

**UTTLESFORD DISTRICT COUNCIL**

# **LOCAL DEVELOPMENT SCHEME**

Revision 10 – Presented to Local Plan Working Group  
on 21 October 2014 and Cabinet on 28 October 2014

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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the district alongside the National Planning Policy Framework published in March 2012 but it is becoming increasingly out of date and a replacement plan is being prepared.

This local development scheme is the project plan for producing the new Local Plan. 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. At this time the Council was intending to produce a Local Development Framework made up of various documents including a Core Strategy and two separate development plan documents for site allocations and development management policies. There have been a series of LDSs produced since then. The last LDS (Revision 9) was approved in March 2014.

The minor changes included in this are to alter the consultation on the Gypsy and Traveller Site Allocations DPD from November/December 2014 to December/January 2014, and to move the start of the hearing sessions for the public examination of the Local Plan from October 2014 to November 2014 in accordance with the Local Plan Inspector's programme.

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](http://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](mailto:mjones@uttlesford.gov.uk) or [snicholas@uttlesford.gov.uk](mailto: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 monitor the progress 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
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 Local Plan.
NPPF	National Planning Policy Framework	Government statement of national planning policy.
RSS	Regional Spatial Strategy	This was prepared by the Regional Planning Body, it set out the strategic policies for development and use of land in the in the Region. The relevant RSS for Uttlesford was the East of England

		Plan published in May 2008. The RSS was revoked in January 2013.
SCI	Statement of Community Involvement	This document explains how and when stakeholders and the community can become involved in the preparation of the Development Plan Documents 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 79,443 (Source: 2011 Census). Approx 40% of the residents live in one of the three main centres of population, Great Dunmow (8,830), Saffron Walden (15,500), and Stansted Mountfitchet (6,460). 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

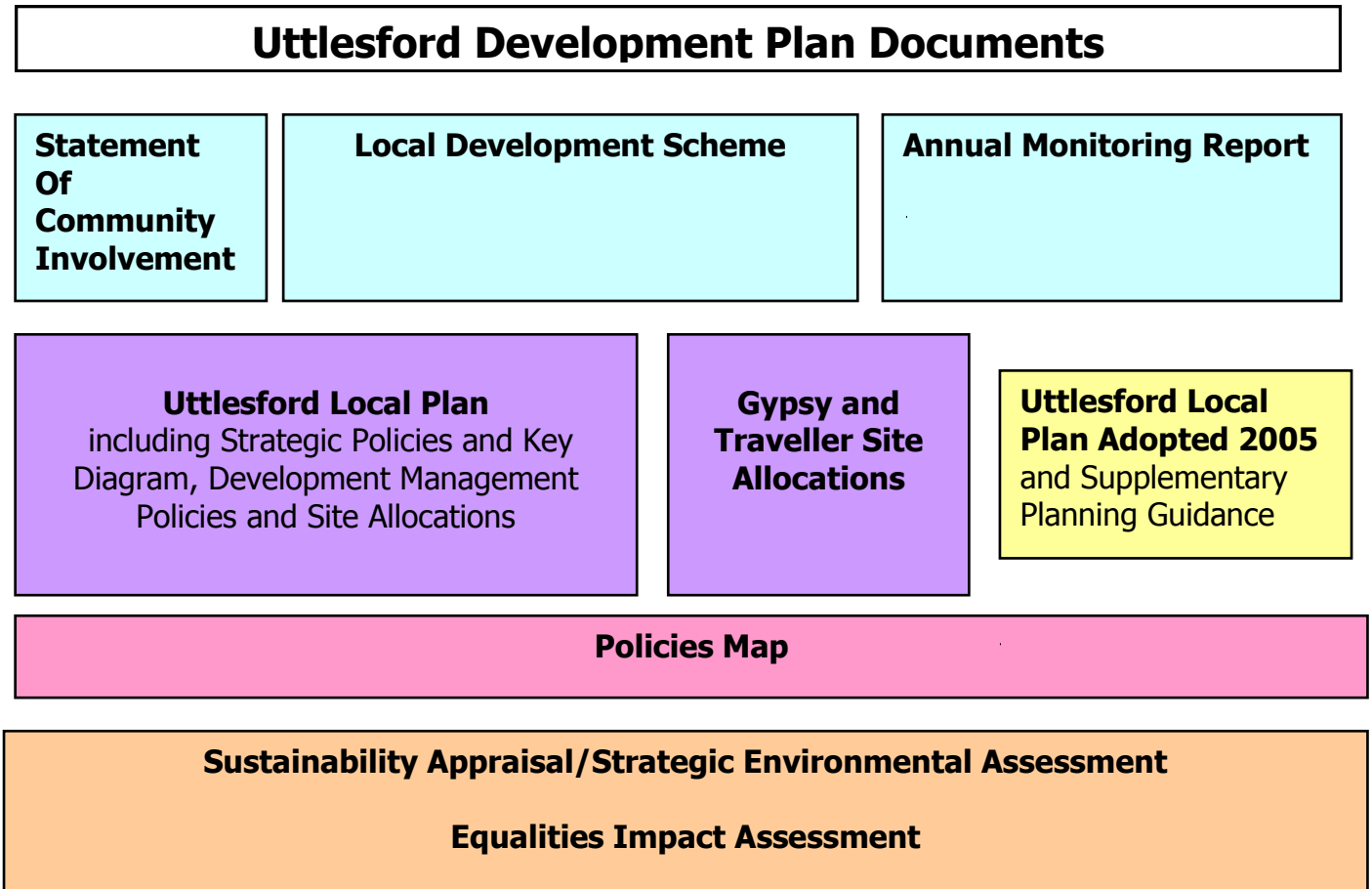
Planning policy for Uttlesford is currently made up of the National Planning Policy Framework (NPPF), the 2005 Uttlesford Local Plan prepared by the District Council and the Minerals Plan and Waste Plan prepared by Essex County Council.

