

**Wider South East Officer Working Group**  
**Tuesday 21 February 2017, 14.00 – 16.30**  
**Conference Suite, London Councils, London**  
**Agenda**

**1(14.00) Welcome and Apologies**

**2(14.05) Notes of 9 Nov OWG meeting**

Draft notes for agreement (Chair – SEEC)

**3(14.10) Context for today's discussions:**

- a) Feedback from 9 Dec Summit and shaping PSG priorities for 2017 (*Summit Notes herewith*)
- b) Key issues/preparation for Political Steering Group on 31 March (all)
- c) Implications of Housing White Paper (*overview of highlights to follow*)

**4(14.50) London Plan Review**

Update on review and further draft Wider South East policies for discussion (GLA) – brief presentation and discussion

**5(15.10) Barriers to Housing Delivery**

- a) Feedback from and follow up of meeting with Minister (SEEC) (*Follow up letter to Minister attached*)
- b) Unimplemented Planning Permissions – working towards more accurate data (all)

**6(15.25) Strategic Infrastructure Improvements**

Commitment to progress with lobbying programme (GLA) – brief presentation and next steps (*working draft summary attached*)

**7(15.40) Common Understanding of Evidence Base**

- a) GLA's demography model – update and report to Political Steering Group (EELGA/GLA)
- b) Proposals for Joint Technical Work (EELGA)

**8(16.00) Next Steps**

Inc. 2017 high-level work programme (EELGA)  
Inc. Communications Principles (EELGA) – *paper attached*

**9(16.25) AOB**

Terms of Officer Steering Group and further details about Wider South East Collaboration:

<http://www.london.gov.uk/about-us/organisations-we-work/policy-and-infrastructure-collaboration-across-wider-south-east>

**NOTES OF THE WIDER SOUTH EAST OFFICER WORKING GROUP**  
**9 November 2016 at 14:00 – 16:30 at London Councils**

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**Present:**

**Carolyn Barnes, Bedford Borough Council**  
**Kevin Steptoe, East Herts District Council**  
**Graham Thomas, Essex County Council**  
**Phil Morris, Norfolk County Council/Norfolk Strategic Planning Group**  
**Richard Hatter, Thurrock Council/ East of England Officer Working Group**  
**James Cutting, Suffolk County Council / East of England LGA**  
**Cinar Altun, East of England LGA**

**Nick Woolfenden, South East England Councils**  
**Heather Bolton, South East England Councils**  
**Max Baker, Bracknell Forest District Council**  
**Mark Aplin, Dartford Borough Council**  
**Peter Drake, Hampshire County Council**  
**Alison Bailey, South Bucks District Council**  
**Sue Janota, Surrey County Council**  
**Mark Behrendt, Elmbridge Borough Council**  
**Catherine Smith, Medway Council**  
**Chris Kenneford, Oxfordshire County Council**

**Katharina Winbeck, London Councils**  
**John Lett, Greater London Authority**  
**David Jowsey, Transport for London**  
**Charlotte Healy, Cross Rivers Partnership**  
**Sam Cuthbert, London Borough of Ealing**  
**Clare Loops, London Borough of Bexley**  
**Tiffany Lynch, London Borough of Bexley**

**1. Welcome and Apologies**

- 1.1. Katharina Winbeck chaired the meeting. Katharina welcomed colleagues and noted apologies from absent colleagues.

**2. Notes of the 9 Sept Meeting and feedback from the PSG on 12 October**

- 2.1. The draft notes of the previous meeting held on 9 September were approved as accurate.  
2.2. It was suggested that more time be allowed for WSE Summit preparation in the main agenda. It was agreed that item 3 (London Plan Review) and 7 (WSE Summit Agenda) be merged and discussed together.

**3. London Plan Review and WSE Summit Agenda**

*London Plan Review*

*John Lett presented – slides provided separately*

- 3.1. John Lett highlighted that the Mayor of London has launched the “A City for All Londoners” consultation and that there has been good turnout at the launch event and workshops. He advised also that GLA officers have raised the issue of the mismatch between completions and

approvals with DCLG and that London has now started work on its SHLAA. There will be an early draft of London's SHLAA methodology before Christmas for consultation with boroughs, and the GLA will continue to engage with the WSE as the plan develops. In terms of the London Plan preparations and engagement going forward, John noted that:

- A key issue for the Wider South East group is whether/how to use the growth corridors shown in the existing key diagram for the new London Plan.
- Do WSE partners want to give some greater weight in the new London Plan on how London and the WSE interact with each other? If so, how should this be done?
- The political steer from London is not to impose anything but continue with current arrangements for WSE, and engage with willing partners on growth.
- Also consider the economic successes of the WSE region, and thinking about how we take our aspirations forward for the future.
- It is important to also consider strategic freight and logistics, and to what extent London can consume its own growth in terms of housing growth and meeting requirements for employment land. This should be addressed collaboratively.
- Should we be making more of water and waste management, and linking this to our approaches to growth?
- Striking the right balance between growth and environmental protection is also a key challenge for all of us. London Mayor and deputies would like more concrete recommendations or advice from WSE OWG, which will feed into the summit as well.
- There will be a working draft of the London Plan by spring 2017, and there will be opportunities to refine this as the work progresses. How specific do we want the WSE collaboration arrangements to be in the London Plan?

3.2. Officers discussed how best to prepare for and engage with the London Plan preparation as part of the workshop at the Summit. With respect to growth corridors in particular it was suggested that:

- Growth corridors are likely to be a component but perhaps there is an opportunity at the summit to retest these with members and consider whether there are other spatial options to test as well. We should use the Summit to open up the debate to look at other options and find out more about the aspirations of the regions and localities in terms of their own spatial/growth issues and aspirations as well.
- Growth corridors tend to be a series of nodes on a corridor. London is keen to engage with the nodes on these corridors providing that the WSE are happy with this approach. This can be overlapped with the infrastructure investment work programme.
- London is also keen on new towns but these take a long time to develop and deliver. There are shorter term options that are preferable, such as opportunities that may be associated with the extension of Crossrail and improvements to existing lines.
- One key issue for the WSE is: just how far should the devolution of the TFL franchise go? At present this has largely stopped at the London boundary. Would an extension of this beyond London boundaries be desirable for the WSE?

#### *Preparation of the Summit on 9 December*

3.3. Nick Woolfenden presented the draft agenda for the WSE Summit, highlighting that members wanted the summit to look at big issues with plenty of member discussion time. The need for context setting was also noted, and a balance has been struck in the draft agenda. Also the merits of an independent facilitator were discussed and it was agreed that a facilitator can add value by engaging members better and drawing out common messages.

- 3.4. With regards the Mayor of London's attendance, John Lett advised that the Mayor of London will not be addressing the Summit. As such other options need to be considered. Colleagues from the South East and the East of England expressed disappointment, and stressed that members from the WSE would like to see stronger political commitment and engagement from the Mayor of London himself. It would also be important to build political relationship with Deputy Mayor Jules Pipe.
- 3.5. Members see the economy as a high cross-cutting priority. Officers agreed that there should be recognition in the introductory speeches of the need to collectively support the WSE economy to continue prospering and growing, particularly in the context of Brexit.
- 3.6. **ACTION: Officers to ensure that introductory speeches include reference to economic challenges and aspirations underpinning the work of the WSE collaboration programme. (Complete)**
- 3.7. Officers discussed the interactive session on shaping the London Plan. It was recognised that there will be some delegates attending that will not have been engaged in the past twelve months. This means that the workshop needs to take a step back from some of the technical work underpinning the London Plan, and keep the members engaged in the story and next steps.
- 3.8. Colleagues enquired as to whether the GLA is in a position to say anything more specific about the extent to which London is able to consume its own smoke, in terms of housing need and industrial land need? It would be useful if the GLA could give some feedback from the consultation thus far as context setting in the session, together with GLA reflections on the responses.
- 3.9. It is off the back of this that we can discuss some key questions about the London Plan, and facilitate a discussion from which messages in common can be drawn out for inclusion/for shaping the London Plan. Colleagues requested from the GLA that they indicate at the summit how much the gap between delivery and need is, and the situation with regards green belt.
- 3.10. It was agreed by the OWG that there will be two elements to the London Plan workshop at the Summit:

PART 1. Scene Setting (15 Mins)

GLA to present on the key issues and options of relevance to the WSE in the new London Plan, including the size of the gap between delivery and need / plans for freeing up industrial land / further clarity on the situation with regards green belt and the emerging messages coming out of current responses to "a city for all Londoners" consultation.

PART 2. Interactive Consultation Workshop (1 hr)

Table discussions to take place with a set of key questions for discussion on tables. The aim is to draw out from member discussions what they wish to do about the issues raised in Part 1, how much detail they would like to see in the new London Plan with regards the WSE and what this information should include.

The facilitator will come up with some firm recommendations for next steps drawn out of the key messages from tables.

- 3.11. **ACTION: Heather Bolton will check whether the venue will allow for an extension of the timings. (Complete: The event will begin 15 minutes earlier to allow a slot for the GLA to set the scene with regards the London Plan) (Complete)**

- 3.12. **ACTION: Officers agreed that Phil Swann should be approached in the first instance to facilitate. (John Lett / Jorn Peters to contact Phil Swann with regards availability) (Complete)**
- 3.13. **ACTION: With regards the key note address, colleagues will try to secure Gavin Barwell MP to address members on housing barriers. Cinar Altun and Nick Woolfenden to take this forward. Cinar will also seek assistance from Essex public affairs team to secure the Minister. (Complete: Gavin Barwell was unavailable to attend)**
- 3.14. Officers also discussed the 'priorities for 2017' workshop session and considered what themes should be priority going forward. For example thinking strategically about freight, logistics, waste, environment, natural resources, economy and jobs may be opportunities to strengthen collaboration on emerging challenges. It was agreed that the facilitator will manage this session and draw out feedback on process for engagement thus far, agreement on priorities for next year.
- 3.15. The issue of Heathrow is likely to arise in discussion in this session, and colleagues discussed how best to manage this on the day, given the Mayor is opposed to the Government's recommendation to expand the airport. **ACTION: Phil and the speakers will need to be briefed on the current situation with regards Heathrow issue (Complete)**

#### **4. Barriers to Housing Delivery**

##### *Preparations for meeting with DCLG*

- 4.1. Nick Woolfenden provided an update, stating that the date has not been confirmed with the Minister as yet but the joint letter was positively received.
- 4.2. **ACTION: It was agreed that a joint briefing should be prepared for members attending the meeting with the Minister. Nick Woolfenden will make a start on this and share for comment.**
- 4.3. **ACTION: It was agreed that a joint press release will be issued after the Autumn Statement on the upcoming meeting with the Minister, including a short reaction to any relevant announcements in the autumn statement. Cinar Altun to update the press release and circulate for approval on the day. (Complete)**

##### *Unimplemented Planning Permissions*

- 4.4. John Lett presented the comparison that the GLA have done between their own London Development Database (LDD) data and Glenigan's data on unimplemented planning permissions. See slides provided separately. Glenigan has acknowledged that it does not include all the approvals that LDD does, thus underestimating the number of unimplemented planning permissions across the country.
- 4.5. John Lett provided context for the work on comparison with Glenigan data. The latter is very different to London's own calculations. The GLA have been able to reach an understanding of why the figures are different in London. However, GLA suggested the scale of the difference should be understood for the WSE as well. This will cost, but it was also suggested at a Local Plan EIP that this data could be very useful for councils helping them to demonstrate that they are meeting need in terms of planning permissions and make the case for developers to be pushed to deliver. Some officers however commented that individual councils are undertaking their own monitoring to demonstrate this already with other evidence.

