

**Planning Policy Forum**

**10.00 am on Tuesday 12 May 2015, Chelmsford Museum, Moulsham Street,  
Chelmsford, CM2 9AQ**

**MEETING NOTE****1. Introductions & Apologies**

Anne Clitheroe (Castle Point), Gary Sung (Maldon), Emma Goodings (Braintree)

Jeremy Potter (Chair)	<i>Chelmsford CC</i>	Hannah Hayden	<i>Uttlesford DC</i>
Paul MacBride	<i>Harlow DC</i>	Matthew Thomas	<i>Southend BC</i>
Lucy Payne	<i>SELEP</i>	Richard Hatter	<i>Thurrock BC</i>
Brian Horton	<i>SELEP</i>	Amanda Raffaelli	<i>Basildon BC</i>
Kat Goodyear	<i>Essex CC</i>	Laura Chase	<i>Colchester BC</i>
Kevin Fraser	<i>Essex CC</i>	Richard Matthams	<i>Tendring DC</i>
Matthew Jericho	<i>Essex CC</i>	Sarah King	<i>Epping Forest DC</i>
Lesley Stenhouse	<i>Essex CC</i>	Ian White	<i>Epping Forest DC</i>
Phil Drane	<i>Brentwood BC</i>	Natalie Hayward	<i>Rochford DC</i>
Mark Carroll	<i>Essex CC</i>	Juliet Kirkaldy	<i>Braintree DC</i>
Hamish Barrell	<i>Essex CC</i>		

**2. Notes of the Last Meeting**

- Actions regarding ECC SuDs Guidance to be addressed at Item 7
- Jeremy Potter got agreement on the appropriate scenario and caveat from Edge Phase 6 Report to send to Zenith Macintyre at ECC/ Rebecca Roebuck for the East of England Economic Forecasting Model.
- Local Plan preparation schedule– important that all authorities complete to ensure accuracy.

**3. SELEP Update – Presentation from Brian Horton and Lucy Payne, SELEP**

SELEP

Presentation.pdf

**Key points**

- SELEP officers keen to get involved to help progress Local Plans. Brian and Lucy will be meeting with districts and adjoining LEPs as required.
- Consultants Catriona Riddell Associates has been appointed to run 4 workshops across the SELEP area to which senior local authority representatives would be invited. Workshops would consider the strategic

challenges and opportunities facing local authorities, and how SELEP could assist in dealing with those.

- SELEP is gathering data on sites over 250 homes and will identify blockages. SEFUND has been set up to provide funding to unlock stalled sites.

#### 4. Local plan preparation: National News

##### Changes in Government

It was noted that Greg Clark had been appointed as Secretary of State for Communities and Local Government. He had been instrumental in the introduction of neighbourhood planning. It was noted that not many neighbourhood plans had been prepared in Essex. Great Dunmow was a less common example of a Neighbourhood Plan proposing significant development (200 houses), with most neighbourhood plans proposing very limited levels of growth.

##### Legislation, Policy and Guidance:

- Infrastructure Act 2015 came into effect 12/2/15
- Numerous updates to the PPG in February, March and April including changes to the guidance on neighbourhood planning, SA/SEA, planning obligations, Local Plan preparation, Enforcement and flood risk. It was recommended that everyone signs up to the electronic update service.
- Starter Home Planning Policy published March 2015
- Written Statements from Brandon Lewis covering reducing delays in the granting planning permission and Eric Pickles covering a wide range of subject areas were made in March 2015.
- Further Alterations to London Plan were adopted 10/3/15
- New 2012-based Household Projections published in late February

#### 5. Essex Waste Plan, Hamish Barrell, ECC

- Consultation on revised Preferred Approach to take place this summer, potentially starting late June for 6 weeks.
- Plan period will extend to 2032 and will include existing and new sites.



Item 5\_Waste Local  
Plan\_Revised Preferr

##### **ACTION:**

- **ECC Waste Plan Team to provide information on new sites with the relevant District Councils.**

## 6. Coastal Protection Belt, Protected Lanes and Parking Standards

The above policies were all legacies of the former ECC Structure Plan. To remain relevant, they require evidence base updating and demonstration of their utility in determining planning applications.

- Coastal Protection Belt: A chart circulated on Coastal Protection Belt policies showed inconsistent coverage across coastal authorities. It was considered that policy tools such as Green Belt and national/international nature designations and Shoreline Management Plans had largely superseded the need for additional coastal protection policies. Richard Matthams, however, noted that Tendring members supported the policy so they would consider further work.

