

Harlow Local Development Framework  
Stakeholder Workshops 2009

# Report & Record

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for Harlow Council



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# Introduction

This document is a record of two stakeholder consultation workshops held in Harlow on 8th and 13th October 2009.

The aim of the workshops was to help scope issues and to promote discussion to help inform the preparation of a Core Strategy for Harlow's Local Development Framework.

Invitations were sent to a wide range of organisations representing local interests. Around 40 people from different organisations attended the events.

The workshops were held in the Civic Centre in the town centre, and were led by an independent facilitator. Each workshop started with a presentation by the Council's Forward Planning Team about the content and timescales for the Local Development Framework and its relationship with the East of England Plan. This was followed by a carefully crafted workshop process designed to identify what participants believed to be the key issues affecting the future of Harlow and the potential options for addressing these.

The results are being used to assist in drawing up issues and potential options for addressing these in a Core Strategy for Harlow which will be the subject of full public consultation in 2010.

This document contains the outcomes of the two workshops as well as all the material presented. It is intended this document will assist those responsible for preparing the Local Development Framework over the coming months. It forms part of the evidence base for the LDF and is available in both paper and electronic (pdf) formats. It can be accessed on:  
[www.harlow.gov.uk/planning](http://www.harlow.gov.uk/planning)

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## In pictures

*A selection of photographs of the Community Stakeholder workshop on 8th October. (Photos by Brian Thomas and Nick Wates)*







# Conclusions

The overwhelming feeling from both workshops was that green spaces must be protected and maintained for now and future generations. The attendees also highlighted the importance of affordable housing and the need for more recreation facilities for young people. Traffic congestion and providing adequate parking in residential areas were also amongst the top issues raised. Below are summaries of the responses from the two stakeholder workshops. Some issues were more frequently cited by the participants than others – to read the results in full see pages 14 – 19 for the community stakeholder workshop and 20 - 26 for the key sector stakeholder workshop.

## Summary of Community Stakeholder Responses

Theme	Summary of Issues
Place shaping	<p>Need to:</p> <ul style="list-style-type: none"> <li>• Avoid building on floodplain to the north of Harlow Station</li> <li>• Maintain and protect green spaces</li> <li>• Provide more green spaces in Town Centre</li> <li>• Provide a high quality design for public realm</li> <li>• Address poor standards of architecture and design for tower blocks and housing</li> <li>• Create a more sustainable environment in Harlow</li> </ul>
Housing	<p>Need to:</p> <ul style="list-style-type: none"> <li>• Increase minimum space standards for housing</li> <li>• Provide housing that meets 'Lifetime Homes Standards'</li> <li>• Provide more affordable housing for different sectors of local population</li> <li>• Provide more executive housing</li> </ul>
Prosperity	<p>Need to:</p> <ul style="list-style-type: none"> <li>• Increase investment and access to quality training and education</li> <li>• Make the Town Centre more vibrant</li> <li>• Enhance mix of retailing in Town Centre, hatches and neighbourhood centres</li> </ul>
Infrastructure	<p>Need to:</p> <ul style="list-style-type: none"> <li>• Alleviate traffic congestion on the A414 &amp; J7 entry/exit road into Harlow</li> <li>• Ensure adequate parking in residential areas and shopping centres</li> <li>• Improve connectivity of cycle tracks</li> <li>• Improve road access to employment areas</li> <li>• Provide better facilities for small faith groups</li> </ul>
Lifestyles	<p>Need to:</p> <ul style="list-style-type: none"> <li>• Provide more information and signage about public footpaths</li> <li>• Provide more recreational/youth facilities for young population</li> <li>• Provide larger facilities for community events</li> <li>• Promote more art and culture within town</li> </ul>

## Summary of Key Sector Stakeholder Responses

Theme	Summary of Issues
Place shaping	<p>Need to:</p> <ul style="list-style-type: none"><li>• Maintain green environment for better quality of life</li><li>• Ensure access to private housing is wide enough to accommodate emergency vehicles</li><li>• Ensure car parking outside private residences does not restrict access for refuse collection vehicles or doorstep delivery and collection</li><li>• Embrace church and faith buildings as a resource and not relegate them to the margins</li></ul>
Housing	<p>Need to:</p> <ul style="list-style-type: none"><li>• Provide more affordable housing for key workers/vulnerable groups and workers in local industry</li><li>• Provide extra care housing</li><li>• Increase supply of council housing to meet demand</li><li>• Regenerate current supply of housing</li></ul>
Prosperity	<p>Need to:</p> <ul style="list-style-type: none"><li>• Improve education, training and skills</li><li>• Attract new business and industry and a wider business mix to generate sufficient jobs</li><li>• Provide more facilities and retail choice</li><li>• Improve aspirations among residents and disabled community</li></ul>
Infrastructure	<p>Need to:</p> <ul style="list-style-type: none"><li>• Alleviate congestion on the M11/A414 junction and on local roads because it is hampering delivery of goods</li><li>• Provide sufficient roads and supporting infrastructure to accommodate 16,000 houses</li><li>• Increase capacity of West Anglia railway route and local access to train station</li><li>• Increase parking in residential areas, at the hospital and health sites</li></ul>
Lifestyles	<p>Need to:</p> <ul style="list-style-type: none"><li>• Prevent loss of space for recreation for children</li><li>• Make better use of waterways</li><li>• Provide desirable shopping and an evening economy</li><li>• Provide entertainment facilities to attract people in to the town</li></ul>



# Methodology

## Background

The Forward Planning team at Harlow Council is responsible for all aspects of planning policy in the Harlow area, including the production of Harlow's emerging Local Development Framework (LDF). This will eventually replace Harlow's current Local Plan that was adopted in July 2006.

The LDF consists of a series of documents that will set out how the Harlow area will be developed over the next ten to fifteen years. Harlow launched its LDF process in September 2007 and is currently working on the preparation of a Core Strategy Development Plan Document. This will set out the strategic context for considering the town's future development and growth. The Core Strategy will draw upon existing Council strategies as well as relevant strategies prepared by other organisations that have implications for the development and use of lands, especially the Council's Community Strategy, Harlow 2020. This strategy will be underpinned through the development of an evidence base. It is anticipated that a Core Strategy Issues and Options document will be available for public consultation in spring 2010.

Community engagement is a key part of the development of the Council's LDF and the Planning Team has already undertaken some initial consultation work which will contribute towards identifying the key issues of concern for inclusion in an Issues and Options consultation paper. In 2007 an exhibition was held at the Town Show to raise awareness of the LDF process and a questionnaire was distributed across the town to find out what the people of Harlow wanted for the future of the town. Following this, in June and July 2009, workshops were organised with Council Members and Officers to seek their views on the issues affecting the future of the town and to identify options for addressing these. To complete the informal awareness raising and issues and options development work two further workshops have been held:

Community stakeholder workshop – Thursday 8 October (3-5pm). This was open to community organisations, local cultural, conservation and hard-to-reach groups.

Key sector stakeholder workshop – Tuesday 13 October (7-9pm). This was for local service providers, utilities and infrastructure providers, housing groups with a base in Harlow, and key local business representatives.

The objectives of the stakeholder workshops were as follows:

- To raise awareness and explain the LDF process to key stakeholders;
- To engage stakeholders, including the public, in the LDF process;
- To identify what stakeholders believe to be the key issues affecting the future of Harlow and to identify potential options for addressing these.



## Workshop format

The workshops followed the same format as the workshops held for Council Members and Officers in June and July 2009, as follows:

Arrivals	Participants were allocated to one of three tables. Each table had: table number; plan of Harlow; Issues and options record sheet; large post-it notes for Issues and options sheets; set of five coloured post-it notes for plan; black ball point pens. Tea, coffee and biscuits were available on a self serve basis at this time and throughout the event.
Introduction	Verbally by facilitator. Setting out context, aims and the workshop process (see Appendix D, page 33).
Presentation	Powerpoint by Forward Planning Team (see pages 10 – 12)
Table introductions	Participants introduced themselves. Each table had a facilitator from the Forward Planning Team to assist and encourage input from the participants.
Identifying Issues	Table facilitators selected one of the five spatial themes around which Harlow's Core Strategy will be developed (see slide 1 page 11): Place shaping; Housing; Economic Prosperity; Infrastructure; Lifestyles. Participants identified issues relating to the theme, wrote them on large green post-it notes and placed the post-it notes in the first column of the record sheet. Following discussion the post-it notes were prioritised with the most important at the top of the column. Where the issue related to a specific location this was indicated on the map using the small post-it notes. Evidence and options for resolving the issues were then recorded on large pink and blue post-it notes and placed in the second and third columns on the record sheet respectively. The process was repeated for each of the five themes (sequentially or simultaneously) using a separate record sheet for each theme.
Report back	A brief verbal report on the table's highest priority issue for the first theme was given by a participant from each table. This was repeated for each theme.
Closing remarks	By the Facilitator and Forward Planning Team. Participants were thanked and invited to send in any further thoughts after the workshop.

Please note that the process varied slightly between workshops and between different tables.

# Presentation by Forward Planning Team

Powerpoint presentation presented at both workshops by **Paul MacBride**.