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

when the new Local Plan is adopted. The policies in the Local Plan have been independently reviewed to check their consistency with the National Planning Policy Framework. The assessment is available on the Council’s website.

## 5. Uttlesford Development Plan Documents

As well as the Local Plan other documents are being produced which together will provide the framework for planning decisions in Uttlesford to be made. The diagram below shows the links between the documents.



- **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 the new Local Plan. 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.

- **Statement of Community Involvement**

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 was one of the first documents to be prepared and was first adopted in July 2006 following a written representations examination by an independent Inspector. The SCI was revised in March 2013 and following a 6 week period of consultation was adopted by the Council on 4 September 2013. It is available on the Council's website.

- **Annual Monitoring Reports**

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

- Check 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. The reports are 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 Development Plan Document produced. All plans and policy documents need to undergo SEA/SA. The Council has commissioned consultants to develop a sustainability framework in consultation with relevant bodies. For each document 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. The Council cannot adopt a plan which is found unsound. 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.
  - Policies Map and Key Diagram - The policies 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 pitches and include e.g. Access, design principles, landscaping.
- **Non-Development Plan Documents**
    - **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 Development 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. The Council is required to consult with organisations, residents and businesses as part of the preparation of the plan. 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.

<b>Uttlesford Local Plan</b>
<b>Expected Adoption Date:</b> 2015
<ul style="list-style-type: none"> <li>• <i>It will set out the Council’s vision, objectives and spatial strategy for the district.</i></li> <li>• <i>It will contain the primary policies needed to achieve the above.</i></li> <li>• <i>It will identify the key strategic sites and infrastructure.</i></li> <li>• <i>It will set out the broad strategy for meeting the locally generated housing targets and the role of rural settlements.</i></li> <li>• <i>It will be accompanied by a key diagram.</i></li> <li>• <i>Development Management policies will make sure that all development within the District meets certain criteria and helps to achieve the vision.</i></li> <li>• <i>Site Allocations set out the specific policies for sites where development is proposed.</i></li> <li>• <i>The sites will be shown on the policies map.</i></li> </ul>
<b>Coverage:</b> District-Wide
<b>Conformity:</b> Must be in conformity with the National Planning Policy Framework.
<b>Key Stages:</b> <ul style="list-style-type: none"> <li>• <b>June 2012 – July 2012</b> Consultation on Draft Local Plan</li> <li>• <b>November 2013 – January 2014</b> Consultation on additional housing numbers and additional development sites.</li> <li>• <b>April 2014 – June 2014</b> Publication of the Local Plan and Pre-Submission Consultation</li> <li>• <b>July 2014</b> Submission to Secretary of State</li> <li>• <b>November 2014</b></li> </ul>

Start of the hearing sessions for the public examination of  
Local Plan

- **February 2015**  
Adoption

**Production and Management:** The Planning Policy Team will prepare the Local Plan. The process will be guided by the Local Plan Working Group. Approval of key stages will be by the relevant portfolio holder and Full Council will adopt the Local Plan.

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

<b>Gypsy and Traveller Site Allocations Development Plan Document</b>
<b>Expected Adoption Date:</b> 2016
<ul style="list-style-type: none"><li>• <i>This document will set out the specific policies relating to a number of sites where development is proposed.</i></li><li>• <i>It will include new sites.</i></li><li>• <i>The sites will be shown on the policies map.</i></li></ul>
<b>Coverage:</b> District-Wide
<b>Conformity:</b> The Gypsy and Traveller site allocations DPD will be in conformity with Planning Policy for Traveller sites and the Local Plan
<b>Key Stages:</b> <ul style="list-style-type: none"><li>• <b>October 2012</b> Call for sites</li><li>• <b>July 2014</b> Needs Assessment Published</li><li>• <b>October 2014</b> Site Assessment Study Published and consultation on scoping report</li><li>• <b>December 2014 – January 2015</b> Consultation on issues and options</li><li>• <b>April – May 2015</b> Consultation on Draft DPD</li><li>• <b>August 2015 – October 2015</b> Publication and Pre-Submission Consultation</li><li>• <b>December 2015</b> Submission</li><li>• <b>March 2016</b> Start of the hearing sessions for the public examination</li><li>• <b>July 2016</b> Adoption</li></ul>
<b>Production and Management:</b> the Planning Policy Team will prepare the Gypsy and Traveller site allocations DPD. 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.
<b>Review:</b> The Gypsy and Traveller site allocations DPD will be subject to annual monitoring and review.

## 7. 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 2005 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.

<b>Policy No</b>	<b>Title of Supplementary Planning Guidance</b>
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). Further changes were approved in February 2013.

The Council has carried out appraisals and developed management plans for the Conservation Areas in Arkesden, Ashdon, Clavering, Felsted, Great Chesterford, Great Dunmow, Great Hallingbury, Great Sampford, Hatfield Broad Oak, Hempstead, Henham, High Easter, High Roding, Littlebury, Manuden, Newport, Radwinter, Saffron Walden, Stansted Mountfitchet, Stebbing, Thaxted, Wendens Ambo and Widdington. Following consultation with the local community the Council has approved these appraisals and the associated management plans as non-statutory guidance. Draft Conservation Area Appraisals are available for Bentfield Green, Stansted, Elmdon, and Hazel End Farnham, Great Canfield, Great Easton and Hadstock. Appraisals for Audley End, and Quendon and Rickling are in preparation.

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
Felsted	Parish Plan	2014
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
Wendens Ambo	Parish Plan	2012
White Roding	Parish Plan	2009
Widdington	Village Design Statement	2009

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

The Civil Parishes of Great Dunmow and Saffron Walden have both been designated as Neighbourhood Plan Areas.

