

# Epping Forest District Council

## Authority Monitoring Report

2018 - 2019



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# Executive Summary

- 1.1 The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for Local Authorities to prepare Authority Monitoring Reports (AMR). The AMR sets out an assessment of performance of the District in relation to local and national planning policy.
- 1.2 This Epping Forest District AMR covers the period 1 April 2018 – 31 March 2019, and where applicable includes more up to date information to September 2019. The report has been structured to reflect the chapters in the Epping Forest District Local Plan Submission Version (LPSV) 2017.
- 1.3 The report includes progress on Neighbourhood Plans, the Duty to Co-operate and provides information and data relating to the performance against the policies set out in the LPSV: Strategic, Environment and Design, Housing, Economic Development, Infrastructure and Movement and Climate Change and Flood Risk.
- 1.4 Information is provided on the indicators monitored this year as well as those that may be reported on in future years in line with Appendix 3 of the LPSV. As part of taking account of the issues raised at the Local Plan examination hearings the Appendix will be subject to review during the coming year and prior to consultation on the proposed Main Modifications to the LPSV scheduled for 2020. The final suite of indicators will be monitored to assess the effectiveness of the policies set out in the Local Plan.
- 1.5 Some of the key findings from the 2018/19 monitoring year are set out below:

## Key findings of the Authority Monitoring Report 2018/19

### Housing

+	<p><b>Net new homes completed</b></p> <p>426 net new homes completed across the District in 2018/19</p>
+	<p><b>Net new affordable homes completed</b></p> <p>45 net new affordable homes completed across the District in 2018/19</p>
+/-	<p><b>Net new affordable homes permitted</b></p> <p>23 affordable homes permitted within the monitoring year</p>



-	<p><b>Specialist Housing</b> There were no specialist housing units completed in the monitoring year</p>
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+	<p><b>Brownfield Register</b> 91 sites are included on the Council's Brownfield Register</p>
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## Masterplanning and Design

+	<p><b>Strategic Masterplans</b> Work is progressing on the preparation of Strategic Masterplans including those within the Harlow and Gilston Garden Town</p>
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+	<p><b>Quality Review Panel</b> 21 reviews were undertaken by the Quality Review Panel for schemes within EFDC including those within the Harlow and Gilston Garden Town (QRP)</p>
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## Environment

+/-	<p><b>Epping Forest SAC</b> An interim strategy for mitigating the recreational pressure arising from growth on Epping Forest Special Area of Conservation has been agreed and work is underway to agree a mitigation strategy for air quality impacts.</p>
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+/-	<p><b>Air Quality</b> No change to Air Quality Management Area</p>
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## Economic Development

**+/-**

**Town Centres**  
 Vacancy rates within the defined retail boundaries of the Town Centres remain low and below the national average in Buckhurst Hill, Loughton High Road, Loughton Broadway, Epping and Waltham Abbey but vacancy rates have increased in Ongar to above the national average.

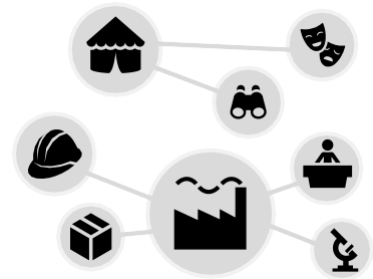


**+/-**

**Visitor Accommodation**  
 There were two applications permitted in the District for visitor accommodation amounting to 8 additional bedrooms.

**+/-**

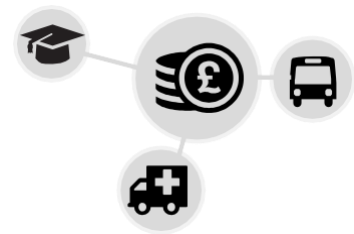
**Employment Land**  
 40 applications involving gain or loss of employment (B Use class) floorspace were permitted, resulting in a net loss of 905m<sup>2</sup> employment floorspace overall, if implemented. The greatest loss in employment space was for Class B1a office use and the greatest gain was of Class B8 use for storage or distribution.



## Infrastructure

**+**

**Developer Contributions**  
 Five Section 106 agreements were secured, resulting in total payments of over £640,000 for infrastructure provision. These payments will be used for affordable housing provision, education provision and the maintenance of open spaces.



# Introduction

- 1.6 Regular monitoring of planning proposals and completed development is essential in order to establish whether the Council is bringing forward development in accordance with the policies in the Local Plan. The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements of Local Authorities with respect to Authority Monitoring Reports (AMR). Local Planning Authorities (LPA's) must publish information at least annually that shows progress with Local Plan preparation, reports activity on the Duty to Co-operate and shows how the implementation of policies is progressing. This report covers the period from 1 April 2018 to 31 March 2019 – the 2018/19 financial year.
- 1.7 The National Planning Policy Framework (2019) and the Planning Practice Guidance reinforce the need for a plan-led system based on robust evidence. The AMR uses a series of key national and local planning indicators to monitor performance against the policies in the Councils Local Plan Submission Version 2017. The Council expects to make some modifications to the indicators set out in Appendix 3 of the LPSV in 2020 taking account of the findings of the Local Plan Inspector. It should also be noted that some indicators are suitable for annual reporting whilst others are more meaningful when reported over longer time intervals. Finally, whilst the plan period runs from 2011-2033 for a range of matters, it will be some time following the adoption of the plan before the Council is able to fully understand the performance of the policies due to the time lag in development coming forward on the ground.

## Epping Forest District

- 1.8 Epping Forest District is located on the north eastern edge of London. It covers 33,899 hectares, and comprises 24 parishes. Most people live in the suburban areas of Loughton/Loughton Broadway, Buckhurst Hill,

Chigwell, Epping, Ongar and Waltham Abbey. The rest live in more rural areas including the large villages of Roydon, Nazeing, North Weald Bassett and Theydon Bois.

- 1.9 Some 92.4% of the district currently falls within the Metropolitan Green Belt. It also contains many areas of natural significance such as parts of Epping Forest Special Area of Conservation (SAC) and part of a Special Protection Area (SPA) / Ramsar site within the Lee Valley Regional Park.
- 1.10 A significant proportion of the population commutes out of the district for work, mainly to London. The presence of the Central Line from London to Epping enables a high level of out commuting by public transport. House prices are correspondingly high, and housing affordability is a key issue for the area.

## Policy Context - Adopted Local Plan

- 1.11 The Council's Local Plan was adopted in 1998 and updated in 2006. The adopted Local Plan is now out of date and the emerging Local Plan will replace the policies in the Combined Epping Forest District Local Plan (1998) and Alterations (2006).

## Emerging Local Plan

- 1.12 The Council is preparing a new Local Plan that sets out the Council's strategy for meeting the economic and housing growth needs of the district from 2011 to 2033. It also sets out a number of detailed policies for development management.
- 1.13 The Local Plan is currently the only Development Plan Document included in the Council's Local Development Scheme (LDS).
- 1.14 The emerging Local Plan was approved for publication under Regulation 19 by Full Council at an Extraordinary Council Meeting on 14 December 2017. This Council agreed it would form a material planning consideration for use in determining planning applications.
- 1.15 The Local Plan is at an advanced stage of preparation, and the [Local Plan Submission](#)

[Version](#) (LPSV) was submitted to the Government in September 2018 for examination. An Inspector was appointed and hearings took place between February and June 2019. Initial advice was issued by the Inspector on 2 August 2019 and further work is being undertaken to address the actions identified. It is expected that Main Modifications to the LPSV will be consulted upon during 2020 and following receipt of the Inspector's final report is likely to be adopted by the end of 2020.

## Progress against Local Development Scheme

- 1.16 Progress on the Local Plan is behind the programme based on the timetable in the Council's adopted [Local Development Scheme](#) (LDS) 2018 which stated that the Council was due to receive the Inspectors Report (Regulation 25) in July 2019. This is a result of the extended time for the examination hearings and the need to undertake further work in line with the advice issued in August 2019.



# Neighbourhood Planning

1.17 The latest information on the progress of Neighbourhood Plans within the District can be found on the Neighbourhood Planning section of the [Council's website](#). A Neighbourhood Planning Guidance note was published in April 2017 and is also available on the [Council's website](#).

1.18 There are 10 designated Neighbourhood Planning Areas and 1 made neighbourhood plan in the District (the Moreton, Bobbingworth and the Lavers Neighbourhood Plan which was made by Council on 5 November 2019). There are no Local Development Orders under preparation or made. Table 1 gives an overview of the stage each Parish/Town Council is at in preparing its Neighbourhood Plan.

1.19 Epping Forest District Council has signed a Service Level Agreement with Rural Community Council of Essex to provide advice and assistance to Neighbourhood Planning Groups in producing Neighbourhood Plans over and above that provided by the Council.

Table 1. Progress on Neighbourhood Plans

Parish	Designated	Reg 14 (Consultation)	Reg 15 (Submission)	Reg 16 (Publication)	Examination	Referendum	Made
Moreton, Bobbingworth and the Lavers	✓	✓	✓	✓	✓	✓	✓
Chigwell	✓	✓	✓	✓	✓		
Theydon Bois	✓						
Epping	✓	✓					
Buckhurst Hill	✓						
North Weald Bassett	✓						
Loughton	✓						
Epping Upland	✓						
Waltham Abbey	✓						
Ongar	✓						

## Neighbourhood Planning Areas

### Moreton, Bobbingworth and the Lavers

- 1.20 Moreton, Bobbingworth and the Lavers Parish Council started to prepare a Neighbourhood Plan for the Parish in 2013. A draft plan was produced and consulted upon in 2014 and a further draft plan was produced and consulted on in 2015. The plan was submitted for examination and the Examiner's report was published on 18 May 2016. This recommended that the plan should not proceed to referendum as it did not meet the basic conditions. The Examiner's report was considered at the Cabinet meeting on 21 July 2016 where the Council agreed that the Neighbourhood Plan proposal should be refused and therefore should not proceed to the referendum stage.
- 1.21 Since then the draft plan has been revised by the Parish Council and underwent further consultation in 2017. A revised plan was submitted to the Council on 30 November 2018 and an Independent Examiner was appointed by the Council with the agreement of the Parish Council to examine the draft Plan against the basic conditions set out in the Localism Act 2011 (as amended). The examination took place by way of the written representation procedure. The Examiner's Report was received on 17 June 2019 and recommends that, subject to a number of modifications, the draft MBL Neighbourhood Plan meets the basic conditions and should progress to referendum. On the 11 July 2019 the Council resolved that the Moreton, Bobbingworth and the Lavers Neighbourhood Plan (as modified) should proceed to referendum.
- 1.22 A referendum was held on 26 September 2019 with the question "Do you want Epping Forest District Council to use the Neighbourhood Plan for Moreton, Bobbingworth and the Lavers to help it decide planning applications in the Neighbourhood Area?". 236 (22.5%) of registered electors recorded votes, of which 216 (91.5%) were in favour of 'yes'.

- 1.23 Following this positive referendum outcome, the Council has 'made' the neighbourhood plan on 5 November 2019 and is now part of the development plan for Epping Forest District.