## Harlow's Local Development Framework

Core Strategy Workshop  
October 2009



## Why are we here today ?

Need to

- Meet the requirements of East of England Plan
- Ensure the Community has their say
- Meet the existing and future needs of the community
- Identify the issues planning process needs to address
- Develop policies to address existing and future issues
- Develop a land use blueprint for the future
- Prepare a new local development framework to achieve this



## Harlow – Some facts!

- More people commute to Harlow to work than commute out
- 59% of journeys by car, 11% by public transport *but* some roads are over capacity
- Extensive footpath and cycle networks *but* there are gaps!
- Extensive green wedge network and surrounded by land designated Green Belt
- We have 2 SSSI's and 2 Local Nature Reserve's
- Population of district 78,100 and contains some 35,000 dwellings
- 17% on waiting lists and general shortage of family housing
- Over 60's will account for 37% of overall population over the next 15yrs
- Harlow is the 3rd most deprived district in Essex
- Unemployment levels 5.7% (2008) is higher than regional and national levels
- Major employers include GlaxoSmithKline, Harlow District Council and Princess Alexandra Hospital



## What are Local Development Frameworks?

Forms part of the Statutory Development Plan

- guides development to appropriate locations
- forms basis for development control decisions



## Regional Spatial Strategy (RSS)



- Approved East of England Plan
- Published 12<sup>th</sup> May 08
- Sets the development strategy for the region, including Harlow, in terms of:
  - Housing
  - Jobs
  - Transport
  - Environment



## East of England Plan - Key issues for Harlow

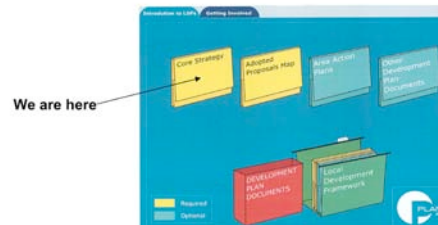
- Policy HA1 relates to Harlow
- 16,000 additional homes to 2021 for the Harlow Area
- Urban extensions identified to the south west, east and north of Harlow
- 56,000 additional jobs (Harlow, Braintree, Brentwood, Chelmsford, Epping Forest, Maldon and Uttlesford)
- Coordinated working required with East Hertfordshire DC and Epping Forest DC to deliver growth requirement



## Local Development Framework (LDF)



## Key Development Plan Documents (DPD's)



## Other Local Development Documents (LDD's)



## Core Strategy DPD's

- Integrated set of objectives and policies
- Map showing general directions of growth and constraints
- Based on assessment of economic, social and environmental needs of an area Underpinned by an evidence base
- Produced through community involvement and consultation
- Accompanied by Sustainability Appraisal (SA)
- Agreed following independent examination by an Inspector



## Examination will test of soundness

"Justified" means that the document must be:

- founded on a robust and credible evidence base
- the most appropriate strategy when considered against reasonable alternatives

"Effective" means that the document must be:

- deliverable (realistic, identify delivery bodies )
- flexible (respond to changing circumstances)
- able to be monitored

"National Policy" means:

- Conformity with East of England Plan
- Government guidance



## Core Strategy Stages





### Emerging spatial themes

- *Place shaping* - How Harlow will look in the future
- *Housing* - Meeting need and improving quality
- *Prosperity* - Meeting and improving employment opportunities
- *Infrastructure* - Provision at the right place at the right time
- *Lifestyles* - Meeting wider community needs in a sustainable way



### So what's happening?

- Series of workshop events to identify issues
- Review key strategies that need to be considered
- React to evidence base findings
- Resolve cross cutting issues
- Identify realistic policy and development options
- Formal public consultation on Issues/Options doc Spring 2010
- Thanks for listening





## Results - Community Stakeholders Workshop

*Transcript of post-it note comments from workshop on **8th October 2009**. Only minor editing has been undertaken to correct obvious errors.*

### Place shaping

Issues	Evidence	Options
1. Building on floodplain north of railway station and along Parndon Mill will exacerbate present flooding as well as flooding the new buildings.	1. It floods every time it rains.	1. No specific options suggested.
2. Need to maintain the green 'corridors' through the town.	2. No evidence offered at this stage.	2. Need to ensure road developments minimise removal of trees and green space. Where possible plant new trees and shrubs.
3. Late night binge drinking at The Green Man pub in Old Harlow.	3. The Green Man pub, Old Harlow.	3. Restrict licensing laws.
4. Maintain the continuity of the green wedges through Harlow.	4. "Wildlife corridors" is a concept widely acknowledged and supported in nature conservation circles.	4. Major encroachment onto green wedges must be restricted, particularly developments that cut right across these areas.
5. One-way speed humps in Paringdon Road cause traffic jams and aggressive confrontation between drivers.	5. Traffic queues especially at school travel times and after work.	5. Two-way speed humps.
6. Inclusive design standard for the public realm.	6. Levels of actual or perceived exclusion.	6. Adoption of inclusive design standards. Return to older standards.
7. No bookshop in Harlow.	7.No evidence offered at this stage.	7. No specific options suggested.
8. No issue offered.	8. M11 roundabout blocked at peak times. People avoid using car parks with charges.	8. No specific options suggested.
9. Resist the drift towards shared space without safe pedestrian routes.	9. Deterrent and exclusion identified elsewhere where shared space has been introduced.	9. Adoption of an inclusive approach i.e. appropriate demarcation and safe spaces.
10. Ugliness and inhumanity of tower blocks.	10. No evidence offered at this stage.	10. No specific options suggested.
11. Maintaining standards of architecture against backdrop of economic downturn.	11. Houses built too small even if attractive storage business springing up on industrial estates.	11. No specific options suggested.



**Place shaping** (continued)

Issues	Evidence	Options
12. Maintaining open spaces and cycle tracks – important for leisure, recreation and health.	12. Overgrown in places. Some litter. Roots through road surfaces. Broken glass.	12. No specific options suggested.
13. Keep the green spaces.	13. No evidence offered at this stage.	13. No specific options suggested.
14. Retaining all green spaces.	14. No evidence offered at this stage.	14. No specific options suggested.
15. Harlow must be kept clear from London expansion by green belt.	15. Family housing to be built before small flats.	15. No specific options suggested.
16. The atmosphere of the town centre. It is like a wind tunnel.	16. Empty 'out of hours'. Cold wind.	16. No specific options suggested.
17. Parking off side roads. Congestion on main roads.	17. No evidence offered at this stage.	17. No specific options suggested.
18. Maintenance of the town park.	18. No evidence offered at this stage.	18. No specific options suggested.
19. Losing green spaces. Green spaces/wedges and original aspects of town's master plan should be maintained. Compensate for lost green spaces?	19. Development of new medical centre on green wedge at Abercrombie Way. Various other changes of land use.	19. Planning priority for green space policy to maintain / develop / create further green spaces.
20. Provide for green space in town centre.	20. Loss of green space at The Water Gardens.	20. Plans for town centre to include sufficient green space / natural spaces. Restoration of 'Market Square'.
21. Visually unpleasant built environment (Edinburgh Way).	21. Unpleasant looking buildings (Edinburgh Way).	21. No specific options suggested.
22. Pinnacles = positive building design vs Templefields = unpleasant buildings.	22. Modern buildings at Pinnacles (e.g. GSK). Sheds and cheaply designed and built buildings at Templefields.	22. Encourage redevelopment and ensure good architecture at Templefields.

## Housing

Issues	Evidence	Options
1. Minimum space standards for living.	1. Cramped spaces stress people out. Increase in need to resort to storage warehouses.	1.No specific options suggested.
2. Too few people using garages for their cars. They are still being built too small for a car to fit into.	2. Many people using garages for storage.	2. Minimum size stipulated for size of new garages.
3. Inappropriate housing for families with a disabled member.	3. Number of people living in inappropriate housing and the excessive demands on PFGs for retrofit / adaptations.	3. Adoption of 100% lifetime homes standards and appropriate % of wheelchair housing units.
4. Keep new housing and building in spirit of new town, i.e. modern architecture.	4. No evidence offered at this stage.	4. No specific options suggested.
5. Can it be made possible for young Harlow people to have local housing therefore more first time housing for buyers, and also suitable dwelling for younger singles (and newlyweds).	5. Housing waiting list – anecdotal evidence.	5. Prioritise housing units, more building.
6. Need for ‘affordable’ housing, particularly for young people starting out and families but in sustainable communities.	6. Waiting lists.	6. New developments to include a mixture of private housing and Council/Registered Social Landlord (RSL) properties.
7. Lack of affordable family housing. Leads to other social problems of marriage breakdown.	7. The amount of rental property.	7. No specific options suggested.
8. Particular areas of poor quality housing e.g. Three Hills area.	8. M11 roundabout blocked at peak times. People avoid using car parks with charges.	8. Need for exemplar housing e.g. in Three Hills area.
9. Resist the drift towards shared space without safe pedestrian routes.	9. No evidence offered at this stage.	9. No specific options suggested.

