

Appendix 1 – Duty to Cooperate Record of Engagement

Duty to Cooperate record of meetings and engagement between Castle Point Council, other local authorities and public bodies on strategic planning matters. It is not intended as an exhaustive list of all cooperation and partnership working that has taken place. Specific Duty to Cooperate meetings are held with neighbouring authorities are identified in bold in the table below. Following Government publications in November, it was confirmed that the DtC would not apply to plans now being Examined under the 2024 NPPF. However, like other planning authorities, CPBC must show that it has co-operated proactively and productively with its neighbours. The table below outlines correspondence with all neighbouring authorities.

It has not proven possible to agree a Statement of Common Ground with Basildon Council (BC) and on the relevant section of the Examination website, correspondence with BC from September 2025 onwards may need to be published as this demonstrates CPBC's repeated attempts to reach an amicable solution. It is particularly unknown why a position was agreed between the parties in November 2025 which BC then reneged upon.

With Neighbouring Authorities

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
24/10/2023	DtC meeting - To share Local Plan updates and discuss any cross-boundary matters	Updates on local plan preparation, evidence and cross-boundary matters identified including transport modelling and highways and Green Belt and flood risk. Officers agreed to continue collaboration to share and discuss evidence base studies.
09/01/2024	Letter responding to: Basildon Regulation 18 Draft Local Plan Consultation Basildon's Request for assistance under the Duty to Cooperate seeking Castle Point's assistance in terms of meeting needs for housing and gypsy and traveller accommodation.	Concerns were expressed that no work has been undertaken to date to model or plan for the transport impacts of the growth proposed. Castle Point cannot assist Basildon Borough in meeting its housing needs, as it is also constrained in capacity to meet its own needs
30/01/2024	DtC meeting - To share Local Plan updates and discuss any cross-boundary matters	Updates on local plans progress and evidence base work. Castle Point Commissioned SFRA and Transport work which starts soon. Castle Point – Current consultation on BNG supplementary planning document

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
30/04/2024	DtC meeting - To share Local Plan updates and discuss any cross-boundary matters	Updates on local plans progress strategic matters, and evidence base work
13/05/2024	Essex CC, Basildon BC, Rochford DC DtC meeting to discuss development option on: Land Nort West of Thundersley	Potential issues identified related to access and impact on Fairglen interchange. CPBC will review the option following Regulation 18 Issues and Options consultation
30/07/24	DtC meeting to discuss Housing Options	CPBC launched its Issues and Options which considered 5 options for housing, asking views on potential urban and green belt sites noting Standard Method and began commissioning new evidence work around transport and green belt. BC confirmed they were preparing for a Nov 2024 consultation on the Reg 18 draft Plan and that further work may be needed to identify additional capacity following the draft NPPF and proposed changes to Standard Method formula
29/10/24	DtC meeting to discuss both authorities local plan updates and the Essex GTAA implications	CPBC advised that the revised Standard Method numbers would be unlikely to be achievable in full, plus community engagement showed this would be unfavourable. CPBC would need to consider what level of housing would be deliverable through the Plan. This also had to be balanced against politics as Members were keen to protect the Green Belt as much as possible. BC stated that their draft Regulation 18 would go to Cabinet and Full Council on 11 and 14 November, with consultation then starting on 18 November. BC Members were

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
		Keen to meet Standard Method in full.
30/01/2025	Neighbouring authorities: Rochford BC, Basildon BC, Southend on Sea City Council and; and Thurrock Council. Duty to cooperate letter sent to neighbouring authorities requesting assistance to meeting Castle Point's housing needs.	This resulted in meetings being held to discuss and written reposess confirming each council's position on the issue.
10/03/2025	BBC letter of response to CPBC request to assist with unmet housing need	BBC unable to meet CPBC unmet housing need
11/03/2025	Scheduled regular Duty to Cooperate meeting	Basildon launched 2 nd phase Reg 18 with new policies on G&T, open space and Basildon Town Centre. Joint bid with Brentwood and Thurrock on new town in west Dunton area Progressing transport modelling with ARUP CPBC agreeing LDS with members following meeting with PINS Actions: CPBC to review letter from BBC requesting assistance with unmet housing need. BBC propose to discuss G&T provision at SEC
03/06/2025	Scheduled regular Duty to Cooperate meeting	Updates on local plans progress strategic matters, and evidence base work. <ul style="list-style-type: none">National Grid Norwich to Tilbury Local Government Reorganisation
15/07/2025	Scheduled regular Duty to Cooperate meeting	No meeting notes available.

