

Epping Forest District Council

Authority Monitoring Report

2017 - 2018



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Executive Summary

- 1.1 The Town and Country Planning (Local Planning) (England) Regulations 2012 sets out the requirements of Local Authorities with respect to Authority Monitoring Reports (AMR). The AMR is a detailed assessment of performance against local and national policy.
- 1.2 The Epping Forest District AMR covers the period 1 April 2017 – 31 March 2018, and where applicable includes more up to date information to August 2018. This 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 Planning and Duty to co-operate and data relating to strategic policies, Environment and Design, Housing, Economic Development, Infrastructure and Movement and Climate Change and Flood Risk.
- 1.4 The report sets out the indicators monitored this year as well as those to be reported on in future years in line with the indicators set out in Appendix 4 of the LPSV. The indicators will be monitored to assess the effectiveness of policies set out in the LPSV.
- 1.5 Some of the key findings from the 2017/18 monitoring year are set out below:

Key findings of the Authority Monitoring Report 2017/18

Housing

+	<p>Net new homes completed</p> <p>526 net new homes completed across the District</p>
+	<p>Net new affordable homes completed</p> <p>89 net new affordable homes completed across the District</p>
+/-	<p>Net new affordable homes permitted</p> <p>33 affordable homes permitted within the monitoring year</p>
+	<p>Specialist Housing</p> <p>38 retirement living apartments completed within the monitoring year</p>
+	<p>Brownfield Register</p> <p>91 sites included on the Council's Brownfield Register</p>



Masterplanning and Design

- +**

Strategic Masterplans
Strategic Masterplanning process initiated across four areas in the District, including Harlow and Gilston Garden Town
- +**

Quality Review Panel
A Quality Review Panel has been successfully established to ensure development that comes forward is of the highest quality in terms of architecture and planning



Environment

- +**

Managed Open Space
A new managed open space provided at St John's School, Epping
- +/-**

Epping Forest SAC
Progress has been made to prepare an interim strategy for mitigating impacts on Epping Forest Special Area of Conservation, but the strategy is not yet agreed
- +/-**

Air Quality
No change to Air Quality Management Area



Economic Development

- +**

Glasshouse Industry
Net gain of approximately 61,000m² of glasshouse floorspace approved across the District
- +/-**

Town Centres
The proportion of ground floor units within town centres in retail or food & drink uses is largely unchanged, while vacancies rates remain low at around 3%.

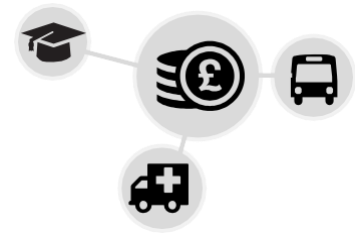
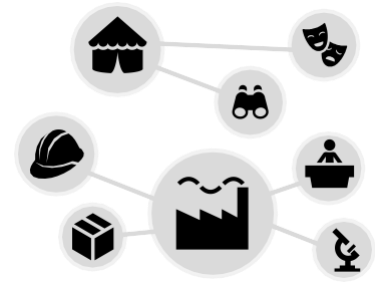


+/-	<p>Visitor Accommodation No new application granted for gain or loss of visitor accommodation</p>
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+/-	<p>Employment Land 48 applications involving gain or loss of employment floorspace permitted, resulting in no significant net gain or loss of employment floorspace overall</p>
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Infrastructure

+	<p>Developer Contributions Ten section 106 agreements secured, resulting in total payments of over £5 million for infrastructure provision</p>
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Introduction

- 1.6 Regular monitoring is essential in order to establish whether the Council is bringing forward growth in accordance with the policies in the Local Plan. The Town and Country Planning (Local Planning) (England) Regulations 2012 sets 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 2017 to 31 March 2018 – the 2017/18 financial year.
- 1.7 The National Planning Policy Framework (2018) and the Planning Practice Guidance reinforces 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 council's new Local Plan.

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 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).

New 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 the only Development Plan Document included in the Council's Local Development Scheme (LDS).
- 1.14 The Local Plan is at an advanced stage of preparation, and the [Local Plan Submission Version](#) was submitted to the Government in September 2018 for examination by the planning inspectorate. Following examination, the plan will likely require minor updates before being adopted as the District's planning policy. This is expected to take place in 2019.
- 1.15 The Local Plan was approved for publication under Regulation 19 by Full Council at an Extraordinary Council Meeting on 14th December 2017 and agreed it would form a material planning consideration.

Progress against Local Development Scheme

- 1.16 Progress on the Local Plan is slightly behind the programme based on the timetable in the Council's adopted [Local Development Scheme](#) (LDS) 2017 which states that the Local Plan should have been submitted to the Planning Inspectorate for Examination in March 2018.

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 no made Neighbourhood Plans or Neighbourhood Development Orders in the District. There are 10 designated Neighbourhood Planning Areas. 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 An application for an area designation covering the Parish of Moreton, Bobbingworth and the Lavers was approved at Cabinet on the 29 July 2013. Moreton, Bobbingworth and the Lavers Parish Council consulted residents and other interested stakeholders on their pre-submission draft Neighbourhood Plan through a consultation which ran from 14 January - 24 March 2014, followed by a further six week pre-submission consultation which ran from 5 January – 19 March 2015.
- 1.21 Following submission, the Neighbourhood Plan was considered by an independent examiner who provided his report in May 2016. The Examiner made a number of recommendations proposing amendments to the Plan.
- 1.22 The parish council has subsequently considered the Examiners Report, and undertook a Regulation 14 consultation which ran until January 2018 on an updated Draft Neighbourhood Plan.
- 1.23 The parish council is now considering the responses made to this consultation, and if necessary will make the relevant changes before formally submitting the Neighbourhood Plan to Epping Forest District Council.

Chigwell

- 1.24 An application for an area designation covering the Parish of Chigwell was received in November 2013. A six week consultation on the proposed neighbourhood area was undertaken in February 2014. The Neighbourhood Area was formally designated at Cabinet on the 3 March 2014.
- 1.25 Chigwell Parish Council published their Regulation 16 Plan to invite representations for 6 weeks in May 2018.

1.26 The Chigwell Neighbourhood Plan has now been submitted for examination and an independent examiner has been appointed.

1.27 Full details on progress and current status of the Neighbourhood Plan can be found on the [Council's website](#).

Theydon Bois

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

Epping

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

Buckhurst Hill

1.31 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

- 1.32 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.
- 1.33 The North Weald Bassett Neighbourhood Steering Group undertook a consultation exercise in June 2018 through questionnaires delivered to each household.
- 1.34 The Group has also commissioned work to develop Design Guidance and a Heritage and Character Assessment for the area.

Loughton

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

Epping Upland

- 1.36 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

- 1.37 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.
- 1.38 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 take to the Director of Neighbourhoods for a delegated decision, which recommended approval of the Neighbourhood Plan Area Application in March 2016.
- 1.39 Waltham Abbey Town Council are currently preparing their Neighbourhood Plan.

Ongar

- 1.40 An application for an area designation covering the Parish of Ongar was received in May 2017.
- 1.41 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 take to the Director of Neighbourhoods for a delegated decision, which recommended approval of the Neighbourhood Plan Area Application in June 2017.
- 1.42 Ongar Town Council are currently preparing their Neighbourhood Plan.

