

BRENTWOOD LOCAL PLAN

2016 – 2033

Duty to Cooperate Statement

February 2020

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1. Introduction

- 1.1 Brentwood Borough Council understands the importance of cooperating with others on strategic planning matters. It has a history of working together with neighbouring authorities and stakeholders in plan-making and this continues today. With Brentwood Borough being geographically placed in the western area of Essex adjoining Greater London, the challenges of facilitating strategic planning has been exacerbated with differing needs and often differing priorities of its adjacent neighbours.
- 1.2 The Council is committed to cooperating with neighbouring authorities and key organisations on strategic planning issues. Since January 2018, a Memorandum of Understanding was signed between Basildon, Brentwood, Castle Point, Essex County, Rochford, Southend-on-Sea and Thurrock Councils, forming the Association of South Essex Local Authorities (ASELA), which agreed to jointly work on 'place vision' for the region. This venture continues to look across borough boundaries. This work is progressing with the frontloading of the evidence base and Brentwood Borough Council is committed to engaging with partners as discussions and evidence gathering progresses through the plan-making process.
- 1.3 The Council continue to have regards to other nearby Local Authorities plans, Essex County Council plans, and strategies of other relevant bodies. Joint working has also developed with 11 other Essex boroughs with regards to developing a Supplementary Planning Document for the mitigation of visitor impacts to coastal internationally designated biodiversity locations, identified by the Habitats Regulations Assessment process "Essex Coast RAMS".

2. Legal Context

- 2.1 The Localism Act 2011 makes strategic planning the responsibility of local authorities, which are expected to address strategic issues in Local Plans and demonstrate how this has been managed through the 'Duty to Co-operate'. The 'Duty' is set out in Section 33A of the Planning and Compulsory Purchase Act 2004 (as amended by Section 110 of the Localism Act).
- 2.2 As well as applying to all local planning authorities and county councils in England, the Duty also applies to a number of other 'prescribed' bodies that Local Authorities should co-operate with in preparing Local Plans. Regulation 4 of the Town and Country Planning (Local Planning) (England) Regulations 2012 sets out who those 'prescribed' bodies are. These are set out below:
 - a. Basildon and Brentwood Clinical Commissioning;
 - b. Civil Aviation Authority;
 - c. English Heritage (the Historic Buildings and Monuments Commission for England);
 - d. Environment Agency;
 - e. Essex County Council highway authority;

- f. Homes England;
- g. Marine Management Organisation ;
- h. Mayor of London (GLA)
- i. Ministry of Housing Communities and Local Government;
- j. National Health Service Commissioning Board;
- k. Natural England;
- l. Office of Rail Regulation;
- m. SE Local Enterprise Partnership; and
- n. Transport for London.

3. The importance of planning across boundaries

- 3.1 The Council recognises that planning across boundaries is an important aspect of the plan-making process. This relates to the management of development and infrastructure impacts that are likely to affect more than one local authority area. The Council is committed to the Duty to Co-operate and working effectively with neighbouring authorities and other bodies to make sure that it has dealt with issues that do not stop at administrative boundaries.
- 3.2 The Duty to Co-operate (hereafter: DtC) is embedded in the Localism Act 2011 and relates to sustainable development or use of land that would have a significant impact on at least two local planning areas, otherwise described as strategic matters and requires:
 - a. Councils and public bodies to 'engage constructively, actively and on an ongoing basis' to develop strategic policies;
 - b. Councils to set out planning policies to address such issues; and
 - c. Councils to consider joint approaches to plan making.
- 3.3 All local planning authorities are expected to demonstrate evidence of having successfully co-operated to plan for issues with cross-boundary impacts when their local plans are submitted for examination. However, DtC is not a 'duty to agree'. The key requirement is therefore to demonstrate clear 'outcomes' emerging from the 'process' of cooperation that has taken place.
- 3.4 The Council is required to demonstrate evidence of having effectively co-operated with Duty-bodies to plan for issues with cross-boundary impacts throughout the preparation of the Local Plan.

- 3.5 Local Plans are assessed whether they are prepared in accordance with legal and procedural requirements and are found sound if they are:
- Positively prepared – providing a strategy which, as a minimum, seeks to meet the area’s objectively assessed housing need; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development;
 - Justified – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence;
 - Effective – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and
 - Consistent with national policy – enabling the delivery of sustainable development in accordance with the policies in this Framework.
- 3.6 In line with the new requirements of the Revised National Planning Policy Framework 2018¹ (Revised NPPF 2018), the Council will be using the work on duty to cooperate to draw up appropriate ‘statement of common ground’ between statutory bodies, key consultees and, where relevant, those with specific interest in bringing forward major sites to clarify the availability and achievability of development at these locations.
- 3.7 These statements will clarify the agreements and disagreements between the relevant authorities and organisations to assist the independent planning inspector to assess the draft Local Plan.

4. Strategic Planning Context for Brentwood

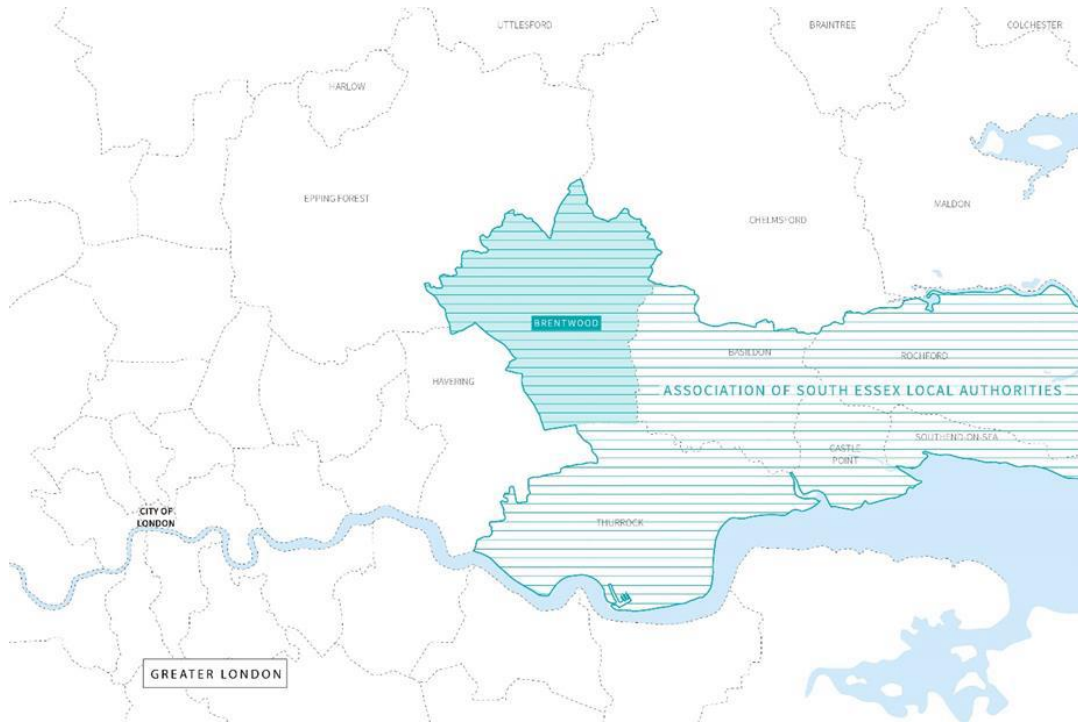


Figure 1: Location of Brentwood Borough and AESLA.

- 4.1 Located in the south-west of the county of Essex, and the east of Greater London, Brentwood Borough is set within the Essex countryside and the London Metropolitan Green Belt. The Borough has easy access to the countryside as well as to London, along established road and rail networks. The location of Brentwood Borough offers the best of both environs, making Brentwood an attractive place to live, work and visit.
- 4.2 Being set fully within London’s Metropolitan Green Belt poses considerable development constraint. However, it also sets a foundation for a creative and innovative response to sustainable development, where the principles of ‘designing and building with nature’ can be embedded to create and enhance neighbourhoods that deliver health and well-being for all.
- 4.3 This is reflected in the Draft Local Plan Strategic Objectives:
 - SO1: Manage Growth Sustainably, by directing development to the most sustainable locations, ensuring that the characteristics and patterns of our different settlements are protected and enhanced to provide a strong emphasis on ‘sense of place’ to be enjoyed by people living, working and visiting Brentwood.
 - SO2: Deliver a Healthy and Resilient Built Environment, one where our design creates spaces that encourage social interaction and healthy active lifestyles; mitigates, reduces

impact or adapts to conditions of a changing climate through smart infrastructure; creates public realm and homes where both the internal and external spaces are conducive to human health.