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
26/08/2025	Scheduled regular Duty to Cooperate meeting	Updates on local plans progress strategic matters, and evidence base work. CP - Arranged joint DtC meeting with Southend (Reg 18 Preferred Approach with Options) for 4 th September with neighbouring local authorities: Southend, Rochford, Thurrock, Basildon, Brentwood, Chelmsford (Appendix 15)
11/09/2025	CPBC Suggest Earlier DtC Meeting	CPBC sent an offer to BBC to bring the next scheduled DtC meeting forward before the close of the Regulation 19 consultation.
16/09/2025	Letter from BC to CPBC to request assistance with unmet housing needs, including gypsy and traveller pitches	
17/09/2025	BBC respond to CPBC offer of earlier meeting.	BBC declined the offer of bringing forward the date of the scheduled DtC meeting (7 Oct) believing it is "not required at this time". BBC stated that their response to the Regulation 19 consultation was going through their internal democratic process and stated that they will inform CPBC early the following week on progress of the response.
23/09/2025	BC issues its holding response to the CPP Reg 19	BBC provided a holding response to the Regulation 19. due to ' <i>unforeseen circumstances causing delays within their democratic process</i> ', and that the response was ' <i>recommended for approval but is subject to a call in period</i> ' CPBC subsequently noted that the relevant Cabinet Member Decision does not appear to have been uploaded to BC's

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
		website until 16/10/2025, confirmed here
07/10/2025	Scheduled regular Duty to Cooperate meeting	Updates on local plans. Discussed housing deliverability and G & T sites. Discussed setting up a workshop for unmet housing need with LPAs in South Essex. Following an email 2 weeks before, BC stated that their response to the Regulation 19 CPP was still going through democratic processes. Actions: To propose to South Essex LPAs Unmet Housing Need workshop
14/10/2025	CPBC sends chaser email asking for update on the final response	No reply received from BC
21/10/2025	CPBC sends a further chaser email asking for update as the response has appeared on social media	
22/10/2025	BC reply to previous day's email	BC Planning Strategy and Implementation Manager advises " <i>Our response is subject to a call-in although it is complete and ready, we still have to wait a few days until we can issue it to you I am afraid</i> ". CPBC notes it was advised four weeks prior that the response was going through democratic processes and would be subject to a call-in. Call in lasts five days.
28/10/2025	BC issues its final response to the CPP Reg 19	BC stands by its delayed original response, which is dated 16 October. The response is now duly made because of the

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
		necessary reconsultation on the Castle Point Reg 19 Plan
13/11/2025	CPBC issue a first draft of the SoCG to BC.	Draft issued to BC based on the content of BC's final Regulation 19 representations
18/11/2025	Basildon BC Scheduled regular Duty to Cooperate meeting	<p>Basildon provided update on LDS timetable, new evidence open space assessment and water cycle study. Aiming to meet housing need in full through releasing green belt but have put in requests to neighbouring authorities to assist with their unmet housing need. Currently working on Transport Assessment – initial findings demonstrate significant impact on A127 and A13 from Basildon's growth and neighbouring authorities' growth</p> <p>Action: CPBC and BBC to set up meeting in new year to discuss impacts of growth on A127 and A13</p> <p>CPBC informed Basildon of the further Reg 19 consultation due to technical error. BC stood by its earlier response in an email of 28 October. Cabinet scheduled for 23rd December to receive Member approval to submit the Plan for Examination and the new pre-Examination checklist would be issued to PINS on 24 December</p> <p>Reviewed SoCG and agreed all paragraphs but 2 paragraphs BBC would like to provide revised wording for.</p> <p>Action BBC to provide revised wording for CPBC to agree by 21.11.25.</p> <p>Discussed South Essex unmet housing need joint position statement</p>