### Chigwell

- 1.24 The Chigwell Neighbourhood Plan was submitted for examination on 7 March 2018. and an independent examiner was appointed to carry out the examination.
- 1.25 At the request of the examiner, a non-statutory exploratory meeting was held on 5 September 2018 to examine issues of a procedural and compliance nature and to initially assess whether the Neighbourhood Plan meets the legislative requirements. The Examiner issued his 'Report to Epping Forest District Council of the Examination of the Chigwell Neighbourhood Plan' on 5 November 2018. He concluded that, as a whole, the plan does not meet the basic conditions required of a Neighbourhood Plan and therefore cannot recommend that the plan should proceed to referendum. The Council accepted the examiner's conclusion and issued a Decision Statement in February 2019 confirming that the plan shall not proceed to the referendum stage.

### Theydon Bois

- 1.26 The Neighbourhood Area was formally designated at Cabinet on the 21 July 2014. Theydon Bois Parish Council are currently preparing their Neighbourhood Plan.

### Epping

- 1.27 The Neighbourhood Area was formally designated at Cabinet on the 6 October 2014.
- 1.28 Epping Town Council published their Regulation 14 Draft Neighbourhood Plan for consultation in June 2018.

### Buckhurst Hill

- 1.29 The Neighbourhood Area was formally designated under delegated powers on the 5 December 2014. Buckhurst Hill Parish Council are currently preparing their Neighbourhood Plan.

### North Weald Bassett

- 1.30 North Weald Bassett applied to designate a Neighbourhood Area on the 8 September 2014. Following a recommendation to revise the boundary of the proposed designated area, a revised Neighbourhood Area was formally designated at Cabinet on the 11 June 2015 for North Weald Bassett.
- 1.31 The North Weald Bassett Neighbourhood Steering Group undertook a consultation exercise in June 2018 through questionnaires delivered to each household.
- 1.32 The Group has also commissioned work to develop Design Guidance and a Heritage and Character Assessment for the area.

### Loughton

- 1.33 The Neighbourhood Area was formally designated on the 1 June 2015. Loughton Town Council is currently preparing their draft Neighbourhood Plan.

### Epping Upland

- 1.34 Epping Upland applied to designate a Neighbourhood Area on the 17 July 2015. Following a recommendation to revise the boundary of the proposed designated area, a revised Neighbourhood Area was formally designated on the 8 October 2015. Epping Upland Parish Council are currently preparing their Neighbourhood Plan.

### Waltham Abbey

- 1.35 Waltham Abbey Parish Council applied to designate a Neighbourhood Area on the 23 November 2015 and a consultation on the proposed designated area took place from the 12 January to the 8 February 2016.
- 1.36 Following the close of the 4 week consultation period, Epping Forest District Council considered all the comments received and prepared a report and recommendation to the Director of Neighbourhoods for a delegated decision, which recommended approval of the Neighbourhood Plan Area Application in March 2016. This was approved.
- 1.37 Waltham Abbey Town Council are currently preparing their Neighbourhood Plan.

### Ongar

- 1.38 An application for an area designation covering the Parish of Ongar was received in May 2017.
- 1.39 Following the close of the 6 week consultation period, Epping Forest District Council considered all the comments received and prepared a report and recommendation to the Director of Neighbourhoods for a delegated decision, which recommended approval of the Neighbourhood Plan Area Application in June 2017. This was approved.
- 1.40 Ongar Town Council are currently preparing their Neighbourhood Plan.

# Duty to Cooperate

## Introduction

- 1.41 The Localism Act (2011) established a Duty to Cooperate in relation to planning for sustainable development. The Duty requires cooperation between local planning authorities, county councils and relevant bodies as specified in the Local Planning Regulations during the preparation of development plan documents and other local development documents.
- 1.42 To support production of the Local Plan and meet the requirements of the Duty to Cooperate, the Council has engaged throughout the plan-making process with its neighbouring authorities and other relevant bodies.
- 1.43 The key forum for cross-boundary cooperation is The Cooperation for Sustainable Development Board known as The Co-op Board. The Co-op Board was established in October 2014 as a mechanism for members to discuss cross boundary issues with neighbouring authorities in the East Herts/West Essex housing market area and beyond. The core membership of the Board comprises representatives from the following authorities:
- i) The East Herts/West Essex Housing Market Area partners (East Herts, Harlow, Uttlesford and Epping Forest District Councils);
  - ii) Hertfordshire and Essex County Councils;
  - iii) Broxbourne Borough Council;
  - iv) Chelmsford City Council;
  - v) Brentwood Borough Council
  - vi) The London Borough of Redbridge;
  - vii) The London Borough of Enfield; and
  - viii) The London Borough of Waltham Forest.
- 1.44 The Greater London Authority (GLA) has 'observer status'. Other organisations are also engaged through the Co-operation Board, including the Corporation of London (Conservators of Epping Forest), the Lee Valley Regional Park Authority and the London Stansted Cambridge Consortium (LSCC). Highways England, Natural England, Homes and Communities Agency, Princess Alexandra Hospital and the Environment Agency are invited to meetings and attend as appropriate.
- 1.45 The Board has agreed Memoranda of Understanding (MoU) for:
- i) Managing the impacts of growth within the West Essex/East Herts Housing Market Area on Epping Forest Special Area of Conservation March 2017,
  - ii) Highways and Infrastructure for the West Essex/East Hertfordshire Housing Market Area March 2017 and;
  - iii) The Distribution of Objectively Assessed Housing Need across the West Essex/East Hertfordshire Housing Market Area March 2017.
- 1.46 In this monitoring year 2018-19 the Board agreed a Memorandum of Understanding for:
- i) The Distribution of Objectively Assessed Employment Need across the West Essex/East Hertfordshire Functional Economic Market Area June 2018
- 1.47 Through ongoing joint work and discussions between local authorities in the West Essex /East Herts Housing Market Area, agreement was reached to align Local Plans as far as possible. All four Local Plans have been aligned to the Plan period of 2011 – 2033, which ensures that a consistent and cooperative approach has been taken to the collation of evidence and planning for future needs.

## Housing and Economic Need

- 1.48 The MoUs on housing and economic needs commits all four Councils (Epping Forest, Uttlesford, East Herts and Harlow District Councils) to meeting their individual needs within their own administrative boundaries for employment land and housing land including need associated with Gypsies and Travellers

and Travelling Showpeople. The MoU provides for an overall need of 51,100 homes across the Strategic Housing Market Area and 51,000 jobs, 10-24 hectares of employment land for office requirements and 678 hectares of employment land for industrial requirements across the Functional Economic Market Area.

## Transport

- 1.49 Transport modelling has formed a key aspect of ongoing joint working through the Board. The modelling has been led by Essex County Council and considers the impacts of planned growth arising from the respective local plans of the four core authorities (East Herts, Harlow, Uttlesford and Epping Forest Districts). To date, the modelling has demonstrated a need to deliver a range of strategic highways measures in order to provide for 14,000 – 17,000 new homes and new jobs in the Harlow area within the Plan period. The Transport Memorandum of Understanding signed by East Herts, Harlow, Epping Forest and Uttlesford District Councils, Hertfordshire and Essex County Councils and Highways England in February 2017 identifies the required mitigation measures and commits the signatories to working together to deliver the schemes during the Plan period.
- 1.50 It should be noted that some of the ‘future actions’ identified within the MoU have now been completed, particularly those that relate to M11 Junction 7a. The MoU will therefore need to be updated periodically to reflect further work undertaken.
- 1.51 Other transport matters have included working with the London Boroughs of Redbridge and Waltham Forest together with Transport for London to understand the capacity on the Central Line. Transport for London held a workshop in July 2017 to provide data to the three authorities in relation to proposed growth and capacity on the Central Line and proposed upgrades to improve capacity. This has recently been tested at the London Borough of Redbridge Local Plan examination.
- ## Harlow and Gilston Garden Town
- 1.52 The Harlow and Gilston area was designated as a Garden Town by central Government in January 2017. In July 2017 governance arrangements were agreed with the setting up of a Garden Town Member Board and Garden Town Officer Group meeting monthly. A Projects Officer and Garden Town Director were appointed, and a series of thematic workstream groups have been created, bringing together officers across the five authorities, to deliver the work of the Garden Town Team.
- 1.53 Following a refresh of the Board’s Governance arrangements, new Term of Reference were agreed on 23 July 2018 and in November 2018, Guy Nicholson was appointed as independent Chair of the Member Board.
- 1.54 The Garden Town Vision and Design Guide have now been formally adopted and the Sustainable Transport Corridor Study has been approved by all the partners. The Garden Town agreed the establishment of a Quality Review Panel in April 2018 and terms of reference are available on the [Council’s website](#).
- 1.55 Further details on the work being undertaken in relation to the Harlow and Gilston Garden Town can be found in the [HGGT Annual Review](#) which covers the 2018/19 monitoring period.
- 1.56 Work is being undertaken with the Princess Alexandra Hospital Trust to assess the suitability of potential sites for relocation of the hospital, including potential relocation to the East Harlow Garden Community site located in Epping Forest District. The hospital has prepared a Strategic Outline Case in order to apply for the necessary funding from Government. Joint working on this issue will continue over the coming months. Subject to this being successful the next stage will be to prepare detailed feasibility studies.
- 1.57 All Councils are committed to working with site promoters and stakeholders to produce Strategic masterplans which will guide development of the Garden Town sites.

### London Stansted Cambridge Consortium

- 1.58 The Councils of Broxbourne, East Herts, Epping Forest, Harlow and Uttlesford form the London Stansted Cambridge Consortium (LSCC) Core Area. This corridor has, over the past decade or more, been the engine of UK growth with its world class industries and businesses. In order to support the aims of the LSCC, the four core Members of the Board have all resolved to include the LSCC's Strategic Vision within their respective Local Plans.

### Epping Forest SAC

- 1.59 Of particular importance within the housing market area, is the potential impact of growth on Epping Forest Special Area of Conservation (SAC). Following the signing of an MOU with neighbouring authorities, a working group was established to put in place an action plan to monitor, manage and mitigate the impacts of development on the air quality in the Forest and the impact as a result of recreational pressures. An interim mitigation strategy for managing the impact of recreational pressure was agreed by the Council on 18 October 2018. An update to the Visitor survey was commissioned in 2019 and will inform the final Mitigation Strategy. Further air quality modelling is also underway following the Epping Forest District Local Plan examination hearings in order to update the Habitats Regulations Assessment (HRA) and agree a mitigation strategy to manage the impacts of air quality on the health of the forest.

### Essex-Wide Joint Working

- 1.60 The Council continued to work closely with Essex County Council (ECC) in the production of the Local Plan and establishment of implementation processes. The County has been engaged extensively with the Council in the preparation of Local Plan policies and production of the Infrastructure Delivery Plan.
- 1.61 Through the Essex Planning Officers Association, the Council also continues to engage positively and constructively with other local planning authorities within the County,

including sharing of best practice and evidence base.

