

**East Herts District Council – Epping Forest District Council  
Meeting Notes**

**Date/time: Monday 21st October 2013, 10:00am**

**Venue: Civic Offices, Epping**

**Attendees:**

**East Herts District Council**

Cllr Mike Carver (MC) Executive Member for Strategic Planning and Transport

Claire Sime (CS) Planning Policy Team Leader

Jenny Pierce (JP) Senior Planning Officer

**Uttlesford District Council**

Cllr Richard Bassett (RB) Portfolio Holder

Glen Chipp (GC) Chief Executive

Anna Cronin (AC) Assistant Director

Chris Butcher (CB) Senior Planning Officer

**Meeting Notes:**

***Duty to Co-operate***

1. CS made Epping aware that in accordance with our agreed governance arrangements, such meetings will have an agreed meeting note which will be a public document and reported to our District Planning Panel.
2. There was some discussion on whether a Memorandum of Understanding including EFDC and EHDC was required. AC agreed to forward a draft to Officers at East Herts for further consideration.
3. Reference was made to the Hertfordshire Infrastructure & Planning Partnership (HIPP) Memorandum of Understanding which seeks to establish a framework for co-operation between the 11 Hertfordshire Authorities and for the partnership to engage with other relevant organisations, both within Hertfordshire and beyond.
4. MC advised that East Herts had held various Duty to Co-operate meetings including with Harlow Council. The notes of this meeting will be made available in due course.

***Local Plan Timetable***

5. CS outlined for East Herts the anticipated timetable over the forthcoming months.
6. The following schedule of proposed meetings presents the most up-to-date position leading up to Full Council hopefully agreeing the draft District Plan (Preferred Options) for consultation early next year:

<b>Date</b>	<b>Meeting</b>	<b>Content</b>
Monday 18 <sup>th</sup> November 2013	District Planning Executive Panel	<ul style="list-style-type: none"> <li>• Update Report</li> <li>• Older People's Study</li> <li>• Draft District Plan – Topic-Based Policies</li> </ul>
Monday 9 <sup>th</sup> December 2013	Executive	As above
Wednesday 11 <sup>th</sup> December 2013	Full Council	As above
Tuesday 3 <sup>rd</sup> December 2013	District Planning Executive Panel	<ul style="list-style-type: none"> <li>• Duty to Co-Operate Update Report</li> <li>• Transport Update</li> <li>• Green Belt Review</li> <li>• Chapter 6 – Supporting Document</li> <li>• Local Development Scheme</li> </ul>
Monday 9 <sup>th</sup> December 2013	Executive	As above
Wednesday 11 <sup>th</sup> December 2013	Full Council	As above
Thursday 16 <sup>th</sup> January 2014	District Planning Executive Panel	<ul style="list-style-type: none"> <li>• Infrastructure Topic Paper</li> <li>• Sustainability Appraisal</li> <li>• Draft District Plan – Development Strategy and Settlement Policies</li> </ul>
Tuesday 21 <sup>st</sup> January 2014	Special Executive	As above
Thursday 29 <sup>th</sup> January 2014	Full Council	As above

7. Public consultation (x12 weeks) is anticipated to run mid-February - mid-May 2014.
8. RB set out the Epping Forest DC timetable advising that they anticipated publishing their Preferred Options for consultation in Summer 2014. Submission to the Planning Inspectorate for Examination is anticipated in October 2015 with adoption at the beginning of 2016.
9. As 93% of Epping Forest District is Green Belt it is anticipated that in order to accommodate growth up to 2033 then the release of some Green Belt land will be required.
10. There was some discussion over the future of North Weald Airfield. The Council has two roles in this respect – as landowner and planning authority. The Council as landowner has considered a number of options and decided to retain aviation but make some land available for mixed development. This will be considered further through the Local Plan preparation process.

## ***Evidence Base***

11. Epping Forest DCI has appointed consultants to carry out population projections using the most up to date census data available for the district. There is the intention to update their SHMA based on revised population projections.
12. A wider discussion occurred on potential developments around Harlow, as there is a considerable potential impact on Epping Forest DC's housing figures, and on infrastructure, particularly the M11 and both existing and any new junctions and surrounding roads. There was a desire expressed to gain a clarified position on Harlow Council's emerging housing figures and growth intentions.
13. Epping Forest DC intend to update their evidence base on economic and employment matters, including economic drivers such as commuting. There was no large drive to grow in economic terms but they are looking at possible infrastructure improvements promoted through the South East Local Enterprise Partnership which could have benefits for Epping Forest DC.
14. The Council is part of a Productive Landscape Task Force, which is a cross boarder/industry group looking at food security. We are working with the growing industry, especially the Lee Valley Growers/NFU and looking at the future of the industry and limits to growth and its ability to supply to the retailers 365 days a year. We are also looking at how we incorporate findings into the Local Plans and also how we can get support from Greater London Assembly, EU, LEPs and other possible partners.
15. There was some discussion over the benefits of working with Parish, Town and District Council Members in terms of training and gaining mutual understanding.
16. Epping Forest stated that there were issues with the completion of evidence work on Gypsies and Travellers and Travelling Showpeople for the Essex authorities. East Herts explained they were in the process of commissioning further work following Secretary of State decisions on existing sites.

## ***Lower Sheering / Sawbridgeworth***

17. A meeting was undertaken with the Parish Council of Lower Sheering during which it was stressed that there is a need to consider the whole corridor of settlements along the M11, as they are somewhat dependant upon each-other in education, retail and economic terms.
18. East Herts explained some of the infrastructure concerns with development in Lower Sheering as there would be implications for Sawbridgeworth and the road and community infrastructure in the town.

Education was cited as a constraint, which is exacerbated by the administrative boundary between Hertfordshire and Essex County Councils and matters of cross-boundary movement of pupils.

19. It was suggested that Epping Forest meet with HCC to discuss these issues further.

### **AOB**

20. MC asked a question on economic development; whether Epping Forest would be interested in joining a partnership hosted by East Herts Council on Rural Economic Development. By working together and increasing the partnership there would be more chance of achieving funding to progress rural development programmes. EFDC expressed support.

21. There was a general discussion on the interest and progression on Neighbourhood Plans, with both authorities agreeing there are issues preventing them coming forward so far.

22. There was some discussion on the future plans of Stansted Airport, with both authorities agreeing there is no 'in-principle' objection to the growth of the airport within its current permissions, but would seek to ensure there are no negative impacts on the settlements and infrastructure within the wider M11 corridor.