4.6. John Lett confirmed that Glenigan have the 'full' set of data, and that as the WSE we should consider paying Glenigans to provide this data. The OWG discussed. It was noted in particular that:

- Officers in the East of England have already begun to collect this data themselves, and if Glenigan is commissioned to provide this data as well, then officers will have to reconcile the figures. The consistent method would be useful but it needs to be recognised (in light of limited resources) that this would create work for councils in the East.
- Whilst recognising there are some provisos, South East England Councils are content with using the numbers produced by Glenigan for headline/strategic influencing purposes. They will however explore the feasibility of piloting the bottom up approach taken by the East to review their own unimplemented permissions, and see if this might be a useful supplement the Glenigan figure.
- Officers also considered whether we should be pushing DCLG to instruct Glenigans, as a consultant of DCLG that is using a partial/incomplete methodology, to provide more accurate approval data. There is a preference to push DCLG, but they will only do this if we can show how erroneous their data is.
- The OWG agree that – where available - we could look at alternative data alongside the Glenigan data to challenge DCLG figures, and prepare for meeting with DCLG. If different sources are still to be used in WSE work (eg LDD and Glenigan) we just need to be clear about this when referring to figures.

4.7. **ACTION: James Cutting to get a quote from Glenigan. OWG will then reconsider the possibility of instructing Glenigan.**

## 5. Common Understanding of Evidence Base

*Validation of GLA's demography model (Southampton University) –slides provided separately.*

5.1. Jakub Bijak and Jason Hilton from Southampton University presented on their validation of the GLA's demographics model which finds the model is robust and is user friendly. There are limitations to available data on migration, but the GLA are using all available data. Southampton have recommended smoothing age specific probabilities to reduce volatility – this should be smoothing across age. There is already smoothing across time. In terms of demographic methodology, it is robust. It could have been more detailed but the resource data implications would have also been very large.

5.2. Colleagues queried:

- Whether alterations can be done to the model at a local level and what aspects would be better to alter than others? And is this an easy process to undertake?

*Answer - It is possible to modify in the model – the actual mechanics of how you project is standard. You can pick which ONS variant you use for the trends.*

- If changes are made at a local authority level, what are the implications for other areas that have not made adjustments?

*Answer - The model works with probabilities. It is not possible to manually change migration data because this is based on past data and it is a full multi regional projection model.*

- 5.3. Southampton have prepared a report, but publishing that will have implications for councils in the WSE. Views of the Working Group in making decision about whether/when to make this available will be taken into consideration.
- 5.4. Officers discussed the challenge of new evidence coming out all the time and the importance of making use of a valuable resource to inform the development of evidence, whilst not undermining existing Local Plan preparation based on current 'official' CLG/ONS data. Suffolk is hoping to refer to the GLA's model, so that they then do not need to ask consultants to produce the data.
- 5.5. Officers agreed that there is a need to be mindful of how this model is received and interpreted across the WSE, and how councils approach using the evidence in its evidence base. There is an opportunity to prepare the ground for the GLA's demographics model publication, but the WSE PSG must be consulted on this in the first instance. The PSG agreed at its last meeting that a report on the validation/recommendations for next steps should be taken to its next meeting (March 2016); and that the GLA WSE data must not be published until they have considered the issue/agreed the way forward.
- 5.6. The GLA has undertaken not to formally publish until March 2017, but the OWG will have the information to consider and look at. It was noted however that the Mayor of London is keen that the projections be sent to WSE districts for comment and feedback for use as they see fit.
- 5.7. **ACTION: Populations and household projections and all the underlying components of change for the entire country will be made available for districts. They have been shared for quality assurance purposes, but updated and improved version will be made available by the GLA.**
- 5.8. **ACTION: The validation report will be shared on a confidential basis, in the next couple of weeks. Date TBC.**

## **6. Strategic Infrastructure Improvements**

- 6.1. John Lett presented on the 13 schemes –slides provided separately. Officers discussed how to take forward joint lobbying on the schemes and whether a map of the schemes should be shared with the Summit for approval and inclusion in the London Plan. It was agreed that for the Summit itself this map is very useful but it should sit alongside some practical actions.
- 6.2. **ACTION: Norwich to Cambridge (part of East West Rail) has not been included in the map although it has been agreed by the WSE PSG. This needs to be added. David Jowsey to ensure the map is updated to reflect this. (Complete)**
- 6.3. **ACTION: Nick to share proposed summary format for transport schemes with core officer group, to help each area take a consistent approach when identifying scheme details/key influencing opportunities and phasing etc.**
- 6.4. It was agreed that ideally lobbying should be led by the LEPs or other key lead promoters/partners, and opportunities for the PSG to begin engaging LEPs and stakeholders to push these schemes should be the starting point for supporting these initial 13 schemes.

## **7. Outlook 2017**

- 7.1. Cinar Altun presented on the draft communications and work programme. It was agreed that a light-touch virtual communications group to assist with public affairs and communications would be useful and that there was insufficient officer capacity for a joint bulletin. The draft work programme was also approved.
- 7.2. **ACTION: Cinar Altun to set up virtual communications group to assist with communications and public affairs.**
- 7.3. **ACTIONS: Cinar Altun to add emerging work streams to the work programme.**
8. **AOB**
- 8.1. Dates of future meetings to be organised as a priority.  
**ACTION: Cinar, Jorn and Nick to liaise on scheduling PSG meeting dates (including double checking date for March PSG) and OWG dates for 2017.**

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GREATER LONDON AUTHORITY

## WIDER SOUTH EAST JOINT SUMMIT 9 December 2016 at King's College, London

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### SUMMARY

The summit was attended by over 100 senior councillors and officers from local authorities and LEAs from across London, the South East and East of England (the Wider South East – WSE). It took the form of an interactive debate to help shape the new London Plan, on which there will be a formal consultation later in 2017.

Summit Facilitator Phil Swann (Shared Intelligence) highlighted the following four key points in his summary of the event:

1. **Honest and open discussion:** The need for a more honest discussion about whether (or not) London can meet its own growth, and an explicit recognition by the Mayor that the South East and East of England have to accommodate their own growth pressures.
2. **Tackling infrastructure priorities together:** There is an opportunity to address infrastructure priorities across the WSE and in doing so it is important to acknowledge that not all priority routes are in and out of London.
3. **The green belt:** There should either be a review of the green belt across the WSE or the Mayor should act to accommodate the impact of his green belt policy within London.
4. **Appetite for growth:** There is an appetite for collaboration on particular growth options in some areas, but the nature of this collaboration is unclear.

During discussion, the following suggestions/issues were also raised by delegates. It was however recognized that councils across the WSE are not in universal agreement on all these suggestions:

- Discussions with regards housing barriers need to focus more on deliverability and the discussion with DCLG needs to be moved forward;
- Potentially worth considering a joint approach to assessing the impact of major transport projects such as HS2, Crossrail, Heathrow third runway;
- Some delegates suggested production of the London Plan could also be a catalyst for producing a light touch plan for the WSE;
- There is a need to review the function of Green Belt in the mid-21<sup>st</sup> century;
- Timing issues could be difficult as the London Plan schedule does not match local plan periods outside the capital;
- There could be a role for a joint dialogue with business across the WSE;
- The collaboration and interconnections across the Wider South East with the rest of the UK should also be promoted.

Jules Pipe, the Deputy Mayor of London for Planning, Regeneration and Skills at the Greater London Authority (GLA), responded to a number of the issues raised during the course of discussions. In particular Jules Pipe highlighted:

- The Mayor of London is committed to closer collaboration with partners across the WSE and is keen to make this engagement very real.
  - There are significant opportunities to work together on growth corridors as well as identifying strategic infrastructure need and investment opportunities.
  - He echoed the desire for an honest dialogue on housing and identified this as another area where working together will be important. The Mayor is clear that he has no hidden agenda and seeks to accommodate as much growth within the capital as possible, address ineffective land use and explore untapped capacity – for example by making better use of car parks and exploring whether housing development on top of retail sheds could be viable.
  - There need to be greater variation in typologies for development across London, so that genuinely mixed developments can be provided.
  - There is also a need to retain land for essential infrastructure and services in London and to explore the opportunities of a growing digital economy.
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## **NOTES FROM THE WSE SUMMIT WORKSHOPS**

### **WORKSHOP 1. SHAPING KEY LONDON PLAN ISSUES**

1. How do we strike the balance between London's housing & employment needs, the Wider South East's needs and environmental and other land use policies or constraints (eg Green Belt)?

#### **Green Belt**

The biggest concern to emerge from discussions related to the Mayor of London's commitment to protecting London's Green Belt. Delegates highlighted that:

- Many authorities in the WSE are already having to review the Green Belt in their areas to accommodate locally derived growth. Unreasonable for London not to review its Green Belt if it identifies it cannot accommodate all its own growth.
- Councils outside of London queried whether the Mayor of London's position on the Green Belt is the appropriate solution for London. The broader role and purpose of the Green Belt is also in need of review and a coordinated approach to the Green Belt is needed.
- The London Plan and the Mayor of London needs to acknowledge the impact of London's Green Belt policy on councils in the WSE.
- Whilst not all councils are in agreement, there were also some calls for a strategic review of the Green Belt across the WSE
- Delivery through densification, mixed use developments and by exploring what more Outer London councils can do should be prioritized to enable London to meet its own needs.
- There are limited brownfield sites and the WSE also needs to protect its own greenbelt.

