

# Local Plan Developer Forum

11 September 2018

- Introductions
- Review of notes from last meeting on 26 February 2018

# Local Plan Submission Version Update

# Local Plan Submission Version

- Judicial Review: the Claimant was **unsuccessful** with the Judge dismissing all four grounds
  - CK properties have sought appeal through the High Court which was refused
  - Current application to the Court of Appeal
  - Injunction remains in place, preventing us from submitting the Local Plan
- Ready to submit as soon as injunction is lifted
- LPSV is being applied as a material consideration in determining planning applications

# Infrastructure Delivery Plan Update

# Purpose of the Topic Paper

- Provide information and certainty on infrastructure delivery
- Update to the Infrastructure Delivery Plan
- High level approach to apportionment, pooling arrangements and funding sources
- Breakdown by infrastructure type
- Analysis of potential Community Infrastructure Levy

Funding Sources



 GOV.UK

Community Infrastructure Levy

# Education Apportionment

- Building on the Topic Paper, more detailed work has been undertaken on education apportionment, in partnership with Essex County Council
- The work identifies:
  - Which sites might be expected to contribute to early years and education projects, taking into account pooling restrictions etc.
  - What the total level of developer contributions might be

# Strategic Masterplan Guidance



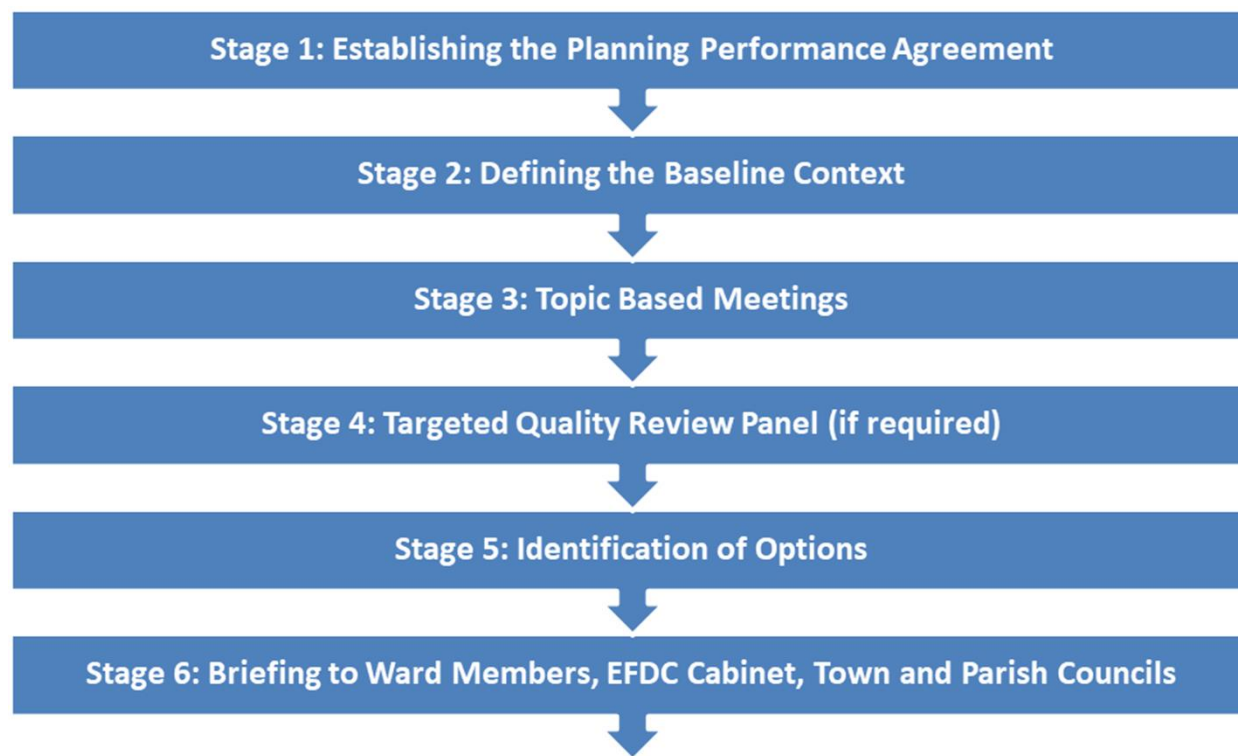
# Strategic Masterplan Guidance

- EFDC has produced a Strategic Masterplan Guidance Note
- The note provides guidance on the processes and minimum requirements that Strategic Masterplans must undertake.
- The note covers the Masterplan Areas identified within the Epping Forest District Local Plan, including relevant sites within the Harlow and Gilston Garden Town.

