

101403535

Revision 01

PLANNING GROUP

NOT PROTECTIVELY MARKED

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|------------|---|
| Meeting: | 14 th November 2024, 14:00-16:00 |
| Location: | MS Teams, ACA Office |
| Chair: | Richard Bull (RB) - SZC |
| Attendees: | SZC – Richard Bull (RB), Niki Pieri (NP), Steve Mannings (SM) - Observer, Daniel Piercy (DP) - Observer, Olivia Hart (OH) – Observer. ESC – Philip Ridley (PR), Naomi Hayes (NH) - Observer, Emma Devereux (ED) - Observer, Bethany Rance (BR) – Observer. SCC – Andrew Rutter (AR), Michael Moll (MM) - Observer, Kate Watson (KW) - Observer, Isaac Nunn (IN) - Observer. |
| Apologies: | |

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Meeting Notes:

INTRODUCTION AND REVIEW OF PREVIOUS ACTIONS

Actions raised during the previous meeting:

| Date Raised | Ref. | Description | Lead | Date Due |
|-------------|------|--|------|-------------------------|
| 19/09/2024 | 1 | SZC to engage with relevant chairs and ensure they have agenda item on next meeting to formally record the acceptance of their Terms of Reference where outstanding. | SZC | Next Meeting |
| 19/09/2024 | 3 | SZC to collect data for a record of key decisions and approvals and review the best way to circulate | SZC | Closed |
| 22/08/2024 | 4 | SZC to carefully review all Terms of Reference, and that membership is in accordance with the DoO. Need to properly present who is observer/who has right to vote etc. and need to cross check DoO and how it's presented in minutes (i.e. observers vs. right to vote). | SZC | Closed |
| 22/08/2024 | 6 | SM to share in writing with the group the Environment Trust operational plan, including confirmation of staffing and host organisation arrangements. | SZC | Before the next meeting |

- Action 1: SZC to ensure that Governance Group chairs approve Terms of Reference before the end of 2024. If certain Governance Groups do not have meetings scheduled before the end of year, approval will have to be granted outside of meetings.

Action – SZC to ensure Governance Groups have approved Terms of Reference before the end of 2024. If certain groups do not have a meeting scheduled before the end of year, approval will have to be granted outside of meetings

- Action 3: Key decisions will be recorded in formal meeting records.
- Action 4: closed
- Action 6: ongoing

Actions raised during the last meeting:

| Date Raised | Ref. | Description | Lead | Date Due |
|-------------|------|---|-------------------|--------------|
| 17/10/2024 | 1 | Planning Group to include a standard agenda item covering any proposed updates for the Governance Group protocol document | SZC | Closed |
| 17/10/2024 | 2 | Planning Group to come up with a list of key documents expected from the working groups, in line with the DoO, that can be published once approved. | Governance Groups | Closed |
| 17/10/2024 | 3 | A list of the Governance Group's memberships to be circulated to chairs, outlining who the quorate representatives are from each organisation | Governance Groups | Next meeting |

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| 17/10/2024 | 4 | SZC to organise meeting with Steve Keighley and Network Rail to confirm GRIP process in regard to Requirement 5 discharge | SZC | Next meeting |
| 17/10/2024 | 5 | SZC to seek a legal view to determine how to manage the precise funding requirements stated in the DoO. This includes addressing potential variations in funding amounts, understanding the flexibility available to councils, and identifying the necessary adjustments. | SZC | Closed |
| 17/10/2024 | 6 | NP to investigate what drainage is occurring at Buckleswood Compound site | SZC | Closed |
| 17/10/2024 | 7 | SZC to determine whether AIL payments can be made annually in September rather than January | SZC | Closed |

- Action 1: closed
- Action 2: default position is for formal outputs to be published online, unless there is a justifiable reason not to
- Action 3: list to be circulated to chairs
- Action 4: ongoing
- Action 5: legal advice was to amend the wording in the DoO. Planning Group to agree changes and escalate to the Delivery Steering Group. Changes are to be tracked in a DoO Changes Log, which will be owned by SZC.
- Action 6: closed
- Action 7: closed

SZC PLANNING TRACKER

TCPAs

- **TCPA Water Sourcing Facility:** to be withdrawn soon.
- **TCPA Wild Aldhurst Enhancement Works:** SZC is finalising outstanding elements before ESC can determine the application.
- **TCPA Construction electrical supply (132kv):** currently with ESC for determination.
- **TCPA Natterjack Toad:** finalisation of documentation. Aiming to submit to ESC shortly.

DCO Requirements

- **Req 04 - Terrestrial Ecology Monitoring and Management Plan (TEMMP) revisions:** submission due to be made at the end of November/early December.
- **Req 05 - Surface and Foul Water Drainage Details for MDS – Earthworks Tranche 3 (Partial discharge):** will be resubmitted to ESC once comments from SCC/ESC have been addressed.
- **Req 05 - Surface and Foul Water Drainage Details for MDS – Earthworks Tranche 4 (Partial discharge):** submission due to be made next week.
- **Req 05 - Surface and Foul Water Drainage Details for MDS – Earthworks Tranche 5 (Partial discharge):** submission due before end of year.
- **Req 05 – Surface and Foul Water Drainage Details for NPR (Work NO9(a) non-SCC highway works):** submission due for end of year. Intending to bring Northern Park and Ride forward and decouple Highways Technical Approval.