## Prosperity

Issues	Evidence	Options
1. Fully inclusive access to training and education and work/career opportunities.	1. Levels of unemployment of disabled people.	1. Inclusive design standards in schools, colleges etc.
2. Quality schools. Harlow schools often perceived as poor schools - the basis of prosperity generally of the area.	2. People happy to work in Harlow but prefer to live outside in areas with schools of better reputation. Recent trouble at Harlow College.	2. No specific options suggested.
3. Rising unemployment, particularly for young people.	3. Rising unemployment figures.	3. Attract more industry. Perhaps appropriate training.
4. Need to maintain local shopping areas which are vibrant.	4. Visit local shopping areas on Saturday morning to speak to shop keepers.	4. Encourage small businesses in local shopping areas. Lower rent/rates. Encourage community use of empty units.
5. Range of shops not reflective of the age of the residents in the town. Also an increase in shops.	5. Too many trendy brand shops.	5. Encourage a department store. Better quality shops.
6. Hatches and local shopping centres – important to enhance them and make them accessible to neighbourhoods. Also encourage mixed retailing e.g. a baker in every hatch etc.	6. Parking meter vandalism. Local ownership of hatches. You have to drive to another hatch to reach a baker.	6. Policy to retain, enhance and promote hatches.



## Infrastructure

Issues	Evidence	Options
1. Provision of schools.	1. Overcrowding in nearby schools. Waste of money with Portacabins.	1. Start small school on a development and increase as necessary.
2. Problem with road capacity, partly to do with single access to new estates (Newhall and Gateway Project) and partly to do with through traffic from A414 heading for M11.	2. Personal experience, letters pages and articles in local papers. Probably pollution levels!	2. North Harlow M11 link, possible second access to all estates. Improve internal roads.
3. Parking in residential areas. Many roads become single traffic way due to car parking.	3. Drive around Harlow's residential areas.	3. Encourage use of garage blocks and somehow increase off-road parking, even using front gardens if possible?
4. Lack of parking in many small shopping hatches (e.g. Potter St.).	4. No evidence offered at this stage.	4. No specific options suggested
5. Cycle tracks are like a 'curate's egg'. Lack of connection into and across town centres, some curves too sharp, in Church Langley some too steep.	5. Observation – town-wide.	5. Get some cycling experts (e.g. from CTC) in to review cycle tracks in the town. Consider properly when doing the town centre north.
6. Narrow roads and insufficient parking causing excessive parking/obstruction on/of footways leading to exclusion of disabled people and need to walk in roadway.	6. No evidence offered at this stage.	6. Creation of appropriate parking.
7. Pinnacles located other side of town far away from M11.	7. Traffic through town.	7. Underground extension Epping to Harlow or tram / light railway.
8. Inadequate bus services.	8. Inability to plan reliable journeys.	8. Regulate bus services.
9. Entry and exit roads into Harlow M11, Sawbridgeworth, Roydon for population of 78,000.	9. No evidence offered at this stage	9. Harlow ring road (underground?). People go elsewhere.
10. Car park charges.	10. No evidence offered at this stage.	10. No specific options suggested.
11. Poor public transport links to out of town border (Hastingwood, St Clare Hospice).	11. Patients / visitors to St Clare Hospice relying on taxis / ambulances etc.	11. Improved bus links? Community taxis?
12. "Terrible" traffic congestion M11/ Junction 7 roundabout and A414 leading to over use of rural roads.	12. Very evident (almost daily!).	12. New road layout.
13. Parking for churches.	13. Congestion.	13. Improved parking space? Community transport? Particularly Sundays.

## Lifestyles

Issues	Evidence	Options
1. More information about public pathways / bridleways / rights of ways.	1. As a walker I cannot easily find good walks near / around the town.	1. Publish / establish walks. Perhaps connecting with the Forest Way / Stort Valley Way.
2. Create more recreational facilities for local residents – not less.	3. Excessive level of dependency.	2. Build new playbarn.
3. Social isolation.	3. Drive around Harlow's residential areas.	3. Recognition of need for community building / social sustainability – use of lifetime communities concepts.
4. Risk of future encroachment of Town Park with general pressure for development.	4. Refusal of Planning Department to define boundaries of Town Park.	4. No specific options suggested.
5. Need for a youth facility in North-east Harlow / Old Harlow.	5. Surveys and discussions with statutory and voluntary youth organisations linked to potential 'My Space' bid.	5. Large youth centre in Old Harlow / Newhall and smaller satellite centres.
6. Provision of activities for teenagers after school and during holidays.	6. Petty vandalism. Noise nuisance and number in town centre in large groups.	6. Old fashioned youth club type provision. More use of schools.
7. Need for buildings for churches and other community use.	7. A number of churches in temporary accommodation seeking a permanent 'home'.	7. Spaces identified in each cluster of population for buildings that will accommodate churches and other community groups.
8. Schools to be used in the evenings by the public and by children.	8. No evidence offered at this stage.	8. No specific options suggested.
9. 'Localism' – encouraging people to shop locally.	9. Problem – no bakery in Little Parndon.	9. Better provision of local services to encourage 'localism'.
10. Rubbish collection.	10. Unsightly bins. Size of bins. Harlow changed from being a Pram Town to a Sculpture Town to a Bin Town.	10. Cancel, consult and re-think.
11. Need for large internal meeting space accommodating 1,000+ people for large community events.	11. No such space currently available.	11. Possible inclusion in sports centre or new hotel.
12. Lack of promotion of culture in the town. Lack of central music venue – Playhouse not always suitable.	12. Loss of arts officer. Lack of arts budget. Future of Museum and Gibberd Gallery. Not available evenings or Sundays.	12. Promote art / arts. Reinstate budget. Support Museum. Opening hours to include out of working hours.

# Results - Key Sector Stakeholders Workshop

*Transcript of post-it note comments from workshop on **13th October 2009**. Only minor editing has been undertaken to correct obvious errors.*

## Place shaping

Issues	Evidence	Options
1. Need for green and pleasant environment for existing residents - their quality of life should not be adversely affected.	1. Public complaints and objections to planning applications.	1. Provide high quality green wedges.
2. Maintaining green environment for quality of life/health and making Harlow attractive for people and employers.	2. Difficulties at present of getting access to planning proposals and discussions.	2. No specific options suggested.
3. Consultation issues – council website and access for existing residents to planning proposals and appeal details.	3. No evidence offered at this stage.	3. No specific options suggested.
4. Private housing access to be wide enough for general access of emergency vehicles under all normal conditions.	4. No evidence offered at this stage.	4. No specific options suggested.
5. Car parking outside private residences limits access beyond and around such as refuse collection vehicles or other doorstep delivery and collection.	5. Street parking partly on foot-paths.	5. No specific options suggested.
6. Church and faith buildings relegated to the margins rather than embraced as resource.	6. Two churches on Katherine's Estate and St Marys would like to be open and have resource for the community. Katherine's common room not used. The church community keep the facility open.	6. Look at how existing faith buildings sit in the community and avoid designing out, and work in partnership.
7. Positive impression of Harlow due to green spaces.	7. Observation.	7. Retain green spaces.



## Housing

Issues	Evidence	Options
1. Shortage of affordable housing.	1. Strategic Housing Market Assessment (SHMA).	1. Utilising RSL partners within borough to develop on local authority owned land and lead on regeneration.
2. Need for energy saving and environment issues.	2. No evidence offered at this stage.	2. Build solar panels on houses, insulation, etc.
3. Location of housing in relation to transport infrastructure – existing & proposed.	3. No evidence offered at this stage.	3. No specific options suggested.
4. Affordable housing for key workers to serve local health services.	4. No evidence offered at this stage.	4. No specific options suggested.
5. Affordable housing for vulnerable groups.	5. No evidence offered at this stage.	5. No specific options suggested.
6. Houses in multiple occupation and running down of existing housing areas (causing lack of family homes).	6. Around 200 HMOs in Harlow – source of adverse effects on areas and quality of life for neighbours.	6. No specific options suggested.
7. Higher than average increase in immigration in Harlow – impact on schools, employment and environment.	7. No evidence offered at this stage.	7. No specific options suggested.
8. Requirement for extra care housing village?	8. Obsolete sheltered housing, no extra care planned.	8. Set aside local land for extra care housing.
9. Lack of executive housing.	9. No evidence offered at this stage.	9. Make sure 16,000 homes allocation is of right mix.
10. Lack of housing affordable to the general local industry.	10. No evidence offered at this stage.	10. No specific options suggested.
11. Growth of housing.	11. Placement of house/build area.	11. Build over existing demolished space; build around and within existing areas at the same time as redeveloping those areas with low perception.
12. Population growth.	12. Levels to grow retailing and sustain business.	12. Grants for local generation of energy – solar/wind.
13. Waiting list – 17%.	13 People seen around the homeless shelter.	13. Each house – heat pumps and solar.

*continued on next page*

**Housing** (continued)

Issues	Evidence	Options
14. Future electricity demand per house.	14. Increased use of electrical appliances eg computers; TVs; games. Better insulation following building regulations will reduce demand.	14. Keep people frequently updated with progress; provide a greater share of social housing with new builds (with clear structure to ensure respect of property and conduct with consequences).
15. Use of Community Infrastructure Levy from Housing Development – Priorities for Harlow.	15. No evidence offered at this stage.	15. Rebuild estates which are beyond design life. with care about housing mix on rebuild.
16. Benefits of Brownfield vs Greenfield – Greenfield could deliver more infrastructure and affordable housing.	16. Visually seeing some of the housing around the inner back street parts of Harlow; feedback from people outside Harlow who comment on Harlow; frowned upon, distaste, poor image.	16. Refurbishment of houses in line with new development.
17. Level and quality of housing in some areas around Harlow.	17. No evidence offered at this stage.	17. Expand key worker – redefine term housing ; expand mix to what is required not just what builders want to build; build more sooner and relieve pressure.
18. Length of waiting list.	18. Evidenced by number on list ; also mix issue doesn't incentivise employers and potential employers to recruit or target from within.	18. Refit the current housing to upgrade thermal qualities, this would make the residents feel prouder of their environment; raise perception and respect for their area and raise social status.
19. Housing mix.	19. Information given during the introduction of the LDF stakeholder workshop.	19. No specific options suggested.
20. Regeneration of current supply.	20. No evidence offered at this stage.	20. No specific options suggested.
21. Too much low grade high density housing in the Staple Tye area beyond its design life.	21. No evidence offered at this stage.	21. No specific options suggested.
22. Low social status of Harlow housing; status difference / old and new.	22. Number of young people choosing to leave town; stats referring to equation of older people in relation to younger people = aging population.	22. No specific options suggested.