# Strategic Masterplan Guidance

- The note consolidates guidance set out in the Local Plan and Planning Performance Agreements.
- Its aim is to ensure consistency in the overall approach for each Strategic Masterplan.
- It supplements and updates the guidance provided on the Strategic Masterplan Process in May 2017 and January 2018.
- The briefing note is not intended to be prescriptive, and where Planning Performance Agreements are in place, these should also be referred to.
- Provides guidance on expectations for community and Member Engagement

# Strategic Masterplan Guidance



# Strategic Masterplan Guidance



# Quality Review Panel/Development Management Forum Update

# Quality Review Panel

# Quality Review Panel

- QRP established in April 2018 for EFDC and the Harlow and Gilston Garden Town.
- Frame Projects are team who manage the QRP
- 50+ homes/ 5,000 sqm of commercial/ other floorspace expected to go to QRP.
- Smaller schemes that are complex, contentious or locally significant also appropriate for review.





# Quality Review Panel

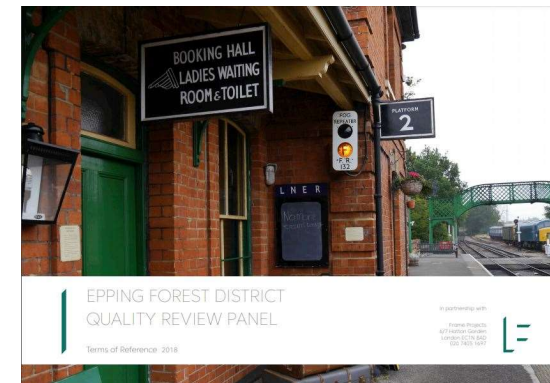
- 18 built environment and design experts, who provide independent advice to support the delivery of high quality developments.
- Formal review normally with 4 panel members and Panel Chair; Peter Maxwell (Director of Design, LLDC).
- 6 x QRP sessions to date





# Quality Review Panel

- Early engagement with the panel is encouraged
- Clear and accessible feedback in the form of the QRP report will be a material planning consideration
- Terms of reference and costs published (available on EFDC website)
- <http://www.efdclocalplan.org/local-plan/planning-policy/quality-review-panel/>



# Development Management Forum

# What is a Development Management Forum?

- DM Forum is a public meeting to allow **early discussions** between applicants and local communities/ organisations
- The Council is **not there to endorse or oppose proposals**. EFDC facilitates discussions and promotes early engagement.
- Provides the chance for **opportunities and concerns around planning issues** to be raised
- This process **does not replace/ remove opportunity to submit support/ objections** via the normal planning process once an application is received.
- A record of the meeting will be made to be reported to any subsequent **Quality Review Panel** and EFDC Committee meeting.

# Development Management Forum

- DM Forum should be held in **accessible and nearby location** to proposal sites if possible, and at times that allows maximum engagement (e.g. evenings/ weekends).
- EFDC provide a **Chair** for the DM Forum, and the **EFDC Planning Officer** will give a short presentation to provide the planning context.
- This is followed by a **presentation from the applicant** and **audience Q&A**.
- First DM Forum was on 15<sup>th</sup> May 2018, for Land North of Dowding Way proposals
- Next DM Forum will be on 8<sup>th</sup> Sept 2018, for North Weald Park proposals

# Development Management Forum

EFDC have prepared a suite of DM Forum template documents to share:

- Letter to Councillors
- Letter to residents/ community groups/ stakeholders
- A5 leaflet
- A4 Poster / Notice
- Attendance Sheet
- Agenda
- EFDC Officer presentation



**Development Management Forum**  
EFDC Lead Officer Information

**NOTE:**  
This DM Forum should be held in a convenient venue with ample parking close to the proposed site. All areas to be considered by the lead officer to ensure the correct layout with the venue. Consider what access is available or what is to be constructed by the applicant (e.g. car access, parking, lighting, etc.). Consider capacity, location of toilets, the waste products.

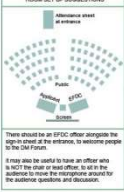
**DATE AND TIME**  
Review the date of the DM Forum in the with EFDC engagement and public consultation strategy. Avoid multiple consultations in same area at same time (consideration of neighbours). Avoid date which may conflict with other public events. Meeting should be held in the evening or weekend, to allow for ease of access for the public.