- 1.62 The District is a member of the Locality Board set up by Essex CC and involves senior members from County, District and Local MPs. This meets quarterly and discusses strategic issues.

### Working with Developers and Site Promoters

- 1.63 Two Developer Forums – one for the proposed strategic site allocations around Harlow (now the Garden Town Developer Forum) and one for the proposed site allocations in the rest of Epping Forest District, have been established. The Forum for strategic sites includes representatives from the two Counties, East Herts and Harlow Districts. Where appropriate other infrastructure providers and statutory agencies are invited. These Forums provide a mechanism for ongoing discussions with relevant landowners, site promoters and stakeholders and for the long-term planning and implementation of sites identified for allocation. The Developer Forum provides a basis to produce and agree Statements of Common Ground and/or Memorandum of Understanding and provide an overview of progress and programming of Strategic Masterplans. The terms of reference can be found on [the Council's website](#).
- 1.64 Meetings of the Developer Forums are held when appropriate, to provide updates on the Local Plan, and to help with the development of the Infrastructure Delivery Plan. Regular reports are made to Epping Forest District Cabinet and Select Committees to update on meetings and progress.

### Working with the Community

- 1.65 The Council established a Development Management Forum in April 2018 to facilitate the discussion of large-scale or contentious development proposals. The Forum allows the local community to contribute to shaping development proposals and aims to ensure input from local residents. These are usually held at the pre-application stage and are arranged by the developer of the site.

- 1.66 More information on the work the Council has been doing with partners and neighbouring authorities on cross-boundary issues can be found in the Duty to Cooperate Statement prepared to support the Local Plan Submission Version, which can be found [here](#).
- 1.67 More information in respect of the ways in which the Council engages stakeholders including communities in the planning process can be found in the updated Statement of Community Involvement adopted in 2019 which can be found [here](#).

# Strategic Policies

## Introduction

1.68 This section evaluates the monitoring indicators for the Strategic Policies in the LPSV as set out in Appendix 3.

## Profile of Epping Forest District

### 1. Changes in population breakdown by age and by area

1.69 Based on the most recent data<sup>1</sup>, the population of the District is estimated to be 131,100 in 2018. The estimated number of households was 54,065 in 2017, rising to 54,919 in 2019<sup>2</sup>.

### 2. Changes in household composition by type

1.70 The number of households is projected to rise to 65,969 by 2041.<sup>3</sup> It is projected that the most common type of household by 2041 will be households which consist of two or more adults. The least common type of household is projected to be households with three or more dependent children. By 2041 it is projected that there will be 21,000 one-person households<sup>4</sup>.

### 3. Changes in life expectancy

1.71 The District's life expectancy at birth between 2015 and 2017 was 81 years for males and 84 years for females<sup>5</sup>.

<sup>1</sup> NOMIS: Population estimates – local authority by five year age band.

<sup>2</sup> ONS: 2016-based Household projections for England and local authority districts Table 406 (published 20 September 2018)

<sup>3</sup> ONS: 2016-based Household projections for England and local authority districts Table 406 (published 20 September 2018)

### 4. Indices of multiple deprivation scores, and change over time

1.72 There has been no new data published on Indices of Multiple Deprivation since that set out in the Local Plan Submission Version 2017. The latest data (2015) shows that no areas of the District are ranked within the 10% most deprived nationally (known as the 1<sup>st</sup> decile). Parts of Loughton and Alderton and Waltham Abbey Paternoster wards were ranked within the 20% most deprived (2<sup>nd</sup> decile), with parts of Grange Hill, Waltham Abbey North East and Waltham Abbey High Beach wards in the 30% most deprived (3<sup>rd</sup> decile).

### 5. Overall employment and unemployment rate

1.73 In the period April 2018 to March 2019 79.7% of 16-64 year olds were in employment, which is a decrease from 81.6% recorded in the period March 2017 to April 2018. This is slightly higher than the East of England average of 78.4% and the average for Great Britain at 75.4%.

1.74 Male employment (85.2%) is higher than female employment (74.5%).

1.75 At 18.5%, self-employment makes up a significant proportion of overall employment and is higher than the East of England and Great Britain averages.

1.76 The unemployment rate (3.1%) is lower than the East of England and Great Britain averages, and has stayed stable for the last few years<sup>6</sup>.

<sup>4</sup> ONS: 2016-based Household projections for England, Counties and local authorities Table 420

<sup>5</sup> ONS: Life expectancy at birth and at age 65 years by local areas, UK (12 December 2018)

<sup>6</sup> NOMIS: Labour Market Profile for Epping Forest District for the period April 2018 to March 2019



## 6. Business composition by size

1.77 There were 7,895 enterprises in Epping Forest in 2018. The majority (92%) had 9 employees or fewer.

Table 2 Number of enterprises in Epping Forest District by size

Business Size	No. of enterprises
Micro (0 to 9 employees)	7,225
Small (10 to 49 employees)	560
Medium-sized (50 to 249 employees)	90
Large (250+ employees)	20
Total	7,895

## Lee Valley Regional Park

### 7. Planning permissions and completions within the Lee Valley Regional Park in Epping Forest District

- 1.78 There was 1 additional new home completed within the Lee Valley Regional Park in Epping Forest District within the monitoring year.
- 1.79 Permission for 35 additional new homes were granted within the monitoring year in the Lee Valley Regional Park within Epping Forest District.

## Spatial Development Strategy

### 8. Number of homes completed/permitted on land categories based on Land Preference Hierarchy

- Brownfield within settlement
- Brownfield outside settlement
- Agricultural Land Classification

1.80 The AMR will report on the number of new homes completed/permitted in the above categories in future years.

## Harlow and Gilston Garden Town Communities

- 1.81 Policy SP 4 of the Local Plan Submission Version 2017 sets out the requirements for the three Garden Town Communities located, or part located, within Epping Forest District.
- 1.82 Harlow and Gilston Garden Town requires a coordinated approach across local authority boundaries, necessitating the involvement of a range of partners, including site owners/promoters, local communities, infrastructure providers and other stakeholders.

### 9. Progress, production and endorsement of Strategic Masterplans and/or design codes for the three Harlow and Gilston Garden Town Communities in Epping Forest District

1.83 The Council has initiated a strategic masterplanning process across these strategic sites in the district – Latton Priory, Water Lane and East of Harlow – as set out in the LPSV. During the monitoring year 2018/19 all were at an early stage of development. This process is supported by Planning Performance Agreements which allow resources and time to be dedicated to the sites in order to ensure high quality outcomes and timely delivery. The masterplanning process will help to ensure that development is ‘front-loaded’ so that key planning and design issues are considered and where possible resolved jointly by relevant parties. This process also aims to ensure design quality and sustainability through early engagement with local communities, stakeholders and the Quality Review Panel.

### 10. Number of planning applications received / determined / approved

### within Strategic Masterplan Areas for the Harlow and Gilston Garden Town Communities

- 1.84 There have been four planning applications submitted on land that falls within a Strategic Masterplan area within the monitoring year. These relate to two planning applications for a single new dwellinghouse on separate sites, and two planning applications for redevelopment of a single site for six and seven residential dwelling houses respectively. One planning application for a single new dwelling has been approved.
- 1.85 In line with Local Plan policy, the Council has started work with promoters to secure a commitment to undertake Strategic Masterplans in advance of the determination of these planning applications.

## Strategic Masterplan Areas and Concept Framework Plans

### 11. Progress, production and endorsement of Strategic Masterplans and/or design codes elsewhere in the District.

- 1.86 Outside the Harlow and Gilston Garden Town Strategic Masterplan Areas, the Local Plan Submission Version 2017 identified Strategic Masterplans and Concept Framework Plans to be produced in other areas of significant growth and/or complexity elsewhere in the District.
- 1.87 The following sections set out the progress against each of the strategic masterplans and concept framework plans which are all on track.

### North Weald Bassett Strategic Masterplan Area

- 1.88 The Council has been engaging with the promoters of the five sites that collectively comprise the Masterplan area since Spring 2018. All parties have agreed to work together to produce a Strategic Masterplan to guide and shape development across the Masterplan

Area, setting out the parameters within which the 1,050 new homes will be delivered.

- 1.89 A series of thematic meetings with key stakeholders took place throughout autumn and winter 2018, running into 2019.
- 1.90 The Strategic Masterplan has been to a Quality Review Panel at an early stage of its production and the parties are continuing to make good progress.

### South Epping Strategic Masterplan Area

- 1.91 The Council convened initial introductory meetings with the site promoters during Spring and Summer 2018. Work will continue through the remainder of 2019, to bring forward a draft masterplan.

### Waltham Abbey Strategic Masterplan Area

- 1.92 The Council convened an initial introductory meeting with site promoters in Summer 2018. Work has continued throughout the remainder of 2018 and into 2019 to bring forward a draft masterplan.

### North Weald Airfield Strategic Masterplan Area

- 1.93 In 2016 the Council undertook initial studies to consider the future operational uses of the Airfield. This work identified that the future of the airfield should continue to be linked to aviation related uses and not released for alternative uses.
- 1.94 There are a number of operational issues related to the airfield that could be overcome through redevelopment guided by a Strategic Masterplan. The Masterplan will therefore need to consider how to reconfigure the airfield for optimum aviation use whilst releasing non-essential operational land for alternative employment and leisure floorspace.
- 1.95 The Council as landowner had not started the Masterplanning activity in the monitoring year, however it is expected that this will commence during 2019. As a key landowner in North Weald Bassett, the Council will work closely with the promoters of the North Weald Bassett Masterplan Area to ensure connectivity

between the two areas and the most appropriate location for community facilities.

### West Ongar Concept Framework Plan

- 1.96 An initial meeting has been held with the promoters of sites within the West Ongar Framework area. Work has been ongoing through 2019 to produce the Framework.

### South Nazeing Concept Framework Plan

- 1.97 The Council has commenced work with the site promoters of NAZE.R1, NAZE.R3 and NAZE.R4 to deliver a Concept Framework that will shape development to the South of Nazeing.
- 1.98 Initial work has started to establish the baseline context and opportunities for the sites. This will continue throughout autumn and winter 2019.

## 12. Number of planning applications received / determined / approved within Strategic Masterplan Areas and Concept Framework Areas

- 1.99 There have been no planning applications submitted on land that falls within either a Strategic Masterplan area or Concept Framework area within the monitoring year. In line with Local Plan Policy, the Council has worked with promoters to secure a commitment to undertake Strategic Masterplans/Concept Frameworks in advance of the determination of planning applications, in those areas identified in the LPSV. In future monitoring reports will continue to report progress on masterplans and concept frameworks, and relevant planning applications together with housing delivery on these sites.

# Environment and Design

## Introduction

1.100 This section evaluates the monitoring indicators for the Environment and Design Policies in the LPSV as set out in Appendix 3.

