

**LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP held at
COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN at 10.30 am
on 14 DECEMBER 2009**

Present: - Councillor A J Ketteridge - Chairman.
Councillors C A Cant, J F Cheetham, E J Godwin and H S Rolfe.

Also present: Councillors A Dean, D J Morson and P A Wilcock.

Officers in attendance: - M Cox (Democratic Services Officer),
R Harborough (Director of Development), M Jones (Principal
Planning Officer), S Nicholas (Senior Planning Officer) and
S Wood (Housing and Planning Policy Manager).

LDF20 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

An apology for absence was received from Councillor Loughlin.

LDF21 MINUTES

The Minutes of the meeting held on 3 November 2009 were approved as a correct record and signed by the Chairman.

LDF22 BUSINESS ARISING

i) Minute LDF19 – Workshop

Councillor Cheetham reminded the group that the information given at recent LDF workshops and meetings was often only preliminary work in progress and should remain confidential until published in the public domain, so as to avoid the release of misleading information to the press and the public.

ii) Minute LDF18 – Update on technical work

In answer to Members' questions, it was reported that the Water Cycle Study and the summary of the Transport Assessment were being finalised and would be signed off before the consultation commenced.

LDF23 ARRANGEMENTS FOR THE CONSULTATION ON THE CORE STRATEGY

The Director of Development outlined a proposed process for conducting the next stage of the consultation. Members discussed the detail of this and agreed the following course of action

- 1) Royal Mail addressed delivery to all residential and business properties.

The envelope to contain a leaflet asking for comments in the following areas:-

- proposals for the distribution of houses
- Scenarios for Stansted Airport
- Green belt boundary reviews
- Gypsy and traveller sites

- 2) Consultation document

- This would be accessed and responded to mainly through the Council's website although copies would be sent out on request.
- Print 250 hard copies - Copies for all District Councillors and each town and parish council.

- 3) To hold the following consultation events

- Area forum

There would need to be meetings of the Area Forums a few weeks into the consultation. This would involve either rearranging the meetings in January or organising additional meetings.

- Meeting(s) with parish councils (to launch the consultation pack).
- Uttlesford Futures and its working groups.
- Business breakfast meeting.
- Agents panel.

- 4) Posters and leaflets in libraries.

- 5) Advertise in local press and possibly hold a press conference.

- 6) Start/ finish date

- Probably early February (following the completion of the technical studies and the consultation document and making arrangements for printing).
- An 8 week consultation period.

The following additional points were raised by members

The leaflet should be written in such a way so as to be immediately headline grabbing and the issues explained in plain English. It should explain why the additional number of houses were required and make clear exactly what this consultation was about, as people had already responded to other consultation documents eg from EERA.

The leaflet and consultation document should clearly direct the reader to the technical studies. Details of the Transport Assessment summary document would be welcomed as soon as it was available.

LDF24

NEXT MEETING

The next meeting would be held on Tuesday 5 January at 9.30am and would review the content of the consultation leaflet.

The meeting ended at 11.30am.