



# Uttlesford District Council

Chief Executive: Dawn French

## Planning Policy Working Group

**Date:** Wednesday, 17 May 2017  
**Time:** 18:00  
**Venue:** Council Chamber  
**Address:** Council Offices, London Road, Saffron Walden, CB11 4ER

**Members:** Councillors S Barker, P Davies, A Dean, S Harris, P Lees, J Lodge, J Loughlin, A Mills, E Oliver, H Rolfe (Chairman)

### AGENDA

#### Open to Public and Press

- 1 Apologies for absence and declarations of interest**  
To receive any apologies for absence and declarations of interest.
- 2 Minutes of the Meeting on 6 April 2017** 5 - 16  
To consider the minutes of the meeting on 6 April
- 3 Infrastructure Development Plan** 17 - 32  
To consider the Infrastructure Development Plan summary report
- 4 Transport Study** 33 - 38  
To consider the Transport Study summary report
- 5 High Level Local Wildlife** 39 - 56  
To consider the High Level Local Wildlife topic paper
- 6 High Level Local Landscape** 57 - 74  
To consider the High Level Local Landscape topic paper

- |           |  |           |
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| <b>7</b>  | <b>Heritage Impact Assessments</b><br>To consider the High Level Local Historic/Conservation topic paper                             | 75 - 112  |
| <b>8</b>  | <b>Employment Topic Paper Update</b><br>To consider the Employment Topic Paper Update  | 113 - 120 |
| <b>9</b>  | <b>Draft Statement of Community Involvement</b><br>To consider the Draft Statement of Community Involvement                          | 121 - 150 |
| <b>10</b> | <b>Duty to Cooperate</b><br>To consider the Duty to Cooperate  | 151 - 168 |
| <b>11</b> | <b>Evidence Base</b><br>To consider the Evidence Base  | 169 - 170 |
| <b>12</b> | <b>Forward Plan</b><br>To consider the Forward Plan  | 171 - 174 |
| <b>13</b> | <b>Any other items which the Chairman considers to be urgent</b><br>To consider any items which the Chairman considers to be urgent. |           |
| <b>14</b> | <b>Date of next meeting</b><br><br>The date of the next meeting will be 22 June 2017   |           |

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**PLANNING POLICY WORKING GROUP held at COUNCIL OFFICES  
LONDON ROAD SAFFRON WALDEN on 6 APRIL 2017 at 7.30pm**

Present: Councillor H Rolfe – Chairman  
Councillors S Barker, P Davies, A Dean, P Lees, J Lodge, J  
Loughlin, A Mills and E Oliver.

Also present: Councillors K Artus, P Fairhurst, M Foley and J Redfern.

Officers in attendance: A Bochel (Democratic Services Officer), R Dobson  
(Principal Democratic Services Officer), B Ferguson (Democratic  
Services Officer), R Fox (Planning Policy Team Leader), G  
Glenday (Assistant Director Planning) and G Holmes (Planning  
Policy Officer).

Public speakers: P Gadd and M Young

**PP50 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillor Harris.

Councillor Barker declared an interest as a member of Essex County Council.

**PP51 MINUTES**

Councillor Rolfe asked whether the minutes of the previous meeting were considered accurate.

Councillor Lodge said many of the documents had followed the initial publication of the agenda.

Councillor Rolfe acknowledged this as a fair point and said officers would work to minimise this. However it was in the nature of the Planning Policy Working Group work for documents to be finalised at the last minute.

Councillor Lodge referred to his previous request for his letter of 25 November 2016 to be appended to the previous minutes. He said this had not been done.

Officers confirmed that the letter had been attached to the minutes of the 10<sup>th</sup> January as agreed at the meeting of 22 February 2017.

Councillor Lodge said in view of the policy that there were now no matters arising on agendas, he wished to refer to various points he had mentioned in his more recent letter to Councillor Rolfe.

Councillor Rolfe said he had replied to the letter and that it could be considered at the Leaders' Forum as an agenda item for future meetings.

Councillor Dean queried the whereabouts of a decision list which it had been agreed would be issued from the last meeting.

The Planning Policy Team Leader said that the decision list was included at the foot of the minutes.

In response to questions about the time during which minutes would usually be made available, the Principal Democratic Services Officer said minutes would be produced within 10 working days of a meeting.

Councillor Lees asked whether the further work on water and sewerage would be included in the project plan.

The Planning Policy Team Leader said the further work which would be required would depend on allocations made.

Councillor Lodge raised a point of accuracy, in that Minute PP44 referred to a 'comprehensive sustainability appraisal'. This should instead be 'comparative sustainability appraisal'. Other than that point, he felt there were omissions from the action plan.

Councillor Rolfe said as far as the Working Group and the Council were concerned, there was a very extensive forward meeting plan.

Subject to the correction to Minute PP44, the minutes were agreed and signed by the Chairman as a true record of the meeting on 22 February.

PP52

#### **FEEDBACK FROM PROMOTERS OF NEW SETTLEMENT SESSIONS IN MARCH**

The Working Group considered a report on feedback from promoters of new settlements at presentations held in March 2017.

The Chairman said a correction would be made to a reference in Appendix 2 to 'Great Easton' instead of the 'Easton Park', and apologised for that oversight.

The Planning Policy Team Leader said that the reports were there as a comparative record of the seven presentations held for members, and the Chairman added that the reports were available on the Council website for those who wished to view them.

PP53

#### **GYPSY AND TRAVELLER ACCOMMODATION ASSESSMENT UPDATE**

Members considered a verbal report on assessment of gypsy and traveller accommodation.

The Planning Policy Officer reported on a joint Essex-wide assessment of such accommodation, which took into account the updated evidence base and considered definitions.

He summarised the definitions applicable, and how these related to the approach of this Working Group. He confirmed Uttlesford District Council could accommodate the number of gypsies and travellers recognised in the report

without needing to find additional sites. He apologised that the report had been delayed and said it would be provided for the next meeting.

**PP54 2017 WINDFALL ALLOWANCE**

Michael Young spoke to the meeting in relation to the 2017 windfall allowance. A copy of his statement is attached to these minutes.

Members considered the report on the 2017 windfall allowance.

Councillor Barker said she would have liked to have included figures for rural exception sites in the report, but she understood that until the sites had been delivered they had to be excluded.

The Planning Policy Team Leader thanked Mr Young for his complimentary remarks about the report. Regarding Mr Young's suggestion that the way in which this allowance was addressed elsewhere was different, he said he would conduct some comparative research.

Councillor Dean referred to a table of historic delivery rates excluding rural exception sites set out in the report. He asked whether there was a risk of repeating past mistakes through inclusion of speculative figures.

The Planning Policy Team Leader said whilst the figures in the table were speculative, the distinction was between those which were welcome and those which were not welcome, and the absence of a plan would not impact on this information as set out.

RESOLVED to note and support the windfall allowance.

**PP55 STRATEGIC LAND AVAILABILITY ASSESSMENT (SLAA) UPDATE**

The Planning Policy Officer introduced a report on the Strategic Land Availability Assessment. He said 300 sites had been considered for housing development proposals against three criteria: suitability, availability and achievability. Those classified between A and C3 were likely to come forward as part of the Local Plan. The next stage was to decide which sites to develop for the Local Plan.

The Chairman asked whether these proposals were available to the public, along with their A-E classifications, as set out in the report.

The Planning Policy Officer said some proposals were awaiting the outcome of appeals. The exercise was purely to look at the constraints on the sites. Feedback would be given to the next meeting of the Working Group.

The Chairman asked that any additional sites coming into the public domain also be categorised in this way.

Councillor Mills asked whether figures provided in the report excluded the seven main development sites already identified.

The Planning Policy Officer confirmed this was the case.

Councillor Lees said that the figure of sites classified as A-C3 still only reached 4177, while the Council would have to provide many more.

The Planning Policy Team Leader said that these figures did not include new settlements and already approved planning applications.

Councillor Lees asked why sites found unsuitable during a public enquiry were listed as potentially suitable in the report.

Councillor Rolfe said that applicants often adjust applications to fix problems identified in previous enquiries.

The Planning Policy Team Leader added that the SLAA only determined 'in principle' suitability for a site, without taking into account the sustainability proposal and planning history.

PP56

## **REASONABLE ALTERNATIVES METHODOLOGY**

Paul Gadd spoke on the Reasonable Alternatives methodology and other items. His statement is appended to these minutes.

Responding to a suggestion by Paul Gadd that pre-determination of spatial strategy had taken place before the assembly of supporting evidence, Councillor Rolfe said that there had been no pre-determination and most independent observers would agree that no decisions had been made. The Council was trying to produce a positive plan which was based on evidence and there was no element of private discussion.

In response to a further comment from Paul Gadd that he was not aware of the source of the 2016 spatial strategy figures, Councillor Rolfe said evidence bases for the 2016 spatial strategy would be made available in due course. He had responded to Councillor Lodge's letters regarding scrutiny, and further discussion of whether any issues should be included as agenda for the next meeting was a matter for Councillor Lodge to bring to the Leaders' Forum if he wished.

The Planning Policy Team Leader presented the topic paper on the identification of Reasonable Alternatives for the Local Plan. He said the paper looked at where development could take place and how housing could be provided, without pre-determination. A sustainability appraisal would then assess what the best spatial strategy would be and would appraise potential sites. The Reasonable Alternatives paper suggested that two or three new settlements would supply the housing growth required, but that this did not amount to a recommendation for any spatial strategy. The sustainability appraisal would be presented to the working group in due course.

Councillor Lodge said whilst he was encouraged with the approach Troy Consultants had taken regarding alternative sustainable strategies, he was disappointed with progress and was concerned that work would not be done within the timeframe required.

The Assistant Director Planning said all background information on the sustainability appraisal would be put to the next meeting of the Group.

Councillor Barker said regarding allocations to towns and villages that officers had included those considered sound by the Inspector.

Councillor Mills reminded members that as a council they had collectively voted for a hybrid. He was encouraged that a variety of options were on the table and they would all be considered.

Councillor Dean said he too was conscious of the impending timetable, but to his knowledge there had been no pre-determination in private meetings, but that there was still more work to be done.

Paul Gadd asked if he could access information about the sustainability appraisal because he had not seen any mention of it.

Councillor Rolfe said officers would take up that point.

Councillor Lodge asked the chairman to clarify that the sustainability appraisal would be on the agenda for the next Planning Policy Working Group meeting. Councillor Rolfe said that it would.

PP57 **PROJECT PLAN: KEY MILESTONES**

The Planning Policy Team Leader presented the Key Milestones. He said that the only addition to the plan was a development management policy briefing for members on 9<sup>th</sup> May.

PP58 **FORWARD PLAN**

Councillor Barker said that because there would be a large agenda for the Planning Policy Working Group meeting on 17<sup>th</sup> May, it would be good to start at 6pm. Members agreed to change the start time to 6pm.

Members asked about progress on the Transport and Air Quality reports.

Councillor Rolfe said that the Transport report would be ready for the end of April and that officers would look into progress on the Air Quality Report. Members were content with the agendas for the next 2 working group meetings.

PP59 **EVIDENCE BASE UPDATE**

The Planning Policy Team Leader gave a brief update on the report. The latest update was that the sustainability appraisal would be available in June.

PP60 **ACTION PLAN FROM PLANNING ADVISORY SERVICE REPORT – VERBAL UPDATE**

The Assistant Director Planning gave a brief verbal update on the Planning Advisory Service. He said the plan had been merged into the Forward Plan and the Project Plan, but there was nothing specific which needed to be discussed.

PP61

## **DUTY TO COOPERATE**

Councillor Rolfe introduced the report.

The Planning Policy Team Leader apologised for the late distribution of appendices to the report. The approval of the Memorandum of Understanding by the authority was a welcome key milestone.

He said that the only information he would add to the report was that there had been a further meeting with ACOM in relation to Braintree District Council, to look at broadening the scope of the existing study relating to the West of Braintree site, and positive progress was made on ensuring the evidence base was fully in place.

Councillor Barker said that she would add that she would be meeting with Braintree in the upcoming weeks for a duty to cooperate meeting

Councillor Lodge asked about co-operation with South Cambs on the North Uttlesford garden village.

Councillor Barker said she was due to have another meeting about it soon.

Councillor Lodge asked about progress of plans for extension of the A120.

The Chairman said that there were 5 different routes being discussed as part of the consultation for a dual carriageway between Galley's Corner and the A12, the outcome of the consultation would have to be considered and then planning permission would have to be given. Other possible works would be part of the Transport Assessment.

PP62

## **DATE OF NEXT MEETING**

The Chairman said the date of the next meeting would be on 17<sup>th</sup> May at 6pm.

The Chairman thanked members of the public for attending and for listening in.

The meeting ended at 20:50.

### **Action points**

<b>PP52</b>	<b>To correct reference of 'Great Easton' to 'Easton Park'</b>
<b>PP53</b>	<b>To include in the agenda for the next</b>

	<b>meeting the report on Gypsy and Traveller accommodation</b>
<b>PP54</b>	<b>To investigate whether rural exception sites were included in the figures of other authorities.</b>
<b>PP56</b>	<b>To make evidence bases for the 2016 spatial strategy publically available in due course</b>
<b>PP56</b>	<b>To include in the agenda for the next meeting the sustainability appraisal, including background information regarding it</b>
<b>PP58</b>	<b>To change the time of the next meeting to 6pm</b>
<b>PP58</b>	<b>To include in the agenda for the next meeting the Transport Report, and to look into introducing the Air Quality Report at the meeting</b>



# Democratic Services

PPWG

6 April 2017

At the last Local Plan examination consultants acting for property developers were out in force. They questioned and challenged almost every figure in the draft Plan including, to my surprise, the figure for windfalls. This was one figure that I thought was eminently defensible and it was reassuring that the Inspector thought so too.

I welcome this document and think it is an excellent report. It is clearly laid out, the arguments are well presented and the basis for the calculations are shown. The various tables follow a logical pattern, the evidence is clear and I believe the conclusions are very defensible.

It has that magical ingredient – an audit trail.

But I do wish to raise one point. I note that no figures are included for potential rural exception sites. As chairman of a parish council that has instigated three such projects I can understand the uncertainty about the effect of government policy on the future for these schemes.

I do believe that there are some landowners who would consider this option but are waiting to see how Uttlesford's Local Plan might affect their location. Of course we can't put a figure on that.

However there are a number of Rural Exception Sites that are in the course of construction, some of which may not be completed until after the draft Plan is submitted. I trust that there is a way of reflecting these developments in the figures that are presented.

Turning back to the report I accept that it is a relatively small self-contained exercise and very much smaller and less complex than the SHMA. But its style of presentation demonstrates how a report can be put together in a logical sequence with a clear audit trail something sadly lacking in the SHMA report. If these same principles had been applied to the SHMA I feel sure that many of the difficulties presently being encountered could have been avoided.

Michael Young

~~Michael Young~~



I want to raise the apparent pre-determination by this Council of a spatial strategy long before the evidence base had been assembled, and the continued absence of the required Comparative Sustainability Assessment or prior consideration of any reasonable alternative spatial strategies as required by the NPPF.

The same issue arose with the draft Plan which was rejected in 2014 largely because the spatial strategy was politically driven, exemplified by the determination to push the Elsenham new settlement despite the contrary evidence. This Council appears to be adopting a similar approach of trying to fit the evidence to support a pre-determined strategy. In 2014 also the inspector was very sceptical about the Comparative Sustainability Process but did not need to decide the point.

The issue is compounded by the opacity of the Local Plan process. Virtually no significant decisions ever come to this Group and it is difficult to find evidence for decisions which are taken privately elsewhere. For a long time Cllr Lodge has been trying to get proper scrutiny of the Plan process by this Group, but with very limited success. Cllr Lodge has written at length asking for a number of key issues to be addressed at today's meeting, but the chair has refused to allow that letter or those issues to be discussed, which is why I wished to speak.

In June 2016 UDC published its preferred spatial strategy, proposing significant building in Saffron Walden and Dunmow, new settlements and limited other development. Most of the required evidence base was outstanding at that point and no explanation was ever given as to where that strategy came from or what reasonable alternatives were considered. Saffron Walden Town Council asked for an explanation 6 months ago and is still waiting.

Since then, no reasonable alternative spatial strategies have been proposed for discussion or presented to this Group. Nor has there been any Comparative Sustainability Assessment work and, looking at the Work Plans tabled for this meeting, nor is any intended – a comparison is proposed between the new settlements, but no Comparison of reasonable alternative strategies is even contemplated. This despite clear NPPF and PAS guidance. And we are now only a few months away from the draft Plan.

In the meantime:

- The Highways Assessment and the Water Cycle Study have been commissioned on the basis of the June 2016 preferred option, not on an open basis;
- Cllr Rolfe has announced to South Cambs his personal vision for a greater Saffron Walden;
- Work continues on trying to find a mitigation strategy for Saffron Walden development without any prior work to see whether such development is sustainable, and without the Council even assessing air quality or the impact on the historic environment of Saffron Walden of continued development;
- Most recently, in the current minutes, at PP42, Cllr Barker refers to a need for 4300 new homes in new settlements "if other allocations were met", so she certainly appears to have pre-decided on certain other allocations. I was not aware that any allocations had been decided

I urge you to change tack, adopt a transparent spatial strategy process which follows the evidence and avoid the risk of another Plan rejection.



**Committee:** Planning Policy Working Group

**Agenda Item**

**Date:** 17 May 2017

**3**

**Title:** Infrastructure Delivery Plan – Summary  
Paper of Emerging Findings

**Author:** Richard Fox, Planning Policy Team Leader      **Key decision:** No

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### Summary

1. This summary paper sets out the progress made to date in respect of the Infrastructure Delivery Plan that will underpin the Local Plan when it is published.

### Recommendations

2. That PPWG note the emerging findings of the Infrastructure Delivery Plan.

### Financial Implications

3. None

### Background Papers

4. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

### Impact

- 5.

Communication/Consultation	The documents will form part of the evidence base to the Local Plan.
Community Safety	N/A
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal Implications	N/A
Sustainability	A sustainability appraisal will be undertaken on the whole plan
Ward-specific impacts	All Wards
Workforce/Workplace	N/A

**Situation**

- 6. The Infrastructure Delivery Plan (IDP) is a supporting document for the emerging Local Plan. The IDP covers the plan period up until 2033 although its content will be monitored and periodically reviewed.
- 7. The IDP takes a purposely strategic view of the infrastructure needs and requirements arising from the likely scale and distribution of future growth in the district.
- 8. The IDP is thus very much a 'living document'.

**Risk Analysis**

9.

Risk	Likelihood	Impact	Mitigating actions
Insufficient information is available to make an informed decision.	1. The Council is working to a project plan to ensure there is a proportionate evidence base.	Local Plan found unsound.	Prepare proportionate evidence.

- 1 = Little or no risk or impact
- 2 = Some risk or impact – action may be necessary.
- 3 = Significant risk or impact – action required
- 4 = Near certainty of risk occurring, catastrophic effect or failure of project.



# Uttlesford Local Plan Infrastructure Delivery Plan (IDP)

Summary Paper of Emerging Findings

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Troy Planning + Design  
For Uttlesford District Council

May 2017

# Uttlesford Local Plan Infrastructure Delivery Plan

Summary Paper of Emerging Findings

May 2017

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# 1. Status and approach to the IDP

## 1.1 Status of the IDP

1.1.1 The IDP is a supporting document for the emerging Local Plan. The IDP covers the plan period up until 2033 although its content will be monitored and periodically reviewed.

1.1.2 The IDP takes a purposely strategic view of the infrastructure needs and requirements arising from the likely scale and distribution of future growth in the district. This is because there are: (a) different growth options associated with the existing towns and settlements, reflecting alternatives at Saffron Walden for example; and (b) a number of proposed new garden communities, not all of which will be selected as part of the preferred growth strategy in the Local Plan.

1.1.3 The IDP is thus very much a 'living document'. As more detail emerges as to the preferred scale and direction of growth, and the nature of the new garden communities, then it will be possible to revisit and update the IDP. Until that time the key infrastructure items are identified, as far as has been possible.

## 1.2 National policy context

1.2.1 The context for the IDP is provided by the National Planning Policy Framework (NPPF). Paragraph 156 states:

*"Local planning authorities should set out the strategic priorities for the area in the Local Plan. This should include strategic policies to deliver:*

- *the provision of infrastructure for transport, telecommunications, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat);*
- *the provision of health, security, community and cultural infrastructure and other local facilities."*

1.2.2 Paragraph 162 goes on to state that:

*"Local planning authorities should work with other authorities and providers to:*

- *assess the quality and capacity of infrastructure for transport, water supply, wastewater and its treatment, energy (including heat), telecommunications, utilities, waste, health, social care, education, flood risk and coastal change management, and its ability to meet forecast demands; and*
- *take account of the need for strategic infrastructure including nationally significant infrastructure within their areas."*

1.2.3 It is important to note that the IDP addresses 'strategic' infrastructure priorities as distinct from very localised infrastructure needs arising from individual planning applications. As such, the approach of the IDP is to assess the needs arising from larger identified sites which individually, or in combination, will contribute towards addressing the strategic objectives of the emerging Local Plan. It is acknowledged that there will also be growth arising from small, non-strategic sites which could be

significant in certain locations. Such growth could therefore represent a burden on existing infrastructure networks. However, even in such locations, it is unlikely that such growth will result in the need for additional strategic infrastructure, e.g. schools, medical facilities, utilities infrastructure. As such, it has not been addressed directly in the IDP although infrastructure providers have, in engaging with the IDP process, identified general burdens on existing infrastructure from growth which have been reflected in the study.