## Development in the Green Belt

### 13. Number of new dwellings completed in the Green Belt (and % brownfield land in the Green Belt)

1.101 The number of new dwellings completed in the Green Belt in the monitoring year was 203 whilst 16 dwellings were lost as a result of applications for demolition/replacement development. Therefore, the net number of new dwellings completed in the Green Belt in the monitoring year was 187.

### 14. Number of new dwellings permitted in the Green Belt (and % brownfield land) where very special circumstances has been demonstrated to outweigh the harm

1.102 The number of new dwellings permitted in the Green Belt in the monitoring year was 225. A loss of 22 dwellings was permitted as a result of applications for demolition/replacement development, therefore the net number of new dwellings permitted in the Green Belt in the monitoring year was 203.

### 15. New Employment floorspace permitted in the Green Belt (and % brownfield land) where very special circumstances has been demonstrated to outweigh the harm

1.103 This will be reported in future AMRs.

### 16. Applications refused on the grounds of harm to the Green Belt (by type and location)

1.104 This will be reported in future AMRs.

## Green Infrastructure and Open Space

### 17. Net gain/loss of public open space

1.105 This will be reported on in future AMRs.

### 18. Net gain/loss of Green and Blue Infrastructure

1.106 This will be reported in future AMRs.

## Natural Environment and Biodiversity

1.107 The District is rich in biodiversity resources. In particular, ancient woodland, veteran trees and water habitats such as water meadows and rivers are prevalent in the District. These include a Special Area of Conservation (Epping Forest) designated for its habitat features and a Special Protection Area (Lee Valley) designated for its support of important bird species (both of which are European sites), national Sites of Special Scientific Interest, Local Nature Reserves and Local Wildlife Sites.

1.108 The District has nine Local Nature Reserves. They include a range of habitats from meadow land to ancient woodland and ponds. Eight are managed by the Council for their biodiversity value and one is managed by the Essex Wildlife Trust.

1.109 The District has 222 Local Wildlife Sites. 79% of them are privately owned. The Council manages 18 of these sites with the aim of increasing biodiversity.

1.110 In future Authority Monitoring Reports, the Council intends to report on a number of indicators relating to the Natural Environment and Biodiversity. These include:

- Net gain/loss in amount / accessibility to natural habitat, areas of biodiversity

(including international, national and local designations)

- Net gain/loss of Epping Forest Buffer Land

## Epping Forest Special Area of Conservation - Mitigation Strategy

- 1.111 Epping Forest District Council is currently working with Natural England, the Conservators of Epping Forest and neighbouring authorities to agree a Mitigation Strategy to address the impact of development on the Epping Forest Special Area of Conservation (SAC) in relation to visitor pressure and air quality.
- 1.112 In future Authority Monitoring Reports, the Council will report on progress in respect of the Mitigation Strategy. This may include progress against the Action Plan for monitoring air quality in the Epping Forest SAC and the monitoring results and projects delivered as a result of the Mitigation Strategy for managing recreational pressure.

## Air Quality

### 19. Change in Air Quality Management Areas

- 1.113 There has been no change to Air Quality Management Areas in the monitoring year

## High Quality Design

- 1.114 The Council is committed to achieving high quality design of new development within the District. A Quality Review Panel (QRP) was established in April 2018 by Epping Forest, Harlow and East Hertfordshire District Councils, to ensure the design and delivery of high quality developments within the Harlow and Gilston Garden Town. A QRP with the same members has also been established for review of major schemes within Epping Forest District. This includes proposals of more than 50 homes/ 5,000 sqm of commercial or other floorspace, and other smaller complex or significant schemes may also be reviewed.

- 1.115 The QRP is made up of 18 design and built environment professionals, and chaired by Peter Maxwell, Director of Design at the London Legacy Development Corporation. The panel provides impartial critical friend advice to the Local Planning Authority and to site promoters. This helps to support the delivery of high quality new places to live and work, in order to meet the needs of existing and future communities. The panel meets regularly to review proposals, and produce feedback. The feedback provided is a material planning consideration that is used to inform decisions on planning applications. The terms of reference for the QRP are available on the [Council's website](#).

- 1.116 In April 2018 the Council established a multi-disciplinary Implementation Team which includes specialist officers in Urban Design/ Architecture, Planning, Landscape, Ecology, S106 Planning Obligations, Sustainability and Land Drainage. The design officers in the Implementation Team work collaboratively with applicants and other key officers such as conservation, trees and landscape, and highways, to ensure high quality design in the masterplanning process of strategic sites. Design officers also provide advice and comments on proposals throughout the district through pre-application and design surgery, with the aim of ensuring quality standards are met, such as Lifetime Homes and National Space Standards.

### 20. Number of proposals (number of homes, amount of floorspace) presented at the Quality Review Panel and the impact this has had on individual proposals.

- 1.117 Within Epping Forest District 21 reviews were undertaken between 1 April 2018 and 31 March 2019:
- 2 reviews of Strategic Masterplans
  - 6 reviews of Strategy / Policy documents
  - 2 reviews of Commercial Sites
  - 2 reviews of Mixed-Use Masterplans

- 2 reviews of Specialist Housing
- 1 review of Housing (50+ units)
- 3 reviews of Housing (under 50 units)
- 3 reviews of related Garden Town masterplans (Gilston)

1.118 The total number of homes included in schemes reviewed was 6,169 and the total amount of commercial floorspace reviewed was 186,096m<sup>2</sup>.

1.119 The impact this has had on proposals includes:

- Improvement in design quality which have been the subject of clear thematic meetings through Planning Performance Agreements, and returned to the QRP for a second or third review. Specific points from meetings and QRP reviews are being noted and addressed clearly by applicants, to show how advice has been taken on board.
- Applicants are preparing for meetings and reviews with more rigour and higher quality in the work they are producing, and are willing to work more collaboratively in respect of design to ensure that a positive approach is adopted.
- Landscape expertise is being sought earlier by applicants, both in terms of inclusion in their design teams and in the advice they seek, which is crucial to ensuring that the Council are achieving landscape-led masterplanning.
- Improved information in respect of sustainability, daylight and sunlight, constraints and opportunities diagrams, and key vision statements, are now being prepared on the majority of large sites, to ensure that baseline context and design quality aspirations are set out and agreed from the start of the planning process.

## 21. Progress on Design Guides, Design Codes and Village Statements

1.120 The Harlow and Gilston Garden Town Vision and Design Guide was prepared and endorsed by all three Local Planning Authorities for the Garden Town (Epping Forest District Council,

Harlow Council, East Hertfordshire District Council) as a material planning consideration in December 2018. These documents set out the ambitions and expectations for high quality and sustainable developments within the Garden Town. This guidance is used by officers, the Quality Review Panel and applicants, to ensure that strategic development coming forward is aligned with the key principles of the Garden Town, to be sustainable, adaptable, healthy and innovative.

1.121 In future Authority Monitoring Reports, the Council intends to report on other indicators relating to High Quality Design. These include:

- Number of/ proportion of homes completed/permitted that meet the Nationally Described Space Standards
- Number of/proportion of homes completed/permitted that meet Lifetime Homes standards

# Housing

## Introduction

1.122 This section evaluates the indicators for the Housing Policies in the LPSV as set out in Appendix 3.

## Housing Delivery

### 22. Net gain/loss of residential development completed by location, tenure and size

1.123 In the 2018/19 monitoring year, 488 (gross) dwellings were completed. 62 dwellings were lost as a result of applications for demolition / replacement development, therefore the net total of new dwellings in the District is 426.

1.124 Figure 1 shows how completions from the 2018/19 monitoring year are distributed across each Parish within the District. 61% of all net dwellings built were located in Waltham Abbey, Loughton, Chigwell and Ongar, reflecting the more densely populated parts of the district. There were fewer completions in the more rural parishes and in the Green Belt.

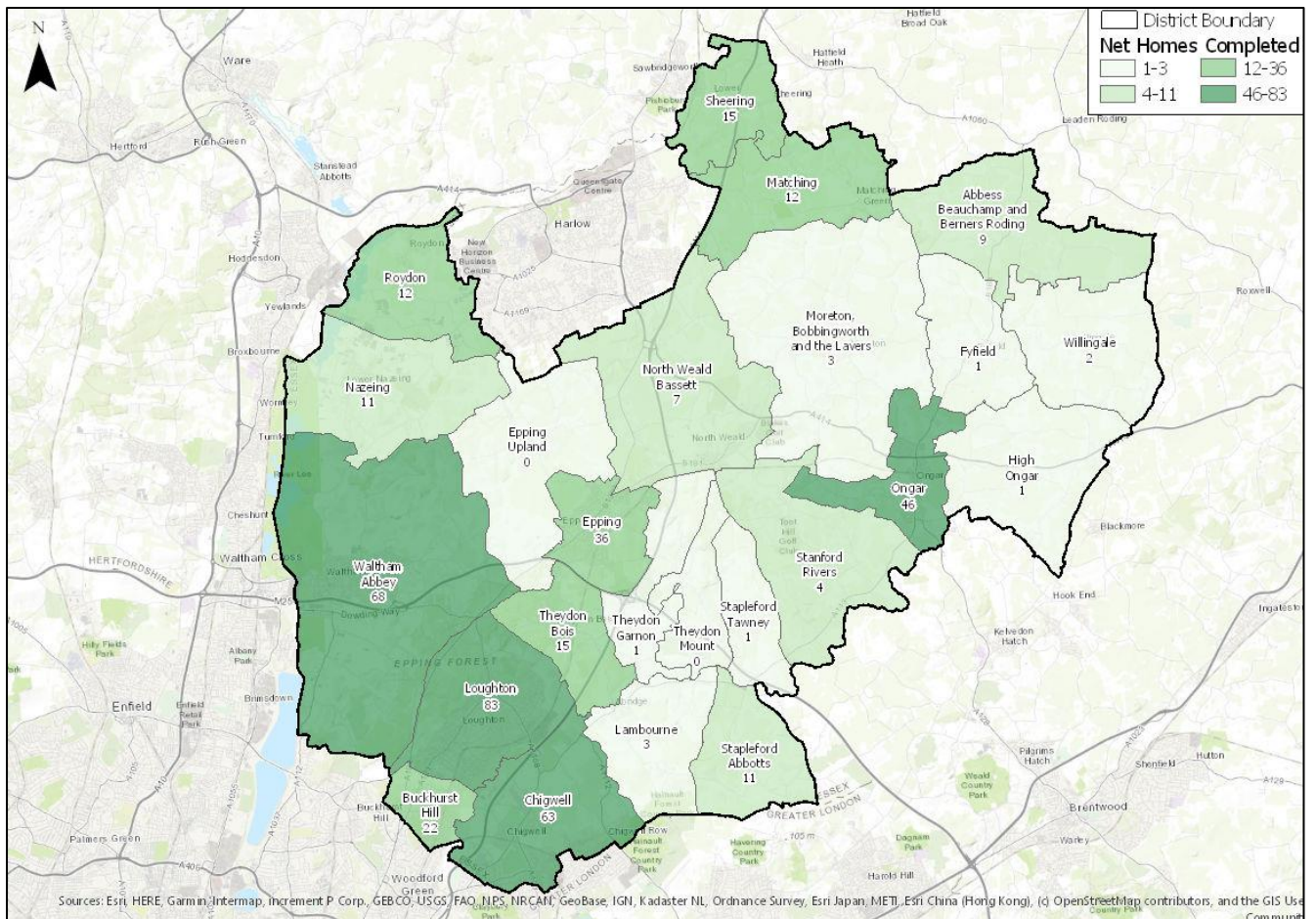


Figure 1. Number of total net dwellings completed by Parish in the 2018/19 monitoring period

1.125 The 426 dwellings completed in 2018/19 bring the total number of dwellings completed since the start of the Local Plan period (2011) to 2,282.