- SO3: Deliver Sustainable Communities with Diverse Economic & Social-cultural Opportunities for All, opportunities which flexibly respond to the changing economic climate and employment sector trends making citizens feel economically empowered to enjoy and benefit from the necessary community/social infrastructure that sustains inclusive, informed, vibrant, active and cohesive communities.
- SO4: Deliver Beautiful, Biodiverse, Clean and a Functional Natural Environment, where our natural heritage is protected, and ecosystem services are restored, enhanced and integrated back into the built environment through multi-functional green and blue infrastructure.

4.4 The spatial strategy is informed by the following challenges and opportunities:

- a. Brentwood's principle character and settlement pattern as a 'Borough of Villages' are retained;
- b. Limited availability of previously developed land (Brownfield), due to Brentwood's largely rural setting within the Green belt, which makes up 89% of the borough area;
- c. Areas of landscape and environmental sensitivity, especially to the south of Brentwood and Shenfield;
- d. Growth options that meet sustainability criteria for accessibility to facilities and travel modes, and ensuring minimal impact on key environmental designations;
- e. Integrated and accessible transit routes that form key connections to London and the wider economic opportunities of South Essex; and
- f. Capacity of existing infrastructure and the need for new facilities.

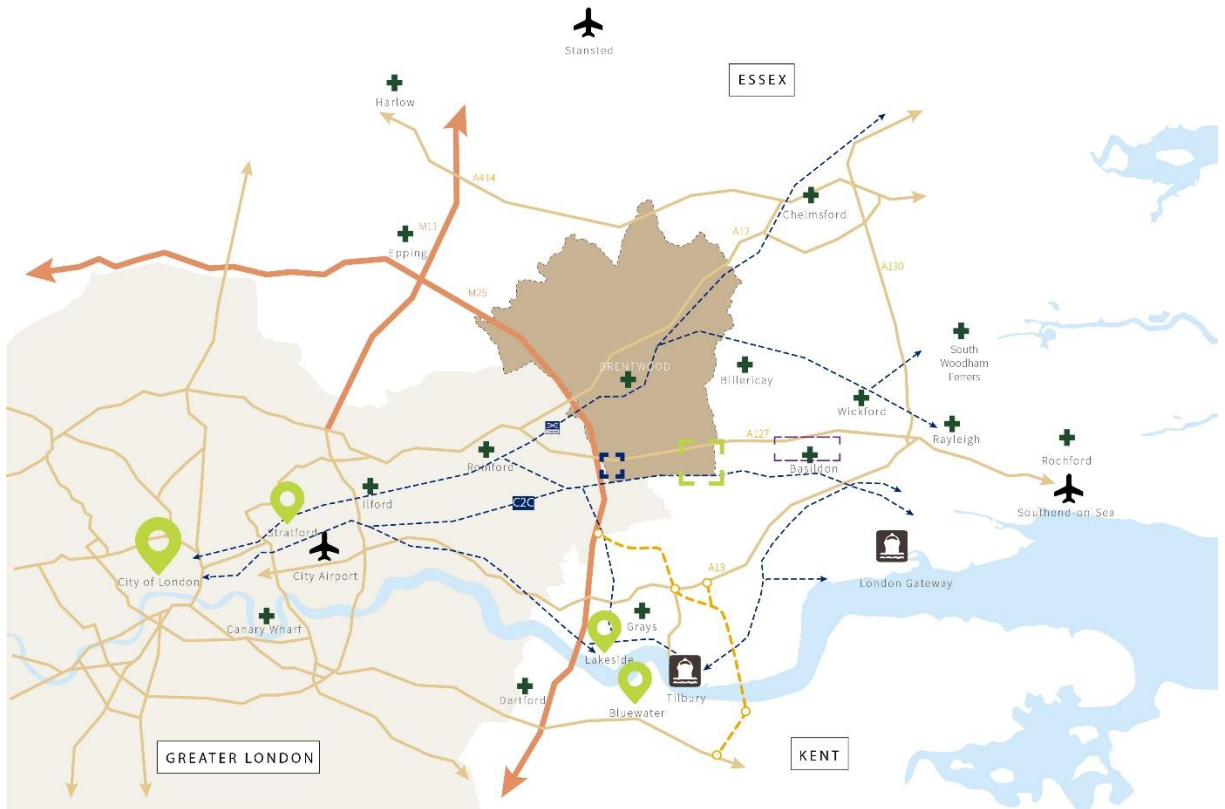


Figure 2: Major Infrastructure in area surrounding Brentwood

5. Self Contained Housing Market Area

- 5.1 The NPPF (2012) recommended that where a housing market area (HMA) extends across more than one local authority, plan makers should assess housing need for the whole area rather than for each authority individually. Brentwood commissioned David Coultie Associates (DCA) to define its housing market area as part of a Strategic housing market area (SHMA) and that work concluded in 2013 that Brentwood Borough was a self-contained Housing Market Area. DCA also recognised more limited housing market links with Brentwood's neighbours, in relation to migration and travel to work.
- 5.2 However, a number of 2016 consultation responses noted strong links to locations beyond the Borough, including commuting flows into London. Some of these responses suggested that the data should be updated given DCA based the review on the Annual Population Survey and 2001 Census; therefore, the 2013 SHMA was prepared without full sight of the 2011 Census data, critically the Census commuting and migration data.
- 5.3 Consequently, the SHMA 2017 re-tested these links in light of the published 2011 Census data. It also looked at published housing market area data from neighbouring authorities, to seek to establish if the available evidence continues to identify that Brentwood forms its own self-contained housing market area. With strong evidence of self-containment (80% of local

house moves were internal to Brentwood Borough for example), the conclusion that Brentwood is a self-contained Housing Market Area remains.

- 5.4 Brentwood has reviewed the neighbours' housing market evidence and a number confirm that while there are links, Brentwood is contextually different.
- 5.5 There are four HMAs in Essex County:
- i. A four district HMA to middle and north (Braintree, Chelmsford, Colchester, Tendring). This HMA could include Maldon, but that district considered itself a separate HMA – a point accepted by their plan Inspector.
 - ii. A South Essex (Thames Gateway) HMA
 - iii. A West Essex (& Herts) HMA.
 - iv. A Brentwood HMA.
- 5.6 To the south of the County is London. The GLA maintain that London's HMA includes all 33 boroughs, but does not extend beyond these, clarification of this is likely to be requested in the current London Plan examination process.
- 5.7 In conclusion, the main message, explicit or implied, from each of these studies is that Brentwood is on the edge of a number of housing markets, but does not neatly form part of any HMA, endorsing Brentwood as a single self-contained HMA.

6. Meeting Housing Need

- 6.1 The early stages of the Local Plan assessed the local housing need and then due to the constraints identified in the evidence base, Green Belt in particular, considered that it was unable to meet its local housing need within the Borough.
- 6.2 The objectively assessed need also rose considerably during this time. When the regional plans were in place, the target was less than 200 new homes per annum, this rose to an objectively assessed need in 2017 of 364 new homes per annum.
- 6.3 The first version of the standard methodology introduced for calculating annual housing need was 454 new homes per annum using the 2014 household projections; this later dropped to a minimum of 350 new homes per annum when taking the 2016 household projections into account.
- 6.4 The Council is also committed to provide a housing supply buffer. The buffer allows for an additional housing supply in the Borough to be maintained throughout the Local Plan period and is an approach supported in national planning guidance. When taking the supply buffer into account, provision is made for a total of 7,752 new homes in the period 2016-2033; an annualised housing target of 456 new homes per year.

