



James Ellis
Head of Legal and Democratic Services

MEETING : HARLOW AND GILSTON GARDEN TOWN JOINT COMMITTEE
VENUE : COUNCIL CHAMBER IN THE HARLOW CIVIC CENTRE, THE WATER GARDENS, COLLEGE SQUARE, HARLOW CM20 1WG
DATE : MONDAY 10 FEBRUARY 2025
TIME : 6.30 PM

PLEASE NOTE TIME AND VENUE

MEMBERS OF THE COMMITTEE

Councillors D Swords (Chairman), S Boulton (Vice Chairman), B Crystall (East Herts District Council), N Bedford (Epping Forest District Council), L Wagland (Essex County Council)

(Note: Substitution arrangements must be notified by the absent Member to Democratic Services 24 hours before the meeting)

CONTACT OFFICER:

T Larsen, Democratic Services,
Tel: 01992 564243. email:

democraticservices@eppingforestdc.gov.uk

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Disclosable Pecuniary Interests

A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:

- must not participate in any discussion of the matter at the meeting;
- must not participate in any vote taken on the matter at the meeting;
- must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
- if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
- must leave the room while any discussion or voting takes place.

Public Attendance

East Herts Council welcomes public attendance at its meetings and meetings will continue to be live streamed and webcasted. For further information, please email democratic.services@eastherts.gov.uk or call the Council on 01279 655261 and ask to speak to Democratic Services.

The Council operates a paperless policy in respect of agendas at committee meetings and the Council will no longer be providing spare copies of Agendas for the Public at Committee Meetings. The mod.gov app is available to download for free from app stores for electronic devices. You can use the mod.gov app to access, annotate and keep all committee paperwork on your mobile device.

Visit [Political Structure, Scrutiny and Constitution | East Herts District Council](#) for details.

Audio/Visual Recording of meetings

Everyone is welcome to record meetings of the Council and its Committees using whatever, non-disruptive, methods you think are suitable, which may

include social media of any kind, such as tweeting, blogging or Facebook. However, oral reporting or commentary is prohibited. If you have any questions about this please contact Democratic Services (members of the press should contact Communications@eastherts.gov.uk). Please note that the Chair of the meeting has the discretion to halt any recording for a number of reasons, including disruption caused by the filming or the nature of the business being conducted. Anyone filming a meeting should focus only on those actively participating and be sensitive to the rights of minors, vulnerable adults and those members of the public who have not consented to being filmed.

AGENDA

1. Webcasting Introduction

This meeting is to be webcast and the Chairman will read the following announcement:

"I would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or other such use by third parties).

Therefore, by participating in this meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

Please also be aware that if technical difficulties interrupt the meeting that cannot be overcome, I may need to adjourn the meeting.

Members are reminded to activate their microphones before speaking".

2. Apologies for Absence

To be announced at the meeting.

To report non-attendance before the meeting, please contact [the EFDC Democratic Services](#) to ensure your absence is properly logged.

3. Substitute Members

To report on the appointment of any substitute members for the meeting.

4. Declarations of Interest

Members of the Joint Committee to declare any Disclosable Pecuniary

Interests or Personal Interest in any item on this agenda.

5. Minutes - 22 July 2024 (Pages 8 - 48)

To confirm the minutes of the last meeting of the HGGT Joint Committee held on Monday 22nd July 2024.

6. Matters Arising and Outstanding Actions

Matters arising and outstanding actions from previous meetings.

7. Requests to Address the Joint Committee

1. Any member of the public or a representative of an outside organisation may address the Harlow and Gilston Garden Town (HGGT) Joint Committee on any agenda item (except those dealt with in private session as exempt or confidential business) due to be considered at a meeting.
2. The following rules shall apply to such requests:
 - (i) requests must relate to any existing agenda item;
 - (ii) requests must not raise new business for the meeting concerned;
 - (iii) A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the Democratic Services team at Epping Forest District Council on democraticservices@eppingforestdc.gov.uk at least 4 working days before the meeting. Each question must give the name and business address of the questioner.

The full provisions are contained within Parts 21 and 22 of the Inter-Authority Agreement.

8. Quality of Life Monitoring Strategy and Updated Action Plan (Pages 49 - 128)

To review and propose any recommendations to the Quality-of-Life Monitoring strategy and Updated Action Plan.

9. HGGT Water Lane Strategic Site - "Proposals for the Way Forward" (Pages 129 - 149)

To review and propose any recommendations to the HGGT Water Lane Strategic Site - "Proposals for The Way Forward".

10. HGGT 3-Year Business Plan (Pages 150 - 172)

To review and propose any recommendations to the HGGT 3 – Year Business Plan.

11. HGGT Programme Management Report (Pages 173 - 180)

To note the progress updates of the HGGT 2024/25 Work Programme.

12. Any Other Business

Section 100B(4)(b) of the Local Government Act 1972 requires that the permission of the Chairman be obtained, after prior notice to the Proper Officer, before urgent business not specified in the agenda may be transacted.

13. Date of the Next Meeting

The next meeting of the Harlow and Gilston Garden Town Joint Committee will be held on 1st April 2025.

14. Exclusion of the Public and Press

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
15	Exempt HGGT Programme Management Report	3

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

15. HGGT Programme Management Report

To review and propose any recommendations on the progress updates of the HGGT 2024/25 Work Programme.