1.126 Figure 2 shows the net number of new homes completed in the District from 2011/12 to 2018/19.

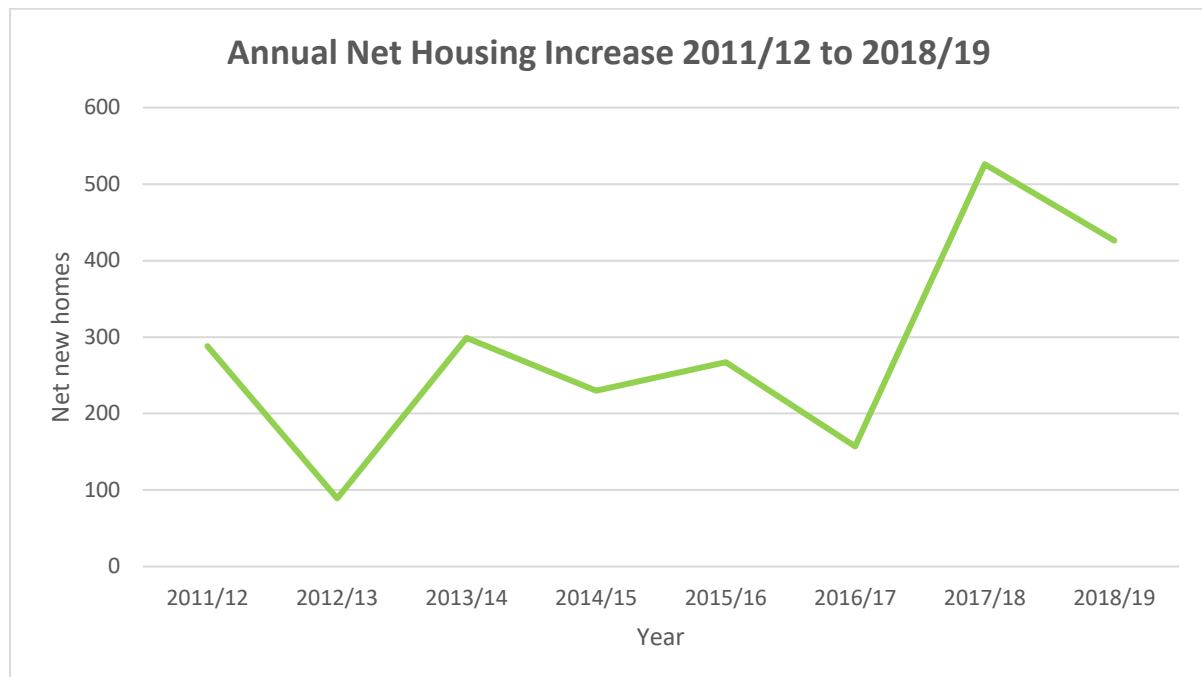


Figure 2. Annual net housing completions

### 23. Net gain/loss of residential development completed on residential site allocation sites

1.127 A total of 36 net new homes were completed on sites which are proposed for residential allocation in the LPSV. These are sites LOU.R10, LOU.R17, CHIG.R1 and CHIG.R3.

### 25. Net gain/loss of residential development permitted on residential site allocations

1.129 39 net new homes were permitted on sites which are proposed for residential allocation in the LPSV. These were sites CHIG.R11 and LOU.R8.

## Housing Land Supply

### 24. Net gain/loss of residential development permitted, by location, tenure and size

1.128 The net number of homes permitted in 2018/19 was 411.

### 26. Housing Development Trajectory

1.130 Information on the Housing Trajectory can be found in the Housing Implementation Strategy Update which was published in January 2019 on the Council's [website](#).



## 27. Five year housing land supply position

1.131 The Council's Five Year Land Supply position is set out in the Housing Implementation Strategy Update which was published in January 2019 and can be found on the Council's [website](#).

## 28. Housing Delivery Test

1.132 The Housing Delivery Test came into force in November 2018 and tests the District's recorded housing delivery over the last three years against the Government's projected household growth for the District for the same period.

1.133 The Council's Housing Implementation Strategy explains the actions being taken to deliver housing in the District, maintain a five year housing land supply and the trajectory to illustrate the expected rate of housing delivery. The results and details of the Housing Delivery Test will be published in future Authority Monitoring Reports.

## 29. Net number of new homes expected on sites included in the Council's Brownfield Register

1.134 The Council published its Brownfield Register in March 2018 which can be found on the [Council's website](#). There are currently 91 sites included in the Brownfield Register, with an established or estimated capacity resulting in 2,143 net new homes.

## Housing Need

### 30. Number of affordable housing units completed

1.135 45 new affordable housing units were completed across the District within the monitoring year. These include a mixture of homes completed through the Council's Housebuilding Programme as well as those provided through private development. This is a decrease compared to the previous monitoring year.

Monitoring Year	Affordable Housing Units
2013/14	9
2014/15	69
2015/16	38
2016/17	0
2017/18	89
2018/19	45

Table 3. Affordable housing units completed by monitoring year

### 31. Number of affordable housing units permitted

1.136 The number of affordable homes permitted across the District in 2018/19 is 23 units.

### 32. Net gain/loss of bungalows (completions and permissions)

1.137 Planning permission granted in 2018/19 would result in the loss of 15 bungalows and their replacement with a new dwelling. Planning permission was granted for the provision of 32 bungalows, many of which are barn conversions. This results in a net number of bungalows granted permission in the monitoring year of 17.

1.138 A net total of 22 bungalows were completed within the monitoring year.

### 33. Number of applications refused due to loss of bungalow (Policy H 1 Part F)

1.139 This will be reported in future AMRs.

### 34. Number of planning permissions granted through the rural exceptions policy.

1.140 This will be reported in future AMRs.

### 35. Number of specialist housing units completed / permitted (C2)

1.141 C2 housing is residential accommodation which provides care for its residents.

1.142 There were no specialist housing units completed or permitted within the monitoring year.

### 36. Number of new homes approved/completed through the self-build, community housing or custom house building

1.143 Planning permission was granted for the replacement of single dwellings on 31 sites in 2018/19. It is assumed that a high proportion of these replacement dwelling applications are developments which are being led by individuals or groups of individuals for their own occupation, and therefore come under the definition of self-build homes as set out in the glossary to the LPSV.

1.144 No new homes have been granted permission or completed for community-led housing schemes within the monitoring year.

### 37. Net gain/loss of traveller caravans and pitches permitted

1.145 There were no traveller caravans or pitches permitted within the monitoring year.

## Heritage Assets

### 38. Net gain/loss of designated Heritage Assets

1.146 There has been no change in the number of Conservation Areas, Scheduled Monuments or Registered Parks and Gardens within the monitoring year.

### 39. Net gain/loss of undesignated Heritage Assets

1.147 No buildings on the Local List of Buildings of Local Historic or Architectural Interest have been lost within the monitoring year, and no additions have been made to the list.

1.148 In order to judge the net gain/loss of undesignated archaeological remains the Historic Environment Record (HER) has been consulted. 65 new sites have been added to the HER indicating the discovery of 65 new undesignated archaeological sites. 108 already

known sites have been updated with additional information. 8 sites have either been evaluated, excavated or recorded so, although not necessarily resulting in their total loss, this indicates the number of sites that have been disturbed or damaged but preserved by record.

### 40. Changes in the Listed Buildings at Risk Register

1.149 There have been no changes to the Listed Buildings at Risk Register in the monitoring year.

### 41. Changes to Conservation Area boundaries

1.150 There have been no changes to the Conservation Areas or their boundaries in the monitoring year.

### 42. Progress on Conservation Area Appraisals and Management Plans

1.151 Progress has been made on the Buckhurst Hill (St John's Conservation Area) Character Appraisal and Management Plan and a public consultation is being planned.

# Economic Development

## Introduction

- 1.152 This section evaluates the monitoring indicators for the Economic Development Policies in the LPSV as set out in Appendix 3.

## Employment Land

### 43. Net gain/loss of employment (B class uses) by Use Class, location (including whether they are in designated/allocated employment sites) and size

- 1.153 There were 40 applications granted in the monitoring year which resulted in a gain or loss of employment floorspace (B class uses).
- 1.154 Of the 40 applications, 19 if implemented, would result in a loss of employment floorspace. The majority of these applications involved the loss of employment space to residential uses.
- 1.155 21 applications if implemented would result in a gain in employment floorspace.
- 1.156 Overall, a net loss of approximately -905m<sup>2</sup> employment floorspace would occur if all permissions were implemented. The greatest loss in employment floorspace would involve use class B1a offices, with a net loss of 6471m<sup>2</sup>, whilst the greatest net gain in employment floorspace would be of 4858 m<sup>2</sup> B8 storage or distribution .

## Town Centres

- 1.157 This section looks at the current health of the Town Centres and Small District Centres identified in Policy E 2 of the Local Plan Submission Version 2017 (LPSV).
- 1.158 Surveys were carried out in all six of the centres – Epping, Loughton High Road,

Waltham Abbey, Loughton Broadway, Ongar and Buckhurst Hill – in September 2019.

- 1.159 The surveys looked at all non-residential uses within the centre boundary as defined in the places policies (P 1-P 12) in the LPSV, checking and updating the use classes and locations against the data from 2018.
- 1.160 The 2019 dataset has been used to assess the Town Centres/Small District Centres in the District against the two indicators set out below and identified in Appendix 3 of the LPSV:

### 44. Net gain/loss of town centre uses by Use Class, location and whether they are located inside or outside of a defined Town Centre

### 45. Changes to proportions of A1 and non-A1 uses within defined Town Centres and Primary and Secondary retail frontages

- 1.161 In 2019, a total 756 non-residential units were recorded within the six town or district centre boundaries. of All non-residential use classes within the town or district centre boundary were recorded, with the majority of high street uses falling into one of the 'A' class categories (see Table 4 for a breakdown of these).

Table 4: Types of A Use Class

Types of A Use Class	Description
A1	Shops (including hairdressers, dry cleaners and funeral directors)
A2	Financial and Professional Services (including banks and estate agents)
A3	Restaurants and Cafes
A4	Drinking Establishments
A5	Hot food takeaways

- 1.162 The centres in Epping Forest District are continuing to provide a dynamic and growing

retail offer. The settlement breakdowns provide an overview of the mix of uses in each Town/District Centre.

found the average retail vacancy rate to be 13.0%. The high street vacancy rates exhibited in Buckhurst Hill, Loughton High Road and Loughton Broadway District are much lower than these average figures and have remained relatively consistent since 2018. The vacancy rates in Ongar, Epping and Waltham Abbey have increased since 2018. Table 5 shows the vacancy rates across the six centres.

