

GROWTH SCRUTINY COMMITTEE

AGENDA

Wednesday 20th September 2017 at 1000 hours in the Council Chamber, The Arc, Clowne

Item No.		Page No.(s)
	PART 1 – OPEN ITEMS	
1.	To receive apologies for absence, if any.	
2.	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4 (b) of the Local Government Act 1972.	
3.	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and, if appropriate, withdraw from the meeting at the relevant time.	
4.	To approve the minutes of a meeting held on 26 th July 2017.	3 to 9
5.	List of Key Decisions & Items to be Considered in Private. <i>(Members should contact the officer whose name appears on the List of Key Decisions for any further information).</i>	10 to 14
6.	Update on BDC Website – Joint Assistant Director - Planning & Environmental Health.	Verbal Update
7.	Update on Local Plan – Joint Assistant Director - Planning & Environmental Health.	Verbal Update
8.	Income Generation Review – to approve the Scoping document.	15 to 18
9.	Work Plan 2017/18.	19 to 21

PART B – INFORMAL

The formal meeting of the Improvement Scrutiny Committee ends at this point. Members will meet informally as a working party to carry out their review work. This meeting is closed to the public, so members of the public should leave at this point.

GROWTH SCRUTINY COMMITTEE

Minutes of a meeting of the Growth Scrutiny Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Wednesday 26th July 2017 at 1000 hours.

PRESENT:-

Members:- Councillors T. Alexander, A. Anderson, P. Barnes, G. Buxton, T. Connerton, M. Dixey, P. Smith and S. Statter.

Officers:- C. Millington (Scrutiny Officer), K. Drury (Information, Engagement & Performance Manager) and A. Bluff (Governance Officer).

Also in attendance at the meeting was Councillor S.W. Fritchley, Portfolio Holder for Efficiency and Business Development.

Councillor J. Wilson in the Chair

0143. APOLOGY

An apology for absence was received on behalf of Councillor J.A. Clifton.

0144. URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

0145. DECLARATIONS OF INTEREST

There were no declarations of interest made.

0146. MINUTES – 14TH JUNE 2017

Moved by Councillor A. Anderson and seconded by Councillor T. Alexander
RESOLVED that the Minutes of a Growth Scrutiny Committee meeting held on 14th June 2017 be approved as a correct record.

0147. LIST OF KEY DECISIONS AND ITEMS TO BE CONSIDERED IN PRIVATE

Moved by Councillor A. Anderson and seconded by Councillor P. Smith
RESOLVED that the List of Key Decisions and items to be considered in Private document be noted.

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0148. CORPORATE PLAN TARGETS PERFORMANCE UPDATE – APRIL TO JUNE 2017 (QUARTER 1 – 2017/18)

Committee considered a report which provided an update to Members on performance outturn targets for the first quarter; April to June 2017, in relation to 'unlocking our growth potential'.

G 01 - Through the use of Key Account Management develop a relationship with a minimum of 50 local businesses by March 2019.

This target was reported as being on track.

72 Businesses had been engaged to date. The service had worked to support potential growth businesses including:-

- Take My Calls
- Hot Rods
- Derbyshire Fireplace Centre
- Creative Five
- 2WL Ltd
- Jaquest
- Sylvan Furniture.

Case studies produced detailing engagement for;

- Bolsover Land
- Hardwick Hall
- Laing O'Rourke
- Penny Hydraulics
- Tiny Tots Nursery
- Nickel 28.

G 03 - Optimise business growth (as measured by gross NNDR) by £2.5m by March 2019

This target was reported as being on track.

The estimate of NNDR income for 31st March 2018 was currently £26,017,715. However, as appeals information was unavailable for this year so far, this figure was very likely to change.

(Baseline: £23,476,638 Gross NNDR for 2014/15)

G 05 - Through the Bolsover North East Derbyshire LEADER Approach collectively support the creation of 65 sustainable jobs in the combined programme area by December 2020

This target was reported as being on track.