### 1.3 **Engagement with infrastructure providers**

1.3.1 Discussions, meeting and workshops have taken place with a variety of infrastructure providers both within the District Council and external organisations to develop an understanding of what infrastructure is needed. This process has enabled these infrastructure providers to think more strategically in terms of future provision and the challenges brought about by significant growth in the long term. In so far as the information has been made available, this IDP brings all these agencies' plans together in one document. This should encourage inter-relationships between parties and provides an opportunity to share information and align / coordinate infrastructure investment plans and programmes as well as potentially co-locate infrastructure. Organisations contacted as part of this IDP include:

- Abellio (Train Operating Company)
- Anglian Water
- Arriva Buses
- BT Openreach
- East of England Ambulance Service
- Environment Agency (EA)
- Essex and Kent Police
- Essex County Council (ECC) (covering all strategic functions, e.g.: schools, transport, waste etc)
- Essex County Fire & Rescue Service
- Essex Superfast Broadband
- Essex Wildlife Trust
- Fibre Wifi
- Greater Cambridge Greater Peterborough Local Economic Partnership (GCGP)
- Hertfordshire and West Essex Clinical Commissioning Group (CCG) / National Health Service (NHS)
- Highways England
- MAG Airports: Stansted Airport
- National Grid
- Natural England
- Network Rail
- Sport England
- Sustrans
- Thames Water
- UK Power Networks

## 1.4 Approach

1.4.1 This document has been written during a time of significant change, with the Government reforming many of the public services that are responsible for providing and planning infrastructure. This is likely to have an impact on provision, delivery and funding, and how the relevant organisations are able to respond in relation to future growth.

1.4.2 In addition, it is often difficult to be certain about infrastructure requirements so far into the future, as the detail of many development schemes is not currently known. Therefore, this IDP is intended to be a document which is regularly updated given the uncertainty and fluid nature of planning for infrastructure.

1.4.3 There are also other important principles regarding the approach and issues that the IDP has to recognise.

- The IDP does not seek to make up for historic deficits in infrastructure. However, there are instances where supporting growth might most effectively be achieved through the upgrading of existing facilities. This could include, for example, extending existing schools or enhancing current public transport services.
- Not all housing and employment growth planned for individual sites will attract specific additional infrastructure requirements that can be addressed through the development of that site alone. In most cases, the infrastructure needs that have been identified reflect the cumulative impact of growth in a wider area, e.g. based upon growth in and around existing settlements or proposed new garden communities.
- The assessment of infrastructure needs has been based upon the trajectory for development in the existing settlements and at the proposed new garden communities.
- The IDP, for most infrastructure items, presents the 'worst case scenario' in terms of needs. In the case of social, community, leisure and green infrastructure needs, this is because the methodology for establishing the scale of need is based on calculations per head of the population. In reality, much of the infrastructure that is provided in most locations will be provided either in the form of improvements to existing facilities or as co-located facilities. In particular, co-location is likely to become a growing trend which recognises the limited amount of funding available and, in more urban locations, a lack of land to provide all the requirements individually.
- Co-location is likely to take many forms. Schools are increasingly looking to raise revenue by hiring out sports pitches and other facilities outside of school hours. Equally, the shift in primary healthcare provision to larger health hubs means larger buildings that could share facilities with other health providers – opticians, dentists, physiotherapists, etc – but also equally with a range of other uses, both commercial and community, e.g. retail, community centres, libraries, etc. Indeed, the limited resources available for provision of, for example, library and community services has spawned many excellent examples of alternative types of provision with different management structures to those traditionally used.

1.4.4 Whilst it is important to recognise such changing ways of providing services, it is extremely difficult for an IDP to be definitive about what these could be. There are too many options open as to how this is provided and this could therefore have a significant impact on needs and costs. However, such provision, particularly on larger strategic sites such as the proposed 'garden settlements' where new health hubs and schools are to be provided, should be recognised as the way such infrastructure needs will be provided over the plan period.

## 1.5 Types of infrastructure

1.5.1 The term 'infrastructure' covers a wide range of services and facilities provided by public and private organisations. The definition of infrastructure is outlined in section 216(2) of the Planning Act 2008 (as amended). The Uttlesford IDP covers a mix of physical, social and green infrastructure, including:

### *Physical infrastructure:*

- Transport
- Utilities
- Water
- Waste

### *Social infrastructure:*

- Schools and other educational facilities
- Health and social wellbeing
- Emergency services
- Social and community (including libraries, allotments and community halls)

### *Green infrastructure:*

- 'Designed landscapes' (including Country Parks)
- Natural / semi-natural green space

## 1.6 Categorising infrastructure

1.6.1 The infrastructure detailed within the IDP has been categorised as either:

- **Critical:** Delivery of the identified infrastructure is critical and without which development cannot commence (e.g.: some transport and utility infrastructure).
- **Necessary:** The identified infrastructure is necessary to support new development, but the precise timing and phasing is less critical and development may be able to commence ahead of its provision (e.g.: schools and health care).
- **Important:** Delivery of the identified infrastructure is important in order to help build sustainable communities, but timing and phasing is not critical over the plan period (e.g.: libraries, green infrastructure and youth provision).

## 2. Physical infrastructure

2.1.1 There are some key challenges and risks to growth associated with the need for physical infrastructure in the district. These are summarised below:

### M11 Junction 8:

2.1.2 Junction 8 of the M11 is already under pressure. It has been identified as a problem junction by Highways England with a severe level of congestion. Whilst interim solutions have been funded a solution will be required for it to be able to accommodate traffic associated with additional growth over the plan period (and beyond). A scheme is likely to appear in the next Road Investments Strategy.

2.1.3 An improved Junction 8 is considered a critical piece of infrastructure and until it is in place, represents a risk to growth.

### Access to areas of growth from the strategic highway network:

2.1.4 Access to areas of new growth and development from the strategic road network are considered critical pieces of infrastructure. In particular:

- Upper levels of growth would place pressure on the road network in Saffron Walden, exceeding capacity at a number of junctions during the plan period.
- Improvements to the road network in Great Dunmow, primarily in and around the town centre, may be needed in the plan period.
- Growth at Great Chesterford will likely exacerbate pressure on the A505 (in South Cambs). Improvements to the A505 are however required with or without Great Chesterford coming forward as a new garden community and so is not seen as a constraint to development.
- Birchanger, which is located in close proximity to M11 Junction 8, would generate adverse impacts on the M11 and A120.
- The current permitted scale of growth at Stansted Airport can be accommodated within the interim solutions to M11 Junction 8. However, additional junction improvements would be required for any further growth (over and above 35MPPA).
- Although access from the A120 into the proposed garden settlement at Easton Park is considered achievable, the current scheme being promoted only shows a single point of access to serve a new settlement of 10,000 new homes. As a minimum, two access points will be required, which will help ensure network resilience. Unless an additional access point onto the strategic highway network can be identified and delivered, access to Easton Park is a risk to scheme delivery.
- Access to the proposed garden settlement at Elsenham is considered difficult to achieve given the complexities associated with access to the M11 (a new junction might be needed but would be difficult to deliver) and the

A120 (which would be convoluted given the need to route around Stansted Airport). It thus presents a major risk to development in this location.

- Further growth at Takeley, as proposed through the new garden community, would be difficult to achieve given additional pressures that would be placed on M11 Junction 8. This is a risk to development at this location.
- Access to the strategic road network from the proposed Chelmer Mead new garden settlement is considered difficult to achieve, with no direct links to the A120 possible. This is a risk to development in this location.
- Access to the A120 from the proposed West of Braintree new garden community is considered feasible, though does require the two separate proposals (Boxted Wood and Andrewsfield) to be considered together and impacts on the A120 at Great Dunmow to be further assessed.

#### Sustainable access:

- 2.1.5 Alongside the access arrangements outlined above, all major growth locations would be required to deliver a package of sustainable travel measures, including bus, walking and cycling routes. These are all considered necessary items of infrastructure. It is important that any passenger transport services provided or amended are deliverable and viable in the long-term.

#### Rail:

- 2.1.6 Improvement to rail services are considered necessary. Although there are a series of projects being explored at the moment which could increase capacity and frequency, further consideration of the preferred scale and distribution of growth in the district may need to be factored into further improvements, including station access improvements. This however is not considered a risk to growth.

#### Water infrastructure:

- 2.1.7 Provision of water infrastructure is critical and could be a risk to the spatial distribution of growth in the local plan period. Although it is considered that growth in the existing towns and settlements can be accommodated, upgrades will be required to the foul sewerage network. Growth at the proposed new garden communities will place additional burdens on foul water capacity over and above this.
- 2.1.8 Major upgrades and new water supply infrastructure will be required for the new garden communities. The detail of what is required will need feeding into the next round of the asset management plans for Anglian and Thames Water, which run from 2020 – 2025.
- 2.1.9 The delivery of technical and feasible solutions also needs considering alongside environmental concerns. The EA has advised that the level of discharges into water courses is currently at its limit and that additional permits for increased discharges may not be granted. Therefore, growth without appropriate water infrastructure, particularly at the garden settlements, is a major risk to delivery.

Electricity network:

- 2.1.10 It is considered that in the short term sufficient capacity exists within the electricity network to accommodate growth. However, to support the upper end of development in the proposed garden settlements, and depending upon which garden settlements come forward in the Local Plan, new network and or primary substations would be required at Elsenham, Great Chesterford, Easton Park and West of Braintree. Localised reinforcements would also be required at Takeley and Birchanger. This infrastructure is considered necessary but is not thought to be a risk to development.

Gas, waste and broadband services:

- 2.1.11 Provision of gas, waste and broadband services are all considered necessary but do not pose risks to the scale and distribution of growth in the local plan period.

## 3. Social infrastructure

3.1.1 Social infrastructure in this IDP includes education (comprising early years and childcare, primary and secondary schools), healthcare, emergency services, libraries, community centres, allotments and open space / play and leisure provision. Emerging findings are summarised below:

### Education:

3.1.2 Education is considered to be necessary infrastructure. Where new development is to take place in existing towns and settlements existing facilities may need expanding. Equally, and where new development is of a certain size, then new facilities may be required: the scale of growth in Saffron Walden and Great Dunmow will likely require new primary school provision. Where new primary schools are provided, it may also be possible to incorporate new early years spaces with these.

3.1.3 There are though challenges in Thaxted and Takeley where scope to expand existing schools is limited. Alternative arrangements in these locations would need to be considered. These settlements also pose challenges for secondary school needs generated from development: pupils would need to travel away from the towns for schooling. Elsewhere, extensions of existing secondary schools will be required. This could be challenging in Saffron Walden and Great Dunmow though where existing school sites are constrained.

3.1.4 Education provision within the proposed garden communities could help provide for needs. School place provision in these has been determined in line with guidance established by Essex County Council: the package of infrastructure outlined by site promoters for the garden communities is broadly in accordance with this guidance. Provision in each of the garden communities would be linked to particular trigger points and require financial contributions and provision of land.

### Health care:

3.1.5 Health care provision is currently undergoing change and the CCG for the area (Herts and West Essex) is preparing a Sustainability Transformation Plan (STP), part of which includes a new digital programme and facilities combined with other services.

3.1.6 It is thought that a new hub facility would most likely be needed in Great Dunmow and that the proposed garden communities should include health centres. The exact size and type of provision will though be determined following more detailed understanding of the scale and type of growth to come forward in different locations across the district.

3.1.7 Healthcare provision is categorised as necessary infrastructure.

Other social infrastructure items:

- 3.1.8 Beyond education and health there are no major risks to growth associated with the provision of social infrastructure. Contributions will be required to new community centres and youth facilities, which could comprise co-located buildings with libraries and health provision. These are categorised as important infrastructure items.
- 3.1.9 Allotments, open space, play and leisure facilities should be masterplanned into new development areas in line with general standards for provision. However, and subject to future models, some of this could be provided alongside or within new school sites.

## 4. Green infrastructure

- 4.1.1 Existing research demonstrates that a high proportion of households in the district have limited access to natural greenspace. Furthermore, there is an identified need for a new Country Park in the district, which would both increase provision and access, but also relieve pressure on the Hartfield Forest.
- 4.1.2 The proposed new garden communities, by their very nature, include good levels of greenspace provision and some of these also allow for provision of a new Country Park.
- 4.1.3 A key outstanding question is how the Country Park(s) would be managed and maintained; that is whether they would be retained within the control of the landowners or whether they would be transferred to the County / District to run. The Great Notley Country Park in Braintree is a good example of a successful facility run by the County and which could be a model to be considered in Uttlesford.
- 4.1.4 The Flitch Way, which follows the route of the former railway between Braintree and Stansted, forms an important part of the network of green infrastructure in the district. It provides for cycling and walking connections. Access to this and improvements to the quality of the route would be sought, particularly from those areas of proposed growth close to the Flitch Way, including garden communities at Easton Park and West of Braintree.
- 4.1.5 The green infrastructure items outlined above are considered necessary infrastructure. Their form and nature of delivery will be further considered through the preferred options process and the next level of detail that will emerge as the preferred new garden communities are identified. There are no major risks to growth in relation to Green Infrastructure, however the quality and effective coordination of its planning and delivery will be a key determinate in realising quality place-making in the local plan period.



**Committee: Planning Policy Working Group**

**Agenda Item**

**Date: 17 May 2017**

**4**

**Title: Uttlesford Transport Study Briefing**

**Author: Alan Gilham, Planning Officer**

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### **Summary**

1. This report briefs PPWG on the position at the time of writing as regards the Uttlesford Transport Study including:-
  - District Study
  - M11 Junction 8 Assessment
  - South Cambridgeshire Junctions Assessment

### **Recommendation**

2. To note the briefing below with the final outcomes/published studies to be reported in full to PPWG on 22 June 2017.

### **Financial Implications**

3. None

### **Background Papers**

4. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

None

### **Impact**

- 5.

Communication/Consultation	N/A
Community Safety	N/A
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal Implications	N/A
Sustainability	Growth effects congestion/modal travel split
Ward-specific impacts	All
Workforce/Workplace	N/A

### **Situation**

## 6. Introduction

The district study is being prepared by White Young Green on behalf of the Council to assess the transport impacts in the district of local plan growth. The study:-

- is a strategic level assessment in line with government policy and best practice
- examines the likely transport impacts of different spatial distribution options
- will present a comparison of the transport implications of growth

The study area covers the whole of the UDC and also parts of adjacent districts as advised by the relevant transport authorities Essex, Cambridgeshire, and Hertfordshire County Councils.

The study provides evidence on:

- Existing baseline data;
  - sustainable travel/potential for improvement
  - network flows/traffic congestion
- Sustainable approach to travel in the district;
  - Policy improvements
  - Traffic impact of different scenarios/patterns of growth/accessibility
  - Impact on strategic infrastructure/measures needed

The objectives of the study are:

- Develop understanding of key highways issues including objections raised by Highways England on the withdrawn local plan
- Use recognised good practice/involve Essex County Council and Highways England
- Compile evidence on traffic impacts/sustainable travel/potential for improvements
- Consider implication for a sustainable pattern of development and impact on modal share
- Consider the reasonable options via applying the outcome of the above to a sieving process of the best performing options

### Review of Inspectors transport comments on withdrawn plan

The inspectors report on the withdrawn local plan identified areas of transport concern. The study therefore began with a review of the inspectors transport considerations.

### Transport Policy and Programmes

The study includes a full review of relevant transport policy including national policy and local policies and programmes that may affect the transport situation in the district.

### Existing transport network/infrastructure

The study indicates the districts most significant transport infrastructure is along the M11 and A120 corridors including rail links to London and Cambridge. Transport connections in the district are focused on the M11, A120 and train stations on its western and southern edges. The M11 J8 interchange is a key junction in the district providing access to Stansted Airport and the M11 and A120 transport corridors. The B184 forms a north/south spine for the district connecting its two largest settlements. In the rest of the district connections/highway network are limited.

### Baseline assessment/Sustainable transport modes/Sustainable approach

The study looks at commuting trends/modal travel shares. Initial work indicates long distance out commuting from a largely rural area to a wide range of attractors including London with implications for strategic and local transport infrastructure. Sustainable transport is a particular issue in the district with most travel by car and some sustainable travel modes negligible. A large portion of the study is therefore dedicated to:

- Understanding the causes of this travel behaviour
- Developing a sustainable approach
- How the local plan can improve the situation

For sustainable modes work indicates the following trends in the district:

- Average levels of rail use
- Low bus use/challenging to operate on commercial basis with most services centred on Stansted Airport, Saffron Walden and Great Dunmow
- Low cycle use/limited infrastructure
- Walking mode share reasonably high/well connected network in towns

Equally the use of active modes varies greatly across the District. On average for travel to work 11% is by active mode of which 91% is walking. However 22% of such travel is by active modes in Saffron Walden with 13% in Great Dunmow and just 5% or less in most villages. Walking is by far the most popular active travel mode in the district.

This background information will be used to inform a supporting Note on sustainable travel and the potential accessibility of future growth. This will include the following accessibility criteria to assess new settlement proposals;

- Internal service/amenity provision
- Access to existing rail services
- Access to existing bus services
- Quality of existing bus services
- Ease of implementing new bus services
- Pedestrian/cycle accessibility
- Potential pedestrian/cycle accessibility
- Existing access to strategic road network

Sustainable transport measures will then be developed from these outcomes.

#### Existing stress on the highway network in the study area

The study examines existing traffic flows on the network using up to date traffic data including commissioning 46 new traffic counts. No roads within the district are exceeding or approaching capacity although a number outside of the district are experiencing such stress. The study also examined road junctions within the study area and found the following settlements in the district contained junctions experiencing stress;

- Saffron Walden
- Newport
- Felsted
- Stansted Mountfitchet
- Takeley
- Great Dunmow

The details of the above road and junction data will be provided in the full report.

#### Testing of growth scenarios

The study has tested and analysed 27 growth scenarios to help consider transport impacts. These scenarios are based on different;

- Levels of housing and employment growth
- Growth distributions including;
  - two or three new settlements
  - different growth levels in towns and villages

Based on the Areas of Search in the Issues and Options Consultation, whether interest received in the 'Call for Sites Consultation' and the findings of the Green Belt study the following six new settlement locations have been tested;

- M11 Junction 9a East (Great Chesterford)
- Elsenham
- West of Great Dunmow (Easton Park)
- West of Braintree
- Little Dunmow (Chelmer Mead)
- North of Takeley

Birchanger/AOS 4 strongly meets the purpose of Green Belt so was not tested further at this stage.

The emerging findings of the study indicate that none of the scenarios resulted in unacceptable increased traffic flows.

## Analysis of M11 Junction 8

The study models the impacts of growth on the above as advised by the County Council and Highways England. In particular the study uses the County Council's planned short to medium term improvement scheme that has successfully completed a first round bid for funding. The County Council will also be modelling the impacts of major long term improvements to J8 to inform a future bid for government funding.

## Analysis of South Cambs junctions

As part of the district study more detailed assessment of junctions in South Cambridgeshire was undertaken following comments from Cambridgeshire County Council and South Cambridgeshire District Council. Initial work indicated most traffic impacting on these junctions was not as a result of the UDC local plan development scenarios. Therefore following discussions with Essex CC/Cambs CC/Highways England/South Cambs District Council a proportionate methodology was agreed to model/identify impacts and the possible range of mitigations at;

- M11 junction 10
- A505/A1301 roundabout
- A11/A1307 Four Wentways roundabout

The emerging findings of this work indicate that with mitigation works at these junctions the proposed growth in Uttlesford can be accommodated. Officers will take forward the final outcomes of the above work when considering the emerging local plan.

## **Risk Analysis**

7.

Risk	Likelihood	Impact	Mitigating actions
If the Council does not have NPPF compliant evidence the Local Plan could be found unsound	1 - Low	Delays in adopting the Local Plan	Making sure that the evidence is up to date and in accordance with the relevant regulations and NPPF.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.



**Committee:** Planning Policy Working Group

**Agenda Items**

**Date:** 17 May 2017

**5, 6, 7**

**Title:** Topic Papers

**Author:** Sarah Nicholas, Senior Planning Officer

Key decision: **No**

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### Summary

1. Appended to this report are 3 topic papers considering the landscape, historic assets and ecological assets within and adjoining the new settlement / neighbourhood locations.
2. The purpose of the topic papers is to undertake a desk based survey of the sites and identify whether there are significant areas of information which are currently lacking and needed as evidence in preparing the Local Plan.
3. The topic papers were prepared by the Council's Landscape Officer, Conservation Officer and Planning Officer.

### Recommendations

4. For information

### Financial Implications

5. None

### Background Papers

6. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

### Impact

- 7.

Communication/Consultation	The documents will form part of the evidence base to the Local Plan.
Community Safety	N/A
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal	N/A

Implications	
Sustainability	A sustainability appraisal will be undertaken on the whole plan
Ward-specific impacts	Littlebury, Chesterford and Wendens Lofts Elsenham and Henham Takeley Thaxted and The Eastons Flitch Green and Little Dunmow Felsted and Stebbing
Workforce/Workplace	N/A

### Situation

8. The three topic papers that are appended relate to landscape character, historic assets and ecology. All these matters are important considerations in determining which potential new settlements can be allocated in the local plan.
9. The papers indicate that there will be impacts on these areas. However, it must be borne in mind that these issues are part of the planning balance that needs to be met in determining which sites to allocate and needs to be considered in the light of other factors such as housing need etc. Consideration also need to be given to mitigating the negative impacts of growth on landscape, historic assets and ecology.

