

Essential Reference Paper B

Co-operation for Sustainable Development Member Board 7 March 2016, 6:30pm, (Civic Centre, Harlow)

Attendance

Members	Officers	Representing
Cllr Richard Bassett (Chair) Cllr Chris Whitbread Cllr John Philip	Derek Macnab Alison Blom-Cooper Sarah King	Epping Forest DC
Cllr Susan Barker	Andrew Taylor Richard Fox	Uttlesford DC
Cllr Kay Twitchen	David Sprunt Zhanine Smith	Essex CC
Cllr Linda Haysey Cllr Robert Brunton	Liz Watts Claire Sime	East Herts DC
Cllr Tony Durcan Cllr Danny Purton	Paul MacBride Graeme Bloomer	Harlow DC
Cllr Jim Metcalfe Cllr Paul Seeby	Martin Paine	Broxbourne BC
Cllr Derrick Ashley	Paul Donovan	Herts CC
	John McGill	London Stansted Cambridge Consortium (LSCC)
	Steve Smith	AECOM
	Rob Smith	Advisory Team for Large Applications (ATLAS)

* **Actions in bold**

1. Apologies received

Councillor Helen Coomb, and Paul Walker – LB Redbridge

2. Draft notes of previous meeting (4th December 2015) – including review of action points

Agreed subject to correction of a typo in the attendance list – Liz Watts (not West)

3. Strategic OAN Options – report on process, timetable and options for testing (presentation by Steve Smith)

Steve Smith gave a presentation on draft spatial options for testing the delivery of housing across the Housing Market Area, updating the Board on work done so far for the West Essex/East Herts (SHMA) area.

Members had a broad discussion which included the following matters:

- There were concerns that this work is very sensitive, and that of course individual authorities had further detailed work to do on individual sites etc. Steve Smith explained that the technical work AECOM are doing is 'optioneering', which will be an appendix to the Sustainability Appraisal. It is designed to enable the testing of options that the authorities can broadly agree are reasonable to test at this stage. These may change with time and require further testing, but there is a need to make progress now so that initial transport modelling on options can be started. In addition to transport modelling the options are being evaluated through Sustainability Appraisal (how do the options effect air quality, biodiversity, water etc.), deliverability appraisal (what infrastructure is necessary to deliver the different options) and Habitat Regulations Assessment (how will the different options affect Epping Forest).

- Four HMA-wide spatial options to meet the objectively assessed housing need for the SHMA, and one founded on the CLG 2012 based household projections, were proposed for testing, with different quanta of development in and around Harlow. Officers had also considered some other spatial options which were not considered reasonable for testing at this stage. All options considered would need to be well documented and included in the report on this work.
- It was acknowledged that if preliminary work came back suggesting that another option might be worth testing, then this would of course be fed back to officers and Members. This Strategic Options work will be a regular item on the Co-op. Member Board and officer group meetings.
- GRT sites – it was noted that the change in the (planning, not legal) definition of Gypsy Roma Travelers is likely to lead to a change in the way GRT sites are provided. It is thought that it may mean that some current GRTs would no longer technically qualify as ‘Gypsies’ under the new planning definition, which could mean that provision for them might need to be made via new park home sites rather than GRT sites. More detailed government guidance is needed as this definition change is only recent, and its full impacts cannot yet be known. Essex Planning Officers Association had commissioned an update of the GTAA study to take account of the new definition and the report is due shortly.

All agreed to AECOM continuing to work on the options as discussed, and to continue ongoing liaison on emerging outcomes.

Action – It was agreed that the 5 HMA wide spatial options contained in the presentation should go forward for testing. Sarah King to circulate Steve’s presentation asap [all are asked to please treat the presentation’s contents as confidential ‘work in progress’].

4. Strategic Transport – update on modelling (David Sprunt)

- ECC Transport modelling – work towards Highways England (HE) signing off on ECC’s transport model is ongoing, and nearing completion (HE officers have indicated this also). While the J7A model has to be signed off by HE, technically Local Plan models do not, although it makes sense to do so as they are using the same model and therefore clearly linked. It was queried whether the highways modelling/scheme for J7a would be signed off in time to run with the spatial options work AECOM are doing, and the Local Plan consultations which are planned by the local authorities. David noted that even if HE did not sign up to the J7a scheme in time for the consultations, the objective would be to get a Memorandum of Understanding with HE to agree to the principle of J7A.
- It was noted that the West Essex/East Herts MPs had written a joint letter to the Minister about transport issues and HE’s engagement. David Sprunt explained that a formal response had not yet been received but he had been contacted to say the letter was received. All agreed to offer HE the opportunity to send a representative to the Member and Officer Co-op. groups. Steve Smith added that it was likely that there would be early results from AECOM’s work that could be discussed with HE in April. Steve noted that it would be important to have draft MoUs for HE and Natural England to review for sign-off.
Action – Glen Chipp to invite Highways England to next Co-op. Member Board (19 April)
- Essex CC modelling / Herts CC modelling – although Essex CC’s ‘VISUM’ model is not the same as Herts CC’s ‘COMET’ model, it is possible to extract information from each and feed it into the other.
- M11 Junction 7/7A – Government has asked for consideration of schemes for £34m for Junction 7. It could be about 16-18 months before a preferred scheme for J7 is chosen. David added a preferred scheme for J7A is likely to be identified much sooner than that

but that there was no funding for this in RIS1 (Road Investment Strategy 1) for schemes up to 2020, so it would need to go into a bid for RIS2.

