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Meeting: Local Development Plan Members Working Group
Venue: Online via Microsoft Teams
Date: 4 March 2024
Time: 18:00-19:30

Members Present: Cllr Keith Barber, Cllr Dr Tim Barrett, Cllr Thomas Bridge, Cllr Martin Cuthbert, Cllr Roger McCheyne, Cllr Philip Mynott

Officers Present: Jonathan Quilter (JQ), Corporate Manager – Strategic Planning
Andrea Pearson (AP), Senior Policy Planner
Camilla Carruthers (CC), Senior Policy Planner

Apologies: None

1. Notes from previous meeting (29/01/2024)

- a) Notes from the previous meeting were agreed with no changes required.
- b) **ACTION** Planning Policy team expecting an update on the ECC Parking Standards later in the month and agreed that an email update will be provided once this has been received.
- c) Cllr Barber raised a question on the Local Plan Review and when more detail will be provided on when certain issues are to be dealt with. Seeking a high level identification of topics and policies that are to be reviewed. Highlighted importance of improving quality of policies to influence the developments coming forward in future.
- d) JQ explained there is a need for these discussions through the LDP MWG. Various factors changing at national level which will also need to be taken into consideration. Provided reassurance that the opportunity will come to allow focus on key issues and the detail around these.
- e) Cllr McCheyne queried whether S106 funds secured for development in Kelvedon Hatch could be used towards additional car parking at the doctors surgery in Doddinghurst. **ACTION** – Update to be provided at the next meeting on what S106 funds have been secured and where they are earmarked to be spent.
- f) JQ explained that S106 requests have to be directly related to mitigating the impacts of the development. This is guided by advice provided by Statutory Bodies and also



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the Brentwood Infrastructure Delivery Plan that accompanies the Local Plan. Explained Neighbourhood CIL and the difference with S106.

- g) Cllr Mynott agreed with Cllr Barber that it is important for the review process to delve into issues being highlighted now and to identify ways that policies could be improved.
- h) JQ provided reassurance that this point is understood and will be addressed where possible through the plan making process.

2. Call for sites update

- a) JQ provided an update on the Call for Sites consultation which is set to close by midnight on 4 March 2024. Consultees were invited to provide comments on the proposed assessment methodology and submit sites for consideration in the Local Plan review process. Outlined the next steps in terms of site assessment work.
- b) Cllr McCheyne and Cllr Bridge asked when information on the sites that have been submitted would be published.
- c) JQ explained that there is a significant amount of work required to firstly check the validity of the individual submissions that have been made and then undertake the first few stages of the assessment process. Certainly, would expect information to be published as part of a Regulation 18 consultation with internal discussions occurring at appropriate stages before then. This would be later in 2024.
- d) Cllr McCheyne raised concerns over the potential loss of good quality agricultural land as a result of any potential development.
- e) JQ explained this will be a consideration within the site assessment methodology and also flagged this is a national issue.
- f) Cllr Bridge queried whether it would create a conflict of interest for members if they were to set out their views on sites suggested for consideration in the Local Plan Review. Concern that if in the future any sites were subsequently allocated and then came to Planning Committee for determination members would not be able to make decisions.
- g) Cllr Mynott stated he always understood that the plan making process is sufficiently separate from the decision making process. This is due to the strategic high level nature of plan making compared to the much more detailed aspects of determining



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planning applications. This has certainly been the case with the current extant Local Plan.

- h) JQ confirmed that the assessment and any allocation of sites is a long process which is considering the overarching requirements of a strategy as well as a certain level of assumed detail on what could come forward on a given site. Agree that views being made at the plan making stage should not preclude Members from making decisions on any sites at Planning Committee much further down the line.

3. Overview of approach to climate change and sustainability

- a) JQ provided an overview of what the current policies in the adopted Brentwood Local Plan that address climate change and sustainability matters.
- b) Cllr McCheyne asked if policies go into the detail on the different types of solar cells that can be used on roofs.
- c) AP explained that policies do not go into that level of detail but certainly encourage renewable energy such as solar to be installed where appropriate.
- d) AP provided a presentation setting out the work that Essex County Council (ECC) are leading on and coordinating with Essex Local Planning Authorities to develop evidence and draft policies on climate change. Explained the detail of the current draft policies developed through this work.
- e) Cllr McCheyne raised concern of the impact of noise from heat pumps.
- f) AP recognised that this is an issue but is likely to improve as the technology advances.
- g) Cllr Bridge asked if there has been any assessment on what the impact of implementing these policies would have on the costs to build.
- h) AP confirmed that viability assessments have been carried out on these policies by ECC which concluded that it would result in an additional £2k per dwelling. Full details of the viability assessment are published on the Essex Design Guide. **ACTION** AP to share links to ECC net zero evidence. [Essex Net Zero Evidence](#) | [Essex Design Guide](#)
- i) JQ Explained that a whole plan viability assessment will also need to be undertaken to support the development of the Local Plan Review. This will factor in the cost



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implications of all the proposed policies and be subject to scrutiny by Planning Inspector when the plan goes through examination in public.

- j) Cllr Mynott asked in terms of monitoring of policies whether these matters would be something the Local Planning Authority would be expected to undertake.
- k) AP explained that this is something that is still being discussed between ECC and Essex Local Planning Authorities. There are concerns that some of the matters are quite complex and potentially onerous once committed to.
- l) Cllr Mynott highlighted that for electric vehicle charging points that further work needs to be done in improving not just the provision but the layout of sites to provide the best solution.
- m) AP confirmed that the Essex Design Guide provides guidance on electric vehicle charging points in development. In terms of the Local Plan Review certainly an area that can be explored further in terms of any potential updates and improvements.
[Criteria for Layout at Densities Below 20 Dwellings Per Hectare | Essex Design Guide](#)

4. AOB

- n) **ACTION** – JQ to reinstate LDP MWG as soon as possible in the next civic year following elections.