### Risk Analysis

10.

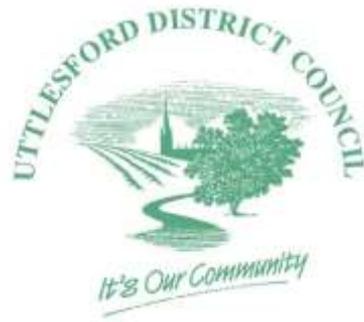
Risk	Likelihood	Impact	Mitigating actions
Insufficient information is available to make an informed decision.	1. The Council is working to a project plan to ensure there is a proportionate evidence base.	Local Plan found unsound.	Prepare proportionate evidence.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.



**Topic Paper**

**Ecological Sites on and adjacent to New Settlement/Neighbourhood Proposals**

**May 2017**

## Introduction

The purpose of this paper is to identify the sites designated for their ecological importance within and adjoining the new settlement/neighbourhood sites. The information will identify whether there is a need for further survey work.

The paper looks at the following development sites:-

- North Uttlesford, Great Chesterford
- North east of Elsenham
- Land north and east of Takeley (Greater Priors Green)
- Little Easton (Easton Park)
- Little Dunmow (Chelmer Mead)
- West of Braintree, Stebbing (Boxted Wood and Andrewsfield Garden Village)

There are no International Designations within the District. The Council will undertake a Habitats Regulation Assessment which will assess the impact of policies on international sites in adjoining authorities.

The following sites are identified from the following sources

- SSSI – Natural England - <https://designatedsites.naturalengland.org.uk/>
- Local Wildlife Sites (County Wildlife Sites) including Ancient Woodlands and Special Verges. A district wide assessment was undertaken by Essex Wildlife Trust in 1994 and a partial resurvey by Essex Ecology Services Ltd, concentrating on the West Anglian railway route between Bishop's Stortford and Great Chesterford and the A120 corridor between Bishop's Stortford and the district boundary near Rayne, Braintree was undertaken in 2007. The date a site was surveyed is indicated. It is noted if according to Essex Wildlife Trust, a site is in Positive Conservation Management.
- Protected Lanes – Uttlesford Protected Lanes Assessment (March 2012)

In 2013 Essex Ecology Services Ltd (a wholly owned subsidiary of Essex Wildlife Trust) carried out an alert mapping exercise across the district using aerial internet photography and old Ordnance Survey maps. Although not an exhaustive exercise it identified sites of potential ecological importance and worthy of further survey work.

If a developer has undertaken ecological assessments as part of the call for site evidence an extract of the summary / conclusions is provided.

## **National designations**

### *Adjacent Site*

Hildersham Wood SSSI – Ancient woodland of ash-maple type lying on the chalky Boulder Clay. Its ancient origin is reflected in the rich variety of woodland plants and associated communities which it supports. Such woodland habitat is now very localised in extent, both locally and in lowland England as a whole.

Natural England last assessed the site in 2008 and identified it as being in ‘unfavourable’ condition but ‘recovering’ where the site is not yet fully conserved but all the necessary management mechanisms are in place.

## **Local designations**

### *Within/edge of site*

Ufd71 - A11, Chesterford Protected Roadside Verge (1994)

Ufd74 - Great Chesterford Road Verge (part within and part beyond) (2016). This site was surveyed in 2016 as part of the Special Roadside Verges project and found to be in favourable condition. The site is in positive conservation management.

These sites support chalk grass flora.

### *Beyond site*

Ufd103 – Burton Wood – Ancient Woodland (1994)

Ufd104 – Crave Hall Meadow - Grassland flora (1994)

Ufd110 – Paddock Wood – Ancient Woodland (1994)

## **Other sites identified as being of potential ecological importance**

### *Within the site*

Old woodland within site, on north eastern boundary

## **Developer submission**

Extract from Phase 1 Ecology Report July 2016; section 4: Evaluation and Conclusion.

4.1 Overall the site was of limited value in habitat and botanical terms being dominated by intensive arable land.

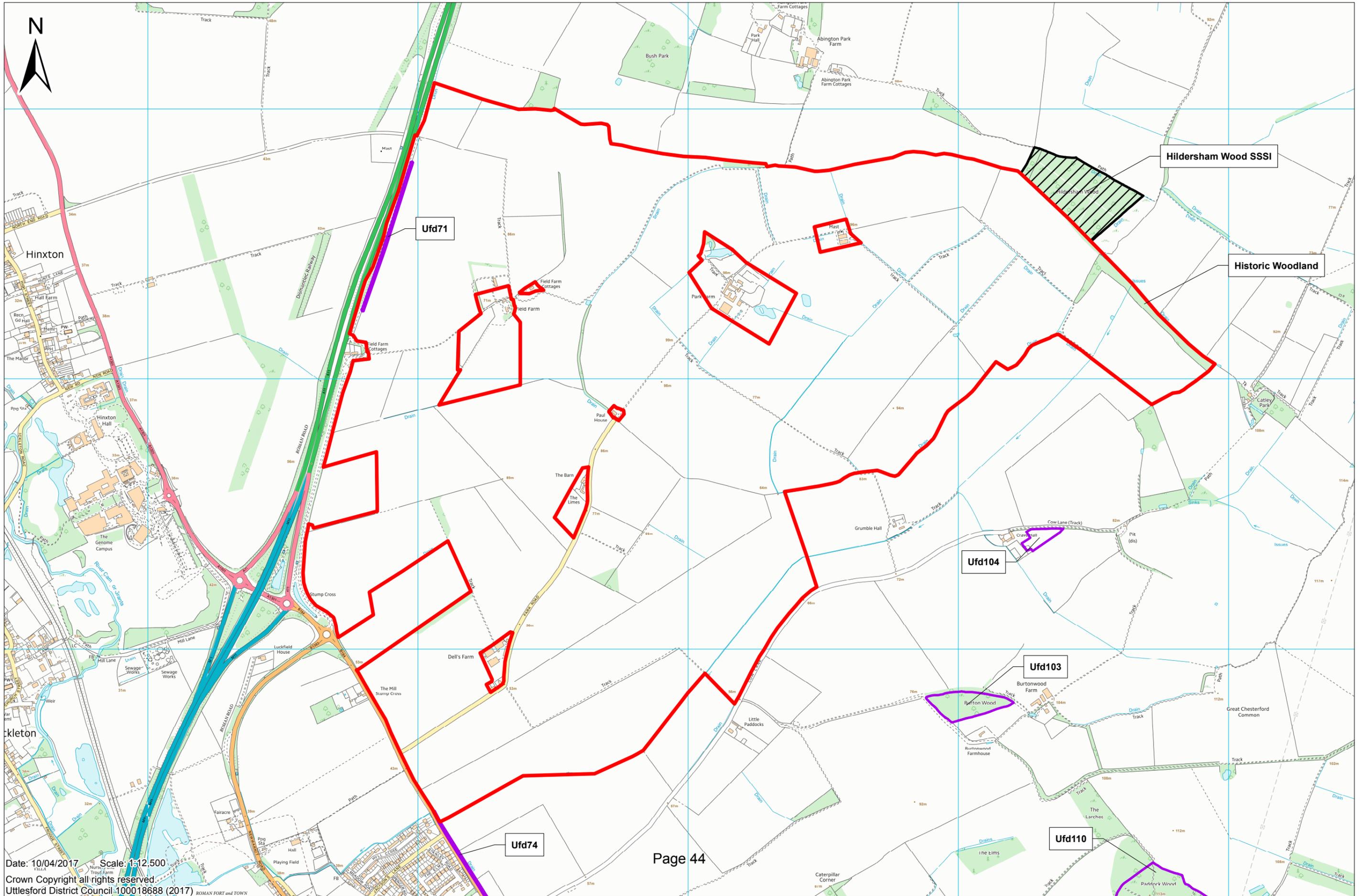
4.2 In terms of nature conservation designations, a small area of Hildersham Wood SSSI is located with the study area (0.3ha) and a LWS road verge is present along the A11 road embankment and is probably at least partly within the study area.

4.3 Aside from these designated areas, the main habitat interests relate to hedgerow boundaries / mature boundary trees, occasional wet ditches, ponds and in particular an L-shaped linear block of broadleaved woodland in the site’s north-east corner, close to Hildersham Wood SSSI. This area of woodland had ancient woodland character (albeit it is not included on the Ancient Woodland inventory), being dominated by mature oaks and with a relatively varied understorey and woodland ground layer.

## **Conclusion**

Special Roadside Verge Ufd71 lies on the development site boundary and an historic woodland lies within the site on the norther east boundary. Up to date information on these sites is required as part of an overall ecological survey accompanying any eventual planning submission.

# Great Chesterford Ecological Sites



## North East of Elsenham

### **National designations**

#### *Beyond the site*

Elsenham Woods SSSI - Eastend Wood and Pledgdon Wood. Elsenham Woods are predominantly ancient mixed woods supporting the wet ashmaple, oak-hornbeam and wych elm woodland types. The site comprises Eastend Wood and Pledgdon Wood, both situated on the chalky boulder clay of north-west Essex, less than half a mile apart. Both woods support a diverse assemblage of species, including the nationally uncommon Oxlip. Eastend Wood was surveyed in January 2016 and Pledgdon Wood in March 2017. Both woods are found to be in 'Favourable condition' with the site being adequately conserved.

### **Local designations**

#### *Beyond the site*

UTTLANE45 Protected Lane – Henham – Little Henham Hall. The biodiversity value of the lane is classified as being non-designated assets including continuous mixed species hedgerows, mature trees (including TPOs), grass verge with flowering plants, ponds.

Ufd131 – Lady Wood / Regent's Spring - ancient woodland. The eastern section of Lady Wood abuts the SSSI Pledgdon Wood. (2007)

Ufd95 – Alsa Wood - Large ancient woodland, a former SSSI which is now bisected by the M11 (2007). Part of this site is in positive conservation management.

The 2007 review no longer found the following sites met the criteria to be Local Wildlife Sites due to poor management. They are identified as Potential Local Wildlife Sites pending restorative management and further survey work

PLoWS12 Elsenham Hall Fields

PLoWS13 Pennington Hall Meadow

PLoWS14 Elsenham Landfill

### **Developer submission**

Habitat and species survey reports submitted to support planning application Land North East of Elsenham UTT/13/0808/OP

Extract from EIA Chapter 8 Ecology and Nature Conservation

8.1.1 This chapter assesses the likely significant effects of the proposed development upon 'receptors' or 'resources' of ecology and nature conservation value.

8.1.4 An Extended Phase 1 Habitat Survey of all land under the control of The Fairfield Partnership was undertaken initially to determine the habitats present and to highlight the suitability of those habitats present for protected species, with subsequent specialist species surveys undertaken to determine their presence absence as necessary.

Extract from EIA Volume 3: Non-Technical Summary

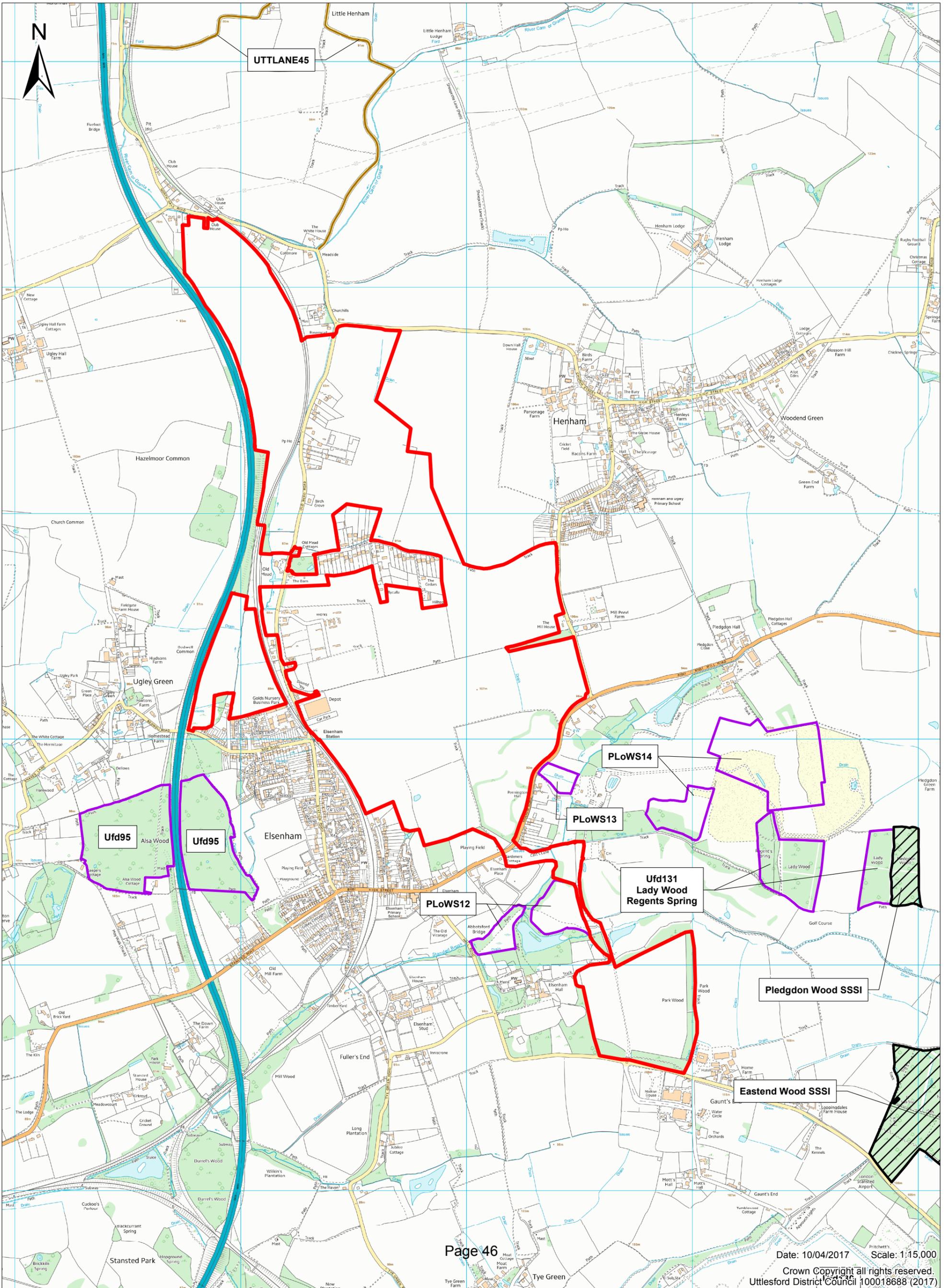
8.0 ECOLOGY AND NATURE CONSERVATION

8.1 The Proposed Development would have negligible effects on sites of nature conservation interest, specifically two statutory sites Elsenham Woods SSSI and Quendon Woods SSSI.

### **Conclusion**

There are no designated sites within the development site.

# Elsenham Ecological Sites



## Land north and east of Takeley (Great Priors Green)

### **National designations**

None

### **Local designations**

#### *Adjacent site*

Ufd146 - Prior's Wood – ancient woodland (2007)

UTTLANE166 Takeley – Warrish Hall Road 1 - The biodiversity value of the lane is classified as being non-designated assets including continuous mixed species hedgerows, mature trees (including TPOs), grass verge with flowering plants, ponds.

#### *Beyond site*

Ufd196 - Flich Way (2007) - This disused railway line has been taken over by the County Council as a bridle/pathway/linear country park which in addition acts as a valuable wildlife corridor throughout the south of the district, as well providing a good series of habitats in its own right. At nearly 34 hectares it is effectively one of the largest woodland/scrub/grassland habitats of high nature conservation value in the district. The site is in positive conservation management.

Ufd172 – Runnel's Hey – ancient woodland (1994)

UTTLANE156 Takeley Warrish Hall Road - The biodiversity value of the lane is classified as being significant lengths of intermittent hedge (with or without occasional mature trees) and verge surviving and individual non-designated assets e.g. pond or lane is adjacent/connected to designated asset e.g. Ancient Wood, SSSI

### **Other sites identified as being of potential ecological importance**

#### *Beyond site*

Adjacent River Roding, east of site - possible wet woodland habitats

### **Conclusion**

No designated sites lie within the development site. However Ufd146 and UTTLANE166 lie adjacent to the site boundary. Up to date information on these sites is required as part of an overall ecological survey accompanying any eventual planning submission.



## Little Easton (Easton Park)

### **National designations**

#### *Beyond the site*

High Wood SSSI - a wet Ash-Maple and Pedunculate Oak-Hornbeam wood developed over Chalky Boulder Clay and Loess on the main watershed between the Rivers Roding and Chelmer. Most of the wood is poorly drained giving rise to strongly gleyed soils, ranging from a neutral or weakly acidic series in the predominantly clay areas to strongly acidic series over the Loess. A rich and varied flora is associated with these soil types.

Natural England last assessed the site in 2015 and identified it as being in 'unfavourable' condition with 'no change' which means the site is not being conserved and will not reach favourable condition unless there are changes to the site management or external pressures.

### **Local designations**

#### *Within the site*

Ufd179 Philipland / Middlefield Wood – ancient woodland (1994)

Ufd194 Little Easton Airfield - This unusual site comprises broad strips of grassland which would have been adjacent to old airfield runways, and one isolated patch of grassland which together support scarce Essex flora. (2007)

#### *Beyond the site*

Ufd196 - Flicht Way (2007) - This disused railway line has been taken over by the County Council as a bridle/pathway/linear country park which in addition acts as a valuable wildlife corridor throughout the south of the district, as well providing a good series of habitats in its own right. At nearly 34 hectares it is effectively one of the largest woodland/scrub/grassland habitats of high nature conservation value in the district. The site is in positive conservation management.

UTTLANE90 – Little Easton/Tilty/Thaxted -Duck St. to Folly Mill Lane

UTTLANE94 – Little Easton - Common Lane

UTTLANE95 – Broxted - Water Lane

The biodiversity value of these lanes is classified as being significant lengths of intermittent hedge (with or without occasional mature trees) and verge surviving and individual non-designated assets e.g. pond or lane is adjacent/connected to designated asset e.g. Ancient Wood, SSSI.

UTTLANE92 – Broxted/Tilty - Broxted Road

UTTLANE96 – Broxted - Browns End Road

The biodiversity value of these lanes is classified having designated assets e.g. LOWS, Special Verge, Veteran pollards, Ancient Species Rich hedgerow(s) associated with the lane or its component parts.

UTTLANE97 – Little Easton - Laundry Lane - The biodiversity value of the lane is classified as having Non-designated assets including continuous mixed species hedgerows, mature trees (including TPOs), grass verge with flowering plants, ponds

## **Other sites identified as being of potential ecological importance**

*Within site*

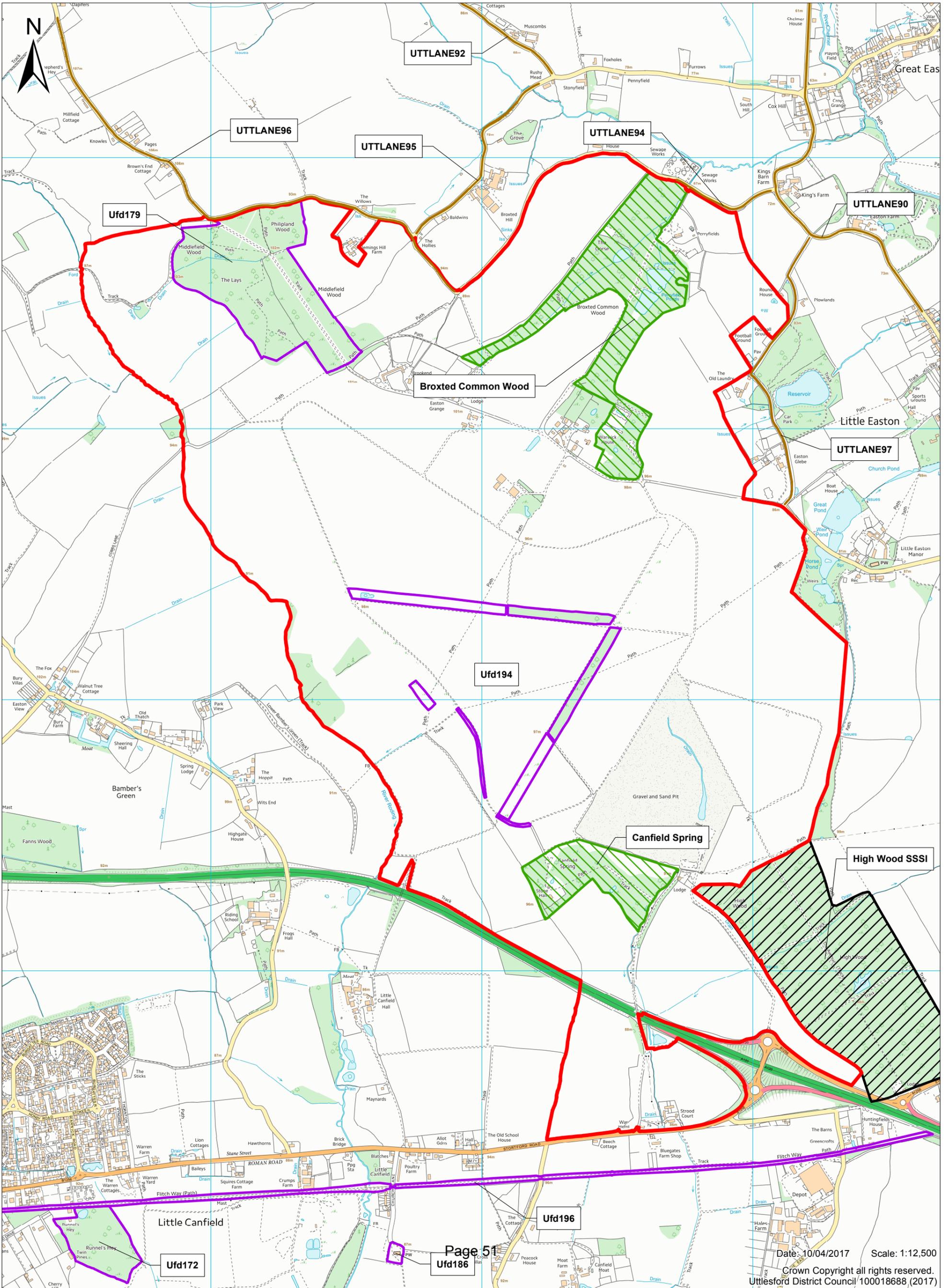
Canfield Spring -

Boxted Common Wood – a large mosaic of different habitats

## **Conclusion**

Two Local Wildlife Sites and two woodlands identified as being of potential ecological importance lie within the development site and a number of historic lanes adjoin the site boundary. Up to date information on these sites is required as part of an overall ecological survey accompanying any eventual planning submission.