- Junction 8 on M11 – there was a recent meeting with the Minister on junction 8 improvements etc., and a meeting with the Dept. for Transport is planned. Bids for funding for J8 and J7A could be submitted to RIS2 (2020). Highways England intends to consider whether a larger scale intervention on J8, over and above what ECC is considering now, is necessary; that would be submitted to RIS2. Government made an announcement last week about increasing transport accessibility for major airports – details are sketchy but this should support improvements to junction 8.
- Query re how funding from sites can be levered into major transport infrastructure - Herts CC representatives noted that viability work so far suggested that the uplift in value on Greenfield sites can be large so promoters should be able to contribute to highway improvements.

5. Strategic Sites Coordinator – programme of work

Paul MacBride explained that this item was withdrawn from the agenda, as the West Essex/East Herts SHMA group is currently reviewing the relevant work-streams and how they are integrated into other work. The group hoped to add this item to the agenda for the next Co-op. Officer meeting on 19 May 2016.

6. LSCC – report from task and finish group (John McGill)

John McGill reported that the task and finish meetings are complete, and the draft vision for the front of each of the local plans, is nearly complete. John will circulate this to officers in the next few weeks, it will hopefully be agreed by early summer (and discussed at the 19th April Board meeting).

John noted the importance of Members collectively taking forward the conversation on local plans, and on having a common approach on dealing with promoters who might choose to contact them directly. John explained that he was currently looking at the list of various groups Members attend. Cllr Bassett noted the need to keep other, non-local authority bodies engaged, such as the Lee Valley Regional Park Authority and the Conservators of Epping Forest. Andrew Taylor confirmed that both those bodies are integrated into the officer LSCC and Co-op. meetings.

John McGill noted the urgency of the Crossrail timetable, and how important this significant new infrastructure will be. Crossrail 2 looks at 2060 as its horizon, so this is planning well beyond the Local Plan periods of the SHMA authorities. It is hoped that funding for Crossrail 2, including West Anglia Main Line four-tracking, will be announced in the Budget. John McGill sees the urgent challenge as presenting a realistic but ambitious plan, otherwise the Treasury may choose to funnel funding to other areas.

7. Developing Memorandum of Understanding – spatial distribution of growth/agreed approach

It was noted that the four West Essex-East Herts SHMA authorities would need to agree a MoU to demonstrate how the SHMA housing needs will be delivered in the SHMA area. This will be key to the AECOM work and will link to the LSCC work as well. Officers think that the MoU will need to include a vision for the four authority areas (this will be partly done by the LSCC task and finish), and the agreed broad distribution of growth. This can then feature in each of the four local plans, to show the Inspector(s) a consistent story. This will demonstrate that the authorities have worked together to put growth in best location possible in planning terms. Sarah King will be helping on the draft MoU and will bring it to the Co-op. Members in due course.

8. Update on Green Belt Reviews

- East Herts DC – the Green Belt Review (GBR) by Peter Brett Associates was reported to Members in September 2015. East Herts DC consulted on the methodology with

other authorities at the time of the study. The GBR tested parcels against green belt purposes in a similar way to the methodology used by other authorities' GBRs. The parcels were then scored on terms of their overall contribution and the study looked at potential areas of search for growth. Additional work is being undertaken on masterplanning for East of Welwyn Garden City and for the Gilston area.