7. Policy Context

Local Planning Authority	Current Adopted Plan	Next Steps as of 05/02/2019
Essex County Council	Essex Minerals Local Plan (2014); Essex and Southend Waste Local Plan (2017)	Review process initiated
Basildon Borough Council	Basildon District Local Plan Saved Policies (2007)	Draft Local Plan submitted to the Secretary of State for examination (March 2019)
Chelmsford City Council	Chelmsford Local Development framework (2011)	Draft Local Plan submitted to the Secretary of State. Final stage of examination prior to adoption
Epping Forest District Council	Adopted Local Plan (1998) and adopted Alterations (2006)	Draft Local Plan (2011 – 2033) submitted to the Secretary of State. Undergoing examination in public
London Borough of Havering	Havering Local Development Framework: Core Strategy and Development Control Policies (2008)	Draft Local Plan submitted to the Secretary of State. Modification consultation imminent
Thurrock Borough Council	Core Strategy 2015	Issues and options consultation March 2019
Greater London Authority	Further Alterations to the London Plan (2016) New London Plan consultation (2017)	Inspectors report received. Adoption not reached.

Table 1: Current position of Local Plan development of adjoining planning authorities.

8. Organisational Involvement

The Environment Agency

- 8.1 The Environment Agency (EA) has been involved with the preparation of the Water Cycle Study and the Strategic Flood Risk Assessment. This includes both river/channel flood issues and surface water flood issues. The EA has been engaged in the preparation of the Local Plan and supporting documents. Where specific flood protection measures are identified, the Council are working closely with the EA to develop these proposals.

Historic England

- 8.2 Historic England has been consulted during the preparation of the Local Plan, further work including conservation area appraisal work, the introduction of a new conservation area, and the development of the evidence base.

Natural England

- 8.3 Natural England has been involved with evidence base work, the preparation and refinement of the Sustainability Appraisal and Habitat Regulation Assessment work. In particular, working closely on the Essex Coast recreational disturbance avoidance and mitigation strategy (RAMS). There has also been work on the recreational disturbance and air quality impact on Epping Forest (See below).

Highways England

- 8.4 Highways England has been consulted during the preparation of the Local Plan, responses have been received. Brentwood has both part of the M25 and the A12 within the Borough boundary. The junction between these two strategic routes has improvement proposed. Brentwood Borough actively take part in and respond to consultation regarding this as well as working with the Highways Authority in terms of assessment of impact of the Local Plan. Brentwood have been actively involved in responding to the Lower Thames Crossing consultations. Highways England are also involved in the A127 Statement of Common Ground which seeks to influence coordinated planning and investment on this highway.

Mayor of London and Transport for London (TfL)

- 8.5 Mayor of London and TfL have been consulted during the preparation of the Local Plan. Responses have been received. Whilst not a borough of London, Brentwood is on the border of Greater London, has TfL bus services and a terminus for the new Elizabeth Line (CrossRail) within its boundary. Therefore, road and public transport services and facilities (stations, etc) have been on-going discussion points with the Greater London consultees

throughout the Local Plan development. There are on-going discussions with TfL regarding impacts on TfL roads, rail and property.

The Office of Road and Rail

- 8.6 The Office of Road and Rail has been consulted during the preparation of the Local Plan, response has been received.

Basildon and Brentwood Clinical Commissioning Group / NHS England

- 8.7 Basildon and Brentwood Clinical Commissioning Group / NHS England has been consulted during the preparation of the Local Plan, responses have been received. Work with the group has been ongoing, particularly with reference to the Infrastructure Development Plan. Attendance of STP Strategic Estates Forum meetings with NHS.

Civil Aviation Authority

- 8.8 Civil Aviation Authority has been consulted during the preparation of the Local Plan.

Homes England (previously Homes and Communities Agency)

- 8.9 Homes England has been consulted during the preparation of the Local Plan. The Borough is in regular contact with Homes England as a facet of the development of the Dunton Hills Garden Village. Brentwood was successful in applying for Housing Infrastructure Funding to develop the master planning and deliverance work for the Garden Village.

Marine Management Organisation

- 8.10 Marine Management Organisation has been consulted during the preparation of the Local Plan. Brentwood has no marine environment within its boundary. However, recent work on the RAMS project has highlighted the need to assess new development in-combination potential impact on internationally important coastal biodiversity sites.

South East Local Enterprise Partnership

- 8.11 South East Local Enterprise Partnership has been consulted during the preparation of the Local Plan. The Borough is involved with the SELEP, as part of the federated Opportunity South Essex group and the Brentwood Business Partnership.

Local Police Body (Police and Crime Commissioner)

- 8.12 Local Police Body (Police and Crime Commissioner) has been consulted during the preparation of the Local Plan and the Infrastructure Development Plan.

Parish Councils

- 8.13 Brentwood Borough has nine Parish Councils, with three allocated Neighbourhood Plan areas - of which two Parish Councils are actively developing neighbourhood plans supported by Brentwood Borough. These are West Horndon Parish Council and Ingatestone and Fryerning. Ingatestone and Fryerning Parish Council are close to publication for consultation and aiming to go to a referendum as soon as the responses are fully considered.
- 8.14 The proposed Dunton Hills Garden Village is within the West Horndon neighbourhood plan area and there is ongoing dialogue to develop both the neighbourhood plan and the Garden Village masterplan, with the role of the Parish Council in the governance of the Garden Village being discussed. They have been invited and taken active involvement in the workshops and this is being considered in the masterplanning work. However, there is still a fundamental opposition to the Garden Village and its perceived impacts on the Parish and the current residents of West Horndon.

Essex-wide and sub-regional joint working

- 8.15 Through the Essex Planning Officers Association, the Council continues to engage positively and constructively with other Local Planning Authorities within the County, including the sharing of best practice and evidence base. This has included the production of the Essex-wide Gypsy and Traveller Accommodation Assessment, which forms a key part of the Local Plan evidence base.
- 8.16 Considerable joint working with the South Essex borough grouping is referred to below – the Association of South Essex Local Authorities (ASELA) project work, and Brentwood’s attendance and involvement in developing the evidence base and drafting of an Issue and Options paper is listed within the Annex of this document.
- 8.17 Initial Member and officer discussions have been moved forward with Brentwood Borough signing the ASELA Memorandum of Understanding. This work is ongoing.
- 8.18 South Essex boroughs include:
- Basildon,
 - Castle Point
 - Maldon
 - Rochford
 - Southend

- Thurrock
- Plus Essex County Council.

- 8.19 In 2017, the local authorities in South Essex came together to consider the opportunities for more collaborative working which could achieve more than local strategic objectives alone. This group was joined in 2017/18, after a Memorandum of Understanding, by Brentwood Borough in order to produce a South Essex 2-50 Vision. The focus of which was to lobby for additional investment in infrastructure in the sub-region. The area includes two unitary authorities of Southend-on-Sea and Thurrock and works closely with Essex County Council. This partnership work is underpinned by a geographical relationship and core transportation routing. (Rail and Road).
- 8.20 The ASELA is now embarking on a programme of work to position South Essex more favourably in terms of economic growth and infrastructure investment through place-making. A number of work streams have been identified in order to research a cross border evidence base to underpin the development of a Joint Strategic Plan. These include Blue and Green Infrastructure; Economic and Retail Needs; Design; Housing; Transportation, etc. This work is at an early stage and is following the programme of the Brentwood Local Plan.
- 8.21 Over the period of the development of the Local Plan, Brentwood has had ongoing discussions with adjoining boroughs at Member and at officer levels in order to discuss strategic cross boundary matters. However, at this stage of the Brentwood Local Plan, there is little crossover between the housing market area of South Essex and Brentwood. A watching brief is being taken with regard to the market area with the implementation of development along this corridor.