**INVITATIONS + LOUPETS**  
Invitations should be sent to:  
• EFDC Local Ward Councillors (use Cllr letter template) • Parish Council and leader.  
• Key stakeholders, e.g. local resident groups, tenant groups, Trade and Support Council groups, planning and civil society, neighbouring Local Authorities, infrastructure providers, statutory agencies, (use the letter templates).  
• Local residents, applicant to review materials.  
• Use EFDC letter to invite attendees (see per planning applications).  
• Inform EFDC Council Ward for social media.

**ROOM SET UP**  
Where available, separate rooms should set up in convenient format. To ensure main discussion forum (see agenda below). 10-120 seats. 1-2 tables for applicant team EFDC officers.

**EQUIPMENT SET UP**  
Ensure there is a large screen, projector, power source, connection for laptop (PC/Mac), correct media arrangements, in-venue. Consider any additional equipment (available at the venue, such as voting card system, if communication support, e.g. via a laptop presenter. In respect of the table, then please contact relevant officers in PM at EFDC by advance.


**ROOM SET UP SUGGESTIONS**



There should be an EFDC officer alongside the applicant at the entrance, to welcome people to the DM Forum.  
It may also be useful to have an officer who is NOT the chair or another officer in the audience to move the microphone around for the audience questions and discussion.

**REMEMBER TO BRING:**

- EFDC presentation on USB stick
- Attendance sheet printed
- Agenda printed - 60-100 copies
- Laptop, and any connectors if required
- Chair information sheet printed
- Contact details of venue and applicant
- Note-taking materials to ensure note in case of any issues raised at the meeting.

Development Management Forum 

**Development Management Forum**  
Public meeting

[Insert Name]  
on [Insert Date and Time]  
at [Insert full address]

.....

**What is the Development Management Forum?**

- A public meeting to allow early discussion between applicants and local community organisations.
- The Council is not here to endorse or oppose proposals. The Development Management Forum is to facilitate discussions and provide early engagement.
- The forum provides the chance for opportunities and concerns around planning issues to be raised with the applicants.
- This process does not replace or remove the opportunity to submit support or objections via the normal planning process, once an application is received.
- A record of the key issues raised at the meeting will be made to be reported to any subsequent Quality Review Panel and EFDC committee meeting.

This event is open to the public.


Development Management Forum 

**Development Management Forum**  
Agenda

Date: Saturday 8 September 2018, 7:00pm  
Location: The Queen's Hall Community Centre, North Walead  
Practical Details (Downloaded): North Walead FCN, North Walead Golf Course, Rayley Lane, CM18 5AR.

Time	Items	Responsible Officer
7:00 - 7:15pm	Welcome & Introduction to DM Forum	Nigel Richardson
7:15 - 7:20pm	Background information provided by Planning Case Officer	Sarah Chubbler
7:20 - 7:45pm	Presentation of current proposal	[Insert Applicant Name]
7:45 - 8:45pm	Questions and Answers	Nigel Richardson [Insert Applicant Name]
8:45 - 8:45pm	Meeting closed by Chair	Nigel Richardson

The Development Management Forum is a public meeting to allow early discussion between applicants and the local community, to input and shape development proposals for larger schemes.  
The Council is not here to endorse or oppose applications. The Council is here to facilitate this discussion and promote early engagement with the public.  
This process does not replace the opportunity to submit support or objections via the normal planning process once an application is received.


Development Management Forum 

**Development Management Forum**  
Attendance Sheet

Date:

**GDPR Statement:**  
The attendance sheet is a way of keeping a record of the number of people who attended this event, and whether they are a local resident/community group. Council use in order to provide this information as part of reporting on the consultation when the proposal is reported to an EFDC Committee. The information collected will not be used for any other purpose. Data will be anonymised when collating this feedback.

