around the wider estuary, between the different Council areas.

Table 2: TEP meetings

<b>Date</b>	<b>Meeting</b>	<b>Present</b>
22/03/2016	TEP - T&CC SPA proposed extension	TEP members
07/07/2016	T&CC SPA proposed extension – impact assessment re: Hartlepool	NE; HBC planners & ecologist
15/08/2016	Directors of Place (Tees Valley LPAs) - T&CC SPA proposed extension	LPA planners; ecologists; 1 Director
30/09/2016	TEP - T&CC SPA proposed extension - workshop	TEP members
17/11/2016	MoU for T&CC SPA proposed extension	NE; LPA planners & ecologists
13/12/2016	TEP - T&CC SPA proposed extension	TEP members
25/01/2017	T&CC SPA proposed extension	INCA
14/03/2017	TEP - T&CC SPA proposed extension	TEP members

The public consultation for the proposed extension to the T&CC SPA is imminent. Once this is launched, the extension will be legally protected as a proposed/ candidate European site (pSPA). The TEP has drawn together key players from local authority and economic sectors to provide support, surety and long-term sustainability for both nature conservation and



economic interests. A Memorandum of Understanding (MoU) has set out areas where the consenting authorities (Natural England, Marine Management Organisation, Environment Agency, et al) will accept 'business as usual' development without the need for companies to undertake costly HRAs. An interactive map is being prepared that will illustrate key concentrations of wildlife interest, buffers, etc. A table of operations and their likely impacts on the interest features has been produced.

### Discussion

Local Plan HRAs are assessing that there is Likely Significant Effect (LSE) on N2K sites and interest features, both alone and in-combination with other plans and policies, including neighbouring LPAs. The HRAs are seeking to mitigate LSE through mitigation action plans.

Potential NE region mitigation delivery mechanisms:

- Individual Council Foreshore Management Plans.
- TEP MoU, interactive map and guidance.
- Durham Heritage Coast Management Plan 2017-25
- T&CC European Marine Site Management Plan.
- Individual Council - enforcement of byelaws.

Potential mitigation delivery mechanisms for HBC include all of the above. HBC Foreshore Services currently include a range of coastal measures. This service was reviewed in the 2011 Cabinet paper entitled: 'Neighbourhood Services Scrutiny Forum, Final Report, Foreshore Management, May 2011'.

Services include bathing waters and water quality, beach cleaning, lifeguards, paddling pools, enforcement of byelaws and Public Space protection Orders (PSPOs), wildlife and conservation including little tern wardening, managing public access and coastal erosion, signing and public environmental education initiatives and public events.

In addition HBC is closely involved with the building, repair and maintenance of sea defences and delivery of the North East Shoreline Management Plan 2. Mitigation actions are broadly similar for all the LPAs and include:

- Access management (signage, way marking, exclusion zones, etc.).
- Environmental education (householder information packs, on-site interpretation panels, press releases, leaflets, etc.).
- Byelaws and PSPOs (dog control, etc).
- Baseline and monitoring surveys (visitor surveys, bird surveys).
- Research (recreational disturbance surveys).

In some Local Authorities, such as Sunderland City Council, a Ranger has been employed to deliver the action plan. Funding for a Ranger has been raised through house builder contributions (planning obligations). It is anticipated that the cost of mitigation will largely be met through planning obligations.

## **Proposed Way Forward for the Tees Estuary Partnership**

Given that the original aims of the Tees Estuary Partnership (TEP) are in the advanced stages of being delivered, a process which relates to defining an ongoing role for the partnership has been drafted by Natural England and is detailed within section 6 of the draft Memorandum of Understanding for the Tees Estuary. It is proposed within this that the TEP Steering Group:

i). Support the establishment of a Board of the TEP to include Area Managers and Directors which will meet on an annual basis in order to:

- (a) Set key strategy and objectives.
- (b) Secure appropriate funding for habitat enhancement projects.

ii). Support the TEP to meet on a 6 monthly basis in order to:

- a) Agree an Action Plan;
- b) Monitor progress of the Action Plan;
- c) To identify any required amendments to the Action Plan;
- d) Review and amend key environmental evidence gaps;
- e) To identify any required amendments to the Action Plan;
- f) Respond to new requests from the Board.

iii). Deliver work through Working Groups which will be formally minuted in writing, the minutes to be circulated to all members of the TEP.

# Tees Estuary Partnership: Mitigation Opportunities Plan Options

## Background

This paper has been prepared to facilitate discussions regarding potential options for how a conservation opportunities framework could operate across the Tees Estuary.

Existing case law requires developers to have mitigation in place and functioning prior to new development works commencing. Theoretically, this could mean a delay of months or years to allow for new habitat to become fully functioning.

The various designations around the Tees Estuary are based in UK legislation, although derived from some EU Directives, and so at the point when Britain leaves the EU there will not be a mass repealing of designations. Consequently the need to mitigate impacts will remain.

There is recognition among TEP Members that the current situation is not sustainable, and the focus of the Steering Group reaffirms this, as detailed in the minutes from the last meeting on 19 September. At this meeting Natural England offered to produce a paper outlining a number of options regarding a strategic approach to incentivise landowners to place land in their ownership into conservation projects, thereby mitigating potential effects from developments on the estuary.

Three potential options have been identified:

1. Maintain current approach;
2. Strategic land improvements with developers contributing to the cost of delivery;
3. Mitigation/ habitat banking with a single organisation acting as a central point of contact between those with land available for mitigation enhancements and those needing to mitigate.

These are described in turn below, along with some pros and cons, and potential issues that need to be resolved.

### Option 1 – Continue as currently/ No change

This option is a business as usual, baseline, option.

#### Pros

- Requires each developer to mitigate their own impacts directly;
- Developers are already familiar with the system.

#### Cons

- May not provide best ecological solution for long-term sustainability of the estuary ecology e.g. replacing amenity grassland with similar habitat;
- Takes land out of alternative business use, and potentially misses opportunities for valuable enhancements

This option is not considered to be realistic, as it does not achieve any of the goals of a strategic approach, and does not meet with the aspirations of the TEP Steering Group.

As a result it has not been investigated further.

### Option 2 – Strategic Planning

Various bodies (including Natural England, EA, RSPB and industry to a degree in conversations with INCA) have identified potential opportunities for ecological improvement projects across the estuary that could have significant benefits.

From these ideas a strategic improvement framework could be developed, which might then be costed, and developers encouraged to make a financial contribution towards the progression of these options as mitigation for their own impacts.

#### Pros

- The benefits realised are likely to be considerably better for the environment than piecemeal mitigation;
- There is no need to identify suitable mitigation, as this will have already been done;
- This approach moves away from 'like for like' mitigation where this isn't the best solution ecologically.

#### Cons

- Detailed costings for each project will need to be worked up, and potentially updated as time progresses to take account of inflation etc.;
- Agreement from landowners for identified strategic projects will be needed to allow any to progress;
- A suitable contribution rate will need to be agreed upon;
- A body will need to be identified/ agreed to progress project delivery, and hold developer contributions until costs incurred;

### **Option 3 – Environmental/ Mitigation banking**

The concept of environmental banking is not a new one, and has been successfully implemented in Australia and the USA. It has not yet been implemented within the UK.

This option is a development of Option 2. During conversations with INCA industrial partners have identified land that isn't an operational priority, and which could be put forward for use as mitigation.

In this option a central, neutral body holds a register of land identified for mitigation purposes, which is available for all parties to use as mitigation for their own impacts. These land 'donations' could potentially also be seen as an in-kind contribution by the donating company for their own future impacts. The company causing the impact which requires mitigation could either purchase some land on the register to develop their mitigation, or make a financial contribution to the land owner to enable the mitigation to be developed, and for on-going management for the duration of the impacts.

This approach appears to best reflect the requirements of the TEP MoU.

#### Pros

- A register of land enables straightforward identification of a way forward – either through financial contribution or acquisition to manage the mitigation in-house;
- Mitigation can be delivered up-front, so the funding received from mitigation creation/ management can be used to fund the next piece of mitigation, thereby ensuring there is always something available;
- All scales and types of enhancement can be included e.g. river edge improvements or major earthworks to create new habitats.

#### Cons

- Common method of valuing land needed which can be agreed upon;
- A suitable contribution rate will need to be agreed upon;

- A body will need to be identified/ agreed to progress project delivery, and hold developer contributions until costs incurred;

### **Objectives and Issues**

A number of objectives and issues have been identified that will need to be resolved before either Options 2 or 3 can be progressed. These are outlined below, and are split between those common to Options 2 and 3, and those specific to Option 3:

#### **Objectives**

- It is essential that all mitigation is delivered for long-term benefit; with a minimum duration being the lifetime of any development;
- A baseline condition for all developers' sites should be established so that any voluntary improvements are taken into account when assessing mitigation requirements;
- Potential mitigation land needs to be looked at from an Estuary wide perspective

#### **Issues – Options 2 and 3**

- An agreed method for valuing land will need to be agreed upon;
- The impacting developer must be responsible for the financial implications of creating suitable mitigation;
- A baseline for the current environmental condition needs to be agreed so that any future ad-hoc, voluntary environmental improvements can be considered as part of the mitigation requirements rather than being included as part of a new baseline;
- A metric for quantifying losses and gains needs to be agreed;
- How will the value of ongoing maintenance costs be determined?
- What happens if the only land brought forward will not provide suitable mitigation? Who decides what appropriate mitigation should be? Relevant statutory consultees and LPA?
- Who decides what the most suitable mitigation option is?
- Who is responsible for ongoing management?
- Will landlord agreement be needed for any mitigation works undertaken on tenanted land?

#### **Issues – Option 3**

- Mitigation must now be developed and in place prior to any development – what happens if the first development is proposed by a developer without suitable land? Would other business be willing to 'give up' their own land to mitigate for the impacts from another business, even if the costs for creation and ongoing management are borne by the impacting developer;

Does it require a neutral body (e.g. nature conservation body) to provide the first 'mitigation' land to kick-start the provision

## **Natura 2000 sites (N2K) / Habitat Regulations Assessment (HRA) Liaison Meeting**

Thursday 15 July 2015 at Durham County Council Offices, Spectrum Business Park,  
Dawdon

### **Present :**

Fiona McGloin	Redcar and Cleveland Borough Council
Rebecca Wren	Stockton Borough Council
Ian Bond	Hartlepool Borough Council
Tammara Morris-Hale	Durham County Council
Terry Coult	Durham County Council
Claire Dewson	Sunderland City Council
Deborah Lamb	South Tyneside Borough Council
Clare Rawcliffe	South Tyneside Borough Council
Christina Taylor	RSPB
Niall Benson	Durham Heritage Coast Partnership
Ruth Jackson	Natural England
Alastair Welch	Natural England
Colin Godfrey	Natural England

### **Apologies**

Geoff Barber	Industry Nature Conservation Association
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### **Contact list appended**

### **Context**

The purpose of the meeting is to encourage the sharing of current **Habitats Regulations Assessment** approaches and issues on coastal development.

