

**Draft Note from Co-operation for Sustainable Development (Officers') Group
Thursday 19 January 2017**

Attendance

Brentwood BC	Jill Warren
East Herts DC	Claire Sime
Epping Forest DC	Glen Chipp, Derek Macnab, Alison Blom-Cooper, David Coleman, Sarah King
Essex CC	Mary Young, David Sprunt, Rich Cooke
Harlow DC	Graeme Bloomer, Dianne Cooper
Highways England	Andy Jobling
LB Redbridge	Ciara Whelehan
Uttlesford DC	Gordon Glenday, Richard Fox

*** Actions are in bold**

1. Apologies

Broxbourne BC – Martin Paine
Chelmsford CC – Claire Stuckey
Conservators of Epping Forest – Jeremy Dagley
Essex CC – Sean Perry
Herts CC - Jan Hayes-Griffin, Roger Flowerday
Highways England - Nigel Allsopp
Natural England – Sarah Fraser

2. Draft notes of meeting of 15 December – including review of action points

Draft notes from November and December meetings were agreed. Actions from previous meeting -

- All to send any comment on draft notes from Co-op. Officer Group 15 November 2016 to Sarah King – *no comments received, notes agreed as circulated*
- Harlow DC to share retail study asap – *consultants are feeding updated figures into the draft, then the revised draft will be issued, and can then be shared*
- Epping Forest DC to commission AECOM (on behalf of HMA) to do a technical addendum to the Strategic OAN Spatial Options report – *ongoing*
- Book an HMA/counties etc. workshop to discuss employment distribution across the HMA/FEMA – *done, booked for 10 February 2017*
- Harlow DC to draft paper on affordable housing provision in the HMA – *paper drafted and circulated to HMA officers*
- Various actions re: PAH relocation feasibility – *PAH has now supplied some data on existing trips to and from current PAH site, to feed into transport modelling. Officers have not yet seen PAH's brief for the Strategic Outline Case (SOC) for the relocation of the hospital [Note – since this meeting, the SOC brief has been sent, and circulated to HMA officers]*
- Future Member Board dates to be arranged – *done, Monday 23 January 2017, Monday 27 February 2017 and Monday 20 March have been booked (all at Harlow DC at 6.30pm)*

3. Update on current/recent consultations on Local Plans

a. East Herts DC

All representations to the recent regulation 19 publication are now in the online portal. There were ~3,500 comments, of which ~1,900 were about the Gilston area. Analysis will be presented to the District Planning Executive Panel in March 2017, along with an updated Infrastructure Development Plan (IDP), position statements etc. East Herts DC is committed to submit to PINS by the end of March 2017, and is working on MoUs, topic papers etc.

b. Epping Forest DC

The regulation 18 Draft Local Plan consultation finished in December, there were ~3,500 responses, which are currently being assessed. A number of new sites were put forward, so further work on site selection is taking those into account. Epping Forest DC is also collating additional evidence on transport assessment, IDP, employment, viability etc. to

inform the Pre-Submission Plan. Officers are working on a programme for Member engagement before Pre-submission, and timescales for the Local Plan are being reviewed.

c. Chelmsford CC

Chelmsford CC has paused publication of its Preferred Options Local Plan pending publication of the Housing White Paper and completion of key evidence base reports. The Preferred Options document is now scheduled to go to Committee in early March, and to be published in late March. This should not affect later stages of the Local Plan timetable.

d. LB Redbridge

Regulation 19 representations were completed last summer, resulting in ~1,200 comments, the majority of which concerned the 4 parcels of Green Belt which LB proposes to release. A letter of non-conformity with the London Plan has been received from the Mayor, questioning whether exceptional circumstances have been demonstrated, suggesting building at a higher density and more on brownfield land. LB Redbridge intends to submit their Plan (as drafted) in February 2017, with hearing sessions expected in the summer.

e. Uttlesford DC

Uttlesford DC had intended publish a Regulation 19 Pre Submission Plan and seek representations before Christmas 2016, but decided to 'pause' the timetable while considering the evidence, and advice from PINS/CLG. They have now taken an in principle decision to do a further regulation 18 consultation in summer 2017, then regulation 19 representations towards end of 2017.

f. Brentwood BC

Brentwood BC has been successful in their bid for funding to support a garden village at the southern end of the borough. This has caused a 'pause', officers/Members are now considering a revised LDS with a focussed, housing and site-based regulation 18 consultation in summer 2017.

4. Distribution of affordable housing (paper from Harlow DC)

Graeme Bloomer presented his draft paper on distribution of affordable housing within the West Essex/East Herts HMA. It was noted that Harlow DC's future deficit for affordable housing, according to the HMA wide figures, will be more than offset by the surplus in the other three Districts. It was queried whether it was sufficient to agree this, or whether further detail would need to be within the Distribution of OAHN MoU about how it would work in practice. Graeme Bloomer has contacted CLG who are happy to discuss this, they also advised that the Housing White Paper is 'imminent' and may affect the discussion.

