

**HERTFORDSHIRE INFRASTRUCTURE AND PLANNING PARTNERSHIP**  
**Monday 27 June 2016**

**MINUTES**

**Present:**

Cllr. M. Perkins	Welwyn Hatfield Borough Council (Chair)
Cllr P. Seeby	Broxbourne Borough Council
Cllr. D. Andrews	Hertfordshire County Council
Cllr J. Gardner	Stevenage Borough Council
Cllr. A. Campbell	St Albans City & District Council
Cllr I. Sharpe	Watford Borough Council

**Officers in Attendance**

T. Harvey	St Albans City & District Council (Chair HPG)
K. Steptoe	East Herts District Council
J. Tiley	Hertfordshire County Council
R. Thacker	Hertfordshire County Council
J. Rumble	Hertfordshire County Council
A. Wood	Hertfordshire LEP
Z. Al-Jawad	Stevenage Borough Council
M. Wells	Three Rivers District Council
C. Haigh	Welwyn Hatfield Borough Council
D. Welton	Hertfordshire Planning Co-ordinator (Minutes)

**1. APOLOGIES AND SUBSTITUTIONS**

Apologies were noted from Cllr. D. Ashley (Hertfordshire County Council – Cllr Andrews substituting), Cllr H. Cohen (Hertsmere Borough Council), Cllrs. L. Haysey and G. Jones (East Herts), Cllr M. Trevett (Three Rivers), Cllr G. Sutton (Dacorum) and Cllr. D. Levett (North Herts).

**2. APPOINTMENT OF CHAIR & VICE CHAIR**

The following appointments were made for 2016/17:

**Chair:** Cllr Mandy Perkins

**Vice Chair:** Cllr Derrick Ashley

**3. MINUTES OF THE PREVIOUS MEETING**

The Minutes of the meeting held on 24 March 2016 were agreed as a true record. Under matters arising Jon Tiley advised that just three Districts had decided not to participate in the CIL viability study.

#### **4. WATER STUDY UPDATE**

John Rumble introduced the report that had been circulated. He advised that the project was slightly behind schedule but that Phase 1 of the study was mostly complete. This relates to the modelling work of growth which is to be passed to the Water Companies for them to assess the related infrastructure needs and capacity. The water companies will need 12 weeks to do this work and consequently this should be completed in October 2016.

JR advised that there seemed to be some issues arising around waste water in the Welwyn Hatfield, Watford and Stevenage areas but this will need to be confirmed through the coming work. Clean water issues were less than anticipated. JR added that there was an interim issue relating to the progress of Local Plans and it was proposed to issue a statement that will give some assurance to local authorities who are at a critical stage in their Local Plan process. This statement will be prepared jointly with the Environment Agency and confirm the commitment of the partners to the project.

In discussion KS asked about the level of commitment of the Water Companies to the project and its findings and whether it would identify the type of infrastructure kit required. JR replied that the Water Companies were supporting the project and added that Thames Water certainly seemed to be on board and although Anglian Water appeared less enthusiastic there were fewer problems in their area. With regards to infrastructure kit he said that the project would identify where the issues were and there may be several ways to address these.

Cllr Gardner asked about pressures from across the Hertfordshire boundary, especially relating to waste water, and generally on cross border issues. JR added that there challenges arising from cross border issues and it was being considered.

John Rumble also provided an update on the Building Futures tour of examples of good design. Further information is given at item 13.

**Agreed:**

**That a further update be provided to HIPP following the completion of the work by the Water Companies.**

#### **5. REVIEW OF HIPP TERMS OF REFERENCE**

The current terms of reference had been circulated and were discussed.

**Agreed:**

**That the terms of reference be amended as follows:**

- i) To reflect developing work around Devolution, Shared Services and the London Plan Review;**

- ii) **that a general reference be added to working with other groups and partnerships; and**
- iii) **where a meeting is not quorate provisional decisions can be made and these be circulated to non attending Members for their approval until a majority of HIPP Members have agreed.**

## **6. HIPP ANNUAL REVIEW 2015/16**

The HIPP Annual Review, which identified key achievements during the past year, was discussed. Cllr Perkins commented that it demonstrated the extent of the achievements made.

### **Agreed:**

- i) **That HIPP Members are encouraged to report the document internally through their authorities; and**
- ii) **That the document be referred to the Leaders Group.**

## **7. LONDON PLAN/WIDER SOUTH EAST ENGAGEMENT**

A progress report on Wider South East Collaboration as well as a briefing note on Outer London Commission reports had been circulated and were noted.

## **8. STRATEGIC PLANNING FRAMEWORK**

Cllr Perkins reported on a meeting she had with David Scholes in respect of the devolution discussions. It seems that there is little appetite in Hertfordshire for an elected Mayor or devolution. However there is a willingness for closer collaboration and there is particular interest relating to planning issues. David Scholes confirmed that he would be discussing this further with John Wood. Cllr Perkins commented that there could be a role for HIPP and she would discuss further with David Scholes.

Colin Haigh led a roundtable item on challenging duty to co-operate issues for Hertfordshire authorities. Papers were circulated relating to the key issues arising in Welwyn Hatfield, St Albans and Stevenage. CH added that there were similar issues for all three authorities, for example Objective Assessment of Housing Need and Functional Economic Areas (FEMA). Hertfordshire authorities were also engaging in duty to co-operate meetings, undertaking joint studies, developing memorandums of understanding and there were discussions about joint master planning. However there were still cases where Hertfordshire authorities were objecting to others' Local Plans. He added that it is difficult to predict how Inspectors would react at Inquiries where local authorities were not meeting housing need. They could view the

collaborative arrangements as demonstrating that we are doing our best or, alternatively say that we were failing despite having the mechanisms in place.

