

Meeting: Dunton Hills Garden Village – Steering Group Meeting
Venue: Microsoft Teams
Date: Wednesday 27 May 2020
Time: 14:00 – 15:30

Attendees:

Phil Drane (PD)	Brentwood Borough Council (BBC)
Justin Booij (JB)	
Coby Tomlins (CT)	
David Ubaka (DU) [DUP]	CEG
Charlotte Robinson (CR)	
David Barnes (DB) [Star Planning]	Essex County Council (ECC)
Matthew Jericho (MJ)	
Natalie Hayward (NH)	

Item	Notes
1. Previous Actions	<p>Review Actions from Previous Meeting</p> <p>2020_01_29_01 - ECC/ HE to review MPF & Principles – Actioned and closed.</p> <p>2020_01_29_02 - BBC to send IDP to ECC - Actioned and closed.</p> <p>2020_01_29_03 - PD to send information/ outcomes from South Brentwood Growth Corridor workshop (17/12/2019) - Actioned and closed.</p> <p>2019-05-01_01 - CEG to obtain formal response from ECC to confirm that the transport data has been validated. Still waiting on Highways Agency to provide response – Actioned carried forward.</p> <p>2019-05-01_10 - CEG to make contact with surrounding schools to look at sponsorship opportunities (not mutually exclusive to Brentwood County High) – Action carried forward, ongoing.</p> <p>2019_12_04_01 - DB to circulate mandatory principles in MPF for comment when drafted – Actioned and closed.</p> <p>2019_12_04_02 - Resolve how consultation of MPF would be undertaken. Actioned and closed.</p> <p>2019_12_04_05 - Arrange a pre-meeting ahead of transport workshop with ECC regarding outstanding issues table - Actioned through weekly transport meetings.</p> <p>2019_12_04_07 - Provide update on site visit to Cambourne – Delayed and item closed.</p> <p>2019_12_04_10 - JA to send through PAS information to ECC and BBC – Action closed.</p>
2. Masterplan Design Process	<p>2.1 BBC - Local Plan Update</p> <p>Timing</p> <p>a) PD explained that BBC are awaiting an initial letter from the Planning Inspector, expected by end of May. This will allow BBC to prepare relevant topic papers and information to respond to questions in the letter.</p> <p>b) PD explained that the Programme Officer is contacting people who have indicated they wanted to attend the hearing sessions in person to</p>

understand whether they could be done online given current social distancing requirements.

- c) Noted that South Oxford Local plan will be undertaken through online hearings.

IDP

- a) PD explained that BBC and ECC are undertaking additional work with the content of the IDP. It was noted that the only outstanding part of the work is the transport chapter.
- b) MJ agreed that it was generally agreed subject to some resolution on the Transport Assessment work.

Representations and Statements of Common Ground

- a) PD explained that BBC and ECC are undertaking monthly sessions relating to transport issues on an officer and Member basis. This will help to inform the Statement of Common Ground.
- b) DB noted that there was an ongoing issue with South Bucks Local Plan regarding Duty to Cooperate, advised BBC should indicate what discussions are happening with Thurrock in light of this.
- c) PD explained that BBC is we are continuing to engage with Thurrock and meetings are now taking place through the ASELA group.
- d) MJ provided update on Basildon Local Plan and explained that they are working through additional transport issues, particularly where ECC raised concerns and showing evidence to justify decision making. MJ explained that they are continuing to work through issues on air quality and noted that the Inspector will not issue a project programme until the air quality issues with DEFRA are resolved. The best-case scenario for Local Plan hearings is expected around autumn 2020, which is also pending social distancing restrictions.

2.2 BBC – Update on SPD / Co-Design

- a) CT updated that since the last Steering Group the draft Framework Masterplan Document (FMD) and Supplementary Planning Document (SPD) project plan were taken to Planning Committee and Policy, Resources and Economic Development Committee to be noted.
- b) CT noted that the draft documentation is in the public domain now.

Consultation update

- a) CT updated that the SPD technical workshops had taken place and were successful. CT explained that the next steps are to undertake the community co-design aspect for the SPD which is due 1 July 2020 (Delayed due to COVID-19 and need to amend consultation plan).
- b) CT and MJ noted that ECC and BBC will be undertaking additional meetings regarding outstanding ECC issues in more detail and CT will arrange dates offline with MJ.

Timing update

- a) CT provided update that BBC are continuing to work to the expected timeframe for September consultation and December 2020 adoption.
- b) MJ noted that if the Local Plan isn't adopted the SPD couldn't be formally adopted. CT explained that it would be in the public domain ahead of Examination in Public.