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There were currently 10 live outline applications in the process; 3 from the BDC area. 3 projects totalling £108,606.08 had been approved to date in NED. Two master class sessions had been held for these applicants to help support them produce robust applications for consideration. When not in Purdah, due to national elections, marketing of the programme had been delivered through a range of local media including partner publications and websites, visits to parish/town council meetings and direct contact with local business and industrial centres.

G 06 - Undertake statutory public consultation on the Local Plan (Strategic Policies and Site Allocations) in line with the adopted Local Development Scheme timetable by July 2017.

This target was reported as being on track.

Changing national guidance had delayed completion of key aspects of the evidence base. Members had approved an extension to the timetable to accommodate this. The revised timetable would be taken to Members for approval in September. (Corporate Plan target end date would need to be changed to reflect this once approved).

G 07 - Submit Local Plan (Strategic Policies and Site Allocations) for examination by the Planning Inspectorate by November 2017.

This target was reported as being on track.

Changing national guidance had delayed completion of key aspects of the evidence base. Members had approved an extension to the timetable to accommodate this. The revised timetable would be taken to Members for approval in September.

(Corporate plan target end date would need to be changed to reflect this once approved).

G 08 - Process all major planning applications 10% better than the minimum for special measures per annum.

This target was reported as being on track.

100% of all major applications (9 out of 9) determined within statutory deadline or agreed extension of time.

G 09 - Deliver a minimum of 100 new Council properties by March 2019.

This target was reported as being on track.

- Fir Close, Shirebrook (8 units) work started.
- Derwent Drive, Tibshelf (7 units)
- Hilltop Avenue, Shirebrook (37 units) work to commence this financial year.

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Future sites were being considered. A progress report would be provided to Members in quarter 2.

- Blackwell Hotel site (6 units)
- Rogers Avenue, Creswell (7 units) completed previously.

Total B @ Home properties in progress was 92 plus purchased one former Right to Buy property. Also considering purchasing S106 Units from developer.

G 10 - Enable the development of at least 1,000 new residential properties within the District by March 2019

This target was reported as being on track.

2016/2017 Completions - 293. (Cumulative for Corporate Plan period = 619, on track to meet target).

A question was raised regarding the target and its relationship to Corporate Plan Target G13. The Information, Engagement and Performance Manager advised that the Council had operated under an interim Planning Policy which waived the need for developers to build a percentage of affordable homes providing that building commenced within a specified time period, however, she would clarify the position and advise the Councillor directly.

G 11 - Through a programme of targeted refurbishment bring 15 empty private sector properties back into use per annum.

This target was reported as being on track.

Action Housing had now completed the 6 Carr Vale properties and had also completed a property in Creswell (7 in total for Quarter 1).

Action Housing had signed an agreement with the owners of the Station Hotel in Creswell to convert it into 15 x 1 and 2 bed flats. This would mean that Action Housing would have drawn down all the funding they bid for under the HCA 2015-2018 Grant programme.

Action Housing were planning to bid for funding under the HCA 2016-2021 SOAHP programme for a Purchase and Repair empty homes programme to be used across the Sheffield City Region. The Lead Officer and team were going to work with Action Housing to encourage them to work in the District.

G 12 - Achieve an increase of £850,000 in additional New Homes Bonus from the Government by March 2019.

This target was reported as being on track.

Additional bonus for 2017/18 was £191,202. This brought the Corporate Plan period cumulative to £734,023.

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The process for calculating the bonus had changed and was highlighted below:-

The New Homes Bonus now had a baseline figure of 0.4% and the new dwellings were now also weighted to band 'D' equivalents to further complicate it.

The process for working out has roughly 7 stages:-

1. Work out the increase in dwellings (this year - last year) this was across all council tax bands,
2. Convert that into the number of dwellings in council tax 'D' (equivalents) so a Council tax band 'A' property was worth 6/9ths of a band 'D' property. Council tax band 'B' was worth 7/9ths of a band 'D'. Council tax 'H' was worth twice as much as Band 'D', so would need to build less of these to get more band 'D' than band 'A', 'B' or 'C',
3. Work out the baseline which is 0.4% of band 'D' equivalents,
4. Work out what getting paid for - Growth in band 'D' equivalents - baseline in band 'D' equivalents,
5. Payment for band 'D' equivalents - step 4 multiplied by average band 'D' council tax payment,
6. Work out affordable homes payment - Number of affordable homes added in that year multiplied by affordable homes premium (£350), so if get 50 affordable units generate £17,500
7. Annual payment was - Payment for band 'D' plus affordable homes payment.