- Epping Forest DC – stage 1 of the GBR is complete. This looked at the whole of the GB across the district in parcels, against the GB purposes. Workshops were held with neighbouring authorities to discuss cross boundary issues; this is particularly important regarding parcels which are adjacent to the boundaries with Harlow. A detailed assessment of the areas around existing settlements and areas where there is pressure for growth (where submissions have been made to the SLAA) is being undertaken as part of the stage 2 GBR by Land Use Consultants. This study will consider where GB continues to fulfil the purposes as set out in the NPPF and should remain, where there are historical anomalies that could be rationalised, and where growth would be least harmful to fulfilling the purposes of the GB. The Green Belt assessment, though important, forms only one piece of the Local Plan evidence base, and EFDC will be considering all the elements (including landscape, flood risk, heritage, transport etc.) before coming to any decisions about the most sustainable locations for development to meet identified needs. The Stage 2 study should be complete in April 2016, and will feed into the Draft Plan Preferred Approach (regulation 18) consultation.
- Harlow DC – while there is not much GB in Harlow, officers are committed to working with neighbours, especially on assessing cross-boundary parcels. Stages 1 and 2 of the GBR are complete. These assessed the entire GB in parcels, against GB purposes, and considered whether they functioned as GB or as other open space such as green wedges/fingers. Stage 3, which is considering detailed aspects of the boundaries, is ongoing.
- Uttlesford DC – there is only a very small area of GB; this is being assessed in a very similar way to that of the other authorities, involving assessment of parcels, and meeting with SHMA partners and other authorities to discuss cross boundary issues. It was noted that the Uttlesford GB functions to prevent sprawl of settlements which are mostly outside Uttlesford District e.g. Bishops Stortford, Chelmsford, Harlow and Sawbridgeworth. The GBR will be published in mid-March 2016, prior to the Uttlesford Planning Policy Working Group meeting on 23 March 2016.
- Broxbourne BC – the existing GBR was published in 2008; it was noted that the methodology was compatible with the current/recent methodologies of the four SHMA authorities. Broxbourne BC intends to carry this review forward and apply it in the context of the new Local Plan. The existing GBR identified several options for the GB in Broxbourne Borough: a) small scale changes to the boundary; b) more extensive changes; and c) long term areas of search, which consider the more complicated relationship between the Green Belt and existing settlement patterns. Broxbourne BC welcomes comments on the existing GBR through officers by Friday 15th April. It is considered fit for purpose but they would be glad to have feedback.

9. A.O.B.

- Broxbourne BC – Martin Paine highlighted that Broxbourne BC would shortly be sharing (confidentially as this is not yet public) a draft Review of Objectively Assessed Housing Need. BBC will also circulate a draft masterplan for the Brookfield Farm area (also not yet public). Please could any comments on these be submitted to Broxbourne BC by Friday 15th April.
- Uttlesford DC – Andrew Taylor explained that this would be his last Co-op. Member Board before moving on to a new position in the private sector. All those present wished him well in his new role.

10. Dates of next meetings (already booked):

- 19 April 2016 - 6.30 p.m. Harlow DC
- 6 June 2016 - 6.30 p.m. Harlow DC
- 18 July 2016 – 6.30 p.m. Harlow DC

**Co-operation for Sustainable Development Member Board
19 April 2016, 6.30pm, (Civic Centre, Harlow)**

Attendance

Members	Officers	Representing
Cllr Richard Bassett (Chair) Cllr Chris Whitbread Cllr John Philip	Glen Chipp Alison Blom-Cooper Sarah King	Epping Forest DC
Cllr Linda Haysey Cllr Robert Brunton Cllr Gary Jones	Liz Watts Kevin Steptoe Claire Sime	East Herts DC
	David Sprunt Zhanine Smith	Essex CC
Cllr Danny Purton	Graeme Bloomer Dianne Cooper	Harlow DC
Cllr Susan Barker	Richard Fox	Uttlesford DC
Cllr Jim Metcalfe	Martin Paine	Broxbourne BC
Cllr Derrick Ashley	Roger Flowerday	Herts CC
	John McGill	London Stansted Cambridge Consortium (LSCC)
	Nigel Allsopp	Highways England
	Phil Morley	Princess Alexandra Hospital

*** Actions in bold**

11. Apologies received

Essex CC - Cllr Twitchen
LB Redbridge

12. Draft notes of previous meeting (7 March 2016) – including review of action points

The draft notes were agreed as circulated. Re: action points from previous meeting, it was noted that:

- work had begun on an MoU on the strategic distribution of OAN within the West Essex/East Herts area, and a draft would be ready for discussion at the Board on 6 June 2016; and
- an invitation had been extended to the Highways Agency for this meeting (*Note: Nigel Allsop in attendance from Highways England*).

13. Presentation from Phil Morley, CEO of Princess Alexandra Hospital

Phil Morley explained that Princess Alexandra Hospital (PAH), which serves East Herts., Epping Forest, Harlow and Uttlesford Districts, as well as other areas, faces significant financial and clinical challenges.

PAH had met with Jeremy Hunt (SoS for Health) recently regarding the future of the hospital. The key Government milestones will be:

- Decision on capital support to help sustain existing site for 5 years - July 2016
- Decision on whether there is funding available for a new hospital on a new site – September 2016
- Timeline capital plan (Government to confirm whether it will decide either to refurbish, build a new hospital, or say that the existing capital is all that is available for next 20 years) – December 2016

KPMG (commissioned by NHS England) is considering the effects of the various options:

- if PAH had to close, for example would people have to go to other hospitals further away;

- could there just be a large A&E department and a large maternity unit in PAH's place; or
- should there be a new, proper district general hospital including non-urgent/elective work?

