

**East Herts District Council - Uttlesford District Council
Meeting Notes**

Date/time: Monday 28th October 2013, 10:00am
Venue: East Herts Council Office, Bishop's Stortford

Attendees:

East Herts District Council

Cllr Mike Carver (MC) Executive Member for Strategic Planning and Transport
 Bryan Thomsett (BT) Planning Policy Manager
 Claire Sime (CS) Planning Policy Team Leader

Uttlesford District Council

Jim Ketteridge (JK) Leader and Chair of Local Plan Working Group
 Cllr Jackie Cheetham (JC) Deputy Leader (substituting for Cllr Susan Barber – Planning Portfolio Holder)
 Andrew Taylor (AT) Assistant Director Planning and Building Control
 Melanie Jones (MJ) Principal Planning Officer

Meeting Notes:

East Herts Timetable

1. MC outlined the following schedule of proposed meetings leading up to Full Council hopefully agreeing 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 December 2013	District Planning Executive Panel	Public	Duty to Co-Operate Update Report Transport Update Green Belt Review Chapter 6 – Supporting Document Local Development Scheme

Date	Meeting	Meeting Type	Content
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

2. Public consultation (x12 weeks) is anticipated to run mid-February - mid-May 2014.
3. MC outlined that Member engagement in the process was critical and referred to a recent briefing session which was attended by 27 Members. The day was structured around two main parts. The morning consisted of presentations and context-setting, and the afternoon consisted of discussion of the emerging draft strategy and the way forward. The day was facilitated by PAS with support from ATLAS and Officers.
4. BT agreed to forward to Uttlesford the PAS and ATLAS presentations
5. BT explained that Members have noted that the projections suggest a housing requirement towards the upper end of the region 10,000 to 17,000 dwellings. The Household Interim Projections 2011-2021 (published March 2013) suggest an East Herts figure of 750 dwellings per year, or 15,000 dwellings over 20 years.
6. BT confirmed that the Council is not seeking to reduce this figure but acknowledged that there could be potential delivery issues. A dispersed strategy is anticipated seeking to meet housing market area needs in the district's 5 main settlements and rural area, including the identification of larger villages to accommodate some growth as well as considering other potential locations adjacent to our neighbours.
7. The Council will be arguing that a 5% buffer is appropriate on the basis of long term delivery trends.

8. BT confirmed that the Council will be seeking to consume its own housing requirements. AT similarly confirmed that they would not be seeking to locate any of their housing requirements in East Herts.

Bishop's Stortford North Planning Application

9. It is anticipated that the outline application (up to 2,200 dwellings) will be considered by the Development Management Committee on the 14th November. MC spoke about the work being undertaken on a Neighbourhood Plan covering the BSN area.
10. JK anticipated that ECC would be seeking highway contributions from BSN.

Uttlesford Timetable

11. AT outlined the timetable for Uttlesford. On 1st November the Local Plan Working Group is meeting to consider a number of options for delivering the additional numbers of housing required (2,680 homes). The recommendation is that:
 - a. 170 homes be delivered in Saffron Walden
 - b. 400 homes be delivered on the western edge of Dunmow
 - c. 100 homes be delivered at Helena Romanes School in Greater Dunmow
 - d. 2,100 homes to be delivered at Elsenham (with potential for further expansion)
12. Subject to agreement by Cabinet an eight week public consultation period is anticipated over Christmas. A pre-submission Plan will then be published for further consultation later in 2014 (March/April), with examination anticipated in the autumn. If the Inspector finds the Plan to be sound the Council anticipate adopting it in early 2015.
13. JK outlined that the evidence relating to the sites would need to be updated to consider impacts arising, including cumulative impacts e.g. in relation to highways and education. A key issue is the impact on Junction 8 of the M11.

Infrastructure

14. MC expressed concern about the potential impact on Bishop's Stortford and questioned what infrastructure was going to be put in place to support the strategy.
15. AT explained that primary school capacity was not an issue, but that there were concerns over secondary school provision and this required further work. It was indicated that HCC had advised that they were seeking to influence the admissions policies of the schools in Bishop's Stortford and that ECC would need to provide for pupils from Essex.

16. BT advised that the emerging East Herts District Plan would be seeking to address the secondary school issues in Bishop's Stortford through a flexible policy approach.
17. There was some discussion over the potential impact that the development in Elsenham could have on the retail offer in Bishop's Stortford. It was agreed that increased footfall was beneficial but it was acknowledged that traffic congestion in the town centre and locality was a particular issue. It is understood that a new John Lewis store will be opening in Chelmsford next year which will undoubtedly impact on shopper's choice of destination.
18. With regard to employment BT acknowledged that the location of East Herts has a significant bearing on economic development in the district. East Herts is not a self contained economy and in economic terms it plays a supporting role to the adjacent urban centres and Stansted Airport. The district's business base is made up predominantly of small and medium sized firms. It is not anticipated that the emerging draft District Plan will seek to change this role.
19. JK noted the importance of Bishop's Stortford's station to the residents of Uttlesford.

Gypsy and Travellers

20. There was some discussion over the approach to Gypsies and Travellers. Uttlesford are leading on the Essex-wide Study. A similar approach to East Herts is anticipated with site allocations to follow.

Stansted Airport

21. It was suggested a 4-Authority meeting should be organised in the New Year following the anticipated Airports Commission Interim Report in mid-December 2013.

AOB

22. It was agreed that it would be useful to arrange a further Member level meeting early next year once the draft East Herts District Plan had been published for consultation.