Duty to Cooperate

Introduction

- 1.43 The Localism Act (2011) established a Duty to Cooperate in relation to the 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.
- 1.44 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.
- 1.45 The key forum for cross-boundary cooperation is The Cooperation for Sustainable Development Board. The Coop 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 beyond¹. 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

¹ Terms of Reference for the Cooperation for Sustainable Development Board are available on the Council's website at www.eppingforestdc.gov.uk/planningourfuture

- vi) The London Borough of Redbridge;
 - vii) The London Borough of Enfield; and
 - viii) The London Borough of Waltham Forest.
- 1.46 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.
- 1.47 In this monitoring year 2017-2018 and beyond, the Board has agreed Memoranda of Understanding 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
 - iii) The Distribution of Objectively Assessed Housing Need across the West Essex/East Hertfordshire Housing Market Area March 2017 and;
 - iv) The Distribution of Objectively Assessed Employment Need across the West Essex/East Hertfordshire Functional Economic Market Area. This has been agreed by all local authorities and is expected to be signed in June 2018
- 1.48 Through ongoing joint work and discussions between local authorities in the West Essex /East Herts Housing Market Area, agreement has been 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

- 1.49 The MoUs on housing and economic needs commits all four Councils (Epping Forest DC,

Uttlesford, East Herts and Harlow) 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.

Harlow and Gilston Garden Town

- 1.50 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.
- 1.51 A significant amount of work has been undertaken in the monitoring year. Many of the priorities identified in the expression of interest for the Garden Town have been progressed. Work on the Spatial Vision, Design Charter and Sustainable Transport Corridor Study has been progressed and are due for completion at the end of 2018. The Garden Town has agreed the establishment of a Quality Review Panel terms of reference which is available on the [Council's website](#).
- 1.52 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.
- 1.53 All Councils are committed to working with site promoters and stakeholders to produce Strategic masterplans which will guide development of the Garden Town sites.

Epping Forest SAC

- 1.54 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 has been 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 update to the Visitor survey was commissioned to provide up to date information to inform a Mitigation Strategy. This strategy will set out requirements for financial contributions to be made corresponding to relevant planning proposals. The London Boroughs of Waltham Forest and Redbridge have been invited to join this work as the two other competent authorities. This work is not yet complete. Further air quality modelling is also underway, in order to better understand the impacts of air quality on the health of the forest.

Essex-Wide Joint Working

- 1.55 The Council has, and continues to work closely with Essex County Council (ECC) in the production of the Local Plan and establishment of implementation processes. ECC has engaged extensively with the Council in the preparation of Local Plan policies and production of the Infrastructure Delivery Plan.
- 1.56 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.
- 1.57 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

- 1.58 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 the 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 basis 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 Memoranda 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 www.eppingforestdc.gov.uk/planningourfuture
- 1.59 Meetings of the Developer Forums are held quarterly and have been used to provide updates on the Local Plan, and to help with the development of the Infrastructure Delivery Plan. Regular reports are made to Neighbourhood Select Committee to update on meetings and progress.
- 1.60 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](#).

Strategic Policies

Introduction

- 1.61 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

- 1.62 Based on the most recent data², the population of the District is estimated to have increased from 129,900 in 2016 to 132,000 in 2018, which is an increase of 2,100 persons. The estimated number of households was 53,631 in 2016, rising to 54,515 in 2018³

2. Changes in household composition by type

- 1.63 The number of households is projected to rise to 65,438 by 2041. All household types are expected to increase in number, however it is expected that the proportion of households comprising one person, a couple and one or more other adult, households with dependent children and 'other households' is expected to drop, while the proportion of households comprising a couple and no other adult is expected increase up to 2039⁴.

² ONS: 2016-based subnational population projections (published 24 May 2018).

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

⁴ ONS: 2014-based Household projections for England and local Authority districts Table 420

3. Changes in life expectancy

- 1.64 The District's life expectancy at birth has risen between 2000 and 2014 from 77 to 80 for males and from 81 to 84 for females⁵.

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

- 1.65 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 1st decile). Parts of Loughton and Alderton and Waltham Abbey Paternoster wards were ranked within the 20% most deprived (2nd decile), with parts of Grange Hill, Waltham Abbey North East and Waltham Abbey High Beach wards in the 30% most deprived (3rd decile).

5. Overall employment and unemployment rate

- 1.66 81.6% of 16-24 year-olds are in employment, which increased from 75.5% recorded in the period July 2016 to July 2017. This is slightly higher than the East of England average of 77.6% and the average for Great Britain at 75.0%.
- 1.67 Male employment (85%) is higher than female employment (78.2%).
- 1.68 At 16.4%, self-employment makes up a significant proportion of overall employment and is higher than the East of England and Great Britain averages.
- 1.69 The unemployment rate (3.5%) is lower than the East of England and Great Britain averages, and has stayed stable for the last few years⁶.

6. Breakdown of jobs by industry and SIC classification

- 1.70 This will be reported in future AMRs.

⁵ ONS: Local authorities in England and Wales ranked according to life expectancy at birth and at age 65 respectively (published 4 November 2015)

⁶ NOMIS: Labour Market Profile for Epping Forest District for the period March 2017 to April 2018.

7. Business composition by size

1.71 This will be reported in future AMRs.

8. Changes in house price by size and by area

1.72 This will be reported in future AMRs.

9. Change of household income

1.73 This will be reported in future AMRs.

Lee Valley Regional Park

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

1.74 There were 8 net new homes completed within the Lee Valley Regional Park in Epping Forest District within the monitoring year.

1.75 Permission for 7 net new homes was granted within the monitoring year within the Lee Valley Regional Park in Epping Forest District.

Spatial Development Strategy

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

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

1.76 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

1.77 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.

1.78 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.

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

1.79 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. This proactive 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.

13. Number of planning applications received / determined / approved within Strategic Masterplan Areas for the Harlow and Gilston Garden Town Communities

1.80 There have been no planning applications submitted on land that falls within a Strategic Masterplan area within the monitoring year. 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 submission of planning applications.

Strategic Masterplan Areas and Concept Framework Plans

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

- 1.81 In addition to the Harlow and Gilston Garden Town Strategic Masterplan Areas, the Local Plan Submission Version 2017 identifies Strategic Masterplans and Concept Framework Plans to be produced in other areas of significant growth and/or complexity elsewhere in the District.
- 1.82 The following sections, along with Table 2 set out the progress against each of the strategic masterplans and concept framework plans.

North Weald Bassett Strategic Masterplan Area

- 1.83 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.
- 1.84 A series of thematic meetings will be taken forward throughout autumn and winter 2018, running into early 2019.

South Epping Strategic Masterplan Area

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

Waltham Abbey Strategic Masterplan Area

- 1.86 The Council convened an initial introductory meeting with site promoters in Summer 2018. Work will continue through the remainder of 2018, to bring forward a draft masterplan.

Limes Farm and Jessel Green Strategic Masterplan Areas

- 1.87 Limes Farm and Jessel Green Strategic Masterplans each comprise sites that fall exclusively within EFDC land ownership. In line with the housing trajectory these Masterplans will be brought forward later in the Plan Period. Work is therefore not yet required on the Strategic Masterplans for these two areas.