**ACTION: Richard Matthams will circulate proposals to EPOA for further work when developed.**

- Protected Lanes: Chelmsford, Braintree and Uttlesford had all updated their evidence base on Protected Lanes and taken policies through examination, but were re-considering whether the resulting policies had enough teeth to justify retention in future local plans. BDC is intending to carry forward a Protected Lanes policy within its new Local Plan, but the form of that policy is not yet clear
- Parking Standards – Current Government thinking on parking is that market forces should determine parking provision, however, it was agreed that parking standards should remain as an important planning tool. ECC are currently updating the 2009 standards and would consult on a document which could be adopted by each authority

**ACTION: Kevin Fraser at ECC agreed to update the group on progress with the review of the 2009 standards.**

## 7. ECC SuDs Guidance

Kat Goodyear from ECC introduced the item. The group discussed the following options for adoption of the SuDs guidance prepared by ECC:

- No action
- Adoption as SPD
- Adoption as guidance (material planning consideration)
- Include policy hook in developing Local Plans

It was noted that Colchester had adopted the guidance. It was agreed that this informal guidance route was preferred, particularly given the consultation requirements of SPDs/SCIs and that Government supports a restrictive approach to SPD production. It was also agreed that authorities could, over time, include policies on SuDs in their Local Plans.

**ACTION: Kat Goodyear from ECC to circulate more detail on the options.**

## 8. ECC Housing Programme



ECC Housing  
presentation.pdf

March Carroll, ECC Director of Housing Strategy, gave a presentation with following key points:

ECC not a housing provider, but has identified key niches where it can add value:

- Supporting economic growth

  - Working with districts on strategic growth locations – assisting with forward funding, conversations with government

- Supporting independent living

  - ECC can support local authorities with evidence around need for specialist housing in their area and information on those who've received ECC care

- Generating income

  - Potential for property companies

- Regeneration

  - ECC is providing regeneration advice and assistance in Jaywick

- Evidence Base

  - ECC will be providing numbers for each local authority covering specialist housing need

Further information or specific requests for housing evidence can be made to Mark Carroll at ECC [mark.carroll@essex.gov.uk](mailto:mark.carroll@essex.gov.uk)

**ACTION: Mark Carroll to be providing district level evidence of need to local authorities by the end of May 2015**

## 9. London Plan Review/Outcomes of Regional Summit Update

Roundtable approach agreed at Wider South East Summit on 19 March 2015. East of England grouping established through EELGA – workshops on 10 July and 4 September will consider governance issues. Council leaders to receive invite through EELGA.

Richard Hatter is chair of EELGA officer group, Dominic Collins (ECC) vice-chair – will coordinate report for workshops on key issues and options

Consultation on minor alterations to the London Plan (parking and Housing standards) began 11 May

**ACTION: Richard Hatter to raise issue at EPOA meeting on 4 June 2015**

## 10. Essex 2014 GTAA – Experiences from recent Gypsy and Traveller Appeals

Ian White explained that Epping Forest is currently dealing with several appeals where the GTAA methodology is being challenged. It was agreed to request approval from the main EPOA to commission the GTAA consultants, ORS, to clarify methodological issues.

Post Meeting: Maldon District Council received their Inspector's Interim Findings letter on their Local Plan which identifies the relevant Gypsy and Traveller policy as being unsound.

**ACTIONS:**

- **Jeremy Potter to raise issue at EPOA meeting on 4 June 2015**
- **All to send Jeremy Potter details of any pending Gypsy and Traveller appeals**

**11. EPOA Greater Essex Demographic Forecasts: Update – Jeremy Potter**

- Edge Phase 7 work has been circulated and comments from local authorities submitted to Edge Analytics. Comments focused on the use of EEFM economic scenarios which have largely reduced the impact on projected housing numbers. The steering group will meet on 18<sup>th</sup> May to discuss the work.
- No further phases of demographic work are currently commissioned. There is potential for them to critique GLA population work. Main EPOA will need to approve further work

**ACTION: Jeremy Potter to raise issue at EPOA meeting on 4 June 2015**

**12. Local Plan progress report**

Progress on Local Plan Preparation will be recorded in the latest Plan Preparation Schedule.

**ACTION: Updates to Local Plan Preparation Schedule to be sent to Amanda Raffaelli**

**13. Duty to Co-operate & Planning Compact - *Opportunity for colleagues to inform and discuss issues related to our collective Duty to Cooperate***

- West Essex/East Herts Duty to cooperate meeting to be held on 3rd June
- ECC to provide update on status of Planning Compact Work.

**ACTION: Matthew Jericho ECC to provide an update of the planning compact work.**

**14. Election of Chair of Planning Policy Forum**

Amanda Raffaelli has agreed to take on the role of chairperson and Emma Goodings has agreed to take on the role of vice-chairperson. Jeremy Potter was thanked for his sterling work in carrying out chairperson duties for the past three years.

**15. Agenda Items for meetings in 2015 (all)**

**ACTION: Provide Amanda Raffaelli with any other suggestions**

**16. Any other business**

- None

**Date of Next Meeting: 8 September 2015**