## Prosperity

Issues	Evidence	Options
1. Ability to generate sufficient employment – what sort of catchment area?	1. Existing unemployment rate – what sectors are there shortages in?	1. Create a specific emphasis/expertise in a particular employment sector.
2. Education and training – Harlow suffers with poorly educated population.	2. Statistics based and recorded.	2. Better colleges and universities offering wider ranges of courses. Employers encouraged to take on apprenticeships.
3. Need for more playgrounds for children and meeting places for young adults.	3. Unemployment; business closures.	3. Improve infrastructure offer; improve housing offer.
4. Attracting new business/industry to Harlow proves difficult.	4. People moving out or sending children out of town to school.	4. No specific options suggested.
5. Retail leakage - lack facilities; retail choice and entertainment choice.	5. No evidence offered at this stage.	5. No specific options suggested.
6. People with skills in certain areas can't find work in their areas.	6. No evidence offered at this stage.	6. No specific options suggested.
7. Aspiration for the disabled community – lack of presence/under representation in business.	7. No evidence offered at this stage.	7. Learn from best practice schools; raise aspirations.
8. The mindset of individuals living in Harlow and breeding of low aspiration from within.	8. No evidence offered at this stage.	8. No specific options suggested.
9. Standards achieved in local schools.	9. No evidence offered at this stage.	9. No specific options suggested.
10. Proportion of Stansted jobs - other than low skill - going to local people.	10. Relatively low number of Harlow residents working at Stansted – source: Airport Employment Survey.	10. Negotiate harder with Stansted for local people to boost the economy.
11. Poor business mix in the town – too few mid range jobs (other than retail).	11. No evidence offered at this stage.	11. Stansted's development to drive Harlow economy and jobs for Harlow residents.
12. Aspiration of Harlow residents (some) to raise it and go for bigger paid jobs.	12. Speaking to people working within retail establishments who have been working for 16+ years in the same role on a checkout.	12. Target courses at local colleges and schools to fit the needs of the area; employers encouraging the growth of employees from within; greater communication about opportunities through the right channels (organisations operating pragmatically).



## Infrastructure

Issues	Evidence	Options
1. Large scale housing development must come after at least some time as new infrastructure roads.	1. Roads congested every morning and evening. Road patterns make no sense.	1. Second junction M11, improved A414; park and ride.
2. North brook road encourages joy riding.	2. Crashes into synagogue gate.	2. Bollards and speed humps.
3. M11 congestion in respect of infrastructure.	3. Congestion particularly rush hours but very busy all day.	3. Road widening additional link to M11.
4. Congestion Fifth Avenue and Templefields.	4. Traffic jams.	4. No specific options suggested.
5. Parking of vehicles around housing areas.	5. No evidence offered at this stage.	5. No specific options suggested.
6. Infrastructure – schools and health service.	6. No evidence offered at this stage.	6. No specific options suggested.
7. Capacity of West Anglia rail route- growth of drivers outside Harlow – London employment, Stansted Airport.	7. Increase in rail commuting – Harlow – London-and other location – Harlow.	7. More trains Harlow route -2011; more capacity Harlow route.
8. Train station just located outside of town centre, increases travel time, cost and environmental impact.	8. 15 min walk; 5 min taxi ; 8 min bus – detracts from shopping offer.	8. Free bus to town-centre.
9. Parking around hospital / health sites deter recruitment into area.	9. No evidence offered at this stage.	9. Smooth flow of traffic by taking some vehicles out of day time traffic.
10. 24/7 economy ; 9-5 support infrastructure.	10. Rat runs; impacting neighbourhood shopping areas.	10. Vehicular rating strategy – telling lorries where they should go (white trucks on black signs).
11. Congestion in Harlow hampering delivery of goods by road during the day – vehicle movements.	11. No evidence offered at this stage.	11. No specific options suggested.
12. Delivery of goods hampering movement of people around Harlow during the day.	12. No evidence offered at this stage.	12. No specific options suggested.

**Infrastructure** (continued)

Issues	Evidence	Options
13. Lack of car parking facilities for health centres , especially for those visiting the centres ie patients.	13. General public continuing to complain re: access to the centres. Elderly find it very difficult.	13. No specific options suggested.
14. Staple tie – new health centre – will it be big enough to meet the needs of new housing in the area. Same applies to Prentice Place.	14. No evidence offered at this stage.	14. No specific options suggested.
15. Location of electrical capacity in the area of development.	15. Most of electrical inhabitations are on the west or north of the area.	15. Early release of funds to support electrical infrastructure works ahead of development. Novel approach to electricity supply required for development.
16. Access to the station.	16. Observation , experience.	16. Improvement to the access road.
17. The number of houses due to be built in Harlow (16,000) – how will the roads and infrastructure cope? How will this take place without ruining the greenspace.	17. East of England Plan.	17. Consider carefully sufficient provision.
18. The J7 roundabout A414 junction.	18. Observation.	18. No specific options suggested.
19. Parking especially residents parking.	19. Observation.	19. Design to include overlooking of vehicles and private property.
20. Large expansion will require step change in electricity capacity into Harlow area 1) Harlow East – Church Langley 2) Harlow Grid 3rd Transformer.	20. Existing demand is close to the firm capacity at Harlow Grid.	20. 1) Established station at Harlow East primary (Church Langley area); 2) Upgrade Harlow West Grid with third transformer.
21. The roads are ridiculously congested during the day along Edinburgh Way-creating a problem for local business going in and out of Harlow.	21. The experience of sitting in traffic; complaints raised from businesses when asked for feedback; observation from my office from the road; people arriving late for meetings.	21. Remove the roundabout by McDonalds, Costa Coffee, Car-phone Warehouse and replace with traffic lights.
22. Cycle ways at Staple Tye don't lead anywhere (Perry Road).	22. Observation/use.	22. Build the link road.
23. When will the addition junction on the M11 be built to alleviate traffic congestion.	23. Traffic throughout most of the day.	23. Fix the road and roundabout near the post office, the total garage and the carpark.

