

CHIEF OFFICERS' MEETING

Notes of Meeting 26th September 2024

	Agenda item	EPOA Sponsors/Leads
1.	<p><u>Apologies</u> Dean Hermitage - Uttlesford Karen Syrett - Colchester Katie Fowler – EPOA Training Programme Ashley Baldwin- Thurrock Sara Hill Sanders –(EPOA DM Chair) - Chelmsford</p> <p><u>Attendance</u> Nigel Richardson – Epping – Basildon Sarah Ashton – Braintree Simon Cairns – Colchester Emma Goodings – Brentwood & Rochford Amanda Parrott – Castle Point Jeremy Potter – Chelmsford Bethany Jones – (EPOA Policy Forum Chair) – Colchester Graham Thomas – Chair Essex CC Tanusha Waters (via Teams) – Harlow Matt Winslow - Maldon Kevin Waters – (Via Teams) - Southend Gary Guiver – Tendring Matt Jericho – ECC Richard Hatter – Thurrock</p> <p><u>Guests</u> Paul Wilkinson – EPOA Parking officer lead Amber Nyoni - Strategic Planning and Public Health Lead Rich Cooke – ECC Planning (Health Lead). Ashley Heller – (via Teams) ECC Transport</p>	
2.	<p><u>Welcome</u> There are three parts to the day, our EPOA meeting, followed by a series of short presentations and discussions then we meet with the RTPI president over lunch.</p>	
3	<p><u>Parking Standards</u> – Paul Wilkinson presented the report seeking approval of the 2024 EPOA Parking guidance, and the withdrawal of the 2009 guide. All four recommendations were endorsed and approved:</p> <ul style="list-style-type: none"> • Part 1 and Part 2 of the new Parking Guidance (2024) to be publicised as part of the Essex Design Guide and to replace the 2009 guidance which will be withdrawn (by the end of October). • Approve the practical implementation as guidance or as adopted in accordance with the respective authorities' processes. • Accept the principles for use of the document as outlined in the report. • EPOA provide support for LPAs' who wish to formally Adoption the guidance <p>PW explained the guidance should be given a chance to “bed in” before moving to local adoption. GT thought that a soft launch was the best approach.</p> <p>All the project sponsors EG, JP, AH supported the recommendations and thanked the working group for developing the guidance. EG recognised that in the detail there are differences of opinion, the working group had reviewed and where possible accommodated changes that could be delivered on a pan-Essex basis. The protocol allows for local variation.</p> <p>JP said it felt wrong in 2024 to be using an outdated 2009 standard and urged EPOA Chief Officers to support the recommendations.</p> <p>AH reminded the meeting that part 2 was more progressive and focused on the smaller number of Garden Communities and Largescale Developments</p> <p>NR sought clarification on the purpose of the planning portfolio member meeting on the 9th October. A presentation would be given for informing members will not be asked to adopt the documents at the meeting – this will be done on an individual local authority basis.</p>	

	In response to a question PW explained that he is liaising with Katie Fowler in Place Services to provide officer training on the new parking standards.	
4	<p>Briefing Note: Planning - Health Engagement Protocol - Amber Nyoni and Rich Cooke- Public Health and Spatial Planning - Sponsor: Graham Thomas</p> <ul style="list-style-type: none"> The presentation by AN and RC on planning and health, followed the earlier Health Impact Assessments in Planning with the Office of Health Improvement and Disparities. This earlier work looked at the importance of HIAs' in plan-making and determination of applications. Different roles for HIA implementation were highlighted by OHID The workshop with OHID provided key areas to focus on to support the effective implementation of HIA policy through developing skills for HIA processes, and to develop clear engagement with the use of a protocol as highlighted within the briefing note. <p>Actions Agreed:</p> <ul style="list-style-type: none"> EPOA agreed to support approach in developing a protocol for planning and health engagement. Various activities are happening between health and planning, consideration of how this may be complementary. Chelmsford keen to revisit training with Place Services to support implementation of the Livewell Accreditation Scheme Southend City Council keen to support approach locally in their area Thurrock District Council to speak internally with colleagues about protocol to confirm support or not. <p>Actions:</p> <ul style="list-style-type: none"> ECC Public Health and Spatial Planning to engage with district, city, and borough council individually to join up conversations with local public health practitioners To develop and carry out task and finish groups to develop protocol Draft protocol to be reported back to EPOA forums as outlined in briefing note. AN to follow up with Katie on training opportunities. 	<p>RH</p> <p>AN/RC</p> <p>AN/KF</p>
5	<p>NPPF – Consultation response update - NEC and SEC</p> <p>GG gave a presentation on some of the key issues in the Governments NPPF consultation from a North Essex Councils (NEC) perspective. Emma provided an update from the South Essex Councils perspective. There is a lot of common group.</p> <p>Action</p> <p>It was agreed all councils should share their response through the EPOA Teams link.</p>	All
6	<p>Supported and Shelter Housing - Planning with Care Practice Note</p> <p>Dan Baker and Tracey Curtis talked to the draft practice note circulated.</p> <p>GG as the EPOA sponsor spoke to the paper explaining LPAs would find it very useful to have both the evidence on specialist and supported housing as well as be able to access what is specialist advice. He advocated the good work undertaken to date.</p> <p>This information will help with formulating planning policies something that everyone would find helpful, and also using this specialist support to be available for Local Plan examinations etc. At the 2021 census almost 20% of the population were over 65. There is a need for a better understanding of the diverse housing needs of the society we need to plan for and accommodate in the future.</p> <p>Action All EPOA Chief Officers to send any comments on the planning practice note and for a follow-on meeting for interested authorities including Basildon and Tendring, but open to others - to explore how best to translate the work into planning policy.</p>	All
7	EPOA Training update - 2024/25 – deferred to our next meeting	KF
8	<p>Updates from EPOA forums</p> <ul style="list-style-type: none"> Development Management (sara was unable to attend or provide an update Policy Forum – Beth reported that the policy group was not really engaging or operating in the way it should. It was felt that far too many authorities were not sending either the policy managers or attendees prepared to willingly contribute. There was no appetite to provide a response to the NPPF consultation a task clearly suited to the policy managers group. Action it was agreed all Chief Officers to ensure the right level of policy manager or deputy attends the meeting. 	All
9	<p>Update on Gypsy and Traveller work</p> <p>AP provided an update on the ORS work including the need to pay a slight increase before the reports are made available.</p>	Amanda Parrott

	Actions- AP to confirm the cost increase. GT to follow-up with request Purchase Order request.	Graham Thomas
10	Chairman's Report No issues to report in the first four weeks.	Graham Thomas