North Weald Airfield Strategic Masterplan Area

- 1.88 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.
- 1.89 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.
- 1.90 The Council as landowner has not yet started Masterplanning activity, however it is expected that this will commence during 2019. As a key landowner in North Weald Bassett, the Council's property team will work closely with the promoters of the North Weald Bassett Masterplan Area.

West Ongar Concept Framework Plan

- 1.91 An initial meeting has been held with the promoters of sites within the West Ongar Framework area. Work will be ongoing into 2019 to produce the Framework.

South Nazeing Concept Framework Plan

- 1.92 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.
- 1.93 Initial work has started to establish the baseline context and opportunities for the

sites. This will continue throughout autumn and winter 2018.

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

- 1.94 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 submission of planning applications, in those areas identified in the LPSV.

Masterplan/Concept Framework Area	Inception	Preparatory work and Engagement	Draft Masterplan Consultation	Endorsement by Council	Submission Outline	Design Codes	Reserved Matters	Commencement
North Weald Bassett Strategic Masterplan Area	June 2018	August 2018	TBC	TBC – Early 2019	Winter 2019	Winter 2019/2020	Spring 2020	Summer 2020
South Epping Strategic Masterplan Area	July 2018	Summer - Autumn 2018	TBC	TBC – Early 2019	Winter 2019	Winter 2019/2020	Spring 2020	Summer 2020
Waltham Abbey Strategic Masterplan Area	July 2018	August 2018	TBC	TBC – Early 2019	Winter 2019	Winter 2019/2020	Spring 2020	Summer 2020
Limes Farm and Jessel Green Strategic Masterplan Areas	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
North Weald Airfield Strategic Masterplan Area	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
West Ongar Concept Framework Plan	May 2018	Summer 2018 - Winter 2019	TBC	TBC	TBC	TBC	TBC	TBC
South Nazeing Concept Framework Plan	May 2018	Summer 2018 – Winter 2019	TBC	TBC – Early 2019	Winter 2019	Winter 2019/2020	Spring 2020	Summer 2020

Table 2. Process and Estimated Timetable for Masterplan and Concept Framework Areas

*These dates are subject to review following the publication of the revised Housing Implementation Strategy

Environment and Design

Introduction

- 1.95 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 or District Open Land

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

- 1.96 The number of new dwellings built in the Green Belt in the monitoring year was 301. 33 dwellings were lost as a result of applications for demolition/replacement development, therefore the net total of new dwellings completed in the Green Belt in the monitoring year is 268.

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

- 1.97 This will be reported in future AMRs.

18. New Employment floorspace completed in the Green Belt (and % brownfield land)

- 1.98 This will be reported in future AMRs.

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

- 1.99 This will be reported in future AMRs.

20. Applications refused on the grounds of harm to the Green Belt or District Open Land (by type and location)

- 1.100 This will be reported in future AMRs.

Green Infrastructure and Open Space

21. Net gain/loss of public open space

- 1.101 The Council is managing a new small patch of land behind St Johns School, Epping (0.75ha). Part of the land will be managed by the Grounds team as recreational grassland and part of it will be managed by CountryCare as a wildflower and nature area.

22. Net gain/loss of Green and Blue Infrastructure

- 1.102 This will be reported in future AMRs.

Natural Environment and Biodiversity

- 1.103 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.
- 1.104 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.
- 1.105 The District has 222 Local Wildlife Sites. 79% of them are privately owned. The Council manages 18 sites with the aims of increasing biodiversity.

1.106 In future Authority Monitoring Reports, the Council intends on reporting 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

1.107 For more information on the key services undertaken by the Council, including biodiversity and tree projects, please see the CountryCare Annual Report which is available to view on the [Council's website](#).

Epping Forest Special Area of Conservation - Mitigation Strategy

1.108 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.

1.109 In future Authority Monitoring Reports, the Council will report on a number of indicators relating to the Mitigation Strategy. These include:

- Developer contributions received towards the Epping Forest Mitigation Strategy
- Progress against the Action Plan for monitoring air quality in the Epping Forest SAC
- Projects delivered as a result of the Mitigation Strategy.

Air Quality

23. Change in Air Quality Management Areas

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

24. Number of planning permissions granted with an approved Air Quality Assessment

1.111 This will be reported in future AMRs.

High Quality Design

1.112 The Council is committed to achieving high quality design of new development within the District. A Quality Review Panel (QRP) has been established by Epping Forest, Harlow and East Hertfordshire District Councils, in April 2018, to ensure the design and delivery of high quality developments within the Harlow and Gilston Garden Town and the QRP will also review major schemes within Epping Forest District. It is expected to review 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.

1.113 The QRP is made up of 18 design and built environment professionals, and chaired by Peter Maxwell, Director of Design at LLDC. The panel provide impartial critical friend advice to the LPA. This will help 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 will meet regularly to review proposals, and produce feedback which will be a material planning consideration. Terms of reference for the QRP are available on the [Council's website](#).

1.114 The Council has appointed an Urban Design Officer to work in the Implementation Team. The Urban Design Officer will work collaboratively with applicants and other officers to ensure high quality design in the masterplanning process of strategic sites, as well as providing design advice and comments on proposals throughout the district. The Urban Design Officer will assess schemes with the aim of ensuring quality standards are met, such as Lifetime Homes and National Space Standards.

1.115 In future Authority Monitoring Reports, the Council intends on reporting on a number of indicators relating to High Quality Design. These include:

- Number of/ proportion of homes completed/permitted that meet the National Prescribed Space Standards
- Number of/proportion of homes completed/permitted that meet Lifetime Homes
- Number of proposals (number of homes, amount of floorspace) presented at the Quality Review Panel and the impact this has had on individual proposals.
- Progress on Design Guides, Design Codes and Village Statements.

Housing

Introduction

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

Housing Delivery

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

1.117 In the 2017/18 monitoring year, 601 (gross) dwellings were completed. 75 dwellings were lost as a result of applications for demolition / replacement development, therefore the net total of new dwellings in the District is 526.

1.118 Figure 1 shows how completions from the 2017/18 monitoring year are distributed across each Parish within the District. 62.2% of all net dwellings built were in Waltham Abbey, Loughton and Chigwell, reflecting the more densely populated parts of the district. There were fewer completions in the more rural parishes and in the Green Belt.