## 8. 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 should reflect the SCS priorities.

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

- The Sustainable Community Strategy 2008
- Housing Strategy 2012-2015
- Natural Resources Management – Policy Statement and Improvement Strategy 2010
- Economic Development Strategy 2012-2014
- Safety Partnership 2012 Strategic Assessment Report
- Equalities and Inclusion Policy 2007
- Joint Municipal Waste Management Strategy for Essex 2007-2032

## **9. 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. The studies are reviewed as necessary to make sure they remain relevant and up to date.

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.

## **10. Staff Resources and Management**

A member working group has been set up to steer and monitor the programme for the Local Plan work – this is known as the Local Plan Working Group (previously known as the LDF Working Group). The group is open for all members to attend. The meetings are not open to the public but the papers and the minutes are available on the Council's website.

The policy team, which currently consists of three planning officers, is working to prepare the development plan documents, drawing in other staff from within the Council where appropriate. The Council is also working together with other Local Authorities, statutory consultees, the Planning Inspectorate and other organisations like the Planning Advice Service (PAS) where necessary.

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

## 11. 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 Local Plan 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, the Essex Policy Forum and Duty to Co-operate engagement 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 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. The Council's financial position has meant there is no opportunity to secure additional staff resources. 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 on the Policies Map	Local Plan	2015
			Local Plan	2015
			Local Plan	2015
S2	Development limits/policy areas for Oakwood Park, Little Dunmow and Priors Green, Takeley/Little Canfield		Local Plan	2015
S3	Other development limits			
S4	Stansted Airport Boundary	Replaced	Local Plan	2015
S5	Chesterford Park Boundary	Merged Chesterford Park Local Policy 1	Local Plan	2015
S6	Metropolitan Green Belt	Replaced	Local Plan	2015
S7	The Countryside	Replaced	Local Plan	2015
S8	The Countryside Protection Zone	Replaced	Local Plan	2015

GEN1	Access	Replaced	Local Plan	2015
GEN2	Design	Replaced	Local Plan	2015
GEN3	Flood Protection	Replaced	Local Plan	2015
GEN4	Good Neighbourliness	Replaced	Local Plan	2015
GEN5	Light Pollution	Replaced	Local Plan	2015
GEN6	Infrastructure provision to support development	Replaced	Local Plan	2015
GEN7	Nature Conservation	Replaced	Local Plan	2015
GEN8	Vehicle Parking Standards	Replaced	Local Plan	2015
E1	Distribution of Employment Land	Merged Gt Chesterford Local Policy 2, SW4, SW5. Strategic Policies will identify general development locations Site specific policies will be included in the Site Allocations section	Local Plan	2015
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	2015
E3	Access to Workplaces	Replaced	Local Plan	2015
E4	Farm Diversification: Alternative uses of Farmland	Replaced	Local Plan	2015
E5	Re-use of rural buildings	Replaced	Local Plan	2015
ENV1	Design of Development within Conservation Areas	Replaced	Local Plan	2015

ENV2	Development Affecting Listed Buildings	Replaced	Local Plan	2015
ENV3	Open Space and Trees	Replaced	Local Plan	2015
ENV4	Ancient Monuments and Sites of Archaeological Importance	Replaced	Local Plan	2015
ENV5	Protection of Agricultural Land	Replaced	Local Plan	2015
ENV6	Change of Use of Agricultural Land to Domestic Garden	Replaced	Local Plan	2015
ENV7	The Protection of the Natural Environment – Designated Sites	Replaced	Local Plan	2015
ENV8	Other Landscape elements of importance for nature conservation	Replaced	Local Plan	2015
ENV9	Historic Landscapes	Replaced	Local Plan	2015
ENV10	Noise sensitive development and disturbance from Aircraft	Replaced	Local Plan	2015
ENV11	Noise Generators	Replaced	Local Plan	2015
ENV12	Protection of Water Resources	Replaced	Local Plan	2015
ENV13	Exposure to poor air quality	Replaced	Local Plan	2015
ENV14	Contaminated Land	Replaced	Local Plan	2015
ENV15	Renewable Energy	Replaced	Local Plan	2015
H1	Housing Development	Merged with GD4, SW2 and SM2	Local Plan	2015
H2	Reserve Housing Provision	Merged with SW3	Local Plan	2015
H3	New Houses within development limits	Replaced	Local Plan	2015
H4	Backland Development	Replaced	Local Plan	2015
H5	Subdivision of dwellings	Replaced	Local Plan	2015
H6	Conversion of rural buildings to residential use	Replaced	Local Plan	2015
H7	Replacement Dwellings	Replaced	Local Plan	2015
H8	Home Extensions	Replaced	Local Plan	2015