# Easton Park Ecological Sites



## Little Dunmow (Chelmer Mead)

### **National designations**

None

### **Local designations**

#### *Adjacent site*

UTTLANE79 Bramble Lane - The biodiversity value of the lane is classified as being significant lengths of intermittent hedge (with or without occasional mature trees) and verge surviving and individual non-designated assets e.g. pond or lane is adjacent/connected to designated asset e.g. Ancient Wood, SSSI

#### *Adjacent/within site*

Ufd196 - Flich Way (2007) - This disused railway line has been taken over by the County Council as a bridle/pathway/linear country park which in addition acts as a valuable wildlife corridor throughout the south of the district, as well providing a good series of habitats in its own right. At nearly 34 hectares it is effectively one of the largest woodland/scrub/grassland habitats of high nature conservation value in the district. The site is in positive conservation management.

#### *Beyond site*

Ufd257 Homeley Wood – ancient woodland (2007)

### **Other sites identified as being of potential ecological importance**

#### *Edge of site*

Site east of Station Road - Rough grassland – potential reptile habitat

The Moors – scrubby grassland – potential reptile habitat, may have other interests

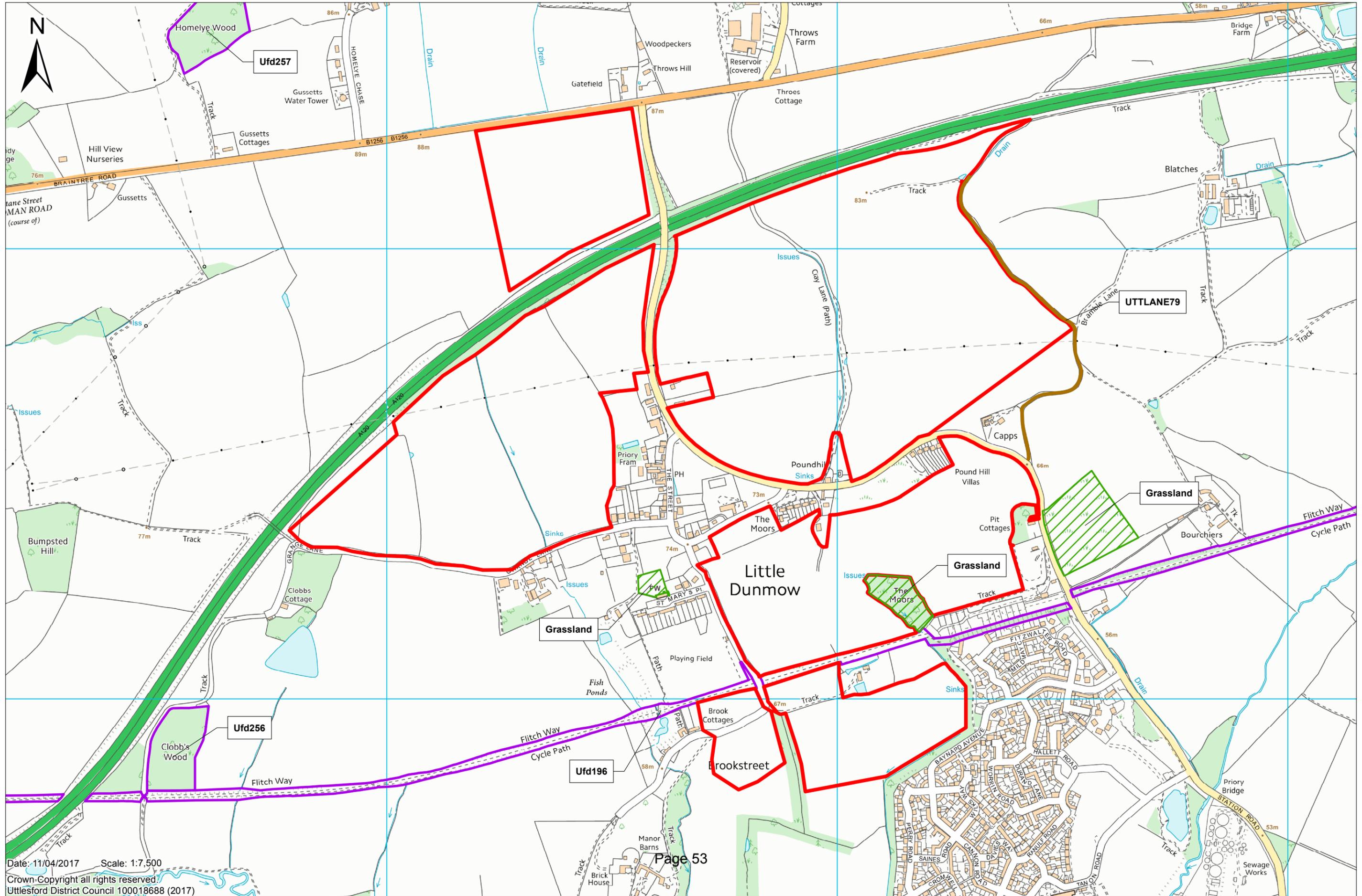
#### *Beyond site*

Church yard - grassland

### **Conclusion**

There are no designated sites within the development site, however there are some grassland sites adjoining the development site which may be of ecological importance and up to date information on these sites is required as part of an overall ecological survey accompanying any eventual planning submission.

# Little Dunmow - Chelmer Mead Ecological Sites



### **National designations**

None

### **Local designations**

#### *Within site*

Ufd281 Broxsted Wood – ancient woodland (2007)

#### *Beyond site*

Ufd278 Whitehouse Spring – ancient woodland (2007)

Ufd279 Mouslin Wood – ancient woodland (2007)

Ufd280 Stebbing Green (2007) – flower rich Green and sections of roadside grassland that were formally parts of grassy droves leading into the green. This site is surveyed by a local volunteer and is in positive conservation management.

UTTLANE77 – Stebbing – Whitehouse Road - The biodiversity value of the lane is classified as designated assets e.g. LOWS, Special Verge, Veteran pollards, Ancient Species Rich hedgerow(s) associated with the lane or its component parts

Ufd196 - Flich Way (2007) - This disused railway line has been taken over by the County Council as a bridle/pathway/linear country park which in addition acts as a valuable wildlife corridor throughout the south of the district, as well providing a good series of habitats in its own right. At nearly 34 hectares it is effectively one of the largest woodland/scrub/grassland habitats of high nature conservation value in the district. The site is in positive conservation management.

### **Other sites identified as being of potential ecological importance**

#### *Beyond site*

Rough grassland south of Mouslin Wood – potential habitat or reptiles plus other wildlife interest

Cannon Wood NE of Mouslin Wood – named wood on old OS maps, being indicative of older woodland stands.

### **Developer submission**

Extract from Andrewsfield Garden Village: Preliminary Ecological Assessment (June 2015)

#### **5. Conclusion and Recommendations**

##### **CONCLUSION**

5.1 The majority of site is considered to be of low ecological value due to the dominance of intensively farmed arable crops and isolated, heavily shaded linear woodland blocks (spinneys) lacking structural diversity.

5.2 Opportunities to enhance these relatively extensive uniform landscape features within the context of the proposed development are available including the replacement of the extant arable monoculture to more biologically diverse, accessible semi-natural habitats with reference to relevant habitats and species of principal importance in line with national planning policy and relevant legal drivers.

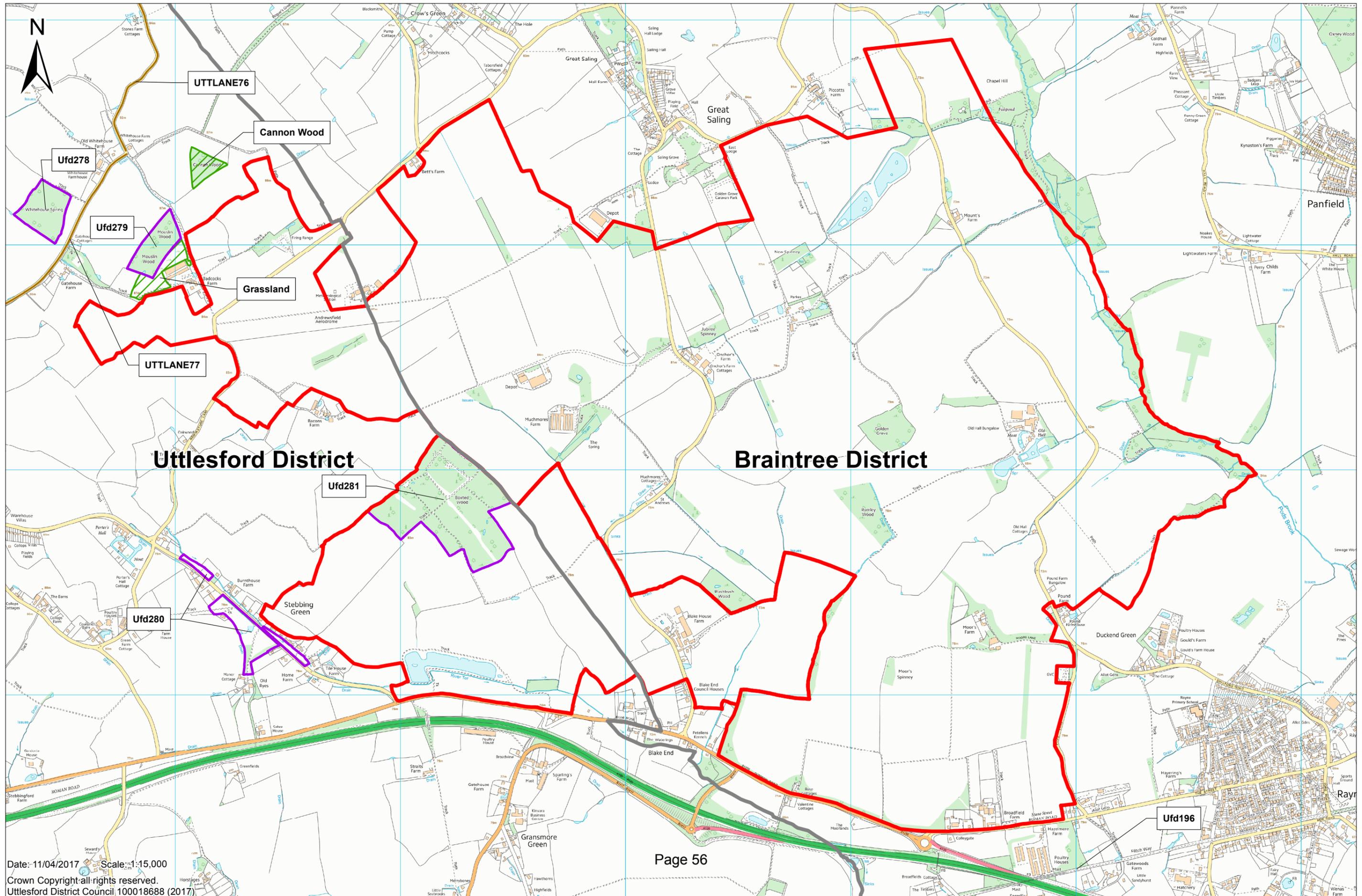
5.3 Habitats of higher ecological value including field margins, hedgerows, woodland and waterbodies are present throughout the site. These habitats have a greater potential to support rare and protected species. In addition certain species, such as farmland bird specialists, utilise the arable fields, increasing their value.

5.4 Notwithstanding the need for further detailed surveys, the retention, enhancement and management of more valuable habitats could be achieved through well directed and implemented design. Certain species, such as nesting skylark, would inevitably be lost from the site, however, these may be catered for through *ex situ* enhancements within the wider agricultural landscape to maintain and ideally enhance local / regional populations.

## **Conclusion**

Ufd 281 Boxted wood lies within the development site. There is a grassland site and Cannon Wood adjoining the development site which may be of ecological importance. Up to date information on these sites is required as part of an overall ecological survey accompanying any eventual planning submission.

# West of Braintree Ecological Sites



## New Settlement Proposals: Landscape and visual impact.

This paper looks at the significance and the effects of change resulting from the development of a new settlement on the landscape and on public views and visual amenity.

This report is not based on any site specific Landscape and Visual Impact Assessment (LVIA), or part of an Environmental Impact Assessment (EIA), undertaken by UDC.

Establishing the baseline landscape and visual conditions, when reviewed against the development description, form the basis for identifying and describing the landscape and visual effects of any particular proposal. The Landscape Character Assessment undertaken by Chris Blandford Associates (September 2006) has been used to inform this report. This 2006 study was jointly commissioned by UDC, Braintree DC, Brentwood DC, Malden DC, and Chelmsford BC. The approach and methodology used for the 2006 study was based on the guidance and best practice as set out in *Landscape Character Assessment – Guidance for England and Scotland* (Countryside Agency/Scottish Natural Heritage 2002). The current *Guidelines for Landscape and Visual Impact Assessment* (2013) does not depart from the previous guidance to an extent that the Blandford study is unsound. It is recognized that the 2006 study was a relatively broad brush analysis undertaken at 1:25,000 scale and consequently the degree of sensitivity is not absolute. Furthermore, the Blandford study is not based on any specific site development proposal.

Geological information contained in this report has been sourced from the British Geological Survey.

The six sites assessed are:

Takeley – Priors Green  
Little Dunmow – Chelmer Mead  
Elsenham  
West of Braintree  
Great Chesterford  
Easton Park

Ben Smeeden  
Landscape Officer  
UDC

Date: 27/04/2017  
(Revised 05/05/2017)

## Great Chesterford

Land south-east of A11 and north-east of the B184.

Site area 466Ha (Developable 22Ha).

Total number of housing units proposed 5,000.

The site is not within an Area of Outstanding Natural beauty or National Park, or a locally designated Special landscape Area, Regional or Country Park. The site is outside the Metropolitan Green Belt. There are no trees or woodlands on the site which are the subject of a Tree Preservation Order, and there are no hedges subject to a Hedgerows Retention Notice.

There is a Scheduled Ancient Monument (Historic England list entry no.1017453 – Romano-Celtic temple) located 400m south of Dell's Farm on the southern part of the site.

The site area lies within the Cam River Valley, as described in Blandford's Landscape Character Assessment (A1 Cam River Valley):

Key Characteristics for this area include:

- Rolling, open landscape of chalky boulder clay with wide view from higher ground
- Large-scale downland reflecting late enclosure, with rectilinear field pattern.
- Low hedges and few trees mainly in small copses.
- Dispersed settlements on valley sides connected by busy B roads.

Visual Characteristics include:

- Attractive panoramic views from the eastern slopes to western valley sides framed by distant blocks of trees.
- Views of towns and villages from higher ground.
- Valley sides descend quite steeply from rolling arable field to the river and its tributaries and dramatic views are possible from the ridges.

Sensitivities to Change include:

- Sensitive key characteristics within the character area include the patchwork pattern of pasture and plantation planting
- The open skyline of the valley slopes is visually sensitive, with new development potentially being highly visible. Intimate views from lower slopes to the wooded river valley floor and views to the valley sides are also sensitive. Overall this character area has relatively high sensitivity to change.

A Landscape and Visual Appraisal (LVA) of the site in relation to the proposed development has been undertaken by the site proposer Bidwells (Urban Design Studio). Their overall conclusions are that the level of landscape sensitivity is 'Medium' and the Landscape Value is also assessed to be 'Medium'. Varying levels of visual sensitivity were identified; ranging from 'Low' to 'High'. Their conclusion is that the site does have capacity to accommodate development with comparatively limited adverse effects on

neighbouring settlements. With development opportunities largely focus to the northern parts of the site. With extensive new planting would notably enhance the existing agricultural landscape compared to the existing. The appraisal identified a number of areas where proposed buildings are sited on 'outward facing slopes', or ridge lines and consequently these would be prominent on the skyline, particularly when viewed from the surrounding lowlands. The appraisal findings are that mitigation measures, including extensive new planting, would improve the prominence of the development and its assimilation with the landscape. In final conclusion, with the implementation of recommended mitigation measure it is considered that the scheme, despite its size, could be accommodated with the landscape.

Landscape consultants Hankinson Duckett Associates (HDA) were commissioned by The Chesterford Neighbourhood Steering Group to undertake a Landscape Character Assessment to inform the current preparation of The Chesterford Neighbourhood Plan (LCA dated Feb. 2017). HDA identified three character areas covering the proposal site: 1. Chesterford Ridge; 2. Chalk Upper Slopes; 3. Chalk Lower Slopes. The HDA study addresses the Landscape Capacity of these character areas. The landscape capacity is the extent to which the landscape can accommodate change without significant effects on the landscape. The methodology used by HDA for the analysis of landscape capacity is based on the criteria set out in Topic Paper 6 of the Countryside Agency's Landscape Character Assessment Guidance. HDA's capacity summary rates the character area 'Chesterford Ridge' sensitivity as being 'Major' with a capacity of 'Negligible/Low'; The 'Chalk Upper Slopes' sensitivity as 'Substantial' and a capacity of 'Low'; the 'Chalk Lower Slopes' sensitivity as 'Substantial' and a capacity of 'Low'.

The site lies within a broad rolling landscape comprising of large open fields with farmsteads and isolated residential properties. Across the site there is a change of some 50m in ground elevation. The geology is Lowestoft Formation, and Newpit Chalk Formation, with chalky boulder clay overlying.

The landscape is dominated by the large regular rectilinear open fields of the Cambridgeshire and Midland type. This pre-enclosure pattern of open field system of agriculture dates back to at least Saxon times (*Great Chesterford in 1801 as revealed in the Inclosure Awards – Ken Kilford. Chesterford & District Local History Society*).

Overall the character of the site is considered to have a high sensitivity to change. The nature and scale of the proposed development would have a significant impact on the character of the site and the surrounding landscape. This predominantly rolling landscape with its historic field pattern is considered to be of significant visual quality. The open skyline and the views across the Chelmer valley are particularly sensitive to change.

The Urban Design Studio's LVA identifies that "a number of areas where proposed buildings are sited on 'outward facing slopes', or ridge lines and consequently these would be prominent on the skyline, particularly when viewed from the surrounding lowlands". This would be particularly harmful to the existing character and visual quality of the broader landscape. With the proposed "development opportunities largely focus to the northern parts of the site"; the development would be predominantly on the highland areas of the site and would be a departure from major settlement patterns which have developed in the District.

The mitigation measures proposed in the Urban Design Studio's LVA include extensive new planting which is suggested "would notably enhance the existing agricultural landscape compared to the existing". Whilst it is accepted that extensive screen planting belts, and blocks of new planting would to some extent reduce the visual impact of the proposed development, such planting would in itself have a significant and detrimental affect the historic pattern and character of the existing landscape.

I am of the view that this site cannot accommodate the development shown in the illustrative masterplan submitted in the North Uttlesford Garden Village Prospectus of Delivery document, as presented to Members of the District Council on 27th March 2017, without causing significant and unacceptable harm to the important visual qualities of the site and the wider landscape.

I consider that the development of a garden village may be achievable on parts of the proposal site without unacceptable harm, but only if the development is exceptionally well designed so as to create an innovative model village of the very highest quality which is sensitive to the wider landscape. This has not in my view been satisfactorily demonstrated by the current submission by Bidwells. It would be necessary to formulate a readily decipherable layout, articulated by open spaces and green streets, and a well-defined village centre. The development on the western slopes of the site would need to be avoided in the greater part, or significantly restricted, in order to reduce the potential visual impact of the development on the wider landscape. This would potentially necessitate a reduction in the number of dwelling units that can be satisfactorily accommodated on the site. The height of buildings would need to be restricted with maximum building heights fixed across the sites as appropriate. This would need to be determined by a detailed visual impact analysis to establish potential intervisibility.

Excellence in design would need to be achieved, as opposed to just about satisfactory, in order to offset the potential detrimental impact of the development on the site and surrounds and to create a cohesive garden village of quality. The design of the layout and the buildings would need to be exceptional, and sensitive to the site and the surrounding landscape. A locally distinctive palette of materials to provide coherence, identity, and architectural richness would need to be employed. Structural landscaping should predominantly include the use of native species, reflecting the mixtures and patterns found in the surrounding landscape.

Innovative design and, as appropriate, departure from standard design solutions (e.g. highway standards, and external lighting) would need to be developed to ensure that the development stands above that of a generic housing estate.