The other change to note was that the bonus was being reduced from 6 to 4 years.

G 13 - Work with partners to deliver an average of 20 units of affordable homes each year.

This target was reported as being on track.

None this quarter from private sites. 6 properties from B@Home had been completed in Quarter 1 (Blackwell Hotel Site) with 7 properties completed previously at Rogers Avenue, Creswell.

Three other schemes are on site:-

- Fir Close, Shirebrook 8 units
- Derwent Drive, Tibshelf 7 units
- Hilltop Avenue, Shirebrook 37 units

The interim planning policy had been removed so there should be more units provided through Section 106 agreements in future.

Moved by Councillor A. Anderson and seconded by Councillor J. Wilson
RESOLVED that the report be noted.

The Information Engagement & Performance Manager left the meeting.

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0149. PLANNING FOR THE FUTURE – GROWTH IN BOLSOVER DISTRICT

A discussion took place with Councillor Fritchley, Portfolio Holder for Efficiency and Business Development, with regard to Growth in the District.

Councillor Fritchley noted that every element of BDC contributed to Growth. The Council had to find £3m over the next 12 months whilst still providing services to its residents. Income from investment was essential and an Investment Strategy was needed. The Council also needed to invest outside the District as well as inside.

Councillor Fritchley felt that Bolsover District should be promoted through tourism and culture including the District's whole history. He had also noted that during the general election campaign the Council still received complaints about weeds and grass cutting and not Brexit.

Members raised concern that there were many areas throughout the District which were overgrown with weeds - this made the District unattractive to potential businesses coming in and needed to be addressed. Following requests for action, the Scrutiny Officer suggested that it would be appropriate for the concerns of the Committee to be directed to the Healthy, Safe, Clean and Green Scrutiny Committee, requesting them to look into this.

A Member felt that this Committee should be looking at the Council's shortfall in finance and a key driver was the Chief Executive Officer and the Leader advising Members of what they had planned regarding business growth, for example, what was on the horizon. Help and advice on the way forward would also be welcomed from the Executive.

Councillor Fritchley advised that the Assistant Director - Economic Growth, was producing a report on behalf of the Leader, regarding Town Centre Regeneration. This would include every element of town centres including quick fixes and financial implications and all Councillors should be involved.

A Member commented that it was felt that the general attitude towards risk was that the Council was risk averse and a role for the Growth Scrutiny Committee should be to assist in mitigating some of the risks to enable more confidence in taking planned risks in future.

0150. UPDATE ON NEW WEBSITE DEMONSTRATION

Members were advised of delays with the Council's new website and a demonstration would be deferred to a future meeting.

Members raised concern regarding the delay as the website was a key issue with regard to growth and promotion of the District.

A Member noted that the Council's current Corporate Plan did not include the website or its growth priorities and she felt that as a new Corporate Plan would commence in 2019, this Committee should be considering now what it required in the new Plan.

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Members were reminded that during the previous item of business, the Information, Engagement and Performance Manager had advised that an extension to the timetable of the Local Plan submission was to be requested for Corporate Plan Target G07. This was relevant as the work on the Local Plan had been given as the reason for the delay in the data being added to the new website, resulting in the delay its launch.

It was agreed that the Committee would request the attendance of appropriate officers at the next meeting to provide an explanation of when the relevant data would be added to the website allowing it to be ready for launch and also to discuss concerns regarding the consequences of a delay in the submission of the Local Plan.

Moved by Councillor A. Anderson and seconded by Councillor M. Dixey
RESOLVED that appropriate officers be invited to the next meeting to address Members' concerns regarding the delay in the launch of the website and the consequences of an extension to the submission of the Local Plan.

(Scrutiny Officer)

0151. WORK PLAN 2017/18

Committee considered their work plan which would be updated with the impact on the Council's new website due to a six month extension given to the Local Plan

The Scrutiny Officer circulated a draft scoping document to the meeting and Members attention was drawn to the Chief Executive Officer's comments and suggestions.