Adjoining Boroughs

Basildon Borough Council

- 8.22 Work with Basildon Borough representatives on the Duty to Cooperate has been underway for many years. Initial Member and officer discussions have been moved forward with Brentwood Borough signing the Association of South Essex Local Authorities (ASELA) Memorandum of Understanding. Basildon Borough Council's responses to the Addendum of Focussed change consultation has raised stronger objections proposed full withdrawal of the Plan and a re-write with development around urban areas only, due to impact on Basildon infrastructure. Basildon officers have been invited to the Dunton Hills workshops and constructively added to the discussion. Brentwood are continuing dialogue with Basildon representatives. This work is ongoing.

Chelmsford City Council

- 8.23 Work with Chelmsford City Council Borough representatives on the Duty to Cooperate has been underway for many years. Brentwood have actively engaged with officers at Chelmsford City Council. This work is ongoing.

Epping Forest District Council (Statutory)

- 8.24 Brentwood representatives have attended the Cooperation for Sustainable Development Board meetings and have observer status for the Epping Forest Special Area of Conservation Habitat Regulation Assessment meetings. Brentwood has supported the Habitat Regulation Assessment implications for Epping Forest on both recreational impact and air quality.

London Borough of Havering

- 8.25 There has been a series of meetings with Having officers to discuss cross boundary issues. These have focused on the transportation issues that impact on the two boroughs, both the local and the strategic highway network. Brentwood Borough is a signatory to the Statement of Common Ground for the A127, as coordinated by the London Borough of Havering for their Local Plan Submission. The dialogue with Havering is ongoing.

Thurrock Council

- 8.26 Work with Thurrock Council representatives on the Duty to Cooperate has been underway for many years. Thurrock Council's position on the Brentwood Local Plan is one of objection in principle to the Borough of Billages strategy and to the Dunton Hills Garden Village in principle. Their responses to consultation have proposed full withdrawal of the Plan and a re-write with development around urban areas only. Thurrock officers have been invited to the Dunton Hills workshops and contributed to the discussion. Brentwood are continuing dialogue with Thurrock representatives and after a period of unavailability of Thurrock officers, have agreed to meet with Brentwood Officers on Monday 17 February 2020. This work is ongoing.

Essex Coastal RAMS

- 8.27 Further joint work is being carried out with 11 other Essex planning authorities in the development of a Supplementary Planning Document (SPD) to address the mitigation required for the recreational visitor impacts on Essex European level designated biodiversity sites. Whilst none of these is within the Brentwood Borough, the Habitat Regulation Assessment screening and consultation comments made by Natural England identified this as a potential issue. The evidence base commissioned jointly by the boroughs confirmed that a small part of Brentwood Borough is within the Zone of Influence and therefore a tariff is being charged for new residential development in that area. The consultation on the SPD started on 10 January 2020. Feedback from this process is due in April 2020.

Essex County Council (ECC)

- 8.28 Brentwood has been and continues to work closely with ECC regarding the Local Plan and Infrastructure Delivery Plan development, in particular for traffic modelling; wider ECC involvement has included highways mitigation; education provision; archaeological impact; waste and minerals advice; and flood protection and prevention both fluvial source and surface water impacts and drainage. ECC provides Brentwood Borough with Surface Water Flood Risk Assessment which has been considered when developing the Strategic Flood Risk Assessment. A recent update to the Critical Drainage Areas is to be taken into consideration in the examination process as factual updates to evidence.
- 8.29 This has included regular officer meetings and email correspondence for policy development, transportation focused meetings, and the joint South Essex meetings, with officer and with Members. ECC is also represented in ASELA South Essex work and is kept informed of Brentwood Local Plan.

Working with Developers /Site Promoters

- 8.30 Agents Forum take place with the opportunity for open dialogue with agents/ developers representing sites of all scales, with updates on the Local Plan and feeding into the Infrastructure Delivery Plan. Dialogue with the promoters of proposed sites has taken place to confirm availability of these sites.

Delivery Plans

- 8.31 Discussions with relevant landowners, site promoters and stakeholders for the long-term planning and implementation of sites identified for allocation are ongoing.

Statements of Common Ground

- 8.32 Brentwood continues to work with these organisations and aims to draft and agree Statements of Common Ground and / or Memoranda of Understanding wherever feasible to provide clarification on the ongoing discussions with other organisations.

Strategic Issues

Housing and Gypsy and Travellers Sites

- 8.33 With the conclusion of the 2017 SHMA being that Brentwood constitutes a self-contained HMA, Brentwood Council is intending to meet its identified need for housing and for Gypsy and Traveller sites within the Borough.

Green Belt Impacts

- 8.34 Brentwood is 89% Green Belt, with a limited availability of previously developed land. The spatial challenge of Green Belt release is a dominating factor of the Local Plan, Strategic Green Belt assessment work has been used to inform the Plan. However, other environmental constraints are considered throughout the Local Plan process and the Spatial Strategy for Brentwood Borough aims to maximise every opportunity to bring forward the brownfield land for development. The Council has considered the impact on strategic Green Belt gaps between towns and have limited development in anyone area to protect this, for example development around West Horndon is not proposed.

Flood

- 8.35 The Council have updated the Water Cycle Study and the Strategic Flood Risk Assessment. The choice of development sites has been informed by sequential testing and ensuring where potential flood risk is identified on strategic sites, that there is opportunity and space to design appropriate new communities without exacerbating flood issues on site or elsewhere.

Green and Blue Infrastructure.

- 8.36 The Council has worked with Essex County Council in drafting policies that reflect this evidence base, particularly to reflect the potential impact from surface water flooding. The commitment to the South Essex work will help to support the linkage of this infrastructure beyond borough boundaries.

Education

- 8.37 Ongoing work with Essex County Council has identified the need for early years and nursery provision; primary school provision; secondary schools (with and without sixth forms); special schools; post-16 education and training, and adult community learning. Brentwood is continuing to work with Essex County Council in order to address this provision and this has been reflected in Local Plan policy requirement and Infrastructure Delivery Plan schedule. Essex County Council also considered the impact of development close to the Brentwood boundary.

Health and Wellbeing

- 8.38 At a local level, the Council has worked with the Basildon and Brentwood Clinical Commissioning Group, NHS Properties, and local GPs regarding the delivery of health infrastructure. The Council is a partner to the Essex Live Well campaign. This is designed to engage communities, families and individuals with the aim of providing information about all that is on offer in Essex to improve health and wellbeing in order to collectively find solutions which contribute towards wellbeing in order to reduce costs to the NHS, and on social care.

With a growing population, and in particular with a growing population of older people this is particularly important.

- 8.39 The Council is therefore working closely with health partners to facilitate the delivery of health and wellbeing initiatives and infrastructure. This is further reflected in the inclusion of health and wellbeing across the policies within the Local Plan.

Transport and Travel

- 8.40 Brentwood Borough is working in line with the County's broad vision on its adopted Local Transport Plan. Regular meetings with the County Council have moved this work forward. With strong commuting patterns out from the borough, primarily toward London but with top commuting destinations of Basildon, Havering, Chelmsford, Thurrock and Epping Forest and acknowledged congestion on the M25, A12 and A127 and the local road network within Brentwood town and Shenfield, particularly during school term times.
- 8.41 Improvements to Junction 28 of the M25 and widening of the A12 are proposed. The completion of the Elizabeth line will improve connection across London and beyond.
- 8.42 The proposed Lower Thames Crossing aims to improve connection across the Thames between Essex and Kent, initially reducing alternative strategic road use in the area. The routing has implications for South Essex, and Brentwood Borough in terms of proposals at M25 Junction 29.
- 8.43 The Brentwood Local Plan supports the aim of modal change from cars to walking and cycling and this is reflected in the Plan policies. Work on cross boundary links is continuing, particularly for the proposed strategic sites. Please refer to the Brentwood Southern Growth Corridor – A Sustainable Transport Integration Vision for further details.

Other

- 8.44 Other areas of strategic importance to the Borough include the economic needs of employment and specifically the retail need of the borough's designated centres. The strategic impacts of these have been considered and are reflected in the Local Plan.

