

MINUTES OF A MEETING OF THE  
DISTRICT PLANNING EXECUTIVE PANEL  
HELD IN THE COUNCIL CHAMBER,  
WALLFIELDS, HERTFORD ON THURSDAY  
25 AUGUST 2016, AT 7.00 PM

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PRESENT: Councillor L Haysey (Chairman)  
Councillors E Buckmaster and G Jones.

ALSO PRESENT:

Councillors A Alder, P Ballam, R Brunton,  
M Casey, G Cutting, I Devonshire,  
M Freeman, J Goodeve, J Jones,  
M McMullen, S Reed, P Ruffles, S Rutland-  
Barsby, R Standley, M Stevenson and  
G Williamson.

OFFICERS IN ATTENDANCE:

Chris Butcher	-	Principal Planning Officer
Martin Ibrahim	-	Democratic Services Team Leader
Lorraine Kirk	-	Senior Communications Officer
James Mead	-	Assistant Planning Officer
Kay Mead	-	Principal Planning Officer
Laura Pattison	-	Senior Planning Officer
George Pavey	-	Planning Officer
Jenny Pierce	-	Principal Planning Officer
Claire Sime	-	Planning Policy Manager
Helen Standen	-	Director
Kevin Steptoe	-	Head of Planning and Building Control Services

Adele Taylor - Director  
Liz Watts - Chief Executive

27 **EAST HERTS DRAFT DISTRICT PLAN – NEW DRAFT  
CHAPTER 1 – INTRODUCTION**

The Panel considered a new draft Chapter 1 (Introduction) for subsequent incorporation into the final draft District Plan. Following the Panel’s consideration of the issues raised through the consultation with regard to Chapter 1 at its previous meeting, this report presented an updated Chapter.

The Panel supported the recommendation as now detailed.

**RECOMMENDED** – that the draft revised Chapter 1 (Introduction), as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

28 **EAST HERTS DISTRICT PLAN – NEW DRAFT CHAPTER 2  
– VISION AND STRATEGIC OBJECTIVES**

The Panel considered a new draft Chapter 2 (Vision and Strategic Objectives) for subsequent incorporation into the final draft District Plan. Following the Panel’s consideration of the issues raised through the consultation with regard to Chapter 2 at its previous meeting, this report presented an updated Chapter.

The Panel supported the recommendation as now detailed.

**RECOMMENDED** – that the draft revised Chapter 2 (Vision and Strategic Objectives), as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being

finalised when the consolidated plan is presented in September 2016.

29 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 3 –  
DEVELOPMENT STRATEGY: RESPONSE TO ISSUES  
RAISED DURING PREFERRED OPTIONS CONSULTATION**

Consideration was given to a report highlighting the issues raised through the Preferred Options consultation in connection with Chapter 3 (Development Strategy) of the Draft District Plan Preferred Options version, together with Officer responses to those issues.

In response to Members' comments and questions, Officers clarified that the revised chapter, when presented to the next Panel meeting, would identify new employment sites. Officers also reconciled the housing figures on the basis of the plan period, 2011 – 2033. In respect of affordable housing, the Panel noted that the situation was more complex now and that Officers sought to maximise at all times.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** - that (A) the issues raised in respect of Chapter 3 (Development Strategy) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

30 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 4 –  
GREEN BELT AND RURAL AREA BEYOND THE GREEN  
BELT: RESPONSE TO ISSUES RAISED DURING  
PREFERRED OPTIONS CONSULTATION**

The Panel considered a report highlighting the issues raised through the Preferred Options consultation in

connection with Chapter 4 (Green Belt and Rural Area Beyond the Green Belt) of the Draft District Plan Preferred Options version, together with Officer responses to those issues.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the issues raised in respect of Chapter 4 (Green Belt and Rural Area Beyond the Green Belt) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

31 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 6 – BUNTINGFORD: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION**

The Panel gave consideration to a report on the issues raised through the Preferred Options consultation in connection with Chapter 6 (Buntingford) of the Draft District Plan Preferred Options version, together with Officer responses to those issues.

In response to Members’ comments and questions, Officers explained the likely timetable for the publication of the Open Spaces Study and the Infrastructure Study. Officers also undertook to consider including references to the community transport project, a new burial ground and Bury Football Club in the revised chapter to be submitted to the next Panel meeting.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the issues raised in respect of Chapter 6 (Buntingford) of the Draft

**District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and**

**(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.**

**32 EAST HERTS DRAFT DISTRICT PLAN –  
SAWBRIDGEWORTH – SETTLEMENT APPRAISAL AND  
NEW DRAFT CHAPTER 8**

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**The Panel considered a Settlement Appraisal and new draft Chapter 8 (Sawbridgeworth) for subsequent incorporation into the final draft District Plan. Following the Panel's consideration of the issues raised through the consultation with regard to Chapter 8 at its previous meeting, this report presented the Settlement Appraisal, which provided the Council's justification for the proposed redrafted chapter, having regard to the issues raised during the Preferred Options consultation, further technical and delivery assessment and sustainability appraisal.**

**The Panel supported the recommendations as now detailed.**

**RECOMMENDED – that (A) the Sawbridgeworth Settlement Appraisal as detailed at Essential Reference Paper 'B' to the report submitted, be agreed; and**

**(B) the draft revised Chapter 8 (Sawbridgeworth), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.**

33 **EAST HERTS DRAFT DISTRICT PLAN – WARE –  
SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 9**

The Panel considered a Settlement Appraisal and new draft Chapter 9 (Ware) for subsequent incorporation into the final draft District Plan. Following the Panel's consideration of the issues raised through the consultation with regard to Chapter 9 at its previous meeting, this report presented the Settlement Appraisal, which provided the Council's justification for the proposed redrafted chapter, having regard to the issues raised during the Preferred Options consultation, further technical and delivery assessment and sustainability appraisal.

