

**East Herts District Council – Broxbourne Borough Council
Meeting Notes**

Date/time: Friday 29th November 2013, 10:00am

Venue: Broxbourne Borough Council Offices, Cheshunt

Attendees:

East Herts District Council

Cllr Mike Carver (MC) Executive Member for Strategic Planning and Transport
Bryan Thomsett (BT) Planning Policy Manager
Kay Mead (KM) Senior Planning Officer, Planning Policy

Broxbourne District Council

Cllr J Metcalf (JM) Cabinet Member for Housing and Regeneration
Colin Haigh (CH) Planning Policy Manager
Vicky Carter (VC) Planning Policy Officer

Meeting Notes:

1. CH welcomed all to the meeting and made introductory remarks around Duty to Cooperate responsibilities.
2. BT explained that, in accordance with EHC's agreed governance arrangements, such meetings would have agreed meeting notes which will be reported to District Planning Executive Panel (then Executive and Full Council) and become a public document.

East Herts Timetable

3. BT explained that East Herts was now preparing a single plan, formed of the strategy (Part 1) and Policies (Part 2). He outlined the following schedule of recently held and proposed meetings leading up to Full Council, which will hopefully agree the draft District Plan (Preferred Options) for consultation early next year:

Date	Meeting	Meeting Type	Content
Monday 18 th November 2013	District Planning Executive Panel	Public	Update Report Older People's Study Draft District Plan – Topic-Based Policies
Monday 9 th December 2013	Executive	Public	As above
Wednesday 11 th December 2013	Full Council	Public	As above
Thursday 28 th November 2013	Member Event	Private	Presentation of the draft development strategy and settlement policies
Tuesday 3 rd	District Planning	Public	Duty to Co-Operate

Date	Meeting	Meeting Type	Content
December 2013	Executive Panel		Update Report Transport Update Green Belt Review Chapter 6 – Supporting Document Local Development Scheme
Monday 9 th December 2013	Executive	Public	As above
Wednesday 11 th December 2013	Full Council	Public	As above
Thursday 9 th January 2013	Member Briefing	Private	Final preparation for Panel on 16 th January 2013
Thursday 16 th January 2014	District Planning Executive Panel	Public	Infrastructure Topic Paper Sustainability Appraisal Draft District Plan – Development Strategy and Settlement Policies
Tuesday 21 st January 2014	Special Executive	Public	As above
Thursday 29 th January 2014	Full Council	Public	As above

4. Public consultation (x12 weeks) is anticipated to run mid-February - mid-May 2014.
5. MC outlined that Member engagement in the process was critical and referred to a recent briefing session which was attended by 27 Members and to the Member workshop sessions which had been held to scrutinise policy formulation and aid their development. MC further explained that Part 2 of the Plan, covering Topic Based Policies, had already been through the District Planning Executive Panel, and was now subject to Executive and Council agreement. All members will be presented with a copy of Part 1 of the Plan in advance of the 16th January meeting so that they can engage in the iterative process and which will allow for queries and amendments prior to formal consideration.
6. BT commented that member involvement at an early stage had been especially useful, e.g. for Development Management policies.

Broxbourne timetable

7. CH detailed that a new Local Plan with Sustainability Appraisal is expected to be published for consultation in spring 2014. Officers are having informal Local Plan group meetings to discuss information and share evidence. Broxbourne will continue to have duty to co-operate

meetings up until consultation. Pre-submission is expected end of 2014, with EiP early half of 2015.

8. JM noted that, as there were no parishes in the borough, the issue of neighbourhood plans was unlikely to arise.

Housing Targets and Sites

9. CH stated that Broxbourne currently intends planning for 250 homes per year with the intention that this is all provided within the borough. CLG projections will need to be carefully considered. There is no ambition to seek to meet housing requirements by developing into East Herts and none of the site options being considered have any cross boundary impact. JM stated that Broxbourne wants good developments that are well connected.
10. BT explained that East Herts will be planning for a 20 year period to 2031. Sieving of an initial 69 locations has been honed to 12, none of which is in the Broxbourne area. There is no ambition to develop north of Hoddesdon due to coalescence and other constraints.
11. MC said that it could be likely that East Herts would plan for 750 homes a year, or 15,000 over 20 years. Specific sites would be identified for many of these homes with broad locations identified for the remaining, subject to further investigation and refinement.

Employment

12. BT acknowledged East Herts' role in the sub region, apart from major employers GSK and local government, being one of feeding employment opportunities in neighbouring areas and London, supplemented by small and medium scale enterprises in the district. Following updated employment study evidence, there are no major aspirations to change the current approach. The out-commuting that exists will continue to be supported. This may lead to the district providing more homes than jobs, but some service jobs will be naturally attracted to the area anyway.
13. MC highlighted the high-tech nature of some employers and also the move towards rural development and diversification, with support from DEFRA, the EU and Hertfordshire LEP.
14. CH detailed that, while Broxbourne has a number of viable employment areas, there was an ambition in the Core Strategy for higher value jobs to reduce out-commuting and improve skills/deprivation/employment choice. Broxbourne would continue working with the London-Stansted-Cambridge Consortium to implement this through the Local Plan. JM stated that the Council would not agree industrial uses on sites identified for these high value jobs. CH stated that the Local Plan will allocate land but not a specific number of jobs.