In discussion Cllr Perkins commented that there could be an issue if an Inspector looked at the cumulative impact by collating each districts housing needs. Cllr Gardner added that it is necessary to demonstrate that you are doing your best to meet need, including by undertaking Green Belt reviews.

The issue of education infrastructure and planning was raised and it was agreed that HPG should look at this again with a report back to HIPP.

**Agreed:**

- i) Each authority has arrangements in place to meet duty to co-operate requirements as best as possible and these will be tested at local plan examination.**
- ii) That there should be a report back to HIPP on education needs and infrastructure.**

## **9. REPORT ON EELGA RESOURCING/TRAINING EVENT**

Jon Tiley introduced the report that had been circulated. The EELGA event had highlighted the results from the EELGA survey which had also been circulated. He added that the event produced some positive ideas and there was a good representation on the day and this included educational institutions. JT commented that it was reported that there was not enough experienced planners in the system and work needed to be done to promote planning as a career option. A further group is being set up to take the outcomes from the event forward.

Cllr Perkins referred to the need to provide opportunities for non graduates to enter the profession and ZA referred to a two year day release course at Oxford Brookes for technical staff that gave access to their Masters course. JT and TH referred to the work led by St Albans with Oaklands College who are to start an NVQ level 3 planning apprenticeship course from September. Oaklands are also discussing with the University of Hertfordshire so that those apprentices can convert to a degree level course.

TH referred to opportunities to share some specialist staff and gave viability as an example. Cllr Perkins added that some authorities have Heritage Officers but that others only need occasional advice and that this may also present opportunities for resource sharing.

## **10. TRANSPORT UPDATE**

Jon Tiley gave an update on the Transport Vision that would be going to the County Members Panel in the coming week and then to Cabinet in July.

Previously there had been stakeholder consultation but from September there will be a full consultation period of 12 weeks. This will include details of major schemes.

The LTB Board on 15 July will consider the transport related Growth Deal 3 bids. These must be submitted by the end of July. RT added that further modelling work is taking place to support the process which will be reported to the STiBLET meetings. There will also be a rerun of the COMET model in the autumn.

In discussion Cllr Perkins commented that Members could not see how transport infrastructure could adequately be addressed. Cllr Andrews agreed and said that despite increased homeworking and more flexible hours travel trips were still increasing.

## **11. VIABILITY STUDY UPDATE**

Jon Tiley advised that the consultants had been appointed and had been provided with case examples by several HIPP districts. The aim is for the work to be completed by September. There was an issue because the detailed regulations relating to Starter Homes and Affordable Housing arising from the Housing & Planning Act would not be available for some time. However the substantive issues will be able to be identified. The final report should be able to help districts to challenge the key assumptions made by developers.

## **12. HERTFORDSHIRE LEP UPDATE**

Adam Wood introduced the report that had been circulated. This covered two main areas of work, the SEP review and Growth Deal 3.

The SEP review will be light touch to see if it needs to be refreshed. A fundamental review is not considered necessary. There will be broad consultation.

AW added that the Growth Deal 3 work is work in progress and the information in the table related to the 12 projects. There was a report to the LEP Board on 23 June who endorsed the work in principle. Informal feedback is expected from BIS in the next few weeks and an informal meeting will follow with Lord Heseltine. The bids must be submitted by 28 July.

AW added the detail project outlines could be circulated providing the information was kept confidential.

**Agreed:**

- i) **Members wishing to see any of the confidential detailed project outlines to contact Adam Wood direct.**
- ii) **Adam Wood to provide Cllr Perkins with the outlines for the LTB Board meeting; and**
- iii) **Members who have comments on any of the transport related projects to advise Cllr Perkins before the LTB Board meeting on 15 July.**

### **13. HIPP FORWARD PROGRAMME**

Members discussed and noted the forward programme.

John Rumble had earlier reported on the Building Futures Tour of Examples of Good Design. This would be held on Monday 25 July and a draft itinerary was circulated. The event was for Building Futures subscribing Members and there were 20 places available on the tour. It was suggested that this should be one Member and one officer per authority but any places not taken up will be offered as additional places.

A HIPP special topic meeting will be held on 27 July at Welwyn Hatfield Borough Council on the London Plan and/or Devolution.

It was noted that the Network Rail presentation scheduled for 29 September HIPP meeting had not yet been confirmed and may need to be deferred to a later date.

**Agreed:**

**That further items relating to the Water Study, Education Planning and Infrastructure and the Viability Study be added to the forward programme.**

### **14. ANY OTHER BUSINESS**

No items were raised.

### **15. DATES OF FUTURE MEETINGS**

Members noted the following amended meeting dates for 2016/17:  
Monday 25 July – Building Futures Tour of examples of good design

Wednesday 27 July 2016 – special topic meeting on London Plan and/or Devolution – Council Chamber, Welwyn Hatfield Borough Council

**HIPP Meetings**

Thursday 29 September 2016

Thursday 17 November 2016

Wednesday 25 January 2017

Wednesday 15 March 2017

HIPP meetings are 6.00pm (for 6.30pm) usually at County Hall but if an authority wishes to host one please contact the Co-ordinator at:

[des.welton@ntlworld.com](mailto:des.welton@ntlworld.com)