In response to Members' comments and questions, Officers outlined the discussions held with Thames Water in respect of capacity issues at Rye Meads in dealing with future forecast growth. Officers also referred to the masterplanning process involving the town council and two neighbouring parishes. The Panel noted the need for all to work together.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the Ware Settlement Appraisal as detailed at Essential Reference Paper 'B' to the report submitted, be agreed; and

(B) the draft revised Chapter 9 (Ware), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

34 **EAST HERTS DRAFT DISTRICT PLAN – EAST OF  
WELWYN GARDEN CITY – SETTLEMENT APPRAISAL  
AND NEW DRAFT CHAPTER 13**

The Panel considered a Settlement Appraisal and new

draft Chapter 13 (East of Welwyn Garden City) for subsequent incorporation into the final draft District Plan. Following the Panel's consideration of the issues raised through the consultation with regard to the East of Welwyn Garden City Chapter at its previous meeting, this report presented the Settlement Appraisal, which provided the Council's justification for the proposed redrafted chapter, having regard to the issues raised during the Preferred Options consultation, further technical and delivery assessment and sustainability appraisal.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the East of Welwyn Garden City Settlement Appraisal as detailed at Essential Reference Paper 'B' to the report submitted, be agreed; and

(B) the draft revised Chapter 13 (East of Welwyn Garden City), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

35 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 13 – HOUSING: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION AND DRAFT REVISED CHAPTER (RENUMBERED CHAPTER 14)**

The Panel considered a report that highlighted the issues raised through the Preferred Options consultation in connection with Chapter 13 (Housing) of the Draft District Plan Preferred Options version, together with Officer responses to those issues. The report also detailed why further amendments to Chapter 13 (Housing) were required to ensure that the final draft District Plan reflected the most up-to-date policy position and the latest available evidence. The Panel was also asked to support a draft revised chapter (renumbered Chapter 14),

for subsequent incorporation into the final draft District Plan.

Officers explained the reasons for the significant changes that had been proposed. The Panel also noted the legal position in respect of the threshold for affordable homes and how they were now defined to take account of the latest national policy.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the issues raised in respect of Chapter 13 (Housing) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 13 (Housing) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(D) the draft revised Chapter 14 (Housing), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

The Panel considered a report that highlighted the issues



raised through the Preferred Options consultation in connection with Chapter 25 (Delivery) of the Draft District Plan Preferred Options version, together with Officer responses to those issues. The report also detailed why further amendments to Chapter 25 (Delivery) were required to ensure that the final draft District Plan reflected the most up-to-date policy position and the latest available evidence. The Panel was also asked to support a draft revised chapter for subsequent incorporation into the final draft District Plan.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the issues raised in respect of Chapter 25 (Delivery) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 25 (Delivery) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(D) the draft revised Chapter 25 (Delivery and Monitoring), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

National planning policy required all Local Planning Authorities to produce a technical study known as the Strategic Land Availability Assessment (SLAA) in order to identify sites with potential for future development. The results of the SLAA were intended to inform ongoing work on the District Plan and Neighbourhood Planning, along with the identification of future land supply.

The Panel supported the recommendation as now detailed.

**RECOMMENDED** – that the Strategic Land Availability Assessment, August 2016, be supported as part of the evidence base to inform and support the East Herts District Plan.

### 38 **FINAL VILLAGE HIERARCHY STUDY AUGUST 2016**

The Panel considered a report on the Final Village Hierarchy Study August 2016. This used the same methodology as set out in Stage 1 of the Study and took into account further information received during the Interim Village Hierarchy consultation. The Final Village Hierarchy Study also considered information received from Parishes throughout 2016 and reflected the most up-to-date position.

The Panel supported the recommendation as now detailed.

**RECOMMENDED** – that the Final Village Hierarchy Study August 2016, be supported as part of the evidence base to inform and support the East Herts District Plan.

### 39 **DUTY TO CO-OPERATE UPDATE REPORT**

The Panel received the notes of the latest round of Member-level meetings with adjoining Local Planning Authorities. Members were reminded of the Duty to Co-Operate and the need to engage constructively with a range of bodies throughout the plan-making process.

**The Panel supported the recommendation as now detailed.**

**RECOMMENDED – that the notes of the Member-level meetings held with neighbouring local authorities be noted.**

40 CHAIRMAN'S ANNOUNCEMENTS

The Panel Chairman welcomed Members, Officers and the public and reminded everyone that the meeting was being webcast.

She detailed the dates of forthcoming meetings with parish and town councillors on 30 August and 20 September 2016. She also advised that further Panel meetings had been scheduled for 8 and 15 September 2016. Recommendations from these Panel meetings would be considered by the Executive on 19 September 2016 and an Extraordinary Council meeting on 22 September 2016 would consider and determine the District Plan for publication and a further six week consultation period.

Finally, the Chairman also summarised the timeline for the publication, consultation and subsequent collation of responses, which would hopefully be sent to the Inspector by the end of March 2017.

41 MINUTES

**RESOLVED** – that the Minutes of the meeting held on 21 July 2016 be approved as a correct record and signed by the Chairman.

The meeting closed at 8.25 pm