## Vacancy Rates

1.163 The vacancy rates for the District are generally positive when compared against national average high street vacancies. In 2019, the bi-annual analysis by the Local Data Company

Table 5: Vacancy Rates 2018 and 2019

Town/District Centre	Number of vacant units 2018	Proportion of overall units	Number of vacant units 2019	Proportion of overall units
Buckhurst Hill	6	6%	6	6%
Ongar	5	6%	12	15%
Epping	10	6%	16	10%
Loughton High Road	12	6%	12	6%
Loughton Broadway	4	7%	5	8%
Waltham Abbey	7	5%	14	11%

## Centre Breakdown

### Buckhurst Hill

#### Summary of Change

1.164 In Buckhurst Hill, the total number of units surveyed in 2019 was 108 and the overall mix of uses stayed largely the same as in 2018. The proportion of Sui Generis<sup>7</sup> uses rose by 1% to form 8% of non-residential uses within the district centre boundary. The proportion of A1 uses decreased from 50% to 47% within the district centre boundary whilst A3 uses increased slightly by 1%. There were no A4 units recorded in the Centre in 2019.

#### Performance against Local Plan Policies

1.165 In the LPSV, Policy P 5 requires that at least 65% of ground floor Primary Retail Frontage and at least 40% of ground floor Secondary Retail Frontage should be maintained within

A1 uses. The percentage of ground floor uses is assessed by measuring the total frontage lengths of A1 units. In Buckhurst Hill, 58% of Primary Frontage is within A1 use, which is below the 65% requirement in Policy P 5. Within the Secondary Frontage, 52% is within A1 use, which is above the 40% policy requirement.

### Ongar

#### Summary of Change

1.166 In Ongar, the total number of units surveyed in 2019 within the identified district centre boundary was 81. The proportion of A1 uses within the district centre boundary overall decreased slightly from 52% in 2018 to 49% in 2019. A2 uses in Ongar decreased from 10% in 2018 to 6% in 2019 whilst A4 and A5 uses

<sup>7</sup> Sui Generis (“of its own kind”) are uses that do not fall within any use class and include betting offices, pay day

loan shops, theatres, petrol stations, taxi businesses and beauty salons.

increased slightly. Sui Generis<sup>8</sup> decreased slightly from 10% to 9%.

#### *Performance against Local Plan Policies*

1.167 In the LPSV, Policy P 4 requires that at least 50% of ground floor Primary Retail Frontage and at least 45% of Secondary Retail Frontage should be maintained within A1 use. The percentage of ground floor uses is assessed by measuring the total frontage lengths of A1 units. In Ongar, 54% of Primary Frontage is within A1 use which exceeds the 50% policy requirement. Within the identified Secondary Frontage, A1 uses represent 48% of the frontage lengths which is also above the 45% requirement.

#### **Epping**

##### *Summary of Change*

1.168 In Epping, the total number of units surveyed in 2019 within the identified town centre boundary was 165. The proportion of A1 uses in Epping decreased slightly from 54% in 2018 to 52% in 2019. A2, A3 and A4 uses in Epping remained relatively the same since 2018 and the proportion of A5 uses in Epping decreased from 6% in 2018 to 4% in 2019.

#### *Performance against Local Plan Policies*

1.169 In the LPSV, Policy P 1 requires that at least 70% of ground floor Primary Retail Frontage and at least 20% of ground floor Secondary Retail Frontage should be maintained within A1 use. The percentage of ground floor uses is assessed by measuring the total frontage lengths of A1 units. In Epping, A1 uses represent 62% of the Primary Retail Frontage length, so there is a current shortfall of A1 uses compared to the policy requirement, although this is an increase of 1% compared with 2018. Of Secondary Retail Frontage, 53% is within A1 use, which is well above the requirement set out in Policy P 1 of 20%.

#### **Loughton High Road**

##### *Summary of Change*

1.170 In Loughton High Road, the total number of units surveyed in 2019 within the identified Town Centre was 212. The proportion of A1

uses within the town centre boundary dropped from 53% in 2018 to 51% in 2019 of non-residential units. The proportion of A2, A4 and A5 uses remained the same as that in 2018 whilst the proportion of A3 uses increased by 2%. The proportion of Sui Generis<sup>9</sup> uses remained the same at 8%.

#### *Performance against Local Plan Policies*

1.171 In the LPSV, Policy P 2 requires that at least 70% of ground floor Primary Retail Frontage and at least 35% of ground floor Secondary Retail Frontage should be maintained within A1 use. The percentage of ground floor uses is assessed by measuring the total frontage lengths of A1 units. In Loughton High Road, 57% of the frontage along Primary Frontage is within A1 use, 13% lower than the policy requirement. Along the identified Secondary Frontage, 29% of uses are within A1 use, which is also lower than the policy requirement although this is a 2% increase compared with 2018.

#### **Loughton Broadway**

##### *Summary of Change*

1.172 In Loughton Broadway, the number of units surveyed in 2019 within the District Centre was 61. The proportion of A1 uses fell from 62% in 2018 to 56% in 2019. The proportion of A2, A3 and A5 uses all rose between 2018 and 2019. There were no A4 uses units recorded in the centre in 2019. The proportion of Sui Generis uses fell by 1% since 2018.

#### *Performance against Local Plan Policies*

1.173 In the LPSV, Policy P 2 requires that at least 60% of ground floor Primary Retail Frontage should be maintained within A1 use. The percentage of ground floor uses is assessed by measuring the total frontage lengths of A1 units. Loughton Broadway has very limited Secondary Retail Frontage, so no policy requirement has been set. A1 uses represent 55% of the total Primary Frontage in Loughton Broadway, which is below the policy requirement.

<sup>8</sup> Ibid footnote 7

<sup>9</sup> Ibid footnote 7

## Waltham Abbey












### Summary of Change

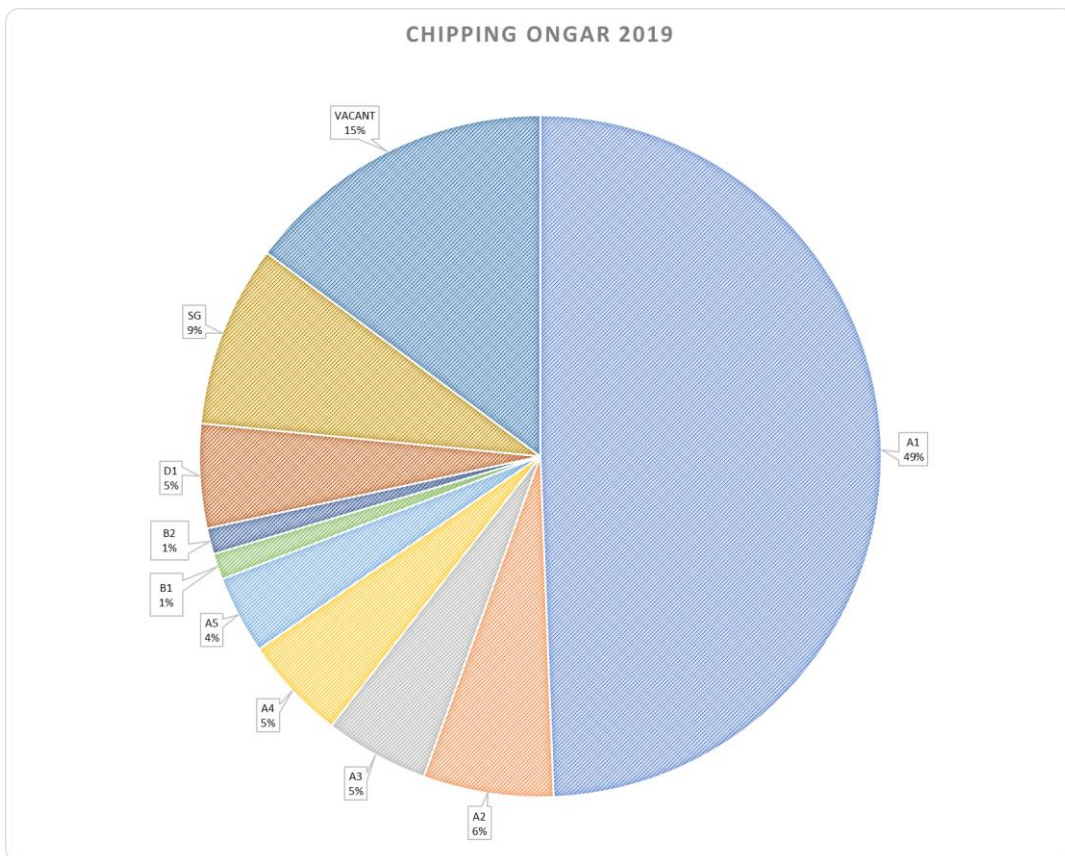
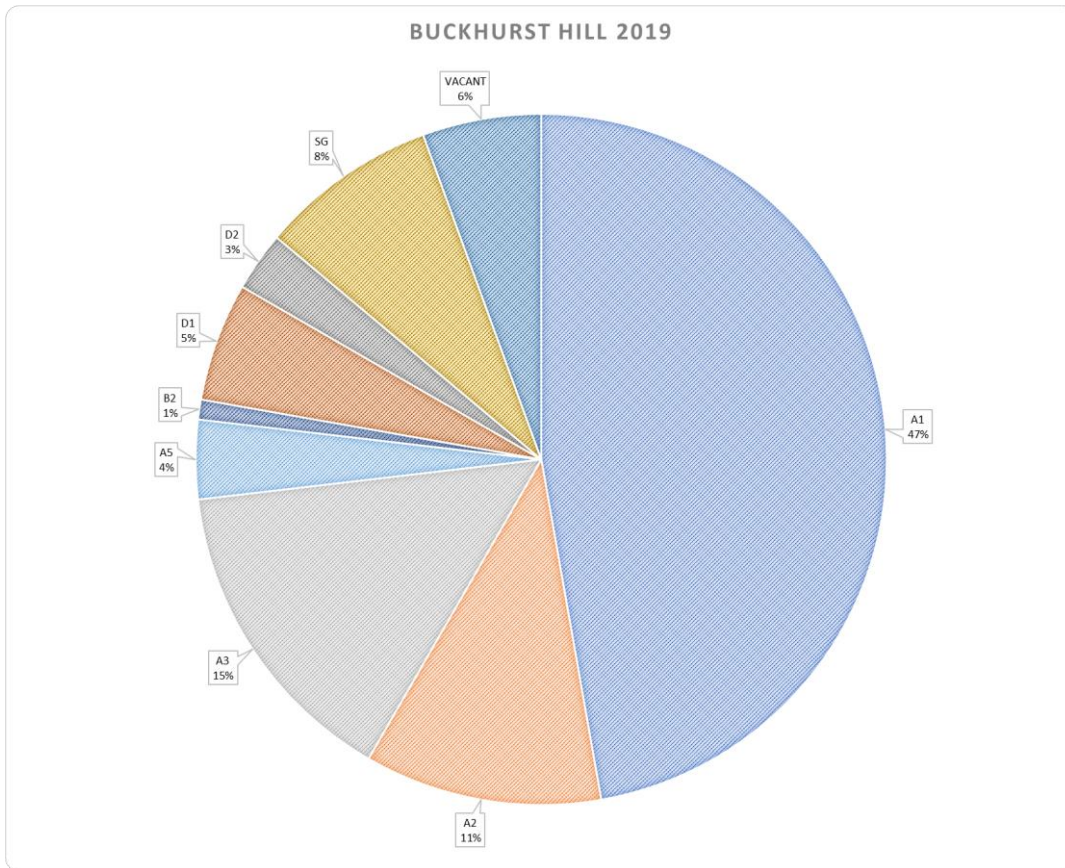
1.174 In Waltham Abbey, the number of units surveyed in 2019 within the District Centre was 128. The proportion of A1 uses within the centre boundary fell slightly from 43% in 2018 to 39% although this only represents a loss of 1 unit between 2018 and 2019. The proportion of A2 uses rose by 1% whilst the proportion of A3 and A4 uses remained the same as in 2018. The proportion of units in A5 use decrease by 1%. The proportion of Sui Generis uses also decreased by 2% between 2018 and 2019 to 11%.