There was a general discussion which included the following questions:

- How do PAH handle patients arriving at A&E who should be going to a GP? – PAH is working with the West Essex Clinical Commissioning Group (CCG) and Harlow Council on providing more care and support at a primary level. People aged 75+ living in care homes are twice as likely to be admitted to hospital than those who live at home, so the plan is to deliver as much care as possible at home in future. Another key issue is having sufficient residential care placements for elderly patients who might otherwise have to stay in hospital, if they cannot live at home safely
- If a new hospital were decided on, what kind of site requirements would there be? The SoS does not decide on a site. The Trust think there would have to be a new site as the existing one is seriously constrained and poorly located for public transport. The LSCC has considered some options with Harlow District Council, for a 'health and social care campus' including the hospital, and primary care etc.
- How is a new site selected? PAH is seeking a joined-up approach with partners, to discuss the access, infrastructure, social care needs etc. PAH is required to submit a plan for the future of the hospital by the end of June 2016, but the government won't have taken its funding decision by then. Glen Chipp added that a workshop with joint health commissioners was being planned
- What would the ballpark cost of a new hospital build be? A health and social care campus to serve approx. 450,000 people, would cost roughly £400m, and take about 8 years to build.
- Does PAH receive developer contributions? Hospitals do not receive contributions via S106/CIL etc. in the same way as primary care does. Generally, developer contributions are only sought for primary care e.g. GP surgeries.

Members from East Herts, Epping Forest, Harlow and Uttlesford District Councils agreed to write a letter of support for PAH in seeking capital support for the next 5 years. Glen Chipp noted that there would be ongoing engagement between the four Councils, PAH and West Essex on the future of PAH and wider health provision in the area. The Councils would continue to use the Co-op. group to engage with PAH so as to ensure everyone was involved in the discussion.

Action: Sarah King to add potential for new site for PAH to the next Co-op. officer group agenda on 19 May 2016

14. Strategic Transport update from Nigel Allsop, Highways England

- ***General information on Highways England***

Nigel Allsop explained that he is the Asset Development Team Leader for Highways England Area 6 (including Essex, Norfolk & Suffolk), and that each county has two officers; those for Essex are Mark Norman and Andy Jobling. Nigel noted that his team engaged with as many groups as possible, at different levels, but that the team had a limited number of staff available.

Highways England's 'RIS1' (Road Infrastructure Strategy 1, 2015-2020) comprises funding of £15.2bn nationally, of which the eastern region has £2.1bn committed to it in 15 schemes, although some of these would be built out in the RIS2 period (2020-2025), or the RIS3 period (2025 onwards). In next few weeks HE will start consulting on the

funding programme for RIS2, building the portfolio for schemes for delivery in 2020-2025 which will be determined next year. Once the priority schemes are identified, HE will start negotiating with the treasury for funding.

- ***Sign off of the transport model***

Members noted their concerns in the delay in HE signing off the LMVR for the transport modelling Essex CC is doing, which was key to the joint work being undertaken. Nigel explained that HE is still working with Essex CC on signing off, but that HE had no fundamental issues with the model, but it needed to be looked at more carefully and needed to include caveats.

- ***Junctions 7 and 8 on the M11***

Nigel noted that improvements were planned for M11 J7 within RIS1, and also potentially for J8 in RIS2.

- ***New Junction 7A the M11***

Nigel stated that Highways England could not support the idea of J7A in principle, until the individual Local Plans and the evidence behind them provided a viable business case for J7A. He intimated that the modelling may not show a business case exists for J7A, but if there was one, then there would be a case for supporting some funding for it within RIS2.

Nigel added that the Department for Transport has a general objection to new motorway junctions, but David Sprunt added that, more recently, HE suggested that they would look more favourably on a new junction if it would facilitate economic growth.

Members were very concerned at the statement that HE would not support J7A in principle, and explained that Local Plans would not be able to pass Examination stage without the principle of J7A being supported by HE, as it was essential to unlock the level of growth required in the area. Without it, the growth would not be possible, and so the Local Plans would in all probability be found unsound.

Officers and Members felt that the situation was very frustrating as Government is exhorting local authorities to make progress on their Plans as soon as possible, and to include details of highways issues and the planned improvements to deal with them, within the Plans, along with support from HE to show deliverability. So it is a vicious circle in which the authorities cannot get Local Plans adopted. The need for highways improvements at junction 8 caused Uttlesford District Council major problems at Examination in December 2014 for this reason. All noted the need for better dialogue between HE, the Department for Transport and the Department for Communities and Local Government on these matters.