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
		Action: BBC to provide info for joint statement
21/11/2025	CPBC response to BBC request for assistance with their unmet housing need and Gypsy and Traveller unmet need	CPBC unable to assist
19/11/2025	BBC provides revisions to CPBC SoCG	CPBC agree revisions
24/11/2025	Final Agreed SoCG sent to BBC for signing	
25/11/2025	Email from Principal Planning Policy Officer	Principal Planning Policy Officer stated "I'll confirm when it has been signed"
01/12/2025	Email Chaser Request	CPBC sent an email chaser requesting the signed agreed SoCG
04/12/2025	Email Chaser Request	CPBC sent an email chaser requesting the signed agreed SoCG
04/12/2025	BC suggest rearranging the December DtC meeting	BC reasoning was that "it is a busy time for both authorities with CP submitting and BC reg 18.3 consultation". There appeared to be merit in the suggestion, so CPBC agreed with rearranging for 27 January 2026
05/12/2025	Email Chaser Request	CPBC sent an email chaser requesting the signed agreed SoCG
08/12/2025	Email from Principal Planning Policy Officer	BC stated: "We are happy to sign this but we are just waiting confirmation from our Democratic Services team that there are no further governance requirements. I am hoping to have confirmation of this tomorrow (9/12)."
10/12/2025	Email Chaser Request	CPBC sent an email chaser requesting the signed agreed SoCG

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
10/12/2025	BBC agree to SoCG through several emails and promise delivery of the SoCG on the day.	<p>Email from Principal Planning Policy Officer (Planning Strategy and Implementation Manager and AD Planning, Regeneration and Economic Growth copied in) "The document has been agreed with [Assistant Director] but I am just waiting for our Governance Team to agree it can be issued. I've chased them again for a response and I will send the document over to you as soon as it is agreed."</p> <p>Email from AD Planning, Regeneration and Economic Growth (BC Executive Director Growth & Partnerships, Principal Planning Policy Officer) "I will follow up with the team and ensure the signed document is across with you today."</p>
12/12/2025	Email Chaser Request	CPBC sent an email chaser requesting the signed agreed SoCG
15/12/2025	Email Chaser Request	CPBC sent an email chaser requesting the signed agreed SoCG
17/12/2025	Telephone conversation with Principal Planning Policy Officer confirmed in email on 18 December 2025 to BC Planning Strategy and Implementation Manager and Principal Planning Policy Officer	"Following my telephone call yesterday, I understand that the Castle Point and Basildon SoCG is to be signed by your portfolio holder this week and this will be followed by a 5 working day scrutiny period."
18/12/2025	Email Request	CPBC requested a link to the CMDR system regarding the Statement of Common Ground.
22/12/2025	BBC sent a different revised SoCG to CPBC	CPBC does not agree with new SoCG
24/12/2025	Basildon enter a Cabinet Member Decision	BC enter a Cabinet Member Decision Record on its ModGov system in respect of the SoCG copy above (22 December) to seek

Basildon Borough Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
		authorisation to enter into an SoCG.
06/01/2026	BBC sent signed unagreed SoCG through their governance procedures	CPBC does not agree with new SoCG
08.01.2026	CPBC send a formal response to revised SoCG and proposed compromise	
20.01.2026	CPBC sent a follow on email advising this matter could be discussed at the forthcoming DtC meeting on 27 January	
22.01.2026	Email from BBC acknowledging the meeting on 27 January would proceed, and which contained a new revised draft version of the SoCG incorporating many new points inserted by the Executive Director (with text dated 13 January 2026), including surprise that the Plan is not meeting Standard Method in full.	CPBC does not agree with new SoCG
26.01.2026	CPBC write to Basildon in response to the draft SoCG above, expressing confusion about the approach taken and outlining that Basildon has been aware that Castle Point were pursuing a constrained housing target since the publication of the revised draft NPPF in July 2024.	
27.01.2026	Duty to Cooperate meeting with BBC. BBC's Planning Policy Manager was informed that CPBC intend to submit the Plan and if agreement cannot be reached around the SoCG, copies of the correspondence will need	