Retail

15. CH explained that Broxbourne will continue to support its existing town centres and will be reconsidering what should happen at Greater Brookfield, bearing in mind the Core Strategy Inspector's findings over the need for improvements and the requirement for civic facilities.
16. East Herts does not intend to promote any out-of-town schemes, but will continue to support existing centres. MC noted that future policy for its town centres will need to respond to changing retail habits, including supporting the night-time economy, to help draw people in.
17. JM stated that the same was happening in Hoddesdon town centre. In respect of Greater Brookfield, BT remarked that no objection was lodged by East Herts to the previous Core Strategy proposals for the area and would not anticipate a future objection if the scale remained largely the same. It was agreed that East Herts market towns are of a different scale of retail development and these town centres serve different markets.

Transport

18. CH noted that the previous Core Strategy recognised the impact of development on the A10 and Herts CC prepared cost estimates for improvements. A new study is being prepared for the Local Plan to look at the network in greater detail. Base data from this study should be available soon which will feed into development of preferred options and alternative options in 2014. Broxbourne is supportive in principle of Crossrail 2, especially in terms of employment potential. JM highlighted that transport needs continued co-operation between the councils, particularly with the A10, and this was agreed. BT pointed out that there was a need to understand requirements in order to support bids for finance from appropriate sources.
19. For East Herts, in terms of vehicle traffic arising from growth locations, this would mostly be dispersed around East Herts, depending on level of development. Officers are using both Herts CC and Essex CC expertise and traffic models (HSGWTM, DIAMOND, and some Paramics) to help interpret likely effects in developing the District Plan. Further work will be necessary to refine options for the submission document.
20. East Herts is supportive of the Crossrail 2 Regional Option, but only as far as it would extend to Cheshunt/Broxbourne. KM stated that this was largely due to concerns about Crossrail 2 encouraging out-migration from London and the potential for further impact on the already constrained market towns of Hertford and Ware, especially in terms of the already congested A414 and wider road network. In this respect KM explained that HCC had commissioned a study of the A414 through Hertford to examine whether mitigation measures could satisfactorily accommodate predicted increased traffic brought about through anticipated development both in East Herts and other neighbouring authorities. VC stated that there would be concerns from Broxbourne about station usage increasing if East Herts commuters were to use these stations as

a result of Crossrail 2, particularly given East Herts objective of feeding employment opportunities in neighbouring areas and London. KM considered that if, as requested in its response to the Crossrail 2 consultation, existing services on the branch line were to be at least maintained or improved, this would not be likely become an issue of consequence.

21. JM also stated that we need to carefully consider the potential second runway at Stansted. MC detailed the Council's continuous opposition to such a scheme in the past and highlighted the lack of rail infrastructure as a key issue.

Gypsies and Travellers and Travelling Showpeople

22. CH detailed that an Accommodation Needs Assessment is underway which will gather information on travellers and travelling showpeople's needs. Results should be available by early 2014. The principle for future development would be to let existing sites grow subject to criteria, move/expand Halfhide Lane and relocate Wharf Road. Broxbourne is aiming to meet its own need. VC highlighted the gypsy issues in Epping and that Epping Council should provide for their own need.
23. KM explained that East Herts has appointed ORS to undertake a Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment, with completion due by the end of March 2014. A separate Identification of Potential Sites Study will then seek to identify where any identified need should be met. East Herts is planning to provide for its own need.

Environment

24. CM detailed that Broxbourne is planning to upgrade parts of the New River pathway. KM stated that East Herts is supportive of improved accessibility in principle, but cautioned against inappropriate lighting in rural areas due to light pollution and its potential effect on wildlife and the wider environment.
25. JM highlighted the fact that there are many environmental areas where there could be co-operation. Both authorities are likely to respond to the forthcoming LVRP consultation.

Evidence Base

26. East Herts has recently refreshed most of its technical studies including some economic/employment evidence. Broxbourne may also undertake further studies in 2014.

ATLAS/PAS Support

27. BT discussed the work undertaken by ATLAS/PAS which has helped the Council present the plan making system to Members. The advice is free. ATLAS has also assisted East Herts by engaging with landowners where significant areas of land would be involved and for which delivery would be likely to be dependent on particularly expensive or complex elements

of infrastructure. This would help ensure confidence regarding deliverability within the plan period and that any necessary infrastructure would be achievable.

AOB

28. As a result of the meeting, the desire is for both local authorities to write a Memorandum of Understanding, or similar, to take to respective Local Plan EiPs.
29. JM also wished to highlight the work Broxbourne had been undertaking with Epping and Enfield on the Food Task Force group, which may be of interest to East Herts.
30. It was agreed that it would be useful to arrange a further Member level meeting next year once the draft East Herts District Plan had been published for consultation.