



**UTTLESFORD DISTRICT COUNCIL
LOCAL DEVELOPMENT FRAMEWORK**

LOCAL DEVELOPMENT SCHEME

Revision 7 – for consideration by Cabinet on 13
September 2012

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1. Introduction

The Uttlesford Local Plan was adopted in 2005. It still forms the basis for making planning decisions within the district. The Planning and Compulsory Purchase Act came into force on 28 September 2004. This act replaced the old planning system of structure plans, local plans and supplementary planning guidance with a new system of Local Development Frameworks (LDFs) – a series of related documents, which together set out the planning strategy for each local authority area. In June 2008, a new Planning Policy Statement 12 – Creating Strong Safe and Prosperous Communities through Local Spatial Planning and amended regulations were published, introducing further changes to the process of preparing LDFs. Further changes were introduced by the Planning Act 2008. A new Conservative/Liberal coalition Government was elected in May 2010. It has implemented reforms to the planning system with more expected e.g. the proposed abolition of the regional tier of planning. The Government has made it clear that it expects Local Councils to proceed with their plan making in order to deliver the growth in housing/employment etc that is needed.

This local development scheme is the project plan for producing the LDF. It has three main functions:

- To provide information on the documents the Council intends to prepare together with timescales for preparation.
- To establish the Council's priorities and to allow the Council to programme the work needed to prepare the new plans.
- To set out the timetable for the review of documents.

The original LDS came into effect from 26 April 2005. There have been a series of revisions since then to take account of changes in legislation and the methods and timing of consultations. The last LDS (Revision 6) approved in May 2012 included a new timetable for the preparation of the Core Strategy and other Development Plan Documents to be known as the Local Plan. It also included changes to the timing of the Community Infrastructure Levy work and the creation of a specific Development Plan Document to deal with the allocation of sites for Gypsies and Travellers.

Revision 6 of the LDS envisaged the production of a new Local Plan to include consultation at the beginning of November 2012. But to make sure that the decisions made and the draft Local Plan is robust and sound it is important that the necessary information and supporting reports are available. It has become evident that some of the studies needed will not be ready to allow a consultation in November and this LDS proposes that this consultation is now held in January 2013. There have been a considerable number of representations made in response to consultation in the Local Plan carried out in June/July and this alteration to the timetable will make sure that the comments can be fully taken into account in the plan making process. In addition the Government has not yet revoked the Regional Spatial Strategy and this will impact on the timetable.

Work has commenced on the Infrastructure Delivery Plan and CIL charging schedule but the Council is not yet in a position to publish a draft charging

schedule in October 2012 as set out in the previous LDS. It is therefore proposed to publish a preliminary charging schedule in December 2012 and a draft charging schedule in March 2013.

The new timetable is shown in Appendix 2 and 3. Normally the Council will review the local development scheme every year and update it when necessary.

The LDS is available on the Council's website at www.uttlesford.gov.uk. If you have any queries please contact the planning policy team on 01799 510461 or 01799 510454. E-mail mjones@uttlesford.gov.uk or snicholas@uttlesford.gov.uk

If you would like a copy of this document in large print, Braille or any alternative format please contact Uttlesford District Council, London Road, Saffron Walden, Essex CB11 4ER Tel: 01799 510510

2. Terminology

The terms and abbreviations, which are used in this document, are explained below.

AAP	Area Action Plan	These plans will focus on implementation, providing an important mechanism for making sure development is of a suitable scale, mix and quality in key areas of opportunity, change or conservation. No AAPs are proposed in this local development scheme.
AMR	Annual Monitoring Report	Authorities are required to produce a monitor each year which reports on the implementation of the local development scheme and the extent to which policies in the development plan documents are being achieved.
CIL	Community Infrastructure Levy	CIL is a tariff based system which allows Local Authorities in England and Wales to raise funds from developers carrying out new building projects in their area. The money can then be used to fund a wide range of infrastructure needed as a result of the development.
DPD	Development Plan Document	These documents are the statutory documents with development plan status. For Uttlesford this will include the Local Plan and the Gypsy and Traveller Site Allocations. The community will be involved in preparing them and they will be tested at an Examination by the Planning Inspectorate.
IDP	Infrastructure Delivery Plan	This will set out the costs, funding, timetables and providers for the infrastructure needed to deliver the plan
LDF	Local Development Framework	The LDF will contain a portfolio of local development documents, which will set out the spatial planning strategy for Uttlesford. This will reflect the community's economic, environmental and social aims for the future of the District where this relates to the use and development of land.
LDS	Local Development Scheme	The LDS sets out the programme for preparing the LDDs
NP	Neighbourhood Plans	Neighbourhood plans will be prepared by

		local communities. They must be in conformity with the Core Strategy.
NPPF	National Planning Policy Framework	Government statement of national planning policy.
RSS	Regional Spatial Strategy	This was prepared by the Regional Planning Body, it sets out the strategic policies for development and use of land in the in the Region. The relevant RSS for Uttlesford is the East of England Plan published in May 2008. The Government has announced it's intention to abolish the RSS through the enactment of the Localism Bill but the process towards revocation is still ongoing as at September 2012
SCI	Statement of Community Involvement	This document explains how and when stakeholders and the community can become involved in the preparation of the LDF and the ways that this will be achieved.
SA	Sustainability Appraisal	Assessment of the potential impacts of the policies and proposals in the LDF on economic, social and environmental issues.
SEA	Strategic Environment Assessment	Assessment of the potential impacts of the policies and proposals contained within the LDF on the environment
EIA	Equalities Impact Assessment	Assessment of the Plan to make sure that the policies within it are free from discrimination in terms of a direct or indirect impact on any particular group.
SPD	Supplementary Planning Document	SPDs are intended to support the policies and proposals in DPDs but they do not have the same status as DPDs and they are not subject to examination.

