



# Notes

---

**Meeting:** Local Development Plan Members Working Group  
**Venue:** Online via Microsoft Teams  
**Date:** Tuesday 3 November 2020  
**Time:** 18:00-18:50

---

**Members Present:** Cllr Bridge, Cllr Jon Cloke (Chair), Cllr Keeble, Cllr McCheyne, Cllr Mynott, Cllr Naylor

**Officers Present:** Phil Drane (PD), Director of Planning and Economy  
Jonathan Quilter (JQ), Strategic Planning Manager

**Apologies:** Cllr Morrissey, Cllr Sanders

## 1. Terms of Reference Update

- a) The MWG noted the very sad passing of Cllr Kerslake who will be missed.
- b) Members agreed minor amendments to the Terms of Reference to reflect the substitution of Cllr Jon Cloke for Cllr Kerslake, which also coincides with Cllr Cloke's recent appointment as Chair of Planning and Licensing Committee.

## 2. Notes from last meeting

- a) Notes from last meeting (01/09/2020) were circulated for review. No comments raised.

## 3. Examination Update

- a) JQ provided an overview of the LDP examination process since submission in February 2020. This has included appointment of inspectors, receipt of initial questions from the inspectors, and responses published to those questions. This has meant a number of documents have been published on our examination webpage.
- b) Since then, the formal Matters, Issues and Questions (MIQs) have been received and published from the inspectors.
- c) The hearing sessions (and accompanying MIQs) have been split into those taking part in early December (1-4 December with two reserve days), and the remainder in February 2021 (2-5 and 9-12 February with two reserve days if required).



## Notes

- d) December sessions (week one) are dealing with key strategic issues – Duty to Cooperate, legal compliance, spatial strategy, Green Belt, employment provision, and Dunton Hills Garden Village.
- e) February sessions (weeks two and three) will focus on site selection and methodology, and then considering site allocations according to area (over two days). Further sessions on Dunton Hills Garden Village and employment sites. There will then be further sessions on Gypsies and Travellers and other matters.
- f) The team is currently preparing hearing statements in response to the MIQs to aid the hearing sessions. These will be published on 16 November (for week one) and 15 December 2020 (for weeks two and three).
- g) Arrangements for the hearing sessions are to be wholly online via Microsoft Teams and viewable to the public via YouTube, much like the arrangements for committees at present. Details of how people can participate and view have been circulated by the Programme Officer.
- h) Cllr McCheyne asked about process regarding adjoining authorities. Response provided regarding representations that have been submitted by those authorities and their ability to be involved in the sessions. Statements of Common Ground are being produced for each of the adjoining authorities, among others, and this will confirm those areas where there is agreement and disagreement.
- i) Cllr Cloke asked about member involvement in the sessions. Response provided that this is officer lead but open for the public to view, which members are welcome to also observe. Those who have made specific representations to the Plan may be able to speak at the relevant hearing session subject to the inspectors advising proceedings for that session.
- j) Cllr McCheyne asked about adoption timescales. Response provided that main modifications to the Plan are very likely to be required, which is usually the case. This allows the inspectors to advise on modifications required to the Plan to make it sound, at which point a schedule of modifications would need to be published and consulted on for six-weeks. Responses go back to the inspectors directly, and then the inspectors write-up their report. We would hope adoption could be by Summer 2021. Cllr Bridge asked about the process if the Plan is found to be unsound. Response provided that it is usual for an indication to be given ahead of that decision, so work can be progressed to consider next steps. The Plan can only be found unsound on certain grounds, so clarity would be needed on the issue and legal implications. Options would need to be considered as to how to progress given the issues about the lack of ability to meet development needs without allocations (and use of Green Belt) and five year housing supply etc.
- k) Discussion about Ingatestone Garden Centre application and non-determination appeal process currently ongoing.
- l) Cllr Mynott asked about who can be involved in the hearing sessions. Response provided that it was dependent on representations being made to the Regulation 19 consultations. A guidance note has been issued by the Programme Officer, which includes the requirements on participants.



## Notes

- m) Cllr Mynott asked if the new introduction of national lockdown measures affect the sessions or timeframes. Response provided that because of the online format there is no indication from the Planning Inspectorate (PINS) that things could change, we expect it to go ahead regardless. PINS have brought in additional resource to consider the online arrangements. Discussion about the extent to which people may be disadvantaged by COVID-19 restrictions.
- n) Cllr Keeble queried the need for revised submission statements to be submitted by 16 November. Response provided that this is the case, although it is not a requirement to provide a hearing statement. The deadline to advise the Programme Officer of someone's intention to speak needed to be submitted today. For weeks two and three the deadline for this and hearing statements is 15 December.
- o) Cllr McCheyne asked about delivery of Brentwood Enterprise Park alongside Lower Thames Crossing (LTC). Discussion about the need to better join-up the delivery of the two projects for mutually beneficial outcomes, as has been the position of the Council in response to LTC consultations.
- p) Discussion about the role of the Programme Officer. Annette Feeney is undertaking the role.

#### 4. AOB

- a) No matters raised.
- b) Next meeting scheduled for 5 January 2021.