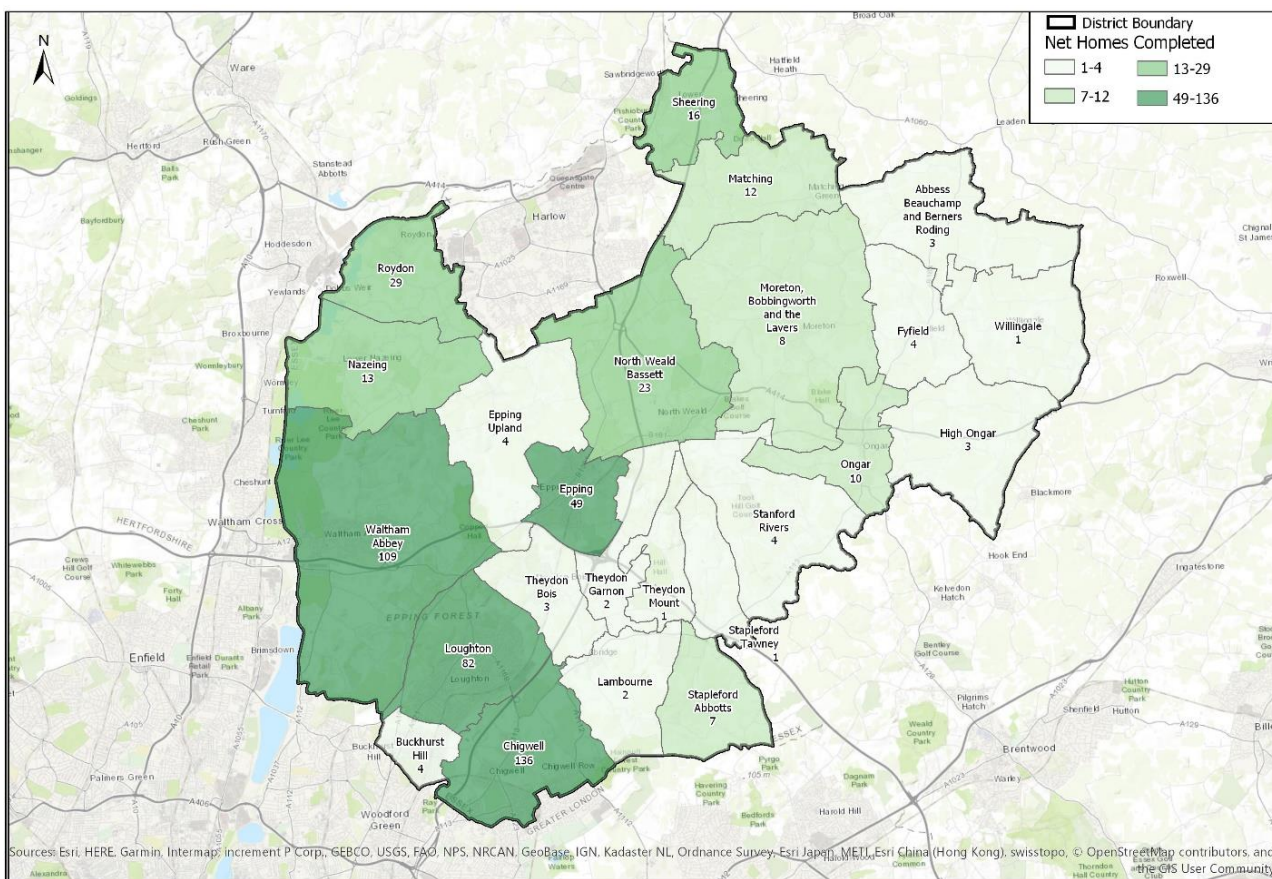


Figure 1. Number of total net dwellings completed by Parish in the 2017/18 monitoring period

1.119 The 526 dwellings completed in 2017/18 bring the total number of dwellings completed since 2001/02 to 4,225. The total number of dwellings completed since the start of the Local Plan period (2011) is 1,897.

1.120 Figure 2 shows the net number of new homes completed in the District from 2001/02 to 2017/18.

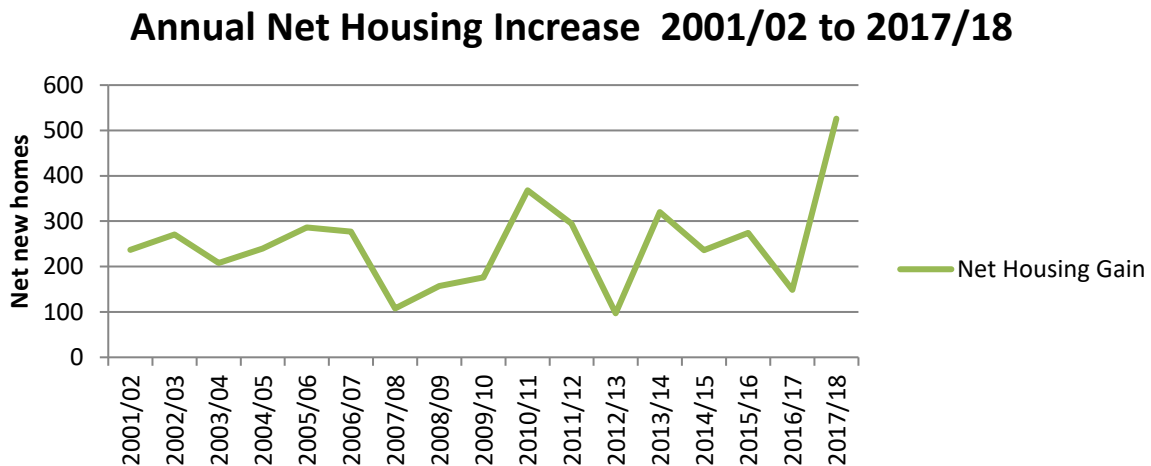


Figure 2. Annual net housing completions

1.121 2017/18 saw the highest number of new homes completed in the District in the last 17 years. However, this may be due to changes in the way the Council has collected its monitoring data in this monitoring year compared with previous years, meaning that some of the homes recorded as built in 2017/18 may have been completed at an earlier date but were not previously accounted for.

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

1.122 Three homes were completed on a site proposed for residential allocation (EPP.R10) in the LPSV.

Housing Land Supply

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

1.123 The net number of homes permitted in 2017/18 was 681 units.

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

1.124 This will be reported in future AMRs.

29. Housing Development Trajectory

1.125 Information on the Housing Trajectory can be found in the Housing Implementation Strategy on the Council's website.

30. Five year housing land supply position

1.126 The Council's Five Year Land Supply position is set out in the Housing Implementation Strategy which was published in December 2017 and can be found on the Council's website.

31. Housing Delivery Test

- 1.127 The Housing Delivery Test will come into force in November 2018 and will test 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.
- 1.128 Results and details of the Housing Delivery Test will be published in future Authority Monitoring Reports.

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

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

Housing Need

33. Number of affordable housing units completed

- 1.130 89 new affordable housing units were completed across the District. These include a mixture of homes completed through the Council's Housebuilding Programme as well as those provided through private development. This is an increase compared to previous years.

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

Table 3. Affordable housing units completed by monitoring year

34. Number of affordable housing units permitted

- 1.131 The number of affordable homes permitted across the District in 2017/18 is 33 units.

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

- 1.132 Planning permission granted in 2017/18 would result in the loss of 13 bungalows and their replacement with a new dwelling. Planning permission was granted for the provision of 25 bungalows, many of which are barn conversions. This results in a net number of bungalows granted permission in the monitoring year of 12.

36. Number of applications refused due to loss of bungalow (policy H1 Part F)

- 1.133 This will be reported in future AMRs.

37. Number of planning permissions granted through the rural exceptions policy.

- 1.134 This will be reported in future AMRs.

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

- 1.135 C2 housing is residential accommodation which provides care for its residents.
- 1.136 One C2 housing development was completed during the monitoring period in Loughton, which consisted of 38 retirement living apartments.
- 1.137 There were three applications granted in the monitoring period for C2 development. The sites are located in Buckhurst Hill, Chigwell and North Weald Bassett. Development was approved for a 72 bed care home, 25 retirement living apartments, a 3 bed care home for adults with learning disability and an extension to an existing elderly care home to provide 9 additional bedrooms.