3. About the District

Uttlesford is a rural area in northwest Essex and is geographically the second largest district in the County. It has a population of approx 75,600 (Source: ONS Mid 2009 Estimate). Approx 40% of the residents live in one of the three main centres of population, Great Dunmow (8,500), Saffron Walden (15,000), and Stansted Mountfitchet (6,100). The remainder live in the numerous villages and hamlets within the District. There are a large number of listed buildings and significant areas of attractive rural landscape and ancient woodland including Hatfield Forest. In the south of the district is Britain's third largest airport, Stansted. The Council is committed to preserving the rural nature of the area and the quality of life for its residents.

4. Saved Policies

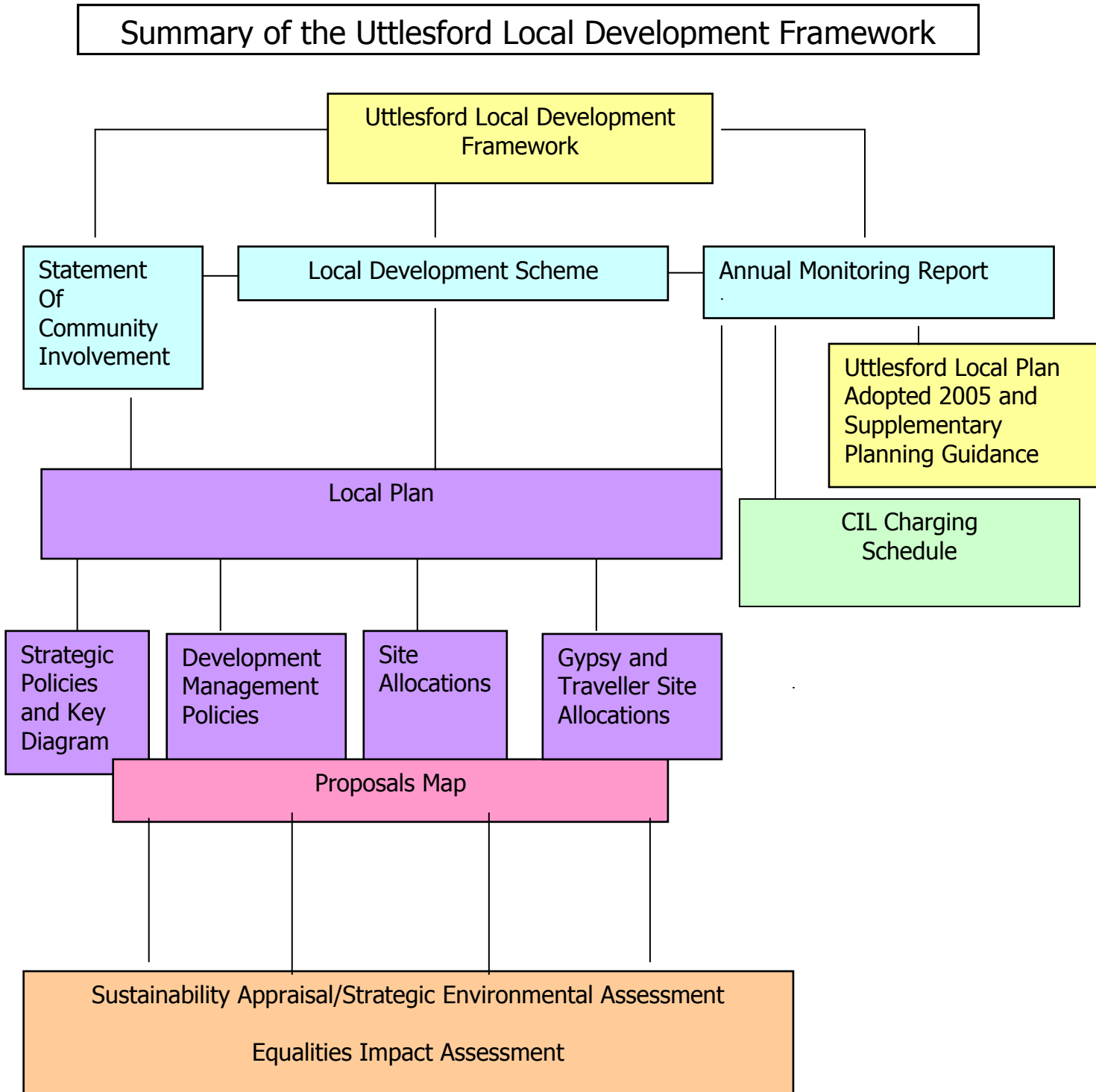
Planning policy for Uttlesford is currently made up of the Uttlesford Local Plan prepared by the District Council, the saved policies from the Essex and Southend on Sea Structure Plan, the Minerals Plan and Waste Plan prepared by the County Council and the East of England Plan - The Regional Spatial Strategy for the East of England approved by the Government and published in May 2008. Although the Government has announced its intention to abolish Regional Spatial Strategies, at the time of writing they are still a material consideration. A key element of the RSS is the district-level housing figure – this will be replaced by a locally determined requirement. The LDF will also need to address issues like transport infrastructure and employment land which were previously determined at the regional level. The policies in the Uttlesford Local Plan and the remaining policies from the Structure Plan will be replaced by the new Local Plan. The Minerals and Waste Plans will be replaced by Minerals and Waste Development Plan Documents (DPDs) produced by Essex County Council.

The Uttlesford Local Plan was adopted on 20 January 2005 and the policies in it were originally “saved” for 3 years. In July 2007 the Council applied to the Secretary of State to extend the time period for the saved policies. All the policies in the Uttlesford Local Plan, except Takeley Local policies 1 and 2 – Land west of Hawthorn Close and Land off St Valery have been saved. Appendix 1 lists all the policies in the Uttlesford Local Plan and shows what will happen to each policy. Where the policy is intended to be replaced the appendix shows which DPD the replacement policy will be in and when it is likely to be adopted.