## Lifestyles

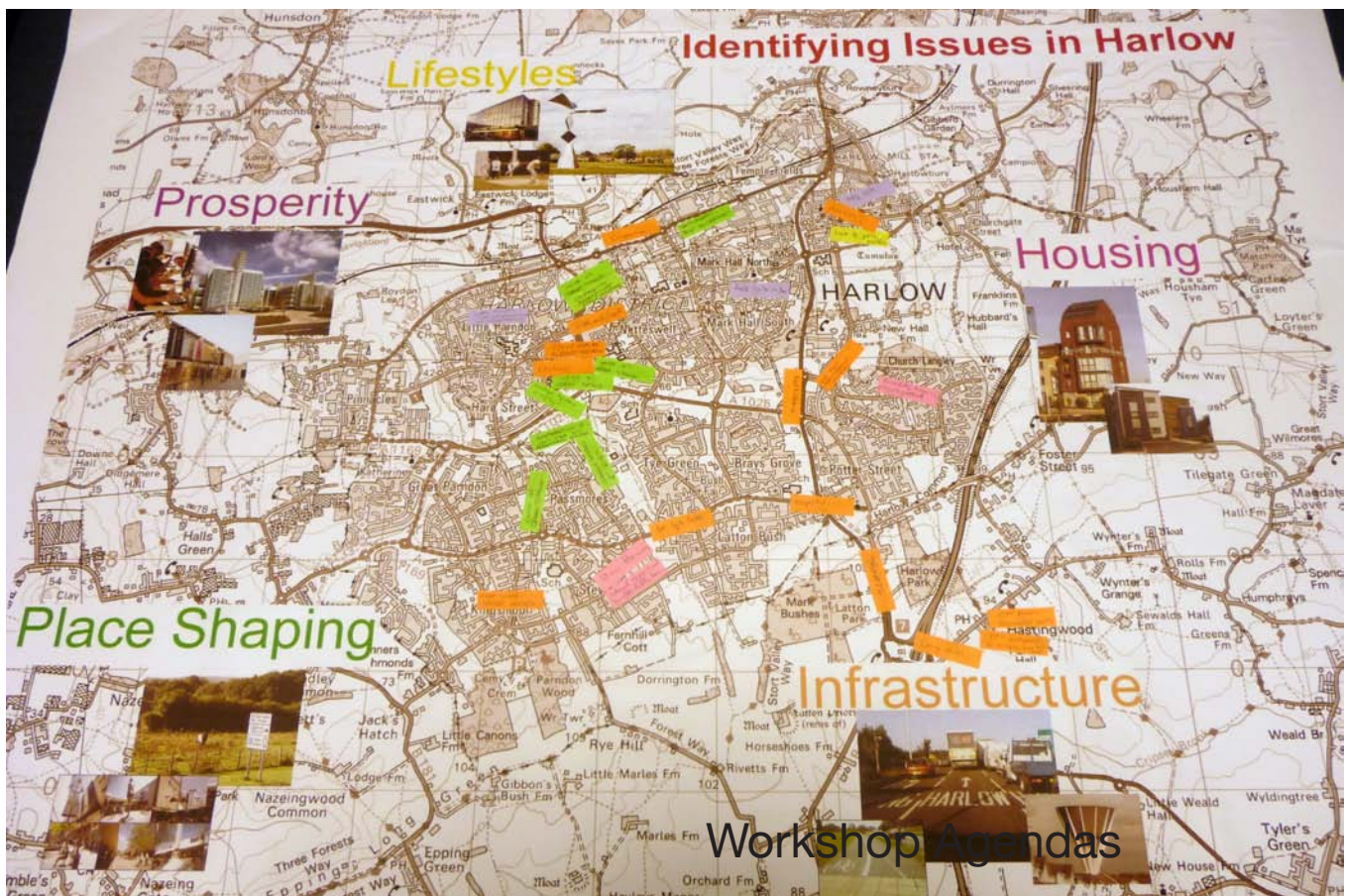
Issues	Evidence	Options
1. Loss of space for informal recreation for children.	1. Areas being built on.	1. Protect or re-provide for this site.
2. Education and training – Harlow suffers with poorly educated population.	2. Lack of use, Harlow not recognised for this.	2. Improve insulation, boilers within existing dwellings along with utilising highly insulated efficient new build renewables.
3. Fuel poverty within high percentage of low income families.	3. Statistics reported and recorded.	3. No specific options suggested
4. Better use of waterworks.	4. No evidence offered at this stage	4. Clean up, open up, secure.
5. Lack of desirable shopping brands , town identity (positive).	5. No evidence offered at this stage	5. Enhance shopping centre by focussed intention to attract desired brand.
6. Lack of entertainment attraction to bring people in from outer areas – including sport.	6. Relatively small existing theatre.	6. Theatre/art centre; cinema; concert area; sport
7. Night time economy.	7. No evidence offered at this stage	7. No specific options suggested.
8. More designer and upmarket shops eg Debenhams, Selfridges, Faith, John Lewis, Aldo, Footlocker, Top-shop.	8. Create an environment for youths to be productive, be creative, become autonomous, aware, learn to respect each other; congregating in McDonalds carpark.	8. More targeted activities for youths – bowling centre , youth-centres, roller-skating ring / party; trips excursions.





# Mapping Responses

Record shot of post-it notes from all three tables amalgamated, Community Stakeholders workshop, 8th October 2009



Transcript of text written on post-it notes is listed below with location details added.

## Placeshaping

- Unpleasant built environment – Templefields/ Edinburgh Way
- Loss of green space – Town Park
- Standards of architecture/space standards - Fifth Avenue (Barratt development)
- Loss of green space- Velizy Avenue (The High)
- Loss of green space - Velizy Avenue (Harlow College)
- College Square is ugly
- Restoration and good use of Passmore's House
- Green wedges at risk – Passmore's School area
- Loss of green space along Abercrombie Way

## Housing

- Quality housing should be pepper potted, not just located at Church Langley
- Poor housing – Stewards area
- Ideal opportunity for affordable housing – Stewards area

## Prosperity

- Little Parndon – retailing is not mixed or comprehensive
- Empty retail units in the Stow neighbourhood centre
- Empty retail units in Old Harlow

## Infrastructure

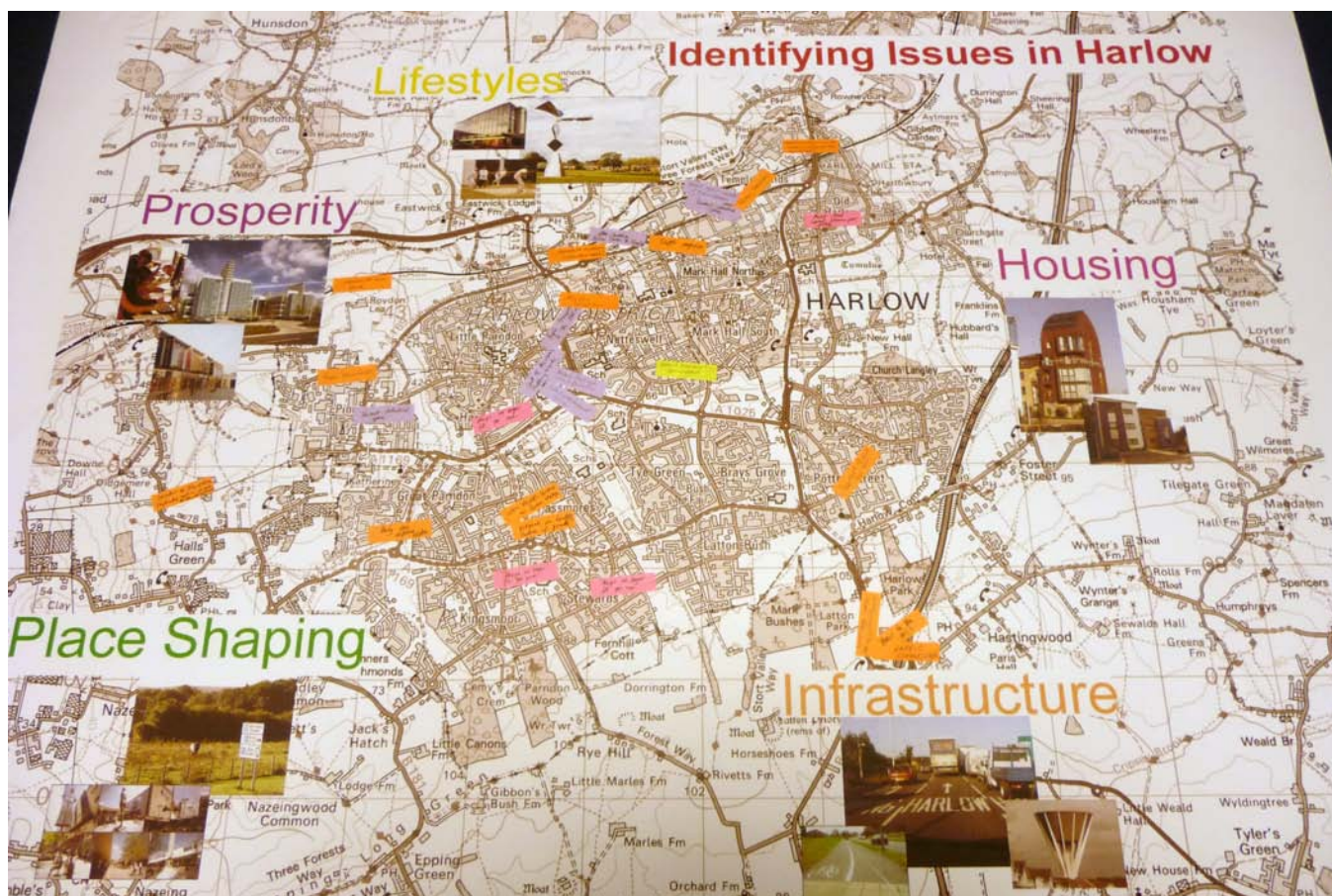
- Congestion along A414 through Harlow (along Edinburgh Way)
- Bottleneck/congestion -First Avenue/ Mandela Avenue
- Cycle tracks across The High
- Parking – Town Centre
- One-way speed humps – Kingsmoor
- Poor Cycle links – Southern Way
- Congestion A414- Southern Way
- Parking –Old Harlow
- One exit for Church Langley
- Traffic on A414 coming into Harlow
- Congestion A414/M11 Roundabout
- Poor public transport links – Hastingwood
- Poor foot paths to hospice from bus-stop – Hastingwood
- Joy riding – Northbrook Road
- Congestion - Fifth Avenue and Templefields

## Lifestyle

- No Youth facilities – Old Harlow



Record shot of post-it notes from all three tables amalgamated, Key Sector Stakeholders workshop, 13th October 2009



Transcript of text written on post-it notes is listed below with location details added.