1. Agenda circulated prior to the meeting
  - Introductions
  - Notes of last meeting
  - Review actions
  - Round table updates
  - Other agencies N2K responsibilities
  - Joint commissioning of survey work
    1. Birds
    2. Visitors
  - EU LIFE bid initiation
  - Any other business
  - Next steps
2. Introductions were made.
3. Notes of last meeting were agreed. These had been subjected to considerable detailed verification for accuracy.
4. Action review was postponed as permissions for sharing were required
5. Round Table Updates

### **Hartlepool**

Local Plan programme is likely to be delayed. Housing allocations may come forward prior to Local Plan being adopted, in which case **HRA would be carried out on an individual application basis** (project level)

Discussion ensued about how this approach **can include in combination effects**. Current advice is to include all current development proposals in assessment, both those that have consent and those that are in the planning system/committed but not yet consented. (Ref: on the application of FOREST OF DEAN (FRIENDS OF THE EARTH)) v FOREST OF DEAN DISTRICT COUNCIL (2015))

There would be a relatively **minor predicted increase in population levels** in the LPA area of **around 5%** over the plan period, and a **potential shift of part of the population** from the Town Centre to the west and away from the SPA. However two housing applications for the area around Crimdon are in the pipeline.

### **Stockton**

Local Plan delayed but not to do with HRA process. There is no resolution to strategic mitigation conundrum. RSPB currently looking at mitigation options.

Discussion included the role of the LEP.

### **Redcar and Cleveland**

Local Plan at an early stage. Scoping Report in preparation. Expecting to learn from other's experience.

### **South Tyneside**

Plan consultation on growth option. Strategic land review as first stage of Local Plan development.

Reported on surveys. Continuing with a 2<sup>nd</sup> **winter survey** with CoS, including **nocturnal use**. Expecting functional land next to the coast to feature which wasn't expected. Have also identified feeding on roosting sites. Port of Tyne has commissioned **winter surveys too**.

### **City of Sunderland**

Local plan progress is intermittent. Strategic Land Review, but not HRA yet. South Sunderland Growth Area (SSGA), SPD out for consultation. This includes for green space **mitigation** of N2K site and contributions to offsite mitigation/possible seasonal warden. Expecting applications for increased numbers above that assessed in SSGA HRA.

### **Durham**

Local Plan process has stalled following Inspectors comments after EIP.

### **Discussion**

Initial discussion was around support and guidance on Appropriate Assessment (AA) as the LPA is the 'Competent Authority'. There is concern about the **quality of submissions addressing N2K sites from developers and their professional advisors**.

There is a central government move away from the provision of guidance.

Discussion moved to how to address quality of submissions, acceptable standards and processes and consistency across authorities to provide efficient, effective compliance.

It was agreed that this was a common issue and that a **common approach** would be beneficial.

NE is to raise the issue and to explore the potential of piloting a coastal HRA tool across this group of authorities. It was agreed that this would be a clear way forward. **ACTION CG**

A joint event was discussed, inviting developers, RTP1 and others to raise awareness of requirements.

A secondary issue was raised about isolated statutory NE responses that have been inconsistent around HRA and cumulative impacts. **ACTION CG**

#### **Data**

RJ raised an issue around the lack of WEBS bird data for the SPA. A bid for a small amount of funding to address this has been made within NE.

TM-H briefed the group on an approved project bid by Newcastle University (brief attached) to research bird disturbance in the region. An offer was made to all authorities present to become part of the project and be present at the next project meeting. **ACTION TM-H**

IB pointed out that the **European Marine Site management scheme** for the Teesmouth SPA had been running a **bird disturbance study** for several years and suggested that it would be useful for the two schemes to liaise.

Discussion moved on to the availability of data, using similar formats to a common methodology that could be adopted and the use of ERIC. Data then being freely available to contributing bodies.

Ian Bond volunteered to explore this with ERIC. **ACTION IB**

#### **6. EU LIFE**

Bid has been deferred to 2016 because of a lack of current capacity.

#### **7. AOB**

Discussion moved to the inclusion of functional land and the possibility of including this within the HRA. This extended then into the extension of the designated areas. The current proposed extensions to the SPAs were also discussed.

ST and CoS have carried out a visitor survey, currently being finalised. 450 responses and initial assessment provides clear guidance. Findings will be circulated once finalised.

Including other bodies into the group who have responsibilities for N2K sites, such MMO and NE-IFCA was raised, with no clear agreement.

The revision to NE's regional structure to be circulated to all

The meeting had a serious over-run of time for the meeting without raising any SAC issues, it was suggested that the format be changed for the next meeting. Need has been demonstrated **ACTION NB**

#### **Actions**

1. Colin Godfrey – NE to explore the potential of piloting a coastal HRA tool across this group of authorities.
2. Colin Godfrey – NE to raise consistency of statutory responses



3. Tammy Morris-Hale – DCC to notify all of next meeting of the Bird Disturbance project.
4. Ian Bond – HBC to explore joint data format, ERIC and methodology
5. Niall Benson – DHC to provide a suitable format to cover both SPA **and** SAC? issues.  
Likely to be two sessions with a network lunch to allow sufficient time

**Previous Actions:**

Niall Benson will :

- Draw up and circulate a programme developed from Business Plan data to all – all to respond as it is will useful to circulate data on what surveys have been undertaken resulting in the sharing of information – **once permissions obtained**
- Circulate a link to relevant contacts – **Appended**
- Process the EU LIFE bid - **postponed**

**Natura 2000 sites (N2K) / Habitat Regulations Assessment (HRA) Liaison Meeting**  
**THURSDAY 19 MARCH 2015 AT DCC OFFICES, SPECTRUM BUSINESS PARK, DAWDON**

**Present :**

Geoff Barber	Senior Ecologist, Industry Nature Conservation Association
Niall Benson	Principal Heritage Coast Officer, Durham Heritage Coast Partnership
Ian Bond	Ecologist, Hartlepool Borough Council
Terry Coult	Principal Ecologist, Durham County Council
Deborah Lamb	South Tyneside Borough Council
Fiona McGloin	Redcar and Cleveland Borough Council
Tammara Morris-Hale	Senior Ecologist, Durham County Council
Rebecca Wren	Planning Officer, Stockton Borough Council

**Context**

The purpose of the meeting, initiated by Sunderland City Council, is to encourage the sharing of current Habitats Regulations Assessment approaches and issues on coastal development.

**Terry Coult, Durham County Council :**

Has been working for 4-5 years on Durham County Council's Local Plan which has not yet been adopted. The Plan is currently in hiatus followed inspector's interim report. The plan is currently being reviewed.

The plan included housing development elements that without mitigation are likely to cause a significant impact upon Natura 2000 sites principally due to disturbance. DCC's Ecology Section assisted in the undertaking of the Habitat Regulations Assessment of the plan and has worked with Natural England throughout the process.

A combined approach to housing development and impacts on SPA's/SAC's within 6.5km of the coast was carried out, based on one recreational use survey, and other research.

Coastal Bird surveys were carried out providing data for HRA. These were carried out over 2 winters, as the first survey was not deemed to provide sufficient evidence to base the assessment on, by Natural England.

Terry was keen to see how other Authorities were approaching the HRA

**Rebecca Wren, Stockton Borough Council :**

Stockton's Core Strategy document was adopted in 2010. The Council is now progressing with the Regeneration and Environment Local Plan (RELP), which was originally intended to be the site allocations following on from the Core Strategy but which now also contains a review of the Core Strategy housing policies.

A significant area of employment land is located in the Seal Sands area and the conflict between this and the SPA/Ramsar site was an issue at the examination of the Core Strategy. As a result the Council carried out a study into the land of functional importance to birds in the area, in association with INCA, Natural England and the RSPB. This was to consider which development sites from the previous Local Plan could be carried forward as allocations in the RELP.

The study identified that some plots should not be allocated but that there were areas of potential allocations that were not of functional importance on their own. However, the development of all of these areas was considered likely to have a cumulative impact on the SPA. It was considered that **Strategic Mitigation** should be identified to allow the development of these sites to progress.

Potential mitigation sites were considered and discussions were held with the landowners of the only really **suitable site**. The Council also appealed for assistance from other landowners in the area. These discussions did not result in the Council being able to secure a site for strategic mitigation and the potential land allocations in the Seal Sands area were removed from the latest draft of the RELP.

A public consultation on the Publication Draft of the RELP was carried out in February and March 2015 and comments have been received from Natural England. These raise objections to the Council's revised approach in the RELP and a meeting between Natural England and the Council is to be arranged.

Terry Coult : DCC Ecology have worked with Natural England from the start, Natural England are still pressing for **strategic mitigation**.

Geoff Barber : Natural England contact was formerly Mike Leakey, it is now John King. Land was very suitable privately owned land.

Terry Coult asked whether Partners could be sought. Rebecca Wren said this has been considered but it cannot be planned for; other areas of strategic mitigation were considered but now SBC feel their hands are tied. A further meeting has been arranged with Natural England which will hopefully set them in the right direction.

Geoff Barber: Issue was that the land was already part of the SPA. Environment Agency is leading on the Water Framework Directive – a measure of the Environment Agency's success is bird population.

Rebecca Wren confirmed that discussions had taken place re. Seal Sands at a high level. Geoff Barber said the value of the land is artificially high.

Fiona McGloin, Redcar and Cleveland Borough Council:

HRA of the draft Local Plan was consulted on in December 2013; at that point Natural England raised concerns about a number of policies, particularly in relation to **increased recreational pressure** on sensitive **European sites**. The HRA of the draft Local Plan (December 2013) had used a **5km buffer**, but Natural England suggested that a **10 mile buffer** should be used based on experience elsewhere, including Durham, unless data on visitor travel distances justified a 5km catchment. It was suggested that visitor surveys could be undertaken, if suitable data did not already exist, and a **recreation management plan and green infrastructure** could be used to **strategically mitigate pressures**.

The HRA of the Publication Local Plan used a 10 mile buffer, and recommended some amendments to policy, however the Publication Local Plan was not approved for consultation by the Council and therefore Natural England was never consulted on this version of the HRA. R&C will be revisiting the HRA as part of developing a new Local Plan, and there may be more opportunities to include **strategic green infrastructure**. A scoping report for the new Local Plan will be consulted on in July 2015, with consultation on the new draft Local Plan scheduled for January 2016.

Related Discussion:

Tammara Morris-Hale: Natural England has pointed to sites in the South of England to take recommendations from.

Natural England were concerned that Redcar and Cleveland BC do not have enough **data about visitor travel distances to use a lower threshold for HRA** although there has been no recent contact with Natural England lately; Terry Coult recommended that they speak to **John King**. Geoff Barber confirmed that the **EMS Officer is currently carrying out visitor surveys on site**. Ian Bond suggested that **Tourism** Departments may have their own data.

The position re. Middlesbrough Borough Council was discussed as it is within the distances from SPA, it is unknown how things are progressing.

Terry Coult said that Sunderland City Council had been told by Natural England to liaise with Durham.

Discussion ensued about the amount of houses which are planned to be developed in South Sunderland; it is thought that people from any proposed development will visit Durham beaches.