#### **Housing**

On the issue of housing it was widely acknowledged that this is one of the biggest pressures. One key challenge is that the migration resulting from housing benefit changes and shortage of housing more broadly is being felt by councils outside London, who are seeing the knock-on impact locally as demand in London is being displaced. There has also been a similar movement of people between Inner London, where prices are highest, to Outer London. The GLA stressed these sort of movements are part of the relationship between most urban areas and their wider housing market areas – the challenge arises where net outflows are likely to rise significantly above historic trends.

The balance between affordable and market is also a key aspect to get right and there is support for the Mayor's approach on affordable housing.

Delegates suggested that in the London Plan consideration should be given to:

- Addressing wider property market challenges (eg the direct/indirect effect of overseas investors buying up London homes), radical public sector vehicles to provide homes and greater density/city-style approaches across more areas of London.
- Urgent action to address unused planning permissions to deliver the homes that councils already have approved.
- The delivery mechanisms also need to be reconsidered, including prefabrication (but only if the quality is right) and initiatives that advance "right-sizing".
- Whilst the scale of under-delivery is acute nationally, the issues are so acute in London, and the knock-on impacts so great, that this should be considered as a special case for London to step in when permissions are not taken up.

## Infrastructure

A clearer understanding is needed of what London's ability is to deliver new growth and what efforts are/will be made to ensure that growth elsewhere is mixed (housing, employment and infrastructure). The Greater London Authority stressed that it is undertaking a new SHLAA and SHMA. Councils in the WSE have been sent the SHLAA methodology for comment and it's only when the GLA have completed these that they will know definitively whether London can meet need within its own boundaries without intruding on London green belt.

During discussions it was also pointed out that:

- Councils across the Wider South East do not just want housing for commuters, they want to achieve sustainable communities.
- There needs to be a stronger understanding of what common strategic economic goals are; what infrastructure is deliverable in the next 20 years and where the likely growth points/locations are.
- Criteria also need to be developed for floodplains and land swaps.
- There is a need to deliver smart growth through smarter developments.
- There needs to be a better understanding of what employment needs are and where they need to be provided.
- WSE should look at how to incentivize investment and move more jobs out of London – this would reduce pressures on commuter routes and help keep local economies vibrant.
- Consideration can also be given to forward fund infrastructure – before development occurs – through some of London's CIL/ retained business rates to fund out of London schemes that benefit London. There is also a need for better infrastructure to meet existing demands.

2. *What capacity is there for areas to collaborate on options for growth (such as growth corridors and towns inside and outside London or relocation of industry) and what are the opportunities and challenges involved?*

On capacity for growth:

- Infrastructure investment is essential as a prerequisite to deliver growth and effective collaboration across the WSE. Some councils are happy to consider taking further growth but not at the expense of jobs and infrastructure.
- The current approach of the London Plan is too London-centric and also focuses growth along a few radial growth corridors only. There is potential to consider new growth corridors by linking growth locations.
- The London Plan needs to capture / understand WSE local authority planning challenges in order to understand capacity for collaboration on housing and economic growth.
- Many councils in the WSE are struggling to meet their own need and are already looking to neighboring councils to take some of their own growth, so there is often little capacity to also respond to further demands from London.
- There is a need to look at road corridors across the WSE as well as public transport - better orbital roads would relieve pressure on London and increase the growth capacity of the WSE as a whole.
- The quality and depth of the relationships must be non-party political and the leadership needs to be more visionary.
- There needs to be a narrative of housing and jobs for future generations in areas of growth. Relocation of the right industries into areas outside of London is thus critically important.
- The relocation of businesses/employment from London potentially brings benefits to the Wider South East, however how can this be achieved without significant intervention to make relocation of business attractive? Focus should be on relocating high quality business not just warehousing.
- Could the Mayor of London help attract infrastructure investment for areas willing to accept some of London's growth?.

- Sites often need investment to unlock contamination. How can such investment be secured for locations outside London?
- London needs to be engaging with councils across the WSE individually and collectively on growth challenges.

On opportunities:

- There is no narrative in the government's language which recognizes the economic significance of the East and South East. This needs to be picked up by government and the Mayor of London.
- There is also a need to support/fund transport studies in order to evidence benefits of significant infrastructure schemes.
- Greater dialogue with businesses in all sectors about their needs and where they want to locate is necessary.
- There is potential for industrial relocation but this needs to be combined with an understanding of the economy of the wider area. The cluster approach could be a starting point for sectoral redistribution.
- The WSE could benefit from scoping all growth locations and partnerships across the whole area and any inter-connections and linkages with growth areas beyond the WSE.
- The Local Planning process should be seen in the context of the 21st Century and the capacity of local authorities to respond to changing market and policy needs.

On challenges:

- There is a need to work collaboratively but very little strategic capacity is present across councils and partners to engage and capture the value of growth.
- There is a timing challenge: housing is needed now within the next 10 years vs infrastructure improvement which is needed in 10 years and beyond.
- Green belt is a political challenge, not just for London, but also in the South East and East.
- Incentives for investing in jobs and skills in areas of growth are lacking.
- Attracting and retaining skills and jobs is a challenge.
- Viability as a material consideration is in some cases inhibiting planned growth. Collaboratively the WSE could also push for landowners to pay more for infrastructure. Permitted development rights cause difficulties for councils.
- Developers can face build-out challenges due to finance and viability challenges.
- Increasing land values are a key challenge to delivering developments of all kinds.

Examples of collaboration/locations for growth proposed by councils/ LEPs included:

- Thames Gateway Essex - C2C improvements, Barking and Dagenham, Thurrock
- Thames Gateway Kent – Crossrail 1 Extension and potentially Ebbsfleet
- London Stansted Cambridge Corridor – Crossrail 2 and West Anglia Mainline
- Brighton Mainline
- West London – Crossrail, Heathrow Strategic Planning Group
- West Suffolk, Colchester, Tendring and Braintree (Sudbury) are possible willing partners for growth.

It was highlighted that the GLA should engage in dialogue with relevant authorities to clarify the extent and nature of such collaboration.

3. Which issues related to the Wider South East could be reflected in the London Plan (eg economic development, transport, water infrastructure, housing and protected land) and what are the opportunities and challenges involved (including the remit of the Mayor and the London Plan)?

- London needs to recognize that the transport corridors are not London centric, and that London must support non-London transport routes so commuters and businesses can bypass London. Improvements should include transport on orbital routes as well as radial to help economies outside London and reduce pressure on routes in/out of London.
- London needs to think carefully about where it places its businesses. Planning must support business clusters in central London at key transport hubs, such as Kings' Cross and Liverpool Street.
- An effective strategy for green infrastructure and smart growth would enhance the work of the Mayor of London and the WSE as a whole.
- Broadband, Waste and Water infrastructure are critical and should be given high priority in the London Plan.
- Significant challenges include the London Mayor's (and TFL's) remit. These powers should remain within London boundaries.
- Waste / Pollution / Air Quality / Waste as a fuel should be included in environmental concerns.
- London Finance Commission – retention of Business Rates in London and the need for more equitable distribution.
- There is a need for effective WSE engagement in London Plan development, not just consultation.
- Mayor of London needs to consider development on Green Belt and take responsibility for the impacts of his policies outside London.
- A light touch WSE regional section with more detail than the existing London Plan would be useful. Whilst the Framework would not necessarily go into detail regarding the levels of growth it could highlight the key growth locations, key infrastructure projects and environmental assets.
- There is potential to move jobs out of London, including high value jobs, in order to reduce pressure on commuter infrastructure and improve sustainability.
- In relation to delivering housing, it is worth looking at higher density in towns within London boundaries, learning from successful European models and public sector delivery.
- Unused planning permissions must be addressed by all of WSE, with help from Government.
- Infrastructure improvements are needed – for existing demand as well as any future growth.

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## WORKSHOP 2. SHAPING WSE PRIORITIES FOR 2017

1. Should we maintain momentum on some/all of the current four broad priority themes? ie:
  - London Plan (including effective engagement and consultation)
  - Tackling housing barriers
  - Strategic infrastructure (also consider e.g. waste, water?)
  - Common understanding of evidence (to support plan making and delivery).

During discussions delegates were in agreement that the current priority themes are the right ones and that they should remain the key focus in 2017. It was noted however that:

- There needs to be a strategy for campaigning/lobbying, which is able to engage MPs.
- It would be helpful if the Mayor of London could to use his political weight to strengthen awareness of the work of the WSE, particularly by supporting schemes that are critical not just for London but also for the East and South East.
- Transport should remain the primary infrastructure focus, but also consider utilities (broadband, water and waste).
- The work being carried out at present is important but very technical. Messages emerging from technical work and numbers need to be simple, and enable informed political decision making.
- "Understanding the numbers" emerging from the London Plan is still important particularly in terms of housing numbers; need, supply, shortfall, expectation on WSE to make up gap.

- Going forward there needs to be a push to ensure that technical work and forecasting methodologies reflect business and the real world.
- Consideration should be given to light, agile, higher level strategic principles or framework for the WSE.

2. Should we consider political engagement/strategic collaboration also/instead on any new themes such as: Wider South East future economic performance, strategic freight distribution, logistics and ports, and natural resources and environment?

In terms of the other priority themes:

- Housing barriers need to focus more on deliverability and move the discussion with DCLG forward.
- Potentially worth considering a joint approach to assessing impact of major transport projects such as HS2, Crossrail, Heathrow third runway.
- Work on strategic freight distribution, logistics and ports is very important but should be covered under collaboration on joint strategic infrastructure.
- There is a need to review the function of Green Belt and the impact on the WSE of the Mayor of London's policy on it.
- Wider South East Economic performance and jobs, as well as Water, Waste and Recycling are key challenges.
- WSE collaboration should also explore how smarter places, through the use of technology, can have potential benefits for the WSE in terms of economy and business, transport, environmental (including zero carbon and climate change mitigation) and well-being.
- The collaboration and interconnections between the Wider South East with the rest of the UK.
- The WSE effort needs to make the case for the region as a whole.
- Dialogue and engagement needs to be undertaken on an equal footing between London, the East and South East in order to address the joint challenges and opportunities.