The implementation of the NPPF is set out in Annex 1. While the current Local Plan was adopted after 2004 it was not adopted under the Planning and Compulsory Purchase Act 2004. Uttlesford does not therefore benefit from a 12 month transition period as set out in paragraph 214 of the NPPF. Paragraph 215 of the NPPF therefore applies which states that “due weight should be given to relevant policies in existing plans according to their degree of consistency with this framework”.

5. The Local Development Framework (LDF) Structure

The diagram below shows the links between the documents, which make up the LDF.



- **The Uttlesford Local Plan 2005**

The Uttlesford Local Plan sets out the planning policies for the District until the policies are replaced by policies in DPDs. Supplementary advice which has been adopted by the Council in support of some of the policies in the local plan will also remain relevant, until the policies are replaced.

- **The Local Development Framework**

The documents which make up the LDF will be available on the Council's website. This will include the development plan documents (DPDs), the statement of community involvement (SCI), and the most recent annual monitoring report (AMR) together with any relevant supplementary planning documents (SPDs).

- **Statement of Community Involvement**

The SCI was one of the first documents to be prepared. It was adopted in July 2006 following a written representations examination by an independent Inspector. The SCI lets people who may be interested in the plan know when and how they can get involved in the preparation of the Local Plan. Minimum requirements for public consultation are set out in regulations. The SCI shows how these requirements are met and adds other measures, which the Council feels would be suitable. It identifies the groups to be involved and the techniques and resources required for effective involvement. The SCI will be revised as necessary. Normally this would be if the types of groups to be involved have changed or if the Council decides to use different consultation techniques. Following the changes to the regulations in 2008, a supplementary statement to the SCI was prepared explaining the new process. The statement is available on the Council's website.

- **The Annual Monitoring Report**

The District Council needs to monitor how effective its policies are. This is done through a monitoring report which is published each year. The purpose of the monitoring report is to:

- Say how the Council is performing against the timescales set out in the LDS
- Check how the Council is performing in relation to the targets in the Uttlesford Local Plan.
- Give information on the extent to which the policies in the Local Plan are being achieved.
- Examine whether the Local Plan needs reviewing before the scheduled main review date.

In the light of the monitoring the Council will consider what changes, if any, need to be made to the policies. This will be reflected in an updated LDS. An AMR will be produced each year looking at the period from 1 April to 31 March. It is posted on the Council website.

- **Strategic Environmental Assessment (SEA) / Sustainability Appraisal (SA)**

SEA/SA is a process that will make sure that social, economic and environmental considerations are fully taken into account at every stage of preparation for each Local Plan produced. All Local Plans will need to undergo SEA/SA. The Council has commissioned consultants to develop a sustainability framework in consultation with relevant bodies. For each Local Plan various options developed through consultation will then be tested against the framework to identify preferred options. Further consultation will allow people to comment on the preferred options and the sustainability report. Changes made as a result of the public consultation will be appraised before both the Local Plan and the sustainability report are submitted for examination by an independent Inspector.

- **Equality Impact Assessment**

As well as the SA/SEA the Council has to carry out an Equalities Impact Assessment (EIA) for all plans and policies it produces. An EIA will be done as part of the production of each development plan document to make sure that plan and the policies it contains are free from discrimination and promote equality of opportunity. The EIA is one of the documents which the Council has to send to the Inspectorate for the examination.

- **Local Plan**

This will be subject to independent examination by a Planning Inspector. The Inspector needs to be satisfied that the document meets the various procedural requirements and is sound. The Inspector will recommend changes that are required to overcome any aspects relating to the soundness of the plan that they have identified and which can be corrected within the scope of the regulations – if major changes are required the Inspector is likely to find the plan unsound. Currently the Council must accept the recommendations in the Inspector's report if it wishes to adopt the Local Plan. The Local Plan should address issues set out in the Uttlesford Sustainable Community Strategy.

The local plan will contain:

- The Council's vision, objectives and the spatial strategy for the future development of the district.
- Strategic Policies – policies which provide the overarching framework for planning decisions within the district
- Site Allocations Policies – covering detailed aspects of site delivery
- Development Management Policies – detailed policies against which planning applications will be considered.
- Proposals Map and Key Diagram - The proposals map will show all the policies and proposals and identify areas of protection on an Ordnance Survey base. The key diagram will illustrate the proposals.

- **Gypsy and Traveller Site Allocations**

This plan will contain specific policies covering the sites needed to deliver the required spaces and include e.g. Access, design principles, landscaping.

- **Non-Development Plan Documents**

- **Infrastructure Delivery Plan and Community Infrastructure Levy (CIL) Charging Schedule**

The Infrastructure Delivery Plan will identify the infrastructure needed to support the LDF and explains how it will be delivered and funded. This will be an integral part of the Core Strategy. CIL allows Councils in England and Wales to raise funds from developers undertaking new building projects to fund the infrastructure needed as a result of the development. The CIL is a tariff based approach to infrastructure funding and rates will be set in consultation with local communities and developers. Charging authorities must produce a charging schedule. The schedule will be part of the LDF but not part of the Statutory Development Plan. Local communities and stakeholders will be consulted on the proposed rates before the charging schedule is examined by an independent person appointed by the Council (this could be the same Inspector who examines the DPD but does not have to be). The format for the examination will be similar to that for the DPDs. The examiner will recommend that the draft charging schedule is approved, rejected or approved with modifications. Following examination the charging schedule will be formally approved by resolution of Full Council.

- **Supplementary Planning Guidance (SPG) and Supplementary Planning Documents (SPD)**

This currently only applies to SPGs and SPDs which have been prepared to support the saved policies in the Uttlesford Local Plan but as the Local Plan and other DPDs are adopted more SPDs may be produced to support the policies in them. These documents are a material consideration for development management purposes but they are not subject to independent examination. The Council will make them available for public consultation before they are adopted in accordance with the regulations and the SCI.