Land north-west and east of Little Dunmow and north of Flich Green.

Site area 100.26Ha (Area suitable for development 66.4Ha)

Total number of housing units proposed 3,000.

7.8Ha Business Park

2.2Ha Primary school

5Ha Neighbourhood Centre

31.9Ha Public open space.

The site is not within an Area of Outstanding Natural beauty or National Park, or a locally designated Special landscape Area, Regional or Country Park. The site is outside the Metropolitan Green Belt.

The greater part of the site lies within the Upper Chelmer River Valley as described in Blandford's Landscape Character Assessment (A6):

Key characteristics for this area include:

- Narrow valley, with a restricted valley floor.
- Small meandering river channel on the left side of the valley close to the rising ground of the valley side.
- Dense riverside trees. Arable valley sides with fairly open character.
- Mostly tranquil away from Great Dunmow, Chelmsford.

Visual Characteristics include:

- The church tower at great Easton, (St. John and St. Giles), Little Easton (St. Mary the Virgin), Little Dunmow (St. Mary the Virgin), and Barnston (St. Andrew), and the spire of the church in Thaxted form landmarks within views into and across the valley slopes.
- Generally open views from the valley sides into the gently meandering valley floodplain, which are framed in places by small patches of woodland.
- Enclosed and framed views along the valley corridor.

Sensitivities to change identified within this character area include:

The skyline of the valley slopes is visually sensitive with open and framed cross-valley views and long views along the river corridor potentially affected by new tall or non-screened new development, Views to the valley sides from adjacent Landscape character Areas are also sensitive. Historic integrity is strong with a largely surviving pattern of medieval dispersed settlements, isolated farms, moated sites and small hamlets strung out along linear greens, small historic parklands and a number of churches and local vernacular buildings with timber-frames, bright colour-washed walls and thatched roofs. Overall this character area has relatively high sensitivity to change.

The most northern part of the site, for the most part that north of the A120, falls within the Rayne Farmland Plateau (B13) as described in Blandford's Landscape Character Assessment (B13):

Key characteristics for this character area include:

- Irregular field pattern of mainly medium to large arable fields, marked by sinuous fragmented hedgerows and ditches.
- Many small woods and copses provide structure and edges in the landscape.
- Scattered settlement pattern, with a few hamlets.
- A concentration of small farmsteads, some with moats.
- A comprehensive network of rural lanes and Public Rights of Way.

Sensitivities to change identified within this character area include:

The skyline of the valley slopes is also sensitive to new development, which may be visible in views across and along the valleys. There is a sense of historic integrity, resulting from a dispersed historic settlement pattern. Overall this character area has moderate to high sensitivity to change.

The site extends across a predominately agricultural landscape with, for the most part, a medieval field pattern, although there has been some later field enlargement. Most of the field boundaries are defined by hedge and ditch. From the north of the site there is a relatively gentle change in ground elevation of some 20m running down towards the Chelmer River to the south.

The north of the site is bounded by the line of the Roman road (B1256), with the northern part of the site is dissected by the east-west line of the new A120, which runs in cut through the site. The southern edge of the site is bounded, for the most part, by the new residential estate of Flitch Green, and a Travellers' park. The disused east-west running Braintree to Bishop Stortford railway line, Flitch Way Country Park, dissects the southern part of the site. The western and eastern boundaries of the site are for the most part bounded by field boundaries. Little Dunmow village sits in a pocket towards the middle of the site.

The site proposer has not submitted an LVA in relation to the proposed development, however, they commissioned The Landscape Partnership Ltd (TLP) who carried out an LVA in respect of a previous development proposal for up to 750 dwellings, retail centre, offices, and primary school, on some 55ha of the current proposal site (Ref: UTT/14/2756/OP). It is acknowledged that this LVA does not specifically related to the current proposal, but it does address the potential effects of significant development on the landscape character of the surrounding landscape.

The TLP appraisal questions the drawing of the boundary between the Fenland plateau and the Chelmer Valley character areas as defined in the Blandford assessment. TLP's contention is that Little Dunmow village should be considered to be on the Farmland Plateau, and not within the Chelmer Valley character area. Including the village within the Farmland Plateau designation would alter the sensitivity to change rating from 'relatively high' to 'moderate to high'. Having looked at the site and the land contours I am confident with the Blandford delineation between the two character areas.

The relatively large gently sloping arable fields in the northern parts of the proposal site are open to views from the B1256 and Station Road, in particular from the elevated sections of this road at the bridge crossing over the A120. Whilst the provision of belts of screen planting and strengthening of retained hedgerows would to some degree mitigate the visual impact of development in these areas, development would remain prominent.

To the south of Little Dunmow village the arable fields and pasture land, together with the Flitch Way linear park, and the narrow lane of Brook Street, give rise to intimate visual qualities. The broad buffer zone of planting along the northern edge of the Flitch Green development maintains the separation between that development and the rural character of the site to the south Little Dunmow village. The proposed development would result in the coalescence of Little Dunmow village and the Flitch Green estate.

Little Dunmow is a small village with an historic core defined by the designated conservation area and a number of listed buildings. The character of the conservation area and the settling of the listed buildings are defined and significantly enhanced by the open countryside which surrounds the settlement. The loss of the countryside setting by the proposed development would disconnect the village from its historic agricultural landscape setting significantly degrading this heritage asset.

In conclusion, I am of the opinion that this site cannot accommodate the proposed development without causing significant and unacceptable harm to the important visual qualities of the site, the wider landscape, and the setting of little Dunmow village.

## Easton Park Estate

Site area 697ha (developable 473ha)

Total number of housing units proposed 9,550-10,000

1 Secondary school and 4 Primary schools

4 Mixed Use Centres

The site area lies within the Broxted Farmland Plateau, as described in Blandford's Landscape Character Assessment (B10 Broxted Farmland Plateau):

Key characteristics for this area include:

- Gentle undulating farmland on glacial till plateau, dissected by River Roding.
- Large open landscape with tree cover appearing as blocks on the horizon or as scattered trees along field boundaries, with intermittent hedgerows.
- Higher ground where plateau broadens and flattens is expansive and full of big sky views.
- Dispersed settlements and few villages of any size.
- Some sunken lanes.
- Moats, halls and historic farmsteads scattered over the area.

Visual characteristics include:

- Churches set on hills can be seen in long views.
- Telecommunications masts occasionally seen.
- Stansted Airport and tower visible in long views from many locations within the character area.
- From several locations in the north and east of the character area, panoramic views across the Chelmer Valley slopes and views to great Dunmow.
- Commercial premises growing around airport.

The sensitivities to change identified within this character area include:

The open nature of the skyline of higher areas of the plateau is visually sensitive, with new development potentially visible within expansive views across the plateau. Overall, this character area has moderate to high sensitivity to change.

The greater part of the proposal site lies across the former parkland associated with an Elizabethan house which was almost completely destroyed by fire in 1847, subsequently part rebuilt in the Gothic Revival style, but destroyed by fire in 1918. Only the west wing, Easton Lodge, was rebuilt and remains. Associated with Easton Lodge are the Stable yard Cottages, Warwick House, and the Tower House, which are Grade II listed buildings. The gardens of Easton Lodge lie prominently to south-east, north, and north-west of the Lodge. The Harold Peto designed garden features are mainly in the area north of the house and include a formal lawn, twin pergolas, a sunken Italianate garden, and a Japanese Garden, all of which survive in part, and are listed Grade II in the Historic England Historic Parks and Gardens Register (Entry No. 1001484). Easton Lodge, its gardens, and the grouping of associated buildings, would form a pocket within the proposed development. The separation of this group of buildings and the historic gardens from the former parkland would have limited impact in terms of their historic setting.

During the Second World War the parkland was requisitioned by the War Office and cleared of trees to make way for an airfield (The two concrete runways have been subsequently broken up and removed for much the greater part. The existing concrete drive leading to Easton Lodge was laid down during the war on the line of a 19<sup>th</sup> Century drive). The wiping away of the historic parkland trees and the rides they formed has denuded this landscape of much visual interest and its relevance in relation to the historic setting of Easton Lodge and associated buildings.

For the greater part the proposal site is relatively flat and open arable land. The maximum land fall across the whole of the site is some 30m, with gentle slopes in the north to the Chelmer valley, and to west the Roding River valley.

The large blocks of native species woodland within the proposal site, including Canfield Spring, Broxted Common Wood, Middlefield Wood, Philipland Wood, and High Wood immediately to the south of the site, define the landscape and frame long distance views.

In the southern part of the proposal site there is an active gravel and sand working.

An intervisibility desk top study has been carried out by the site proposer. It is evident that parts of the proposed development would be visible in views taken from outside the site, and that there is likelihood that the development would be visible in some distant views. A detailed assessment of the visual impact on the broader landscape has not been undertaken.

In conclusion, the former parkland is not considered to be of significant landscape value. Whilst much of the proposal site is on the elevated plateau land, the substantial blocks of existing woodland on and adjacent to the site would provide a level of visual containment of the proposed development. The provision of additional woodland and tree belts would provide further mitigation of the potential visual impact of the development. The likely overall effect of the proposed development on the surrounding landscape is considered moderate.

## West of Braintree

Site area 795ha (Developable area 245ha)

Total number of housing units proposed up to 4,500

Employment land proposed circa 40,000 - 45,000m<sup>2</sup> (All in Braintree District)

1no. Secondary and 5no. Primary Schools

2no. District centers.

The site and surrounds consist, in the main, of a gently rolling landscape rising from the south and east from the Pods Brook valley to a broad domed plateau. The land levels across the whole site rise some 20m. Within those parts of the proposal site within the Uttlesford administrative district the levels rise some 10m. For the greater part the site is arable farmland, with field hedges and blocks of woodland. The Andrewsfield Aerodrome lies over the highest ground in the north-west part of the site.

The geology is London Clay Formation, with clay, silt and sand, with chalky clay Lowestoft Formation superficial deposits.

The parts of the site within Uttlesford District lie within the Felsted Farmland Plateau, as described in Blandford's Landscape Character Assessment (B16 Felsted Farmland Plateau):

Key Characteristics for this area include:

- Gently undulating farmland.
- Network of narrow, winding roads.
- Many small woods and copses provide structure and edges in the landscape.
- The farmland is predominantly arable with field boundaries delineated by fragmented hedgerows.

Visual Characteristics include:

- The views are open panoramic across the farmland. The variation in the nature of the view is dictated by the trees.

Sensitivities to Change include:

Sensitive key characteristics and landscape elements within this character area include many small woodlands, copses and hedgerow trees (which are sensitive to changes in land management). The comprehensive network of quite rural lanes and byways, which cross the landscape are sensitive to potential increased traffic flow, associated with new development. In association with this, the overall sense of tranquillity within the area is sensitive to change. Overall, this character area has low-moderate sensitivity to change.

A Landscape and Visual Appraisal (LVA) of the site in relation to the proposed development has been carried out by Capita and Property Infrastructure on behalf of the proposer Andrewsfield New Settlement Consortium (ANSC). Their overall conclusions are that the proposed development would "alter the landscape character of the site and its immediate surroundings - due to the conversion of arable and pastoral fields residential and recreational use..."; and "The geographic extent from which the development would be apparent would be limited however, due to the rolling landform and extensive woodland and hedgerow coverage both within the site and in the surrounding area, which visually screen the majority of longer distance views; the only

exception being the cross valley views from the east.” The proposed mitigation measures include:

- Retain and protect existing woodland (and Ancient Woodland) coverage;
- Maintain and enhance the existing hedgerow vegetation within the site through additional planting in ‘happy’ sections and improve landscape management;
- Resurface and connect up existing public rights of way within the site and surrounding area for recreational use.
- Retain and connect isolated sections of woodland (particularly at the periphery of the site) to provide visual screening from key routes and encourage biodiversity;
- Minimise alteration to landform and protect and enhance existing watercourses, promoting them for recreational use;
- Protect the character of historic lanes (notably Shalford road and Pods Lane) and roads within Great Paling Conservation Area;
- Allow for ‘buffer’ zones around existing listed buildings to minimise impact on their landscape setting;
- Incorporate screen planting to the south of Saling Grove in order to mitigate views towards development; and
- Maintain cross valley views from the east, but screening development blocks where practical.”

Landscape consultants The Landscape Partnership Ltd. have been commissioned by The Stebbing Neighbourhood Steering Group and have carried out a Landscape Sensitivity and Capacity Appraisal to inform the current preparation of The Stebbing Neighbourhood Plan (TLP study dated March 2017). The TLP study examines Landscape Capacity and identifies the extent to which the landscape can accommodate change and the degree to which this is likely to impact on the landscape.

TLP’s study describes six distinct parcels of land in Uttlesford District which fall in whole, or part, within the proposal site (Land parcels Nos. 19, 20, 22, 23, 24, and 25). The Landscape Capacity for four of these areas is described in their study as being Medium – Low (Parcels Nos. 19, 20, 22, and 24), and two as being Low (Nos. 23 and 25). The two areas with Low Landscape Capacity are in the vicinity of the linear settlement of Stebbing Green in the south west part of the proposal site.

In consideration of the proposed development my comments are restricted to those areas of the site which lie within the administrative district of Uttlesford.

The aerodrome occupies a significant part of the site within Uttlesford. Within the boundaries of the aerodrome there are no historic landscape features which are of significance. There are, however, arable fields adjacent to Stebbing Green which are considered to be of pre-18th century, or possibly of much earlier origin. The setting of the small linear settlement of Stebbing Green, with its Listed dwellings, is particularly sensitive to the visual impact of new development and it is considered important that this settlement’s character and identity is protected by the provision of a generous buffer zone incorporating the immediately adjacent fields. Overall, whilst the proposed development would undoubtedly result in a significant change to the visual character of the site and the immediate surrounds, it is considered that the site within Uttlesford has a low to moderate sensitivity and has capacity for change.

## Elsenham

Land north east of Elsenham

Site area 300ha

Total number of housing units proposed 3,000-4,000

1 Secondary School and 2 Primary Schools

Up to 21ha employment land.

The main part of the proposal site lies to the north east of Elsenham village, east of the Cambridge - Liverpool Street railway line, and extending eastward up to Mill Road, Henham. The northern most extent of the site lies to the west of the railway line and is bounded in the west by the M11. The southern most part the site extends to the Henham Road. The site covers an area of gently undulating landscape formed by the river valley systems of tributaries of the Stort River to the south and the Cam River to the north. Across the whole of the site the fall in ground levels is of some 44m.

The site's underlying geology is London Clay Formation with clay silt and sand and Lowestoft Formation superficial deposits on the higher land; on the lower levels Kesgrave Catchment Subgroup superficial deposits of sand and gravel; and clay, silt and gravel superficial deposits in the valley bottom.

The greater part of the site lies within the Broxted Farmland Plateau as defined in the Blandford Landscape Character Assessment (B10 Broxted Farmland Plateau); the northern part of the site west of the railway line lies within the Debden Farmland Plateau (B7 Debden Farmland Plateau); the remainder of the site lies within the Stort Valley (A3 Stort Valley).

The Broxted Farmland Plateau as described in Blandford's Landscape Character Assessment (B10):

Key characteristics for this area include:

- Gently undulating farmland on glacial till plateau, dissected by River Roding.
- Large open landscape with tree cover appearing as blocks on the horizon or as scattered trees along field boundaries, with intermittent hedgerows.
- Higher ground where plateau broadens and flattens is expansive and full of big sky views.
- Dispersed settlements and few villages of any size.
- Some sunken lanes.
- Moats, halls and historic farmsteads scattered over the area.

Visual Characteristics include:

- Churches set on hills are visible in long views.
- Telecommunications masts occasionally visible.
- Stansted airport and tower visible in long views from many locations within the character area.
- Commercial premises growing around airport.

Sensitivities to change identified within this character area include:

Sensitive key characteristics and landscape elements within this character area include blocks of mixed deciduous woodland (visible on the horizon) and scattered trees within field boundaries (which are sensitive to change in land management). The open nature

of the skyline of higher areas of plateau is visually sensitive, with new development potentially visible within expansive views across the plateau. Sunken, often tree-lined lanes are also sensitive to new development, or increases in traffic flow associated with such development. There is a sense of historic integrity, resulting from a dispersed historic settlement pattern and several visible moats and halls (the pattern of which is sensitive to change or new development). Overall, this character area has moderate to high sensitivity to change.

The Debden Farmland Plateau as described by Blandford (B7):

Key characteristics for this area include:

- Dense woodland patches or copses, many of them ancient, provide structure in the landscape.
- Gently rolling plateau incised by River Cam in the south, Debden Water west of Debden, and a small section of the River Pant in the northwest corner near Bears Hall.
- Tall trees or overgrown hedgerows line some roads or lanes; broken hedgerows evident or absence of hedgerows due to agricultural intensification.
- Expansive views on open roads at higher elevations.
- Settlement visible in most directions.
- Rich cultural heritage with many vernacular buildings.

Sensitivities to change identified in this area include:

Sensitive key characteristics and landscape elements within the character area include dense woodland patches and copses, which provide structure within the landscape and are sensitive to changes in land management. The open nature of the skyline of areas of the plateau (where panoramic views, often towards settlements can be gained) is visually sensitive to development, which may interrupt such views. There is also a sense of historic integrity, resulting from dispersed historic settlement pattern (with isolated farms, moated sites and small hamlets strung out along linear greens), which is sensitive to potential large scale development. Overall, this character area has relatively high sensitivity to change.

The Stort Valley as described by Blandford (A3):

Key characteristics for this area include:

- Gently sloping, sometimes steep river valley slopes dominated by arable farmland.
- Small to medium scale field pattern defined by hedgerows, tree belts, woodland blocks in places.
- Location of River Stort well delineated by riverbank trees.
- Continuous views down the valley from higher ground, and at some bridges.

Sensitivities to change identified in this area include:

Sensitive key characteristics and landscape elements within this character area include hedgerows, the belts, woodland blocks and copses that frame several views across and out of the area. Potential new development, which may result in the loss of these features, would change the visual character and nature of views within and to the area. Within the valley floor, small linear fields of arable farmland, fringed by wet pasture and unimproved wet grassland are also sensitive to changes in land management. Sunken lanes and species-rich embanked verges are also key features. Strong historic integrity

is visible within the settlement pattern in the form of village greens and former commons, isolated farms, many moated sites, smaller hamlets and historic cores containing many vernacular buildings (for example Stansted Mountfitchet). The slopes of the valley are visually sensitive with long panoramic views across and along floodplain. Views to the valley sides from adjacent Landscape Character Areas area also sensitive. Overall this character area has relatively high sensitivity to change.

For the most part the topography and existing vegetation limit views into the site from much of the surround area. The visual influences on the landscape of the M11, the railway line, and the 20th century development elements of Elsenham, Old Mead Lane, and the southern edge of Henham (As referred to in the David Lock Associates submission, dated 01 June 2015, on behalf of the site promoters Fairfield (Elsenham) Ltd.) are acknowledged, however, the railway line is relatively well assimilated into the landscape, similarly the matured landscaping along the M11 reduces the motorway's visual impact on the surrounding landscape. The 20th Century development in Old Mead Lane, whilst of no great merit, it relatively low key in character and does not significantly impact on the surrounding landscape.

I am concerned that the development of the north eastern extent of the site and adjacent to Mill Road will give raise to visual coalescence with Henham village. Significant mitigating measure would need to be put in place to seek to ameliorate this.

The north western part of the proposed development west of the railway is on sloping land which is particularly prominent in views taken from the road leading from Henham to Old Mead Road. The suitability of this parcel of arable land for development is considered highly questionable because of its visual sensitivity and capacity for development.

The northern parts of the site to the east of the railway are visually sensitive to development, by reason of the rolling landform. This northern edge would need significant mitigating measures to reduce the visual impact of development on the wider landscape.

The southernmost part of the site west of Elsenham Hall is not considered to be of high landscape value, the relationship between the Hall and this former parkland area has been for the most part disconnected. Nevertheless, it is considered important that there is a suitable buffer between this part of the development site and the Hall in order to protect the visual quality of the setting of the Listed Hall.

Whilst parts of the proposal site are considered to have landscape capacity to accommodate development there are specific areas which are considered to have high sensitivity to development which would need to be addressed.

## Takeley – Priors Green

Land north of Priors green and south/west of Priors Wood.

Site area: 85.2ha (Developable Area 58.1ha)

Total number of housing units proposed 1,700.

Employment land proposed 0.6ha.

1no. Primary School.

Local Centre 0.4ha.

The proposal site lies on predominantly arable farmland north of Priors Green and south west of Priors Wood. The northern most extent of the site is bound by the A120, which lies in cut in the section bordering the site. The southern edge of the site, for the greater part, abuts the Priors Green residential development, and, in part and to the east, the Stortford Road (B1256). The eastern most edge of the site extends, in part, to Frogs Hall Lane. The western part of the site is bound for the greater part to the north by Priors Wood, and to the south by the edge of Smiths Green, and Takeley village

Across the whole of the proposal site the change in ground levels is some 20m, although for much the greater part the site is relatively flat.

The site's underlying geology is London Clay Formation with clay silt and sand and Lowestoft Formation superficial deposits.

The site is within the Broxted Farmland Plateau as defined in the Blandford Landscape Character Assessment (B10 Broxted Farmland Plateau).