\*\*\*

## SUMMIT REGISTRATION

Title + First name	Last name	Authority/ Organisation
<b>South East</b>		
CLlr Ricky	Bower	Arun DC
CLlr Carole	Paternoster	Aylesbury Vale DC
CLlr Paul	Bettison OBE	Bracknell Forest Council
CLlr Martin	Tett	Buckinghamshire CC
CLlr Peter	Martin	Chiltern DC
CLlr Paul	Spooner	Guildford BC
CLlr Roy	Perry	Hampshire CC
CLlr Matthew	Balfour	Kent CC
CLlr Vivienne	Michael	Mole Valley DC
CLlr Robert	Piper	Sevenoaks DC
CLlr Sohail	Munawar	Slough BC
CLlr Ralph	Bagge	South Bucks DC
CLlr Peter	Martin	Surrey CC
CLlr Gerry	Lewin	Swale BC
CLlr Nicolas	Heslop	Tonbridge & Malling BC
CLlr Bob	Standley	Wealden DC
CLlr David	Johncock	Wycombe DC
Matthew	Evans	Basingstoke and Deane BC
Max	Baker	Berkshire Unitaries
Liz	Hobden	Brighton and Hove City Council
Geoff	Raw	Brighton and Hove City Council
Tim	Wates	Coast to Capital LEP
Mike	Ebbs	Dover DC
Mark	Behrendt	Elmbridge BC
Kathy	Slack	Enterprise M3 LEP
Tony	Chadwick	Gravesham BC
Chris	Murray	Hampshire CC
Sarah	Platts	Kent CC
Nazeya	Hussain	Lewes District & Eastbourne BC
Cath	Rose	Reigate & Banstead BC
Brian	Horton	SE LEP
Nick	Woolfenden	SEEC
Emma	Sutton	SEEC / SESL
Heather	Bolton	SEEC
Ian	Mackie	SEEC
Neil	Border	SESL
Alison	Bailey	South Bucks DC
Hannah	Cook	Spelthorne BC
Sue	Janota	Surrey CC
Richard	Longman	Thames Gateway Kent Partnership
Tim	Smith	Thames Valley Berkshire LEP
Ian	Bailey	Tonbridge & Malling BC
Ernest	Amoako	Woking BC
Ian	Manktelow	Wycombe DC



<b>East of England</b>		
Mr Allan	Simpson	Anglian Water
Cllr Richard	Moore	Basildon BC
Mayor Dave	Hodgson	Bedford BC
Cllr Kevin	Price	Cambridge City Council
Cllr Bill	Sharp	Castle Point BC
Cllr James	Jamieson	Central Bedfordshire Council
Mr Andrew	Davie	Central Bedfordshire Council
Ms Claire	Stuckey	Chelmsford BC
Cllr Neil	Gulliver	Chelmsford BC
Cllr Paul	Smith	Colchester BC
Cllr Linda	Haysey	East Hertfordshire Council
Ms Liz	Watts	East Herts DC
Ms Claire	Sime	East Herts DC
Mr Kevin	Step toe	East Herts DC
Ms Cinar	Altun	East of England LGA
Ms Cecilia	Tredget	East of England LGA
Ms Deborah	Sacks	East of England Waste Technical Advisory Body / South East Waste Planning Advisory Group
Cllr David	Finch	Essex CC
Mr Graham	Thomas	Essex CC
Cllr Derrick	Ashley	Hertfordshire CC
Ms Jan	Hayes-Griffin	Hertfordshire CC
Mr John	Wood	Hertsfordshire CC
Mr Brian	Horton	South East LEP
Cllr Robin	Howe	Huntingdonshire DC
Mr Russell	Williams	Ipswich BC
Mr John	McGill	LSCC
Cllr Roy	Davis	Luton BC
Cllr Miriam	Lewis	Maldon DC
Cllr Derrick	Haley	Mid Suffolk DC
Cllr Lynda	Needham	North Hertfordshire DC
Mr David	Scholes	North Hertfordshire DC
Cllr Tom	Fitzpatrick	North Norfolk DC
Cllr Alan	Waters	Norwich City Council
Cllr Mike	Step toe	Rochford DC
Cllr Lynda	Harford	South Cambridgeshire DC
Cllr John	Gardner	Stevenage BC
Mr James	Cutting	Suffolk CC
Mr Richard	Hatter	Thurrock Council
Mr Gordon	Glenday	Uttlesford DC
Mr Phil	Morris	Norfolk CC
Mr Peter	Geraghty	Southend on Sea BC
<b>London</b>		
Jules	Pipe	Deputy Mayor of London for Planning
Fiona	Fletcher-Smith	Greater London Authority
John	Lett	Greater London Authority
Darren	Richards	Greater London Authority
Jorn	Peters	Greater London Authority
Cllr Stephen	Carr	LB Bromley
Victoria	Manning	LB Camden

Steve	Barton	LB Ealing
Natalie	Broughton	LB Hackney
Cllr Sachin	Shah	LB Harrow
Cllr Jason	Frost	LB Havering
Martyn	Thomas	LB Havering
Malcolm	Thornton	LB Hounslow
Cllr Alan	Smith	LB Lewisham
Sir Steve	Bullock	LB Lewisham
Joanne	Woodward	LB Redbridge
Andrea	Kitzburger-Smith	LB Richmond and Wandsworth
Katharina	Winbeck	London Councils
Jennifer	Sibley	London Councils
Adam	Dodgshon	Planning Advisory Service
Clare	Loops	RB Greenwich
David	Jowsey	Transport for London

## Item 3c      **Housing White Paper Overview**

**EELGA:** The White Paper sets out measures to increase housing supply in England. It proposes policies to:

1. Plan for the right homes in the right places
2. Build homes faster
3. Diversify the house building market
4. Help people now

The **Housing White Paper** can be found [here](#).

### **Policy goals**

- Policy focus is to help first time buyers *and* people in the rented sector
- Keeps commitment to build 1 million homes by 2020
- Sets new expectation of building 225,000 – 275,000 every year

### **Local Plans**

- Will consult on methodology for ‘objectively assessed need’ – the **housing numbers in local plans**.
  - New approach in place by April 2018
  - Expected to be consistent across all planning authorities
  - Will provide baseline for housing land supply numbers and housing delivery test (see section below)
  - Will expect clear policies for addressing the housing requirements of groups with particular needs, such as older and disabled people
- Local Plans to be **reviewed every five years**
- Current **Green Belt** protections remain: government welcomes suggestions for what reasonable options local authorities should be expected to examine before amending Green Belt boundaries
- **Small sites:** at least 10% of the sites allocated for residential development in local plans should be sites of half a hectare or less; in addition to 10% of homes in Local Plans will be on ‘windfall’ sites for small builders.
- **Housing land supply** will be produced and fixed once per year by district / unitary councils and agreed with developers (both large and small).
- Areas must increase the **density of development** in their key urban centres.
- Local Plans must cover the Local Planning Authorities’ area but can also cover a wider area. This is expected to **open the way for more joint local plans**.

### **Delivery test – ensuring Local Plans are delivered**

- **Housing delivery test** will require local planning authorities to see the homes in their Local Plan delivered, not just planned for.
  - From November 2017, if delivery of housing falls below 95% of the authority’s annual housing requirement, LA should publish an action plan; if delivery of housing falls below 85%, LAs would also add a 20% buffer to their five-year land supply (if not already done so).

- From November 2018, if delivery falls below 25% of housing requirement, the presumption in favour of development would apply automatically
- From November 2019, if delivery falls below 45% the presumption would apply.
- From November 2020, if delivery falls below 65% the presumption would apply.

#### **Other measures to support delivery test**

- Builders will be required to **provide more data on their completions and build out rates.**
- **DCLG to increase the transparency and quality of data** it publishes on delivery against plan targets
- Require **large housebuilders to publish aggregate information on build out rates** (subject to consultation)

#### **Planning permissions**

- The length of time developers can hold a **planning permission** before it expires will go down from **three to two years** (following consultation)
- **Planning fees** can go up from July 2017 by 20%, and a further 20% for authorities 'delivering the homes people need' – likely to mean seeing housing number in their local plan built out
- Consulting on a introducing a **fee for making a planning appeal**
- Local planning authorities (subject to consultation) will take into account the **delivery record of developers** when deciding whether to grant them a planning consent.
- Greater weight should be attached to the value of using **suitable brownfield land** within settlements for homes.
- The test of planning obligations will be strictly adhered to, **pre-commencement conditions** must be agreed with developers.
- Local authorities will need to work with Natural England to test district wide the best habitats for **Great Crested Newts**, so developers don't need to.

#### **Other measures**

- The **Homes and Communities Agency** to become Homes England and to help with simplified compulsory purchase orders.
- The **Community Infrastructure Levy (CIL)** will be changed in the Autumn Budget as part of a wider review of the system of developer contributions.
- Internal **space standards** to be reviewed (expected to make them smaller)
- Consult on improving the **transparency of land options.**
- Legislate to allow locally accountable **New Town Development Corporations**
- New guidance following consultation to encouraging LAs to use **compulsory purchase powers** to support the build out of **stalled sites.**
- Changes to the way Government supports **training in the construction industry**
- Use Accelerated Construction Fund and Home Builders' Fund to **create opportunities for using modern methods of construction.** Accelerated Construction Fund also used for **partnering with SME firms as partners and contractors**

#### **Funding**

- Launch a new **£45m Land Release Fund**

- **£25m** of new funding to help authorities to **plan for new homes and infrastructure**
- Target **£2.3bn Housing Infrastructure Fund** at the areas of greatest housing need and open it to bids in 2017, with money available over the next four years.
- **£1.2bn Starter Home Land Fund** to support preparation of brownfield sites

### Home Ownership and Renting

- In April 2017, the Government will **introduce the Lifetime ISA**. This will support younger adults to save flexibly for the long term.
- Considering the **future of Help To Buy** scheme beyond 2021
- **Starter Homes required to be bought with mortgage** to stop cash buyers. There will also be a 15 year repayment period for a starter home.
- Intend to amend the NPPF to introduce a clear policy expectation that housing sites deliver a **minimum of 10% affordable home ownership units**.
- Consult early this year, ahead of bringing forward legislation as soon as Parliamentary time allows, **to ban letting agent fees to tenants**.
- Ensure that **family-friendly tenancies of three or more years** are available for those tenants that want them.