- **Council Approved Guidance**

The Council will approve Parish Plans and Village Design Statements where they have been prepared in accordance with the protocol and guidance prepared by the Essex Rural Community Council, Village Design Statement Group and the Essex Planning

Officers Association. These will then be used for development management purposes.

6. Profiles of Proposed Plan Documents

The following profiles set out the details of each DPD still to be prepared. The overall programme is also shown in the table at Appendix 2 and the chart at Appendix 3. In relation to the key stages PPS12 published in 2008 made the consultation stages far less prescriptive removing the requirement for Issues and Options and Preferred options stages and replacing these with a general requirement to engage relevant stakeholders in the preparation of the documents. Although no longer required a two stage consultation process where the issues are identified and options are considered before more detailed “preferred” options are presented for further consultation seems a logical approach and the key stages below reflect this.

Local Plan
Expected Adoption Date: 2014
<ul style="list-style-type: none"> • <i>It will set out the Council’s vision, objectives and spatial strategy for the district.</i> • <i>It will contain the primary policies needed to achieve the above.</i> • <i>It will identify the key strategic sites and infrastructure.</i> • <i>It will set out the broad strategy for meeting the locally generated housing targets and the role of rural settlements.</i> • <i>It will be accompanied by a key diagram.</i> • <i>Development Management policies will make sure that all development within the District meets certain criteria and helps to achieve the vision.</i> • <i>Site Allocations set out the specific policies relating to sites where development is proposed.</i> • <i>The sites will be shown on the updated proposals map.</i>
Coverage: District-Wide
Conformity: Must be in conformity with national planning guidance.
Key Stages: <ul style="list-style-type: none"> • June 2012 – July 2012 Consultation on Draft Local Plan • January 2013 – February 2013 Publication of the Local Plan and Pre-Submission Consultation • May 2013 Submission to Secretary of State • September 2013 Start of the hearing sessions for the public examination of

Local Plan

- **February 2014**
Adoption

Production and Management: The Planning Policy Team will prepare the Local Plan. The process will be guided by the LDF group – a cross party member working group. Approval of key stages will be by the relevant portfolio holder and Full Council will adopt the core strategy. Involvement of stakeholders will be in accordance with the SCI.

Review: The Local Plan will be subject to annual monitoring and review

Gypsy and Traveller DPD
Expected Adoption Date: 2015
<ul style="list-style-type: none">• <i>This document will set out the specific policies relating to a number of sites where development is proposed.</i>• <i>It will include new sites.</i>• <i>The sites will be shown on the updated proposals map.</i>
Coverage: District-Wide
Conformity: The Gypsy and Traveller DPD will be in conformity with the core strategy.
Key Stages: <ul style="list-style-type: none">• October 2012 Call for sites• October 2013 – November 2013 Consultation on draft plan• February 2014 – March 2014 Publication and Pre-Submission Consultation• June 2014 Submission• September 2014 Start of the hearing sessions for the public examination• January 2015 Adoption
Production and Management: the Planning Policy Team will prepare the Gypsy and Traveller Site Allocations document. Approval of key stages will be by the relevant portfolio holder and adoption by Full Council. Involvement of stakeholders will be in accordance with the SCI.
Review: The Gypsy and Traveller document will be subject to annual monitoring and review.

7. Community Infrastructure Levy (CIL)

The proposed stages for the development of the CIL for the District are set out in the table below and included in the Chart at Appendix 3.

Stage	Work Required	Timescale
1.	Review and update existing evidence base regarding infrastructure and engagement with infrastructure providers	Currently Ongoing
2.	Publication of preliminary charging schedule. Preparation for this will include viability testing to determine the scope and level of CIL and informal consultation with stakeholders.	December 2012
3.	Prepare and formally consult on a draft charging schedule including a viability check on any changes proposed as a result of the stage 2 consultation.	March 2013
4.	Submit the draft charging schedule for examination	May 2013
5.	Examination	September 2013
6.	Adopt charging schedule	February 2014

8. Supplementary Planning Guidance and Supplementary Planning Documents

The Council has adopted supplementary planning guidance (SPG) and master plans to support the saved policies in the Uttlesford Local Plan as listed in the table below. The SPG will remain in force until the development is complete or the saved policies are replaced. The Council will then review the SPG and replace with updated supplementary planning documents (SPDs) as necessary.

Policy No	Title of Supplementary Planning Guidance
GEN2	Essex Design Guide
GEN8	Essex County Council, Parking Standards – Design and Good Practice
Takeley /Little Canfield Local Policy 3 – Priors Green	The Island Sites
Chesterford Park Local Policy 1	Master Plan for Chesterford Park – Employment Scheme
GD5	Master Plan for Woodlands Park –

	Residential Development
GD6	Master Plan for Great Dunmow Business Park – Employment Scheme
Oakwood Park Local Policy 1	Master Plan for Oakwood Park – Residential Development
SM4/BIR1	Master Plan for Rochford Nurseries – Residential Development
Takeley/Little Canfield Local Policy 3 – Priors Green	Master Plan for Priors Green – Residential Development

The Council has produced four SPD's to support policies in the Uttlesford Local Plan 2005. These are:

- Accessible Homes and Playspace (including lifetime homes)
- Home extensions
- Replacement dwellings,
- Energy efficiency.

Supplementary Documents on Home Extensions and Accessible Homes and Playspace were adopted in November 2005 and the SPD on Replacement Dwellings was adopted in September 2006. The Energy Efficiency SPD was adopted in October 2007. The Council has also adopted the Urban Place Supplement to the Essex Design Guide. This was prepared by the County Council and adopted by the District Council in March 2007. In January 2010 the Council approved the Essex County Council's "Parking Standards, Design and Good Practice" September 2009 document for use as District Council planning guidance, superseding Appendix 1 of the 2005 Adopted Uttlesford Local Plan (ULP).