The Broxted Farmland Plateau as described in Blandford's Landscape Character Assessment (B10):

Key characteristics for this area include:

- Gently undulating farmland on glacial till plateau, dissected by the River Roding.
- Large open landscape with tree cover appearing as blocks on the horizon or as scattered trees along field boundaries, with intermittent hedgerows.
- Higher ground where plateau broadens and flattens is expansive and full of big sky views.
- Dispersed settlements and few villages of any size.
- Some sunken lanes.
- Moats, halls and historic farmlands scattered over the area.

Visual characteristics include:

- Churches set on hills are visible in long views.
- Telecommunication masts occasionally visible.
- Stansted airport and control tower visible in long views from many locations within the character area.
- Commercial premises growing around airport.

Sensitivities to change identified within this character area include:

Sensitive key characteristics and landscape elements within this character area include blocks of mixed deciduous woodland (visible on the horizon) and scattered trees within field boundaries (which are sensitive to change in land management). The open nature

of the skyline of higher areas of plateau is visually sensitive, with new development potential visible within expansive views across the plateau. Sunken, often tree-lined lanes are also sensitive to new development, or increases in traffic flow associated with such development. There is a sense of historic integrity, resulting from a dispersed historic settlement pattern and several visible moats and halls (the pattern of which is sensitive to change or new development). Overall, this character area has moderate to high sensitivity to change.

Whilst the proposed development would undoubtedly result in a significant change to the visual character of the site itself, it is considered the visual impact of the development on the surrounding landscape would be limited with the implementation of appropriate landscape mitigation measures. The relatively flat nature of the site combined with the visual containment provided by Priors Wood to the north east of the site, and the physical containment of the northern extent of the proposed development provided by the A120, reduces the potential impact of the proposed development on the wider landscape.

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## Brief Heritage Impact Assessment – Easton Park Garden Village

The following document highlights any heritage assets that could potentially be impacted by development in response to the call for sites, undertaken as part of the draft Local Plan. It considers the significance of these heritage assets, the contribution that setting makes to their overall significance and the likely effect of the proposed development on their setting and overall significance.

For the purposes of this report, the terms **heritage asset, setting and significance** are used in accordance with the definition set out in the *National Planning Policy Framework Glossary, 2012* pg. 52-56.

The information used to compile this report has been obtained from the National Heritage List, available on the Historic England website, a review of the supporting documentation submitted in the applicants' *'Easton Park: New Garden Development Prospectus May 2015'* and accompanying information as well as a recent site visit conducted by the Conservation officer, in relation to the proposals and to inform this response.

With regards to wider heritage policy, governmental guidance and good practice guidance, this report takes into account the guidance set out in the *National Planning Policy Framework (NPPF) 2012*, in addition to the NPPG, Historic England's (H.E.) publication *'Conservation Principles: Policies and Guidance'* (2008), the *H.E. Good Practice Advice: 2 and 3 (GPA, 2015)* and *'Making changes to Heritage Assets: HE Advice Note 2. The Historic Environment Record for Essex'* has also been consulted. In addition the report takes into consideration the policies set out in the current Uttlesford Local Plan, 2005; in particular policies ENV1 and ENV2.

The following assessment follows the staged approach to proportionate decision taking, as set out in the Historic England guidance document: *The Setting of Heritage Assets: Historic Environment Good Practice Advice in Planning: 3 Published 2015 (GPA 3)*

## 1.0 Record of heritage assets, and their setting, that would be affected by the proposed development

### 1.1 Listed Buildings

The list below identifies those heritage assets most likely to be impacted by the proposed development, and is not an exhaustive list of all heritage assets in the vicinity.

Asset Details	List Description	List Ref.
Strood Hall	Grade II. House. Early C19, red brick with grey slate roof. 2 storeys. Off centre front breaks forward with pediment at eaves. Roof at left end at slightly lower level. 5 window range leaded casements at first floor. 2 ground floor bay windows with vertical sliding sashes. Central first floor window has semi- circular head. Porch with timber columns and swept canopy.	1087908
Stone Hall	Grade II*. House. Timber framed and plastered, and plastered brick, and possibly stone. 2 storeys. L shaped plan with square tower like structure, with circular corner tower. Said to incorporate two C14 stone windows, each of 2 trefoiled ogee lights under a segmented head. C16 and C17 red brick chimney stack. Also said to contain a C16 door, C17 panelling, and cambered tie beams. (RCHM 4)	1334091
Terrace East of Easton Lodge	Grade II. Terrace of 6 cottages. Built 1896, by Frances, Countess of Warwick, as servants' quarters for the mid C19 house. Timber framed and plastered brick, with red plain tile roof. 2 storeys. Centre 2 units have one gable to front. Remaining units have small feature gables. All with pierced bargeboards. 6 window range, casements with diagonal glazing bars. Centre section has 2 oriels at first floor, on wood brackets. Verandah to full length of front, on timber posts, with brackets and pierced spandrels.	1334054
Water Tower	Grade II. Water Tower. Built 1902 in red brick with red plain tile pyramid roof and ball finial. Square plan. 2 windows on each side, in semi-circulate recessed arches, with Keystones. Top is corbelled out on moulded bricks, above panels. Square recessed panels with Maynard plaque and	1055812

	date 1902.	
Easton Lodge	Grade II. House. Former servants' quarters to main house. C17, extensively altered in C20. Brick and timber frame, rendered 2 storeys. Modern casement windows. C17 red brick chimney stack.	1097459
Brookend Farmhouse	Grade II. Farmhouse, c.1500 and late C16. Timber framed and plastered with gabled peg tile roof. Of two storeys and 'U' plan form with wings to the rear. Front has gabled, formerly jettied, crosswing and 20 century gabled porch. Windows are a mixture of C17 leaded light casements and early C19 double hung sash windows. Off-centre, canted, two storey bay window with hipped roof. Central gabled dormer window on front and large rear wall stack and later stacks on crosswing. The timber frame is exposed within, with jowled posts, arch braces and remnants of crown post roof in crosswing. Two storey late C16 block is replacement for former open hall.	1322579
The Hoppit	Grade II. C16 house, with C18 extensions to south. Timber framed and plastered, with C18 red brick facade to south wing. Red plain tile roofs. Two storeys. Three window range, double hung vertical sliding sashes. Lean-to extension at rear.	1306822
Flemings Hill Farmhouse	Grade II. Late C16 house, timber framed and plastered with red plain tile hipped roof. Two storeys. Transitional plan, with former crosswing oversailed at north end. Long wall jetty to front. Three window range, C18 double hung vertical sliding sashes with glazing bars. Two semi-hexagonal bay windows to ground floor. Original and C18, red brick chimney stacks. Internally most of the original frame remains with cambered tie beams and lodged side purlin roof. Jowled storey posts. Two pedimented doorcases at rear.	1168672
Barn to South of Flemings Hill Farmhouse	Grade II. Remains of C15 house, converted to barn in C16. Timber framed, weatherboarded and plastered. Five bays long, with crown post tiled roof, jowled storey posts and original windows in situ.	1168676
Bakehouse approx. 7 Metres to South of Flemings Hill Farmhouse	Grade II. Bakehouse late C15 or early C16. Timber framed and plastered with late C18 and C20 red brick cladding to lower walls. Red plain tile roof. Timber frame	1112189

	exposed at one end externally. C18 red brick chimney stack. 1 storey. Single small 2 light window. Originally a crown post roof the actual post has been removed although the remainder survives including the collar purlin. The building is listed as a rare example of an external late-medieval kitchen possibly belonging to the former contemporary farmhouse (now a barn)	
Five Bay Barn to North of Flemings Hill Farmhouse	Grade II. Five bay barn to north of Flemings Hill Farmhouse TL 52 SE 9/6 II GV 2. Late C16, 5 bay barn, timber framed and weatherboarded, and plastered, with half hipped, corrugated iron roof. Half nipped midstrey to north side, has been moved from south side. Framed side purlin roof, with arch braced tie beams, and jowled storey posts. Halved and bladed scarfs.	1112259
Baldwins	Grade II. C16 or earlier gabled crosswing, with attached early C19 range. Timber framed and plastered, with red plain tile and grey slate roof. Two storeys; two:one window range, modern casements. Crosswing formerly jettied, now underbuilt. (RCHM16).	1322541
Broxted Hill	Grade II. Late C16 house, timber framed and plastered, with red plain tile hipped and gabled roof. Two storeys. Originally the house faced south, but now the west is main front. L-shaped plan. C16 south range had parallel rear range added in C17 and north wing C18. Two:one:one, window range, C19 double hung vertical sliding sashes with glazing bars and C19 casements. One ground floor bay window. C19 gabled porch, with red plain tile roof. Modern pargetting. Original red brick chimney stack, and C18 red brick chimney stack. (RCHM17).	1112260
Barn 15 Metres South East of Broxted Hill	Grade II. Barn 15 m to south-east of Broxted Hill (formerly listed as Barn 50 m to south-east of Broxted Hill) TL 52 SE 9/11 19.12.79 II 2. C18 timber framed and weatherboarded barn with red plain tile roof. Three hipped midstreys on east side.	1168679
Kings Farmhouse	Grade II. Late C18 house, with C19 extensions and alterations. Timber framed and plastered, and painted brick. Red plain tile roof, with pierced ridge tiles. 2 storeys. L shaped plan, with C19	1097457

	extensions at rear. 2 window range, C19 vertical sliding sashes with glazing bars. Rear wing has C19 casements with segmental heads. 2 gabled dormers. Front entrance door has flat moulded canopy on brackets and with reeded pilasters. Rear wing has gabled porch. Red brick chimney stack.	
Round House	Grade II. House. C19 in red brick, with red plain tile roof, incorporating courses of Bullnosed tile. 1 storey range with small crenellated circular red brick tower. Tower is also corbelled and decorated with lockstitch patterns. Casement windows in assorted shaped heads.	1097460
Plowlands	Grade II. House. C18 with extensive late additions. Timber framed and plastered with red plain tile roof. 2 storeys with single storey extension at one end. 2 window range C20 casements. Original red brick, end wall chimney stacks.	1366596
Easton Glebe	Grade II*. Mid C18 in red brick with red plain tile roof. 2 storeys. 5 window range C18 vertical sliding sashes with glazing bars and gauged arches. Pediment doorcase with Ionic pilasters. C19 and C20 extensions at rear. C20, semi- circular extension on east end. C18 and C19 detailing internally. One time home of author H.G. Wells.	1334055
Barn Adjacent to Easton Glebe	Grade II. (Excerpt only) Barn. Early C18, timber framed, weatherboarded and plastered with slated, half hipped roof. 4 bays long. Single aisle on south side. Diagonal braces to tie beams. Side purlin roof. Upper floor in east end bays. Early C20 leaded casements and glazed screen from ground to eaves on north side. Re-used C17 panelled door on east end. Easton Glebe was occupied for some time by the writer H G Wells and his family, and it is recorded that this barn was used for children's games and dramatic productions involving well-known literary figures.	1097469

## 1.2 Conservation Areas

The site **does partly** fall within the boundary of the Little Easton Conservation Area.

## 1.3 Scheduled Ancient Monuments

There are **no Scheduled Ancient Monuments** within the boundary.

## 1.4 Sites of Special Archaeological Interest

The list below identifies sites of archaeological interest most likely to be impacted by the proposed development, and is not intended as an exhaustive list of all heritage assets in the vicinity.

Asset ID	Site No.
Stone Hall	TBC
Park Road,	TBC
Easton Lodge	TBC
Cobbs Lane	TBC

## 1.5 Other features of note:

### 1.5.1 Footpaths and Bridleways

There is a network of public footpaths and a bridleway within the boundary of the site. At present these represent routes through open land, formerly belonging to Lord Maynard and approaching Easton Lodge and later a World War II airfield, the presence of which is still evident today.

### 1.5.2 Important Views

There are a number of important views, both within and outside of the site, looking towards the village of Little Easton. Most notable are views from the south, across open countryside which features the prominent water tower on the skyline. Views from surrounding country lanes into the site, particularly adjacent to, or towards heritage assets, are particularly sensitive.

In considering the impact of setting in relation to significance, the former is often associated with views. GPA3 states that **'contribution of setting to the significance of a heritage asset is often expressed by reference to views'**. These views can include a **'variety of views of, across, or including that asset, and views of the surroundings from or through the asset'**.

In addition, views can contribute **'more to understanding the significance of a heritage asset'** and can include **'natural features'** which are 'particularly relevant'.

### 1.5.3 Non-designated heritage assets

The significance of the former World War II airfield, both the airfield itself and supporting outbuildings, which fall within the boundary of the proposed development site, should be recognised and duly assessed as part of any forthcoming proposal. It represents a valid phase in the historic development of the village, and is considered to have communal, aesthetic, evidential and historic value.

#### 1.5.4 Registered Parks and Gardens

A grade II registered park and garden falls within the boundary of the development site, located to the immediate west and north of Tower House, the dwelling which incorporates the Grade II listed water tower in Little Easton.

## 2.0 How, and to what degree, if at all, does the setting of these heritage assets contribute to the significance of these heritage assets?

2.1 GPA3 is clear that 'setting is not a heritage asset', but that its *'importance lies in what it contributes to the significance of the heritage asset'*. Its contribution can depend on a wide range of physical factors within the surroundings of the heritage asset, but can also include *'perceptual and associational attributes pertaining to, the heritage asset's surroundings'*.

2.2 Due to the number of heritage assets listed above, I will address the impact upon heritage assets in terms of groupings; Listed Buildings, Scheduled Ancient Monuments, Sites of Archaeological Interest and other heritage assets as appropriate.

### 2.2.1 Listed Buildings

The site features a variety of listed buildings, some of which form part of a modest and sporadic grouping of development in a small, rural village context, surrounded by open countryside. Others are more isolated farmsteads, benefiting from a secluded and private position, again within the context of the open countryside. The majority are Grade II listed, with the exception of Strood Hall to the South of the site, and Easton Glebe to the east, which are both Grade II\*. Assets generally benefit from an immediate domestic setting, though some are outbuildings, and enjoy an agricultural farmyard setting. They all respond to a wider rural setting which contributes positively to their overall character and significance.

### 2.2.2

There are a number of sites of archaeological interest within the boundary, and as such enjoy both an immediate and wider setting, largely informed by their rural, countryside position.

### 3.0 What would be the effects of the proposed development on that significance, and would this be beneficial or harmful?

Details submitted at present regarding the proposed development and relative significance of the heritage assets are limited, and as such the full impact of the proposal upon the heritage assets is unclear. However, proposed new development of the scale proposed, within close proximity to the heritage assets detailed above, is likely to impact upon their wider agricultural, or rural countryside setting by reason of the development of surrounding open land, which at present serves to inform the character of these buildings, including why and how they came to be located where they are, and their historic function and purpose.

Extensive new development tight to the boundary of an existing modest settlement, which is currently framed by open countryside views, would also cause a degree of harm to their wider setting, which would in turn detract from their significance. Based on the information to hand, it is considered that the proposed development **would cause a degree of harm** to the setting of a number of heritage assets, some of which are Grade II\* listed. This impact is considered to be irreversible in the sense that once development is approved, and implemented, it is highly unlikely that this will be removed in the future, and as such the impact cannot be undone.

In response to this, there would be a **significant public benefit** arising from the proposal, in the form of new housing and associated services for a new community. As such, this could be viewed as mitigation.

Furthermore, the proposed masterplan appears to retain much of the layout of the airfield as part of the proposal. It could be argued that this represents a valid and important phase in terms of the history of the village, and its incorporation within the scheme, would add a unique character to the development and enable the history of the site to continue to be interpreted in future. **This could be viewed as an enhancement.**

In terms of the archaeological sites, development of this land, or that adjacent to the asset may result in the disturbance of 'buried' archaeology, which may inhibit future interpretation and understanding of its significance, **resulting in harm.**

On the other hand, if properly conducted and monitored, localised excavation may better reveal the significance of the heritage asset, thereby resulting in an **enhancement** arising from the development, however, I would defer further comment in relation to this, to the ECC Archaeological Officer or other suitably qualified person.

## 4.0 How might enhancement be maximised, and any harm minimised or avoided?

### 4.1 Enhancement

Asset Details	Benefit	How would this be maximised?
Sites of Archaeological Interest	Localised excavation to better reveal significance of the heritage asset	<ul style="list-style-type: none"> <li>Defer to ECC Archaeological Officer or other qualified person.</li> </ul>

### 4.2 Harm

Asset Details	Harm	How would this be avoided?
Listed Buildings	Harm to immediate and wider rural, countryside setting	<ul style="list-style-type: none"> <li>Identify alternative site(s) for development</li> <li>Provide a buffer around heritage assets, as necessary, enabling them to continue to be viewed in their historic setting.</li> <li>Seek opportunities to include heritage assets within the site, that can potentially benefit from inclusion in such a scheme in terms of repair and maintenance.</li> </ul>
Sites of Archaeological Interest	Harm to immediate and wider rural, countryside setting	<ul style="list-style-type: none"> <li>Identify alternative site(s) for development</li> <li>Provide a buffer around heritage assets, as necessary, enabling them to continue to be viewed in their historic setting.</li> </ul>

In addition to the above, the site boundary is within close proximity to Easton Lodge Gatehouse, a Grade II listed structure which is presently on the Uttlesford Buildings at Risk register. The proposed site occupies what would have been grounds of Easton Hall, with an access route from the south-east serviced by the gatehouse. This structure therefore has great relevance to the historic context of the site. Whilst this is currently shown as being outside of the site boundary, it would be highly disappointing for a development of this scale, on the site in question, not to offer some form of benefit to adjacent heritage assets such as this, which could potentially form part of the development. If treated sensitively, it could provide a further access route to the Garden Village, as a cycle path, pedestrian route or even secondary emergency access route, which could prove an asset to a future scheme.

## 5.0 Concluding recommendation

It is strongly recommended that a full Heritage Impact Assessment be commissioned with regards to the proposed development, if this site is to be recommended. Based on the information available at present, it is unlikely that the proposed scheme could be achieved without causing a degree of harm to the significance of a number of heritage assets; both listed buildings and sites of archaeological interest.

The resulting impact of the development as proposed, upon the setting of these heritage assets is considered to be harmful and would compromise their overall significance. This is likely to result in less than substantial harm predominantly, and would detract from the open countryside setting of the individual assets, and Little Easton village, as a whole. In response to this, the NPPF is clear in paragraph 132 that **'great weight should be given to the asset's conservation'**. I am also mindful here of the guidance set out in policies ENV2 of the Uttlesford Local Plan, 2005.

Whilst the proposal is likely to result in less than substantial harm, contrary to paragraph 134 of the NPPF, 2012, there is a significant level of public benefit arising from such a scheme that would arguably overcome this harm, depending on the proposed mitigation put forward by the applicant in respect of the concerns raised above. Further discussion with the applicant, or supporting information, would be required in order to comment further at present as the information submitted in relation to the historic built environment is lacking.

In the event that the Authority is minded to recommend the site, I would suggest that a full and independent Heritage Impact Assessment be carried out to inform any future masterplan, and that any subsequent proposal should take measures to address the concerns raised above, taking great care to avoid unnecessary and irreversible harm to the significance of the heritage assets detailed above, and their wider setting. In light of this, I would recommend strongly that the submitted masterplan is revised, once this assessment has been carried out, and the layout of proposed housing detailed accordingly. Subject to these measures, I consider that such a scheme could be achieved on the site without causing substantial harm to the significance of the heritage assets detailed above.

## Brief Heritage Impact Assessment – Great Chesterford Garden Village

The following document highlights any heritage assets that could potentially be impacted by development in response to the call for sites, undertaken as part of the draft Local Plan. It considers the significance of these heritage assets, the contribution that setting makes to their overall significance and the likely effect of the proposed development on their setting and overall significance.

For the purposes of this report, the terms **heritage asset**, **setting** and **significance** are used in accordance with the definition set out in the National Planning Policy Framework Glossary, 2012 pg. 52-56.

The information used to compile this report has been obtained from the National Heritage List, available on the Historic England website, a review of the supporting documentation submitted by the applicants, including the 'Cultural Heritage Assessment' provided by Bidwells on behalf of the 'Uttlesford Landowners' and a recent site visit conducted by the Conservation officer, in relation to the proposals and to inform this response.

With regards to wider heritage policy, governmental guidance and good practice guidance, this report takes into account the guidance set out in the National Planning Policy Framework (NPPF) 2012, in addition to the NPPG, Historic England's (H.E.) publication 'Conservation Principles: Policies and Guidance' (2008), the H.E. Good Practice Advice: 2 and 3 (GPA, 2015) and 'Making changes to Heritage Assets: HE Advice Note 2. The Historic Environment Record for Essex has also been consulted. In addition the report takes into consideration the policies set out in the current Uttlesford Local Plan, 2005; in particular policies ENV1 and ENV2.

