

**LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP held at
COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN at 9.30 am
on 5 JANUARY 2010**

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

Also present: Councillor S Barker.

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

LDF25 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

An apology for absence was received from Councillor Godwin.

LDF26 MINUTES

The Minutes of the meeting held on 14 December 2009 were approved as a correct record and signed by the Chairman.

LDF27 BUSINESS ARISING

i) Minute LDF22 (i) – Workshop

The Chairman was concerned that despite the debate at the last meeting about not disclosing information, emails had been circulated outside of the Council immediately after the meeting. These mentioned issues that had been discussed and of particular concern was the reference to the role of the officer from ECC who was currently working at the council offices and questioning her independence in terms of the Transport Assessment for the Elsenham and Henham site.

The Director of Development clarified that the Essex County Council officer was from the Highways Section and was in the office for one day a week to help facilitate communication with the planning department. The officer had a broad remit but was particularly involved in development control giving advice on highway matters on applications over a certain threshold. It was particularly helpful to have the officer attend Development Control meetings as answering questions on highway issues could prevent a delay in decision making. In terms of the LDF options and the Transport Assessment, the officer's role was to provide impartial advice.

Members of the group were concerned about this breach in confidentiality as it could lead to the release of premature misleading information. Members also wanted to maintain their ability to have free and frank discussions during the meetings.

ii) Minute LDF22 (ii) – Update on technical work

In terms of the Water Study there had been a useful meeting of the Steering Group and the study would be finalised in time for the consultation. It was

noted that Anglia Water had gained approval for additional work in Great Dunmow which would ease the situation for the provision of the new homes in the area. In answer to a question, it was confirmed that electricity supply would form part of the infrastructure study and would be looked at in more detail once there was a firmer decision on the distribution of the houses.

iii) Minute LDF 23 – Arrangements for the consultation on the Core Strategy

Councillor Loughlin read out questions from Councillor C Dean concerning the progress of the Transport Assessment and suggested dates for the additional Community Forum meetings.

The group agreed that Forum meetings would be arranged in Saffron Walden and Great Dunmow towards the end of February/early March.

It was noted that the first draft of the Transport Assessment had been prepared and would be available for the Consultation. It would be circulated to members of the group once the outstanding issues had been addressed.

The Chairman reported that a seminar concerning the provision of gypsy and traveller pitches would be held at County Hall on 24 February 2010.

LDF28 DRAFT CONSULTATION LEAFLET

The Head of Community Engagement circulated the first draft of the consultation leaflet. Officers had reviewed the information that should be included and decided that a 4 page leaflet with response page would be appropriate. It would be enclosed in an A5 envelope with a reply paid envelope and posted to all occupied homes from the week beginning 8 February. The consultation would begin on 15 February and end on 9 April. The leaflet set out various different ways of responding to the consultation.

Members of the group made a number of suggestions around the wording, layout and the emphasis on key points. The document would be updated taking into account members' comments and circulated to the working group. A further meeting would be arranged to agree the final document for printing and distribution.

LDF29 ANY OTHER BUSINESS

The Committee was advised of the preliminary response from officers at Essex County Council on the proposed distribution of the 1000 homes. This was likely to form the basis of the formal response to the consultation.

LDF24 NEXT MEETING

The next meeting would be held on Wednesday 13 January at 10.00am.

The meeting ended at 11.10 am.