David Sprunt noted that some transport modelling work which has been completed has shown that both improvements to J7 and a new J7A are required for the level of growth being planned in the area. The modelling is clear that there is no way either J7 or J7A alone could provide for all of the growth. David added that Essex CC gave a strategic outline business case to HE several months ago but has not had comments on it. David noted that Essex CC is commissioning consultants to work on a Growth Infrastructure Framework, which can help inform HE's decision. Essex CC can update on progress at the next Co-op. Member Board.

Members asked whether, if the transport modelling showed that J7A is necessary, HE would commit to agreeing to J7A in principle in the proposed memorandum of understanding that was being prepared to support the local plans. Nigel said that if the

modelling showed that J7A is necessary, then yes HE could sign up to that MoU. Members did not feel that this was sufficient commitment, and felt that stronger assurances were needed.

- **Actions – it was agreed that:**
 - **Nigel Allsop would chase a reply to the enquiry by the Essex CC Cabinet Member to the Minister;**
 - **A representative from HE will attend the Co-op. Board on 6 June 2016;**
 - **Co-op. Board would consider sending a joint letter from the West Essex/East Herts Leaders to the Minister and the Local Plans lead official at CLG outlining its concerns; and**
 - **Epping Forest DC would circulate a copy of the information received so far on the Growth Infrastructure Framework.**
 - **Co-op. Board would request a formal response from HE, agreeing to sign up to the MoU supporting the principle of J7A as long as the transport modelling shows a business case exists;**
 - **Co-op. Board would contact MP/MPs on this issue;** (*Note: a letter was sent from the Leaders on 27 April 2016 and the following reply was received from Highways England on 5 May 2016*)

15. Strategic OAN Spatial Options – update report on progress

Alison Blom-Cooper explained that Steve Smith (AECOM) is supporting the work of the group to test the various spatial distribution options, and a fuller update will be reported to the Co-op. Member Board on 6 June 2016. It is intended that Members will agree at the Co-op. Member Board on 18 July 2016 which strategic spatial option for the distribution of growth would be taken forward by the four authorities as the framework within which their respective local plans would be prepared.

16. Update on Strategic Sites work

It was noted that the inception meeting had been held with the appointed consultants AECOM to review the strategic sites, and the work would tie in with the timetable for the Strategic OAN Spatial Options work are doing. There will be a full update on the Strategic Sites work at the Co-op. Member Board on 6 June 2016.

17. LSCC – update on vision

John McGill explained that the draft vision for the 'LSCC Core Area' (Broxbourne, East Herts, Epping Forest, Harlow and Uttlesford Councils) has been worked on by the group and considered by each local authority. It has been designed to form a consistent vision which can be included in the front of each individual Local Plan. John added that a separate marketing prospectus is being drafted which will use much of the same language as in the joint vision, but will be more specific on amount of development, in order to make the strategic case for investment for various kinds of infrastructure etc. This will help to make our case when liaising with prospective developers. He added that the announcement that TfL will provide funding for a major study on Crossrail 2 should be welcomed, as the group has made a strong case for Harlow being the terminus of Crossrail 2.

The LSCC is organising a second 'Core Area' leadership forum at the end of May/beginning of June. Depending on timing, this could be used to sign-off the prospectus and consider a commitment to a regular (6-monthly) programme of meetings. John McGill is also working on finalising the review of cross-authority groups which relate to the LCSS Core area.

The LSCC Core area Leaders confirmed their agreement with John McGill's proposals. Members suggested that the draft vision could be made more locally specific, about growth and infrastructure, explaining that the first is only viable if the second is included. Members

also suggested that the draft vision should include reference to the area being the 'Silicon Valley' of the UK. John accepted these points and will take them on board when finalising the draft.

18. Update on development of various Memoranda of Understanding (MoU)

Three draft MoUs are to be taken to the Co-op. Member Board on 6 June 2016 for discussion:

- Strategic OAN Spatial Distribution - (between West Essex/East Herts authorities, Essex CC & Herts CC) - to set out the way growth projected for the Housing Market Area and Functional Economic Market Area (effectively the West Essex/East Herts SHMA area) should be distributed. This will depend on outcomes of technical work including the Strategic OAN Spatial Options work from AECOM. The final MoU will need to set out the agreed option for distribution of growth between the four authorities in the Housing Market Area. It will also include the draft vision from the LSCC for the wider area, which is intended to be included in all four Local Plans. Sarah King at Epping Forest DC to lead on the draft of the MOU.
- Air Quality/HRA work - (between West Essex/East Herts authorities, Natural England & Conservators of Epping Forest) – to ensure that air quality issues particularly with regard to Epping Forest, are carefully assessed across the wider area, in a way that will meet Natural England's requirements. Amanda Thorn at Epping Forest DC to lead on the draft of the MOU
- Highways matters – (between West Essex/East Herts authorities, Essex CC, Herts CC & Highways England) – to set out issues and possible mitigation on highways matters. This will be informed by the results of the transport modelling, and engagement with the county councils and Highways England. It will seek to gain in principle support for a new junction 7A on the M11, giving a reasoned argument showing why it is required. David Sprunt at Essex CC to lead on the draft of the MOU.