It was noted that the three District Councils would need to see evidence of Harlow DC's affordable housing deficit, and the attempts that have been made to address it, as part of these discussions. Harlow DC has also taken legal advice on the matter which has been shared confidentially. All agreed that getting the Distribution of OAHN MoU into a form that can be signed by all the authorities was essential, particularly given East Herts DC's commitment to submitting their Local Plan to PINS by the end of March 2017. There was a discussion about the Harlow DC resolution not supporting the sites to the south and west of Harlow, within Epping Forest District, and that this would need to be resolved before detailed agreement about affordable housing could be reached. Graeme Bloomer explained that Essex CC and Harlow DC officers had been working together on potential transport mitigation measures regarding these sites which would be presented to Harlow DC Members at a Full Council meeting on 23 February 2017. **Graeme Bloomer to refine draft paper into a shorter précis then send this to Sarah King, who will circulate it first to HMA officers. On agreement, Sarah King will circulate this to Members for the January 2017 Member Board. Graeme Bloomer will organise meeting with CLG for officers, including PINS and counties, in late January 2017.**

5. Scoping of work on Sustainable Transport Corridors

Claire Sime explained that East Herts DC had set up a recent meeting on the Stort crossing with the Herts LEP, which was then widened to cover the future sustainable transport corridors which are a key part of the Harlow & Gilston Garden Town bid. All at that meeting agreed that the corridors and the Stort crossing were a key piece of work needed to move forward. James Farrar and Karl Fitzpatrick from ATLAS also attended, and will be involved with the scoping work. The

Herts LEP were positive in that the project is on their radar for funding opportunities. It was agreed that a task and finish group would be set up as part of the Garden Town work. David Sprunt noted the importance of sorting out funding for the work on the corridors, as the amount of funding Essex CC has in their budget will not fund it all. The Garden Town budget would need to help fund it. It was also agreed that Amanda Thorn would approach the South East LEP.

6. Update on other cross-boundary/strategic matters:

a. 'Harlow & Gilston Garden Town'

The joint bid from East Herts/Epping Forest/Harlow Councils for 'Harlow & Gilston Garden Town' was successful, CLG awarded £0.5m. An officer/Chief Executive workshop with ATLAS is being set up for 8 February 2017. James Farrar (ATLAS) is working up a scoping paper with officers, to bring to the next Co-op. Member Board. Officers will seek approval to start looking for a Programme Manager /Director (2-year post); they would like to advertise ahead of the workshop to keep momentum. The three authorities will need to scope out how to spend remaining funds. **ATLAS will circulate draft scoping paper to officers from the three authorities, and Glen Chipp will also write to the other two Chief Executives.** Claire Sime noted the importance of community engagement though the Garden Town project - East Herts DC officers are already set to meet with the Gilston community on 28 January 2017, and are keen to engage them proactively in the process.

b. Princess Alexandra Hospital relocation feasibility work

Essex CC is preparing the brief for the PAH work – it should be ready next week.

c. Discussions with TfL re capacity on the Central Line

Epping Forest DC met with LB Redbridge, LB Waltham Forest and TfL in late 2016. TfL is working up a brief for additional work on capacity of the Central line. Epping Forest DC sent the information requested but heard nothing from TfL, neither has LB Redbridge. **Epping Forest DC/LB Redbridge to chase TfL re: a follow-up meeting** in early February 2017.

7. Update on Memoranda of Understanding re: the West Essex/East Herts HMA:

a. Distribution of Objectively Assessed Housing Need across the HMA

This MoU will be redrafted in due course.

b. Highways and Transportation Infrastructure for the HMA

This is currently being signed. David Sprunt noted that an announcement had been made that M11 J7A will receive funding (see <http://www.theplanner.co.uk/news/%C2%A312-billion-roads-funding-allocated>). The definite amount has not yet been announced, the Department for Transport has only written to the MPs so far. Essex CC's planning application for J7A should be submitted by the end of January 2017, with determination in June/July 2017. There was a discussion as to whether the MoU should be signed as it is now, or whether it should be amended regarding J7A/J7 funding and signed later. It was agreed that the group should sign the MoU now, as is, and amend it in future.

c. Managing the Impacts of Growth across the HMA on Epping Forest SAC

This is currently being signed.

8. Items for Co-op. Member Board 23 January 2017

- Draft paper on distribution of affordable housing in the HMA (Harlow DC to draft)
- Scoping paper on Harlow & Gilston Garden Town governance etc. (ATLAS)
- Verbal update on PAH relocation issues
- Verbal update on the 'Highways & Transportation Infrastructure' and 'Impacts on Epping Forest SAC' MoUs, and on ideas re: workshop and possible MoU on employment distribution

9. A.O.B.

None

10. Future Co-op. Officer meeting dates:

- Thursday 16 February 2017 - (10am, Committee Rm 1, Epping Forest DC)
- Thursday 16 March 2017 - (10am, Committee Rm 2, Epping Forest DC)