H9	Affordable Housing	Replaced	Local Plan	2015
H10	Housing Mix	Replaced	Local Plan	2015
H11	Affordable Housing on Exception Sites	Replaced	Local Plan	2015
H12	Agricultural workers' dwellings	Replaced	Local Plan	2015
H13	Removal of Agricultural Occupancy Conditions	Replaced	Local Plan	2015
LC1	Loss of sports fields and recreational facilities	Replaced	Local Plan	2015
LC2	Access to Leisure and Cultural Facilities	Replaced	Local Plan	2015
LC3	Community Facilities	Replaced	Local Plan	2015
LC4	Provision of Outdoor Sport and Recreational Facilities beyond development limits	Replaced	Local Plan	2015
LC5	Hotel and Bed and Breakfast Accommodation	Replaced	Local Plan	2015
LC6	Land west of Little Walden Road Saffron Walden	Merge SW 7	Local Plan	2015
RS1	Access to retailing and services	Replaced	Local Plan	2015
RS2	Town and Local Centres	Replaced	Local Plan	2015
RS3	Retention of Retail and other services in Rural Areas	Replaced	Local Plan	2015
T1	Transport Improvements	Deleted		2015
T2	Roadside services and the new A120	Replaced	Local Plan	2015
T3	Car Parking associated with development at Stansted Airport	Replaced	Local Plan	2015
T4	Telecommunications Equipment	Replaced	Local Plan	2015
	Chesterford Park Local Policy 1	Merged S5 and E2	Local Plan	2015
	Elsenham Local Policy 1	Merged E2	Local Plan	2015
	Great Chesterford Local Policy 1	Merged E2	Local Plan	2015

	Great Chesterford Local Policy 2	Merged E1	Local Plan	2015
GD1	Town Centre	Replaced	Local Plan	2015
GD2	Land Rear of 37 to 95 High Street	Development Complete - Deleted		
GD3	White Street Car Park Extension	Development Complete -Deleted		
GD4	Residential Development within Great Dunmow's Built up Area	Merged H1	Local Plan	2015
GD5	Woodlands Park	Replaced	Local Plan	2015
GD6	Great Dunmow Business Park	Replaced	Local Plan	2015
GD7	Safeguarding of Existing Employment Areas	Merged E2	Local Plan	2015
GD8	Civic Amenity Site and Depot	Replaced	Local Plan	2015
	Oakwood Park Local Policy 1	Replaced	Local Plan	2015
SW1	Town Centre	Replaced	Local Plan	2015
SW2	Residential Development within Saffron Walden's Built up Area	Merged H1	Local Plan	2015
SW3	Land south of Ashdon Road	Merged H2	Local Plan	2015
SW4	Land adjoining the Saffron Business Centre	Merged E1	Local Plan	2015
SW5	Thaxted Road Employment Site	Merged E1	Local Plan	2015
SW6	Safeguarding of Existing Employment Areas	Merged E2	Local Plan	2015
SW7	Land at Little Walden Road	Merged LC6	Local Plan	2015
AIR1	Development in the terminal support area	Replaced	Local Plan	2015
AIR2	Cargo Handling/Aircraft Maintenance Area	Replaced	Local Plan	2015
AIR3	Development in the Southern Ancillary Area	Replaced	Local Plan	2015
AIR4	Development in the Northern Ancillary Area	Replaced	Local Plan	2015
AIR5	The Long Term Car Park	Replaced	Local Plan	2015
AIR6	Strategic Landscape Areas	Replaced	Local Plan	2015
AIR7	Public Safety Zones	Replaced	Local Plan	2015