The Council has carried out appraisals and developed management plans for the Conservation Areas in Great Chesterford, Stansted Mountfitchet, Clavering, Great Dunmow Newport and Stebbing. Following consultation with the local community the Council has approved these appraisals and the associated management plans as non-statutory guidance.

The Council has also approved the following Parish Plans and Village Design Statements as non-statutory guidance to use when considering planning applications and to help inform preparation of the LDF.

Arkesden	Parish Plan	2009
Ashdon	Parish Plan	2007
Birchanger	Parish Plan	2006
Chrishall	Parish Plan	2007
Great Canfield	Village Design Statement	2010
Great Dunmow	Town Design Statement	2009
Hadstock	Parish Plan	2007
Little Bardfield	Village Design Statement	2009

Littlebury	Parish Plan	2009
Newport	Village Plan	2010
Radwinter	Parish Plan	2007-2012
Stansted	Parish Plan	2011
Thaxted	Village Design Statement	2010
White Roding	Parish Plan	2009
Widdington	Village Design Statement	2009

All the council approved guidance is available on the Council's website.

9. Other Documents

The local authority is required to produce a sustainable community strategy (SCS) following consultation with the local community and key local partners through the Local Strategic Partnership – the LSP for Uttlesford is known as Uttlesford Futures. The SCS sets out the strategic vision for a place and provides the vehicle for considering and deciding how to address difficult cross cutting issues such as the economic future of an area, social exclusion and climate change. The key spatial planning objectives for the area as set out in the Core Strategy should be in harmony with the SCS priorities.

The LDF for Uttlesford will also reflect the aims set out in the following documents. The wider policy aims will be included in the core strategy and the more detailed policies will be reflected in the development management policies and the site allocations policies as appropriate.

- The Sustainable Community Strategy 2008
- Housing Strategy 2009-2012
- Climate Change Strategy 2007
- Uttlesford Community Safety Action Team Strategic Assessment 2008
- Municipal Waste Management Strategy 2005
- Homelessness Review and Strategy Action Plan 2008-2013
- Equalities and Inclusion Policy 2007

10. The Evidence Base

The Council will prepare and keep up to date information on all aspects of the social, economic and environmental characteristics of the District as set out in the table at Appendix 4. Much of the information that will be needed is available within the Council as part of annual monitoring e.g. housing supply, or is available from other organisations and/or websites e.g. population data. New study work has been commissioned and completed on housing markets, water resources, leisure facilities/playing fields, biodiversity, the economy, flood risk assessment and landscape character assessment. Some studies which were done early on in the plan preparation process have become out of date and are being reviewed e.g. on employment land and retailing.

The evidence base is being compiled using in house resources as well as consultants. There has been joint working with Essex County Council and

adjoining local authorities. Budget provision has been made for some of the work but recent financial constraints within the Council have meant that more work has had to be done in house than was originally anticipated which has had implications for staff resources.

11. Staff Resources and Management

A cross party member working group has been set up to steer and monitor the programme for the LDF work – this is known as the LDF Working Group.

The policy team, which currently consists of three planning officers and one temporary planning officer, is working to prepare the LDF, drawing in other staff from within the Council where appropriate and in consultation with statutory consultees, and the Planning Inspectorate where necessary.

The Council has commissioned a Strategic Environmental Assessment Information Profile from Essex County Council which is updated each year and commissioned consultants to carry out the SEA/SA work.

The policy team using other internal or external resources as appropriate will undertake monitoring and produce the annual monitoring report.

12. Risks

- **Funding**

Funding remains a major issue for the Council. Budget constraints will continue to limit funding available for commissioning additional study work or securing additional staff resources.

- **Programme**

The programme for the LDF preparation is proving challenging. Additional consultation stages have had to be programmed in. The additional work to support the evidence base for the Local Plan and other DPDs has had to be done. It has been difficult to predict with certainty the length of time it will take to produce the plans.

To reduce the impact of the above the programme will be carefully managed to make sure it remains realistic. Through the Stansted/M11 Local Authority Partnership and the Essex Policy Forum the Council will keep up to date with the progress of other Essex and Hertfordshire Districts, sharing experiences and adjusting the timetable where necessary. The Government Office and PINs have been consulted on the LDS in the past and their comments regarding the timetable have been taken into account. The abolition of the Government Office at the end of March 2011 means that this source of advice and guidance is no longer available. The Planning Advisory Service (PAS) is another potential source of advice.

- **Evidence Base**

Staff time and resources are required to assemble the evidence base. The relatively long lead in times for the preparation of the DPDs should allow enough time for the work to be completed. Limited budgetary provision has been made for the appointment of outside consultants for specialised tasks e.g. the water cycle study but due to the Council's financial position other studies have been carried out internally e.g. the strategic housing land availability assessment. Some joint commissioning of work has been done to help reduce costs and other opportunities for this will be investigated.

- **Staff Resources**

The team which will be working on the production of the DPDs is relatively small with 3 permanent staff and 1 temporary member. The Council's financial position has meant there is no opportunity to secure additional staff resources and there has been some slippage to the programme as a result. There is the opportunity to use other staff within the planning service and/or within the Council to help with some aspects of the work and there may also be an option to employ agency staff to cover peaks in workload but this would only be for a very limited period.