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

- 1.138 Planning permission was granted for the replacement of single dwellings on 48 sites in 2017/18. 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.
- 1.139 No new homes have been granted permission or completed for community-led housing schemes within the monitoring year.

40. Net gain/loss of traveller caravans and pitches permitted

- 1.140 Permission was granted for 6 pitches to allow for the stationing of 12 caravans for gypsy and traveller families on four sites in Ongar, North Weald and Nazeing.

Heritage Assets

41. Net gain/loss of designated Heritage Assets

- 1.141 There has been no change in the number of Conservation Areas, Scheduled Monuments or Registered Parks and Gardens within the monitoring year.
- 1.142 Four additional buildings have been listed at grade II; three at the former WWII site at Lippitts Hill, and the Council's Civic Offices in Epping. Eight existing Listed Buildings and one Scheduled Monument have had their descriptions amended and enhanced (all at Lippitts Hill). Two buildings in Toot Hill and Willingale have been de-listed by Historic England.

42. Net gain/loss of undesignated Heritage Assets

- 1.143 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.
- 1.144 In order to judge the net gain/loss of undesignated archaeological remains the Historic Environment Record (HER) has been consulted. 12 new sites have been added to the HER indicating the discovery of 12 new undesignated archaeological sites. 49 already known sites have been updated with additional information. 11 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.

43. Changes in the Listed Building at Risk Register

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

44. Changes to Conservation Area boundaries

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

45. Development permitted / completed within Conservation Areas

- 1.147 Planning permission was granted for the loss of 13 homes within Conservation Areas and permission was granted for 92 homes within Conservation Areas in 2017/18. This resulted in a net number of homes permitted within Conservation Areas in the monitoring year of 79.
- 1.148 104 homes were completed in Conservations Areas in the monitoring year and 14 homes were lost in Conservation Areas due to demolition/replacement development, therefore the net number of new homes

completed in Conservation Areas in the monitoring year is 90.

been made on other Character Appraisals or Management Plans within the monitoring year.

46. Progress on Conservation Area Appraisals and Management Plans

1.149 A draft Character Appraisal and Management Plan has been produced for the proposed Conservation Area designation in Buckhurst Hill (St John's Conservation Area). No progress has

Economic Development

Introduction

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

Employment Land

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

- 1.151 There were 48 applications granted in the monitoring year which resulted in a gain or loss of employment floorspace (B class uses).
- 1.152 Of the 48 applications, 23 if implemented, would result in a loss of employment floorspace. The majority of these applications involved the loss of employment space to residential uses.
- 1.153 25 applications if implemented would result in a gain in employment floorspace. The majority of these applications involved the gain of employment space as a result of the conversion of agricultural units.
- 1.154 The council held floorspace data for 40 of the applications. The net gain/loss of employment floorspace, if implemented would be -2,500 square metres.
- 1.155 There were eight applications for which we were unable to obtain floorspace data. Of these, six involved the gain of employment floorspace whilst two involved the loss of employment floorspace. Therefore, if the floorspace data for those applications were available, it is likely applications granted within the monitoring year, if implemented would result in a net gain in employment floorspace.

Town Centres

- 1.156 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). It provides an update to the previous Annual Monitoring Report (2016/17) section covering 'Total Amount of Floorspace Permitted for Town Centre Uses'.
- 1.157 Surveys were carried out in all six of the centres – Epping, Loughton High Road, Waltham Abbey, Loughton Broadway, Ongar and Buckhurst Hill – in August 2018. The baseline data was taken from the Town Centres Review (2016) which is the most recent evidence base for town centres in the District and forms part of the LPSV Evidence Base.
- 1.158 The 2018 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 2016. This monitoring year is the first year to take into account the Primary and Secondary Frontages defined in the LPSV.
- 1.159 The methodology for collecting the town centre data has changed since 2016 to reflect the new indicators in the LPSV. There are instances where the level of increase in units or use classes may be misrepresented due to the overall increase of data resulting from the new methodology.
- 1.160 The 2018 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 Three of the LPSV:

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

49. Changes to proportions of A1 and non-A1 uses within defined Town Centres

and Primary and Secondary retail frontages

1.161 In 2016 across all the Town/District Centres, a total of 628 commercial units totalling 101,750sqm of floorspace were recorded as in the Town/District Centres. In 2018, a total of 758 non-residential units were recorded within the six town or district centre boundaries, equating to 116,918sqm of floorspace. Due to the revised methodology for collecting the town centre data, the information on frontage lengths is not directly comparable. 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.

1.163 The proportions of A1 and non-A1 uses across the Town/District Centres was generally found

to be in line with the policy requirements set in the LPSV. While minor shortfalls have been identified in the proportion of A1 uses in both the Town Centres of Epping and Loughton High Road, the four District Centres have performed well against their policy requirement.

1.164 The settlement breakdowns provide an overview of the mix of uses in each Town/District Centre and how they have developed since 2016/17.

Vacancy Rates

1.165 The vacancy rates for the District are positive when compared against national average high street vacancies. The National Retail Barometer produced by Colliers International in Spring 2018 found an average vacancy rate of 12.6% in the sample reviewed. In 2017, the bi-annual analysis by the Local Data Company found the average vacancy rate across UK high streets to be 12.2%. The high street vacancy rates exhibited across the six centres in Epping Forest District are much lower than these average figures, indicating our high streets are comparably very healthy. Table 5 shows the vacancy rates across the six centres.

1.166 There was an increase in the number of vacant units recorded across the town or district centres, however this only represents a slight increase of 1% overall and is likely attributed to the overall increase in the number of units surveyed in 2018. Epping, Loughton High Road and Loughton Broadway experienced small increases in their vacancy rates, the most significant of which being Epping with an increase of 4%. Buckhurst Hill and Waltham Abbey remained consistent between 2016 and 2018, while Ongar's vacancy rate decreased from 8% to 6%.

Table 5: Vacancy Rates 2016 and 2018

Town/District Centre	Number of vacant units 2016	Proportion of overall uses	Number of vacant uses 2018	Proportion of overall uses
Buckhurst Hill	6	6%	6	6%
Ongar	5	8%	5	6%
Epping	3	2%	10	6%

Loughton High Road	9	5%	12	6%
Loughton Broadway	3	5%	4	7%
Waltham Abbey	3	5%	7	5%
Total across centres	29	5%	44	6%

Please note the increases shown in vacancies must be considered against the overall increase in the number of units surveyed in 2018 due to the implementation of a new methodology for collecting town centre data.

Centre Breakdown

Buckhurst Hill

Summary of Change

1.167 In Buckhurst Hill, the total number of units within the identified district centre boundary in the LPSV rose from 102 units in 2016 to 108 in 2018, however the overall mix of uses stayed largely the same as in 2016. The proportion of Sui Generis⁷ uses rose by 2% to form 7% of non-residential uses within the district centre boundary, with the bulk of the growth located within Primary Frontage. Within this category, beauty salons accounted for the majority of the units. While the proportion of A1 uses remained similar within the district centre boundary and across the defined Frontages, the proportion of A2 uses within the Primary Frontage reduced, but increased on Secondary Frontage. There were no A4 units recorded in the Centre in 2018, compared to one unit that was recorded in 2016.