SM1	Local Centres	Replaced	Local Plan	2015
SM2	Residential Development within Stansted's Built up Area	Merged H1	Local Plan	2015
SM3	Site on Corner of Lower Street and Church Road	Deleted		
SM4/B IR1	Rochford Nurseries	Replaced	Local Plan	2015
SM5	Parsonage Farm	Replaced	Local Plan	2015
	Start Hill Local Policy 1	Replaced	Local Plan	2015
	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	2015
	Takeley Local Policy 4 – The Mobile Home Park	Replaced	Local Plan	2015
	Takeley Local Policy 5 – Safeguarding of Existing Employment Area in Parsonage Road	Merged E2	Local Plan	2015
	Thaxted Local Policy 1 – Local Centre	Replaced	Local Plan	2015
	Thaxted Local Policy 2 – Land adjacent to Sampford Road	Currently under construction – likely to be completed - delete		
	Thaxted Local Policy 3 – Safeguarding of Employment Areas	Merged E2	Local Plan	2015

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	Consultation on Housing Numbers and Sites					
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	Nov 13- Jan-14	April 14 – June 14	July 14	Nov 14	Feb 15	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		April 14 – June 14	July 14	Nov 14	Feb 15	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	Nov 13-Jan 14					
Gypsy and Traveller Site Allocations	Policies relating to specific sites where development is proposed	DPD	Conformity with the Local Plan and National Planning Policy for Traveller Sites.	Call for Sites October 2012 GTAA published July 2014 Site Assessment Study October 2014	Dec 14 – Jan 15		April – May 2014		August – October 2015	Dec 15	Mar 16	July 16	AMR

Appendix 3 - Chart showing programme of Local Development Documents

	2013			2014												2015												2016											
	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	J	J	A	S	O			
<b>Local Plan including: Strategic policies Site Allocations Development Management policies Key Diagram Policies Map</b>	█	█	█			█	█	█	█				█		█	█																							
<b>Gypsy and Traveller Site Allocations Development Plan Document</b>												█		█	█		█	█				█	█	█		█		█			█	█							
<b>Annual Monitoring Reports</b>	█	█									█	█	█	*									█	█		█													



**Key**

	Commencement – trigger is consultation with the 3 stat bodies on scope of the SA		<p><b>Public Participation in the Preparation of a Local Plan (Reg 18)</b></p> <p>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.</p>
	Consultation on Issues and Options		
	Consultation on Draft Plan.		
	Public consultation on housing numbers and additional sites		
	<b>Publication of Plan and Pre-Submission Consultation (Reg 19)</b>		
	<b>Submission to Secretary of State (Reg 22)</b>		<p><b>Examination Stages</b></p> <p>Guideline timetable from submission to final report 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.</p>
	Hearing Sessions		
	Inspectors Report		
	<b>Adoption at Full Council</b>		
	Production of Annual Monitoring Report (AMR)	*	Publication on Council’s Website