**GLA:** Key highlights of the document include:

### PLANNING FOR THE RIGHT HOMES IN THE RIGHT PLACES

- Strong focus on the role of the development plan so communities are not disadvantaged by unplanned growth.
- Where an authority has demonstrated that it is unable to meet all of its housing requirement, it must work constructively with neighbouring authorities. Consultation to follow on 'statements of common ground'.
- Remove the requirement for a single local plan. Government will set out the strategic priorities which each area should plan for. Also states that plans shouldn't duplicate each other.
- Simpler tests for assessing whether a plan is 'sound', with more proportionate evidence requirements.
- Consultation on options for a standardised approach to assessing needs across the country, but will allow local authorities (or the Mayor) to depart from this approach if they can make a persuasive case. Areas not using the standard approach may receive less money through the £2.3 billion Housing Infrastructure Fund.
- Consultation on improving transparency of 'options' on land and existing data on corporate land ownership to be published for free
- Stronger presumption in favour of using suitable brownfield land for housing, maximising use of land in built up areas, higher densities at transport nodes and in suburbs and reconciling character, infrastructure and development opportunities
- Consult on flexibility for public land owners to release land at less than 'best consideration'
- Expect LAs to support the development of 'windfall' small sites for housing. In addition, to open up more small sites at least 10% of site allocations should be sites of half a hectare or less.
- Green Belt boundaries should be amended only where LA have fully examined other reasonable options.
- Where GB land is removed there should be compensatory improvements to other GB land including improvements to quality and accessibility
- The Government welcomes views on other ways to deliver more homes in areas of high housing need, e.g. through permitted development

- Government will review the national space standards to ensure greater local housing choice

### **Build to rent**

- There is a separate consultation on Build to Rent

### **BUILDING HOMES FASTER**

Local authority capacity:

- Government will increase nationally set planning fees - allowing increases of 20% from July 2017 if this is all reinvested. Minded to allow a further 20% where authorities are “delivering the homes their communities need”
- £25m new funding to help authorities in areas of high housing need plan for new homes and infrastructure
- Consult on introducing a fee for making a planning appeal

### **CIL**

- Will consider and respond to CIL review proposals and announce way forward at Autumn Budget 2017 - including considering “ensuring direct benefit for communities”. In addition, the government are exploring reform of development contributions.

### **Affordable housing**

- The NPPF will be amended to introduce a clear expectation that housing sites deliver a minimum 10% affordable home ownership units
- The NPPF will be changed to allow more brownfield land to be released with a higher proportion of starter homes. These will include “vacant, unviable and underused employment land”, an extended starter home exception site policy to include leisure centres and retail uses, and “brownfield land in the Green Belt”

### **Holding developers and councils to account:**

- Will require more information from the industry on build out rates, DCLG will improve its data, and Government is proposing to require large housebuilders to publish aggregate information on build out rates
- Policy will be amended to encourage LAs to consider how realistic it is that a site will be developed, when deciding whether to grant planning permission on sites where previous permissions have not been implemented
- Government is “interested” in whether an applicant’s previous delivery track record should be taken into account when determining planning applications
- “Considering” shortening the timescale for developers to implement a permission for housing development from three years to two years
- New guidance for local planning authorities encouraging use of CPO powers to support build out of stalled sites
- New housing delivery test for local authorities using the relevant London Plan targets, with a sliding scale of intervention to address under-delivery



## Context

# Next Political Steering Group meeting

Wider South East

Officer Working Group

21 February 2017

# Items for next Political Steering Group meeting

- Key messages from Summit – brief feedback
- Update London Plan Review
- GLA's demographic model - next steps for discussion and approval
- Full draft lobbying programme for Strategic Infrastructure Improvements - for discussion and approval.
- Update on engagement with Gavin Barwell MP - possible next steps including implications of the Housing White Paper
- Potential new collaboration opportunities – for discussion and approval



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# London Plan Review

## WSE Policies

Wider South East  
Officer Working Group  
21 February 2017

# Towards new Wider South East policy

- Average annual approvals within London's boundaries – 50k +
  - SHLAA to clarify if /how far London can aim to address its emerging future need (to be established through SHMA)
- 
- **Partnerships** with authorities outside boundaries
    - engagement in Plan development process and technical evidence
    - focus on **growth corridors** and reflection in Key Diagram
    - focus on **willing partners** for growth, but coherent strategic narrative

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## Towards new Wider South East policy (cont.)

- Support collective **economic success/benefits**, addressing e.g. business linkages, commuting and skills requirements
- Reflect collective need for strategic **freight/logistics/port** facilities and consider possible relocation of business/industry
- Reflect collective strategic **infrastructure needs** (transport, water and waste management) and how to address them
- Balance growth and **environmental protection** needs

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# Unimplemented Permissions

Wider South East  
Officer Working Group  
21 February 2017

# Barriers to Delivery – LDD vs Glenigan

- 266k vs 111k units of unimplemented planning permissions within London for most recent year (2014/15)

266k (LDD) – deducting from that to simulate Glenigan:

- 113k - Outline Permissions and Prior Approvals (as Glenigan only includes Full and Reserved Matters permissions)
- 22k - schemes with less than 10 units
- 7k - schemes not for new development (conversions,...)
- 0.3k - schemes not started after 3 years
- 0.3k - schemes not residential led
- 13k - remaining difference (why unclear)

111k (Glenigan)



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# Strategic Infrastructure

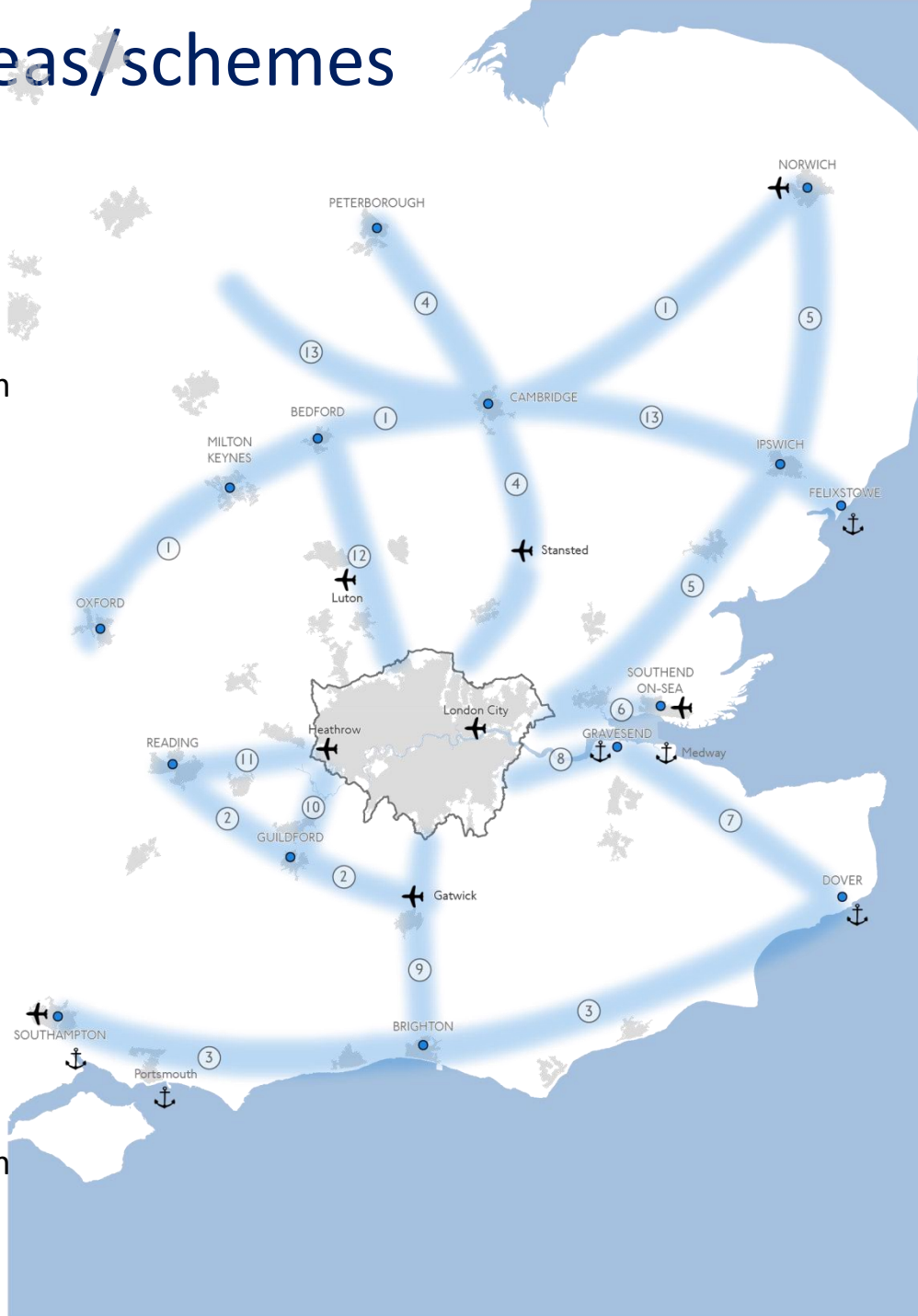
Wider South East

Officer Working Group

21 February 2017

# List of areas/schemes

1. East West Rail and new road link (Oxford - Cambridge)
2. North Downs Rail Link (Gatwick – Reading)
3. A27/M27/A259 and rail corridor (Dover – Southampton)
4. West Anglia Mainline and Crossrail 2 North (London – Stansted-Cambridge-Peterborough)
5. Great Eastern Mainline (London – Ipswich – Norwich)
6. Thames Gateway Essex: C2C and Crossrail 2 – Eastern Branch (London – South Essex / London Gateway Port)
7. Thames Gateway Kent: Crossrail 1 extension East and HS1 route (London – North Kent – Channel Tunnel)
8. Lower Thames Crossing
9. Brighton Mainline (London – Gatwick – Brighton)
10. South West Mainline and Crossrail 2 South West (London – Surrey / southern access to Heathrow)
11. Great Western Mainline (London – Reading / western access to Heathrow)
12. Midlands and West Coast Mainline (London – Luton – Bedford / Milton Keynes)
13. Felixstowe – Nuneaton / Midlands



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# Common Understanding of Technical Evidence

Wider South East

Officer Working Group

21 February 2017



# Collaboration on Technical Evidence

- GLA's new **demography** model - consistent baseline for all
  - Expert validation published on Datastore
  - Updated projections for London Boroughs published in February
  - Projections shared with authorities outside London on demand
- GLA **employment** projections – back series to 1981, sectoral breakdown, regional level, presentation to next meeting in June, exchange with East of England Forecasting Model...
- Joint Technical Work...



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# Work Programme

Wider South East  
Officer Working Group  
21 February 2017

# Potential New Collaboration Items?

- Strategic freight distribution, logistics and ports
- Economic performance and jobs
- Water and waste management



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GREATER LONDON AUTHORITY

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31<sup>st</sup> January 2017

Dear Minister

**FOLLOW UP TO MEETING ON 19<sup>th</sup> JANUARY 2017 ON UNLOCKING UNIMPLEMENTED HOUSING CAPACITY IN THE EAST, LONDON AND THE SOUTH EAST**

Thank you for your time on Thursday 19<sup>th</sup> January 2017. As representatives of the Mayor of London and Councils across the East, London and the South East we appreciated the chance to discuss our growth aspirations, constraints on delivery; to hear from you about latest HM Government thinking and to start to discuss how we can work better together.