Deborah Lamb, South Tyneside Borough Council:

South Tyneside is in the early stages of developing a new Local Plan. John King, Natural England had advised them to look to Sunderland and Durham's approach to HRA following consultation on the Sustainability Appraisal Scoping Report. HRA issues - currently **gathering evidence** to support HRA for the Local Plan. South Tyneside has teamed up with Sunderland to undertake an **over-wintering bird's survey and visitor survey** along the Sunderland and South Tyneside Coast. Both surveys have taken place between November 2014 - March 2015. It is thought that birds are disturbed then fly inland – it is not known where they go and a further years' worth of bird surveys may be required November 2015 – March 2016, this is still to be confirmed. More information on the surveys is available from Claire Dewson, Sunderland City Council.

The adopted LDF only has a few housing sites allocated within it, most of which are located away from coastal areas. The Local Plan is expected to support much greater levels of housing and is therefore more likely to have HRA issues which will need to be addressed.

**Planning applications** -Discussion about Local Authorities working with Natural England on a case by case basis; South Tyneside's development management team are now asking if HRA screening is needed for planning applications (this was a comment mentioned by someone else, we don't officially have any hydrological issues that we are addressing). South Tyneside also has data from bird surveys (over wintering birds) as well as information gathered from visitor surveys which should be completed soon. Consultation on South Tyneside's Local Plan will take place late Summer/early Autumn. It is hoped that the Plan will be adopted in 2017. Builders are currently on site at Whitburn Rifles Ranges site, there are still some uncertainty with drainage systems which may be changed.

Ian Bond, Hartlepool Borough Council:

Initial findings from the Planning Inspectorate found the 2013 submission draft to be sound, subject to modifications. As part of the process Natural England had signed off the HRA. However in November

2013 the LPA formally withdrew the plan before it was adopted. The process of writing a new plan is underway and the next plan is expected to be adopted in 2016. The LPA is currently looking at what housing allocations to put into the next plan, however some of the sites within the 2013 withdrawn plan have been submitted as planning applications and therefore in the next plan, if the sites are approved, they will be committed (not allocated) sites, such sites will have been subject to the HRA process and Natural England have had the opportunity to comment on a case by case basis.

Geoff Barber, INCA – there is an agreement in place for Seal Sands, signed in 1986/87. Housing allocation to the **West of the Borough** equals a 1% increase in population; thus it is anticipated this **will not alter** disturbance to birds much.

Ian Bond, Hartlepool – a lot of bird counts have been carried out (**over 500 individual counts**); so they have probably got enough **data**. Allocation of sites has been decided on. Tammara Morris-Hale commented that it is not just data which is required; you also need to come to a **conclusion** on measures you are going to take.

Terry Coult mentioned a large housing site on Hartlepool's border which has no HRA for it (Britmag). Ian Bond added that all Planners run HRA's past the Ecology staff and that this site had been subject to a HRA which Natural England had agreed with.

Tammara Morris-Hale suggested there should be a set of principles to screen applications. Ian Bond said that this **screening should apply on a case by case basis**; Natural England has been involved and is on board. Deborah Lamb, South Tyneside, said one of the problems in this area involves applications going through an electronic 'portal' system. Discussion ensued about the **lack of consistency** with Natural England with Local Authorities.

Claire Dewson, Sunderland City Council

Sunderland is progressing with their Local Plan but it is still some time away. Sunderland has identified a large residential area south of the City and will consist of approx. **3000 dwellings**, the area is known as South Sunderland Growth Area. Following discussions with Natural England it was agreed that South Sunderland Growth Area could progress despite the Local Plan not being ready. The area has been treated as a plan through the **HRA process** and a combination of on-site and off-site mitigation and avoidance measures have been identified. Those developments contributing to off-site measures will contribute £ 1,703.00 per dwelling and will pay towards **survey work, a ranger, etc.** On-site measures will consist of **SANGS including access improvements** to be delivered by the developer.

The **evidence base** used to support the HRA for South Sunderland was the **bird surveys** commissioned by Durham CC and the **visitor surveys** carried out by the Heritage Coast.

Further surveys are required to inform the Local Plan for the City as such Bird Surveys have been commissioned jointly with South Tyneside and cover Seaham to South Shields. Visitor Surveys cover the same area and are currently being reviewed and it is expected that these surveys will be repeated this winter and will include studies in to functional land, River Wear and the River Tyne. Findings from the first year of surveys will hopefully be shared with LA's when ready.

Sunderland has now incorporated a section relating to **HRA within the Validation Checklist** to assist with submissions.

### **Joint Commissioning of Survey Work**

All Local Authorities present said they would be interested in this option. Terry Coult said that when surveys are carried out they should be compliant with other Authorities, using the same

**methodologies.** Niall Benson said that bird surveys are relatively common; however Tourism surveys are not interested in the **winter months**. This option does offer local authorities value for money – all agreed it was definitely an option worth exploring, particularly in terms of saving resources.

Terry Coult said using the same methodologies would increase benefits – Durham County Council had used the same bird surveyor as Northumberland County Council (coastline). Tammara Morris-Hale said surveys should be extended beyond birds and include other biodiversity – seaweed etc. in order to gather baseline data. It was deemed that the **monitoring levels of Natural England** were not detailed enough.

It was suggested that a programme be drawn up – Survey of Work and Frequency of it (using an agreed methodology). All Local Authorities would need to contribute towards this. Niall Benson said that this would make a reasonable business case; not a huge amount of money is needed.

Terry Coult –although no funding had been received from Developers yet (there are 3 sites on the Durham Heritage Coast within the 6.5km parameter); funding will come through in time and will amount to around £50k; based on a £50 charge per house.

Niall Benson added that there are other initiatives carrying out surveys e.g. Newcastle University; they will have their own data. Terry Coult said if the Tyne-Tees area is being covered; a lot more data will still need to be gathered and it is imperative to know what data is out there already.

### **EU LIFE BID**

Niall Benson - relating to Natura 2000 sites – training has been received on the submission of data recently . This project could be developed further and extended resulting in a funding stream which could be used on whatever is needed e.g. stripping back land etc. Niall enquired whether this Group is interested in this funding stream; €3-6million is available. Niall is involved with the Project Development; it could be tailored to fit in with what everybody wanted. Tammara Morris-Hale suggested the money could assist with practical and baseline surveys.

Niall reiterated that overall the development of coastal areas has a negative impact on birdlife as people are attracted to the coast for walking.

Geoff Barber said that Turning the Tide (Millennium Commission) funding had been used to create grasslands on the coast which had been beneficial to the SAC. Niall Benson also mentioned that the issue of coastal erosion would mean SAC's will disappear.

Terry Coult agreed to the idea of the Life Bid; especially considering the amount of funding available – the Steetley development is planned for this year, planning permission has now been approved following a report by Royal Haskoning; pending a few conditions being fulfilled before works commence on site.

All agreed that this funding stream is an opportunity to create habitats on a permanent basis. Tammy Morris-Hales said that the LIFE bid ties together what has been discussed at today's meeting.

### **Next Meeting**

There was a consensus that there are common issues with all local authorities present; and the meeting had been very beneficial. It had been decided not to invite Natural England along to this first meeting so the sharing of information and issues between local authorities could take place.

All agreed that it would be a good idea to invite Natural England along to any future meetings – John King will be invited. Terry Coult asked all present to advise if any other Natural England contacts needed to be added to the circulation list to attend the next meeting. Thought also needs to be given on whether personnel from Strategic Planning Departments need to attend. It was agreed that **Liz Chalmers, RSPB**, would also be invited to the next meeting.

### **Actions**

Niall Benson will:

- Draw up and circulate a programme developed from Business Plan data to all – all to respond as it is will useful to circulate data on what surveys have been undertaken resulting in the sharing of information.
- Circulate a link to relevant contacts
- Process the EU LIFE bid

## Note of correspondence: Durham Coast N2K Liaison group meeting

**From:** Campbell, Hannah (NE) [mailto:Hannah.Campbell@naturalengland.org.uk]

**Sent:** 01 November 2016 13:11

**To:** Claire Dewson; Niall Benson; Terry Coult; Zoe Thirlaway; Clare Rawcliffe; deborah.lamb@southtyneside.gov.uk; Hurworth, Fiona; Palmer, Jane (DaNS); Christina Taylor (christina.taylor@rspb.org.uk); Charman, Elisabeth; Barber, Geoff (Non-Defra); tammara.morris-hale@durham.gov.uk; andrea.king@southtyneside.gov.uk; Graham Megson

Dear all,

I know that the notes and actions from our meeting on 12<sup>th</sup> October at Seaham have not yet been circulated. However I know I had a few actions which I've addressed below:

I've spoken to the Casework Manager Network about cross border mitigation in their areas and we discussed Natural England's role. This was also raised internally on the Development Plan Network and with our Principal Adviser. It was suggested at the meeting that NE was taking a much more active role in the South East, my understanding is that this is on a cost recovery basis with the LPAs jointly funding a role to co-ordinate the cross border mitigation. Different areas are approaching this differently as you would expect. The Area Team can take a role in facilitating discussions between the LPAs and providing advice on HRA, and we are happy to take on this role in our area. However it would be the responsibility of the LPAs to propose and agree solutions for cross border mitigation.

Terry raised the possibility of creating a shared repository between the LPAs of the best available evidence which could be used to inform your Habitats Regulations Assessments. We would very much support this suggestion and think it would promote consistency and also be good evidence of the LPAs meeting their duty to cooperate. We are happy to review evidence that would be added however we are not able to hold, maintain and keep up to date this information. Given the nature of the information I think that it would be best for the LPAs to share the responsibility of keeping the information up to date and organising a suitable place where they can all easily access it, such as through ERIC.

I'm aware that there were questions raised about Natural England's response to Hartlepool BC. We looked again at the response that was sent. The consultation was for preferred options on the local plan. While there were some differing views on the response we provided it should be remembered that Hartlepool's Plan is at an early stage, and we will be commenting further as the Plan progresses. I'm aware that Graham will now be preparing a second version of the HRA for Hartlepool's Local Plan from his email on 19<sup>th</sup> October, and NE will comment on in due course.

As Ruth mentioned in the meeting Natural England does not provide guidance we do however have a published service standard for Responding to Local Plans. I have attached the link [publications.naturalengland.org.uk/file/5196435741999104](http://publications.naturalengland.org.uk/file/5196435741999104).

Apologies if there is anything that I haven't covered if there are any further actions for Natural England then we'll address them once the meeting minutes are circulated. Please let me know if you have any questions.

Kind regards  
Hannah Campbell  
Team Leader  
Northumbria Area Team  
Natural England  
Lancaster House  
Hampshire Court  
Newcastle upon Tyne  
NE4 7YH  
Tel: 07825 272524



## Notes of Meeting: Tees Estuary Partnership 14 March 2017

### Attendance:

David Bage, Geoff Barber, Amanda Booth, Paul Brooks, Peter Cornes, Alèxe Finlay, Jeremy Garside, Bernie Glanville, Graeme Hull, Neil Kenley, Katharine Ludford, Felix O'Hare, Graham Megson, Mark Pearson, Anju Sanehi, Christina Taylor, Brad Tooze, Robert Woods, William Woods, Rebecca Wren and Elaine Young.

### 1 Apologies for absence

Tom Ballantyne, Milly Metcalfe and Neil Etherington.