Members agreed to change the title on the scoping document to 'Income Generation'.

It was also agreed that the Review would start in September 2017.

With regard to identified sites for growth, the Assistant Director – Property and Estates would provide an update to Committee at the September meeting.

To address the comments made earlier in the meeting, Committee agreed to consider examples of other local authorities' corporate plans, particularly concerning areas of growth, with a view to feeding in to the development of the 2019 Corporate Plan.

Moved by Councillor A. Anderson and seconded by Councillor T. Connerton
RESOLVED that the updates to the Work Plan 2017/18 be approved.

As this was her last Growth Scrutiny Committee meeting before leaving the Council to take up another position, the Chair thanked the Scrutiny Officer for all her hard work and support of the Committee over the previous seven years.

Members supported the Chair's comments and stated that Claire would be sorely missed.

The Committee wished Claire all the best in her new role.

The meeting concluded at 1130 hours.



The Arc
High Street
Clowne
Derbyshire
S43 4JY

Key Decisions & Items to be Considered in Private

To be made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Published on: 8th September 2017

INTRODUCTION

The list attached sets out decisions that are termed as “Key Decisions” at least 28 calendar days before they are due to be taken by the Executive or an officer under delegated powers.

Preparation of the list helps Executive to programme its work. The purpose of the list is to give notice and provide an opportunity for consultation on the issues to be discussed. The list is updated each month with the period of the list being rolled forward by one month and republished. The list is available for public inspection at the The Arc, High Street, Clowne, S43 4JY. Copies of the list can be obtained from Sarah Sternberg, Assistant Director – Governance & Monitoring Officer at this address or by email to sarah.sternberg@bolsover.gov.uk. The list can also be accessed from the Council’s website at www.bolsover.gov.uk.

The Executive is allowed to make urgent decisions which do not appear in the list, however, a notice will be published at The Arc and on the Council’s website explaining the reasons for the urgent decisions. Please note that the decision dates are indicative and are subject to change.

The names of Executive members are as follows:

Councillor A.M. Syrett - Leader
Councillor M. Dooley – Deputy Leader
Councillor S.W. Fritchley
Councillor B.R. Murray-Carr
Councillor K. Reid
Councillor M.J. Ritchie
Councillor B. Watson

The Executive agenda and reports are available for inspection by the public five clear days prior to the meeting of the Executive. The papers can be seen at The Arc at the above address. The papers are also available on the Council’s website referred to above. Background papers are listed on each report submitted to the Executive and members of the public are entitled to see these documents unless they contain exempt or confidential information. The report also contains the name and telephone number of a contact officer.

Meetings of the Executive are open to the public and usually take place in the Council Chamber at The Arc. Occasionally there are items included on the agenda which are exempt and for those items the public will be asked to leave the meeting. This list shows where this is intended in Part 2 and the reason why the reports are exempt or confidential. Members of the public may make representations to the Assistant Director – Governance, & Monitoring Officer about any particular item being considered in exempt.

The list does not detail all decisions which have to be taken by the Executive, only “Key Decisions. In these Rules a “Key Decision” means an Executive decision, which is likely:

- (1) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council’s budget for the service or function to which the decision relates; or
- (2) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District.

In determining the meaning of “significant” the Council must have regard to any guidance for the time being issued by the Secretary of State. The Council has decided that revenue income or expenditure of £75,000 or more and capital income or expenditure of £150,000 or more is significant.

The dates for meetings of Executive in 2016/17 are as follows:

- | | |
|--------|---------------------------|
| 2017 - | 9 th October |
| | 6 th November |
| | 4 th December |
| 2018 - | 15 th January |
| | 19 th February |
| | 5 th March |
| | 23 rd April |
| | 21 st May |

The Council hereby gives notice of its intention to make the following Key Decisions and/or decisions to be considered in private:

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
Chesterfield and District Crematorium Delivery Options To look at delivery options	Executive	October 2017	Report of Councillor B Murray-Carr - Portfolio Holder for Community Safety and Street Services	Report of Joint Crematorium Committee	Yes – involves revenue income or expenditure of £75,000 or more and capital income or expenditure of £150,000 or more.	Private – relates to the Council’s financial or business affairs
Konica Multi Functional Devices Direct Award Contract To receive tenders	Executive	October 2017	Report of Councillor B Watson – Portfolio Holder for Neighbourhood Services	Report of Joint ICT Manager	Yes – involves revenue income or expenditure of £75,000 or more and capital income or expenditure of £150,000 or more.	Private – relates to the Council’s financial or business affairs
Medium Term Financial Plan	Executive	October 2017	Report of Councillor A Syrett - Leader of the Council, Portfolio Holder for Strategic Planning and Regeneration	Assistant Director – Finance and Revenues & Benefits	Yes – involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Private – relates to the Council’s financial or business affairs

Matter in respect of which a decision will be taken	Decision Maker	Date of Decision	Documents to be considered	Contact Officer	Is this decision a Key Decision?	Is this key decision to be heard in public or private session
Medium Term Financial Plan	Executive	October 2017	Report of Councillor A Syrett - Leader of the Council, Portfolio Holder for Strategic Planning and Regeneration	Assistant Director – Finance and Revenues & Benefits	Yes – involves revenue income or expenditure of £75,000 or more and/or capital income or expenditure of £150,000 or more.	Open

<u>BOLSOVER DISTRICT COUNCIL</u>	
<u>SCRUTINY PROJECT MANAGEMENT</u>	
<u>REVIEW SCOPE</u>	
<u>NAME OF COMMITTEE:</u> Growth Scrutiny Committee	<u>SCRUTINY OFFICER:</u> Claire Millington
SUBJECT TO BE REVIEWED	Income Generation
REASON(S) FOR THE REVIEW	To identify additional ways to reduce the impact of the loss of the Revenue Support Grant in addition to work that has already been achieved.
IDENTIFY APPROPRIATE CORPORATE PLAN AIMS, PRIORITIES AND TARGETS	CORPORATE PLAN AIM – Unlocking our Growth potential PRIORITY –
DIRECTOR	Dan Swaine – Chief Executive Officer
AIMS AND OBJECTIVES OF REVIEW	Aim: To identify ways to generate income/revenue. Objectives: <ul style="list-style-type: none"> • <i>to consider what has already been done to generate income</i> • <i>to consider what other authorities have done to generate income</i> • <i>to make recommendations on ways for the authority to generate income</i>
KEY ISSUES	<ul style="list-style-type: none"> • Potential ways to generate income • Does the Council have a policy on trading/charging that is aligned to Council strategy and a delivery plan? • Does the authority have staff with relevant skills and professional development to lead? • How is the move to greater commercialism impacting on the current/future workforce of the council and what training and development may be needed?

	<ul style="list-style-type: none"> • Sustainable or one off? What are the options • Risk management – how to protect council interests but use opportunities (what is considered acceptable in terms of level of risk/reward?) • What does the authority have available? • Working collaboratively, could the authority invest across other authorities to pool investment and share risks?
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TIMESCALE	ESTIMATED	REVISED	ACTUAL
Commencement	September 2017		
Interim Report/ Recommendations			
Finish			
Report			

METHOD(S) OF REVIEW:	<ul style="list-style-type: none"> • Questioning • Interview • Research
IMPLICATIONS: (legislative, regulatory, etc)	<ul style="list-style-type: none"> • The Local Authorities (Goods and Services) Act 1970 • Public Contracts Regulations 2006 (EU Procurement Issues)
DOCUMENTARY EVIDENCE: Internal/External)	<ul style="list-style-type: none"> • Enterprising Councils getting the most from trading and charging (2012 edition) http://www.local.gov.uk/sites/default/files/documents/enterprising-councils-dc3.pdf • Emerging Council Innovation https://www.google.com/url?q=https://www.local.gov.uk/sites/default/files/documents/c9e.pdf&sa=U&ved=0ahUKEwjYqtPSwb3UAhVMs48KHZqXAusQFggEMAA&cli=cse&usg=AFQjCNHOvnh5rw72B0A0BTjH5qSkZYA_Q • Article – Council’s commercial ambitions outstrip expertise http://www.publicfinance.co.uk/news/2016/07/councils-commercial-ambitions-outs • Article – Councils go commercial: authorities seek independence by making profit https://www.theguardian.com/local-government-network/2011/nov/03/councils-co • Commercial Councils: The rise of entrepreneurialism in Local Government

