

CHIEF OFFICERS' GROUP MEETING
Remote Meeting via MS Teams ACTION NOTES
22 July 2021

	Agenda item	ACTION(S)
1.	<p>Introductions & Apologies</p> <p><u>Member attendees:</u> Jeremy Potter (JP) (Chair) – Chelmsford Emma Goodings (EG) (Vice Chair) – Braintree Alethea Evans (AE) – ECC Amanda Parrott (AP) – Castlepoint Ian Butt (IB) – Castlepoint Karen Syrett (KS) – Colchester Matt Leigh (ML) – Maldon Phil Drane (PD) – Brentwood Richard Greaves (RG) – ECC Tanusha Waters (TW) – Harlow Gordan Glenday (GG) – Uttlesford Kevin Waters (KW) – Southend Nigel Richardson (NG) – Epping Forest Gary Sung (GS)- Braintree</p> <p><u>Apologies:</u> Trevor Saunders (TS) – Southend Christine Lyons (CL) - Basildon Daniel Goodman (DG) – Rochford Graham Thomas (GT) ECC</p> <p><u>Optional attendees:</u> Ben Kennedy – ECC Katherine Wilkinson – Highways Rachel Forkin – Colchester Gary Sung – Braintree Simon Thomas – Canterbury Nick Fenton – Kent Developers Group Liz Gibney – Lee Evans Partnership John Crane – Place Services Rebecca Rushmer – ECC</p>	
2.	Notes and Actions arising from previous meeting on 4 February 2020	
3.	<p>Notice of AOB None</p>	
4.	<p>Essex Highways and Transportation – Future Communities</p> <ul style="list-style-type: none"> • Discussion held regarding criticism in relation to Dunton and feedback from Homes England. • Essex Climate Action: the current policies will make it hard to achieve carbon neutrality. • Local Transport Plan: developed over a two year period. • Sustainable Development Transport Strategy: overarching framework for delivering transport for garden communities and strategic developments. There will be specific guidance and toolkit documents within this. • Sustainable growth: internal activities proposed, including seminars. 	Ben Kennedy and Ashley Keller to attend future EPOA to continue interactions with Chief Planners.

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5.	<p>Essex Parking Standards Review - Update on workstream</p> <ul style="list-style-type: none"> • At present, working on graphics and peer reviewing draft. • Feedback from workshop found that minimum parking standards were welcome and proposed provisions were sensible. • There needs to be greater consideration and support regarding visitor parking. • Accessibility of area: <ol style="list-style-type: none"> 1. Highly accessible (e.g., residential) – no parking 2. Moderately accessible – one space per dwelling 3. Poorly accessible – three parking spaces were dwelling. • Discussion regarding how to categorise areas based on transport accessibility. There needs to be consideration in relation to access to facilities. 	Katherine Wilkinson to test categorisation criteria in other districts.
6.	<p>Phosphates and Nitrates - Lessons from East Kent</p> <ul style="list-style-type: none"> • Stodmarsh Lakes: Natural England found water quality to be unfavourable due to phosphates and nitrates entering via the River Stour. • Water is entering waste water treatment works and then being discharged containing residual amounts of phosphates and nitrates. • Strategic sites: permission can be granted on the basis that onsite treatment sites and environmental enhancements are provided. • Nick noted that it is unclear whether Essex has this problem as there have been no tests conducted. • Highlighted importance of putting a strategy in place to mitigate this problem. 	JP to create workstream with Gordon
7.	<p>EPOA Planning Skills Training Update</p> <p>Lewis was unable to attend the meeting. Jeremy will follow up with him after the meeting.</p>	
8.	<p>RAMS Update – Note to follow</p> <ul style="list-style-type: none"> • RSPB have proposed that a survey be commissioned. There have been issues employing a surveyor. Jeremy confirmed that RSPB are happy to employ a surveyor themselves. • Recruitment: interviews for a Project Officer have concluded. The position has been offered to a candidate, however they have not heard back. • Rangers for wintering period: exploring whether temporary rangers can be employed through ECC. • Letter sent to MHCLG regarding s111 for permitted development. 	<p>Take up offer from Place Services in the interim.</p> <p>Gary Sung to amend letter and wait for response to come back.</p>
9.	<p>Livewell Accreditation and Health and Wellbeing</p> <ul style="list-style-type: none"> • Jeremy noted there is no cost of any local authority. • Staff members will have access to a three module training programme organised by DHE about how to interpret and use health impact assessments. 	All to get in touch with JP if interested.

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10.	<p>Clarification of Status of Specialist Advice from Place Services</p> <ul style="list-style-type: none"> • Alethea confirmed that the Planning Service have no role in preparing, reviewing or finalising any element of advice from Place Services. • Place Services are a consultancy and are commissioned by the District or Borough to fill the gap of specialist advice on ecology, heritage etc. • ECC requests that this separation is appropriately referenced in decision making documents please. 	
11.	<p>Other EPOA Working Groups Update</p> <ul style="list-style-type: none"> • Gypsy and Traveller Transit Site Assessment: no update • Housing Delivery Test: Laura noted she has not done anything on it and there is no work. 	
12.	<p>EPOA Forum Feedback</p> <ul style="list-style-type: none"> • Discussion in relation to new PD legislation and there being a lack of guidance. • There has been an increase in expectations for customer service and demand on limited resources. • Urban Design Forum: they continue to meet. • Support Forum: no update. 	JP asked to receive an update on each forum.
13.	<p>Local Plan Preparation/Examination Updates</p> <ul style="list-style-type: none"> • Ian shared that Castlepoint hearings finished at the end of June. They want to work with inspector to deal with issues. • Emma shared that Historic England objected to Braintree's plan. They did not attend hearing. • Phil shared that Brentwood have had objections from Highways England. 	PD to provide further update at next EPOA.
14.	<p>AOB</p> <ul style="list-style-type: none"> • Active Travel: caused debate with residents in areas where roads were shutting. Consultations did not include any modelling about the impact on other roads in the network. • A12: response has been shared. • Bradwell: Emma shared that this has recommenced. 	