### 2 Minutes of the last meeting

The minutes were agreed as a true record.

### 3 Memorandum of Understanding Update

#### 3.1. Update about MoU Implementation

Individual members of the TEP Steering Group, including Tom Ballantyne, Anju Sanehi and Felix O'Hare, in addition to an 'MoU Working Group' comprising Natural England, the Environment Agency, the Marine Management Organisation, RSPB, INCA and Stockton Borough Council have assisted development of the MoU through a series of drafts to the point where it was shared by Elaine Young of Natural England with the remaining stakeholders at the meeting on 14 March.

Subsequent to this meeting the current version of the document has been distributed around the TEP Steering Group for final comment by 22 March 2017. For industrial stakeholders this includes any requirement for addition of further existing operations to Table 1 of the MoU, which contains detail of those operations which arose from the one to one discussions with industry that took place in 2016. In addition to the MoU a one-page flowchart, which succinctly details the flow of the whole process, was also circulated. This was described by group members as being a very helpful addition to the process and aiding its clarity.

It is anticipated that the formal 3-month consultation about the SPA review, including the MoU documents and its annexes will start in April 2017. At this point wider stakeholders within the estuary will be able to comment. The annexes to the MoU include the 'Sensitivity Map', which highlights the more sensitive areas in the estuary, and 'Advice on Operations' tools which are supplementary to the MoU and will link to it. The MoU will also be linked to the NE conservation advice (including the advice on operations) which will give specific detail about how the MoU framework will be applied locally. The MoU documents current activities which at their current levels are deemed, without prejudice, to not impact on the potential new features of the site. For future activities these may require further assessment. The tools also identify activities where more information is needed, either because of the potentially disturbing nature of the activity or the sensitive location where it is planned. The whole package is anticipated to streamline the existing process and to give industry more clarity. It was welcomed by the Steering Group who all reported that they were broadly happy with it.

#### 3.2. Signing of the MoU

The MoU will be formally signed, without prejudice, by the Defra statutory agencies. In addition, although the Tees Estuary Partnership does not have the legal status to sign, it was agreed by all stakeholders at the Steering Group meeting, including those from the local authorities, that a 'Foreword' to the MoU which had previously been circulated to all members of the group would be endorsed by the Chair on behalf of the TEP. To avoid any

doubt the final text of this 'Foreword' is enclosed with these minutes. This 'Foreword' will be attached to the MoU.

### 3.3. SPA Bird Survey Evidence

A point relating to the evidence requirement, to justify ongoing conclusions regarding the MoU, was raised. This would not be part of the consultation process but would be something that the Steering Group should lead. Particular relevant points in this respect, although not all discussed in the meeting, are:

- What evidence would be required in order to fulfil the objectives of the MoU?
- What data do stakeholders already hold?
- Would it be a database to be held on behalf of and for the benefit of all stakeholders?
- Who would hold and manage the data on behalf of the partnership?
- Who would carry out the additional survey work required and when should it be done?
- With new evidence, the 'Sensitivity Map' would be further refined in the future based on additional information as it became available. Who would do this?
- How would work be funded?

No conclusion was reached about the issue of evidence but it was agreed that it would need to be revisited as a future agenda item for the TEP Steering Group.

PD Ports have offered their vessel in order to carry out the additional survey work which will inevitably be required.

### 3.4. COMAH

Within the MoU advice package, use of the 'Advice on Operations' tool will not be a statutory requirement for normal existing operations but will be a tool for future activities such as permits which are subject to periodic review (e.g. COMAH). These would need to use the tool in the future in order to consider any effects on the new SPA.

In respect of this, Graeme Hull of the Environment Agency mentioned that the EA COMAH Officer will be making contact with Upper Tier COMAH sites in the coming months to provide detail of what will be required. Concern was expressed by industrial stakeholders within the TEP Steering Group about what this would mean for current COMAH submissions, particularly in view of a recent experience where it would appear that a conversation with the COMAH Officer had not focused upon the pSPA. Graeme Hull confirmed that Graham Preston, the Team Leader at the EA who is responsible for the EA COMAH Officers, is aware of the Tees Estuary Partnership process and what has been agreed within the TEP.

**Key Action:** Graeme Hull to organise a meeting between Graham Preston and a small group of COMAH plant operators to discuss how wider communication about this issue might be structured so that misunderstandings do not arise. Natural England offered to provide input in terms of identifying where the sensitivities are. INCA should also be involved in this meeting as this organisation compiles Ecology / Ecotoxicology reports which are in support of Members' COMAH applications and therefore needs to input into and understand any possible reporting changes that are required by the Environment Agency.

## 4. Environmental Banking and Mitigation Process

### 4.1. Options

At the December 2016 TEP Steering Group meeting a strategic approach to encourage land owners to place land which is in their ownership into conservation projects was introduced in a paper compiled by Andrew Whitehead of Natural England. This paper identified three options:

- Option 1 - Maintain current approach. This is not an ideal option, is not in line with the principles of the partnership and so it was agreed that we would strive to do better than this.
- Option 2 - Strategic land improvements with developers contributing to the cost of delivery.
- Option 3 - Mitigation/ habitat banking with a single organisation acting as a central point of contact between those with land available for mitigation enhancements and those needing to mitigate.

The TEP Steering Group agreed that Option 3 was the one which they preferred and would wish to implement for the Tees.

#### 4.2. Developing a 'Mitigation Bank'

Detailed discussion then ensued as Option 3 would need available land, either in public ownership or in private ownership to enable a '**mitigation bank**' to be set up which could form the basis of some sort of trading system comparable to carbon credit trading. Option 3 would also need to identify the numerical value of a 'mitigation credit' in order to develop the '**bank**'. Alèxe Finlay mentioned the possibility of an 'Estuary Partnership Mitigation Bank' and that the Tees & Hartlepool Port Users' Association / PDPorts could act collaboratively to build up such a 'bank' but that this would need consultation with Crown Estates and the Dioceses of Durham and Whitby. Neil Kenley also mentioned future possibility on land which was formerly part of the former steelworks at Redcar subsequent to launch of the new South Tees Mayoral Authority in May 2017.

Natural England mentioned a 'Biodiversity Offsetting Calculator' which had been developed by Warwickshire County Council but it was felt by the group that this probably was not the right process for the Tees as it looked only at habitat whereas our process needs to have an emphasis on bird usage in addition to habitat. It was also mentioned that work looking at mitigation principles is taking place on the Humber which could be developed for the Tees.

Some of the key points around the detailed discussion, which were raised but no resolution made were:

- Imposed solutions tend not to result in a desire for voluntary effort.
- Look initially to achieve easy wins that are cheap to implement.
- Look initially to achieve a process that delivers up-front 'banking' opportunities.
- Land has a 'book value'. How can companies be incentivised to 'give up' land, particularly if that land may be used at some stage in the future for a high value development?
- Landowners who are already carrying out enhancement works on their land need to be recognised within the process.
- Flexibility to allow non-permanent use of industrial land for particular projects may gain wider buy-in than insisting that all projects should involve land being given up in-perpetuity.
- 'Banking' could take the form of money being provided to enhance land which is already set aside for the purpose of nature conservation.

In order to take these issues forward Brad Tooze proposed that a sub-group of the TEP be formed and invited William Woods, Paul Brooks, Alèxe Finlay, Neil Kenley, Tina Taylor, Graeme Hull, Felix O'Hare, Bernie Glanville and Geoff Barber to be participants, in addition to Natural England. It was mentioned that Geoff Barber, who will be retiring from INCA in the coming months, will be replaced by Mike Leakey, also of INCA. Jerry Drewitt has offered to Chair the group. This group, which will be led by Natural England, will develop the process towards a strategic mitigation plan which achieves the aims of nature conservation but also ensures that landowners are appropriately compensated.

## 5. The Habitat Framework

This framework is effectively an 'audit' of what might be possible in terms of habitat creation / enhancement on the Tees. It has been primarily, though not completely, focused on seeking opportunities in intertidal areas. It will also identify where the best and most appropriate target enhancement land opportunities are for nature conservation. These could then be used as a 'commodity' in a type of process as discussed in section 4 of these minutes or for voluntarily delivery. It is important to note that opportunities identified are at concept level only and place no obligation on participating organisations, financial or otherwise.

The work carried out is being funded primarily by the Environment Agency but is match-funded by the Tees Estuary Partnership as agreed at the December Steering Group meeting.

Work to produce the habitat framework is being delivered by INCA to a 31 March 2017 target and comprises:

- An engagement plan. This has already been implemented and to date expressions of interest in participating in the project have been received from 14 organisations, most of which are industrial but also from local authorities and nature conservation NGOs.
- Mapping of feasible opportunities in ArcGIS is taking place.
- Most site assessment visits have now been carried out and INCA is in the process of completing a feasibility report for each site. These detail a site description, what may be possible in terms of habitat creation / enhancement, the opportunities /constraints involved, ongoing management requirements and outline cost estimates.

It must be stressed that the feasibility reports do not define what is possible as mitigation land or what could be altruistically implemented just what may be possible / feasible.

Once complete and the mechanism from section 4 of these minutes has been defined this habitat framework will be made available for planning purposes.

## 6. Proposed Way Forward for the TEP

Natural England have defined a proposed way forward for the TEP within the MoU. While this was not discussed at great length it was felt by the group that a Board above the existing TEP Steering Group would be unnecessary and cumbersome. It was agreed to discuss the ongoing organisation in more detail at the next TEP Steering Group meeting.

## 7. AOB

None reported.

## 8. Date of Next Meeting

The date of the next meeting will be arranged in three to six months' time towards the end of the process detailed in these minutes.

**Action:** Robert Woods to arrange the next TEP steering group meeting via a doodle poll.

## **Notes of Meeting: Tees Estuary Partnership 13 December 2016**

### **Attendance:**

David Bage, Tom Ballantyne, Geoff Barber, Glyn Bateman, Amanda Booth, Paul Brooks, Liz Charman, Peter Cornes, Tony Finn, Alèxe Finlay, Jeremy Garside, Bernie Glanville, Eddie Halstead, Graeme Hull, Felix O'Hare, Graham Megson, Milly Metcalfe, Mark Pearson, Anju Sanehi, Rob Staniland, Christina Taylor, Andy Whitehead, Keith Wilson, Robert Woods, Rebecca Wren and Elaine Young.

### **2 Apologies for absence**

Neil Etherington, Neil Kenley, Cheryl Nicholson, Brad Tooze and William Woods,

### **2 Minutes of the last meeting**

The minutes were agreed as a true record.

### **4 Development of the Memorandum of Understanding**

An update relating to development of the MoU was given by Elaine Young of Natural England, including the 'Sensitivity Map' and 'Advice on Operations' tools which are supplementary to the MoU and will link to it. The MoU will also be linked to the NE conservation advice (including the advice in operations) which will give specific detail about how the MoU framework will be applied locally. The feature sensitivity map will be developed further to guide industry and regulators to sensitive areas. The MoU will document current activities that are deemed, without prejudice, to not impact on the potential new features of the site. For future activities these may require further assessment. The tools will also identify activities where more information is needed, either because of the potentially disturbing nature of the activity or the sensitive location where it is planned. Marine Impact Risk Zones will be collated for the area to identify low risk activities that can be screened out, with conditions (if required) to streamline the process further. An update presentation from Natural England is circulated with these minutes for information.