As you know we discussed the contents of our letter of 26<sup>th</sup> September 2016 and you challenged us in a number of areas around it.

In particular, you challenged us around providing granular data on unimplemented planning permissions and you also gave us an opportunity to propose a couple of worked up ideas that could still potentially be included in the forthcoming White Paper. We have done some urgent work on these two items and the attached documents provide some more detail, and evidence, for you and your team to consider.

In summary though, data around unimplemented planning permissions is not being kept in a consistent manner by local authorities and / or other organisations – currently there is no single recognised way of doing it. However having liaised with your team (Sue Lovelock) we have done our best in the limited time available.

***Unimplemented housing permissions***

Evidence from multiple sources shows there have been significant increases in the number of unused planning permissions for homes in recent years.

Appendix one gives more detail, but we particularly draw your attention to a comparison of Glenigan data (as used by DCLG and LGA) with approvals collected through the statutory London Development Database (LDD). This shows that the stock of unimplemented permissions identified by Glenigan excludes some types of development and, significantly underestimates the stock of new homes permitted (see Table 1 in the Appendices).

We will send your team the 'granular' LDD data for independent analysis – in essence it shows that aggregate London approvals over a decade have averaged some 50,000 pa, while completions have been little over 25,000 pa, and that London's development pipeline has risen to 266,000 (see Diagram 2 in the Appendices) compared with the 111,000 shown by Glenigan.

Complementary analysis of data for sample authorities in the East of England and South East further illustrates how the Glenigan data underestimates the backlog of unused permissions. Based on this local monitoring we believe the backlog to be much greater than Glenigan's estimate and more in line with the LDD findings.

Assuming the same known differences occur in the East and South East and to the same degree, the LGA / Glenigan data would be increased by 128%, giving a total of over 510,000 unimplemented homes in the Wider South East, which is over six years' supply for new households (see Table 3 in the Appendices).

### ***Policy solutions***

As we recognise you are looking to publish the White Paper next month, we have limited ourselves to two ideas that we believe would help bring forward delivery of homes.

The first solution, and one which would be partnership based and probably already 'do-able' under current planning arrangements, is for the White Paper to explicitly endorse the use of review mechanisms under which a S106 agreement or conditions would set out an agreed level of progress / development to be achieved on a particular scheme by a specified period. If development has not commenced by this date then the land owner would have to undertake a further viability assessment.

A more rigorous version of this, intended to provide a greater incentive for land owners to develop, would be to redefine 'commencement' so that development is more advanced than at present when the specified period is reached, and after this period has passed, to introduce a requirement to pay an ascending scale of Council Tax (or equivalent) on the permitted but uncompleted units. We provide more detail on this in Appendix 2.

The second solution is to encourage utility companies to align their infrastructure investment better with planned housing. Allowing councils to agree building schedules and targets with developers would provide greater confidence to support utility forward planning. Ministers should also take proactive steps to work with regulators to reinforce the need for timely investment. We provide more detail on this approach in Appendix 3.


We would obviously be more than happy to discuss any of this information / ideas.

Finally, we intend to play a positive and constructive role in response to the forthcoming White Paper – as we will in response to the Industrial Strategy published last week. We welcome your enthusiasm to get out and about over the coming weeks and months and we are sure that you will get numerous invitations from our area – which after all provided 44% of all the country's new homes in 2014/15 and has the potential and ambition to provide even more.

We look forward to hearing from you soon.

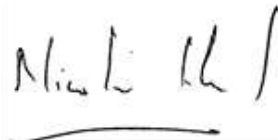
If your team have any technical questions in follow up to this – or our meeting, please contact Heather Bolton, John Lett and / or Russell Williams (the three officers who supported us in the meeting on the 19<sup>th</sup> – and all copied into this email).

Yours sincerely



**Councillor David Finch**

Chairman of the East of England Infrastructure and Growth Group and Leader of Essex County Council




**Councillor Nicolas Heslop**

South East England Councils Chairman and Leader of Tonbridge and Malling Borough Council



**Jules Pipe**

Deputy Mayor for Planning, Regeneration and Skills, Greater London Authority



**Councillor Linda Haysey**

Deputy Chairman of the East of England Infrastructure and Growth Group and Leader of East Hertfordshire District Council



**Councillor Paul Bettison**

Member of South East England Councils' Political Steering Group for the Wider South East and Leader of Bracknell Forest Council



**Councillor Darren Rodwell**

London Councils Portfolio Holder for City Development and Leader of London Borough of Barking and Dagenham

Copied to:

Heather Bolton, Director, South East England Councils  
John Lett, Strategic Planning Manager, Greater London Authority  
Russell Williams, Chief Executive, Ipswich Borough Council

**Greater London Authority** the Mayor of London provides citywide leadership and creates policies to improve London for all.

**London Councils** represents London's 32 borough councils and the City of London.

**South East England Councils (SEEC)** represents county, unitary and district councils in Buckinghamshire, Oxfordshire, Berkshire, Hampshire, Surrey, East & West Sussex and Kent.

**The East of England LGA** is a membership organisation of the district and county councils in Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk and the unitary councils of Bedford, Central Bedfordshire, Luton, Peterborough, Southend-on-Sea and Thurrock.

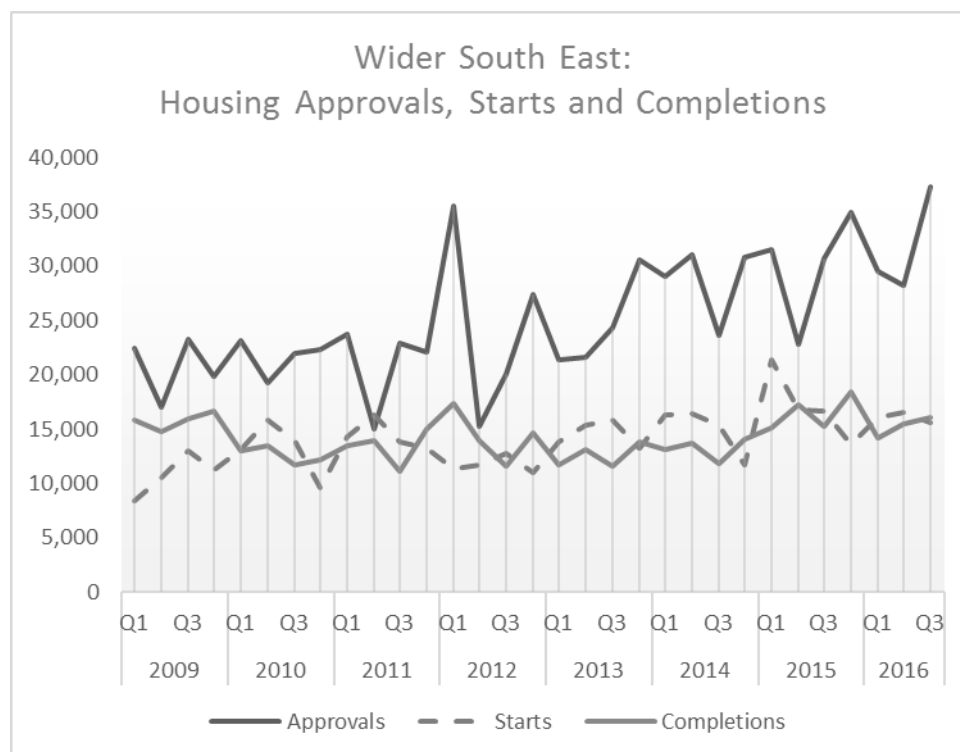
## Appendix 1

Two national reports linking planning permissions with housing delivery were published in 2016 highlighting the growing gap between the number of homes permitted and delivery. In January 2016, the LGA published its updated analysis using data from Glenigan on unimplemented permissions – the quantitative approach - and, in August, Civitas compared housing starts and completions with permissions – the flow approach.

By comparing approvals data from Glenigan (used in HBF's regular 'housing pipeline' reports, and also by LGA for its national report on unimplemented permissions) and DCLG 'Live Table 253a' official data on completions/starts, Diagram 1 shows how the gap between approvals and starts and completions has grown since 2012. Taking a three-year average of the difference between permissions and completions, this gap has grown by 87%.

However, Glenigan's approvals data does not include sites of less than 10 dwellings or outline permissions. Outline permissions are important to consider because these are commitments that then affect the market; and small sites of less than 10 dwellings account for a significant amount of delivery, particularly in rural areas. Therefore, the scale of the gap of unimplemented permissions will be much greater. We explain the impact these and other factors have on Glenigan's data below.

*Diagram 1: Permissions, starts and completions – the flow approach (HBF/Glenigan Housing Pipeline Report Q3 2016 and DCLG Live Table 253a)*



### *Impact of factors not included in Glenigan's data*

The extent of the scale is highlighted through a comparison between the Glenigan data on the stock of unimplemented permissions used by LGA and the GLA's London Development Database (LDD) monitoring data. LDD uses a more detailed assessment method and can therefore provide data on unimplemented permissions more accurately. Detailed data is provided separately to your civil servants. On this basis the GLA undertook a comparison and highlighted how the omission of outline permissions and smaller sites underestimates the extent that the London Boroughs have already permitted new housing. The GLA's analysis also showed that other features, such as conversions of existing buildings, also contributed to this underestimate. This analysis is shown in the table below.