Basildon Borough Council		
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	<p>to be issued to PINS as CPBC must show its efforts to cooperate, and may need to be published on the Council website. Furthermore CPBC have reached agreed positions with all other LPAs and statutory consultees.</p> <p>It is unclear why BBC has reneged on earlier positions.</p> <p>BC pledged to hold further internal discussions with a view to resolving the position, but did not commit to any timescales.</p>	
29.01.26	<p>CPBC chase minutes of a DTC meeting from 15 July 2025. BC send draft minutes and offer to make any amendments necessary. CPBC follow up wanting some changes to reflect their position.</p> <p>No response received as of midday 30 January 2026</p>	

Southend-on-Sea City Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
30/01/2025	<p>Neighbouring authorities: Rochford BC, Basildon BC, Southend on Sea City Council and; and Thurrock Council.</p> <p>Duty to cooperate letter sent to neighbouring authorities requesting assistance to meeting Castle Point's housing needs.</p>	<p>This resulted in meetings being held to discuss and written repossess confirming each council's position on the issue. (Appendix 8)</p>

03/02/2025	Response from Southend to request for assistance in meeting housing need.	Southend also has constraints and small amount of undeveloped land with the GB. Southend is unable to make any contribution towards Castle Point's housing need. Will continue to engage positively as local plans progress
09/07/2025	DtC Scheduled Meeting	SCC Local Plan Transport Modelling Presentation
04/09/2025	Letter responding to: Southend Regulation 18 Local Plan - Approach to preferred options Consultation	Castle Point cannot assist Southend in meeting its housing needs, as it is also constrained in capacity to meet its own needs
26/09/25	Scheduled DtC meeting	<p>CPBC gave an update of the Castle Point Plan. Reg 19 public consultation closed on 26/09/25. SEC gave an update on their local plan. Their preferred options and approach consultation closes on 30/09/25</p> <p>Both confirmed that unable to meet their standard method housing needs and neither can assist in each other's unmet housing need.</p> <p>Action SEC request an extension on their response to CPBC Reg 19.</p>
20/11/25		<p>SEC reviewing reps from Reg 18 consultation</p> <p>CPBC informed SEC of a further Reg 19 consultation due to technology error</p> <p>Review of CPBC and SEC SoCG.</p> <p>Action CPBC to send updated SoCG to SEC. SEC to provide any proposed revisions SEC to provide CPBC with comments on joint position statement for unmet housing need</p>
05/12/2025	SoCG agreed and signed	

Rochford District Council and Brentwood Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
30/01/25	Duty to cooperate letter sent to neighbouring authorities requesting assistance to meeting Castle Point's housing needs.	This resulted in meetings being held to discuss and written repossess confirming each council's position on the issue.
07/03/2025	BB response to letter requesting assistance with unmet housing need	BB confirm unable to assist with unmet housing need
07/03/2025	RDC response to letter requesting assistance with unmet housing need	RDC confirm unable to assist with unmet housing need
13/05/2024	Essex CC, Basildon BC, Rochford DC	Potential issues identified related to access and impact on Fairglen interchange. CPBC will review the option following Regulation 18 Issues and Options consultation

	DtC meeting to discuss development option on: Land Nort West of Thundersley	
19/05/2025	Duty to Cooperate meeting	Updates on local plans progress strategic matters, and evidence base work, Agreed meetings to take place at 6-month intervals
10/10/2025	DTC Scheduled meeting	CPBC update on Local Plan- Reg 19 now closed RDC update that LDS had been approved by Council and progressing evidence base BC confirmed BC would be progressing a plan through the new style local plans Discussed some of RDC and BC responses to CPBC Reg 19 consultation Action Draw up SoCGs
26/11/25	Scheduled DtC meeting	CPBC Plan update- 2 nd Reg 19 due to technical hitch. Rochford and Brentwood local plan updates Review of SoCG Actions CPBC to draw up SoCG with agreed amendments and forward to RDC and BC CPBC, RDC and BC agree for a joint position statement on unmet housing need
27/11/25	Final SoCGs sent to RDC and BC	
05/12/25	Final agreed and signed SoCGs from BC and RDC	