Designation documents were submitted to Defra on 13 December 2016 and it is expected that there will be a formal consultation process, estimated to begin in February 2017. The aim is to finalise the MoU before formal consultation and this will continue to be developed with input from stakeholders. The formal consultation will run for 3 months during which time wider stakeholders will have an opportunity to comment. Classification of the pSPA is then expected to happen at the end of 2017 after which all of the associated documentation will be formally available on-line via the Natural England website.

The NE advice package, which includes the 'Advice on Operations' tool, is still being collated but notwithstanding the process outlined above will be available as a draft version for informal use by stakeholders from April 2017 onwards.

Use of this tool will not be a statutory requirement for normal existing operations but will be a tool for future activities such as permits which are subject to periodic review (e.g. COMAH). These would need to use the tool in the future in order to consider any effects on the new SPA.

It was clarified that the 'Advice on Operations' tool will not inform users about whether a particular plan is permissible. It will advise users, for example, about where a particular operation is likely to be sensitive and although it will add significantly to the clarity of information available relating to large developments it will still be necessary to talk to Natural England in such instances.

A 'Marine Impact Risk Zone' tool is also being developed for the Tees by Natural England with support from the MMO. This will link to the 'Sensitivity Map' and aims to give clarity to

users in screening out low risk operations. A workshop will be organised in the first quarter of 2017 to develop this. Collating more evidence about potential impacts is key in order to inform the process as the Sensitivity Map is mainly based on expert opinion. Initial screening will separate areas used by waterbirds from less sensitive areas used by feeding Common Tern. Further development of screening will investigate the times of year and locations that are more sensitive.

In terms of the MoU process it was confirmed that the brinefield area will be overseen via a management group which is outside of the main MoU process as the specific issue here is not feeding Common Tern and is more complex.

#### **4. Signing on to the MoU**

Given that the MoU is basically a memorandum defining the combined regulators approach to formal regulation, it was decided at the September TEP Steering Group meeting that the regulators (Natural England, Environment Agency and MMO) would be formal signatories to the MoU. It was recognised that, as an informal partnership, the Tees Estuary Partnership does not have the legal status to sign.

However, to demonstrate support for the process, there was a suggestion that a 'Foreword' to the MoU could be endorsed by the Chair on behalf of the TEP. A proposed draft of this 'Foreword' was shared with the TEP Steering Group at this meeting and is circulated with these minutes. Comments were invited.

Given the tight timescale of the MoU authorisation process within Defra, the local authority representatives were asked specifically if they were happy to be included in the general endorsement rather than the more time-consuming process of formal signature alongside the regulators. Endorsement of the 'Foreword' was raised by the Chair as a possible way to avoid lengthy delays due to legal process. The meeting was clear that the MoU will give clarity and will make planning of new development easier but that it is not a statutory requirement. The document is meant to reflect the consensus agreement of stakeholders to this simplified process but individual organisations retain the right to choose not to use it.

Local authority members of the TEP Steering Group were asked to review the proposed endorsement and let the Partnership know if this way forward is acceptable to them.

#### **Actions:**

- Members of the TEP Steering Group to feed back any comments about the draft Foreword to Robert Woods as soon as possible.
- David Bage to co-ordinate a response on behalf of all of the local authorities to Robert Woods about the 'Foreword' content and its possible endorsement.

#### **5. Environmental Banking and Mitigation Process**

At the September TEP Steering Group meeting it was accepted that the partnership should have a role beyond delivery of the MoU, which was just one key part of the original vision. The next task is to focus on the production of a framework to help in identifying conservation opportunities in the estuary. This 'Habitat Framework' will be concerned with identifying specific projects and creating the means for implementation of these projects, both at a strategic level and a delivery level.

Key to implementation of habitat opportunities in the estuary is the need to take a strategic approach and consider mechanisms to incentivise land owners to place land which is in their current ownership into conservation projects. Andrew Whitehead of Natural England shared a paper on this subject which identified three options listed below. This paper is circulated with these minutes so the detail of the three options listed below is not repeated here:

- Option 1 - Maintain current approach. This is not an ideal option, is not in line with the principles of the partnership and so it was agreed that we would strive to do better than this.
- Option 2 - Strategic land improvements with developers contributing to the cost of delivery.
- Option 3 - Mitigation/ habitat banking with a single organisation acting as a central point of contact between those with land available for mitigation enhancements and those needing to mitigate.

Options 2 and 3 would need available land, either in public ownership or in private ownership to enable a 'mitigation pool' to be set up which could form the basis of some sort of trading system comparable to carbon credit trading. Option 3 would need to identify the numerical value of a 'mitigation credit' in order to develop the 'pool'. There would probably need to be an investment to catalyse the process. In this respect Glyn Bateman of Natural England mentioned that Natural England have a modest £50,000 bequest fund which could be used to 'kick start' the process.

Given the physical size of the Tees estuary area and its constrained nature, it was pointed out that land for environmental banking would not necessarily need to be in the Tees estuary as long as it was supporting birds of the SPA. However, the TEP Steering Group was keen to investigate a Tees estuary solution to this process which is where land in public ownership could help. It was also pointed out that enhancing and buffering existing key sites is a more robust, strategic way forward than piecemeal like for like mitigation.

Several industrial members raised the point that there needs to be an incentive for organisations to carry our environmental enhancement work and that there needs to be a process to recognise and account for existing habitat which is already present on some sites.

Two key points which therefore need to be addressed as part of the ongoing process would be how to value mitigation work and how to identify where the appropriate target enhancement land is. The former will evolve from the 'Habitat Framework' which will initially address the latter. This 'Habitat Framework' is discussed in the next section of the minutes.

#### **Action:**

Members of the TEP Steering Group are requested to feed back any comments about the paper titled 'Mitigation Opportunities Plan Options' to Andrew Whitehead as soon as possible to enable him to further shape the ideas into a proposal to feed back at the next TEP Steering Group meeting.

## **6. The Habitat Framework**

Graeme Hull of the Environment Agency shared a paper, relating to a 'Tees Estuary Habitat Framework and Feasibility Reports' project. This aims to facilitate the improvement of the Tees estuary habitat by developing a common understanding of current habitat distribution and extent and the opportunities for habitat enhancement. The output will be Feasibility Reports for specific sites, including intertidal locations where landowner willingness is identified. The project will set out a prioritised suite of habitat enhancements that could be taken forward for delivery in subsequent projects. The detail of the proposal, is contained within the paper titled "Tees Estuary Habitat Framework and Feasibility Report Specification" which is circulated with these minutes.

Delivery could be through a variety of routes including voluntary action, externally funded partnership projects, or related to development planning. Natural England is working with the TEP to define a process for 'Environmental Banking', detailed in the previous section, which may facilitate the implementation of this 'Habitat Framework'.

The project proposal, which involves an EA / INCA Partnership, is guided by and feeds into the TEP Steering Group, which agreed to support the process. The work, agreed by TEP Steering Group will be delivered by INCA to a 31 March 2017 completion date.

It was agreed by the Steering Group that the remaining £6500 of donation from TEP stakeholders would be used as match funding to part-fund the significant Estuary Biodiversity Opportunity Mapping component of the work. This work is consistent with the vision and objectives of the partnership which were defined at the beginning of 2016. This match funding will release the remainder of the required funding provided by the EA, consisting of £35,000, which will be the major part of funding the whole work.

## **7. Update about the North East Inshore Plan**

Milly Metcalfe of the MMO reported about progress in their North East Marine Plan which is scheduled for consultation in August 2019. The consultation has three iterations of which information gathering workshops relating to the first took place during the summer of 2016.

The MMO has published issues from these initial workshops and will be consulting on this in a series of workshops in February and March 2017.

There are several examples relevant to the Tees but these will change as there are further iterations in the process and feedback arises from these.

Stakeholders from the TEP Steering Group are encouraged to come to the first iteration consultation to share any issues that they may be aware of in order to assist the evolving process. The dates of these sessions will be circulated when available.

Milly assured the Steering Group that she feeds the outputs from the work of the TEP into that which is being carried out by the MMO to ensure that the gains from the TEP are incorporated into the developing North East Inshore Plan.

## **8. AOB**

David Bage reported that the Tees Valley Local Authorities are currently consulting about development plans for the area and encourages all members of the TEP Steering Group to comment on the plans as they will be the starting point for planning applications for new developments once adopted. The authorities would welcome any supporting comments about policies and proposals in the plan.

With regards to **The Stockton Local Plan**, this is available online at [this location](#). Their consultation will end on the 20<sup>th</sup> January 2017 and responses can be made on their online consultation portal [here](#). David would specifically direct interested parties to policies SD2, SD4, SD5, EG4 and ENV5 but would also encourage comments about other matters.

The **Hartlepool Local Plan** is at publication stage and an eight week consultation is running from Friday 9<sup>th</sup> December 2016 to Friday 3<sup>rd</sup> February 2017. This period gives interested parties an opportunity to comment on the Publication version of the Local Plan, as well as the accompanying Proposals Map, Sustainability Appraisal and Habitats Regulations Assessment. These are available on the Council's website at [www.hartlepool.gov.uk/localplan](http://www.hartlepool.gov.uk/localplan) where there are also details on how to submit comments.

## **9. Date of Next Meeting**

**Action:** Robert Woods to arrange the next TEP steering group meeting via a doodle poll.



## **Notes of Meeting: Tees Estuary Partnership 19<sup>th</sup> September 2016**

### **Attendance:**

David Bage, Tom Ballantyne, Geoff Barber, Ian Bond, Amanda Booth, Paul Brooks, Peter Cornes, Neil Etherington, Alèxe Finlay, Jeremy Garside, Eddie Halstead, Graeme Hull, Felix O'Hare, Neil Kenley, Jane Palmer, Allan Snape, Rob Staniland, Brad Tooze, Robert Woods, William Woods, Rebecca Wren and Elaine Young.

### **1 Apologies for absence**

Bernie Glanville, Milly Metcalfe, Cheryl Nicholson and Christina Taylor

### **2 Minutes of the last meeting**

The minutes were agreed as a true record.

### **3 Update about 1 to 1 discussions with Industry**

Robert Woods gave a brief update about the 1 to 1 discussions which took place with key industrial stakeholders around the estuary. These discussions took place with 15 organisations and identified the detail of current operations and aspirations while also identifying potential habitat creation or enhancement areas. Information relating to site operations was recorded and then initially assessed by INCA according to those operations or plans which were unlikely to lead to disturbance of the pSPA and those which would require further assessment. Documents relating to 12 sites have so far been assessed by Natural England who concur with INCA's findings, such that almost exclusively current operations are not expected to cause any disturbance to birds of the pSPA while some aspirations also fit into this category. Many of the larger aspirational projects were found to require more information before they could be properly assessed. Further comments are awaited from MMO and EA and there may be other permissible activities that could be included in the MoU.

The non-disturbing operations and plans form the basis of what will be allowed via the Memorandum of Understanding (MoU) without the requirement for further consultation with the regulators. The outline MoU is considered in the next section of these minutes.