19. A.O.B.

- Cllr Jim Metcalfe noted that this would be his last meeting, but that his successor (Cllr Paul Seeby) will continue to attend

20. Dates of next meetings (already booked):

- 6 June 2016 - 6.30 p.m. Harlow DC
- 18 July 2016 – 6.30 p.m. Harlow DC
- 12 September 2016 – 6:30pm Harlow DC

**Co-operation for Sustainable Development Member Board
6 June 2016 (Civic Centre, Harlow)**

Attendance

Members	Officers	Representing
	Phil Drane	Brentwood BC
Cllr Richard Bassett (Chair), Cllr Chris Whitbread	Derek Macnab, Alison Blom-Cooper Sarah King	Epping Forest DC
Cllr Gary Jones, Cllr Bob Brunton	Liz Watts, Kevin Steptoe, Claire Sime	East Herts DC
	David Sprunt, Zhanine Smith	Essex CC
Cllr Jon Clempner, Cllr Danny Purton	Graeme Bloomer	Harlow DC
	Nigel Allsopp Simon Amor	Highways England
Cllr Helen Coombe		LB Redbridge
Cllr Susan Barker	Richard Fox	Uttlesford DC
	Steve Smith	AECOM
	Rob Smith	ATLAS

*** Actions in bold**

21. Apologies received

Broxbourne BC – Cllr Paul Seeby, Martin Paine
 East Herts DC – Cllr Linda Haysey
 Essex CC – Cllr Kay Twitchen
 Epping Forest DC – Cllr John Philip
 Herts CC – Cllr Derrick Ashley, Paul Donovan
 Lee Valley Regional Park Authority – Stephen Wilkinson, Claire Martin

22. Charing of the Co-op. Member Board

Cllr Richard Bassett explained that he had completed his year as Chair of the Co-op. Board, and as per the Terms of Reference, a new Chair should be chosen for the year ahead. Cllr Linda Haysey had volunteered to be the new Chair. This was agreed unanimously. As Cllr Haysey was unfortunately unable to attend this meeting, Cllr Bassett chaired it in her place.

23. Draft notes of previous meeting (19 April 2016) – including review of action points

The notes were agreed as circulated.

- Sarah King to add potential for new site for Princess Alexandra Hospital (PAH) to the next Co-op. officer group agenda on 19 May 2016 - *Done, was discussed on 19 May 2016, work ongoing*
- Nigel Allsop would chase a reply to the enquiry by the Essex CC Cabinet Member to the Minister – *Noted that the Minister has now replied*
- A representative from Highways England (HE) to attend the Co-op. Board on 6 June 2016 - *Done, Nigel Allsop and Simon Amor in attendance tonight*
- Essex CC Growth Infrastructure Framework (GIF) information to be circulated – *Zhanine Smith gave a verbal update (see A.O.B.)*
- Regarding highways issues, the Co-op. Board would:
 - consider sending a joint letter to the Minister/Local Plans lead official at CLG
 - request a formal response from HE, agreeing to sign up to the MoU supporting the principle of J7A as long as the transport modelling shows a business case exists
 - contact MP/MPs on this issue

This was all followed up via a letter from the West Essex/East Herts Leaders on 27 April 2016 to Highways England - reply was received from Highways England on 5 May 2016. Also see A.O.B.

- John McGill to amend LSCC Core Area Vision as per Member comments - *Done, John McGill sent an updated draft vision which has been incorporated into the Draft Distribution of OAN MoU*

24. Update on Strategic OAN Spatial Options work & Strategic Sites work inc. Transport modelling

a. Strategic OAN Spatial Options work & Strategic Sites work

- Steve Smith (AECOM) gave a presentation on the Strategic OAN Spatial Options work. He explained that the work was progressing well and would be completed within the next couple of weeks, including identification of the 'best option' for OAN distribution
- It was noted that the title of the third MoU (Epping Forest SAC/Air Quality), was confusing, and should be renamed to make clear that it is about Habitats Regulation matters, regarding sites of European importance (e.g. Special Areas of Conservation like Epping Forest), and the cumulative impacts that more than one authority's growth could have on them. (Non-cumulative impacts and non-European sites would be dealt with at the individual Local Plan level)
- It was noted that James Riley (AECOM) who is doing the HRA work urgently needs the traffic modelling data from Essex CC transport to model air quality impacts, and cannot progress without it. Essex CC officers are chasing their consultants to prepare this data quickly. Progress with the transport modelling may need to be managed by prioritising certain runs
- The 'best option' for OAN distribution as highlighted by all of the Strategic OAN Spatial Options work will be presented to the Co-op. Member Board on 18 July 2016
- It was noted that a joint/co-ordinated press release would be needed for when the four West Essex/East Herts draft Plans go out for representations in November

b. Transport modelling.