9. Brentwood Growth Areas

- 9.1 Two key growth areas have been identified, considering our overarching aim to deliver sustainable development in transit corridors, through a process of sequential analysis and review of sites:

- a. In the Central Brentwood Growth Corridor: we aim to maximise every opportunity to bring forward brownfield land for development, where appropriate, in Brentwood and Shenfield. This will take account of the arrival of the Elizabeth Line, and reflect our commitment to deliver brownfield development, in consistency with the NPPF (2018). However, brownfield land is limited; and given the opportunity for new development to invest in infrastructure and facilities, we aim to grow the wider Brentwood Urban Area by providing urban extensions in places where development can be contained, and where Green Belt harm is minimized. This is in response to local housing needs and limited brownfield capacity, providing exceptional circumstances to consider limited use of Green Belt. In addition, opportunities to grow Ingatestone Village will be taken where contained sites can deliver an urban extension to the south, providing new housing and supporting employment.
- b. In the South Brentwood Growth Corridor: we aim to deliver a strategic allocation at Dunton Hills Garden Village, providing a new mixed-use, self-sustaining community in the south-east of the Borough. A strategic allocation at M25 junction 29 (Brentwood Enterprise Park) will provide for most of the new employment land needed, bringing forward a modern business park village in the south-west of the Borough with excellent access to the M25. This will also act as a focus for a wider M25/A127 employment cluster considering existing employment uses in the area. Brownfield opportunities will be taken to effectively meet local needs, such as a residential-led, mixed-use redevelopment of existing industrial land in West Horndon, creating a new village centre with supporting services and facilities close to the village rail station. Developing here provides an opportunity to address conflicts arising from heavy freight traffic passing through the village. Residential-led development in the area will help strengthen the village centre and improve service provision. Significant improvements to infrastructure and services will be required to support growth within the Corridor.
- c. Development in areas outside these growth areas corridors will be limited, to retain the local character of the Borough. Brownfield opportunities will be encouraged where appropriate schemes help meet local needs and ensure that our villages remain thriving communities, in line with policies in this Plan. Where appropriate, this includes the redevelopment of previously developed sites in Green Belt and infill while improving links to nearby villages. The Addendum of Focussed Changes proposed minor changes to the Pre-Submission Local Plan in order to reduce the impact on infrastructure and services in Blackmore Village, Priests Lane and Crescent Drive. The Council notes that there are still numerous objections to retaining these sites within the Pre-Submission Local Plan.

Dunton Hills Garden Village

- 9.2 The Council's strategy for growth has considered all potential brownfield sites and previously developed underutilised land within the main urban area, and this has formed the Central Brentwood Growth Corridor. With Green Belt constraints, this has meant the Council has undergone a review of potential locations to determine the considered balance between minimising the impact on the Green Belt and ensuring chosen locations are more sustainable, accessible and least harmful to other key environmental designations.

- 9.3 Dunton Hills was selected as a strategic allocation (ref R01) to meet a large proportion of Brentwood's housing need, within the Plan period and beyond. Its size means supporting infrastructure can also be delivered, thereby relieving the impact on existing facilities that are at capacity. Providing a significant amount of development will help reduce pressure to alter the Green Belt boundaries again in the next Plan period.
- 9.4 Its location is ideally placed to align with the principles of Garden Communities. It is connected enough to make it a sustainable location; at the same time physically contained and surrounded by countryside to not only align to Brentwood's Borough of Villages character, but also continue to maintain characteristics of Green Belt openness.

10. Duty to Cooperated Record, Consultation Representations and the Councils Responses.

- 10.1 Please refer to Annex 1 below for a record of meeting, workshops and other communication with interested parties. The representations made by individuals and organisations have been recorded, considered and responded to and this is detailed in the Consultation Statement and its Annexes.

Annex 1 to Duty to Cooperate Statement Meeting Record

- A. Pre-ASELA Project Work
- B. Association of South Essex Local Authorities Core Group
- C. Association of South Essex Local Authorities Officer Joint Working
- D. Dunton Hills Garden Village Project Related DtC Record
- E. C2C – West Horndon Station improvement Discussion
- F. NHS Strategic Estates Group
- G. Health Impact Assessment Work
- H. Local Plan Sport Impact Work
- I. Early Stage Highways Modelling Discussion
- J. Epping Forest Cooperative DtC meetings – Held quarterly
- K. Incorporates North Essex boroughs, East Herts and Harlow.
- L. Essex Coast Recreational avoidance Disturbance Mitigation Strategy Supplementary Planning
- M. Document Project (Essex Coast RAMS).

A. Pre-ASELA Project Work

Senior Officer Discussion Meetings.

Date*	Event	Invitees	Comment
28/09/2017	South East Essex 2050 Programme	ECC/Thurrock Council/ Basildon Borough Council/Castle Point Borough Council/Rochford Borough Council/Southend Council/	Pre work on South East Essex 2050 Programme
26/10/2017	South East Essex 2050 Programme	ECC/Thurrock Council/ Basildon Borough Council/Castle Point Borough Council/Rochford Borough Council/Southend Council/	Pre work on South East Essex 2050 Programme
02/11/2017	South East Essex 2050 Programme	ECC/Thurrock Council/ Basildon Borough Council/Castle Point Borough Council/Rochford Borough Council/Southend Council/	Pre work on South East Essex 2050 Programme
30/11/2017	South East Essex 2050 Programme	ECC/Thurrock Council/ Basildon Borough Council/Castle Point	Pre work on South East Essex 2050 Programme

		Borough Council/Rochford Borough Council/Southend Council/	
07/12/2017	South East Essex 2050 Programme	ECC/Thurrock Council/ Basildon Borough Council/Castle Point Borough Council/Rochford Borough Council/Southend Council/	Pre work on South East Essex 2050 Programme
10/05/2018	South East Essex 2050 Programme	ECC/Thurrock Council/ Basildon Borough Council/Castle Point Borough Council/Rochford Borough Council/Southend Council/	Pre work on South East Essex 2050 Programme
26/07/2018	South East Essex 2050 Programme	ECC/Thurrock Council/ Basildon Borough Council/Castle Point Borough Council/Rochford Borough Council/Southend Council/	Pre work on South East Essex 2050 Programme

B. Association of South Essex Local Authorities Core Group

Date	Event	Invitees	Comment
26/06/2018	AESLA core group DtC discussion	Brentwood Borough Council, Basildon BC, Thurrock BC; Essex CC; Catriona Riddell for AESLA	Initial discussions on objections to BBC local plan on evidence, delivery and DtC grounds. BBC did not intend to have a cut down 5 year only plan so DHGV would be retained
04/09/2018	AESLA core group DtC discussion	Brentwood Borough Council, Basildon BC, Thurrock BC; Essex CC; Catriona Riddell for AESLA	Further discussion of DHGV evidence and feasibility after early draft topic paper distributed. Can Joint Strategic Plan address these issues?

C. Association of South Essex Local Authorities Officer Joint Working

Date	Strategic Planning Issues	Organisations Worked With	Summary of Joint Working: project, evidence, agreements, actions	Any other comments
16/07/2018	Thurrock GI Study	South Essex DtC group	Presentation on the work completed by consultants on the Thurrock GI Study	
25/09/2018	South Essex PPS	South Essex Group, with Kim, Stuart, and myself from Brentwood	Discussion on how to marry up the Essex and Brentwood PPS work. Agreed to include the same text regarding ASELA / JSP and agreed to consider a joint feasibility study which is to be included in the South Essex and Brentwood PPS.	
Weekly meetings with JOG	Development of the South Essex Joint Strategic Plan	Thurrock Borough Council;	Development of evidence base to support the JSP, including but not limited to:	Additional evidence base documents are planned as the

Date	Strategic Planning Issues	Organisations Worked With	Summary of Joint Working: project, evidence, agreements, actions	Any other comments
		Basildon Borough Council; Castle Point Borough Council; Southend Borough Council; Rochford District Council; and Essex County Council	<ul style="list-style-type: none"> • Strategic Green and Blue Infrastructure Assessment; • Strategic Infrastructure Assessment; • Strategic Transport Assessment; • Strategic Economic Assessment, and Employment Needs Assessment; and • Tourism Assessment <p>Joint consultation on the Addendum Statement of Community Involvement</p> <p>Development of the Issues Document which plans to consult mid-summer and undertake a call for sites</p>	<p>JSP progresses. These assessments will be progressed at an appropriate time.</p> <p>In addition to the monthly meetings there are workshops which have taken place as part of the progression of the various evidence base development.</p>