The following assessment follows the staged approach to proportionate decision taking, as set out in the Historic England guidance document: *The Setting of Heritage Assets: Historic Environment Good Practice Advice in Planning: 3 Published 2015 (GPA 3)*

## 1.0 Record of heritage assets, and their setting, that would be affected by the proposed development

### 1.1 Listed Buildings

Asset Details	List Description	List Ref.
Park Farmhouse Park Road, Great Chesterford	C17 timber-framed and plastered building with 2 gables and 2 projecting gabled wings on the south-west side. Two storeys. Modern casements. Roof tiled, with a central square chimney stack and 2 end external stacks. (RCHM 32).	121913
Hinxton Grange	Farmhouse. c.1835 post inclosure, by Wedd William Nash. Gault brick with moulded stone dressings. Slate roofs. Octagonal stacks. Two storeys with symmetrical facade with outer bays slightly advanced and pedimented. Deep eaves. Moulded stone architraves with projecting cornices supported on console brackets and with applied pattern to wooden pelmets.	1318208
Stable and Coach House	GV II Stables and coach house. c.1835. Flint with gault brick quoins and dressings. Slated roof. Two storeys. Central pedimented gable with three first floor hung sash windows with glazing bars. Central double boarded doors flanked by segmental-headed single doors each with single windows. Included for group value.	1128074
Great Chesterford House, Great Chesterford	Red brick house with C18 and C19 external features possibly incorporating an earlier core. The house is 2 storeyed with attics and has a parapet with a raised brick band. On the south front there are 2 two storeyed bays and a central porch. An early C19 addition of one window range extends on the west. The windows are early C19 casements with "Gothic" arched top panes. On the north front there is a gable at the east end and a later gabled wing extends at the west end of the front. Roofs tiled, mansard to the main block,	1171482

	with 3 segmental headed dormer windows on the south front.	
Coach House at Great Chesterford House, Great Chesterford	Early C19 flint building with red brick quoins and dressings. Two storeys. The south gable is weather-boarded. Two window range, casements with "gothic" arched heads. There is a central "gothic" arched doorway with a loft hoist above. Roof pantiled.	1322519

## 1.2 Conservation Areas

The site **does not** fall within the boundary of a Conservation Area, but is located to the north-east of the Great Chesterford Conservation Area.

## 1.3 Scheduled Ancient Monuments

Asset Details	List Description	List Ref.
Romano-Celtic temple 400m south of Dell's Farm	(Excerpt only) Despite damage caused by prolonged ploughing, the Romano-Celtic temple complex 400m south of Dell Farm survives well. Limited archaeological investigations have clearly demonstrated both the size of the complex and the substantial and elaborate nature of its buildings and boundary walls.	1017453

## 1.4 Sites of Special Archaeological Interest

### 1.4.1 Within the Boundary

Asset ID	Site No.
973	4988
974	4978
976	4792

977	4791
931	4855
1023	4858

#### 1.4.2 Outside of the Boundary

Asset ID	Site No.
971	4821
972	4820
1024	4783
1305	4793
1037	4848

#### 1.5 Other features of note:

##### 1.5.1 Footpaths and Bridleways

There are a number of footpaths and bridleways in the vicinity. One footpath in particular, which begins at Park House and continues through **Park Farm**, falls within the boundary, and will be **particularly sensitive** to potential development as proposed.

##### 1.5.2 Important Views

There are extensive views from the C17th farmstead located on the plateau, which permit views of the surrounding open countryside, isolated farmsteads and the rural villages in the distance. In addition, due to the topography of the site, and elevated plateau within it, there are public views from outside the boundary along Walden Road and from within Great Chesterford Village itself, most notably High Street and Carmen Street.

In considering the impact of setting in relation to significance, the former is often associated with views. GPA3 states that '**contribution of setting to the significance of a heritage asset is often expressed by reference to views**'. These views can include a '*variety of views of, across, or including that asset, and views of the surroundings from or through the asset*'.

In addition, views can contribute '*more to understanding the significance of a heritage asset*' and can include '*natural features*' which are 'particularly relevant'.

## 2.0 How, and to what degree, if at all, does the setting of these heritage assets contribute to the significance of these heritage assets?

2.1 GPA3 is clear that ‘setting is not a heritage asset’, but that its *‘importance lies in what it contributes to the significance of the heritage asset’*. Its contribution can depend on a wide range of physical factors within the surroundings of the heritage asset, but can also include *‘perceptual and associational attributes pertaining to, the heritage asset’s surroundings’*.

2.2 Below is a table listing the heritage assets that would be potentially impacted by the proposed development, their setting and the contribution this setting makes to their overall significance.

Asset Details	Type	Setting	Contribution to Significance
Park Farmhouse Park Road, Great Chesterford	Listed Building	Immediate domestic setting adjacent to agricultural outbuildings forming farm complex and surrounded by open fields and arable land resulting in an isolated, rural setting within open countryside.	Both immediate and wider setting inform the character and historic context of the heritage asset, and contribute positively to its overall significance.
Hinxton Grange, Stables and Coach House	Listed Building	Immediate domestic setting and wider rural, countryside setting.	Both immediate and wider setting inform the character and historic context of the heritage asset, and contribute positively to its overall significance.
Great Chesterford House, Great Chesterford and Coach House	Listed Building	Immediate domestic setting on the outskirts of a rural village settlement, to the west, and wider rural, countryside setting to the north east and east.	Both immediate and wider setting inform the character and historic context of the heritage asset, and contribute positively to its overall significance.
Romano-Celtic temple 400m south of Dell's Farm	Scheduled Ancient Monument	Immediate rural, countryside setting with rural village settlement to the west.	Both immediate and wider setting inform, and contribute positively, to its overall significance.
973	Site of Special Archaeological Interest	Immediate agricultural setting and wider rural countryside setting to the north, east and south	Both immediate and wider setting inform, and contribute positively, to its overall significance.

974	Site of Special Archaeological Interest	Immediate agricultural setting and wider rural countryside setting to the north, east and south with historic village settlement to the south.	Both immediate and wider setting inform, and contribute positively, to its overall significance.
976	Site of Special Archaeological Interest	Immediate rural countryside setting and wider rural countryside setting with primary transport links to the west.	Immediate and wider setting contribute positively, to its overall significance.
977	Site of Special Archaeological Interest	Immediate rural countryside setting and wider rural countryside setting with primary transport links to the west.	Immediate and wider setting contribute positively, to its overall significance.
931	Site of Special Archaeological Interest	Immediate rural countryside setting and wider rural countryside setting with primary transport links to the west.	Immediate and wider setting contribute positively, to its overall significance.
1023	Site of Special Archaeological Interest	Immediate rural countryside setting and wider rural countryside setting	Immediate and wider setting contribute positively, to its overall significance.

### 3.0 What would be the effects of the proposed development on that significance, and would this be beneficial or harmful?

**Please note:** Heritage Assets that are considered to be most sensitive to the proposed development are listed below. Assets listed in section 1.0, where the impact is considered to be negligible, have been excluded below for ease of reference.

Asset Details	Impact to significance	Would this be beneficial or harmful?
Park Farmhouse Park Road, Great Chesterford	<p>A) Removal of modern structures and buildings which detract from the immediate setting may better reveal the form of the agricultural yard and associated outbuildings of merit, thereby enhancing interpretation of the site.</p> <p>B) Introduction of built-develop within curtilage of listed building and substantial built-development to the surrounding open countryside. Impact to rural, isolated agricultural and countryside setting. Contrary to <b>133, NPPF, Policy ENV2, ULP</b></p> <p>C) Introduction of new structures such as hotel, community buildings, cafes and restaurants as proposed, in the form proposed is likely to compete with heritage asset(s) and obscure the historic planform and character of the site, which in turn detracts from the immediate setting of the listed building. <b>Potentially 133, NPPF, ENV2, ULP.</b></p>	<p>A) Beneficial</p> <p>B) Harmful</p> <p>C) Harmful</p>
Great Chesterford House, Great Chesterford	Introduction of substantial built-development to the surrounding open countryside to the north-east and Impact to wider rural agricultural setting.	Harmful
Romano-Celtic temple 400m south of Dell's Farm	<p>A) Excavation of surrounding land may better reveal evidence of historic archaeological activity and improve knowledge and interpretation of the context and significance of the heritage asset.</p> <p>B) Introduction of substantial built-development to the surrounding open countryside to the north and impact to wider rural agricultural setting. <b>134, NPPF, Policy ENV2, ULP</b></p>	<p>Beneficial</p> <p>Harmful</p>

	<b>c)</b> Excavation of surrounding land may, cause irreversible harm to buried archaeology which could inhibit future interpretation of the site.	Harmful
973, 974, 976, 977, 931 and 1023	Impact to wider rural agricultural setting.	Harmful

## 4.0 How might enhancement be maximised, and any harm minimised or avoided?

### 4.1 Enhancement

Asset Details	Benefit	How would this be maximised?
Park Farmhouse Park Road, Great Chesterford	Removal of modern structures and buildings which detract from the immediate setting may better reveal the form of the agricultural yard and associated outbuildings of merit, thereby enhancing interpretation of the site.	<ul style="list-style-type: none"> <li>• Additional funding for the repair and on-going maintenance of the listed building, and associated curtilage listed outbuildings, or non-designated heritage assets on the site.</li> <li>• Future development to preserve and enhance the historic setting of the heritage assets, and reinforce the significance of the assets in terms of form, scale, massing, layout and detail.</li> <li>• Extent of new development to be proportionate to the site, and to retain important vistas both into and from the site.</li> </ul>
Romano-Celtic temple 400m south of Dell's Farm	Excavation of surrounding land may better reveal evidence of historic archaeological activity and improve knowledge and interpretation of the context and significance of the heritage asset.	<ul style="list-style-type: none"> <li>• Defer to ECC Archaeological Advisor or suitably qualified persons.</li> </ul>

### 4.2 Harm

Asset Details	Harm	How would this be avoided?
Park Farmhouse Park Road, Great Chesterford	<p>Introduction of built-develop within curtilage of listed building and substantial built-development to the surrounding open countryside. Impact to rural, isolated agricultural and countryside setting. Contrary to <b>133, NPPF, Policy ENV2, ULP</b></p> <p>Introduction of new structures such as hotel,</p>	<ul style="list-style-type: none"> <li>• <b>Identify alternative site(s) for development - Recommended</b></li> <li>• Provide buffer around the plateau and listed buildings curtilage, enabling it to be viewed in isolation, in a countryside setting</li> <li>• Consider a reduced proposal, to a more confined area of the site which is least sensitive in terms of impact upon the historic environment, both above and below ground.</li> </ul>

	community buildings, cafes and restaurants as proposed, in the form proposed is likely to compete with heritage asset(s) and obscure the historic planform and character of the site, which in turn detracts from the immediate setting of the listed building. <b>Potentially 133, NPPF, ENV2, ULP.</b>	
Great Chesterford House, Great Chesterford	Introduction of substantial built-development to the surrounding open countryside to the north-east and Impact to wider rural agricultural setting.	<ul style="list-style-type: none"> <li>• Identify alternative site(s) for development</li> <li>• Consider a reduced proposal, to a more confined area of the site which is least sensitive in terms of impact upon the historic environment, both above and below ground.</li> <li>• Preserve uninterrupted views from the site in question into the open countryside and uninterrupted views from important public vantage points of the listed building in relation to its wider countryside setting.</li> </ul>
Romano-Celtic temple 400m south of Dell's Farm	<p>Introduction of substantial built-development to the surrounding open countryside to the north and irreversible impact to wider rural agricultural setting. 134, NPPF, Policy ENV2, ULP</p> <p>Excavation of surrounding land may, cause irreversible harm to buried archaeology which could inhibit future interpretation of the site.</p>	<ul style="list-style-type: none"> <li>• Identify alternative site(s) for development</li> <li>• Provide buffer around the heritage asset, enabling it to be viewed and experienced in relation to its historic rural countryside setting.</li> <li>• Consider a reduced proposal, to a more confined area of the site which is least sensitive in terms of impact upon the historic environment, both above and below ground.</li> </ul>
Selected sites of Archaeological Interest 973 to 1023 as listed above.	Impact to wider rural agricultural setting.	<ul style="list-style-type: none"> <li>• Identify alternative site(s) for development</li> <li>• Provide buffer around the heritage asset, enabling it to be viewed and experienced in relation to its historic rural countryside setting.</li> </ul>

Selected sites . . . continued		<ul style="list-style-type: none"><li>• Consider a reduced proposal, to a more confined area of the site which is least sensitive in terms of impact upon the historic environment, both above and below ground.</li></ul>
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## 5.0 Concluding recommendation

It is strongly recommended that a full Heritage Impact Assessment be commissioned with regards to the proposed development if this site is to be recommended. I must advise however, that based on the information available at present, it is unlikely that the proposed scheme could be achieved without causing significant harm to the significance of the numerous heritage assets detailed above, most notably Park Farmhouse (Listed Building) and the Romano-Celtic Temple (Schedule Ancient Monument).

The resulting impact of the development as proposed, upon the setting of the heritage assets would compromise their overall significance in my view. In response to this, the 'heritage' benefits arising from the scheme, not to be confused with public benefits, are unlikely in my view to mitigate this harm. The NPPF is clear in paragraph 132 that **'great weight should be given to the asset's conservation'** and whilst I am mindful of the applicants desire to incorporate the boundary of the historic deer park into their masterplan, I must question whether this would be readily interpreted by visitors and occupants alike.

In addition, a heavily built-up residential settlement character is vastly different to the characteristics of a deer park, and I am unconvinced that this could be viewed as mitigation for irreversible harm to the designated heritage assets, which at present can be readily interpreted and appreciated by all in their historic setting. In light of the above, whilst there would be a significant public benefit arising from the scheme in terms of new housing, my recommendation would be that alternative sites are considered in order to achieve this benefit elsewhere, without compromising the heritage assets within what is considered a highly sensitive site.

In the event that the Authority is minded to recommend the site, I would suggest that a full and independent Heritage Impact Assessment be carried out to inform any future masterplan, and that any subsequent proposal should take measures to address the concerns raised above, taking great care to avoid unnecessary and irreversible harm the significance of the heritage assets detailed above and their wider setting. I would strongly recommend that the submitted masterplan is revised, once this assessment has been carried out, and the layout of proposed housing detailed accordingly. Such measures would be necessary in my view in order to arrive at a viable scheme for the site.

# Brief Heritage Impact Assessment – Andrewsfield Garden Village, West of Braintree

The following document highlights any heritage assets that could potentially be impacted by development in response to the call for sites, undertaken as part of the draft Local Plan. It considers the significance of these heritage assets, the contribution that setting makes to their overall significance and the likely effect of the proposed development on their setting and overall significance.

For the purposes of this report, the terms **heritage asset**, **setting** and **significance** are used in accordance with the definition set out in the National Planning Policy Framework Glossary, 2012 pg. 52-56.

The information used to compile this report has been obtained from the National Heritage List, available on the Historic England website, a review of the supporting documentation submitted by the applicants, including the '*Andrewsfield Garden Village Development Vision. June 2015*' document, and '*Technical Report- Landscape. June 2015*' a recent site visit conducted by the Conservation officer, in relation to the proposals and to inform this response.

With regards to wider heritage policy, governmental guidance and good practice guidance, this report takes into account the guidance set out in the National Planning Policy Framework (NPPF) 2012, in addition to the NPPG, Historic England's (H.E.) publication 'Conservation Principles: Policies and Guidance' (2008), the H.E. Good Practice Advice: 2 and 3 (GPA, 2015) and 'Making changes to Heritage Assets: HE Advice Note 2. The Historic Environment Record for Essex has also been consulted. In addition the report takes into consideration the policies set out in the current Uttlesford Local Plan, 2005; in particular policies ENV1 and ENV2.

The following assessment follows the staged approach to proportionate decision taking, as set out in the Historic England guidance document: *The Setting of Heritage Assets: Historic Environment Good Practice Advice in Planning: 3 Published 2015 (GPA 3)*

## 1.0 Record of heritage assets, and their setting, that would be affected by the proposed development

### 1.1 Listed Buildings

Asset Details	List Description	List Ref.
Tilehouse Farmhouse	Grade II. House and crosswing mid C16 or earlier with later and C20 additions and alterations. Timber framed and plastered. Red plain tile roof. Main range with gablet and ½ hipped to left, gabled and jettied crosswing and gabled and outshot to right. 2 storeys 1:3 first floor window range, 1:2 ground floor range of small paned casements. C20 gabled, red tiled, open porch and board door with lights. Red brick chimney stack at rear. RCHM 59.	1322301
Home Farmhouse	Grade II. Cottage C16/C17 with later additions and alterations. Timber framed and plastered. Thatched roof, half hipped to right, hipped to left and outshot over lean-to. 2 storeys. 2 window range first floor, 4 range to ground floor of C20 casements. C20 gabled enclosed porch and C20 board door with light. Red brick chimney stacks to left and right.	1306792
Byways/Sunnyside	Grade II. 2 adjoining cottages, C17 or earlier with later alterations. Timber framed and plastered. Two level thatched roof, hipped to left, with four eyebrow dormers. 1 storey and attic, 5 window range of horizontal sliding sashes and small paned casements. Two C20 doors. 2 red brick chimney stacks.	1168880
St Judes	Grade II. House C17 or earlier core, with circa 1819 flint and red brick dressed cladding and matching C20 addition to left, this addition with archway and crosswing. Red plain tiled roof, ½ hipped to crosswing and to right. 2 storeys. 1:3 window range first floor. 1:2 range to ground floor of gothic windows in dressed round head openings. Board door with pointed arch head in matching dressed opening. Dressed quoins and band.	1112735

	Original inglenook fireplace and incorporated bakehouse. Off centre red brick chimney stack. Known as "The Black Horse". Public House 1906.	
Old Leas	Grade II. Cottage C17 or earlier, with later alterations. Timber framed and plastered 1/2 hipped thatched roof with 2 flat head dormers. 1 storey and attic. 3 window range of various small paned casements and horizontal sliding sashes. Plain board door with pentice board over. 1 external and one central red brick chimney stack.	1168887
Mayview Willow Thatch	Grade II. 2 cottages C18 or earlier with later alterations and additions. Timber framed and plastered ½ hipped, thatched roof with 4 flat headed dormers. 1 storey and attics. 4 window range of C19 and C20 casements. 2 doors - one a C20 board door with glazing, the other, a C20 plank and muntin door. 2 red brick chimney stacks. There is a red tiled lean-to to right with boarded door.	1322302
Burnthouse Farmhouse	Grade II. House early C19 bricking-up with C18 or earlier timber framed and plastered rear wing. Red plain tiled roofs. Red brick with yellow brick bands and window dressings. 2 storeys. 4 range casement windows. Central gabled, open red brick porch with red tiled roof and barge boards to gable. 4 panel door with 2 lights. Central red brick chimney stack.	1168893
The Thatch	Grade II. Cottage C17/18 with later additions and alterations. Timber framed and plastered. Thatched roof with two gabled dormers and with central extension forming a porch over the C20 board door with light. 1 storey and attics. 4 window range of diamond leaded casements. Central red brick chimney stack, now plastered. RCHM 62.	1112736
Yew Tree Farmhouse	Grade II. House C18 with possibly earlier core and later additions and alterations. Timber framed and plastered. Red plain tiled roof outshots and rear. 2 storeys. 2 window range to ground floor, 3 to first floor, the central window with round head and	1322340

	glazing bars, the remainder all small paned vertical sliding sashes. Central 6 panel door approached by steps with pediment over. Red brick chimney stacks to right and left. Possible bake oven to left with red tiled roof. A building recorded on the site 1678.	
Yew Tree Farm Barn	Barn possibly C18. Timber framed, part weatherboard, part plaster, with thatched roof hipped to left. Red plain tiled gabled midstrey.	1168851
Bacons Farmhouse	Grade II. House, mid C16 or earlier with later additions and alterations. Timber framed and plastered with jettied crosswing to right. Red plain tiled roof ½ hipped to left, crosswing hipped with gable. 2 storeys 2:1: window range of small paned casements. C20 enclosed gabled porch and board door. 2 red brick chimney stacks. Small red tiled lean-to to left. A building was recorded on the site as Walter Bacon's in 1323.	1112733
Bacons Farm Barn	Grade II. Barn. Possibly C18. Timber framed and weatherboarded. Central midstrey. Corrugated asbestos roof. Through bracing to walls.	1168859
Badcocks Farmhouse	Grade II. House, C17 crosswing recently restored with C20 additions. Timber framed and plastered with C20 pargetting and C20 range to left and rear. 2 storeys and attic. 2 windows to first floor, 2 to ground floor and 1 to attic of C20 leaded casements. C20 board door to hipped, enclosed red tiled porch. Side purlin roof, jowled storey posts, original chimney stack. A cambered tie beam and a finely moulded ceiling beam from the collapsed hall are incorporated in the C20 build. Red brick chimney stack. Record of a farm on the site in 1472	1112734
Gatehouse Farmhouse	Grade II. House with crosswing to right C16 or earlier, with later additions and alterations. Timber framed and plastered. Red plain tiled roof, with 3 flat head dormers and outshot over C20 glazed porch with board door. 2 storeys 2:2 range of C20 square leaded casement windows. 2 red brick chimney stacks. There is a red tiled	1168992

	single storey extension to right. Records of a farmhouse on this site date to 1327. RCHM53.	
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### 1.2 Conservation Areas

The site does not fall within the boundary of a conservation area, but is located in proximity to the Stebbing Conservation Area (west), Rayne Conservation Area (south-east) and Great Saling Conservation Area (north), the two later falling within Braintree District.

### 1.3 Scheduled Ancient Monuments

Asset Details	List Description	List Ref.
Porters Hall Moated Site	The monument includes a moated site situated at Porter's Hall on a hill top overlooking and 1.25km south-east of Stebbing Brook. It includes a rectangular moated area which measures 110m NW-SE by 65m NE-SW. The arms are between 12m and 6m in width and are water-filled, except to the south-west where they have recently dried out. The eastern corner has an irregular extension which measures 30m NE-SW by 20m NW-SE. The southern corner has also been extended along the same line as the south-western arm for a further 32m. Along the southern edge of this arm is a slight bank, 3.5m in width and about 0.4m high which is considered to have been used as a garden terrace. (Excerpt only)	1008701

### 1.4 Sites of Special Archaeological Interest

**Please note:** The table below lists those heritage assets within Uttlesford District only.

Asset ID	Site No.
North of Tilehouse	TBC
North of Poultry House	TBC
Unnamed	TBC
Roman Road/ Stane Street	TBC
South of Badcocks Farm	TBC

## 1.5 Other features of note:

### 1.5.1 Important Views

There are a number of important viewpoints which are likely to be impacted by the proposed development, which should be recognised and considered as part of any future proposal. These include views of Badcocks Farmhouse from the road to the north-east of the listed building, which offer clear views of the farmhouse within its historic countryside setting (Fig 1).