- David Sprunt (Essex CC) gave a presentation on the interim results of the transport modelling
- The modelling results being shared were only 'initial', and that the model would have to be tweaked to produce robust outputs (as per standard practice)
- It was noted that the VISUM transport model doesn't necessarily show problems on particular junctions well, so Essex CC has a separate model for that purpose
- The modelling incorporates the assumptions of: J7 improvements, a new J7A being built, and interim improvements to junction 8. The model does not assume a full scale J8 intervention as there is no detailed scheme for a major intervention in place yet
- Essex CC need to work with HE on the timescale for a major J8 intervention, large enough to cope with proposed growth at Stansted Airport. The interim solution incorporated within the model would give enough headroom for approx. 5-10 years' growth. All noted the importance of an intervention at J8, especially as a planning application is expected imminently from Stansted Airport, so officers will need to know what developer contributions will need to be sought
- Essex CC has previously run modelling assuming no new J7A to see the effects (this showed very bad effects on the highway network), but will re-run it as part of the Strategic OAN Spatial Options modelling, to show the consequences of not having J7A
- HE representatives explained that HE is about to start the route strategy process to feed into RIS2, and there is an online tool where stakeholders can record their priorities; this would be a good way of getting J8 on the list. (Essex CC is already

responding to this). **David Sprunt to send a link to RIS2 online tool to Sarah King.**
[Note – this link was sent and has already been circulated among the Board].

25. Discussion of three draft Memoranda of Understanding

a. Distribution of OAN across West Essex/East Herts HMA

Sarah King introduced this overarching MoU, which leads on from the joint SHMA which identified the Objectively Assessed Need in the West Essex/East Herts SHMA area.

This MoU focusses on the OAN level of housing growth, the agreed best option for its spatial distribution (which we do not know yet as the Strategic OAN Spatial Options work is not quite complete), the rationale for the choice of agreed best distribution option, and arrangements for future co-operation and monitoring/delivery. It also includes appendices on governance, the roles of authorities and groups involved, the LSCC 'Core Area' vision, and summaries of technical evidence (SHMA, Strategic OAN Spatial Options work, Transport modelling etc.). Signatories to this MoU will be East Herts DC, Epping Forest DC, Harlow DC and Uttlesford DC. It will also be 'supported by' (but not signed by) Essex CC and Herts CC (as Highways authorities) and Highways England.

Sarah noted that there was an error in the draft as circulated, there is a reference on p32 referring to figures 30-34; this should read figures 16-20. This will be amended in the draft.

b. Transport infrastructure (including J7, J7A & J8)

David Sprunt (Essex CC) introduced this draft MoU, to which the signatories would be Essex CC, Herts CC, Highways England, East Herts DC, Epping Forest DC, Harlow DC and Uttlesford DC. The purpose of this MoU is to help deliver the highway infrastructure needed to support the best option of spatial distribution of the OAN. The key parts of the MoU are section 4 and the appendices, which together detail key highway issues regarding M11 J7 and 7A, M11 J8, and key local highway network improvements such as on the A414 corridor through Harlow, Second Avenue etc. It was noted that the bit on the A120 around Bishop's Stortford had been deleted in tracked changes. This was because those works already have funding allocated. However, all felt that this kind of information should still be in the MoU, but within an 'already funded' section, for clarity.

It was noted that the location of a potential new hospital (relocation of Princess Alexandra Hospital) would have an effect on traffic movement on the network, both in relation to where the new hospital could be, and whether the existing hospital site were to be used for housing etc. Essex CC has included two potential sites for a new hospital in the modelling to assess the effects.

Sustainable transport corridors will be very important in reducing the impacts of traffic on the network. Those proposed so far are a 'north-south' corridor from the Gilston area, through Harlow town centre, to the area south of Harlow; and an 'east-west' corridor along First Avenue and out to the area east of Harlow. These two corridors are thought to be deliverable. If these are to be successful they will need to be written into Local Plans and have political support. David Sprunt added that it would be important for the district councils to work with Essex CC on securing developer funding for highways improvements; this will need to continue after Local Plans are in place.

David Sprunt noted that outside of this MoU, Essex CC is working on another MoU between Essex CC and Highways England that will be more general. Claire Sime added that East Herts DC anticipate having additional MoUs on the rest of their district, as clearly the one being discussed at present is Harlow focussed.

