

HGGT JOINT COMMITTEE DRAFT FORWARD PLAN
FOR THE PERIOD 1st July 2025 TO 31st July 2025

The Harlow and Gilston Garden Town (HGGT) Partner Authorities have agreed to establish a Joint Committee for the purposes of section 101 of the Local Government Act 1972 to co-ordinate and facilitate the delivery of 16,000 homes in the HGGT by 2033, and 7,000 homes in the years after that along with associated infrastructure.

The Joint Committee comprises of five (5) voting members, one representative from each of the partner Councils. The Councils represented are East Herts District Council, Epping Forest District Council, Essex County Council, Harlow District Council and Hertfordshire County Council.

The HGGT Inter Authority Agreement brings together the constitutional and contractual partnership arrangements between the partner authorities to meet the ambitions for democratic accountability and decision-making alongside formal arrangements for risk-sharing and clarity on responsibilities.

The Inter Authority Agreement is the legal document that sets out the services that the Host Authority Epping Forest District Council will provide to administer the Joint Committee and the Accountable Body responsibilities.

Agreement was attained by all 5 partners on 19th December 2023 and the deed executed on 4th April 2024.

The Accountable body; Epping Forest District Council publishes a notice for each Decision or decision to be made in private at least 28 days before that decision is made. The HGGT forward plan will be updated on a monthly rolling programme to coincide with the requirements of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

The HGGT aims and key objectives are detailed in the [HGGT Vision](#)

For enquiries relating to the Forward Plan please contact the following officers:

Kevin Steptoe – East Hertfordshire District Council - kevin.steptoe@eastherts.gov.uk

Adeola Pilgrim – Epping Forest District Council - apilgrim@eppingforestdc.gov.uk

Adrian Smith – Essex County Council- adrian.smith@essex.gov.uk

Reginald Tricker – Harlow District Council - reginald.tricker@harlow.gov.uk

Matthew Cottam – Hertfordshire County Council- matthew.cottam@hertfordshire.gov.uk

Osian Evans – Harlow and Gilston Garden Town – Osain.evans@hggd.co.uk

EXPECTED REPORTS	DATE OF HGGT JOINT COMMITTEE	REPORT AUTHOR	HGGT LEAD DIRECTOR/MANAGER CONTACT	NOTES / COMMENTS
HGGT Annual Review	29 July 2025	Matt Phillips – HGGT Principal Comms and Engagement Officer	Matt Phillips – HGGT Principal Comms and Engagement Officer	
HGGT Comms and Engagement Strategy	29 July 2025	Matt Phillips – HGGT Principal Comms and Engagement Officer	Matt Phillips – HGGT Principal Comms and Engagement Officer	
HGGT Quality Review Panel Annual Report	29 July 2025	Kevin Steptoe – East Herts Garden Town Lead Officer	Kevin Steptoe – East Herts Garden Town Lead Officer	
HGGT Strategic Stewardship	29 July 2025	Kevin Steptoe – East Herts Garden Town Lead Officer	Kevin Steptoe – East Herts Garden Town Lead Officer	
HGGT Programme Management Report	29 July 2025	Osian Evans – Acting HGGT Director	Osian Evans – Acting HGGT Director	“Exempt Information” Under Schedule 12A of the Local Government Act 1972: Information relating to the financial or business affairs of any particular person (including the authority holding that information)