APPENDIX 1

PROPOSED PROGRAMME OF REPLACEMENT FOR THE POLICIES IN THE UTTLESFORD LOCAL PLAN - ADOPTED JANUARY 2005

(NOTE: This is a list of saved policies in the existing local plan it is not a full list of the policies that will be included in the new Local Plan, new policies will be added as necessary)

Existing Policy		Replaced/Deleted/ Merged	Which document will the new/merged Policy be in?	Date of Adoption of DPD
Policy Ref	Description			
S1	Development limits for the main urban areas	General development locations and strategic sites will be identified in the Strategic Policies. Site specific policies will be included in the Site Allocations section. Development Limits will be defined in the Development Management Policies section.	Local Plan	2014
			Local Plan	2014
S2	Development limits/policy areas for Oakwood Park, Little Dunmow and Priors Green, Takeley/Little Canfield		Local Plan	2014
S3	Other development limits			
S4	Stansted Airport Boundary	Replaced	Local Plan	2014
S5	Chesterford Park Boundary	Merged Chesterford Park Local Policy 1	Local Plan	2014
S6	Metropolitan Green Belt	Replaced	Local Plan	2014
S7	The Countryside	Replaced	Local Plan	2014

S8	The Countryside Protection Zone	Replaced	Local Plan	2014
GEN1	Access	Replaced	Local Plan	2014
GEN2	Design	Replaced	Local Plan	2014
GEN3	Flood Protection	Replaced	Local Plan	2014
GEN4	Good Neighbourliness	Replaced	Local Plan	2014
GEN5	Light Pollution	Replaced	Local Plan	2014
GEN6	Infrastructure provision to support development	Replaced	Local Plan	2014
GEN7	Nature Conservation	Replaced	Local Plan	2014
GEN8	Vehicle Parking Standards	Replaced	Local Plan	2014
E1	Distribution of Employment Land	Merged Gt Chesterford Local Policy 2, SW4, SW5. Core Strategy will identify general development locations Site specific policies will be included in the Site Allocations DPD	Local Plan	2014
E2	Safeguarding employment land	Merged Elsenham Local Policy 1, Great Chesterford Local Policy 1, GD7, Takeley Local Policy 5, SW6, Thaxted Local Policy 3	Local Plan	2014
E3	Access to Workplaces	Replaced	Local Plan	2014
E4	Farm Diversification: Alternative uses of Farmland	Replaced	Local Plan	2014
E5	Re-use of rural buildings	Replaced	Local Plan	2014
ENV1	Design of Development within Conservation Areas	Replaced	Local Plan	2014

ENV2	Development Affecting Listed Buildings	Replaced	Local Plan	2014
ENV3	Open Space and Trees	Replaced	Local Plan	2014
ENV4	Ancient Monuments and Sites of Archaeological Importance	Replaced	Local Plan	2014
ENV5	Protection of Agricultural Land	Replaced	Local Plan	2014
ENV6	Change of Use of Agricultural Land to Domestic Garden	Replaced	Local Plan	2014
ENV7	The Protection of the Natural Environment – Designated Sites	Replaced	Local Plan	2014
ENV8	Other Landscape elements of importance for nature conservation	Replaced	Local Plan	2014
ENV9	Historic Landscapes	Replaced	Local Plan	2014
ENV10	Noise sensitive development and disturbance from Aircraft	Replaced	Local Plan	2014
ENV11	Noise Generators	Replaced	Local Plan	2014
ENV12	Protection of Water Resources	Replaced	Local Plan	2014
ENV13	Exposure to poor air quality	Replaced	Local Plan	2014
ENV14	Contaminated Land	Replaced	Local Plan	2014
ENV15	Renewable Energy	Replaced	Local Plan	2014
H1	Housing Development	Merged with GD4, SW2 and SM2	Local Plan	2014
H2	Reserve Housing Provision	Merged with SW3	Local Plan	2014
H3	New Houses within development limits	Replaced	Local Plan	2014
H4	Backland Development	Replaced	Local Plan	2014
H5	Subdivision of dwellings	Replaced	Local Plan	2014
H6	Conversion of rural buildings to residential use	Replaced	Local Plan	2014
H7	Replacement Dwellings	Replaced	Local Plan	2014
H8	Home Extensions	Replaced	Local Plan	2014

H9	Affordable Housing	Replaced	Local Plan	2014
H10	Housing Mix	Replaced	Local Plan	2014
H11	Affordable Housing on Exception Sites	Replaced	Local Plan	2014
H12	Agricultural workers' dwellings	Replaced	Local Plan	2014
H13	Removal of Agricultural Occupancy Conditions	Replaced	Local Plan	2014
LC1	Loss of sports fields and recreational facilities	Replaced	Local Plan	2014
LC2	Access to Leisure and Cultural Facilities	Replaced	Local Plan	2014
LC3	Community Facilities	Replaced	Local Plan	2014
LC4	Provision of Outdoor Sport and Recreational Facilities beyond development limits	Replaced	Local Plan	2014
LC5	Hotel and Bed and Breakfast Accommodation	Replaced	Local Plan	2014
LC6	Land west of Little Walden Road Saffron Walden	Merge SW 7	Local Plan	2014
RS1	Access to retailing and services	Replaced	Local Plan	2014
RS2	Town and Local Centres	Replaced	Local Plan	2014
RS3	Retention of Retail and other services in Rural Areas	Replaced	Local Plan	2014
T1	Transport Improvements	Deleted		2014
T2	Roadside services and the new A120	Replaced	Local Plan	2014
T3	Car Parking associated with development at Stansted Airport	Replaced	Local Plan	2014
T4	Telecommunications Equipment	Replaced	Local Plan	2014
	Chesterford Park Local Policy 1	Merged S5 and E2	Local Plan	2014
	Elsenham Local Policy 1	Merged E2	Local Plan	2014
	Great Chesterford Local Policy 1	Merged E2	Local Plan	2014