## 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 Update Report 2012 (Opinion Research Services, March 2013)	
	Affordable Housing, Viability Assessment, 2010 – Levvel Updated March 2012	
	Strategic Housing Land Availability Assessment (SHLAA). 2012 – UDC	Updated Annually
	Essex Gypsy and Traveller and Travelling Showpeople Accommodation Assessment July 2014	
	Gypsy, Traveller and Travelling Showpeople Sites, Site Assessment Study October 2014	
	Demographic Study Edge Analytics – Essex Planning Officers Association Phases 1 - 6	Quarter 1 2015
Housing Supply	Housing Land Supply, April 2014 - UDC	Updated Annually
	Housing Trajectory and 5 Year Land Supply, 2014 – UDC	Updated Annually
Population Age Structure Ethnicity	2011 Census	
	Neighbourhood Statistics	
	Baseline Information Profile Nov 2010 - Essex County Council	
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 2012- 2017 - Essex County Council	Updated Annually
Health Facilities	West Essex Clinical Commissioning Group	
Crime (Rates and Fear of Crime)	Home Office <a href="http://www.homeoffice.gov.uk/crime/">http://www.homeoffice.gov.uk/crime/</a>	
	Essex Police	
	Baseline Information Profile Nov 2010 - Essex County Council	
	Essex County Council Tracker Survey 2009	
<b>Economy</b>	<b>Sources of Available Data</b>	<b>Action/Updating</b>
Economic Activity Industry or Employment Occupation Groups Commuting	2011 Census	
	Employment Land Study Final Report March 2006 PACEC	
	Employment Land Review, April 2011, UDC	
	Non- residential land monitoring data Essex County Council. Employment Land Monitoring Report - UDC	Updated annually
	Employer and Business Survey – CN Research 2009	
Retail	Retail Study, Final Report December 2005 Hepher Dixon	
	Retail Study, Final Report 2012 and Supplement March 2013 Savills	
	Uttlesford Retail Capacity Study Update April 2014 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
Development Opportunity Sites	Economic Assessment – Carter Jonas 2012	
	Urban Design Assessment – Places Services, Essex County Council )	

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 Groundwater Protection Zones Poor Air Quality Zones Flood Zones	UDC GIS	Ongoing updates (UDC).
	Conservation Area Appraisals and Management Plans for Arkesden Ashdon Clavinging Felsted Great Chesterford Great Dunmow Great Hallingbury Great Sampford Hatfield Broad Oak Hempstead Henham High Easter High Roding Littlebury Manuden Radwinter Saffron Walden Stansted Mountfitchet Stebbing Thaxted Wendens Ambo Widdington	Draft plans for Audley End Bentfield Green, Stansted Elmdon Great Canfield Great Easton Hadstock Hazel End, Farnham Quendon & Rickling
	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	
	Uttlesford District Historic Environment Characterisation Project – Essex County Council 2009	
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  Appropriate Assessment UDC 2007 and updated in 2013	
Flood Risk	Strategic Flood Risk Assessment, Final Report March 2008 JBA Consulting	
Rural Lanes	Uttlesford Protected Lanes Assessment 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 November 2012 – Hyder Consulting.	
Air Quality	Assessment of Uttlesford District's Local Plan on Air Quality in Saffron Walden 2013 - Jacobs	
Green Belt	Green Belt Boundary Scoping Report – UDC 2011	
Renewable Energy	Renewable Energy Study of the District 2008 - Altechnica	
<b>Communication and Transport</b>	<b>Sources of Available Data</b>	<b>Action/Updating</b>
Public Transport - Bus	<a href="http://www.essex.gov.uk/Travel-Highways/Public-Transport/Pages/Public-transport.aspx">http://www.essex.gov.uk/Travel -Highways/Public- Transport/Pages/Public- transport.aspx</a>	
	ECC Local Transport Plan 2011 (LTP 3)	Transport strategy published. Implementation plans to follow.

Public Transport –Rail	Network Rail London and South East Route Utilisation Strategy (RUS) 2011. Informs the development of High Level Output Specifications from 2019, and sets out the strategy for the London and SE rail network to 2031.	
	Network Rail Anglia Route Business Plan for Control Period 5 2014-2019. Sets out the relevant outputs, activity and expenditure at route level to achieve the specified national outputs.	Annual Updates
Capacity of Road Network	Essex Traffic Monitoring Report	Produced Annually
	Essex County Council Local Transport Plan (LTP 3) 2011-2026	LTP 3 to 2026 currently in preparation
	Comparative Transport Analysis 2010 - ECC	
	Transport Analysis of Draft Local Plan - Local Plan Highway Impact Assessment, Essex Highways October 2013	