Simon Amor noted that Highways England is committed to working with Essex CC and the West Essex/East Herts district councils to find a way forward for J7A. He acknowledged that this was difficult as the Department for Transport was asking HE to deliver J7 improvements, but J7A is not, at present, funded, so there is a need to lobby the Minister. However one of HE's strategic objectives is to facilitate economic growth, and clearly J7A will do that. HE is happy to assist in bringing forward the data showing the need for J7A.

c. Epping Forest SAC/Air Quality (particularly re: Epping Forest)

Alison Blom-Cooper explained that Amanda Thorn was leading on this draft MoU, and the Conservators of Epping Forest and Natural England are heavily involved as well.

There are two key transport matters that could cause harm to Epping Forest Special Area of Conservation (SAC). The first is how air quality could be impacted by growth in traffic (caused by growth in development). This is modelled using air quality data and transport modelling – the latter of which Essex CC have not yet been able to provide for AECOM due to work pressures. If harm cannot be completely avoided, which is unlikely, then it must be mitigated against. The second key issue is recreational pressure, from people who for example might drive into the forest and park there in order to take walks. This can also create more traffic and thus more harm to the air quality, but it is easier to mitigate against. The first, air quality harm is an HMA-wide issue, as development in another district might still lead to more people driving through Epping Forest. However, the recreational pressure issue is more local to Epping Forest DC and may be handled via an MoU between Epping Forest DC, the Conservators of Epping Forest and Natural England only.

It was agreed that all would send any comments for all three draft MoUs directly to Sarah King by 17 June 2016.

26. Expression of interest for capacity funding to DCLG in response to the Locally Led Garden Villages, Towns & Cities Prospectus – Rob Smith, ATLAS

Rob Smith explained that a new Garden Villages, Towns & Cities Prospectus was issued this year by CLG. The first section is for 'Garden Villages', meaning up to 10,000 homes. Government is seeking expressions of interest for these and is likely to select up to 12 bids by the end of July. The Homes and Communities Agency will handle the criteria and scoring. The Garden Villages section is intended to be for discrete, freestanding self-contained settlements rather than urban extensions.

The second section of the prospectus invites expressions of interest for 'Garden Towns/Cities', meaning over 10,000 homes. Government recognises that this might be in the form of transformational growth, i.e. a place with the potential for a step change in growth which would change its nature. The prospectus does not define what a garden city should be but general principles would be things like high quality green infrastructure, sustainable transport, good design, potentially including self or custom building etc. Government wants bids to be locally led and is probably only looking for a couple of schemes each year. They will be looking for long term planning, i.e. more than a Local Plan period, but also would want some tangible outcomes of growth within 5 years.

If a bid were to be successful it would provide enabling funding, e.g. for capacity support and officer time. Funding is usually given via a lump sum at the start, then a lower level retainer every year. Any funding would also come with CLG's support in brokering with other Government departments, it would likely make getting capital investment in infrastructure

much easier, and it might help get priority access to the Planning Inspectorate etc. in plan making matters.

East Herts DC, Epping Forest DC and Harlow DC officers have been drafting a bid document with ATLAS's help, seeking capacity funding from CLG, under the 'Garden Towns/Cities' section of the prospectus. If CLG awarded funding, then it could be used for e.g. a joint strategic delivery team, or dedicated resources in individual authorities, or masterplanning and infrastructure planning.

It was agreed that **Rob Smith would arrange a meeting between CLG and East Herts DC/Epping Forest DC/Harlow DC officers** to discuss the bid [*Note – this meeting took place on 1 July 2016*], in terms of the level of growth the authorities are trying to provide through their Local Plans, and what funding they would seek. Uttlesford DC officers noted that although Uttlesford DC is not currently proposed as part of the bid, they would support such a bid.

27. A.O.B.

- Highways matters – A meeting has been arranged with Transport Minister Andy Jones for 8 June 2016, at which Members and officers would stress the importance of highways infrastructure to deliver growth in the West Essex/East Herts area. They would be seeking support in principle for funding for M11 J7, the new J7A and J8. – [*Note - Meeting with Minister took place on 8 June 2016 and was thought helpful and positive, the Minister took on board everything presented*]
- Essex Growth and Infrastructure Framework (GIF) – Essex CC has commissioned AECOM to prepare this. It will not replace individual Infrastructure Development Plans. The GIF will assess the current position on education, highways, emergency services etc., then look at the infrastructure needed to meet future proposals for growth. The baseline work should be complete in June/July 2016 and the final report in Aug/Sept 2016. **Sarah King to circulate GIF presentation, and ask Essex CC to present the GIF findings at the September 2016 Co-op. Member Board.**
- Membership of the Co-op. Board - Essex County Cllr John Spence **is the new Essex CC representative on the Co-op. Board**, with Essex County Cllr Mick Page as his deputy on the Board

28. Dates of next meetings (already booked):

- 18 July 2016 – 6.30 p.m. Harlow DC
- 12 September 2016 – 6:30 pm Harlow DC