

POS Cabinet

Minutes of a meeting of the POS Cabinet held on Friday 20 November 2009 at 41 Botolph Lane, London, EC3R 8DL

Attendance:

David Hackforth (DH)	President
Stephen Tapper (ST)	Senior Vice President
John Silvester (JS)	Publicity Officer & Spokesperson
Jeff Stack (JSt)	Client Officer
Graham Jones (GJ)	Vice President Emeritus
Paul Watson (PW)	Vice President Emeritus
Steve Oxenham (SO)	Chair, Management & Performance Committee
Vincent Haines (VH)	Chair, Design & Delivery Committee
Dave Simpson (DS)	Chair, Spatial Planning & Policy Committee
Mike Kiely (MK)	Convenor, LO Region
Karl Roberts (KR)	Director, POS Enterprises
Andrew Wright (AW)	General Manager, POS Enterprises
Linda Durnal (LD)	POS Secretariat

Apologies:

Geoff Cross, David Evans, Mike Holmes, Stuart Hylton, Phil Kirby, Nicky Linihan, Richard Read, Catriona Riddell, Malcolm Sharp

09/93	Minutes of the meeting held on 18 September 2009 and outstanding actions	
	<u>Min 09/57. EE Regional meeting.</u> The meeting had been held on 23 October and had been well attended but no feedback had been received about how arrangements in the region were to be taken forward.	MS/PK
	<u>Min 09/63. HCA representative to attend SP Committee meetings.</u> DS said this was still being pursued.	DS
	<u>Min 09/68(a). Fed of Master Builders letter to CLG.</u> DH reported that there had still not been a response from CLG.	
	<u>Min 09/73. NPF Mediation Project.</u> LD reported that an invoice for £856 from Keith Nicholson had now been received and paid. Cabinet agreed with the recommendation to cap any payments at £1,000 in total.	
	<u>Min 09/77(e). Website expenditure.</u> JS reported that an investigation of alternative website providers was now underway.	JS/LD
	<u>Min 09/79. "Tomorrows Planners" programme support.</u> AW reported that he and PK would be attending a meeting with CLG in December to discuss opportunities.	PK/AW

Min 09/81(a). CLG/Killian Pretty recommendations on performance indicator. SO confirmed that a response from the Management & Performance Committee had been submitted.

Min 09/81(b). DM Committee discussion on CIL. GJ confirmed that PK had forwarded comments as requested.

Min 09/81(a). Policies for Spatial Plans. DS reported that the last meeting of the SP&P Committee had been cancelled so the draft document had not been completed. Cabinet noted that the recently published CABE document covered most of the same material and agreed that AW should check whether any of the draft material should still be published separately.

AW

Min 09/84. CIL. The POS response had been submitted.

Min 09/85. Summit follow up. DH had written to Bob Neill MP immediately after the Summit offering the opportunity for a further meeting but had received no response so far.

Mins 09/87 and 09/88. POS manifesto and changes to committee structure. ST reported that he and NL had discussed combining the final paper on these two areas into a single document for further discussion.

ST/NL

Min 09/89. LGA liaison. JS reminded those who attend meetings as part of the LGA contract that LGA expected a brief note outlining discussions at the meetings attended on their behalf.

09/94

Presentation and discussion with Neil McDonald, National Housing & Planning Advisory Unit (NHPAU)

Neil McDonald described the ongoing work of the NHPAU and this was followed by a general discussion which highlighted the following areas for potential joint working:

- a) the possible demise of regional government would leave a void in respect of housing numbers and tools could be developed to assist local authorities to assess housing market requirements;
- b) how to use SHMAs, etc in development of policy.

Cabinet agreed that AW should follow up on some of the areas discussed to explore joint working between POSe and NHPAU.

AW

09/95

Presentation and discussion with Alan Goodrum, Chair of the Chief Executives Network

Alan Goodrum described the purpose of and resources

available to the Chief Executives Network. A general discussion highlighted the following areas for potential joint working:

- a) efficiencies and shared services - a practical piece of work based on best practice;
- b) arrangements for filling the sub regional agenda gap that was likely to be left between national and local planning systems including collaborative arrangements;
- c) staff retention - retaining the skills base so that when the upturn came local authorities would still have appropriate staff available;
- d) re-negotiation of S106 agreements and obligations as a result of the recession;
- e) what will the shape of sustainable settlements be in the longer term?

