

## PLANNING GROUP

### NOT PROTECTIVELY MARKED

Meeting:	19 <sup>th</sup> September 2024, 14:00-16:00
Location:	MS Teams
Chair:	Richard Bull (RB) - SZC
Attendees:	SZC – Niki Pieri (NP), Daniel Piercy (DP) – (Observer), Olivia Hart (OH) – (Observer), Robert Wilson (RW) – (Observer), ESC – Philip Ridley (PR), Naomi Goold (NG) – (Observer), SCC – Andrew Rutter (AR), Michael Moll (MM) – (Observer), Kate Watson (KW) – (Observer)
Apologies:	Isaac Nunn (SCC) – (Observer), Steve Mannings (SM)

#### Meeting Notes:

##### INTRODUCTION AND REVIEW OF PREVIOUS ACTIONS

##### Actions raised during the previous meeting:

Date Raised	Ref.	Description	Lead	Date Due
22/08/2024	1	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	Next Meeting
22/08/2024	2	In the Governance Group protocol, include a section on escalation, a section on calendar meetings (where dates are still to be determined at the top of the relevant months), a section stating that minutes are to include a table on agreed payments (minutes template to include a standard table), and a section stating that agendas are agreed by chairs	SZC	Next Meeting
22/08/2024	3	Incorporate section into Governance Group Protocol stating that meetings must be scheduled at least 4 weeks in advance	SZC	Complete
22/08/2024	4	Ensure Community Safety Working Group meeting minutes from 04/07 clearly document payment evidence	SZC	Complete
22/08/2024	5	SM to request HSF to circulate updated Trust deed document with Suffolk County Council	SZC	Complete
22/08/2024	6	SM to consult with SZC HR and share the operational plan over the next 12 months with the councils	SZC	Next Meeting

##### ACTION UPDATE

- Action 1: new agenda item for Governance Groups to agree their individual Terms of References

**Action – 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.**

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- Action 2: Governance Group Protocol will remain an evolving document and the update to be circulated ahead of the next meeting

#### **Action – Governance Group protocol document to be re-circulated before next meeting**

- Action 3: closed
- Action 4: closed
- Action 5: has been circulated with SCC
- Action 6: ongoing

#### **Action – SZC to collect data for a record of key decisions and approvals and review the best way to circulate**

#### **DCO GOVERNANCE UPDATE**

- RW provides overview of governance group landscape structure, 2025 meeting schedule, actions and decisions to date, and status of meeting minutes
- RW presents a summary of DoO funds, payment processes and reporting tracker

#### **SZC PLANNING TRACKER**

##### **TCPA's**

- **TCPA Water Sourcing Facility** - confirmation at next TRG that National Highways have agreed to accept paper. Following this, decision will be made on how to withdraw application and comms
- **TCPA bus refuelling/maintenance** –Awaiting onboarding of designer before application can be worked up, aiming for application to happen towards end of year

##### **DCO REQUIREMENTS**

- **Req 03 SSSI Crossing Southern Abutment** - with Andrew Cook for sign off.
- **Req 03 MCA** – beginning of next year
- **Req 04 MDS** – moved to Q4. Methodologies to go through Ecology Working Group, and once completed the document will be updated
- **Req 05 Main Development Site (MDS) Earthworks Tranche 2** – with ESC. There is an outstanding point regarding draining basins, which SZC is awaiting further details on from WSP this week
- **Req 05 Main Development Site (MDS) Earthworks Tranche 3** – aiming for end of this month, but will depend on how quickly required details can be gathered
- **Req 05 Main Development Site (MDS) Earthworks Tranche 4** – Q4
- **Req 05 Northern Park and Ride (NPD) at Darsham** – potentially linked to technical approval. Discussions are ongoing with LFA and ESC to see if it is appropriate to submit (depending on the status of technical approval process)
- **Req 05 Southern Park and Ride (SPR) at Wickham** – same as NPD at Darsham
- **Req 10 (1) BW 19 Diversion** – Annette Robinson has reviewed first draft. Will be held back until progression of technical approval for Bridleway 19.
- **Req 10 (1) MDS PROW for GRR** – Annette Robinson has shared comments on drafts and SZC to review with her next week. Once agreed, submission can be made.
- **Req 18 Sports Facilities** – Q4

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- **Req 19 MDS Marine** – aiming to have enough details over the next few weeks to share with ESC for pre app.
- **Req 20 & 21 MDS SSSI** – currently with ESC, determination date is mid-October
- **Req 23 MDS: Highway Works** - on hold until technical approval for Lover's Lane access. Remaining elements will be submitted once technical approval is progressed
- **Req 25 & 26 Ecology for MCA/TCA and ACA, inc. tree clearance** – moved into Q4. Aiming to make submissions in October.
- **Req 30(1) Accommodation Campus** – hoping to update on status in the over the next month.
- **Req 33-35** – subject to technical approval
- **Req 39 Rail Infrastructure** – aiming to be submitted shortly.
- **Bespoke Mitigation Plans: Advanced and Main Works at LEEIE** – currently with ESC
- AR inquiries about progress of Open Space Recreation Plan. NP informs that stakeholder feedback has been received and SZC in the process of addressing request for clarification, updated document to be submitted soon.
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#### AOB

- ESC highlighted that questions and concerns had been raised regarding works taking place at the Buckleswood Compound noting that the works were in accordance with the DCO and requested greater engagement on this from the SZC comms team with the local residents.
- ESC had also received concerns regarding the parking of large vehicles in the laybys around Darsham, although no vehicle registrations or SZC vehicle ID numbers were provided and so it could not be confirmed these were SZC vehicles

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Author: Caitlin Murphy (SZC)