

NOTES CASTLE POINT PLAN BOARD

1.3.2023

PRESENT:

Councillors: Gibson (Chairman), Blackwell, Hart, Isaacs, Mountford and S. Mumford and Palmer.

Officers in attendance: Ian Butt, Head of Place & Policy, Amanda Parrott, Planning Policy Manager, Dominic Chessum (communications), Cheryl Salmon, Note Taker.

Apologies: Councillor Cole and Angela Hutchings, Chief Executive

- 1. Welcome and scope of the meeting**
- 2. Notes 1st February 2023 – Noted.**
- 3. Recap on Code of Conduct – Noted.** It was agreed that it was not necessary to include this as an agenda item for every meeting and would be removed in future.
- 4. Local Housing Needs Assessment Specification**

The Board considered a report setting out the specification for the Local Housing Needs Assessment. The assessment would take into account current and future demographic trends and market signals. Within this context the size, type and tenure of housing need for different groups within the community would be assessed. This would include, but not limited to, those requiring affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent, and those people wishing to commission or build their own homes.

The specification had been developed having regard to the discussion of board Members at the workshop session on the 19th January 2023.

The outcomes of the Local Housing Needs Assessment would be used to inform the Castle Point Plan but may also be used to formulate local housing strategy.

The view of the Board was sought in respect of the specification before the work was procured.

5. Engagement Timetable

AP confirmed that the new Engagement Officer was starting next week. The software for the survey had been procured. A soft launch would take place first to test the new system. The questions were as agreed and would ask people to describe where they lived. As the Council would shortly be in a pre-election period the engagement would start with young people who could not vote. Wider engagement with everyone else would begin May/June and would include public meetings. The format of those meetings would be agreed by the Board.

6. Decisions and Communications

1. The Board agreed the specification for the Local Housing Needs Assessment.
2. The Engagement Timetable was noted and it was agreed that, as part of the engagement public meetings be held.
3. Press release on specification for the Local Housing Needs Assessment to link to the previous specifications for Open Spaces and Local Wildlife Sites.
4. Agree engagement timetable and communication plan separately

7. Update on Strategic Applications

The Board noted the update.

8. Update on Community Infrastructure Levy (CIL)

It was stated that subject to the approval by Full Council at its meeting on 22nd March 2023, CIL would be published and implemented.

Once implemented Members would need to decide how investments were allocated, whether to particular areas or particular projects e.g. cycleways across the borough.

The Chairman commended the Planning Policy Team on their hard work towards implementing a CIL in Castle Point.

9. '15-minute Neighbourhoods'

In light of recent national publicity the Head of Place and Policy gave an overview of the meaning of '15-minute neighbourhoods'. It was explained that this was a planning concept used to create sustainable neighbourhoods to ensure that essential services were within a short distance from where people lived. It was not a means to restrict residents to their neighbourhoods as had recently been reported in the press.

10. Next Meeting

- Workshop on 16th March 2023 at 5pm
- Board Meeting 4.4.2023 at 5pm