### Placeshaping

- No issue recorded on map

### Housing

- Design no longer fit for use – Kingsmoor
- Design no longer fit for use – Stewards
- Design no longer fit for use – Little Parndon
- Council houses in Manor Road are poor quality (Old Harlow)

### Prosperity

- Vacant industrial space – Pinnacles
- Lack of desirable shopping brands – Town Centre
- Retail Leakage – Town Centre
- Lack of entertainment choice – Town Centre
- No public transport to the train station
- High tech industry – Templefields
- Vacant industrial space – Templefields
- Poor connection – Harlow Town Station - Stansted airport

### Infrastructure

- Location of electricity capacity not located in area of future development
- Road gridlocks – Pinnacles industrial area
- Capacity of rail route
- Access to Station – sustainable modes
- Traffic Congestion – Fifth Avenue
- Traffic Congestion – A414 Edinburgh Way
- Road gridlock – Templefields industrial area
- Only one entrance into estates – Great Parndon
- New Health Centre on Green Wedge – Staple Tye
- Pressure on the Health Centre at Staple Tye if there is growth
- Prentice Place – rat run
- Access to the M11
- Insufficient access – total gridlock
- Large expansion will require step change in electricity capacity Harlow area & Harlow East, Church Langley; Harlow Grid 3rd transformer
- Cycle ways at Staple Tye lead nowhere

### Lifestyle

- Need for a book shop – Netteswell





## Workshop Agendas

### Harlow Local Development Framework (LDF) Community Stakeholder Workshop

**3-5pm, Thursday 8 October 2009 Committee Rooms 2A/B, Civic Centre, Harlow Council**

#### AGENDA

2.30pm – 3.00pm	<b>Workshop registration</b> (Gibberd Gallery) (Tea, coffee and biscuits)	
3.00pm – 3.05pm	<b>Welcome and opening of workshop</b> Nick Wates (Facilitator)	(5mins)
3.05pm – 3.15pm	<b>LDF Presentation</b> Paul MacBride (Forward Planning Manager)	(10mins)
3.15pm – 3.25pm	<b>Workshop Briefing – “The 5 Themes”</b> Nick Wates (Facilitator)	(10mins)
3.25pm – 4.40pm	<b>Workshop Session</b> Groups to discuss the key issues/options and mark locations of issues on maps (Supervised by Forward Planning Team)	(75mins)
4.40pm – 4.50pm	<b>Summary presentation of key issues</b> Nick Wates (Facilitator)	(10mins)
4.50pm – 4.55pm	<b>Closing of workshop</b> Paul MacBride (Forward Planning Manager)	(5mins)

### Harlow Local Development Framework (LDF) Key Sector Stakeholder Workshop

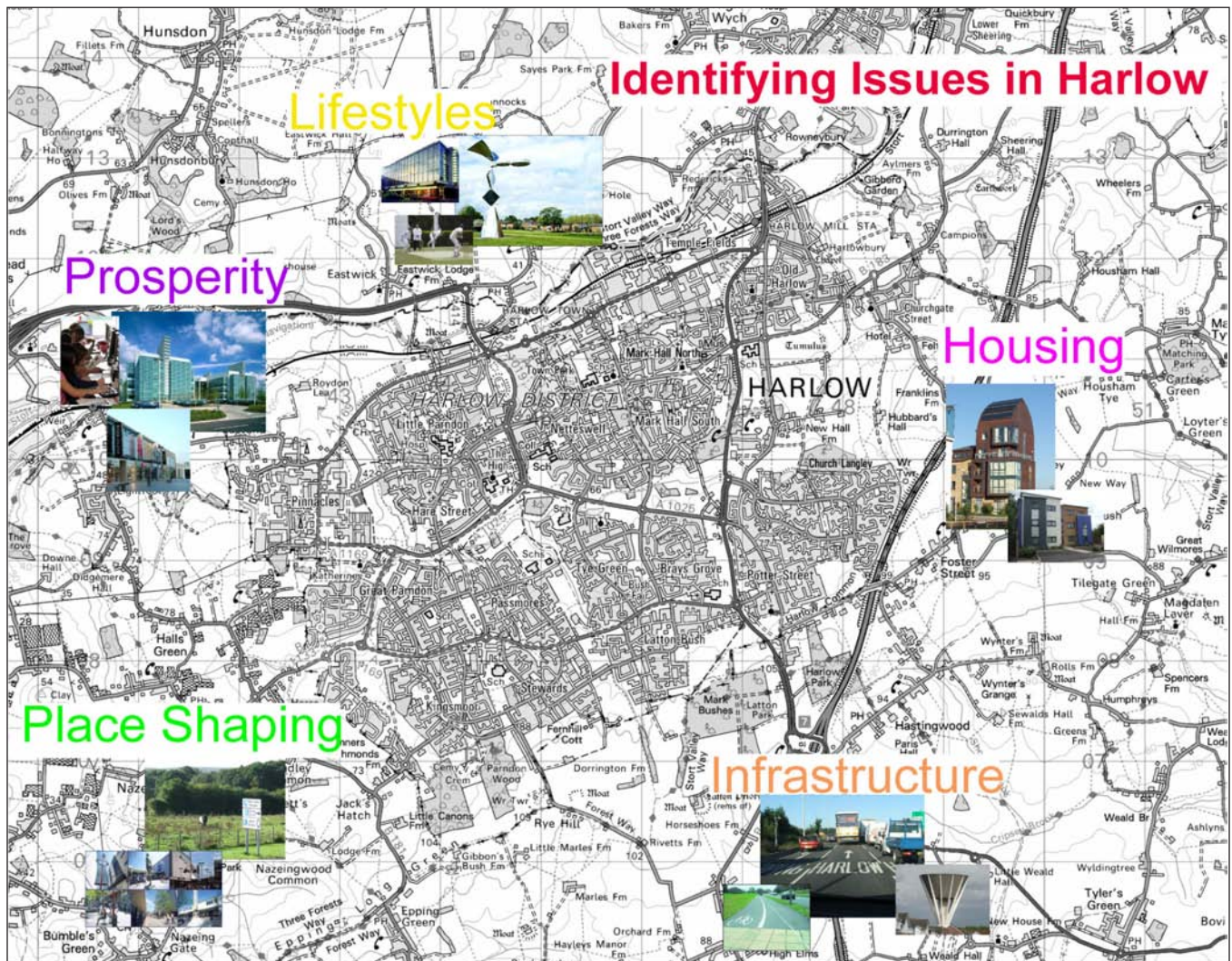
**7-9pm, Tuesday 13 October 2009 Committee Rooms 2A/B, Civic Centre, Harlow Council**

#### AGENDA

6.30pm – 7.00pm	<b>Workshop registration</b> (Gibberd Gallery) (Tea, coffee and biscuits)	
7.00pm – 7.05pm	<b>Welcome and opening of workshop</b> Nick Wates (Facilitator)	(5mins)
7.05pm – 7.15pm	<b>LDF Presentation</b> Paul MacBride (Forward Planning Manager)	(10mins)
7.15pm – 7.25pm	<b>Workshop Briefing – “The 5 Themes”</b> Nick Wates (Facilitator)	(10mins)
7.25pm – 8.40pm	<b>Workshop Session</b> Groups to discuss the key issues/options and mark locations of issues on maps (Supervised by Forward Planning Team)	(75mins)
8.40pm – 8.50pm	<b>Summary presentation of key issues</b> Nick Wates (Facilitator)	(10mins)
8.50pm – 8.55pm	<b>Closing of workshop</b> Paul MacBride (Forward Planning Manager)	(5mins)



## Base Plan



# Guidance notes for workshop

*Provided in a briefing pack for all participants*

## Harlow LDF Stakeholder Workshops - Guidance Notes

### Introduction/background

The Local Development Framework (LDF) will consist of a range of documents setting out how the Harlow area will be developed over the next 10 to 15 years. The most important LDF document is the Core Strategy Development Plan Document (DPD). Harlow is currently preparing its Core Strategy which will set out the strategic context for considering the town's future development and growth. The Core Strategy will draw upon existing Council strategies and those of other organisations with implications for the development and use of land, especially the Council's Community Strategy, Harlow 2020. It is anticipated that a Core Strategy Issues and Options document will be available for public consultation in spring 2010.

### The Core Strategy DPD – 5 Themes

The purpose of the Core Strategy DPD is to set the overall vision and strategic objectives for planning in the Harlow area, including how much development will take place, where, when and by what means.

It is proposed that Harlow's Core Strategy and constituent policies and proposals will be developed around five core themes which are as follows:

- **Place shaping**
- **Housing**
- **Prosperity**
- **Infrastructure**
- **Lifestyles**

#### Place shaping

The LDF will aim to ensure development positively enhances the quality of the environment, facilitating good practice on design and exemplar projects, retaining the original design principles that positively contribute to Harlow's townscape.

Illustrative images:



The built environment



The natural environment (Green spaces)

#### Housing

The LDF will aim to ensure housing is delivered at the right scale and in the right location, meeting strategic housing requirements by being consistent with the proposals in the adopted East of England Plan (2008).

Illustrative images:



Affordable housing



Regeneration



Sustainable Development



### Prosperity

This theme includes employment (skills and training), economic development, and town centre renewal and neighbourhood regeneration. The LDF will aim to meet the town's strategic employment targets in the adopted East of England Plan, and the economic aims articulated by Harlow 2020.

Illustrative images:



Employment



Education/skills



Town Centre

### Infrastructure

This theme includes transport, utility, social and community infrastructure. The LDF will aim to ensure infrastructure development provides positive opportunities to support physical regeneration and to secure new economic investment in the town to meet the needs of the community. It will also aim to ensure growth can be accommodated without significant impact on the environment and that potential impacts can be effectively mitigated.

Illustrative images:



Transport



Infrastructure



Utilities

### Lifestyles

The LDF will also consider measures that address issues which affect the quality of life such as crime and fear of crime, deprivation in terms of educational achievement, health and access to facilities and opportunities including access to the arts/culture, entertainment and recreational activities.

Illustrative images:



Leisure



Entertainment



Art/culture

## Harlow LDF Stakeholder Workshops - Guidance Notes

### Workshop Activity

This workshop provides an opportunity for you to assist the Council to identify key issues that need to be addressed through the emerging Local Development Framework. Where possible evidence should be indicated to substantiate the issue you have raised and measures that could be taken to address the issues will also be welcomed.