Performance against Local Plan Policies

1.168 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, 64% of Primary Frontage is within A1 use, just shy of the 65% requirement in Policy P 5. Within the Secondary Frontage, 46% is within A1 use, which is above the 40% policy requirement.

⁷ 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.

Ongar

Summary of Change

1.169 In Ongar, the total number of units within the identified district centre boundary rose from 60 in 2016 to 81 in 2018. The proportion of A1 uses within the district centre boundary overall remained the same between 2016 and 2018, with the proportion of A1 uses within the Primary Frontage dropping slightly by 5% but rising significantly within the Secondary Frontage by nearly 20%. There were notable changes across other use classes including a rise in the proportion of Sui Generis⁸ uses by 5% to form 10% of all non-residential uses within the centre boundary, with a range of uses such as beauty salons, taxi businesses and a petrol garage. The number of A3 uses rose overall from 5 units in 2016 to 8 units in 2018, representing a 1% increase. The proportion of A3 units declined within the Secondary Frontage while slightly rising within the Primary Frontage.

Performance against Local Plan Policies

1.170 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, 57% of Primary Frontage is within A1 use which exceeds the 50% policy requirement. Within the identified Secondary Frontage, A1 uses represent 57% of the frontage lengths which is above the 45% requirement.

⁸ Ibid footnote 7

Epping

Summary of Change

1.171 In Epping, the total number of units within the identified town centre boundary rose from 152 units in 2016 to 165 in 2018. The number of A2 uses dropped from 20 units to 14 units in 2018, a 5% drop in the proportion of this use class within the town centre boundary. This decrease is reflected within both the Primary and Secondary Frontages. The number and proportion of A5 and D1⁹ uses both increased overall; rising by 3 units (1%) and 4 units (3%) respectively. While the proportion of A1 uses in 2018 remained similar to those in 2016 within the town centre boundary and along the Secondary Frontage, it declined within the Primary Frontage from 69% to 63% of units.

Performance against Local Plan Policies

1.172 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 61% of the Primary Retail Frontage length, so there is a current shortfall of A1 uses compared to the policy requirement. Of Secondary Retail Frontage, 41% is within A1 use, which is over double the requirement set out in Policy P 1 of 20%.

Loughton High Road

Summary of Change

1.173 In Loughton High Road, the total number of units within the identified Town Centre rose from 190 in 2016 to 213 in 2018. The proportion of A1 uses within the town centre boundary dropped from 58% to 53% of non-residential units, despite rising in the number of units from 111 in 2016 to 112 in 2018. This decline was evident within both the Primary and Secondary Frontages. The number and proportion of A2 uses declined by 2 units and 2% of non-residential units. The proportion of

Sui Generis¹⁰ uses doubled from 4% to 8%, a change in 9 units. In 2018, the number of A3 units increased by 3% within Primary Frontage and 6% within Secondary Frontage, a change of 13 to 18 units and 1 to 3 units respectively.

Performance against Local Plan Policies

1.174 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, 60% of the frontage along Primary Frontage is within A1 use, 10% 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.

Loughton Broadway

Summary of Change

1.175 In Loughton Broadway, the number of units within the District Centre rose slightly from 58 units in 2016 to 61 in 2018. The percentage of ground floor uses is assessed by measuring the total frontage lengths of A1 units. The proportion of A1 uses fell from 68% to 61%, although this only represents a loss of 1 unit from 2016 to 2018. The number of A2 uses also fell when looking within the district centre boundary, from 6 units to 3 units representing a decrease in proportion of non residential uses of 5%. The number of A3 uses rose from 4 to 7 representing an increase of 4%. This change was all within the Primary Frontage (there is very limited Secondary Frontage in Loughton Broadway).

Performance against Local Plan Policies

1.176 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

⁹ D1 – non-residential institutions including clinics, health centres, day nurseries, schools and libraries.

¹⁰ Ibid footnote 7

60% of the total Primary Frontage in Loughton Broadway, which is exactly in line with the policy requirement.

Waltham Abbey












Summary of Change

1.177 In Waltham Abbey, the number of units within the District Centre rose from 50 in 2016 to 61 in 2018. The proportion of A1 uses within the centre boundary fell from 58% to 48% however the number of units in A1 use did not change, so this change reflects the higher number of units surveyed overall. The proportion of Sui Generis¹¹ uses more than doubled from 6% to 13%, an increase from 3 units in 2016 to 8 units in 2018. While there was previously no D1¹² uses within the district centre, two were recorded in 2018 representing 3% of the non-residential units

Performance against Local Plan Policies

1.178 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, 36% is within A1 use which exceeds the required level set in Policy P 3.

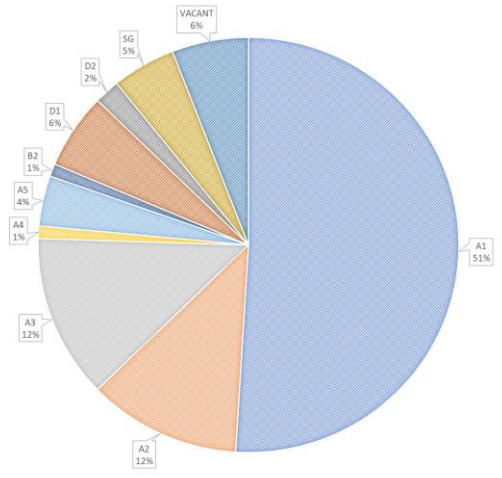
1.179 Figures 3-10 show the mix of use classes in the town or district centres in 2016 and in 2018. Please use the following key for the pie charts:

 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			

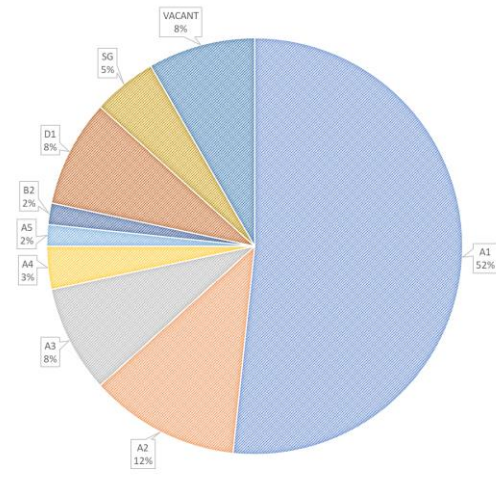
¹¹ Ibid footnote 7

¹² Ibid footnote 9

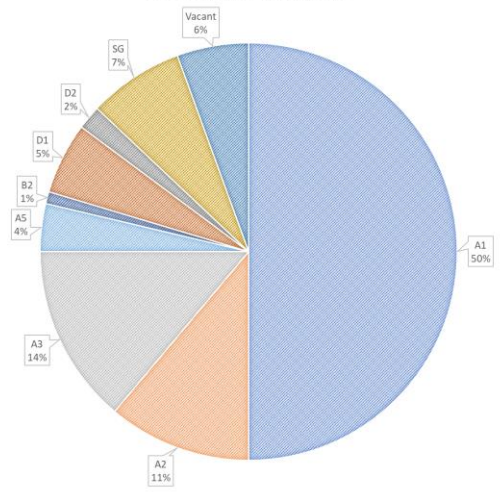
BUCKHURST HILL 2016



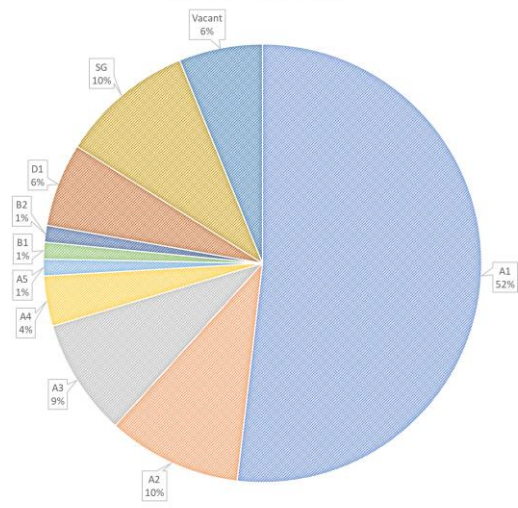
CHIPPING ONGAR 2016



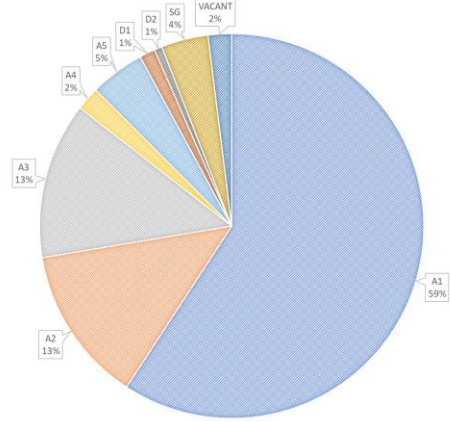
BUCKHURST HILL 2018



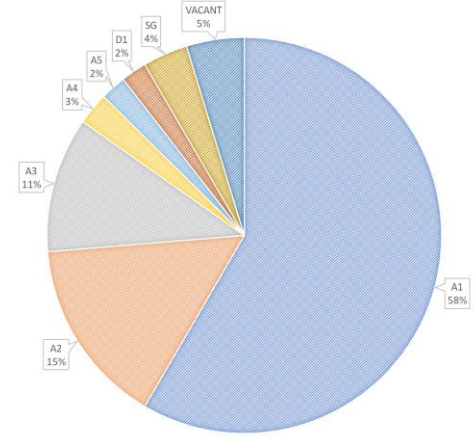
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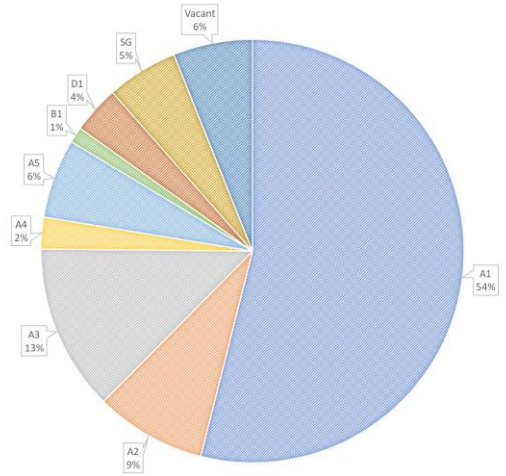
EPPING 2016