	Great Chesterford Local Policy 2	Merged E1	Local Plan	2014
GD1	Town Centre	Replaced	Local Plan	2014
GD2	Land Rear of 37 to 95 High Street	Replaced	Local Plan	2014
GD3	White Street Car Park Extension	Deleted		2014
GD4	Residential Development within Great Dunmow's Built up Area	Merged H1	Local Plan	2014
GD5	Woodlands Park	Replaced	Local Plan	2014
GD6	Great Dunmow Business Park	Replaced	Local Plan	2014
GD7	Safeguarding of Existing Employment Areas	Merged E2	Local Plan	2014
GD8	Civic Amenity Site and Depot	Replaced	Local Plan	2014
	Oakwood Park Local Policy 1	Replaced	Local Plan	2014
SW1	Town Centre	Replaced	Local Plan	2014
SW2	Residential Development within Saffron Walden's Built up Area	Merged H1	Local Plan	2014
SW3	Land south of Ashdon Road	Merged H2	Local Plan	2014
SW4	Land adjoining the Saffron Business Centre	Merged E1	Local Plan	2014
SW5	Thaxted Road Employment Site	Merged E1	Local Plan	2014
SW6	Safeguarding of Existing Employment Areas	Merged E2	Local Plan	2014
SW7	Land at Little Walden Road	Merged LC6	Local Plan	2014
AIR1	Development in the terminal support area	Replaced	Local Plan	2014
AIR2	Cargo Handling/Aircraft Maintenance Area	Replaced	Local Plan	2014
AIR3	Development in the Southern Ancillary Area	Replaced	Local Plan	2014
AIR4	Development in the Northern Ancillary Area	Replaced	Local Plan	2014
AIR5	The Long Term Car Park	Replaced	Local Plan	2014
AIR6	Strategic Landscape Areas	Replaced	Local Plan	2014
AIR7	Public Safety Zones	Replaced	Local Plan	2014
SM1	Local Centres	Replaced	Local Plan	2014
SM2	Residential Development within Stansted's	Merged H1	Local Plan	2014

	Built up Area			
SM3	Site on Corner of Lower Street and Church Road	Deleted		
SM4/B IR1	Rochford Nurseries	Replaced	Local Plan	2014
SM5	Parsonage Farm	Currently under construction likely to be completed - Delete		2014
	Start Hill Local Policy 1	Replaced	Local Plan	2014
	Takeley Local Policy 1 – Land west of Hawthorn Close	Deleted		
	Takeley Local Policy 2 – Land off St Valery	Deleted		
	Takeley/Little Canfield Local Policy 3 – Priors Green	Replaced	Local Plan	2014
	Takeley Local Policy 4 – The Mobile Home Park	Replaced	Local Plan	2014
	Takeley Local Policy 5 – Safeguarding of Existing Employment Area in Parsonage Road	Merged E2	Local Plan	2014
	Thaxted Local Policy 1 – Local Centre	Replaced	Local Plan	2014
	Thaxted Local Policy 2 – Land adjacent to Sampford Road	Currently under construction – likely to be completed - delete		2014
	Thaxted Local Policy 3 – Safeguarding of Employment Areas	Merged E2	Local Plan	2014

APPENDIX 2 – Production Milestones for Development Plan Documents

Doc Name	Subject	Doc Type	Conformity	Production Milestones								Review
				Public Participation in Plan Preparation				Publication and Pre-Submission Consultation	Submission to Sec of State	Hearing Sessions	Adoption	
				Evidence Gathering and Stakeholder Involvement	Consultation on issues and options	Public Participation on Preferred Options and Further Preferred Options	Consultation on Draft document					
Uttlesford Strategic Policies And Key Diagram	Sets out the Vision for the development of Uttlesford District together with the key policies to achieve that vision. The key diagram illustrates the spatial strategy	Local Plan	General conformity with National Planning Policy Framework.	Jan - Dec 05	May 06- July 06 Jan – Feb 07	Nov 07 – Jan 08 Feb 10 – April 10	June 12 - July 12	Jan 13 – Feb 13	May 13	Sept 13	Feb 14	AMR
Development Management Policies	Criteria based policies against which planning applications will be considered	Local Plan	General conformity with National Planning Policy Framework.			Jan 12 – Feb 12	June 12 – July 12	Jan 13 – Feb 13	May 13	Sept 13	Feb 14	AMR
Site Allocations	Policies relating to specific sites where development is proposed	Local Plan	General conformity with National Planning Policy Framework.			Jan 12 – Feb 12						
Gypsy and Traveller Site Allocations	Policies relating to specific sites where development is proposed	DPD	Conformity with the Local Plan	October 2012			Oct 13	Feb-March 14	June 14	Sept 14	Jan 15	AMR

Appendix 3 - Chart showing programme of Local Development Documents

	2012												2013												2014												2015				
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M
Local Plan including: Strategic policies Site Allocations Development Management policies Key Diagram	+	+																																							
Gypsy and Traveller Site Allocations																																									
CIL Charging Schedule						1					2			3	4						5					6															
Proposals Map											●				●											☀				●						☀					
Annual Monitoring Report											*																														

Key

	Call for sites for Gypsies and Travellers	Public Participation in the Preparation of a Local Plan (Reg 18)		
	Pre-Submission Consultation on Issues and Options	Notify consultation bodies of intention to prepare Local Plan and ask what such a Local Plan ought to contain. Also consider whether it is appropriate to invite representations from people who are resident or carrying on business in the area.		
	Commencement – trigger is consultation with the 3 stat bodies on scope of the SA			
	Consultation on Draft Local Plan.			
	Publication of Local Plan and Pre-Submission Consultation (Reg 19)			
	Submission to Secretary of State (Reg 22)	Examination Stages Guideline timetable from submission to final report		
	Hearing Sessions	23 weeks for hearing sessions up to 8 days with no Pre-Hearing Meeting (PHM). 29 weeks for hearing sessions up to 8 days with a PHM and 37 weeks for hearing sessions up to 12 days with a PHM.		
	Inspectors Report			
	Adoption at Full Council			
	CIL Charging schedule – 1. Review of infrastructure requirements 2. Preliminary charging schedule 3. Draft charging schedule 4. Submit charging schedule for examination 5. Examination 6. Adoption			
	Production of Annual Monitoring Report (AMR)	*	Publication on Council's Website	
●	Amendments to Adopted Proposal Map	☀	Published Proposals Map	+ Site Allocations and Development Management Policies consultation