	http://www.localis.org.uk/research/commercial-councils-the-rise-of-entrepreneuria <ul style="list-style-type: none"> MJ Local Government Achievement Awards 2014 – Workforce Transformation https://www.local.gov.uk/sites/default/files/documents/nottingham-city-council-w-33f.pdf
STAKEHOLDERS	RELEVANT PORTFOLIO HOLDER MUST BE INVOLVED IN THE REVIEW <ul style="list-style-type: none"> Dan Swaine – CEO Councillor Anne Syrett - Leader Joint Assistant Directors Portfolio Holders Senior Managers/Heads of Service
CONSULTATION/ RESEARCH:	
SITE VISITS	<ul style="list-style-type: none"> Review will consider best practice from other authorities which might also include site visits.
<u>SCRUTINY REVIEW OUTCOMES</u>	
CONCLUSIONS:	
RECOMMENDATIONS:	
DRAFT REPORT SENT TO DIRECTOR & ANY RELEVANT OFFICERS FOR COMMENT:	
DRAFT REPORT CONSIDERED BY PORTFOLIO HOLDER:	
SIGNED OFF BY COMMITTEE/CHAIR:	
SIGNED OFF BY SCRUTINY MANAGEMENT BOARD:	
REVIEW OF PROCESS/COMMENTS:	

EXECUTIVE CONSIDERED:	
OUTCOME:	
FOLLOW UP:	
DATE:	

Growth Scrutiny Committee

Work Programme – 2017 – 2018

Vision: to enhance and improve the wealth profile, well-being and quality of life for the communities of Bolsover District

Corporate Aim: Unlocking our Growth Potential

Date of Meeting	Items	Lead Officer	Notes
14th June 2017	<ul style="list-style-type: none"> • Setting the work plan 	Scrutiny Officer	
26th July 2017	<ul style="list-style-type: none"> • Quarter 1 – Performance Update • Planning for the future – growth in Bolsover District • Website Demonstration 	Kath Drury, Information, Engagement and Performance Manager Portfolio Holder – Efficiency & Business Development Scott Chambers, Communications and Marketing Manager	
20th September 2017	<ul style="list-style-type: none"> • BDC Website – to receive an explanation for the delay in data being available for the new website, resulting in delays to the launch. • Concerns regarding an extension to the target date for the Local Plan submission and the consequences to the authority of an extension 	James Arnold – Assistant Director, Planning and Environmental Health James Arnold – Assistant Director, Planning and Environmental Health	

18th October 2017	<ul style="list-style-type: none"> • Planning for the future – Growth in Bolsover District. Discussion with the Leader 	Leader – Strategic Planning and Regeneration	
15th November 2017	<ul style="list-style-type: none"> • Quarter 2 – Performance Update • Growth Performance Indicators • Quarterly Growth Update 	<p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Dan Swaine, CEO</p>	
3rd January 2018	<ul style="list-style-type: none"> • 		
31st January 2018	<ul style="list-style-type: none"> • 		
28th February 2018	<ul style="list-style-type: none"> • Quarter 3 – Performance Update • Quarterly Growth Update 	Kath Drury, Information, Engagement and Performance Manager	Dan isn't available to attend but Members may wish for an update.
4th April 2018	<ul style="list-style-type: none"> • 		

2nd May 2018	<ul style="list-style-type: none"> • Quarter 4 – Performance Update • Growth Performance Indicators • Quarterly Growth Update 	<p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Kath Drury, Information, Engagement and Performance Manager</p> <p>Dan Swaine, CEO</p>	
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Growth Scrutiny Committee Membership – 10 Members

Councillors: - T. Alexander, A. Anderson, P. Barnes, J. Clifton, T Connerton, G. Buxton, M. Dixey, P Smith, S. Statter, & J Wilson

To be included in the work plan:

- Identifying sites for growth