	<p>2.3 Transport Update</p> <p>Transport Assessment Work</p> <ul style="list-style-type: none"> a) DU provided update that Stantec are continuing to work on key issues. b) DU updated that a workshop between Highways England, Lower Thames Crossing and ECC has been arranged. It is accepted that impacts on the M25 & J29 go beyond the Brentwood TA, and a wider strategic solution is needed. There will be an agreed set of parameters that allow the junction to work. c) DU noted that Stantec have submitted a solution to J29 and Junction of A127 and A128. Stantec are also submitting additional information to Highways England in response to initial comments. d) DU noted that there is a conversation about where the cost mitigation comes from which links to the IDP work being undertaken. e) DU noted there is a meeting on 3 June 2020 with ECC / Highways to discuss key Junctions. It is initially with authorities, then wider discussion will occur with CEG and other relevant land promoters. f) DB noted the implications post plan period and it might be worth having Vectos at another meeting to look beyond plan period. <p>Application Transport Update</p> <ul style="list-style-type: none"> a) DB noted that AECOM have been appointed by Highways England to review the Peramics model/ validate. No timeframe yet. b) DB updated that CEG are in conversations with ECC about model validation and Jacobs are undertaking that work for ECC. c) DB noted that the mobility plan has been sent to ECC which includes assumption trip generation rates. d) DB noted that this has been shared with BBC to ensure consistency with work regarding internalisation trips. <p>c2c MoU</p> <ul style="list-style-type: none"> a) DU provided update that c2c are preparing a review of the draft MoU to consider development only north of the station without the south.
<p>3. Delivery</p>	<p>3.1 DHGV School update</p> <ul style="list-style-type: none"> a) CR updated that CEG had a positive meeting with Brentwood County High School's head teacher who is part of the Osborne Trust (which run the school). CR explained that they have a good relationship with ECC and noted they support the DHGV location. CR noted that they take students from West Horndon already. b) CR noted that they are comfortable with the shared sports facilities and see it as a potential revenue source. CT explained that it will be important to ensure that all community members have access to the facilities given previous concerns about access from sports clubs etc. c) CR to provide update on schools as conversations continue. d) Noted the recent North Essex decision and specifically viability and deliverability. <p>3.2 BBC – Overview of recent events</p> <ul style="list-style-type: none"> a) SPD technical workshops were undertaken to inform draft SPD. b) Homes England and RTPi presentations were undertaken on behalf of DHGV regarding consultation and approach to building beautiful.

	<p>3.3 BBC – Overview of upcoming events</p> <p>a) General Project Plan updates per attached project plan noted.</p>
4. General Programme Updates	<p>4.1 Development Management – General Update</p> <p>a) JB provided update that comments were provided to CEG on draft ES chapters that were sent. This will inform general updates. JB explained that methodology would need to be updated in light of new technical analysis.</p> <p>b) JB provided update that ECC and BBC provided comments and brief for HTA requirements.</p> <p>c) CEG provided update that issues relating to ighways needs to be sorted ahead of any updates and application submission.</p> <p>e) DB noted that CEG are looking to progress a stewardship strategy, delivery statement and sustainability statement as part of the application. This is ongoing work.</p> <p>f) Noted that BBC and CEG consultants are to discuss viability. Action that this is needed to be picked up in project plan.</p> <p>4.2 BBC - Highlight report review (Updates, Risks, Milestones)</p> <p>a) CR noted that transport work and local plan uncertainty should be picked up in the Highlight Reports given they are tied to the application submission. CT noted that these have been updated since previous Steering Group meetings.</p>
6. AOB	<p>a) DB noted the abovementioned meeting with Janice Burgess (Highways England) and need to pick up workshop with ECC, Highways England, Homes England and other stakeholders. DU noted that we need AECOM feedback before workshop on transport to feed into SoCG. Action to arrange a date for workshop with a facilitator and relevant stakeholders, including other landowners.</p>
Next Meeting	Wednesday 8 July 2020, 14:00 – 15:30

Action List

Reference	Description	Owner	Due Date	Status
2020_05_27_01	CT to arrange dates for meetings with ECC regarding SPD.	CT	15-06-2020	Open
2020_05_27_02	CT to include viability work in project plan.	CT	15-06-2020	Closed
2020_05_27_03	DU to arrange transport workshop with landowners in SBGC and authorities (Homes England, Highways England, ECC).	DU	31-07-2020	Open

Previous Actions Carried Forward

Reference	Description	Owner	Due Date	Status
2019-05- 01_10	CEG to obtain formal response from ECC to confirm that the transport data has been	DB	30-06-2020	Open

	validated. Still waiting on Highways Agency to provide response			
2019_12_04_09	Arrange response to REPS meeting with ECC	CT	31-12-2019	Open
2019-05- 01_10	CEG to make contact with surrounding schools to look at sponsorship opportunities (not mutually exclusive to Brentwood County High).	CR	31-08-19	Open