Sources of Information for the Evidence Base

Social	Sources of Available Data	Updating
Housing Needs	Strategic Housing Market Assessment (SHMA) working in partnership with Broxbourn, Brentwood, East Herts, Epping Forest and Harlow. Final report 2009 – Opinion Research Services and Savills	
	Affordable Housing, Viability Assessment, 2010 – Level Updated March 2012	
	Strategic Housing Land Availability Assessment (SHLAA). 2010 – UDC	Updated Annually
	Looking Back, Moving Forward – Assessing the housing needs of Gypsies and Travellers in Essex, 2006 – Essex Planning Officers Association	
	Essex Gypsy and Traveller Accommodation Assessment 2009 – Fordham Research	New study being commissioned by Essex Planning Officers Association
	Demographic Study 2012 Edge Analytics – Essex Planning Officers Association	June 2012
Housing Supply	Housing Land Supply, April 2012 - UDC	Updated Annually
	Housing Trajectory and 5 Year Land Supply, 2012 – UDC	Updated Annually
Population Age Structure Ethnicity	2001 Census	2011 Census
	Neighbourhood Statistics	
	Baseline Information Profile Nov 2010 - Essex County Council	Annual updates of Baseline Information Profile.
Leisure Facilities/playing fields	Green Space Strategy Audit 2006 - UDC	
	Open Space, Sport and Recreation Study The Landscape Partnership 2012	
School Capacity	Commissioning School Places 2011-2016 - Essex County	Updated Annually

	Council	
Health Facilities	NHS West Essex	
Crime (Rates and Fear of Crime)	Home Office http://www.homeoffice.gov.uk/crime/	
	Essex Police	
	Baseline Information Profile Nov 2010 - Essex County Council	Updated Annually
	Essex County Council Tracker Survey 2009	
Economy	Sources of Available Data	Action/Updating
Economic Activity Industry or Employment Occupation Groups Commuting	2001 Census	2011 Census
	Employment Land Study Final Report March 2006 PACEC	
	Employment Land Review, April 2011, UDC	
	Non- residential land monitoring data and other reports, Essex County Council	Updated annually.
Retail	Retail Study, Final Report December 2005 Hepher Dixon	
	Retail Study, Final Report 2012 Savills	
	Non- residential land monitoring data, Essex County Council	Updated Annually
Office/Industrial Accommodation Survey	Non-residential land monitoring data, Essex County Council	Updated Annually
Environment	Sources of Available Data	Action/Updating
Conservation Areas Tree Preservation Orders Listed Buildings Ancient Monuments and Archaeological Sites Sites of Special Scientific Interest and National Nature Reserves County Wildlife Sites Ancient Woodlands Special Verges Historic Landscapes and Parklands Open spaces Noise Contours	UDC GIS	Ongoing updates (UDC).
	Conservation Area Appraisals and Management Plans for Great Chesterford Stansted Mountfitchet Clavering Great Dunmow Newport Stebbing UDC	Draft plans for Henham Littlebury Thaxted Manuden Hatfield Broad Oak Felsted Saffron Walden Ashdon Radwinter Arkesden

Groundwater Protection Zones Poor Air Quality Zones Flood Zones	Historic Settlement Character Assessment for selected settlements: Saffron Walden Great Dunmow Great Chesterford Henham Newport Stansted Mountfitchet UDC 2007 Thaxted –UDC 2009	
	Village Templates (Market Towns and Key Villages) UDC 2011	
Landscape Character Assessment	Essex County Council – county level information Landscape Character Assessment. Final Report September 2006 Chris Blandford Associates	
Biodiversity	Phase 1 Habitat Survey 1990 Local Wildlife Sites Review October 2007 Essex Ecology Services Ltd	
Flood Risk	Strategic Flood Risk Assessment, Final Report March 2008 JBA Consulting	
Rural Lanes	Rural Lanes Study March 2012 Essex County Council	
Agricultural Land Classification	Department for Environment, Food and Rural Affairs (DEFRA)	Input data to GIS (UDC)
Water Quality Water Use	Environment Agency	
	Water Companies	
	Water Cycle Study, Scoping and Outline Strategy 2010 – Hyder Consulting.	
	Water Cycle Study, Stage 2 Commissioned expected October 2012 – Hyder Consulting.	
Communication and	Sources of Available Data	Action/Updating

Transport		
Public Transport - Bus	http://www.essex.gov.uk/Travel-Highways/Public-Transport/Pages/Public-transport.aspx	
	ECC Local Transport Plan (LTP 2) 2006-2011	LTP 3 to 2026 currently in preparation
Public Transport –Rail	Greater Anglia Route Utilisation Strategy (RUS) – December 2007 Shows how forecast growth in the region’s population, employment and housing is expected to affect rail usage over the next 10-15 years and sets out the industry’s preferred strategy to meet this demand.	London and South East RUS - Draft for Consultation, Dec 2010 – updates the Greater Anglia RUS to reflect changing circumstances and a new 2031 horizon.
	Control Period 4 – Delivery Plan (2009/10 – 2013/14) – sets out outputs to be delivered and plans for the operation. Maintenance, renewal and development of the network, consistent with achieving these outputs.	Annual Updates
	Route Plan D – East Anglia 2010 – Builds on the RUS – describes the current capability and use of each strategic route, a description of the vision for the future and the strategy for achieving that vision.	
Capacity of Road Network	Essex Traffic Monitoring Report	Produced Annually
	Essex County Council Local Transport Plan (LTP 2) 2006-2011	LTP 3 to 2026 currently in preparation
	Comparative Transport Analysis 2010 - ECC	
	Transport Analysis of Draft Local Plan Expected Nov 2012	