### **4 Outline of the Draft Memorandum of Understanding**

Preparation of the MoU is an iterative process. Natural England invited comments about the first iteration of the MoU which was prepared by the Environment Agency and Natural England as part of a working group developing the draft on behalf of the TEP. The group comprises all three regulators, INCA and the RSPB while the first iteration has also had feedback from two industrial members of the TEP steering group prior to this meeting.

The MoU is intended to provide a framework to clarify and simplify guidance about existing and aspirational activities and is based on the Coastal Concordat which gives advice about sustainable development in coastal areas. This is an existing agreement which provides a framework for additional local agreements on the Tees. The key principles upon which the MoU will operate are all based around improving efficiency for users in comparison with the system which currently operates. The MoU will also identify how frequently it should be reviewed to test that the process is working effectively (e.g. six-monthly intervals) and how it will be updated. It was commented that this process must not be excessively bureaucratic.

Two annexes to the MoU will give the specific detail about how the framework will be applied locally. These are a feature sensitivity map and related conservation advice tool which will identify specific activities authorised by the MoU which do not require further assessment

and activities where more information is needed, either because of the potentially disturbing nature of the activity or the sensitive location where it is planned. In this way the MoU will allow 'light touch regulation' to be applied. Elaine Young mentioned that she would appreciate any feedback about the MoU framework which was shared at the meeting and that it would be further developed following feedback from stakeholders at the event focused on this subject and facilitated by Natural England on 30 September 2016. This event will show locational detail by way of the feature sensitivity map.

## **5 Signing the Memorandum of Understanding**

Prior to the meeting the Chair had discussed with various people, the issue of who should sign up to the MoU. In essence the MoU is a guidance document for developers to use or competent authorities to guide developers towards. As such it is a practical tool that needs to be signed by the three key regulators (NE, EA and MMO). Furthermore the MoU is not a legal document and it was agreed that the TEP, as currently constituted, does not have a mandate to sign on behalf of all stakeholders.

After some discussion the steering group agreed that the document would only require signature from the regulators but that the TEP Chair would sign an introductory statement within the MoU document outlining its origin and purpose and endorsing the process by which it was prepared. The question was raised as to whether or not the Local Authorities needed to sign up to the MoU and while this was not concluded it was agreed that the Local Authorities would refer developers to the document.

## **6 Key elements of the Masterplan**

There was some debate within the group about what exactly the masterplan is, beyond the vision. It was felt that referring to it as a 'masterplan' has given unhelpful connotations about the scale of what it might deliver. From now onwards it will be referred to as a 'framework' which will cover the delivery of various elements, including the MoU, as they are developed.

An agenda item to discuss where the framework might sit and how it would be updated and resourced was deferred to a future meeting.

It was agreed by the group that, for the time being, the framework should concentrate on its original focus of integrating the needs of industry and nature conservation. The group recognised a danger that we lose focus if we widen the scope at this stage. Inclusion of areas such as agriculture, housing and recreation were felt to be beyond the scope of the current steering group and that in due course others may need to be involved to deliver these aspects. Indeed it was pointed out that on the Humber the LEP there deals with larger economic projects and the management of the process which is associated with this.

After discussion and reference to the original vision and objectives it was re-affirmed that the partnership should have a role beyond delivery of the MoU, which was just one key part of the original vision. The next task should focus on the production of a framework to help in identifying conservation opportunities in the estuary, identifying specific projects and creating the means for implementation of these projects, both at a strategic level and a delivery level.

Key to implementation of habitat opportunities in the estuary is the need to take a strategic approach and consider mechanisms to incentivise land owners to place land which is in their current ownership into conservation projects; failure to implement a suitable system is considered to be a major stumbling block to its success. The situation on the Tees is complicated because often the occupier is not the owner. It was pointed out that a recent legal case had established that mitigation must be in place before the effects that they are mitigating for occur.

To address the issue Natural England confirmed that they would be interested in working with the TEP to develop a system akin to 'environmental banking' but thoughts are at an early stage. The principle may be that some organisations would 'donate' land to be used as mitigation for other organisations wishing to develop land elsewhere in the Estuary. Developers could buy-in to this system and pay for the enhancement projects by way of mitigation. Clearly for this to work there would need to be a mechanism in place to benefit organisations donating the land. Without this such a system could not work.

It would be important to ensure that a system for management of such land was in place so that it does not deteriorate in conservation value due to lack of resource.

Any system for 'environmental banking' would also need to be Tees Estuary wide so that projects crossing boundaries between different unitary authorities would need to be viewed holistically rather than parochially.

Another thought raised was that there would also need to be ongoing monitoring for land that was set aside for the purpose of conservation so that a simple system would need to be in place to measure environmental improvements which could be 'banked' against future developments.

It was suggested that it could be part of the role of the new Tees Local Nature Partnership to manage the whole process strategically.

**Key Action: It was agreed that Natural England would bring ideas to the December TEP steering group as to how the above land banking process might work in practice.**

## **7 AOB**

Graeme Hull commented that the Environment Agency have some funding to look at the feasibility of specific habitat creation ideas on specific sites in relation to their 'Estuary Edges' project. He invited any organisations wishing to take part in this project to contact him.

## **8 Date of Next Meeting**

The date of the next meeting will be in December. **Action:** Robert Woods to arrange the next TEP steering group meeting via a doodle poll.

## Notes of Meeting: Tees Estuary Partnership 4<sup>th</sup> July 2016

### Attendance:

Tom Ballantyne, Geoff Barber, Ian Bond, Amanda Booth, Paul Brooks, Peter Cornes, Neil Etherington, Alèxe Finlay, Jeremy Garside, Bernie Glanville, Graeme Hull, Felix O'Hare, Ben Lander, Milly Metcalfe, Jane Palmer, Christina Taylor, Brad Tooze, Robert Woods, William Woods, Rebecca Wren and Elaine Young.

### 1 Apologies for absence:

Neil Kenley and Jerry Drewitt.

### 2 Minutes of the last meeting

The minutes were agreed as a true record.

### 3 Comments from the Chair

The Chair commented that the Tees Estuary Partnership had started in January 2016, having agreed a common purpose with ambitious targets. Progress over the seven months since inception of the group has been excellent. We have achieved something very worthwhile, having now reached a point where we can create a Memorandum of Understanding (MoU) for industrial operations on the Tees which will have full commitment from all three regulators. To reach this stage has been very challenging.

At this point the Chair reminded the steering group about the TEP shared vision for the Tees Estuary, being “.....to create an estuary that is an exemplar for nature conservation, with thriving habitats and populations of birds and animals, and which drives sustainable economic growth and business investment in the area. All users of the estuary will have a common understanding of the environmental and socio-economic value of the Tees and the needs of other stake-holders. This promotes integrated planning and sustainable development of the estuary alongside improvement of the habitats and infrastructure.”

The group re-affirmed their collective support for this vision and the broader masterplan which has arisen from it. The Chair stated that the masterplan has key components which relate to both economic development and improving the environment where economic development takes place, commenting that there cannot be one without the other. He therefore invited members to consider all elements of the masterplan as we move forward, including those which relate to habitat creation / enhancement opportunities, whether this be statutory needs as part of mitigation plans or as part of the partnership's wider nature conservation aspirations, in addition to the elements relating to economic opportunity and planning simplification.

### 4 Update relating to discussions with Key Industrial Stakeholders

INCA is engaged in a series of one-to-one discussions with major industrial stakeholders. Meetings have taken place with eight stakeholders so far. It is intended that discussions with the remainder of the stakeholders would be completed by the end of July. Discussions have all been positive. They have identified the detail of current operations for each stakeholder and where possible, future aspirations and habitat enhancement opportunities. The information has been documented and with stakeholder permission has now been passed to Natural England (NE) for four of the organisations concerned in order to allow the regulator to make an assessment as to whether or not particular activities are likely to be disturbing. INCA's initial assessment of many of the activities concerned was that existing activities were unlikely to affect the pSPA. NE has concurred with that view in a recent meeting. This will be reflected in the MoU as it develops through August.

Robert Woods reported that future nature conservation issues are likely to remain similar to those of today. Irrespective of future possible legislation changes which are associated with leaving the EU we have the momentum within the TEP process for development of an agreed MoU for the estuary which therefore would effectively be future-proofed against such changes.

## **5 Update from NE on advice about current operations & aspirations**

NE confirmed that they had evaluated the feedback from four of the one-to-one meetings which had been conducted so far and had found this to be a very helpful part of the process. They were comfortable that there were a number of operations, in common to many organisations, which would be unlikely to have any negative effect on foraging Common Terns and therefore would not be likely to have any effect on the pSPA. Such generic operations will be confirmed in the developing MoU. On some sites there is a greater degree of complexity and Brad Tooze mentioned that where this is the case it would be possible to develop a site-specific MoU with particular companies. Natural England were delighted to see the environmental enhancements which had been put forward by various companies during the one-to-one discussions. Brad highlighted that there may be multiple options in the Masterplan for land including strategic mitigation areas for broader purposes.

NE are keen to see the TEP process move into developing a plan to include the nature conservation opportunities which are currently being identified, including small enhancements such as those previously detailed by the Environment Agency in a previous TEP meeting under the heading of 'estuary edges'. These are often minor, low-cost modifications such as to the structure of frontages which provide habitat diversity to encourage invertebrates and fish. Small changes across an entire estuary can lead to significant new habitat continuity in areas where there were previously none.

Brad confirmed that a draft MoU, containing input from all of the discussions which are currently taking place with industry, would be developed by the middle of September. This would be subject to initial scrutiny by the TEP steering group and following this there would be more dialogue about the draft MoU with the wider stakeholders in the estuary at an event which NE are planning on 29 or 30 September 2016. The MoU will give clarity and confidence to industry that current operations (at current levels) will not have an impact on the pSPA and can continue as business as usual.

Within the MoU, Brad commented that NE would not wish to introduce unnecessary limits on existing activities such as commercial vessel movements and would work with the best available understanding of such activities. If there are certain operations which have been assessed as non-disturbing, and therefore permitted within the MoU, any increase would need to be reviewed through the TEP.

Future activities would need to be assessed on a site by site basis through the normal regulatory processes.

Elaine Young then introduced an 'Advice on Operations' tool. NE are currently developing a version of the tool which will be tailored for the Tees and which would be updated regularly as new evidence is collated. This tool will eventually be available on the Natural England website and will allow users to identify and seek advice about where there might be sensitivities about particular operations and therefore where NE may require more information. Piling was one of the operations illustrated which may involve a requirement for further discussion depending upon where and when it takes place, its frequency and how close it is to the pSPA. The tool is not about giving consent but rather for providing information to inform habitat regulation assessments.

It was commented by members of the group that the NE approach was a huge move forward and was very helpful guidance.

## **6 Bird Verification Study**

Elaine Young commented that NE has contributed to additional bird survey work this summer utilising INCA and NE staff. NE thanked PD Ports for offering their vessel to carry out the boat based surveys. The survey methodology will include the repetition of the 2015 ECON foraging tern study. The original study focused on tern distribution and activity at a number of sites along the length of the Tees downstream from the Barrage.