*Table 1: Components of difference between Glenigan and LDD Data in terms of the number of unimplemented permissions in London (on 31 March 2015)*

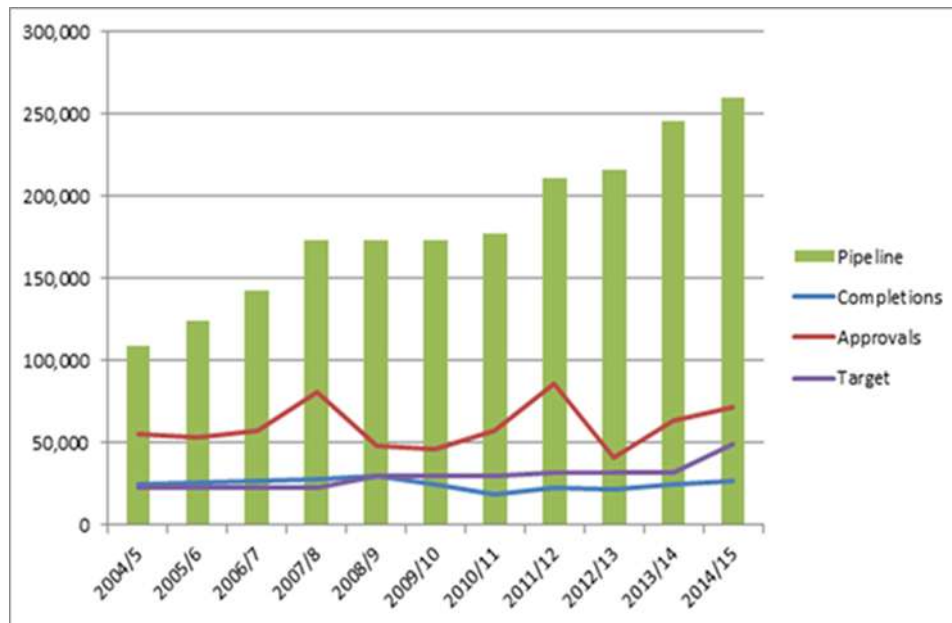
Component	Incremental % increase on LGA / Glenigan Data
Outline Permissions and Prior Approvals (e.g. office/agriculture/retail to residential)	101.7%
Schemes with less than 10 units (Glenigan's monitoring only records developments >10)	20.0%
Non-residential-led (e.g. mixed use retail and residential)	0.3%
Schemes not started after 3 years (because these are assumed to have lapsed by Glenigan)	0.3%
Non-new build development (e.g. residential conversions and changes of use)	6.1%
<i>Unknown</i>	11.3%
Total	139.8%

*Source: GLA*



The comparison between the pipeline of permissions (the number of homes with a valid permission but not built), new approvals and starts and completions for London is shown below (Diagram 2). This shows a similar trend to the overall Wider South East for the flow-approach (Diagram 1): a growing gap and relatively stable levels of completions.

Diagram 2: Housing Trends in London 2004/5 – 2014/15



Source: London Boroughs and GLA London Development Database

Given the similarities, it is a reasonable assumption that the degree to which the LGA/Glenigan data underestimates the amount of committed supply throughout the Wider South East is similar to London. The actual difference can only be known through a comprehensive and co-ordinated review of local authority data and might well be greater because, for example, outline permissions and permissions on small sites is greater for the East and South East than London.

By way of example, data from Cambridgeshire (Table 2) shows the similar trend and scale of the surplus of permissions, which grew by 94% between 2012 and 2015.

Table 2: Permissions, Starts and Completions in Cambridgeshire – flow approach

Unimplemented permissions in Cambridgeshire					
Year	Units granted PP	Starts	Completions	Permitted Surplus	Three year average
2006 - 07	6,027	4,114	3,662	2,365	
2007 - 08	6,563	3,592	4,200	2,363	
2008 - 09	4,368	2,038	2,780	1,588	2,105
2009 - 10	5,311	2,330	2,128	3,183	2,378
2010 - 11	4,411	2,537	2,538	1,873	2,215
2011 - 12	3,896	2,226	2,456	1,440	2,165
2012 - 13	7,026	3,008	2,044	4,982	2,765
2013 - 14	5,818	2,579	3,176	2,642	3,021
2014 - 15	11,275	3,058	2,812	8,463	5,362
2012-2015 % change in Surplus of Permissions					94%

Source: Cambridgeshire County Council, Research and Monitoring Data

Examples from two South East rural planning authorities show between 46-64% of unimplemented homes with planning permission were on sites of less than 10 units – further demonstrating the significance of Glenigan’s data excluding small sites.

Applying the ratios from Table 1 (but not the unknown differences) to Glenigan’s data published by the LGA produces the following results, which are compared to the annual average household change estimated by DCLG. This produces the estimate that there were over 510,000 unimplemented permissions in the Wider South East in March 2015, compared to the 218,000 if using Glenigan’s data published by the LGA. Given the growing gap, this actual number is likely to be greater now.

Table 3: Unimplemented Dwellings recorded by LGA / Glenigan as at March 2015 and Revised Estimate compared to Average Annual Household Change 1991-2014

	Annual Average Household Change 1991-2014 (DCLG)	Unimplemented Dwellings (LGA/Glenigan)		Unimplemented Dwellings (Revised Estimate)	
		Total	Years Supply	Total	Years Supply
<b>Wider South East</b>	<b>77,222</b>	<b>218,089</b>	<b>2.8</b>	<b>510,773</b>	<b>6.6</b>
% England	50%	48%		49%	
England	155,684	457,945	2.9	1,046,077	6.7

Source: DCLG Household Projections/ LGA/Glenigan/GLA/EELGA

## **Appendix 2: Proposal for tackling unimplemented permissions / incentivising delivery**

Timely delivery of homes relies on all partners to play their part. Councils have responsibilities and incentives to ensure they have local plans in place and approve permissions within set timeframes. However once permission is granted to applicants, councils have little power to incentivise delivery of stalled or slow developments. Sometimes delays are due to legitimate issues that need to be resolved (eg complicated brownfield sites etc, or SME financing issues), and councils and developers will continue to work constructively to encourage delivery of such development. However action is needed to tackle unnecessarily slow development, as well as speculative 'promoters' who bring sites to outline permission stage to increase land value but are then slow to get developers in place and complete building.

Discretionary local incentives would allow councils to encourage delivery by those deliberately holding back approved development. By avoiding impact on those delivering effectively, this would therefore not deter applications from those genuinely seeking to develop homes. Government should introduce discretionary local powers allowing councils local options to incentivise delivery, through options such as charging council tax if building of permissions exceeds locally agreed timescales.

Local government, Government and industry should work together to determine 'trigger point' criteria for these discretionary local powers. This includes a redefinition of 'commencement' to encourage development to genuinely progress or else trigger the discretionary incentives above. This will avoid 'token' starts on site.

The Government should also actively promote the ability for councils to review S106 agreements or conditions if an agreed level of progress/development on a particular scheme is not met; if development is not on schedule, the applicant would have to undertake a further viability assessment and could incur additional S106 contributions. This would reduce the incentive to delay delivery to increase profits from rising property values, or getting a permission just to sell the site with an inflated land value.

### **Appendix 3: Proposal for helping utilities to invest with confidence**

The barriers to utility companies delivering and managing their infrastructure sufficiently in advance of need and on a strategic basis can be a serious impediment to new housing developments, particularly large scale ones. In order to support regulated utilities it is essential that mechanisms be put in place to incentivise investment in new utility infrastructure in strategically identified locations. Councils and partners across the Wider South East are confident that the following approaches will help utilities focus resources and invest confidently in preparation for future demand:

1. **Better sharing of information between utilities and local authorities on the likely progress of developments**

Understanding the timing, build out rates and occupation of new development is important to effectively manage the delivery of necessary supporting infrastructure. Allowing councils to negotiate high level development agreements with utilities, other infrastructure providers and developers on the timing of development would help agree approaches to infrastructure investment, and avoid blocking sites, both large and small, that might otherwise struggle to progress.

Utility firms are proactive with the development industry and local authorities and will welcome improving the exchange of information and development intelligence. Consistent and accessible data, including spatial information, would assist all providers form credible investment plans.

Utility and other infrastructure providers need to make efficient use of customer and taxpayers money, which means making the right investment at the right time. This includes working with the development industry to ensure that fair contributions are made towards the infrastructure needed to support growth. Improved intelligence of site progress, phasing and understanding of site requirements will help to achieve this.

The GLA is facilitating the sharing of relevant data in London through the London Infrastructure Map:

<https://www.london.gov.uk/what-we-do/business-and-economy/better-infrastructure/london-infrastructure-map>

2. **Improvements to the regulated environment to allow the right investment at the right time.**

Regulators should have regard to local and sub-regional plans, national policy and high growth areas including garden villages and towns when considering price reviews to ensure the emerging growth can be effectively planned. This should include how regulators allow flexibility to changing circumstances, such as acceleration of housing delivery.

We ask Ministers to work with regulators and infrastructure providers to actively encourage and incentivise them to deliver efficient and timely investments.

Cross-dependencies between utilities (perhaps particularly between water and energy) should also be considered and be included in strategic plans, as well as company plans and regulatory assessments.

3. Review of the regulatory framework governing investment in new utility infrastructure

Ofgem has consulted on the need for new models to facilitate investment in new electricity distribution infrastructure and the Mayor of London is currently testing the feasibility of a new approach to enable new infrastructure investment to keep pace with development requirements. Some of the models require legislative change and the Government and regulators should keep the current regulatory and legislative frameworks under review, as these new models are developed.

A collective approach to delivering utility infrastructure, which involves planning authorities, developers and utilities can encourage more development to be promoted through the local plan process and create a safer environment for investment (both for utility companies and developers alike).

Item 6 Working Draft summary - February 2017 - WSE Strategic Infrastructure Improvements spreadsheet.