Name	Address / Organisation	Local resident other

Development Management Forum 

# Epping Forest SAC Mitigation Strategy

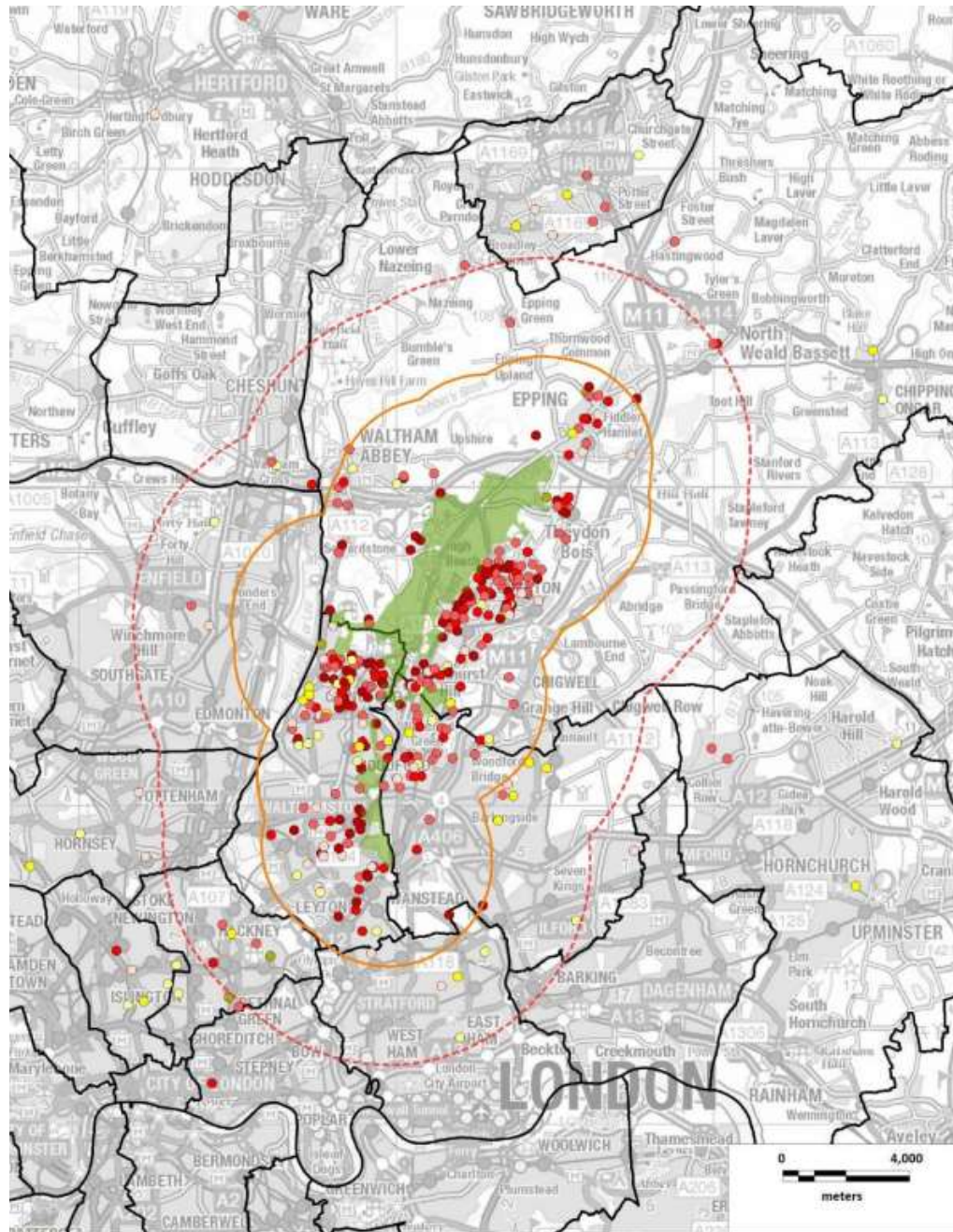
# The Mitigation Strategy

- Being produced by EFDC in partnership with Natural England, the Conservators of Epping Forest and other 'competent authorities' LB Redbridge and LB Waltham Forest
- Visitor surveys have been completed and the Study is on the EFDC website
- Zones of influence established - 6.2km from SAC boundary (outer zone), 3km from SAC boundary (inner zone)



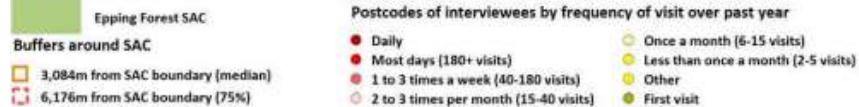


# Zones of Influence



Red line: 6.2km

Orange line: 3km



Source: Epping Forest Visitor Survey, 2018



# Implementation of Strategy

## Planning Applications

- Freeze on all permissions until impact to the Forest can be defined
- Normal process followed, however no decisions are being formally issued

## Masterplanning

- Masterplan Areas being individually looked at to set out way forward
- SANG provision where appropriate and possible

# Local Plan Implementation Update



# Local Plan Implementation

- Progressing with Strategic Masterplans and Concept Frameworks as defined in the Local Plan
- Working with specific allocated sites through PPAs to assist them in submitting their application
- Applicants encouraged to discuss and agree timings for pre-application advice with the Council
- Early engagement with DM Forum and QRP will be sought where appropriate

- Question and Discussion
- AOB