The survey will also look at displacement of terns as a result of human activity along the river. INCA will also carry out a desk study of previously gathered data on the impacts of recreational disturbance in order to identify gaps which may require further survey work in the future.

Geoff Barber commented that it is very important to have validated / current bird data for the river as it is so fundamental to the planning process. NE commented that it is their aspiration that ongoing monitoring of the health of key bird populations would be beneficial in order to inform the 'Advice on Operations' process and the Tees masterplan more widely.

## **7 Agreeing the process for drawing up the MoU**

Graeme Hull reported that the three regulators (NE/EA/MMO) have met to discuss how they will co-ordinate their efforts in working together to produce a MoU which they will all endorse. There is now agreement in principle from them to support this.

In establishing a brief for developing the MoU the regulators have followed guidance given by the TEP steering group given at its inception in January 2016 and will take into account the draft work plan which contained a desire to "create a Memorandum of Understanding for the Tees in relation to the provision of advice, consents and assent. If an operation meets criteria set out in the MoU then it is considered as not requiring signatories to seek NE advice or consent. The MoU can therefore be used for current operations but also for future ones. This would be concise guidance which is consistent and signed up to by all parties." Graeme commented that the broad aim of the regulators approach was to give greater certainty and clarity to industry, with fewer restrictions. When asked if there was anything else which group members wished to mention about the MoU process, several members commented about how important clarity would be and any specific guidance within the MoU would need to be very clear, recognising that most future users of it are not naturalists. Guidance, therefore, should be clear enough to be standalone and not require users to have to go back to the regulator to clarify the meaning of text.

Several examples of existing MoUs were shared by the EA so that it could be seen that there were successful processes already in place that we could use and build upon to produce a meaningful MoU which is specific for the Tees. These examples were the EA/TVU working protocol of July 2011, the NE/TVU working protocol of May 2012, the 'Coastal Concordat' and the 'MoU on Sustainable Development around the Humber' of December 2014.

The group was also left to think about who would sign the final MoU in addition to the three regulators.

An approximate timetable was shared for development of the MoU, which is:

- Agreement in principle to the MoU from EA, NE and MMO - already in place.
- Assess aspirations and confirm brief – July 2016
- Working Group - July-September 2016
- Review and Drafting - August – September 2016
- Initial draft to TEP steering group for comment - September 2016
- Review and comment by TEP steering group – October 2016
- Final draft - November 2016
- Adoption by TEP – December 2016
- Implementation – to be confirmed

It was noted that it would be beneficial for the final version of the MoU together with the habitat masterplan to be embedded within the strategic planning process. In addition to the regulators and local authorities it would need full commitment from industry. It was suggested that those organisations who did not wish to use the new system would need to be assessed via the old system which pre-dated the MoU.

Discussion about the legal framework for embedding the MoU took place. It was explained that the MoU will fit alongside the existing hierarchy of required permits. Simply put the MoU will effectively be the equivalent of an 'ecological permit' although not that in name. In relation to the practicalities of producing the MoU the group agreed that the initial draft should be produced according to the current process, co-ordinated on behalf of the other two regulators by NE but with information feeding into the document from them and from the one to one discussions which INCA has led. This was viewed as the most effective method rather than designing it by committee. The resulting draft would then be tested by industrial members of the TEP steering group, for which Felix O'Hare and Tom Ballantyne have volunteered.

A point in relation to the vote to leave the EU referendum was raised. Brad Tooze clarified that he did not see the TEP and masterplan process, including the MoU, being de-railed by the vote. He mentioned that Defra had already been moving in the direction of 'Investment in Natural Capital' which the TEP initiative very much fits into, not in the direction of more regulation. As regards costs to industry in using ongoing advice from regulators it was agreed that the cost structure needs to be clear in the MoU documentation and also that the process for seeking any advice required is simplified so that costs are kept to a minimum.

## **8 MMO - North East Marine Plan update and relationship with the TEP Masterplan**

Milly Metcalfe gave an overview of the Marine Planning System in the North East. Bespoke Marine Plans are being drawn up for each region in England. The aim of the North East Marine Plan is to enable sustainable development while protecting the natural environment and is about minimising conflict between users. It will give greater clarity to guidance and more certainty to developers. The North East Marine Plan, which will not be finalised until 2021, is at a very early stage of development involving stakeholder engagement workshops to identify issues and gather evidence to inform the new plan. The MMO are taking an iterative approach to developing the plan, which will involve three iterations, with stakeholders being able to see and comment upon each iteration as it becomes publicly available.

The first iteration will be available in the Spring or Summer of 2017. Until the plan is in place decisions about marine planning will continue to be guided by the existing UK Marine Policy Statement. There is some overlap between terrestrial and marine plans and it is important that the two work in harmony, so that terrestrial plans that affect the marine environment must take account of the marine plans or policy.

Given that the North East Marine Plan would not be finalised until 2021, the question was raised as to whether the MMO would be able to join with the EA and NE in signing up to the MoU, as this was seen as crucial. Milly confirmed that the MMO would be able to sign up to the MoU and are fully supportive of the work that the Tees Estuary Partnership is doing. Although not directly related to the TEP, Alèxe Finlay informed the steering group that the MMO had been invited to a Port Users meeting as there was concern that dredging licences were not being issued in a timely manner.

## **9 Funding update**

Robert Woods reported that there have been 23 donations to the TEP process from stakeholders, totalling c£43k and thanked contributors for their organisation's donations. This total is in line with the sum that was projected to be required to enable INCA to support the TEP process and production of the MoU.

Graeme Hull reported that the EA had secured £25k of Water Framework Directive grant on the basis that the other donations could be used as match funding. This money can be used towards the development and implementation of the ongoing TEP habitat master plan.

## **10 AOB**

The issue of publicity for the TEP process was discussed. It was thought that it would be useful, especially given the current political uncertainty, to publicise the positive message of industry and regulators working together. However there was some doubt as to whether we were far enough into the process to have a firm story to give to the media. It was agreed that Peter Cornes would take some soundings before deciding what to put out, to whom and when.

Amanda Booth offered SABIC's public relations expertise in drafting a press release.

## **11 Date of Next Meeting**

The date of the next meeting will be in September, prior to the stakeholder meeting that Natural England will be organising. **Action:** Robert Woods to arrange the next TEP steering group meeting via a doodle poll.



**Correspondence: Tees Valley Nature Partnership**



## **Tees Valley Nature Partnership**

Margrove Park Heritage Centre  
Margrove Park  
Boosbeck  
Saltburn  
TS12 3BZ  
[www.teesvalleynaturepartnership.org](http://www.teesvalleynaturepartnership.org)  
[rmurtagh@teeswildlife.org](mailto:rmurtagh@teeswildlife.org)  
01287 636382  
24/02/217

Dear Matthew King, Planning Policy Team leader, 24/02/2017

### **Duty to Co-operate – Hartlepool local plan**

Thank-you for undertaking the Tees Valley Nature Partnership Local Plan Assessment for Nature and Biodiversity.

This is an assessment tool to ensure that nature and biodiversity considerations are included in the local plans at any stage of the policy planning or review. A series of principles to evaluate this have been developed using the NPPF and NPPG that support the priorities and outcomes devised by the TVNP. Full details of the assessment including the 9 guiding principles, assessment forms and links to all the relevant strategies can be found at:

[teesvalleynaturepartnership.org.uk/resources/local-plan-assessment-for-nature-biodiversity/](http://teesvalleynaturepartnership.org.uk/resources/local-plan-assessment-for-nature-biodiversity/)

We acknowledge that the Hartlepool local plan process was well advanced when the TVNP launched the assessment in September 2016. Despite this the plan has still scored a rating of 'Good' and the work put in by the local authority will help to aid the development of the other Tees Valley Local Plans that follow on behind Hartlepool's. There is potential to increase your score, to do so we recommend a two-point approach: -

1. At this advanced point of the local plan process, we would recommend the following minor amendments to the policy wording in the plan.
  - a. NE 4 The Tees Valley Local Nature Partnership also in NE 1 16.14 The adjoining LNP is the North East Local Nature Partnership NELNP (formerly Three Rivers).

b. Consider adding specific details on local sites - the local plan is the mechanism for local designation of these sites e.g. Stockton ENV5 8.47 The Tees Valley Nature Partnership acts as the Local Sites Partnership in the Tees Valley. The partnership has produced a guidance document for the selection of Local Wildlife and Geological Sites in the Tees Valley in accordance with Defra (2006) guidance. The Local Sites guidance is based on local scientifically based knowledge within the partnership, with criteria covering 8 habitat types and 15 species/groups. These criteria will provide information to monitor site conditions and set management objectives for sites. Ancient woodland is captured within the criteria for Local Sites.'

c. Reference to BOAs Biodiversity Opportunity Areas where identified in the assessment feedback e.g. NE1

d. NE1 para 5 - BAP no longer exists it has been superseded by TVNP. Remove & re-word "in line with TVNP priority 1: Protect and enhance the geodiversity and biodiversity of the Tees Valley ensuring the conservation, restoration and creation of key landscapes and habitats, including mitigating and adapting to the impacts of climate change."

e. Add reference to Water Framework Directive.

f. EMP1 could you reference BOA III Wynyard Woodland Chain here?

2. The following issues we would like to see progressed through Supplementary Planning Documents and if necessary incorporated into future revisions of the local plan. These are items we would like to see adopted across the whole of the Tees Valley and involve initiatives currently in development.

a. Tees Valley wide biodiversity indicators.

b. Clarity on planning mechanisms to support the existing principle that developers are required to mitigate the impacts of development. As suggested in the new white paper 'The Government will examine the options for reforming the system of developer contributions...'

i. The development of a biodiversity offsetting policy linked to a Tees Valley policy (agreement) including options for cross boundary strategic mitigation where appropriate. Add to NE 1 16.23?

ii. The application of Section 106 agreements – the government in the recent housing white paper suggest a 'standardised open book Section 106 agreements'.

iii. A new strategic approach which streamlines the licensing system for protected species such as great crested newts including strategic mitigation at local authority level and potentially across the Tees Valley.

c. Future regard of any Tees Valley local guidance for buildings' sustainability standards'.

d. Domestic renewable energy policy e.g. Stockton's Policy ENV 3 which promotes the development of decentralised energy and seeks to contribute to the implementation of the Stockton-on-Tees district heat and power network. This network opens up new sites for development in locations which would significantly reduce greenhouse gas emissions by utilising existing process heat.

- e. Respond to the proposed amendment to the National Planning Policy Framework to indicate that 'great weight should be attached to the value of using suitable brownfield land within settlements for homes'.
- f. Clearer reference to Local Green Space – commitment to promoting this to communities at the next revision of the local plan and if and when developed any Neighbourhood Plans.

We commend the following good practice NE 1 16.23 Biodiversity accounting/offsetting NE 1 16.24 Ecosystems Services. Pp255 diagram 5 ecological networks.

Once again thank you for taking the time and effort to undertake the assessment. To complete the process, we would appreciate a written response on how you intend to implement our recommendations. If you have any further queries in the meantime, please do get in touch.