Cabinet agreed that PW would prepare some paragraphs on the discussion for the next Network meeting. PW

09/96 **Decisions for POS Board meeting held on 20 November 2009**

DH reported the following decisions:

- a) Appointment of accountants - Torr Waterfield had been appointed; LD
- b) Financial position and cash flow - the short term financial position and known budgeted expenditure up until the end of the current financial year indicated that there would be a shortfall over the year's income primarily as a result of one-off costs in respect of the Society's website. The Board had resolved to meet the shortfall from reserves in this instance but would be looking to restore the reserves to their original level over the next four year period. The Board had therefore identified their short term priorities as preparing a balanced budget for 2010/11, completing and agreeing a 3-5 year business plan and a comprehensive review of risks. ST/LD
- c) Subscription rates 2010/11 - the Board had agreed to freeze subscription rates at the current level for the next year and to publicise this at the same time as encouraging corporate members to take full advantage of increasing membership from within their organisations. LD

09/97 **Report of Publicity Officer & Spokesperson/Website & Communications Manager**

Cabinet noted the report that had been previously circulated and indicated that in their view it would be appropriate to move to an alternative website supplier as soon as was practical. JS/LD

09/98

President's report

Cabinet noted the report that had been previously circulated and agreed the following:

- a) to endorse the proposed co-operation with RTPI and TCPA on areas where there was clearly a common position; DH
- b) to publicise and encourage members to respond to the questionnaires evaluating the CLG/ATLAS PPA project. JS

Cabinet also received a note of a meeting with the IPC which DH had attended. Cabinet agreed that there was clearly work to be done in providing guidance on Local Impact Reports and considered that this would be a good project for POSe to undertake, particularly if IPC were prepared to pay for the development of such guidance. DH/AW

DH undertook to write to Sir Michael Pitt offering assistance on such a basis.

09/99

Immediate Past President's report

Cabinet received the report which had been previously circulated.

09/100

Development Management Committee report

Cabinet received the report which had been previously circulated.

- 09/101 **Management & Performance Committee report**
- Cabinet received the report which had been previously circulated.
- 09/102 **Spatial Planning & Policy Committee report**
- Cabinet received a tabled report from the Committee and noted that DS had attended a meeting of the CLG Town Centre Research Project group where concerns were raised about the other uses which were coming into high streets. Cabinet noted that DTZ were currently trying to source some case studies for a piece of commissioned work in this area.
- 09/103 **Autumn Seminar and Lunch**
- Cabinet noted the finalised programme for the seminar and welcomed the level of sponsorship which had been attracted.
- 09/104 **London Regional Group**
- Cabinet welcomed the new London Regional Convenor, Mike Kiely to his first meeting and noted the new regional structure which incorporated pre-existing ALBPO sub committees and a DC admin group.
- 09/105 **Local Democracy, Economic Development & Construction Act**
- The bill had recently been given assent. Cabinet noted that the main items of interest for planners were:
- a) the sub regional agenda
 - b) local economic development assessments and how they feed into LDF activity
- 09/106 **Skills and Capacity Programmes**
- AW reported that a recent meeting with CLG had focussed particularly on the successful format of the POSe assisted learning projects.
- Cabinet noted that there would be a major tender opportunity in 2010 to produce a National Competency Framework for planners. AW
- 09/107 **National Planning Policy Review**
- Cabinet noted that LGA had already indicated that they would wish POSe to provide their response on the forthcoming draft National Policy Statements, and that they wished the responses to focus strongly on the local impacts. AW/JS/PK/DS
- Cabinet agreed that the draft responses should be forwarded

to Cabinet, DM Committee and SP&P Committee for comments before submission.

09/108 POS Enterprises report

AW reported that the level of activity had remained low since the summer and the take up of some new initiatives had been disappointing.

Cabinet noted that the POSe Board would be encouraged to consider a budget for 2010/11 based on much lower levels of activity than in previous years and that any perceived opportunities for new business development needed to be passed through as soon as they were identified.

09/109 LGA Liaison

Cabinet noted the updated contract tracking list which had been previously circulated. JS reported that unfortunately no response had been received in time to respond to the draft Heritage PPS.

JS

ST offered to sit on the LGA Environment Advisory Panel Strategic Core Group.

ST

09/110 National Planning Forum - subscriptions proposal

GJ reported that the CLG had announced that it would be cutting its funding of the NPF and that therefore the NPF were considering ways in which to re-coup this money via subscription income from the member organisations. Organisations had indicated that their initial proposal for a subscription of £500 per organisation was unacceptable but it seemed inevitable that an initial membership subscription of circa £100 would be requested for the year 2010/11. Cabinet agreed that the NPF played a valuable role and that it was important for it to continue if at all possible.

LD was asked to incorporate a figure of £100 for a subscription fee into the draft 2010/11 POS budget.

LD

09/111 Working parties listing

JS asked for all Cabinet members to provide updates to the list as it was understood to be significantly out of date in some areas.

Cabinet/JS

09/112 Date of next meeting

Friday 5 February 2010 at RTPI offices, 41 Botolph Lane, London, EC3R 8DL