Thurrock District Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
30/01/25	Duty to cooperate letter sent to neighbouring authorities requesting assistance to meeting Castle Point's housing needs.	This resulted in meetings being held to discuss and written repossess confirming each council's position on the issue. (Appendix 8)
12/02/2025	DtC meeting convened in response to the letter from Castle Point seeking assistance from Thurrock regarding housing need.	Thurrock is unable meet housing needs from other authorities. Because it struggles to meet its own housing targets. It was agreed that Castle Point to continue engagement with other councils regarding housing needs. Ongoing collaboration on Green Belt study methodology.

		Future Duty to Cooperate meetings to be scheduled. (see minutes in
20/02/25	TC letter of response to CPBC request for assistance with their unmet housing need	TC unable to assist with CPBC's unmet housing need
08/05/2025	Scheduled DtC meeting	CPBC provided update on LDS-change due to Dec 24 NPPF updates and PPG Green Belt. Lost Daws Heath Appeal 173 houses Proposing 20% BNG within plan Thurrock aim for Reg 18 Spring 2026 with high growth of approx. 29K houses to gain full potential of Free port and Norwich to Tilbury national grid work
26/09/25	Scheduled DtC meeting	Cancelled by TC
10/10/25	Scheduled DtC meeting	CPBC Local plan update. Reg 19 publication closed. Requested formal response from TC. TC arranging sign off. Support CPBC policies around climate change. TC confirmed that they would like to be included in any feasibility around a 3 rd road from Canvey to Thurrock TC confirmed unable to meet CPBC unmet housing need and agreed that the EPOA mechanism for considering unmet housing need should be revisited TC progressing site selection, transport modelling and proposing to submit plan in late 2026 Actions CPBC and TC agreed to prepare a SoCG
18/11/2025	Draft SoCG sent to TC	
25/11/2025	Scheduled DtC meeting	CPBC local plan update. Informed TC of 2 nd Reg 19 consultation due to technical error. TC drawing up draft plan for cabinet approval spring 26 with associated evidence studies. G&T provision has increased significantly. CPBC reviewed draft SoCG
06/12/2025	Final SoCG agreed	
09/01/2025	Signed SoCG received	

Chelmsford City Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions

19/06/2024	Response to Issues and Options consultation on Chelmsford Local Plan Review	<p>Chelmsford unable to accommodate any unmet need arising within Castle Point as part of the Chelmsford Local Plan. Strategic cross boundary issues identified relate to sustainable connectivity with South Essex. Sustainable transport connectivity is poor between South Essex and Chelmsford.</p> <p>No consideration has been given to the Thames Freeport. This will most certainly impact on South Essex authorities (Appendix 4)</p>
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Essex County Council		
Date	Purpose of Engagement	Summary of Issues and outcomes or Actions
13/05/2024	Essex CC, Basildon BC, Rochford DC DtC meeting to discuss development option on: Land North West of Thundersley	Potential issues identified related to access and impact on Fairglen interchange. CPBC will review the option following Regulation 18 Issues and Options consultation (Appendix 6).
20/06/2025 MS Teams	Essex Minerals & Waste Planning Authority Duty to cooperate meeting on strategic (and other) matters.	Update each other on our respective plan making. Updates on Castle Point Plan and LDS timetable. Essex Minerals Local plan is currently undergoing a review. The focused is on maintaining a land bank of at least seven years for sand and gravel. Recent consultations have focused on candidate sites for allocation and overall scope of the review. Aiming for an early 2026 Preferred Approach under Reg18 which will include a schedule of Preferred Sites. MWPA to request proposed and existing housing allocation sites from all districts across the County to aid in the mineral site selection process (Appendix 14).
11/09/2025	Scheduled DtC meeting	No notes available
12/09/2025	Signed Statement of Common Ground regarding the suitability of North West Thundersley Development Option	
16/09/2025	Duty to Cooperate Castle Point Plan (Regulation 19) Consultation and Essex County Council Highways	ECC to submit reps CPBC to revise IDP and engage with ECC Agree to work on a statement of common ground
29/09/2025	Signed Statement of Common Ground	