#### Task 1:

For the first of the five themes (Place Shaping), discuss what you think are the key **issues** facing Harlow over the next 15 – 20 years. Note the issues down for this theme on the large green post-it stickers and stick them on the A3 paper (column 1).

*E.g. Prosperity issue: people living in Harlow don't have the qualifications for the skilled jobs in Harlow*

Next, using the large pink post-it stickers, note down any **evidence** you can provide to substantiate each of the issues. Stick these on the A3 paper (column 2).

*E.g. evidence obtained from business surveys, studies your organisation has carried out.*

Then identify potential **options/solutions** that may address the issues you have raised. Note these on the large blue post-its and stick them in column 3 of the A3 paper.

*E.g. Invest in more specialised training and apprenticeships for Harlow people*

Repeat this exercise for each of the 5 themes.

#### Task 2:

Using the small coloured post-it stickers, **record** on the Map where you think each of the issues you have identified cause significant problems (if they are area/location specific).

Write the issues on the stickers.

Place Shaping = **Green**

Housing = **Red**

Prosperity = **Purple**

Infrastructure = **Orange**

Lifestyles = **Yellow**

**Thank you**



# Facilitator's Notes

The facilitator was Nick Wates, Managing Director of Nick Wates Associates, ([www.nickwates.co.uk](http://www.nickwates.co.uk)), community planning consultants and site editors of [communityplanning.net](http://communityplanning.net)

Points made during workshop

- Welcome – thank you for coming – we really appreciate your time
- Health and Safety arrangements
- Introduce self and explain role as independent facilitator
- Importance of community involvement in planning
- Task today is to record your views on the key issues facing Harlow over next 10-15 years, and how these may be addressed.
- Workshop logistics (see page 9 and Appendix C page 32)
- Five themes explained:
  1. **Place shaping** – how do we make the best of the built and natural environment – quality design and sustainability and green spaces
  2. **Housing** – what kind, who for, where
  3. **Prosperity** – how do people make a living, employment, shopping
  4. **Infrastructure** – how do people get about, transport, mobility, utilities, community infrastructure (schools, hospitals etc)
  5. **Lifestyle** – leisure, health and wellbeing
- What happens next? After the workshop the group facilitators will be typing up all the post-notes and I will be editing a report detailing the results of this session – and others that are being held - and this report will be a publicly available document.
- **I urge you to make sure that everything you want to say is, by the end of the workshop, written on a post-it note somewhere.**
- Your participation in the workshop will be recorded but no points made will be ascribed to any individual.
- Photos will be taken by myself and Brian Thomas – if anyone does not wish to be in photographs please let me know and I promise that you will be edited out.

## Participant Lists

### Community Stakeholder Workshop, 3-5pm, Thursday 8 October 2009

Committee Rooms 2A/B,  
Civic Centre, Harlow Council

**Peter Lainson**  
Harlow Area Access Group

**Cherith Lowry**  
Friends of Harlow Museum  
Harlow Arts Council

**John Curry**  
Harlow Civic Society

**Andrew Tomlins**  
Town Park Users Group

**Colin Lincoln**  
Harlow Biodiversity Partnership

**Giles Wright**  
St Claire's Hospice

**Kath Brown**  
Maples Residents Association

**Sandra Watkiss**  
Bishopsfield Residents Association

**Zulgar Cheema**  
Berecroft Residents Association

**Stephanie Souter**  
Longbanks Residents Association

**Rev. Martin Harris**  
St Paul's Church

**Fr. Michael Butler**  
Church of the Assumption of our Lady

**Rev. Mark Bennett**  
St. Marys Great Parndon  
St. James' Staple Tye

**Ron Kingsmill**  
Freshwaters Christian Fellowship

**Rev. Kathryn Taylor**  
David Livingstone URC  
Trinity URC

**Neela Hibbert**  
Harlow Ethnic Minority Umbrella

### Key Sector Stakeholder Workshop, 7-9pm, Tuesday 13 October 2009

Committee Rooms 2A/B,  
Civic Centre, Harlow Council

**Sheila Sullivan**  
Morley Grove RA

**Jackie Sulley**  
Harlow 2020

**Jason Amos**  
Moat Housing Group

**Andrew Tomlins**  
Town Park Users Group

**Ian Robertson**  
EDF Energy

**Gordon Telling**  
Freight Transport Association

**Dan Read**  
East Thames Housing

**Robert Matthews**  
BAA Stansted

**Richard Dennerly**  
Town Centre Partnership

**Steve Cook**  
West Essex Mental Health

**Bryan Young**  
The Harvey Centre

**Sheryl Petar**  
Harlow Synagogue

**Rabbi Erit Shiller**  
Harlow Synagogue

**Tracey Williams**  
Harlow Chamber of Commerce

**Carol Sizeland**  
Harlow Health Centre Trust

**Mark Bennett**  
Rector at St Mary's, Great Parndon

**Geraint Hughes**  
National Express East Anglia

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### Officers from the Forward Planning Team of Harlow Council taking part

**Dianne Cooper**  
Planning and Building Control Manager

**Paul MacBride**  
Forward Planning Manager

**Colin Endean**  
Planning Officer

**Dee Moyo**  
Planning Officer

**Laura Harnasz**  
Planning Assistant

**Chris Gatland**  
Community Consultation Officer

# Community Stakeholders Invitation List

## **Old people**

Age Concern Harlow  
Pensioners Action Association

## **Disability**

Harlow and District Access Group  
& Harlow Area Access Group  
Accuro Harlow

## **Community and Residents associations**

Bishopsfield Residents Association  
Brockles Mead Residents Association  
Berecroft Residents Association  
Church Langley Community Association  
Church Leys Residents Association  
Great Parndon Community Association  
Hare Street and Little Parndon CA  
Katherines and Sumners Community Association  
Longbanks Residents Association  
The Maples Residents Association  
Mark Hall & Netteswell Community Association  
Moorfields Residents Association  
Morley Grove Residents Association  
Northbrooks Residents Association  
Potter Street Community Association  
Quarry Springs & Pennymead Residents Association  
Tye Green Community Association  
Chippingfield Residents Association  
Hornbeams & Herons Wood CA  
East Park RA  
Mill Court RA

## **Sports and leisure groups**

Canons Brook Golf Club  
Harlow & District Football League  
Harlow & District Sports Trust  
Harlow Cricket Club  
Harlow Town Football Club  
Mark Hall FC  
Harlow Lawn Tennis Association  
Harlow Rugby Club  
Harlow Star Youth Community League  
Crosskeys Netball Club

## **Young people**

Harlow One Stop Shop  
Harlow Youth Council  
Foyer  
Harlow District Scout Council

## **History and conservation**

Friends of Harlow Museum  
Harlow Civic Society  
Harlow Conservation Volunteers  
Town Park User's Group

## **Ethnic minorities**

Harlow Chinese Association  
Harlow Ethnic Minority Umbrella  
Herts & Essex Muslim Cultural Association (HEMCA)

## **Voluntary**

Rainbow Services

## **Religious and faith**

St Paul's - Harlow Town Centre  
Harlow Faith's Forum  
Potter Street Baptist Church  
Freshwaters Chriatian Fellowship  
St Claire's Hospice  
Harlow Synagogue  
Church of the Assumption of our Lady  
Trinity URC / David Livingstone URC  
Herts & Essex Border Ecumenical Area  
Jehovah's Witnesses  
Harlow Sikh Society  
Buddist Group Harlow

## **Other**

Harlow Arts Council  
Harlow Biodiversity Partnership  
Harlow Library  
Harlow Common Participation Group  
Harlow International Women Group  
St John's Arts and Recreation Centre  
The Gibberd Garden  
West Essex Archaeological Group (WEAG)  
Harlow Arts Council

# Key Sector Stakeholders Invitation List

## **Transport**

Network Rail  
National Express East Anglia  
BAA Stansted  
Freight Transport Association  
Harlow Community Transport  
Highways Agency  
Arriva  
ECEL Coaches Ltd  
Imperial Bus Company  
SM Coaches  
Olympian Coaches  
Trustybus

## **Housing**

Circle Anglia Housing  
East Thames Housing  
Family Mosaic  
Genesis Housing Group  
Harlow Accommodation Project  
Moat Housing Group  
Springboard Housing Association  
Springboard Housing Association  
Swan Housing Association Ltd  
Home Group Housing Association

## **Infrastructure**

EDF Energy  
Veolia Water Central  
Thames Water  
BT Openreach  
National Grid  
Anglian Water

## **Blue lights**

Essex Fire & Rescue  
Essex Police

## **Business**

Harlow 2020 Partnership  
Harlow & District Chamber of Commerce  
Harlow Cooperative Development Agency

Harlow Renaissance  
Town Centre Partnership  
Harlow Town Centre Traders Initiative  
Jobcentre Plus Harlow  
Marks & Spencer PLC - Harlow Branch  
Booths the Chemist  
The Harvey Centre  
The Water Gardens Shopping Centre  
Market Trader's Association

## **Top 10 largest employers**

GlaxoSmithKline  
Truck Light Europe Ltd (Flexible Lamp Ltd)  
Pearson Education Ltd  
Pitney Bowes Ltd  
Raytheon Systems Ltd  
Comet Distribution Centre  
Synthomer Ltd  
Tesco Stores Distribution  
AT Communications Group Plc  
Dawson News

## **Education links**

Harlow College  
Harlow Education Consortium  
Burnt Mill School  
Burnt Mill School  
Mark Hall Comprehensive School  
Passmores School & Technology College  
St Nicholas School  
Stewards School  
St Mark's West Essex Catholic School

## **Health**

Harlow Health Centre Trust  
Princess Alexandra Hospital NHS Trust  
West Essex PCT  
West Essex Mental Health  
St. Claire's Hospice (West Essex)

## **Other**

Harlow Welfare Rights & Advice



## Community Stakeholders Invitation Letter



**Harlow Council**  
Planning & Building Control Services  
Civic Centre  
The Water Gardens  
Harlow  
Essex CM20 1WG

Contact Chris Gatland  
Telephone (01279) 446028  
Fax (01279) 446639  
E-mail [myharlow@harlow.gov.uk](mailto:myharlow@harlow.gov.uk)

Date 25 September 2009

Dear XXX,

### Local Development Framework community stakeholder workshops

Harlow Council would like to invite you to attend one of two workshops that we are holding in connection with Harlow's Local Development Framework (LDF).

