

**PLANNING POLICY WORKING GROUP held at COUNCIL OFFICES
LONDON ROAD SAFFRON WALDEN on 19 JULY 2016 at 7.00pm**

Present: Councillor H Rolfe – Chairman
Councillors S Barker, P Davies, A Dean, S Harris, J Lodge, A Mills, E Oliver and J Parry.

Officers in attendance: M Cox (Democratic Services Officer), R Fox (Planning Policy Team Leader), G Glenday (Assistant Director Planning) and A Howells (Support and Business Manager).

PP9 APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

An apology for absence was received from Councillor Loughlin.

PP10 MINUTES

The minutes of the meeting held on 9 June 2016 were signed by the Chairman as a correct record.

PP11 BUSINESS ARISING

The committee reviewed the action points from the last meeting.

CPZ review – The minor amendments suggested to the boundaries of parcels 9 and 10 had been discussed with the consultants. This would be looked at in more detail when the boundaries were drawn at the draft planning stage.

Development Management Policies – Councillor Dean said the workshop with the planning committee members had been very useful and suggested a further meeting to conclude this work. Officers agreed to arrange a further workshop to be held in the evening.

5 Year Land Supply – The presentation had been circulated to all members.

Employment Land Review – This report would be considered at the August meeting as the consultants' response to the officers' questions had now been received.

P12 PROJECT PLAN

The Assistant Director Planning gave an overview of the Local Plan Project Plan. This now comprised detailed plans for each month from July 2016 to February 2017, providing dates for both member and officer meetings, details of the evidence base studies and the timetable for completion. This was a

working document that would be updated on an ongoing basis. The Local Plan was still on target for submission by March 2017.

The Chairman explained that once the council had agreed the development strategy, the next stage in the process was to allocate specific sites. A Member workshop would be held on 7 September 2016, to explore a number of spatial options and to consider the officers' recommendation. The conclusions from the workshop would be brought forward for discussion at the PPWG meeting on 13 September although there would be no decision made at that time.

Three public exhibition events had been planned, Saffron Walden on the 14th September, Great Dunmow on the 20th September and Stansted on the 28th September.

The final consultation document, including the proposed site allocations would be signed off by PPWG, Cabinet and Council at the end of October with the formal consultation period taking place during November/December 2016.

An additional meeting had been arranged for 6 October 2016 for members to consider various reports coming forward as part of the Local Plan evidence base.

Councillor Lodge was concerned that the relevant reports might not be available in time for the council to make an informed decision on the site options. In relation to the Transport Study, although ECC had promised the finalised report by the end of August, he questioned officers' ability to digest the detail in time to make a recommendation to the workshop at the beginning of September. The Assistant Director said the tight timetable had been determined by the submission deadline, but pointed out that work on the study was underway and officers had already had sight of the preliminary findings on the various scenarios.

Members had noted that the closing date for Garden City submissions was 31 July. The Assistant Director said the council was not yet in a position to make a submission but he would ensure that the DCLC was aware of the council's interest in this initiative.

Councillor Dean said that under the heading 'explore garden city principles' the project plan only mentioned Braintree. It was explained that the proposal in the draft Braintree Local Plan would be discussed at the next meeting, but all other potential sites would be considered in due course.

Councillor Harris said she was still not happy with the quality of the project plan. Although not opposed to the process, she said the timetable was too tight and there was nothing in the plan to show risk, mitigation and the critical path if any of the studies were not delivered on time. She said she would take these issues up with the Assistant Director outside the meeting.

Councillor Mills suggested changing the format of the plan from daily to weekly reporting which would improve the ability to view and print the document.

Councillor Rolfe said it would now be useful for Members to receive a one page summary of the key dates from now until the end of the year and details of the reports coming forward to the various meetings. Officers agreed to provide this information.

PP13

DUTY TO COOPERATE

Councillor Barker reported on a recent meeting of the Duty to Cooperate Group of Uttlesford, Harlow, Epping Forest and East Herts.

The meeting received a presentation on the spatial options work for the distribution of the 46k houses across the SHMA area. The recommended option had been revealed, and at this stage, the overall housing number for Uttlesford was not expected to change. The distribution of housing would form one of the Memorandum of Understanding (MOU) for the SHMA area to be agreed by all four authorities.

Members were informed that following a steer from the DCLG, the SHMA consultants were considering moving towards the 2014 data for the calculation of the housing numbers, rather than the original 2012-based projections. It appeared that Harlow would be prepared to take the additional numbers in order to achieve infrastructure improvements. However, in terms of progressing the Local Plan, Councillor Barker said the Inspector's main concern was whether the total number of houses would be delivered across the whole plan area.

The other two MOUs were for Transport and the Special Area of Conservation, These would be brought back to each council for approval prior to being signed by the four authorities.

The meeting ended at 8.00pm

ACTION POINTS

Development Management Policies	To arrange a further Member workshop, to be held in the evening.
Employment Land review	To consider the report at the meeting on 23 August
Local Plan Project Plan	To circulate a one page summary of the Project Plan to include key dates to the end of the year and details of the reports coming forward to future meetings.