	regarding the Site: Land East of Manor Trading Estate	
09/10/2025	Scheduled DtC meeting	<p>Review of ECC response to CPBC Reg 19 Consultation.</p> <p>Clarification of key areas:</p> <ul style="list-style-type: none"> Climate Change Policies IDP, TA, Cumulative Assessment Education Definition Green Belt and Housing Strategy LLFA and SD9 policies Canvey Island development <p>Actions:</p> <p>To advance SoCG to begin addressing areas of common and uncommon interest</p> <p>CPBC to provide data for cumulative assessment on early years provision</p> <p>CPBC to provide updated TA, SFRA and IDP for ECC to review</p>
27/10/2025 to 05/11/2025	CPBC and ECC discussed evidence updates	CPBC sent data to ECC for further cumulative assessment. Further discussion about data for early years provision assessment
12/11/2025	Scheduled DtC meeting	<p>Review of ECC proposed modifications to Castle Point Plan and SoCG</p> <p>Areas of Discussion</p> <p>Climate Change- CPBC accept updated evidence and policy changes</p> <p>Educational Establishment Definitions- further discussion required</p> <p>SSHANA 2025- further consideration required</p> <p>ELNRS and role- CPBC agree a position</p> <p>Green Belt and School Development</p> <p>Housing Strategy</p> <p>IDP, TA and Cumulative Assessment additional work</p> <p>40% V 45% climate risk allowance issue but appreciate with time this might not be possible.</p> <p>Update on evidence work: cumulative assessment, SFRA, IDP and TA</p>
20/11/2025	ECC sent updated cumulative assessment for early years	
04/12/25	CPBC send Draft SoCG and updated SFRA	
10/12/2025	CPBC send updated Transport Assessment for ECC to review	
11/12/2025	Scheduled DtC meeting	Further discussion on SoCG and proposed modifications:

		ECC would like a final local plan with modifications to review. CPBC proposed an appendix of all modifications proposed by ECC and alternatives proposed by CPBC and those taken forward to the plan submitted for examination
19/12/2025	CPBC send ECC updated IDP to review	
07/01/2025	Final Draft SoCG and Appendix of modifications sent to ECC	
08/01/2026	Scheduled DtC meeting	Finalisation of the SoCG and final revisions
29/01/2026	SoCG agreed and awaiting signature	

With Statutory Bodies

South Essex Joint Officers Group			
Date	Duty to Cooperate Attendance	Purpose of Engagement	Summary of Issues, Outcomes and Actions
09/12/2024	South Essex Joint Officer Group consisting of Essex County Council Southend-on-Sea City Council Thurrock Council Basildon Borough Council – Castle Point Borough Council	Meeting to discuss Green Belt Assessment Methodology.	Castle Point shared paper on GB review methodology. If there are changes to the definition of grey belt then authorities may have to look back at their GB assessments to see if further land meets that definition
09/06/2025	South Essex Planning Policy Joint Officer Group (SEC JOG)	Regular officer coordination meeting	Planning policy update was provided by each authority present, including update on key evidence documents. Officers seek to draft a note regarding unmet housing need with reference to EPOA Guidance note. Approach to identifying urban capacity/ potential
14/07/2025	South Essex Planning Policy Joint Officer Group	Regular officer coordination meeting	No meeting notes available.
11/08/2025	SEC JOG	Regular officer coordination meeting	A local plan update was provided by attendees. The Essex Local Transport Plan 4 had been published and the Essex Specialist and Supported Housing Report was published.