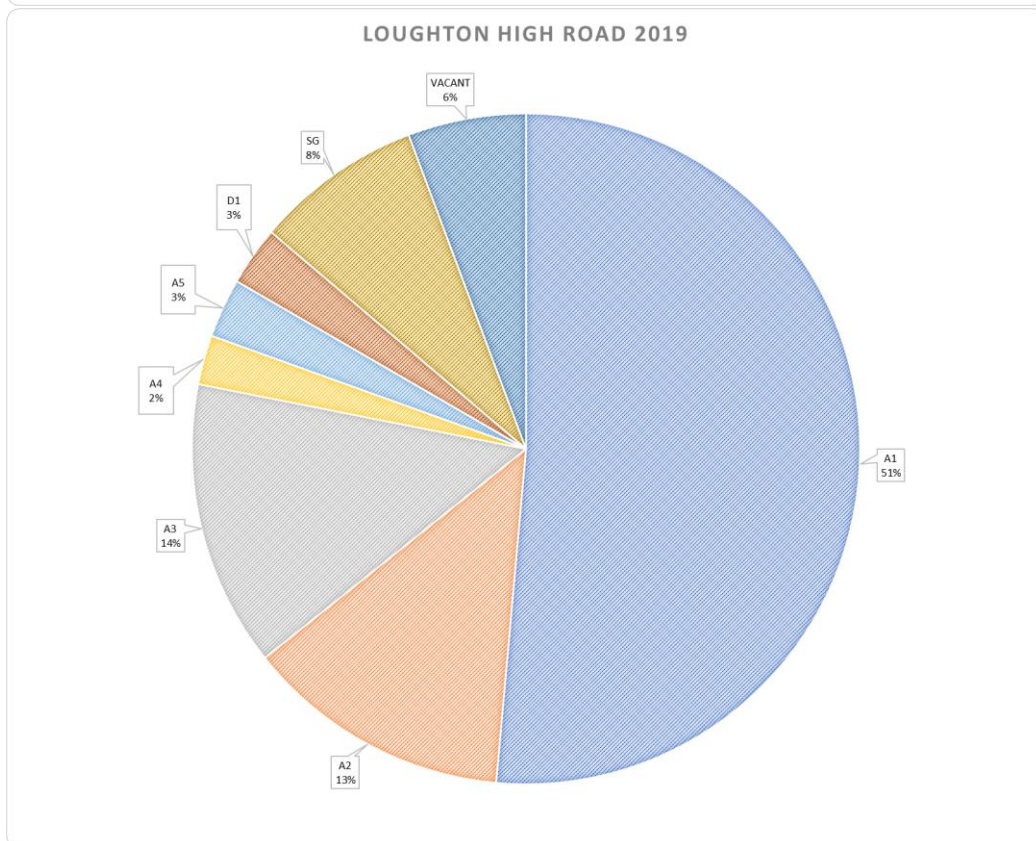
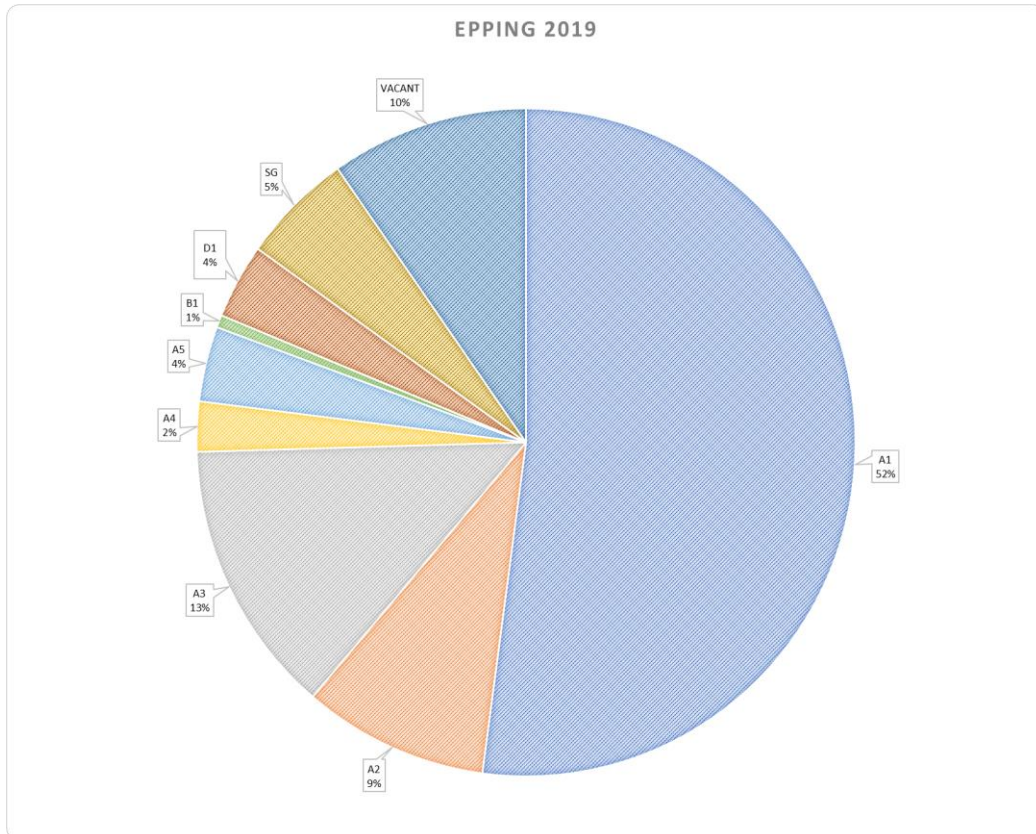
### Performance against Local Plan Policies

1.175 In the LPSV, Policy P 3 requires that at least 40% of the ground floor Primary Retail Frontage and at least 25% of the ground floor Secondary Retail Frontage should be maintained within A1 use. The percentage of ground floor uses is assessed by measuring the total frontage lengths of A1 units. In Waltham Abbey, 44% of the Primary Frontage is within A1 use, slightly over the policy requirement. Along Secondary Frontage, 31% is within A1 use which exceeds the required level set in Policy P 3.

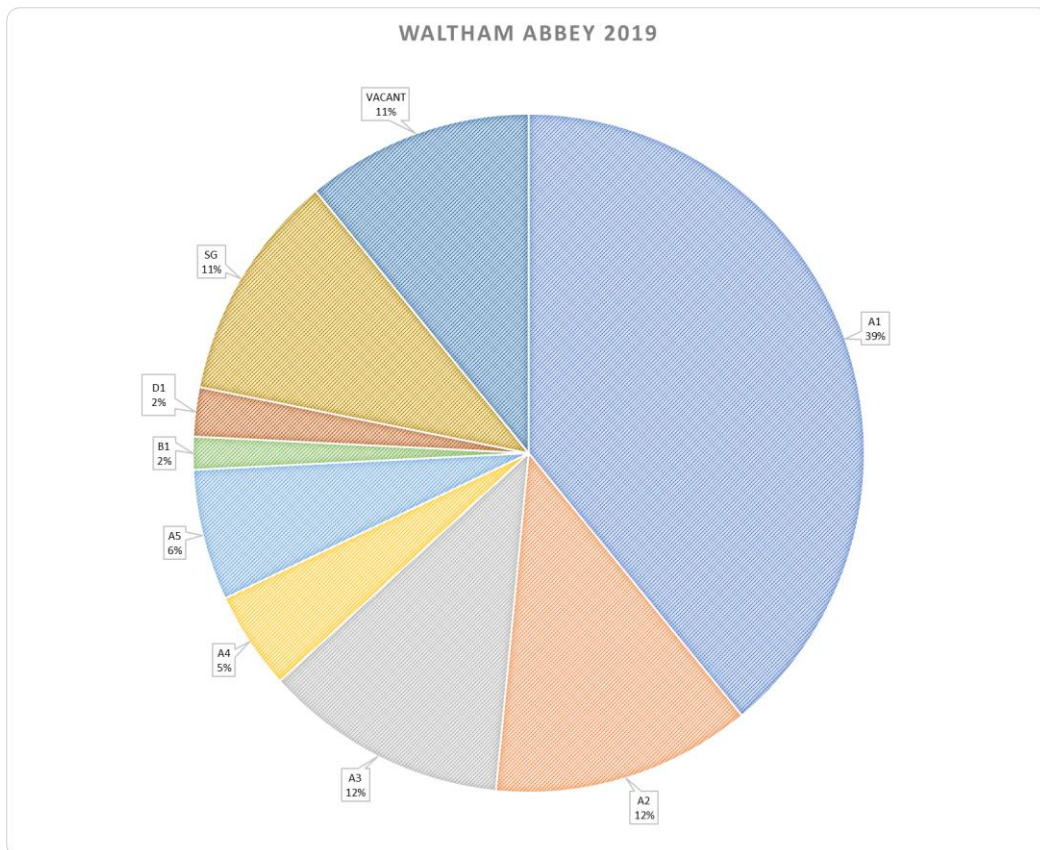
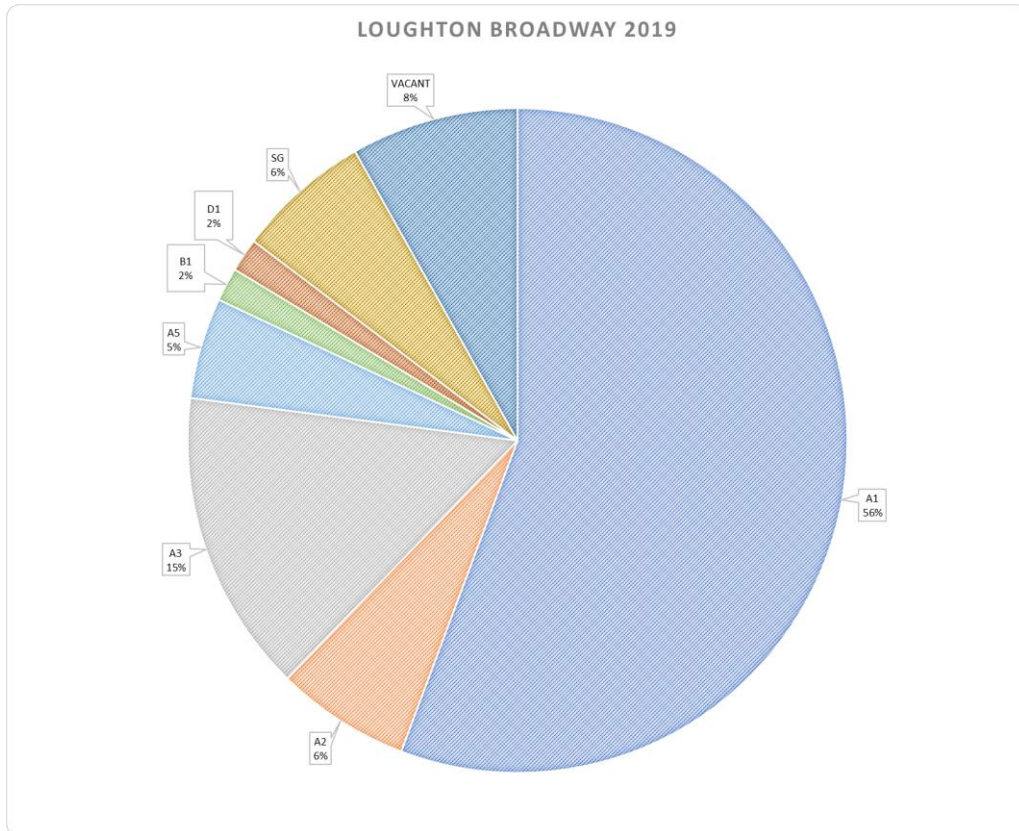
1.176 The charts below show the mix of use classes in the town or district centres in 2019. Please use the following key for the pie charts:

 A1	 A2	 A3	 A4
 A5	 B1	 B2	 D1
 D2	 SG	 Vacant	
A1 - Shops (including hairdressers, dry cleaners and funeral directors)			
A2 - Financial and Professional Services (including banks and estate agents)			
A3 - Restaurants and Cafes			
A4 - Drinking Establishments			
A5 - Hot food takeaways			
B1 - Business (including offices and light industry).			
B2 – General Industrial			
D1 – Non-residential institutions (including nurseries, day centres, libraries)			
D2 – Assembly and leisure (including cinemas, bingo halls)			
Sui Generis – Other uses (includes betting offices, shops, pay day loan, beauty salons)			
Vacant units			









## Permissions

- 1.177 There were ten applications permitted within the monitoring year, within the Town Centre Boundaries as defined in the LPSV, which involve a gain or loss in centre uses.
- 1.178 In Ongar, there was one permission granting change of use from A1 to A3 use and alterations to the shopfront however no loss of floorspace was proposed.
- 1.179 In Waltham Abbey there were two applications for the change of use from A1 (shops) to other uses. One application for the change of use to D1 and the other was for the change of use to Sui Generis. In total this would result in a loss of approximately 88m<sup>2</sup> of A1 floorspace within the defined town centre boundary, if implemented.
- 1.180 In Epping, there were two applications granted for change of use. Permission was granted for the ground floor change of use from mixed A1/A3 to service office and another application for the change of use from A1 to Sui Generis use. In total this would result in a loss of approximately 80 m<sup>2</sup> of A1/A3 floorspace, if implemented.
- 1.181 In Buckhurst Hill there was one application granted for the change of use from A1 to Sui Generis. This would result in the loss of approximately 20m<sup>2</sup> of A1 floorspace, if implemented.
- 1.182 In Loughton Broadway, permission was granted for the change of use of part of the ground floor of an A1 unit to A3 use. The loss of A1 floorspace would be minimal as the majority of the shop would still operate as A1 use, if implemented.
- 1.183 In Loughton there were three applications granted which would result in the change of town centre uses. One application was for the continued use as A3 for a unit which had temporary permission for two years for a change of use from A1 to A3. Another application was granted for the change of use of A1 to part A1 and part D1. The third application was for the change of use from A1 to A3 use which alone would result in a loss of approximately 100m<sup>2</sup> of A1 floorspace, if implemented.

## Glasshouses

### 46. Net gain/loss in land area and floorspace of new glasshouses constructed, by location, floorspace and location of new ancillary facilities for glasshouses

- 1.184 The Council approved three planning applications within the monitoring year that, if implemented, would result in the loss of approximately 4,779m<sup>2</sup> of glasshouse floorspace. The application sites were located in Epping, Nazeing and Waltham Abbey. Two of the applications were for the loss of glasshouse floorspace to B uses and one was for residential development. On one site the glasshouses were vacant, on another the site was a small scale use and on the third the loss was for operational purposes.
- 1.185 There were no planning applications permitted within the monitoring year which would result in an increase of glasshouse floorspace.
- 1.186 Planning permission was also granted within the monitoring year for the conversion of two packing sheds to residential dwellings. One in Waltham Abbey and one in Nazeing.

## Visitor Economy

### 47. Net number of tourist accommodation by bedspaces, location and type (hotel, B & B, lodges, camp site pitches/caravans)

- 1.187 There were two applications permitted in the monitoring year for tourist accommodation. One application was for the use of two bedrooms within a dwelling for bed and breakfast accommodation in Sheering and the second application was for 6 hotel letting rooms in Roydon.

# Infrastructure and Movement

## Introduction

- 1.189 This section evaluates the monitoring indicators for the Infrastructure Policies in the LPSV as set out in Appendix 3.

## Infrastructure Delivery

### 48. Progress against the Infrastructure Delivery Plan

- 1.190 Alongside the production of the LPSV 2017, the Council produced a number of evidence based reports to supplement the Infrastructure Delivery Plan and which support the policy and Infrastructure requirements for the future
- 1.191 In October 2018 the Council published an [Infrastructure Delivery Plan Topic Paper](#) that provides a high-level framework for the apportionment and pooling arrangements for key infrastructure including highways, public transport, education, health, open space, sports, green infrastructure and community facilities.
- 1.192 The Council has also published supplementary up to date evidence in relation to the Infrastructure delivery requirements in the form of IDP Topic Papers on Education and Highways and the provision of sports facilities. Further work is ongoing to provide further detailed requirements for other forms of infrastructure.
- 1.193 The Council has produced guidance on the approach to seeking developer contributions. At the Cabinet meeting on 11 July 2019 the [Delivering infrastructure in the District: Developer Contributions Strategy](#) was adopted. The strategy has been put in place to ensure consistent delivery of infrastructure in the District and sets out the approach and the arrangements required to ensure the sustainability and long-term stewardship of the development. It provides a framework for the consideration of proposals to ensure that the

- appropriate infrastructure is realised in accordance with the policies in the Local Plan
- 1.194 On 18 April 2019, the Council published supplementary documentation in relation to the provision of infrastructure for the Harlow and Gilston Garden Town (HGGT): HGGT Guidance Note, Infrastructure Delivery Plan & Appendix and Strategic Viability Assessment and Appendices.

### 49. Net gain/loss of essential facilities, school places, GP places, community uses, leisure and cultural facilities by location

- 1.195 This will be reported in future AMRs and losses will be reported where this involves a planning application.

### 50. Amount of developer contributions secured and collected

- 1.196 There were five Section 106 agreements secured in the monitoring year totalling £642,304. The sums collected are as follows: £50,000 for maintenance of public open space, £327,756 for affordable housing provision and £264,548 for education provision.
- 1.197 Payments totalling £32,000 (plus indexation £7,190) were also received from contributions that should have been collected in previous years.
- 1.198 Contributions towards the Interim Mitigation Strategy to manage the impact on recreational pressure on Epping Forest Special Area of Conservation totalling £14,432 were secured of which payment of £14,080 has been received. Under the Interim Approach Contributions of £352 per additional dwelling are sought from individual residential development schemes within 0-3 kms of the Epping Forest SAC boundary
- 1.199 In accordance with the CIL Regulations 2019 the Council will also be required to publish an annual 'Infrastructure Funding Statement' that will include details of how much money has been raised through developer contributions

and how the money has been spent. The first statement must be published by 31 December 2020.

### **51. Number of Transport plans approved by location and land use type**

1.200 This will be reported in future AMRs.

### **52. Number of new electric car charging points permitted, by location, land use type, and planning application site**

1.201 Policy T 1 requires all new development with parking provision to provide access to electric car charging points. This number of new charging points delivered will be reported in future AMRs.

### **53. Net gain/loss of local fuel filling stations and car repairs facilities.**

1.202 This will be reported in future AMRs.

# Climate Change and Flood Risk

## Introduction

- 1.203 This section evaluates the monitoring indicators for the Climate Change and Flood Risk Policies in the LPSV as set out in Appendix 3.

## Flood Risk

### 54. Number of homes / development (floorspace) completed in flood risk zones 2, 3a and 3b by use class and flood risk compatibility

- 1.204 No new homes were completed on sites within flood zones 2 or 3 within the monitoring year.

### 55. Number of planning permissions (and number of homes, amount of floorspace permitted) in flood risk zones 2, 3a and 3b by use class and flood risk compatibility

- 1.205 9 (net) new homes were granted permission on sites located or partially located within flood zone 2 or 3 within the monitoring year.
- 1.206 These applications were subject to Flood Risk Assessments where necessary.
- 1.207 Government policy states that development in flood zones 2 or 3 requires a Sequential Test to

make sure that development in areas that are not constrained by flooding are prioritised. All residential site allocations in the LPSV, as well as a large number of other potential residential sites identified by the Council, have already been subject to a Sequential Test as part of the Site Selection Process in 2016 and 2017. The documentation can be found [here](#).

## Sustainable Drainage

### 56. Number and location of sustainable drainage schemes approved for major development proposals

- 1.208 There were 5 major developments approved between 1 April 2018 and 31 March 2019. The definition of which can be found in [Appendix 1](#) of the LPSV. All 5 have had SuDS (Sustainable Drainage Systems) approved at planning stage or via a discharge of condition application.

### 57. Number and location of developments contributing to maintenance of watercourse infrastructure, including watercourse re-naturalisation or flood storage areas.

- 1.209 There were no developments granted during the monitoring period that have financially contributed to the maintenance of watercourse infrastructure nor any developments that have substantially increased their watercourse re-naturalisation as a result of a planning application.

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Planning Policy

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