D. Dunton Hills Garden Village Project Related DtC Record

Date	Event	Invitees	Comment
29/03/2012	Transport Modelling Essex County Council (LDP)	Essex County Council, Brentwood Borough Council	
02/07/2012	Transport Modelling update meeting Essex County Council (LDP)	Essex County Council, Brentwood Borough Council	
13/11/2012	Transport Modelling update meeting Essex County Council (LDP)	Essex County Council, Brentwood Borough Council	
18/12/2012	Transport Modelling update meeting Essex County Council (LDP)	Essex County Council, Brentwood Borough Council	
13/12/2017	Transport Evidence Base meeting Essex County Council	Essex County Council, Brentwood Borough Council	
17/02/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
09/03/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
20/03/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
27/03/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	

Date	Event	Invitees	Comment
03/04/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
10/04/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
17/04/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
24/04/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
01/05/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
08/05/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
15/05/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
22/05/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
29/05/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
07/06/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
12/06/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
19/06/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
26/06/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
10/07/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
17/07/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
14/08/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
21/08/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
28/08/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
18/09/2018	Transport Evidence Base Telecon Essex County Council	Essex County Council, Brentwood Borough Council + associated Council consultants	
12/03/2019	South Brentwood Growth Corridor Strategic Sites	Brentwood Borough Council, Dunton Hills Garden Village	

Date	Event	Invitees	Comment
	Meeting – DHGV and Brentwood Enterprise Park	Representatives, Brentwood Enterprise Park Representatives	
12/11/2019	Demand Responsive Transport meeting (Zeelo)	Brentwood Borough Council, Zeelo, CEG (on behalf of DHGV) and St Modwen on behalf of Brentwood Enterprise Park	
24/04/2015	Lower Thames Crossing	Basildon Council, Brentwood Borough Council, Highways England	
14/11/2017	Dunton Hills Garden Village meeting 1 update for Homes and Communities	Brentwood Borough Council, Homes and Communities Agency	
25/07/2017	DHGV Project update	Brentwood Borough Council, Homes and Communities	
02/07/2018	DHGV Project update	Brentwood Borough Council, Homes and Communities	
20/11/2018	DHGV Project update	Brentwood Borough Council, Homes and Communities	
04/09/2017	DHGV Site Walkover and Workshop	CODE, Homes and Communities, Commercial Estates Group, Essex County Council, Brentwood Borough Council, Brentwood Borough Council	
06/03/2018	Broadway Malyan Design Workshop	Brentwood Borough Council, Commercial Estates Group, CODE, Broadway Malyan	
03/10/2018	Heritage Design Meeting	Brentwood Borough Council, Commercial Estates Group, CODE, Broadway Malyan	
20/02/2019	Stakeholder Briefing Event	CODE, Homes and Communities, Commercial Estates Group, Essex County Council, Brentwood Borough Council	
27/02/2019	Councillor Walkaround and Briefing	Brentwood Borough Council, Commercial Estates Group	
06/07/2017	Design Council Introduction and Orientation meeting	Brentwood Borough Council; Design Council CABE	
14/06/2017	Masterplan Meeting 1	Brentwood Borough Council, Commercial Estates Group, CODE, Broadway Malyan	
06/07/2017	Design Council workshop	Design Council CABE, Brentwood Borough Council	
21/08/2017	Masterplan Meeting 2	Brentwood Borough Council, Commercial Estates Group, CODE, Broadway Malyan	
14/11/2017	Design Council Workshop	Brentwood Borough Council, Commercial Estates Group, CODE, Broadway Malyan, Design Council	
27/02/2019	Design Workshop with CEG and Essex County Council (Setting the Scene)	Brentwood Borough Council, Commercial Estates Group, Essex County Council	

Date	Event	Invitees	Comment
18/04/2019	Design South East (DSE) workshop 1 (vision)	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Homes England	
25/04/2019	DSE workshop 2 (Blue and Green Infrastructure)	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Thurrock Council, Basildon Council, Havering Council, Essex Wildlife Trust, West Horndon Parish Council, Brooks Leney, Thames Chase Trust, British Horse Society, Homes England	
25/04/2019	DSE workshop 3 (Heritage and Design)	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Thurrock Council, Basildon Council, Havering Council, Essex Wildlife Trust, West Horndon Parish Council, Brooks Leney, Thames Chase Trust, British Horse Society, Historic England, Homes England	
06/05/2019	DSE workshop 4 (socio-economics)	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Thurrock Council, Basildon Council, Havering Council, West Horndon Parish Council, Brooks Leney, NHS, Transformation – Brentwood Borough, Essex Police, Essex Fire, Homes England	
08/05/2019	DSE workshop 5 (Sustainable and Smart Infrastructure)	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Thurrock Council, Basildon Council, Havering Council, West Horndon Parish Council, Homes England	
10/05/2019	DSE workshop 6 (Sustainable Transport)	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Thurrock Council, Basildon Council, Havering Council, West Horndon Parish Council, Homes England, Highways England, C2C Rail, Lower Thames Crossing, Transport for London, Network Rail, Office of Rail Regulation, Brentwood Community Transport, Sustrans, First Buses, Ensignbus, Stephenson's of Essex	

Date	Event	Invitees	Comment
15/05/2019	Design South East Checkpoint Meeting	Brentwood Borough Council, Commercial Estates Group	
05/06/2019	Design Review Panel 1	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Thurrock Council, Basildon Council, Havering Council, West Horndon Parish Council, Homes England, Historic England, Highways England, Sports England, Essex Police, Essex Fire, Thames Chase Trust, Wildlife Trust, NHS, British Horse Society	
17/07/2019	Design Review Panel 2	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Thurrock Council, Basildon Council, Havering Council, West Horndon Parish Council, Homes England, Historic England, Highways England, Sports England, Essex Police, Essex Fire, Thames Chase Trust, Wildlife Trust, NHS, British Horse Society	
06/09/2019	DSE workshop 7 (design and innovation)	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Homes England	
09/10/2019	Design Review Panel 3	Design South East, Brentwood Borough Council, Commercial Estates Group, Essex County Council, Landowners, Thurrock Council, Basildon Council, Havering Council, West Horndon Parish Council, Homes England, Historic England, Highways England, Sports England, Essex Police, Essex Fire, Thames Chase Trust, Wildlife Trust, NHS, British Horse Society	
07/02/2020	Chair Review Design South East	Borough Council, Council, Commercial Estates Group, Design South East	
04/03/2019	Strategic Estates Forum (NHS)	NHS, Brentwood Borough Council	
03/04/2019	Landowners Masterplan Integration meeting	Brentwood Borough Council, site allocation landowners	
22/05/2019	MHCLG and Homes England Review Meeting	Brentwood Borough Council, Homes England, MHCLG	
13/06/2019	DHGV Pre-application meeting - Heritage	Brentwood Borough Council, Heritage England, Essex County Council, Commercial Estates Group	
08/07/2019	DHGV Pre-application meeting - Transport	Brentwood Borough Council, Highways England, Essex County Council, Commercial Estates Group	

