

**SUPPLEMENTARY DOCUMENT FOR  
CABINET  
Thursday 4 November 2021 at 7.30 pm  
Council Chamber - Civic Centre**

The attached document is due to be considered at the meeting listed above and was unavailable for circulation when the agenda for the meeting was published. The agenda item to which the document relates is noted below.

**AGENDA**

3. Minutes (Pages 2 - 9)

To approve the minutes of the meeting held on 14 October 2021.

**MINUTES OF THE CABINET  
HELD ON**

14 October 2021

7.30 - 9.35 pm

**PRESENT**

**Committee Members**

Councillor Joel Charles, Deputy Leader and Portfolio Holder for Community Resilience

Councillor Simon Carter, Portfolio Holder for Housing

Councillor Alastair Gunn, Portfolio Holder for Environment

Councillor Michael Hardware, Portfolio Holder for Strategic Growth

Councillor Russell Perrin, Portfolio Holder for Finance and Governance

Councillor Dan Swords, Portfolio Holder for Regeneration

**Additional Attendees**

Councillor James Leppard

Councillor Nicky Purse

Councillor Matthew Siggers

**Other Councillors**

Councillor David Carter

Councillor Mike Danvers

Councillor Tony Durcan

Councillor Tony Edwards

Councillor Michael Garnett

Councillor Ash Malik

Councillor Chris Vince

Councillor Nancy Watson

Councillor Mark Wilkinson

**Officers**

Brian Keane, Chief Executive

Andrew Bramidge, Director of

Strategic Growth and Regeneration

Simon Freeman, Deputy to the Chief

Executive and Director of Finance

Julie Galvin, Legal Services Manager

Jane Greer, Director of Communities and Environment

Adam Rees, Senior Governance

Support Officer

52. **APOLOGIES FOR ABSENCE**

None.

53. **DECLARATIONS OF INTEREST**

Councillor Durcan declared a non-pecuniary interest as a non-executive Director of HTS (Housing and Regeneration) Ltd.

54. **MINUTES**

**RESOLVED** that the minutes of the meeting held on 9 September 2021 are agreed as a correct record and signed by the Leader.

55. **MATTERS ARISING**

None.

56. **WRITTEN QUESTIONS FROM THE PUBLIC**

The questions, together with the answers, are appended to the minutes.

57. **WRITTEN QUESTIONS FROM COUNCILLORS**

The question, together with the answer, is appended to the minutes.

58. **PETITIONS**

None.

59. **FORWARD PLAN**

**RESOLVED** that the Forward Plan is noted.

60. **TIMETABLE FOR LOCAL PLAN REVIEW**

Cabinet considered a report on the timetable for the Local Plan.

Proposed by Councillor Michael Hardware (seconded by Councillor Dan Swords) it was:

**RESOLVED** that Cabinet:

**A** Endorses the proposed approach and timetable for the production of the Harlow Local Development Plan Review.

**B** Subject to recommendation A, approved the Local Development Scheme (LDS) as set out in Appendix A to this report.

**C** Noted the timetable for the production of the Community Infrastructure Levy (CIL) Charging Schedule.

61. **TOWN CENTRE MASTERPLAN**

Cabinet received a report to approve the draft Masterplan Framework Supplementary Planning Document for consultation.

Proposed by Councillor Michael Hardware (seconded by Councillor Dan Swords) it was:

**RESOLVED** that Cabinet:

**A** Approved the Draft Masterplan Framework Supplementary Planning Document (as set out at Appendix A to the report), to

enable it to be published for the purposes of consultation under Section 12(b) of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).

- B** Delegated authority to the Director of Strategic Growth and Regeneration, to make and approve any minor or inconsequential amendments to the Draft Masterplan Framework Supplementary Planning Document arising from the statutory consultation.

62. **APPROVAL OF AMENDMENTS TO THE ENTERPRISE ZONE LOCAL DEVELOPMENT ORDERS**

Cabinet received a report to approve amendments to the Enterprise Zone's local development orders for consultation.

Proposed by Councillor Michael Hardware (seconded by Councillor Dan Swords) it was:

**RESOLVED** that:

- A** Cabinet approved the proposed amendments to the London Road North Local Development Order, as set out in Appendix A to the report, and authorises that these now be subject to public consultation.
- B** Subject to recommendation A, authority be delegated to the Director of Strategic Growth and Regeneration, in consultation with the Portfolio Holder for Strategic Growth, to make such minor or inconsequential amendments to the Order as may be required following the consultation process.

63. **ADOPTION OF AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT**

Cabinet received a report to approve the affordable and specialist housing supplementary planning document.

Proposed by Councillor Michael Hardware (seconded by Councillor Simon Carter) it was:

**RESOLVED** that:

- A** Consultation responses be noted and that the proposed changes to the Affordable and Specialist Housing Supplementary Planning Document 2021 as a consequence of consultation be accepted.