We look forward to a continuing positive working relationship with you where we can all work to realise the partnerships vision of 'A rich and healthy natural environment in the Tees Valley that sustains a vibrant place for people to live work and learn'.

Yours sincerely

Rachel Murtagh  
TVNP Officer

CC Graham Megson, Ecologist; Matthew Clifford, Senior Planning Policy Officer

**Note of correspondence: Chair of HBC Regeneration Services to lead members for regeneration at neighbouring Councils.**

**Sent:** 04 May 2017 08:47

**To:** 'neil.foster@durham.gov.uk'; 'nigel.cook@stockton.gov.uk';  
'jacob\_young@middlesbrough.gov.uk'; 'darren.edmends@redcar-cleveland.gov.uk';  
'chris.mcewan@darlington.gov.uk'

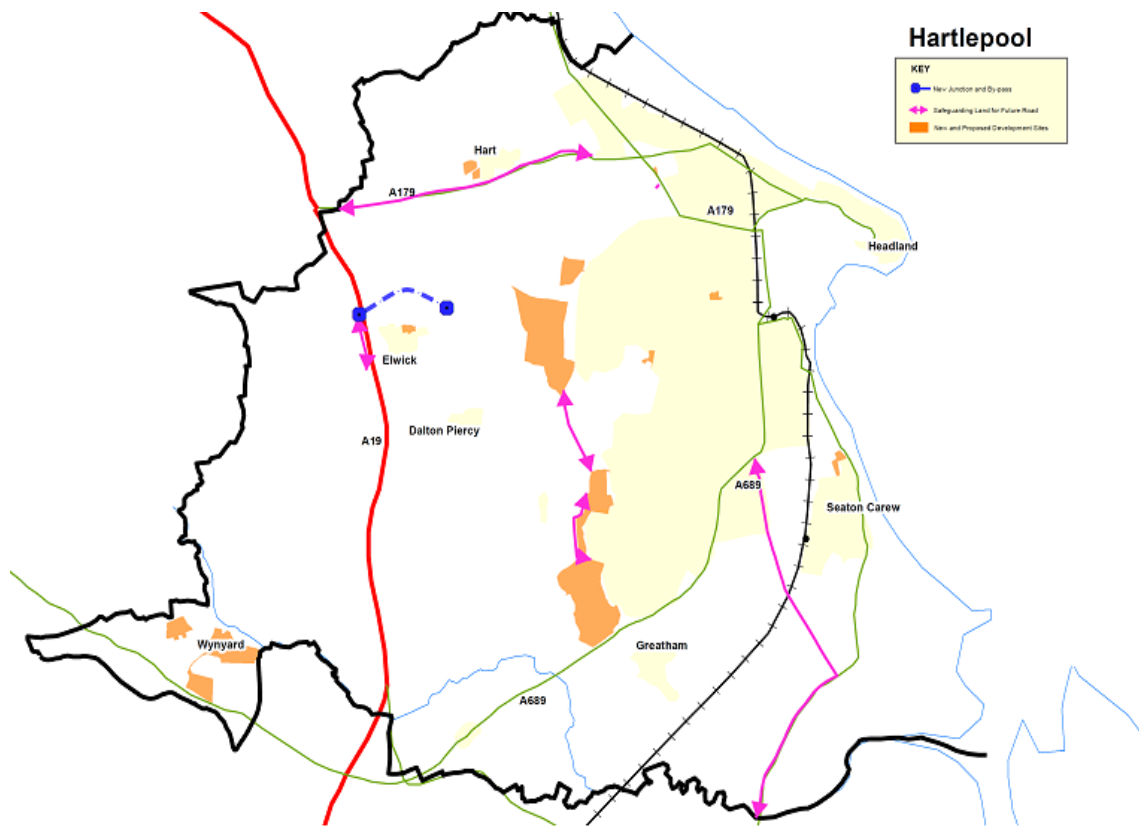
**Subject:** Hartlepool Local Plan

Dear Councillor

To introduce myself, I am the Chair/Portfolio Holder for Regeneration Services at Hartlepool Borough Council. Strategic planning is not restricted to one Local Authority boundary; often key considerations span numerous political boundaries and Councils need to plan cooperatively. Our Council's have a proven track record of working together on preparing both of our current emerging/evolving Local Plans and on the previous Local Development Framework regime. In the spirit of continuing this valuable cooperation I am writing to you to set out the latest position regarding the emerging Hartlepool Local Plan.

The Hartlepool Local Plan sets out the vision of what Hartlepool will be in 2031 and the development that will help achieve this vision. Key aspects of the vision are achieving strong economic growth, retaining population, particularly the most economically active part, and delivering strategic infrastructure whilst at the same time ensuring that the pattern of growth is environmentally sustainable. To achieve this the Plan protects and promotes the majority of the existing portfolio of employment sites, which are mainly located in the south of the Borough, whilst permitting a major expansion of the main conurbation's western boundary in order to allow approximately 6,000 net additional dwellings over the next 15 years.

To facilitate the housing growth there is a proposal for a bypass to the north of Elwick Village and the construction of a new grade separated junction on the A19 at the northern Elwick entrance. The plan also recognises the shared aspiration of Hartlepool and Stockton-on-Tees Borough Councils to achieve a sustainable community at the cross-boundary Wynyard settlement and allocates more housing at Wynyard to facilitate the provision of more community infrastructure for the settlement and to improve the Borough's executive housing offer. The plan below indicates the location strategy in simple diagrammatic form.



The Local Plan is now at an advanced stage. Preparation of the plan began in 2013 and has been through a number of consultation stages. It has now been submitted to the Secretary of State and we are currently seeking to agree a date for the Examination in Public (when an independent Planning Inspector tests the Local Plan for soundness) with the Planning Inspectorate. I will contact you again when we have a date for the Examination on Public. In the meantime if you have any questions or comments then please do not hesitate to contact me and either I will respond to you directly or a member of the Planning Policy team will contact you for further detail. My contacts details are as follows:

E-mail: [Kevin.Cranney@hartlepool.gov.uk](mailto:Kevin.Cranney@hartlepool.gov.uk)

Telephone: 07764499180

We have a dedicated Local Plan website

([https://www.hartlepool.gov.uk/info/20209/local\\_plan/312/local\\_plan](https://www.hartlepool.gov.uk/info/20209/local_plan/312/local_plan)) which is the source of all the relevant information on the Local Plan. As previously stated, our Council's currently extensively collaborate on planning matters relating to the Local Plan preparation, the following is a summary of cross-boundary co-operation undertaken by Hartlepool Borough Council officers:

- Participate in the Tees Valley Planning Managers meetings. These meetings of development management and planning policy lead officers from all five Tees Valley Authorities are held approximately every six weeks and the purpose is to discuss

strategic planning issues such as housing, transport, waste, biodiversity, and the environment; the very things that Duty to Cooperate requires.

- Participate in specific Duty to Cooperate meetings with officers from Stockton-on-Tees Borough Council to discuss development at Wynyard and other Duty to Cooperate issues.
- Operate a working group with Planning and Highways officers from Hartlepool and Stockton Borough Councils and Highways England has been initiated to discuss how the potential impact on the local and strategic highway network of development proposed at Wynyard can be mitigated.
- Participate in Duty to Cooperate meetings with officers at Middlesbrough, Stockton, Darlington, Redcar and Cleveland and Durham County Council.
- At a more senior level cross border and strategic planning issues were historically considered at a Tees Valley Directors of Place meeting that took place once month. These essentially ceased in 2016 but have subsequently been replaced by the Tees Valley Management Group; so the continued cooperation is in place.
- Consult and work with a wide range of other bodies such as Highways England, the Environment Agency, Natural England, utility providers, the Hartlepool and Stockton Clinical Commissioning Group and Tees Valley Wildlife Trust. For example, Hartlepool BC is working with the Tees Valley Wildlife Trust and other partners on two strategic cross-boundary projects (North Tees Natural Network and Tees Estuary Partnership).

The Duty to Cooperate is an ongoing process and I would like to reiterate that you are welcome to contact me if you wish to discuss any cross-boundary issues with me.

**COUNCILLOR KEVIN CRANNEY**

**CHAIR OF REGENERATION SERVICES**

## **Summary of cross-boundary Member to Member meetings**

Tees Valley Leader's and Mayors Informal meetings:-

- 15 July 2016
- 13 January 2017

Tees Valley Leader's and Mayors meetings:-

- 25 May 2016 (Cllr Cranney attended as sub for Leader)
- 1 July 2016 (Cllr Cranney attended as sub for Leader)
- 3 March 2017

Tees Valley Leader's, Mayors and MPs meetings:-

- 29 July 2016
- 23 September 2016

**Agenda**

**Leaders and Mayors Meeting**

**Cavendish House, Teesdale Business Park, Stockton**

**Wednesday, 3<sup>rd</sup> May 2017, 3.00pm**

		<b>Papers</b>
1.	Apologies	n/a
2	Combined Authority Appointments	Attached
3	South Tees Development Corporation – Draft Constitution	Attached
4	Combined Authority Staffing	Attached
5	Forward Plan for Cabinet Meeting – AGM and Business Meeting	Attached
6	Any other business	n/a
7	Date and Time of Future Meetings (all 9am, Cavendish House) <ul style="list-style-type: none"> <li>• 12<sup>th</sup> May 2017</li> <li>• 14<sup>th</sup> July 2017</li> <li>• 1<sup>st</sup> September 2017</li> <li>• 3<sup>rd</sup> November 2017</li> <li>• 12<sup>th</sup> January 2018</li> <li>• 9<sup>th</sup> March 2018</li> <li>• 11<sup>th</sup> May 2018</li> </ul>	n/a



## Tees Valley Leaders, Mayors and MPs Meeting

Friday 23 September 2016 at

10:00 – 12:00

Cavendish House, Stockton

No	Item	Page	Presenter
1.	Apologies for absence - Paul Brannen MEP - Anna Turley MP - Iain Wright MP		
2.	Boundary Commission initial proposals	Discussion	-
3.	Leaders and Mayors Away day feedback	Discussion	David Budd
4.	South Tees Development Corporation update		Sue Jeffrey
5.	Any Other Business		

## Tees Valley Leaders and Mayors Meeting

<b>Friday 1 July 2016 at 10.00 – 12.00 Cavendish house, Stockton</b>
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No	Time	Item	Page(s)	Presenter
1	10.00	Apologies for absence <ul style="list-style-type: none"> <li>• Amanda Skelton</li> <li>• Councillor Christopher Akers-Belcher</li> <li>• Councillor Bill Dixon</li> </ul>		
2	10.05	Minutes of the last meeting	3	
3	10.10	LGA Cities Board representation	Verbal	David Budd
4	10.20	DTVA Board Membership	Verbal	Neil Schneider
5	10.30	Independent Remuneration Panel update	7	James Bromley
6	10.40	Tees Valley Health and Wellbeing Boards Network	11	Cllr Bob Crook
7	10.50	AGE Grant Paper		Gill Alexander
8	11.00	Sign off of Growth Deal and Local Majors Submission	15	Linda Edworthy
9	11.20	North East Ambulance Service – Nomination for NEAS Council of Governors	37	David Budd
10	11.30	Government Scheme		James Bromley
11	11.45	Any Other Business		