Date	Event	Invitees	Comment
16/07/2019	DHGV Pre-application meeting - EHO	Brentwood Borough Council, Essex County Council, Commercial Estates Group	
23/07/2019	DHGV Pre-application meeting - Ecology	Brentwood Borough Council, Essex County Council, Commercial Estates Group	
01/08/2019	Sports Playing Pitches Strategy Meeting	Sports England, Brentwood Borough Council	
19/08/2019	Gypsies & Traveller Workshop	Brentwood Borough Council, Commercial Estates Group, Essex County Council; Essex Police	
07/08/2019	Health Facilities Requirements meeting NHS	NHS, Brentwood Borough Council, Commercial Estates Group, Essex County Council	
04/09/2019	Housing Workshop	Brentwood Borough Council, Commercial Estates Group, Essex County Council, Homes England	
15/10/2019	Dunton Hills Garden Village Community Forum 1	Open event invitation to community members	
16/12/2019	Strategic Estates Forum (NHS)	NHS, Brentwood Borough Council	
17/12/2019	South Brentwood Growth Corridor Transport Workshop 1	Brentwood Borough Council, Essex County Council, Highways England, c2c Rail, London Borough of Havering, Thurrock Council, Brentwood Enterprise Park (St Modwen; Strutt & Parker; Atkins; landowner), Childerditch Industrial Estate, (Strutt & Parker), West Horndon Industrial Estates (Hermes; McGough Planning Consultants), Land at East Horndon Hall (Savills), Dunton Hills Garden Village (CEG; Brookbanks; Vectos; other landowners and representatives), West Horndon Parish Council	
18/04/2019	South Brentwood Growth Corridor Transport Workshop 2	Brentwood Borough Council, Essex County Council, Highways England, c2c Rail, London Borough of Havering, Thurrock Council, Brentwood Enterprise Park (St Modwen; Strutt & Parker; Atkins; landowner), Childerditch Industrial Estate, (Strutt & Parker), West Horndon Industrial Estates (Hermes; McGough Planning Consultants), Land at East Horndon Hall (Savills), Dunton Hills Garden Village (CEG; Brookbanks; Vectos; other landowners and representatives)	
07/05/2019	Southern Brentwood Growth Corridor,	Brentwood Borough Council, Essex County Council, Highways	

Date	Event	Invitees	Comment
	Sustainable Transport Integration Telecon 1	England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
14/05/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 2	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
21/05/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 3	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
28/05/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 4	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
04/06/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 5	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
11/06/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 6	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
18/06/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 7	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
25/06/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 8	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
02/07/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 9	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
19/07/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 10	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	

Date	Event	Invitees	Comment
24/07/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 11	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
30/07/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 12	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
06/08/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 13	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
13/08/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 14	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
30/08/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 15	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
10/09/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 16	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
17/09/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 17	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
24/09/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 18	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
01/10/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 19	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
08/10/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 20	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood	

Date	Event	Invitees	Comment
		Enterprise Park), Vectos (representing DHGV)	
15/10/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 21	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
29/10/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 22	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
05/11/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 23	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
12/11/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 24	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
26/11/2019	Southern Brentwood Growth Corridor, Sustainable Transport Integration Telecon 25	Brentwood Borough Council, Essex County Council, Highways England, St Modwen (representing Brentwood Enterprise Park), Vectos (representing DHGV)	
28/01/2020	Overview of work to date Masterplan Framework	First Essex Bus, Network Rail, Essex County Council, Essex Emergency Services Planning, Essex Bridleways Association, Homes England, Historic England, South West Essex CCG, Basildon and Brentwood CCG, NHS, Sustrans, SELEP, Stephenson's of Essex, Ensignbus, Firstbuses, Office of Rail Regulation, Network Rail, Transport for London, Lower Thames Crossing, C2C Rail, Highways England, Essex Fire and Rescue, National Grid, Thames Water, Anglican Water, Environment Agency, Active Essex, Golf England, Wildlife Trust, Natural England, Sports England, Brentwood Borough Council, Thurrock, Basildon, Havering	
03/02/2020	Dunton Hills Garden Village / Essex County Council Site Visit	Essex County Council, Brentwood Borough Council	

Date	Event	Invitees	Comment
05/02/2020	Dunton Hills Garden Village Community Forum 2	Open invite to community members	
01/05/2019	Dunton Hills Garden Village Steering Group	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group	
12/06/2019	Dunton Hills Garden Village Steering Group	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group	
10/07/2019	Dunton Hills Garden Village Steering Group	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group	
07/08/2019	Dunton Hills Garden Village Steering Group	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group	
04/09/2019	Dunton Hills Garden Village Steering Group	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group	
02/10/2019	Dunton Hills Garden Village Steering Group	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group	
04/12/2019	Dunton Hills Garden Village Steering Group	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group	
04/01/2020	Dunton Hills Garden Village Steering Group	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group	
Weekly January 2019 onward	Dunton Hills Garden Village Liaison Meeting	Brentwood Borough Council, Commercial Estates Group	
11/12/2017	Dunton Hills Garden Village Project Delivery Board	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group, CODE Development Planners, Homes and Community Agency	
22/01/2018	Dunton Hills Garden Village Project Delivery Board	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group, CODE Development Planners, Homes and Community Agency	
24/04/2019	Dunton Hills Garden Village Project Delivery Board	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial Estates Group, West Horndon Parish Council, Homes England	
23/09/2020	Dunton Hills Garden Village Project Delivery Board	Homes England, Essex County Council, Brentwood Borough Council, Council, Commercial	

Date	Event	Invitees	Comment
		Estates Group, West Horndon Parish Council, Homes England	
26/06/2018	MHCLG	MHCLG, Basildon BC Brentwood Borough Council	Joint meeting – Members and MHCLG. Update on expected timeframes of Local Plans for both boroughs. Noted 5 year review requirements. Noted Castlepoint intervention and shorter timescale for their plan. Not confirmed if acceptable. Meeting housing need key for PINS, MHCLG need reasonable evidence that JSP is to come forward.
02/07/2018	Homes England Review Meeting	Brentwood Borough Council, Homes England	
21/05/2019	Homes England Review Meeting	Brentwood Borough Council, Homes England	
20/11/2018	Homes England Review Meeting	Brentwood Borough Council, Homes England	
25/04/2018	Corporate Leadership Board at DHGV	Brentwood Borough Council	
22/11/2019	Landowners Masterplan Integration meeting	Brentwood Borough Council, site allocation landowners	

E. C2C – West Horndon Station improvement Discussion

Date	Event	Invitees	Comment
09/08/2017	West Horndon Station improvement Discussion	Brentwood Borough Council and C2C	Early general discussion. New station at Stanford Le Hope and Bean Park Noted. New stock from 2019, platform extensions all complete, potential for Thurrock development to south of station, not confirmed. Consultation soon.
27/04/2018	West Horndon Station improvement Discussion	Brentwood Borough Council and C2C	Confirmed new station at DHGV not feasible. Accessibility to West Horndon key.
02/10/2018	West Horndon Station improvement Discussion	Brentwood Borough Council and C2C	High level discussion of A127 corridor sustainable transport issues – modal change away from car, links to villages and town centres. Further discussion on WH station improvement possibilities in light of this.

Date	Event	Invitees	Comment
18/01/2018	Email: West Horndon Station improvement Discussion	Brentwood Borough Council and C2C	Continued discussion on WH station improvement possibilities
12/08/2019	West Horndon Station improvement Discussion	Brentwood Borough Council and C2C. Thurrock BC invited, not attend.	Discussed feasibility for joint vision work with Thurrock, Noted that timing did not align. Clarified likely housing trajectory for local plan.
11/09/2019	West Horndon Station improvement Discussion	Brentwood Borough Council and C2C, ECC, Network Rail, St Modwen re Enterprise Park, CEG re DHGV, EA Strategic Land re land at West Horndon Thurrock invited but not present	Continued discussion on WH station improvement possibilities
04/11/2019	West Horndon Station improvement Discussion	Brentwood Borough Council and C2C, EA Strategic Land re land at West Horndon Thurrock BC	Updates on BBC local plan and Thurrock BC local plan. Continued discussion on WH station improvement possibilities. MoU an option for engagement mechanism discussed. Draft MoU to be presented at next meeting

F. Lower Thames Crossing – Stakeholder meetings

Date	Event	Invitees	Comment
28/11/2014	Stakeholder meeting	Brentwood Borough Council, Highways England	Introductory meeting on LTC process of consultation
28/01/2015	Stakeholder meeting	Brentwood Borough Council, Highways England	Discussed indicative routes
16/07/2015	Stakeholder meeting	Brentwood Borough Council, Highways England	To obtain feedback on emerging Shortlist of route options To advise on preparation for consultation To discuss briefing the Leader of the Council To open discussions about legacy
01/08/2017	Stakeholder meeting	Brentwood Borough Council, Highways England - LTC	Design update, traffic modelling, legacy and benefits
30/04/2015	Stakeholder meeting	Brentwood Borough Council, Highways England – LTC, Basildon BC,	Discussed indicative routes, impacts, new development proposals
30/08/2016	Stakeholder meeting	Brentwood Borough Council, Highways England – Hyder Engineering	Feedback on previous consultation regarding routes. Massive response. Concerns noted and will be considered in deciding preferred route.