- Date: Thursday 8 October 2009
- Times: Workshop 1 – 3-5pm; Workshop 2 – 7-9pm
- Venue: Committee Rooms 2A/B, Civic Centre, Harlow Council

The LDF is a series of documents that set out how Harlow will be developed over the next ten to fifteen years.

### Have your say!

Community involvement is a key part in the development of Harlow's LDF. The aim of these workshops will be to seek your views on the key issues affecting the future of Harlow arising from the adopted East of England Plan (2008), and to identify how these might be resolved.

This is your chance to have your say right at the beginning of the process, and your responses will contribute towards identifying the key issues of concern for inclusion in an Issues and Options Consultation Paper to be published next spring.

You are welcome to attend or send a representative from your organisation to one of the two workshops. Booking is essential as places are limited (one person per organisation) and will be allocated on a first-come-first-served basis.

To book your place, please call Chris Gatland (Community Consultation Officer, Harlow Council) on 01279 446028 or email [chris.gatland@harlow.gov.uk](mailto:chris.gatland@harlow.gov.uk) with your preferred time.

Yours faithfully,

Dianne Cooper  
Planning & Building Control Manager  
Yours faithfully,

## Key Sector Stakeholders Invitation Letter



**Harlow Council**  
Planning & Building Control Services  
Civic Centre  
The Water Gardens  
Harlow  
Essex CM20 1WG

Contact Chris Gatland  
Telephone (01279) 446028  
Fax (01279) 446639  
E-mail [myharlow@harlow.gov.uk](mailto:myharlow@harlow.gov.uk)

Date 25 September 2009

Dear XXX,

### **Local Development Framework (LDF) key sector stakeholder workshop**

Harlow Council would like to invite you to attend a workshop that we are holding in connection with Harlow's Local Development Framework (LDF):

- Date/Time: Tuesday 13 October 2009, 7-9pm
- Venue: Committee Rooms 2A/B, Civic Centre, Harlow Council

The LDF is a series of documents that set out how Harlow will be developed over the next ten to fifteen years.

### **Have your say!**

Community involvement is a key part in the development of Harlow's LDF. The aim of this workshop will be to seek your views on the key issues affecting the future of Harlow arising from the adopted East of England Plan (2008), and to identify how these might be resolved.

If your organisation's strategy has land use implications we need to know at the beginning of the process in order to support your aims in the LDF. This is your chance to have your say and your responses will contribute towards identifying the key issues of concern for inclusion in an Issues and Options Consultation Paper to be published next spring.

You are welcome to attend or send a representative to the event. We recognise that you may already have been involved in the technical evidence base studies that we have commissioned, however this will be an opportunity for you to hear about other organisation's issues and views.

Booking is essential as places are limited (one person per organisation) and will be allocated on a first-come-first-served basis. To book a place, please call Chris Gatland (Community Consultation Officer) on 01279 446028 or email [chris.gatland@harlow.gov.uk](mailto:chris.gatland@harlow.gov.uk).

Yours faithfully,

Dianne Cooper  
Planning & Building Control Manager

# Jargon Buster

*Document included in participant packs for the workshops.*

## Local Development Framework Jargon Buster

The new planning system has created a whole new language for planners, councillors and the local community to try and learn.

Please note - entries shown in *italics* relate solely to the old planning system (under the Town & Country Planning Act 1990 as amended by the Planning & Compensation Act 1991).

**Area Action Plan (AAP)** - These plans will focus on implementation. They will provide an important mechanism for ensuring development of an appropriate scale, mix and quality for key areas of opportunity, change or conservation.

**Annual Monitoring Report (AMR)** - Councils are required to produce AMRs to assess the implementation of the Local Development Scheme. They also assess the extent to which policies in local development documents are being achieved.

**Core Strategy** - The long term spatial vision and strategy for the area, including the key strategic policies and proposals to deliver that vision.

**Development Plan** - The framework of statutory plans that affect an area. Currently this consists of the Adopted Replacement Harlow Local Plan. Under the new system it will consist of the Regional Spatial Strategy for East of England, and the development plan documents of the Harlow Area Local Development Framework. Decisions on planning applications should conform to the development plan, unless material considerations dictate otherwise.

**Development Plan Document (DPD)** - The documents that a local planning authority must prepare. They have to be subject to rigorous procedures of community involvement, consultation and independent examination. These DPDs should include the following elements:

- Core strategy
- Site specific allocations of land
- Area action plans (where needed)
- Proposals map (with inset maps, where necessary).

**Government Office for East of England (GOEAST)** - represents major government departments and the Secretary of State in the Eastern region. Local planning authorities are required to consult the Secretary of State (via the GOEAST Planning Teams) about the policies they propose to include in their development plans. The Secretary of State considers the Local Development Scheme (LDS) and notifies the local planning authority whether or not he intends to issue a direction.

**Local Development Document (LDD)** - The generic term for documents that can be included in the Local Development Framework (LDF). Comprises development plan documents (DPDs), supplementary planning documents (SPDs) and the Statement of Community Involvement.

**Local Development Framework (LDF)** - The LDF will contain a portfolio of LDDs. These will provide the local planning authority's policies for meeting the community's economic, environmental and social aims for the future of their area where this affects the development of land.

**Local Development Scheme (LDS)** - The LDS sets out the programme and timetable for preparing the LDDs.

**Local Plan** - *Part of the Development Plan under the old system. Statutory area-wide document prepared under the old system. It sets out land use policies and proposals for the area.*



**Planning Policy Guidance (PPG)** - *Statements of Government policy on a range of topics. These are being replaced over time by Planning Policy Statements.*

**Planning Policy Statement (PPS)** – Government statements of national planning policy. These are being phased in to supersede Planning Policy Guidance notes (PPGs). The LDF must conform to these planning policy statements.

**Proposals Map** - Illustrates policies and proposals in development plan documents.

**Regional Planning Guidance (RPG)** - *Non-statutory guidance under the old system, issued by the Secretary of State. They set out regional planning policy. They are being replaced by the Regional Spatial Strategy.*

**Regional Spatial Strategy (RSS)** - A statutory document under the new system that replaces Regional Planning Guidance. It sets out the regional spatial strategy and policies. New local development documents will have to be in accordance with it. It will also inform local transport plans, regional and sub-regional strategies and programmes that have a bearing on land-use activities. It has been prepared by the East of England Regional Assembly and issued by the Secretary of State.

**Site Specific Allocations** - A document that will set out the detailed site specific areas of land for development, particularly for housing, employment uses, leisure, open space, mixed use development and related transport proposals. These allocations will contribute to meeting the vision and aims for the future development of Harlow contained in the Core Strategy.

**Spatial Strategy** - LDDs are required to adopt a spatial planning approach. This goes beyond traditional land use planning. It brings together and integrates policies for the development and use of land with other policies and programmes that influence the nature of places and how they function.

**Statement of Community Involvement (SCI)** - Document explaining to stakeholders and the community how and when they will be involved in the preparation of the LDF. It also explains the steps that will be taken to facilitate this involvement.

**Strategic Environmental Assessment (SEA)** - Environmental assessment of policies, plans and programmes required under European SEA Directive 2001/42/EC

**Structure Plan** - *Part of the Development Plan under the old system. The plan is abolished under the new system. Statutory document setting out county-wide land use strategy and policies.*

**Supplementary Planning Document (SPD)** - SPDs are intended to elaborate upon the policy and proposals in DPDs. But do not have their status. They can also be used as a material planning consideration when considering planning applications. They do not have the same status as DPDs so there is no requirement for a public examination. But there will be ongoing community involvement during the preparation process.

**Supplementary Planning Guidance (SPG)** - *Non-statutory guidance prepared under the old system to expand on policies and proposals in the Local Plan or Structure Plan. Being replaced by Supplementary Planning Documents.*

**Sustainability Appraisal (SA)** - A social, economic and environmental appraisal of strategy, policies and proposals. It is required for the Regional Spatial Strategy, all development plan documents and supplementary planning documents. It is to be undertaken jointly with the Strategic Environmental Assessment.



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