- B** The Affordable and Specialist Housing Supplementary Planning Document 2021 as set out in the Appendix A to this report be approved for formal adoption.

64. **COMMUNITY RESILIENCE STRATEGY**

Cabinet received a report to approve the Community Resilience Strategy for consultation.

Proposed by Councillor Joel Charles (seconded by Councillor Russell Perrin) it was:

**RESOLVED** that:

- A** The Community Resilience Strategy 2021 – 2023 is approved, subject to consultation, in order to support the wider societal challenges as part of the council’s commitment to leading Harlow’s post Covid-19 recovery and a focus on building the right foundations for sustained improvements to community resilience for the benefit of the town’s residents and businesses.
- B** Cabinet authorises that consultation be undertaken on this draft for a period of six weeks. Minor amendments will be submitted to the Director of Communities and Environment who will, in conjunction with the Deputy Leader and Portfolio Holder for Community Resilience, develop the final version of the strategy following the conclusion of the consultation period.

65. **SPLASH PARK CONTRACT AWARD**

Cabinet received a report to award a contract to deliver a new splash park at Staple Tye.

Proposed by Russell Perrin (seconded by Councillor Dan Swords) it was:

**RESOLVED** that:

- A** The most advantageous tenders in consideration of price and quality combined, for both options as submitted by Contractor B, be accepted in the sum of £490,580.99 (Option 2) for the delivery of splash park/paddling pool conversion with retained paddling pool element, subject to contract and planning permission being granted.

66. **COMMUNICATIONS FROM COMMITTEES/WORKING GROUPS/PARTIES AND PANELS**

None.

67. **MINUTES OF PANELS/WORKING GROUPS**

None.

68. **MATTERS OF URGENT BUSINESS**

None.

LEADER OF THE COUNCIL

# Cabinet – 14 October 2021

## Questions from the Public

**1 Alan Leverett to Councillor Michael Hardware (Portfolio Holder for Strategic Growth):**

Regarding the Town Centre Masterplan can the council for the sake of transparency tell us the cost of the Interim Planning Guidance Report for the Town Centre which was provided by consultants for presentation this evening?

**Reply from Councillor Michael Hardware (Portfolio Holder for Strategic Growth):**

The Council has invested £93,000 to produce a substantial, detailed master plan for the town centre. It will become an important material consideration in planning terms for projects in the town centre: for applicants when producing proposals, for officers when considering those proposals, and for members when deciding the applications.

This is the first of its kind and will ensure that we attract the right investment into the town centre in keeping with our regeneration plans.

**Supplementary question from Alan Leverett:**

There has been a struggle to protect green space in the town. What will you do to protect them?

**Supplementary reply from Councillor Michael Hardware (Portfolio Holder for Strategic Growth):**

The masterplan will bring back green space into the town centre.

**2 Alan Leverett to Councillor Michael Hardware (Portfolio Holder for Strategic Growth):**

The residential planning applications already approved by the Council in the Town Centre have reduced parking provisions. The proposals in the report suggest that Post Office Road carpark will be lost in the scheme. Does the Council consider this lack of parking the right approach to revitalise the retail business in the town when the competition from out of town retail provides an abundance of free parking?

**Reply from Councillor Michael Hardware (Portfolio Holder for Strategic Growth):**

At present there are no firm proposals to remove the Post Office Road car park – the masterplan provides a planning framework and not a set of detailed proposals. However, the masterplan does indicate that this site may be suitable for future development.



# **Cabinet – 14 October 2021**

## **Questions from Councillors**

### **1 Councillor Tony Edwards to Councillor Alastair Gunn (Portfolio Holder for Environment):**

Please could you detail your understanding of Harlow Council's and/or HTS responsibilities with respect to the maintenance of the Northgate Roundabout and if the Council/HTS have any responsibility for this roundabout why has it been so badly neglected state for well over year?

### **Reply from Councillor Alastair Gunn (Portfolio Holder for Environment):**

Essex County Council is responsible for maintenance of the Highway including roundabouts. This includes some works to vegetation where that is necessary for highway safety, such as sightlines and direct risks to road. Essex County Council makes an annual payment to Harlow Council for the maintenance of vegetation on Highways land in Harlow for these purposes.

Harlow Council, through HTS, carries out where practicable work on highways land over and above the minimum required standard, mainly in order to improve the appearance of its area.

It has never been practicable to carry out landscape works on the roundabout at the junction of Fourth Avenue and Northgate due to its design as access cannot be obtained safely without closing the road to traffic.

The Council is in discussion with Essex County Council regarding the most appropriate means of resolving this issue. Discussions are currently underway with regard to installing hard surfacing on the roundabout to prevent future maintenance requirements.

### **Supplementary question from Councillor Tony Edwards:**

What is the timescale to resolve this?

### **Supplementary reply from Councillor Alastair Gunn (Portfolio Holder for Environment):**

It is out of our control to resolve this, but I agree that the roundabout is an eyesore in its current state.