G. NHS Strategic Estates Group

Date	Event	Invitees	Comment
14/032019	NHS Mid Essex Strategic Estates Group	NHS representatives from service delivery (GP, Emergency, hospital, etc) commissioning and estates, representatives from all Essex boroughs,	Presentation of Brentwood Local Plan proposals
Every Month	NHS Mid Essex Strategic Estates Group	Brentwood Borough Council	Attendance/call in to each meeting.

H. Health Impact Assessment Work

Date	Strategic Planning Issues	Organisations Worked With	Summary of Joint Working: project, evidence, agreements, actions	Any other comments
07-12-2018	Local Plan Health Impact Assessment	Brentwood Health and Wellbeing Board	Meeting consisted of a number of Health & Wellbeing topics including Workplan for Health & Wellbeing, Public Health projects, and information around the HIA Living Document on the Local Plan. A brief overview of what an HIA is and how it was developed was presented to the group. Member of the Health and Wellbeing board have been asked to provide feedback on the Local Plan policies as they relate to health and wellbeing. Any comments received will be considered and where appropriate changes made to the policies (as long as they are within line of the NPPF and other related planning guidance and regulations).	Note: 07-12-2018 was first planning policy met with the group. Have been attending the meetings on a by-monthly basis to give regular updates on the Local Plan and any impacts on the HIA.

I. Local Plan Sport Impact Work

Date	Strategic Planning Issues	Organisations Worked With	Summary of Joint Working: project, evidence, agreements, actions	Any other comments
May 2019	Brentwood PPS Steering Group Meetings	Internal Council Officers (BBC); Sport England; Active Essex; Football Association; Cricket Club; Hockey Club; Rugby Club;	Group meets twice a year to discuss the outcomes and actions identified in the PPS to ensure they are progressed and realized. This includes discussing Planning Policy matters, such as, but not limited to:	

Date	Strategic Planning Issues	Organisations Worked With	Summary of Joint Working: project, evidence, agreements, actions	Any other comments
			<ul style="list-style-type: none"> • Updates on the Local Plan process; and • Play pitch matters related to specific Local Plan sites such as Lan North or Shenfield, Dunton Hills Garden Village 	
October 2018	Golf Course Needs Assessment	Golf England (on-going discussions)	Due to comments received from the Local Plan Reg 18 consultation, Sport England raised objections to the development of Dunton Hill Garden Village due to the loss of the golf course, and the lack of evidence on a Golf Course Needs Assessment. The Council undertook an in-house Golf Course Needs Assessment and worked with Golf England and Sport England in the development of this work. The assessment concluded that there is sufficient 18-hole Golf Courses, however there will be a loss to entry level golf. The Council has been communicating with Golf England to determine how best to mitigate this loss. All communication to date has been over the phone or via email. There is a meeting arrange with Golf England and the Council for 19 th March 2020 to discuss mitigation options and to start developing a SoCG.	
16-10-2019 (date of first meeting)	Local Plan site: Land North of Shenfield	Sport England (on-going discussions)	Local Plan allocated site, Land North of Shenfield, there is currently a school and play pitches. Sport England raised objects to the policy due to the potential loss of the play pitch. Sport England, one of the developers of the site, and the Council have been having on-going communication regarding this matter. At present the developers are producing a play pitch review for the area. The Council and	

Date	Strategic Planning Issues	Organisations Worked With	Summary of Joint Working: project, evidence, agreements, actions	Any other comments
			Sport England have commenced the development of a SoCG and are engaged in on-going discussions.	

J. Early Stage Highways Modelling Discussion

Date	Event	Invitees	Comment
29/03/2012	DtC meeting	Brentwood Borough Council; ECC; Chemsford CC	Initial meeting to discuss local plan development and focus on Highways impacts and modelling
02/07/2012	Highways modelling DtC meeting	Brentwood Borough Council; ECC; Chemsford CC	Meeting to discuss local plan development and focus on Highways impacts and modelling
13/11/2012	Highways modelling DtC meeting	Brentwood Borough Council; ECC; Chemsford CC	Meeting to discuss local plan development and focus on Highways impacts and modelling
17/12/2012	Highways modelling DtC meeting	Brentwood Borough Council; ECC; Chemsford CC	Meeting to discuss local plan development and focus on Highways impacts and modelling
18/12/2012	Highways modelling DtC meeting	Brentwood Borough Council; ECC; Highways England	Transport capacity – Essex CC traffic survey and transport modelling After this point, Brentwood commissioned different consultants to carry out modelling – not via ECC.
13/12/2017	Highways modelling DtC meeting 13/12/17	Brentwood Borough Council; ECC; Chemsford CC	Regular meetings and telecom with ECC regarding highways modelling and transportation Highways modelling DtC meeting This is captured in Dunton Hills Garden Village table above

K. Epping Forest Cooperative DtC meetings – Held quarterly Incorporates North Essex boroughs, East Herts and Harlow

Date	Event	Invitees	Comment
Quarterly meetings			Attendance of local plan section of joint plan development meetings
15/03/2018	Co-op Officer Group Meeting (North Essex/East Herts). EFDP coordinate	Epping Forest DC Harlow East Herts Uttlesford Broxbourne Chelmsford Redbridge Havering City of London Waltham Forest Enfield Hertfordshire ECC	Ongoing discussion regarding strategic issues in north Essex and East Herts area plus impact of development on Epping

Date	Event	Invitees	Comment
		Haringey Homes England Lee Valley Park GLA TfL Highways England Natural England	Forest SCA in line with requirements of HRA. Including development close to borough boundaries.
18/04/2018	Co-op Officer Group Meeting (North Essex/East Herts). EFDP coordinate		
06/06/2018	Co-op Officer Group Meeting (North Essex/East Herts). EFDP coordinate		
25/07/2018	Co-op Officer Group Meeting (North Essex/East Herts). EFDP coordinate	As above plus London boroughs within Epping Forest Zone of Influence for HRA mitigation tariff area.	Epping Forest mitigation discussion Detailed discussion regarding Conservators requirements for fulfilling HRA recreational and air quality impacts on Epping Forest SAC
28/11/2018	Co-op Officer Group Meeting (North Essex/East Herts). EFDP coordinate		

L. Essex Coast Recreational avoidance Disturbance Mitigation Strategy Supplementary Planning Document Project (Essex Coast RAMS).

Date	Event	Invitees	Comment
25/01/2018	RAMS Steering Group	Basildon; Thurrock; Southend; Rochford; Castlepoint; ECC; Tendring; Colchester; Chelmsford; Braintree; Maldon; Natural England.	Development of evidence base for proposed SPD to address recreational impact on coastal European designated biodiversity sites in line with requirements of HRA.
26/03/2018	RAMS	Ditto	
23/04/2018	RAMS	Ditto	Evidence report back
23/05/2018	RAMS	Ditto	
20/07/2018	RAMS	Ditto	
07/09/2018	RAMS	Ditto	Summer evidence report back
17/10/2018	RAMS	Ditto	
16/11/2018	RAMS	Ditto	Development of SPD
07/01/2019	RAMS	Ditto	Editing of first draft of SPD
04/03/2019	RAMS	Ditto	Development of SPD
01/04/2019	RAMS	Ditto	
13/06/2019	RAMS	Ditto	
17/06/2019	RAMS	Ditto	
15/07/2019	RAMS	Ditto	
19/08/2019	RAMS	Ditto	
09/09/2019	RAMS	Ditto	Finalising Draft SPD. Borough Member approvals
14/10/2019	RAMS	Ditto	
18/11/2019	RAMS	Ditto	

16/12/2019	RAMS	Ditto	Consultation to start Jan 10 2020
20/01/2020	RAMS	Ditto	