Provisional Lead Organisation	Ref. on diagram	Overarching Scheme / Programme / Corridor	Specific Infrastructure	Indicative headline benefits (nb. methodologies may vary)	Indicative headline costs (nb. methodologies may vary)	Potential delivery timescale	Key partners/promoters (other than councils/LEPs)	Status: Implementation (Green); Feasibility/business case (Orange); Pre-feasibility (Red); Issues being identified (brown)	Focus of WSE influencing support (see list below for specific actions to consider)	More specific actions where identified (Urgent)	Timing for WSE influencing action? eg. Winter 2016/Spring 2017 (purple), Summer/Autumn 2017 (blue), Winter 2017 onwards (gold)
EELGA/SEEC	1	East West Rail (Oxford-Cambridge/East Anglia) and new Oxford-Cambridge road link	E-W Rail: Western section	E-W Rail Western section: Approx 120,000 homes & similar number of jobs; relieves route pressures in London. Benefits of other sections tbc	Package of committed works = £270m	by 2019	Network Rail / East West Rail Consortium	Implementation	Ensure scheme progresses through implementation		Monitor for any action required
			E-W Rail: Central section		tbc	tbc	Network Rail / East West Rail Consortium	Pre-feasibility	Support the case for full feasibility study/business case		Winter 2016/Spring 2017
			E-W Rail: Eastern section		tbc	tbc	Network Rail / East West Rail Consortium	Issues identification	Support the case for pre-feasibility		Summer/Autumn 2017 (orange)?
			Oxford-Cambridge Expressway (road)	tbc	tbc	tbc	DfT / Highways England	Issues identification	Support the case for proposal to be developed		Winter 2016/Spring 2017
SEEC	2	North Downs Rail Link (Gatwick-Reading) inc extension to Oxford (linking to E-W Rail)	North Downs rail line improvements	N. Downs Line: Approx 8,000 jobs; £1.9bn GVA; relieves route pressures in London; benefits of other infrastructure tbc	Train lengthening est. £6.5m (2002 figure); electrification around £70m	Partial 2019-2024	Network Rail	Feasibility	Support councils/LEPs' calls for more strategic, holistic approach. Review impact of runway decision		Winter 2016/Spring 2017
			Didcot-Oxford rail link electrification/capacity enhancement	tbc	tbc	tbc	Network Rail	tbc	tbc		tbc
SEEC	3	A27/M27/A259 and rail corridor (Dover-Southampton)	Highway improvements	Highways approx 9,300 jobs; £1.5bn GVA; relieves route pressures in London	Indicative costs £500m+ A27; £1.8bn M27	tbc	Highways England; LAs/LEPs/other stakeholders support a holistic package of improvements	Feasibility (plus some parts being implemented)	Support proposed improvements and support case for more strategic, holistic approach		Summer/Autumn 2017
			Rail upgrades	tbc	tbc	tbc	tbc	Issues identification	tbc		tbc
GLA	4	West Anglia Mainline and Crossrail 2 North (London - Stansted-Cambridge-Peterborough)	Early four tracking WAML	Approx 125,000 homes & 45,000 jobs	£700m	2025	Network Rail, LSCC	Business Case	Support for scheme		
			Crossrail 2		Indicative costs for Crossrail 2 as a whole approx £2.7bn	2030s	TfL, Network Rail	Feasibility	Support making the case for scheme		
EELGA	5	Great Eastern Mainline (London - Ipswich - Norwich)	Rail upgrades	Approx 50,000 homes and similar number of jobs	TBC	2020s	Network Rail	Issues identification	Support the case for pre-feasibility		
GLA	6	Thames Gateway Essex: C2C and Crossrail 2 - Eastern Branch (London - South Essex / London Gateway Port)	Rail upgrades/Crossrail 2 Eastern branch	Approx 50,000 to 110,000 homes	TBC - very high	late 2030s	TfL, Network Rail	Pre-feasibility	Support the case for proposal(s) to be developed		
			A13/A127 improvements	Approx 50,000 homes and 100,000 jobs				Issues identification	Support the case for proposal(s) to be developed		
GLA	7	Thames Gateway Kent: Crossrail 1 extension East and HS1 route (London - North Kent - Channel Tunnel)	Crossrail 1 extension	Approx 28,500 homes & 7,000 jobs	£2500m	2025	TfL, Network Rail	Feasibility	Support scheme		
SEEC/EELGA	8	Thames Gateway Essex-Kent: Lower Thames Crossing	Lower Thames Crossing	Approx 47,000 new homes & 5,000 jobs	Construction costs est. £3.4bn-£4.6bn	tbc	Highways England; Thames Gateway Strategic Group / Thames Estuary Commission	Feasibility/Business Case	Support scheme		Monitor for any action required
SEEC/GLA	9	Brighton Mainline (London-Gatwick-Brighton)	Brighton Mainline improvements	Approx 15,000 homes & 18,000 jobs	Improvements not formally defined yet, so no costs available	tbc	Network Rail	Pre-feasibility	Support case for pre-feasibility, subject to local support. Review impact of runway decision		Monitor for any action required
SEEC/GLA	10	South West Mainline and Crossrail 2 South West (London-Surrey / southern rail access to Heathrow)	Crossrail 2	Crossrail 2: Approx 20,000-60,000 new homes & 8,200 jobs	Indicative costs for Crossrail 2 as a whole approx £2.7bn	2030s	Transport for London and Network Rail	Feasibility	Support for scheme to expedite delivery	Write to Ministers to ask for quicker action on next stage consultation so public can have say on proposals and avoid delays/ lack of public engagement in the project	Winter 2016/Spring 2017
			SW mainline improvements/Woking rail junction improvements	tbc	Indicative costs approx £50m-£100m?	TBC	Network Rail	TBC	Support for scheme	Continue lobbying for the scheme to ensure Woking can continue to act as a transport hub for developments such as southern rail access to Heathrow	tbc
			A3 corridor - Guildford to A3/M25 Jn 10 improvements	tbc		TBC	TBC? Range of options being put forward by Highways England and LAs??	Feasibility	Support for scheme		tbc
			Southern Rail Access to Heathrow (SRATH)	SRATH: 8,200 jobs & £1.8bn GVA		TBC	Network Rail and Heathrow Hub Ltd putting forward a range of separate proposals	Feasibility (some at Pre-feasibility)	Support progress for some aspects; support case to progress feasibility for others. Review impact of runway decision	Ask DfT to commission a GRIP1-2 review by Network Rail. An initial study has identified there is a market for the project and high returns on investment with existing 2 runway configuration so a swift commitment is needed to the next step to test the feasibility of detailed options	Winter 2016/Spring 2017
SEEC	11	Great Western Mainline (London-Reading / Western Rail Access to Heathrow)	Crossrail/GWML electrification	Approx 7,500 jobs; £1.9bn GVA	Indicative costing of WRATH approx. £750m; GW electrification TOTAL London-Cardiff £2.8bn	TBC	Network Rail	Implementation; but delays recently announced	Continue to support scheme. Review impact of runway decision	Write to Government re delays announced Nov 2016?	Winter 2016/Spring 2017
EELGA	12	Midlands and West Coast Mainline (London - Luton - Bedford / Milton Keynes)	Crossrail extension to WCML	TBC		TBC	Network Rail	Pre-feasibility	Support case for feasibility		
EELGA	13	Felixstowe to Nuneaton rail improvements & A14 road improvements (Felixstowe-Midlands)	TBC	TBC		TBC	TBC	TBC	TBC		

Possible actions for WSE influencing actions to support scheme principles/promoters:

- Ministerial meetings
- Influencing MPs
- Letters
- Press articles
- Supporting evidence
- Supporting policy

**DRAFT WSE COLLABORATION PROGRAMME  
COMMUNICATION PRINCIPLES**

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## 1. Introduction

- 1.1. The Wider South East (WSE) Political Steering Group (PSG) was formed as a means to “*address high-level, cross-boundary planning and investment issues facing the area which are of wider importance than those addressed by existing partnerships and organisations*”.
- 1.2. The Terms of Reference state that the role of the WSE PSG is to:
- *Oversee an effective engagement network to underpin communication between the bodies and members involved to ensure progress on agreed actions is made between meetings, and in particular; it is also important to provide regular updates for all WSE Leaders’; and*
  - *Use the collective influence of the Political Steering Group to further joint strategic goals with Government and other stakeholders*
- 1.3. The WSE PSG agree that there is value in some targeted communications to support priority work streams, but that such activity should be kept light touch and non-bureaucratic. The purpose of this document is to suggest ways to help:
- a) Develop partnership working across the WSE and achieve effective and timely communications between partners;
  - b) Raise the profile and visibility of the WSE collaboration effort;
  - c) Ensure awareness and understanding amongst primary stakeholders is high and effective buy-in is maintained;
  - d) Respond appropriately to emerging challenges relevant to the priority issues in a timely and effective manner; and
  - e) Strengthen the voice and influence of the WSE as a whole.

## 2. Audience

Primary	Secondary
Central Government	
Government Agencies and Commissions	
Local Authority Leaders, Local Authority Lead Members	
Local Authority CEXs	Local Authority Senior Officers for Economic Development, Planning, Housing and Transport
Local Enterprise Partnerships	Other partners, for example water and utility companies, TfL, Network Rail, Highways England
Local and national media/publications	Other Stakeholders, for example National LGA, Rural England

### 3. Communication Approaches

The WSE Communications and Public Affairs ambitions are interwoven with the WSE work programme. The success of WSE collaborative effort is reliant on a strong programme of work which includes consideration and agreement on key messages and policy positions relevant to the four priority work streams<sup>1</sup>. The WSE PSG will have oversight of joint communications and agree high level communication actions. The core officer group<sup>2</sup> will be responsible for the communications and public affairs element of the activities contained in the work programme and for progressing decisions made by the WSE PSG. A virtual WSE Communications group will support the communications and public affairs element of the work programme.

Examples of various communications tools available to the WSE and principles for their use are set out below:

Tool	How it will be used
<b>Stories of Mutual Interest</b>	<p>WSE partners will maintain regional independence and decision-making in their individual communications relating to the WSE collaboration programme, and are encouraged to communicate regularly with their respective member councils and stakeholders on progress made.</p> <p>Partners will however alert counterparts in partner organisations before a unilateral press-release /public statement is made on a story of potential mutual interest. This includes use of social media and providing a verbal statement/interview to the media where applicable.</p>
<b>Proactive Media</b>	<p>Proactive press releases will be produced alongside relevant pieces of work or following key decisions by the WSE Political Steering Group (PSG). They will usually contain a quote from members of the WSE PSG.</p> <p>The content of proactive releases must be approved by the Chair from each region, or the Vice-Chair in the event that the Chair is unavailable of each region.</p> <p>Final approved media releases will be circulated to all members of the WSE Political Steering Group immediately prior to media distribution.</p>
<b>Reactive Media</b>	<p>Media reaction can often be required at short notice. It will be the responsibility of all core officers to work together to respond appropriately (either collectively or individually), with input from communications officers as appropriate.</p> <p>Any proposed media reaction must be approved by the Chair from each region, or the Vice-Chair in the event that the Chair is unavailable of each region.</p> <p>Final approved media releases will be circulated to all members of the WSE Political Steering Group immediately prior to media distribution.</p>

<sup>1</sup> London Plan Review, Achieving a Common Understanding of the Evidence, Investment in Strategic Infrastructure and Overcoming Housing Barriers

<sup>2</sup> Lead officers from the East of England, Greater London Authority, London Councils and South East England Councils.



<b>Engaging Central Government</b>	<p>Engaging central government will be a key element of the WSE work programme going forward.</p> <p>When undertaking a piece of joint work requiring engagement with central government ministers and departments, the PSG will provide strategic direction and leadership.</p> <p>Any letters/invitations to central government will be approved and signed by the Chair from each region, or the Vice-Chair in the event that the Chair is unavailable of each region.</p>
<b>Events / Meetings</b>	<p>Events / Summits will be held as required to engage the wider stakeholders in the work of the WSE programme. Joint branding of each of the partner organisations will be used when marketing these meetings and events.</p> <p>Members of the PSG (or officers) who are invited to address externally organised events and meetings on the work of the WSE will inform partners before the speaking engagement takes place, and will be supported by officers to prepare if required.</p>
<b>Briefings and Reports</b>	<p>All briefings and reports produced for and by the WSE collaboration programme will be drafted jointly by officers from the East, South East and London.</p>

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