08/09/2025	SEC JOG	Regular officer coordination meeting	No notes available
13/10/2025	SEC JOG	Regular officer coordination meeting	No notes available
10/11/2025	SEC JOG	Regular officer coordination meeting	No notes available
08/12/2025		Regular officer coordination meeting	No notes available
12/01/2026	SEC JOG	Regular officer coordination meeting	A local plan update was provided by attendees and a draft South Essex Housing Joint Statement was shared.

Essex Planning Officers Association			
Date	Duty to Cooperate Attendance	Purpose of Engagement	Summary of Issues, Outcomes and Actions
18/06/2020		Great Crested Newts Licensing Essex Garden Communities Model Essex Design Guide EPOA Parking Standards Review Gypsy and Traveller Transit Site Assessment Planning Training Skills	
08/07/2025		Regular officer coordination meeting	No note available

Statutory Bodies

Date	Duty to Cooperate Attendance	Purpose of Engagement	Summary of Issues, Outcomes and Actions
03/09/2025	Ambulance, EA ,HE and Essex Police	DTC scheduled meeting	CPBC presentation on CP Plan. Questions from stakeholders. Action Send slides and answer further questions Attend Ambulance workshop on 13/11/2025

Environment Agency

06/05/2026	Environment Agency with Thurrock, Southend, Rochford Riverside Strategy Thames 2100	No meeting notes available
04/11/2025	Environment Agency with Thurrock, Southend, Rochford Riverside Strategy Thames 2100	No meeting notes available
03/12/2025	Scheduled DtC Meeting	Discuss reps and SoCG
16/12/2025	Scheduled DtC Meeting	Meeting to finalise SoCG
16/12/2025	Agreed and Signed SoCG	
Natural England		
13/01/2026	Meeting to discuss the Castle Point Regulation 19 plan and the areas of potential common and unagreed ground.	
23/01/2026	SoCG signed and agreed	
Historic England		
10/10/2025	Meeting to discuss the Castle Point Regulation 19 plan and the areas of potential common and unagreed ground.	
17/10/2025	SoCG signed and agreed	
Sport England		
02/10/25	Meeting to discuss the Castle Point Regulation 19 plan and the potential areas of common ground.	
28/11/2025	SoCG signed and agreed	
NHS		
05/08/2025	Meeting to discuss the Castle Point Regulation 19 plan and the areas of potential common and unagreed ground.	
02/09/2025	Meeting to discuss the Castle Point Regulation 19 plan and the areas of potential common and unagreed ground.	
25/11/2025	Statement of Common Ground signed between CPBC and NHS Property Services	
Anglian Water and Essex and Suffolk Water		
26/11/2025	Meeting Between CPBC and Essex and Suffolk Water to discuss the Castle Point Regulation 19 plan and the areas of potential common and unagreed ground.	
28/11/2025	Meeting Between CPBC and Anglian Water to discuss the Castle Point Regulation 19 plan and the areas of potential common and unagreed ground.	

02/12/2025	SoCG signed between Castle Point and Anglian Water	
09/12/2025	SoCG signed between Castle Point and Essex and Suffolk Water	
Essex Recreational Impact Avoidance and Mitigation Strategy		
Dec-17	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jan-18	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Feb-18	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-18	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
May-18	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jul-18	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jul-18	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Sep-18	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Oct-18	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-19	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Apr-19	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
May-19	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jun-19	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Aug-19	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Sep-19	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Oct-19	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy

Jan-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Feb-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Apr-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
May-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jun-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Aug-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Aug-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Sep-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Oct-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Nov-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Dec-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Dec-20	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jan-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Feb-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Apr-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy

Jun-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jun-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jul-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Aug-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Sep-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Oct-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Nov-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Dec-21	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jan-22	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Feb-22	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-22	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
May-22	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jul-22	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Nov-22	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-23	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-23	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Oct-23	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Feb-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy

Feb-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
May-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
May-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
May-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jul-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Aug-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Aug-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Sep-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Dec-24	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jan-25	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Mar-25	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
May-25	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jun-25	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Jul-25	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Aug-25	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy
Oct-25	Steering Group Meeting	Meeting to discuss the Essex Coast Recreation Avoidance and Mitigation Strategy