

**CHIEF OFFICERS' GROUP MEETING
Action Notes**

21 April 2022 10.00am – 1.00pm

Attendees:

Amanda Parrot (AP) – Castle Point
Richard Greaves (RG) - ECC
Matt Leigh (ML) - Maldon
Graham Nourse (GN) - Tendring
Emma Goodings (EG) - Braintree
Sandra Scott (SS) - Colchester
Graham Thomas (GT) - ECC
Christine Lyons (GL) - Basildon

Jeremy Potter (JP) - Chelmsford
Kevin Walters (KW) – Southend-on-Sea
Leanne Brisland (LB) – Bird Aware Essex
Lewis Herbert (LH) – Place Services
Nigel Richardson (NR) – Epping Forest
Matthew Thomas (MT) - ECC
Karen Syrett (KS) - Colchester
Tanusha Waters (TW) - Harlow

Apologies:

Ian Butt (IB) – Castle Point

	Agenda item	Action(s)
1.	Introductions & Apologies	
2.	Notes and Actions arising from previous meeting on 9/12/21 Noted and key issues to be picked up on agenda	
3.	Notice of AOB <ul style="list-style-type: none"> • Planning Portfolio Holders' meeting agenda 9/6/22 • Potential implication of economic downturn and proposals for new infrastructure levy • EPOA Membership on new Essex Nature Partnership 	
4.	Election of Vice-Chair Emma Goodings welcomed as new Chair of group Proposed that Graham Thomas and Ian Butt be Joint Vice Chairs Group thanked Jeremy Potter as outgoing chair	<i>EG to confirm with IB</i>
5.	RAMs - EPOA Project Board Decisions Group considered RAMS Briefing Note circulated with agenda which was presented by Leanne Brisland, RAMs Delivery Officer Recommendation 1: EPOA to request that LPAs holding on to collected RAMS monies and can confirm commencement of development to transfer to CCC as accountable body, in accordance with the Partnership Agreement.	<i>All recommendations agreed</i> <i>All LPAs to action Recommendation 1</i>

	<p>Recommendation 2: EPOA to nominate 3 people to review the finalised Partner Agreement and Steering Group Recommendation (pending) to approve on behalf of the Project Board.</p> <p>Recommendation: EPOA to nominate 3 people to review the finalised Partner Agreement and Steering Group Recommendation (pending) to approve on behalf of the Project Board.</p>	<p><i>EG, KS and ML to sign off matters in Recommendations 2 and 3</i></p>
6.	<p>Update of Essex Gypsy and Traveller Accommodation Assessment (GTAA)</p> <p>Amanda Parrott reported that baseline data had been circulated to all Essex LPAs (apart from Maldon who have commissioned their own assessment using the same proposed methodology).</p> <p>A quote will be sought to provide an update to the Essex-wide GTAA to be commissioned by the EPOA on behalf of Essex LPAs.</p>	<p><i>AP to gain consultant quote for EG, GT and IB to consider and report back to July meeting</i></p>
7.	<p>Parking Standards Project Update</p> <p>Update provided to Group. Agreed that Stage 1 work should be progressed quickly to allow and consultation in the Autumn. A focused Stage 2 brief to be drafted to continue work.</p>	<p><i>ML to convene a meeting of a steering group with EG, CL, TW and JP</i></p>
8.	<p>Discussion on Planning Inspectorate Performance - Action from March Planning Portfolio Holders' Meeting. Discussion focused on:</p> <ul style="list-style-type: none"> • PINS allowing last minute evidence to be allowed to be submitted by appellants to public inquiries • Delays in Local Plan Examination Reports • Enforcement appeals waiting for more than a year • Inconsistent decision making. Consideration of JRs to test. • Timetabling of public inquiries and hearings inflexible 	<p><i>EPOA to write to DLUCH, PINs and cc Essex MPs</i></p>
9.	<p>East Anglia GREEN consultation update</p> <p>Group briefly discussed the powerline proposals. JP reminded that deadline for comments on non-statutory consultation 21 June 2022</p>	<p><i>All to note</i></p>
10.	<p>EPOA 2022 Planning Skills Training Series</p> <p>LH updated Group in this year's series. The event on 27th April would need to be rearranged. Ideas for a couple more sessions in Autumn requested and Members and Design Training</p>	<p><i>LPA staff to submit choices by 29 April 2022.</i></p> <p><i>Contact LH if there is interest in Members or Design Training</i></p>
11.	<p>EPOA Forums Feedback</p> <p>Policy Forum – AP reported:</p> <ul style="list-style-type: none"> • Digital Connectivity Guidance in comment period • Public health issues within Local Plans – HIAs being supported, takeaway restrictions not so successful at Examinations • Biodiversity Net Gain New Burdens Grant. Consider using is cross boundary potential for Essex Wide SPD. <p>DM Forum - ML reported:</p> <ul style="list-style-type: none"> • New meeting dates need to be circulated • Discussion needed with Highways • ML to step down as Chair 	<p><i>Await conversation with Local Nature Partnership – EG to action. Sub-group on BNG/NRN to be considered</i></p> <p><i>ML to circulate future dates for DM forum and discuss with Group new Chair</i></p>

12.	<p>EPOA Administration Matters</p> <ul style="list-style-type: none"> • Budget to be confirmed when quote for GTAA Update received • Confirmation of any further work at July meeting to include Parking Standards Stage 2, GTAA, BNG/NRN, Climate Change 	<p><i>EG, GT and IB to confirm new budget. Standard subscription invoices for £2,500 agreed and to be sent out</i></p>
13.	<p>Local Plan Preparation/Examination Updates/Appeal Updates</p> <ul style="list-style-type: none"> • Basildon Borough Council – New LDS Late June proposed adoption 2025/26 • Kelvedon Neighbourhood Plan JR unsuccessful 	<p><i>All to note</i></p>
14.	<p>AOB</p> <p>Broad discussion on issues raised. Uncertainty on infrastructure levy in particular in areas with lower land values</p>	<p><i>All to note</i></p>
	<p>Next meeting 21 July 2022</p>	