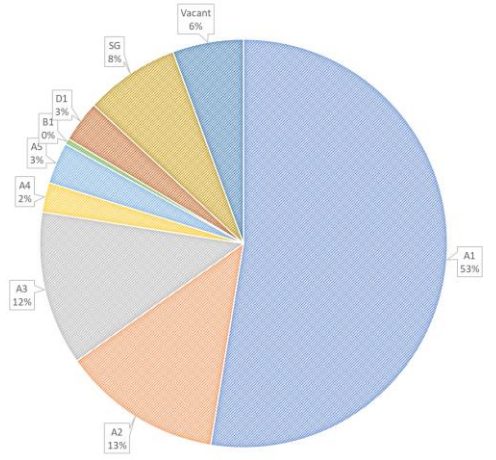
LOUGHTON HIGH STREET 2016



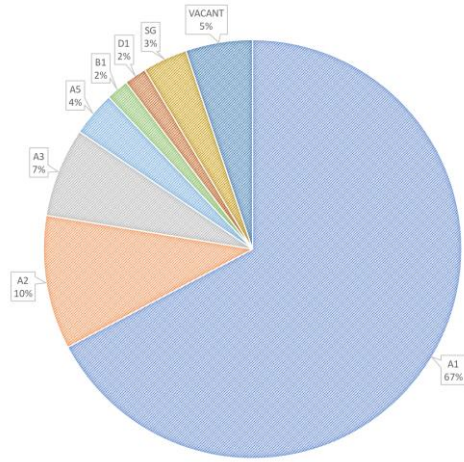
EPPING 2018



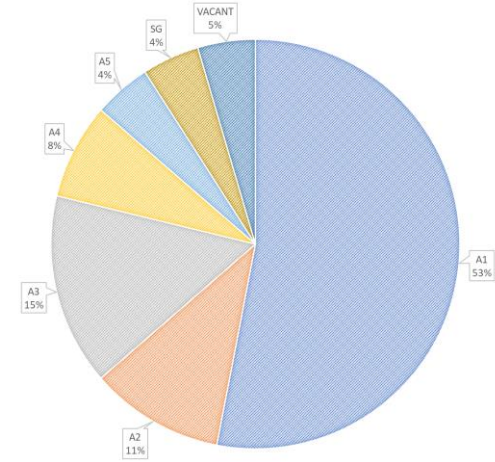
LOUGHTON HIGH STREET 2018



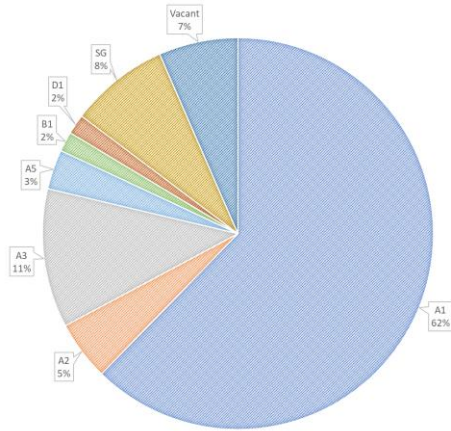
LOUGHTON BROADWAY 2016



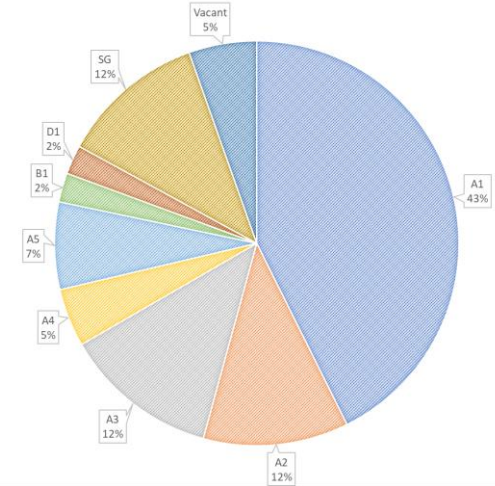
WALTHAM ABBEY 2016



LOUGHTON BROADWAY 2018



WALTHAM ABBEY 2018



Permissions

- 1.180 To assess the change in town centres uses from permissions prior approvals¹³ granted in 2017/2018, all determined applications within the town or district centre boundaries have been reviewed. The applications where there has been a loss to residential use (C3) are detailed here. The growth of non-residential uses is captured through the centre breakdowns.
- 1.181 In Ongar, three permissions granting change of use from commercial uses to residential has resulted in the loss of 4 units and 551sqm of floorspace. Of these, there was an application to replace existing offices and workshops to the rear of the High Street into a terrace of five houses¹⁴. This is a loss from B1 (offices, light industry) to C3. An application on the high street converted the first floor and part of the ground floor to residential units¹⁵, previously in A1 and B1 use. There was also a retrospective application for change of use from offices to residential¹⁶, a loss of B1 use to C3 use. None of these applications resulted in a loss of Primary or Secondary Frontage.
- 1.182 In Waltham Abbey, a prior approval application was granted for a change in use from B1 (offices, light industry) to C3 in the former Engie offices¹⁷ which are located on Secondary Frontage. This is a loss of 351sqm of floorspace and 17m of Secondary Frontage.
- 1.183 In Epping, there have been three permissions granting change of use from commercial uses

¹³ Prior approval is where the developer must seek approval from the Local Planning Authority for a case of permitted development (development that does not require a full planning application) to ensure it is acceptable. The grounds for permitted development rights are set out in Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 <http://www.legislation.gov.uk/uksi/2015/596/schedule/2/made>

¹⁴ EPF/0072/17

¹⁵ EPF/1987/17

¹⁶ EPF/2037/17

¹⁷ EPF/0542/17

to residential. Permission was granted to extend a high street unit on Primary Frontage to the rear, changing existing offices to residential units across two storeys¹⁸. There is therefore a loss of 44sqm of B1 to C3; however the existing A5 restaurant and A1 barbers are retained so there are no loss of ground floor units or Primary Frontage. A prior approval changing first and second floor office units to residential¹⁹ was approved, however as this relates to the first and second floors there is no loss of floorspace or frontage. There was also an application for the conversion of part of existing A1 shop and upstairs residential units to three self-contained flats²⁰ resulting in the loss of 68sqm of floorspace, but no loss of frontage.

- 1.184 In Buckhurst Hill, there was an application to demolish a rear storage building and erect a two storey house²¹, representing a loss of 50sqm from A1 to C3 uses. There is no loss of Primary or Secondary Frontage.

Glasshouses

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

- 1.185 In 2017/18, there were six applications granted for either the loss or gain of glasshouse floorspace.
- 1.186 The Council approved four planning applications within the monitoring year that, if implemented, would result in the loss of over 5,000m² of glasshouse floorspace. The application sites were located in Roydon, Nazeing and Waltham Abbey. Two of the

¹⁸ EPF/1552/17

¹⁹ EPF/1571/17

²⁰ EPF/0632/16

²¹ EPF/2601/17

applications were for the loss of glasshouse floorspace to B uses and two were for residential development.

- 1.187 The Council approved two planning applications within the monitoring year that, if implemented, would result in the gain of over 66,000m² of glasshouse floorspace. The application sites were both located in Nazeing, a key area in the District where glasshouse horticulture is a prominent land use.
- 1.188 There was therefore a net gain of approximately 61,000m² of glasshouse floorspace approved across the District within the monitoring year.
- 1.189 Planning permission was also granted within the monitoring year for a packing shed associated with an existing nursery located in Nazeing.

Visitor Economy

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

- 1.190 In 2017/18 one planning application was granted for the stationing of three anglers' holiday lodges in Waltham Abbey.

Infrastructure and Movement

Introduction

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

Infrastructure Delivery

52. Progress against the Infrastructure Delivery Plan

1.193 An Infrastructure Delivery Plan was published in 2017 with the Local Plan Submission Version. The Council is now undertaking further work to define infrastructure requirements and set out an approach to funding and developer contributions.

1.194 An Infrastructure Delivery Plan Topic Paper is being produced that will provide a high-level framework to the apportionment and pooling arrangements for key infrastructure. It will cover highways, public transport, education, health, open space and green infrastructure, sports facilities and community facilities.

1.195 For the Garden Town, an Infrastructure Delivery Plan is also being produced. This will look at the infrastructure requirements of the Garden Town and all of the sites in detail, including the three garden town communities that are within Epping Forest District.

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

1.196 This will be reported in future AMRs.

54. Amount of developer contributions secured and collected

1.197 There were ten Section 106 agreements secured in the monitoring year totalling £5,121,685.00. Applications which secured Section 106 agreements were for residential developments of between 9 and 59 dwellings, an elderly home and retirement home development, as well as a replacement house development also secured Section 106 agreements. Developments were located in Ongar, Chigwell, Loughton and Matching.

1.198 Payments from eight Section 106 agreements were received within the monitoring year for applications determined in this monitoring year and in previous years, of which one has been paid in part.

1.199 Table 6 shows a breakdown of the contributions collected within the monitoring year and the associated projects.

Section 106 Payments	Amount collected
Community contributions	£74,000
Chigwell bus service contributions	£61,000
Off-site affordable housing contributions	£630,444
NHS healthcare contributions	£45,660
Early years and childcare education contributions	£72,823
Primary school contributions	£30,006
TOTAL	£1,126,825

Table 6. Section 106 contributions collected in 2017/18

1.200 In future Authority Monitoring Reports, in addition to the above, the Council also intends to report on the amount of developer contributions spent by location and infrastructure schedule item.

Transport

55. Number of Transport plans approved by location and land use type

1.201 This will be reported in future AMRs.

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

1.202 There has been one application approved for the installation of two rapid electric vehicle charging stations in North Weald Bassett.

1.203 The Epping Forest Shopping Park opened in Loughton in December 2017. The car park provides 10 charging points for electric vehicles.

1.204 Since 14th December 2017, all new housing development has been required to provide details of electric car charging points.

57. Net gain/loss of local fuel filling stations and car repairs facilities.

1.205 This will be reported in future AMRs.

Climate Change and Flood Risk

Introduction

- 1.206 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

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

- 1.207 12 (net) new homes were completed on sites within flood zone 2 and two (net) new homes were completed on sites within flood zone 3 within the monitoring year.
- 1.208 These applications were subject to Flood Risk Assessments where necessary.

59. 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

- 1.209 20 (net) new homes were granted permission on sites within flood zone 2 and three (net) new homes were granted permission on sites within flood zone 3 within the monitoring year.
- 1.210 These applications were subject to Flood Risk Assessments where necessary.
- 1.211 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](#).

60. Number of planning permissions granted against Environment Agency advice

- 1.212 This will be reported in future AMRs.

Sustainable Drainage

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

- 1.213 There were 19 major developments approved between 1 April 2017 and 31 March 2018. The definition of which can be found in [Appendix 1](#) of the LPSV.13 have had SuDS (Sustainable Drainage Systems) approved at planning stage or via a discharge of condition application. Of the remaining six applications, five have conditions which require SuDS to be approved by the Land Drainage team. The final site was a conversion and extension and therefore does not require SuDS.

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

- 1.214 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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