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- **Req 05 – Surface and Foul Water Drainage Details for SPR (Work NO10(a) non-SCC highway works):** submission due for Q1 2025.
- **Req 05 – Surface and Foul Water Drainage Details for BW 19:** subject to AD6 Technical Approval. Submission due for Q4 2024.
- **Req 10 – Public Rights of Way Implementation Plan for BW19 PRoW diversion:** Req 10 implementation plan has been drafted and reviewed by SSC PRoW Officer, but awaiting for Technical Approval before the plan is submitted to SCC for approval.
- **Req 10 – Public Rights of Way Implementation Plan for Rail PRoW diversion:** progressing, and submission is due over next 10 days.
- **Req 18 – Sports Facilities: Reserved matters – Supply of details:** submission due for Q1 2025 following determination by ESC of a planning application for the same proposal.
- **Req 19 – MDS: Marine infrastructure – Supply of revised details:** submission due for Q1 2025
- **Req 23 – MDS Highways Works:** Lover's Lane access in the ACA submission has been formally withdrawn. The next requirement will encompass all remaining highways works relating to MDS, and is reliant on AD6 Technical Approval.
- **Req 25 & 26– Ecology for MCA / TCA and ACA, inc tree clearance:** SM to review. Submission due for Q4 2024.
- **Req 30(1) – Accommodation Campus:** aiming to have update in next few weeks.
- **Req 32 – A12 Abnormal Load Layby:** plans have been prepared. Once cover letter is finalised submission will be made to ESC.
- **Req 33(1) – Northern Park and Ride (NPR) at Darsham:** has been drafted and is awaiting review and finalisation. Aiming to share with ESC in the next week
- **Req 35(1) – Yoxford Roundabout:** with SCC. Consultations are currently in progress
- **Req 35(1) & 36(1) - Friday Street roundabout:** will be submitted once Technical Approval is granted, aiming to be submitted in next few weeks.
- **Req 36(1) – Yoxford Roundabout:** progressing with ESC.
- **Req 39 Rail Infrastructure:** documents have been submitted in draft. SZC to arrange meeting with the Environmental Health Officer at ESC so that submission can be made before end of year.

Advertisement Consent Applications

- Applications for early access entrances to all sites will be included, outlining how submissions for signage will be made. These applications will be submitted in several batches. While landscaping and fencing can be undertaken under DCO powers, signage requires approval. Currently awaiting visuals for the signage.

DCO GOVERNANCE GROUPS UPDATE

Action – Proposed Governance Group 2025 meeting schedule to be finalised and circulated to Planning Group ahead of the next meeting (including the Community Forum, Community Fund Panel, and Oversight Partnership dates)

RECOMMENDATIONS TO THE DSG

- The Planning Group recommends that the wording be amended with regards to the Tourism Fund in Schedule 15 of the DoO. The DoO contains specific wording on the allocation of funds, including the required expenditure for promotional marketing and monitoring, stating that ESC must spend the exact amounts allocated (no less than).

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Therefore, any deviation could result in a breach of the DoO. The Planning Group recommends amending this wording to allow ESC to have more flexibility.

Action – Planning Group to present a recommendation to the Delivery Steering Group to amend wording in Schedule 15 of the DoO regarding ESC’s required expenditures of the Tourism Fund, to allow for some flexibility in spending amounts

AOB

- **Information Display Boards** - NH proposed enhancing public awareness of ongoing works on site, such as archaeology work, through the use of information display boards. This idea has received strong support and positive feedback in various meetings, including Community Forum meetings, Transport Forums, and the Oversight Partnership. NH recommends using these boards to provide immediate information to passersby who are interested in learning about the activities, thereby supporting requests for more on-site information.

Action – RB to follow up with the Regional External Affairs and Development (READ) team on the progress of implementing informative display boards outlining works on site

- **Wild Aldhurst Additional Car parking** -SM discussed the requirement to open five additional parking spaces at Wild Aldhurst by mid-January 2025, as per DoO requirements. SZC proposed creating a hard-standing area by clearing scrub and adding barrier fencing and signage. Additionally, SZC is looking to encourage use of Wild Aldhurst in the short to medium-term for events. These events would aim to increase site exposure and secure its legacy. SM is in talks with the Park and Run team to organize park runs or running club events, which would result in potentially expanding the hard-standing area and providing temporary facilities. NH agreed on the small parking area and suggested discussing larger expansions in the future based on demand.

Action - SZC to send ESC a letter outlining the delivery of the five additional parking spaces at Wild Aldhurst

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| 14/11/2024 | 2 | Proposed Governance Group 2025 meeting schedule to be finalised and circulated to Planning Group ahead of the next meeting (including the Community Forum, Community Fund Panel, and Oversight Partnership dates). | SZC | Next meeting |
| 14/11/2024 | 3 | Planning Group to present a recommendation to the Delivery Steering Group to amend wording in Schedule 15 of the DoO regarding ESC's required expenditures of the Tourism Fund, to allow for some flexibility in spending amounts. | Planning Group | Next meeting |
| 14/11/2024 | 4 | RB to follow up with the READ team on the progress of implementing informative display boards outlining works on site. | SZC | Next meeting |
| 14/11/2024 | 5 | SZC to send ESC a letter outlining the delivery of the five additional parking spaces at Wild Aldhurst. | SZC | Next meeting |

Author: Caitlin Murphy (SZC)