

**Planning Policy Forum**

**10.00 am on Tuesday 20<sup>th</sup> May 2014, Chelmsford Museum, Moulsham Street,  
Chelmsford, CM2 9AQ**

*\*[Free parking available within Museum grounds](#) accessed via Moulsham Street, street parking also available in front of Museum*

**AGENDA****1. Introductions & Apologies**

Jeremy Potter (Chair) (JP)	Chelmsford CC
Amy Roberts (AR)	Southend BC
Gary Guiver (GG)	Tendring DC
Amanda Raffaelli (AR)	Castle Point BC
Laura Percy (LP)	Chelmsford CC
Sarah Nicholas (SN)	Uttlesford DC
Phil Drane (PD)	Brentwood BC
Hamish Barrell (HB)	Essex CC
Matthew Jericho (MJ)	Essex CC
Kevin Fraser (KF)	Essex CC
Zhanine Oates (ZO)	Essex CC
Lesley Stenhouse (LS)	Essex CC
Emma Goodings (EO)	Braintree DC
Helen Nightingale (HN)	Basildon BC
Laura Chase (LC)	Colchester BC
Chris Butcher (CB)	Epping Forest DC
Paul MacBride (PMB)	Harlow DC
Tim Parton (TP)	Maldon DC
Richard Hatter (RH)	Thurrock BC

**2. Presentation on the Planning Guidance - Caroline Winter, Team Leader, Development Plans Division, DCLG**

Caroline Winter from DCLG gave a presentation on the evolution of the Planning Guidance. The presentation focused on the technical aspects of using the web-based guidance and included:

- When referencing paragraphs from the planning guidance site the long reference number should be used as it will include the date it was last amended.
- Feedback can be given by using the feedback box on the bottom of all pages, minor amendments will be undertaken on an on-going basis.
- You can be notified of any changes by signing up to the alerts, either on the whole planning guidance or for individual sections.

### **3. Local plan preparation: National News**

- [Planning Practice Guidance](#) (PPG) published in March.
- [New Planning Court](#) at the High Court came into being in February.
- [New Neighbourhood Planning Regulations](#) issued with amendments covering referendum procedures.
- [2014 CIL Amendment Regulations](#) came into force at the end of February which includes an exemption for Self Build homes and the ability to off-set the cost of infrastructure against CIL liability.
- DCLG Consultation issued on [Planning Performance and Planning Contributions](#).
- Announcement from Nick Boles to [challenge councils to release land for Self/Custom Build homes](#) arising from March Budget announcement
- [Call for evidence from DCLG Committee](#) on examining the operation of the NPPF.
- Inspector on Reigate and Banstead Local Plan made recommendations that some loss of Green Belt should be recognised in strategy. An exchange of letter from the Prime Minister and local MP followed.
- Inspector has recommended that the Runnymede Local Plan should be withdrawn as it does not meet the address the duty to co-operate.
- [Locally-led Garden Cities Prospectus](#) published by Government

### **4. EPOA New Gypsy and Traveller Accommodation Assessment Update**

- Final Draft Report circulated for comment March 2014
- Household formation rate % being re-assessed in Final Report
- Aim to publish Final Report in June 2014
- Presentation to Members scheduled for late June 2014
- Similar to the demography work the Final GTAA can be used by individual local authorities as they see fit.

### **5. EPOA Greater Essex Demographic Forecasts Update**

- Phase 5 Report published in April
- Phase 6 work starting in June/July and scheduled to publish in August 2014. This will incorporate the 2012 Sub National Population Projections (SNPP) but not the latest household projections which are not expected to be released until later in 2014.

#### **ACTION**

- **JP to circulate the Phase 7 work timetable when finalised**

### **6. Five Year Land Supply Working Group Update**

- SN from Uttlesford DC outlined progress to date on the work undertaken on a methodology for preparing a 5 year land supply.
- The draft note has been assessed by Peter Brett Associates (PBS) on behalf of PAS and Counsel (Michael Bedford) on behalf of Uttlesford DC.

- With the publication of the PPG it was reiterated that any departure from the guidance within the PPG would need to be fully justified.
- A number of detailed points were also highlighted by the independent assessments.
- A number of different approaches in preparing the methodology have been identified through consultation with EPOA authorities.
- The draft methodology produced by the Working Group was intended not to prescribe to local authorities a set method, rather, agree principles.

## **ACTIONS**

- **Working Group arrange further meeting to identify the higher level commonality rather than the detail of the full methodology which allows local flexibility.**
- **List of bullets identifying key agreement in methodology to be brought back to Policy Forum on 2 September.**

## **7. Further alterations to the London Plan (FALP) Update**

- MJ from ECC reported to the Forum on the latest position regarding the Further Alterations to the London Plan.
- Plan makes provision for an additional 42,000 new homes but falls short by 7,000 than that identified in the SHMA not clear how this shortfall will be met.
- GLA response to Bedford BC is unclear
- EPOA letter has been sent from Andrew Cook
- Green Belt within London Plan area not being reviewed
- London Infrastructure Investment Plan published to provide long term infrastructure beyond the Plan period.
- Preliminary Examination Meeting 11 July 2014
- Hearing Sessions due to start 1 September for three weeks
- Next GLA Spatial Planning Liaison Group meeting on 6 June.

## **ACTION**

- **Claire Stuckey from Chelmsford CC to attend the next GLA Spatial Planning Liaison with MJ (ECC) and RH (Thurrock)**

## **8. National Airspace Consultations Update**

- ZO from ECC informed the meeting of the NATS Airspace changes Phase 1b scheduled for 12 week stakeholder only consultation starting in June.
- Phase 1b includes proposals for Stansted departures with changes to the split of departure between the Clacton and Dover routes.
- Further consultation (Phase1a) on changes to the immediate airspace surrounding Gatwick Airport.
- Airports Commission wider report: Interim report expected September 2014, with revised terms of reference and a further call for evidence for Inner Thames Estuary is planned. Masterplanning proposals for some of the major airport operators have started to be published.

## 9. Duty to Co-operate

- Thames Gateway South Essex Partnership (TGSE) are working on a Memorandum of Understanding to provide the principles of how the partner authorities can work together on housing and employment growth going forwards. This will provide a long-term continuation of the existing joint evidence base work on the SHLAA and SHMA. Workshop being organised with PAS and POS involvement.
- Similar approach to TGSE being implemented for Harlow/West Essex

### **ACTION**

- **JP to ascertain progress on the EPOA Duty to Co-operate Group**

## 10. Local Plan/LDF progress report

- LS (ECC) identified that the Waste Plan was moving forwards with a report to agree further preferred approach with further call for sites.

### **ACTION**

- **Any updates on Plan Preparation to be sent to JP for inclusion in the rolling Site Preparation Schedule.**

## 11. New Chairperson for Policy Forum

- JP has been Chairperson of the Forum for 2 years. The Forum's Terms of Reference state that the Chair should be considered every 2 years.
- JP asked for a volunteer/nomination to take over the role. At this time no one put their name forward.

### **ACTION**

- **JP agreed to be Chairperson for a further year, but would step down in May 2015.**

## 12. Any other business

- None

**Date of Next Meeting: 2 September 2014**