*Fig 1: View travelling from the north-east with Badcocks Farm, the rendered structure clearly visible to the west.*

In addition, views from the main road (Dunmow Road) through Stebbing Green are also considered to be particularly sensitive to change. A number of listed buildings are located on the north-eastern side of the road, and are viewed in relation to the open countryside to the rear, which gently rises upwards to the north. This forms a pleasing and important backdrop to these heritage assets, preserving their historic setting. Views are possible between plots (Fig 2), and also through one particular dwelling, St Judes, which has a striking 'archway' arrangement, permitting views through to the fields behind (Fig 3).



*Fig 2 & 3 respectively: Countryside views are a key component of the setting of these listed buildings.*

Furthermore, views into and out from the site of Bacons Farm, should also be carefully considered.

In considering the impact of setting in relation to significance, the former is often associated with views. GPA3 states that **'contribution of setting to the significance of a heritage asset is often expressed**

by reference to views'. These views can include a *'variety of views of, across, or including that asset, and views of the surroundings from or through the asset'*.

In addition, views can contribute *'more to understanding the significance of a heritage asset'* and can include *'natural features'* which are 'particularly relevant'.

## 2.0 How, and to what degree, if at all, does the setting of these heritage assets contribute to the significance of these heritage assets?

2.1 GPA3 is clear that ‘setting is not a heritage asset’, but that its *‘importance lies in what it contributes to the significance of the heritage asset’*. Its contribution can depend on a wide range of physical factors within the surroundings of the heritage asset, but can also include *‘perceptual and associational attributes pertaining to, the heritage asset’s surroundings’*.

2.2 Below is a table listing the heritage assets that would be potentially impacted by the proposed development, their setting and the contribution this setting makes to their overall significance.

Asset Details	Type	Setting	Contribution to Significance
Tilehouse Farmhouse	Listed Buildings	Immediate domestic setting on the edge of a sporadic settlement of dwellings within a wider open rural countryside setting.	Both immediate and wider setting inform the character and historic context of the asset, and contribute positively to its overall significance.
Home Farmhouse	Listed Buildings	Immediate domestic setting within a sporadic settlement of dwellings within a wider open rural countryside setting.	As above.
Byways/Sunnyside	Listed Buildings	Immediate domestic setting within a sporadic settlement of dwellings within a wider open rural countryside setting.	As above.
St Judes	Listed Buildings	Immediate domestic setting within a sporadic settlement of dwellings within a wider open rural countryside setting.	As above.
Old Leas	Listed Buildings	Immediate domestic setting within a sporadic settlement of dwellings within a wider open rural countryside setting.	As above.
Mayview Willow Thatch	Listed Buildings	Immediate domestic setting within a sporadic settlement of dwellings within a wider open rural countryside setting.	As above.
Burnthouse Farmhouse	Listed Buildings	Immediate domestic setting as part of an agricultural complex, on the outskirts of a sporadic settlement within a wider open rural countryside	As above.

		setting.	
The Thatch	Listed Buildings	Immediate domestic setting within a sporadic settlement of dwellings within a wider open rural countryside setting.	As above.
Yew Tree Farmhouse	Listed Buildings	Immediate domestic setting as part of an agricultural complex within a wider open rural countryside setting.	As above.
Yew Tree Farm Barn	Listed Buildings	Immediate agricultural setting forming part of a complex associated with the domestic farmhouse, with wider open, rural countryside setting.	As above.
Bacons Farmhouse	Listed Buildings	Immediate domestic setting as part of an agricultural complex within a wider open rural countryside setting.	As above.
Bacons Farm Barn	Listed Buildings	Immediate agricultural setting forming part of a complex associated with the domestic farmhouse, with wider open, rural countryside setting.	As above.
Badcocks Farmhouse	Listed Buildings	Immediate domestic setting as part of an agricultural complex within a wider open rural countryside setting.	As above.
Gatehouse Farmhouse	Listed Buildings	Immediate domestic setting as part of an agricultural complex within a wider open rural countryside setting.	As above.
Porters Hall Moated Site	Scheduled Ancient Monument	Overall agricultural setting with domestic hall on the site and a wider rural countryside setting.	As above.
North of Tilehouse	Site of Archaeological Interest	Wider open rural countryside setting, on the outskirts of a sporadic, small settlement.	As above.
North of Poultry House	Site of Archaeological Interest	Open rural countryside setting.	As above.
Unnamed	Site of Archaeological Interest	Open rural countryside setting.	As above.
Roman Road/ Stane Street	Site of Archaeological Interest	Generally open rural countryside setting, but with localised small domestic settlements.	As above.

South of Badcocks Farm	Site of Archaeological Interest	Open rural countryside setting adjacent to agricultural farmsteads.	As above
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### 3.0 What would be the effects of the proposed development on that significance, and would this be beneficial or harmful?

**Please note:** Heritage Assets that are considered to be most sensitive to the proposed development are listed below. Assets listed in section 1.0, where the impact is considered to be negligible, have been excluded below for ease of reference.

The following list is compiled with reference to the submitted masterplan. Subsequent revision to this plan may alter the resulting impact which should be re-assessed as necessary.

Asset Details	Impact to significance	Would this be beneficial or harmful?
Tilehouse Farmhouse	Introduction of built development to the rear of the dwellings, replacing open-countryside setting with that of an urban settlement. Due to the topography of this is likely to be highly visible, particularly from Dunmow Road, undermining their historic wider setting.	Harmful
Home Farmhouse		
Byways/Sunnyside		
St Judes		
Old Leas		
Mayview Willow Thatch		
Burnthouse Farmhouse	Introduction of built development to wider setting of the heritage asset, replacing open-countryside setting with that of an urban settlement.	Harmful
The Thatch	Introduction of built development to wider setting of the heritage asset, replacing open-countryside setting with that of an urban settlement.	Harmful
Bacons Farmhouse	Introduction of built development to west and south of the site, partly impacting wider setting of the heritage asset and isolating the heritage asset from its historic, isolated countryside setting.	Harmful
Bacons Farm Barn		
Badcocks Farmhouse	Introduction of built development to west and east of the site, impacting views towards the heritage asset and its relationship to its historic rural countryside setting.	Harmful
North of Tilehouse	a) Excavation of surrounding land may cause irreversible harm to the buried	a) Harmful

North of Poultry House	archaeology which could inhibit future interpretation of the site.	
Unnamed	b) Introduction of built development to immediate and surrounding open countryside will impact historic setting.	b) Harmful
Roman Road/ Stane Street	c) Excavation of surrounding land may better reveal evidence of historic activity and improve knowledge and interpretation of the context and significance of the heritage asset.	c) Beneficial
South of Badcocks Farm		

## 4.0 How might enhancement be maximised, and any harm minimised or avoided?

### 4.1 Enhancement

Asset Details	Benefit	How would this be maximised?
North of Tilehouse	Excavation of surrounding land may better reveal evidence of historic activity and improve knowledge and interpretation of the context and significance of the heritage asset.	<ul style="list-style-type: none"> <li>Defer to ECC Archaeological Advisor or suitably qualified persons.</li> </ul>
North of Poultry House		
Unnamed		
Roman Road/ Stane Street		
South of Badcocks Farm		

### 4.2 Harm

Asset Details	Harm	How would this be avoided?
Tilehouse Farmhouse	Introduction of built development to the rear of the dwellings, replacing open-countryside setting with that of an urban settlement.  Due to the topography of this is likely to be highly visible and is likely to be visible from Dunmow Road, competing with the primacy of the heritage assets, and undermining their historic context.	<ul style="list-style-type: none"> <li>Identify alternative site(s) for development</li> <li>Retain the area of land to the rear of the properties (north-east) as open land as part of a forthcoming scheme.</li> </ul>
Home Farmhouse		
Byways/Sunnyside		
St Judes		
Old Leas		
Mayview Willow Thatch		
Burnthouse Farmhouse	Introduction of built development to wider setting of the heritage asset, replacing open-countryside setting with that of an urban settlement.	<ul style="list-style-type: none"> <li>Identify alternative site(s) for development</li> <li>Retain the area of land to the rear of the properties (north-east) as open land as part of a forthcoming scheme.</li> </ul>
The Thatch	Introduction of built development to wider setting of the heritage asset, replacing open-countryside setting with	

	that of an urban settlement.	
Bacons Farmhouse	Introduction of built development to west and south of the site, partly impacting wider setting of the heritage asset and isolating the heritage asset from its historic, isolated countryside setting.	<ul style="list-style-type: none"> <li>• Identify alternative site(s) for development</li> <li>• Retain the area of land to the south and west of the listed building complex, as a buffer of open land as part of a forthcoming scheme enabling its historic setting to continue to be interpreted.</li> </ul>
Bacons Farm Barn		
Badcocks Farmhouse	Introduction of built development to west and east of the site, impacting views towards the heritage asset and its relationship to its historic rural countryside setting.	<ul style="list-style-type: none"> <li>• Identify alternative site(s) for development</li> <li>• Retain the area of land to the east and preferably also the west of the listed building complex, as a buffer of open land as part of a forthcoming scheme to retain views of the heritage asset from the road, enabling its historic setting to continue to be interpreted.</li> </ul>
North of Tilehouse	<p>Excavation of surrounding land may cause irreversible harm to the buried archaeology which could inhibit future interpretation of the site.</p> <p>Introduction of built development to immediate and surrounding open countryside will impact historic setting.</p>	<ul style="list-style-type: none"> <li>• Identify alternative site(s) for development</li> <li>• Consider a buffer zone around the heritage assets, and locate new built-development away from these sites.</li> </ul>

## 5.0 Concluding recommendation

It is strongly recommended that a full Heritage Impact Assessment be commissioned with regards to the proposed development if this site is to be recommended.

The resulting impact of the development as proposed, upon the setting of the heritage assets is considered to be harmful and would compromise their overall significance. In response to this, the 'heritage' benefits arising from the scheme, not to be confused with public benefit, are unlikely in my view to mitigate this harm. The NPPF is clear in paragraph 132 that **'great weight should be given to the asset's conservation'**.

However, it should be acknowledged that the proposed development of up to 7,500 houses, would result in a significant public benefit, and it could be argued that this would outweigh the relative harm to the setting of the aforementioned heritage assets. Nonetheless, these buildings represent a finite resource, and once such a scheme has been agreed and implemented, this harm cannot be undone.

As such, I would suggest that a full and independent Heritage Impact Assessment be carried out to inform any future masterplan, and that any subsequent proposal should take measures to address the concerns raised above, taking great care to avoid unnecessary and irreversible harm the significance of the heritage assets detailed above, and their wider setting. In light of this, I would recommend strongly that the submitted masterplan is revised, once this assessment has been carried out, and the layout of proposed housing detailed accordingly. Subject to these measures, I consider that such a scheme could be achieved on the site without causing substantial harm to the significance of the heritage assets detailed above.



**Committee:** Planning Policy Working Group

**Agenda Item**

**Date:** 17 May 2017

**8**

**Title:** Uttlesford Employment Land topic Paper  
May 2017

**Author:** Graham Holmes, Planning Policy Officer

**Key decision:** No

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### Summary

1. The Employment Topic Paper briefs PPWG on the on-going position at the time of writing in regards to the Employment evidence base to inform the Employment Strategy of the Regulation 18 Uttlesford Local Plan.

### Recommendations

2. For information

### Financial Implications

3. None

### Background Papers

4. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

### Impact

- 5.

Communication/Consultation	The documents will form part of the evidence base to the Local Plan.
Community Safety	N/A
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal Implications	N/A
Sustainability	A sustainability appraisal will be undertaken on the whole plan
Ward-specific impacts	All Wards
Workforce/Workplace	N/A

## Situation

6. The topic paper sets out the current position on future employment growth in the district as of May 2017. In planning terms, employment land usually refers to 'B Class' uses and includes:

- B1(a) – Offices
- B1(b) – Research and Development
- B1(c) – Light Industry
- B2 – General Industry; and
- B8 – Storage and Distribution.

This topic paper focuses upon these use classes and the future growth (or decline) of these sectors over the period of the Local Plan.

Other employment generating uses in Uttlesford District (retail, health, education etc) are not covered in this paper.

## Risk Analysis

7.

Risk	Likelihood	Impact	Mitigating actions
Insufficient information is available to make an informed decision.	1. The Council is working to a project plan to ensure there is a proportionate evidence base.	Local Plan found unsound.	Prepare proportionate evidence.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

# Employment Land Topic Paper - Update

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May 2017

## **1. Introduction**

1.1. This paper sets out the current position on future employment growth in the district as of May 2017. In planning terms, employment land usually refers to 'B Class' uses and includes:

- B1(a) – Offices
- B1(b) – Research and Development
- B1(c) – Light Industry
- B2 – General Industry; and
- B8 – Storage and Distribution.

1.2. This topic paper focuses upon these use classes and the future growth (or decline) of these sectors over the period of the Local Plan.

1.3. Other employment generating uses in Uttlesford District (retail, health, education etc) are not covered in this paper.

### **Key Evidence Studies**

1.4. The following studies should be read alongside this topic paper:

- Commercial Workspace Study (BE Group, June 2015);
- Employment Land Review (UDC, 2011);
- Employment Land Review Update (AECOM, August 2016);
- Assessment of Land North East of Bury Lodge Lane (Carter Jonas, November 2012);
- Employment Land Monitoring (UDC, October 2014); and
- Employment Land Topic Paper (UDC, January 2017)

### **Key Issues**

1.5. This Topic paper sets out:

- Current Land Requirements;
- Current employment evidence base updates and preliminary findings; and
- Next Steps.

## **2. Current Identified Land Requirements**

- 2.1. The Latest employment land study for Uttlesford District is the AECOM Employment Land Review dated August 2016.
- 2.2. The ELR has calculated that between 2016 and 2031 there is a requirement to provide **16,600sqm** office space and **18Ha** of 'industrial' land. For industrial land, the ELR has calculated that **18 Hectares (Ha)** is required over the plan period.
- 2.3. A number of issues were however identified with the update report which is discussed later in this paper.

## **3. Current Employment Work being undertaken**

- 3.1. There are currently two studies being undertaken to inform the Local Plan employment requirements. These are the corrections to the ELR addendum report (undertaken by AECOM) and a joint study undertaken by FEMA (Functional Economic Market Area) authorities (East Hertfordshire, Epping Forest, Harlow and Uttlesford).

### *AECOM Addendum Report*

- 3.2. A number of issues were identified in the AECOM Update Report dated August 2016. Following further discussions with AECOM, amendments are currently being made to the existing update to resolve these issues, including.
  - Providing a clearer analysis of the completions in the period 2011-16 and the effect this has on the employment need figures for the remaining plan period;
  - To extend the current period of ELR study from 2031 to 2033 to cover the whole plan period;
  - Adjust the existing employment supply figures – There had been an overestimation of the total quantum of active employment land (particularly at Stansted) which could have a bearing on overall employment growth requirements.
  - Further clarification of the differences between 'land allocation' and 'floorspace allocation' and the plot ratios for land to floorspace requirements B1, B2 and B8 uses; and
  - Grammatical corrections and providing further clarity on more minor points contained in the report.
- 3.3. AECOM will report their findings to the Council by Friday 12<sup>th</sup> May.

### *Hardisty Jones FEMA Report*

- 3.4. Since the publication of the AECOM Update Report in August 2016, a more up to date East of England Forecast Model has been published (EEFM 2016). The AECOM report is based on the 2014 EEFM
- 3.5. The 2014 EEFM was produced by Oxford econometrics, whereas the 2016 EEFM was prepared by Cambridge Econometrics. Different assumption regarding the future growth in the district has been made by the two organisations.

3.6. Hardisty Jones Associates (HJA) has been appointed by the FEMA authorities to undertake an update of the Employment Land needs, which has been split into two phases:

*Phase 1 – Employment Scenarios (Jobs Growth)*

- Review existing and emerging Local Plans and accompanying employment evidence base;
- Critical review of 2016 EEFM due to variances between the 2014 and 2016 projections and their appropriateness as a baseline scenario (as highlighted under Para 3.5);
- Consultation with officers of the four authorities and other stakeholders including the County Council, LSCC, LEP's and Cambridge Econometrics;

3.7. HJA presented their preliminary findings to FEMA authorities at Epping Forest on the 30<sup>th</sup> March. It was identified that there were some anomalies with the 2016 EEFM and HJA would look at these anomalies and liaise with Cambridge Econometrics to resolve, alongside other changes and amendments made by FEMA authorities.

*Phase 2 – Employment Land Implications (Land and Floorspace Requirements)*

3.8. Following the completion of the Phase 1 work, Phase 2 commenced with further technical work to understand the associated employment land requirements arising from the preferred employment growth scenarios. These have been developed into a headline employment land strategy.

3.9. HJA presented their findings at an additional workshop on the 26<sup>th</sup> April at Epping Forest.

*HJA Preliminary Findings*

3.10. The meetings held on the 30<sup>th</sup> March and 26<sup>th</sup> April has provided each of the four local authorities with an indicative jobs growth and indicative land requirement. The results for Uttlesford are as follows. It should be noted that these are NOT the final figures and are only indicative at this stage. Please note that the 'moderated' baseline growth figure is HJA own assumptions on jobs growth based on the 2016 EEFM. The variance in B1 office figures is dependent on where the office growth is located i.e. in an urban or rural location:

District	Stansted Scenario jobs growth (HJA 2015)	Moderated Baseline jobs growth	Uplift Scenario Growth 2011-33	Land Requirement Offices (B1)	Land Requirement Industrial (B8)
Uttlesford	14,600-14,900	7,100	14,900	5-13Ha	46Ha

3.11. It should be noted that whilst this figure is considerably higher than that contained in the current AECOM report, there are a number of reasons for this:

- The AECOM report only covers a period 2016-2031. The Hardisty Jones figure covers the whole plan period 2011-2033;
- Completions, losses and commitments for the period 2011-2016 have not yet been taken into account in the HJA figures; this will lead to a decrease in the need over the plan period;

- There are some concerns that the Harlow Enterprise Zone has not been taken into account in the overall jobs split between the districts; and
- Potential changes to the Stansted Growth split between the districts.

3.12. This figure is therefore highly likely to decrease when HJA report their final figures to the final FEMA workshop. This meeting is being held on Thursday 18<sup>th</sup> May at Epping Forest.

#### **4. Next Steps**

4.1. Officers are currently in the process of determining the preferred sites to recommend for allocation for employment purposes in the emerging Local Plan.

4.2. The likelihood is that both figures will be considerably higher than those found in the current AECOM Update report.

4.3. A decision will therefore need to be made as to which figure to use in the emerging Local Plan. The Hardisty Jones FEMA report is based on a more robust and tested methodology and is based on a more up to date dataset. It is likely that the emerging Local Plan will base its employment needs on the findings contained in the Hardisty Jones report, although no final recommendation to Members will be made until the findings from both reports are presented to officers.

4.4. The FEMA authorities have also agreed to complete an Employment MOU. Work on the MOU will commence once Hardisty Jones have presented their final employment need figures at the 18<sup>th</sup> May meeting and an agreement is reached between the FEMA authorities.

4.5. Once a final figure has been agreed, officers will identify which sites are best suited to meet this Employment Need for inclusion in the emerging Local Plan.

4.6. This Topic Paper will be updated with the figures from both studies and presented to members at the next PPWG on the 22<sup>nd</sup> June, alongside the recommended sites to be allocated for employment purposes.



**Committee:** Planning Policy Working group

**Agenda Item**

**Date:** 17 May 2017

**9**

**Title:** Statement of Community Involvement

**Author:** Gordon Glenday, Assistant Director  
Planning

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### Summary

1. The Council adopted a Statement of Community Involvement in 2016. Officers have carried out a review and refresh of the document and seek comments from the Working Group before carrying out a formal public consultation.

### Recommendations

2. To comment on the updated Statement of Community Involvement and suggest any necessary updates prior to public consultation.

### Financial Implications

3. None – consultation expenses can be met from existing budgets.

### Background Papers

4. There are no background papers.

### Impact

- 5.

Communication/Consultation	The SCI will be subject to a six week period of consultation.
Community Safety	N/A
Equalities	The SCI makes sure that the methods of consultation used are such that all groups can be involved in consultation processes
Health and Safety	N/A
Human Rights/Legal Implications	N/A
Sustainability	N/A
Ward-specific impacts	All

Workforce/Workplace	N/A
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## Situation

6. The Council adopted its Statement of Community Involvement (SCI) in 2016 following the statutory process. The document sets out the Council's approach to public consultation and involvement in the preparation of the Local Plan, other development plan documents and in the determination of planning applications.
7. Officers have carried out a review and refresh of the document and seek the views of the Working Group before carrying out a formal public consultation.
8. A review of the SCI is necessary in order to take account of:
  - Up to date legislation and approach to plan preparation it necessitates
  - Need for more efficient/focused engagement with key stakeholders
9. Subject to any comments of the Working Group the consultation with statutory consultees will run for a 6 week period. The responses to the consultation will be reported to a future Working group meeting prior to consideration at Cabinet.

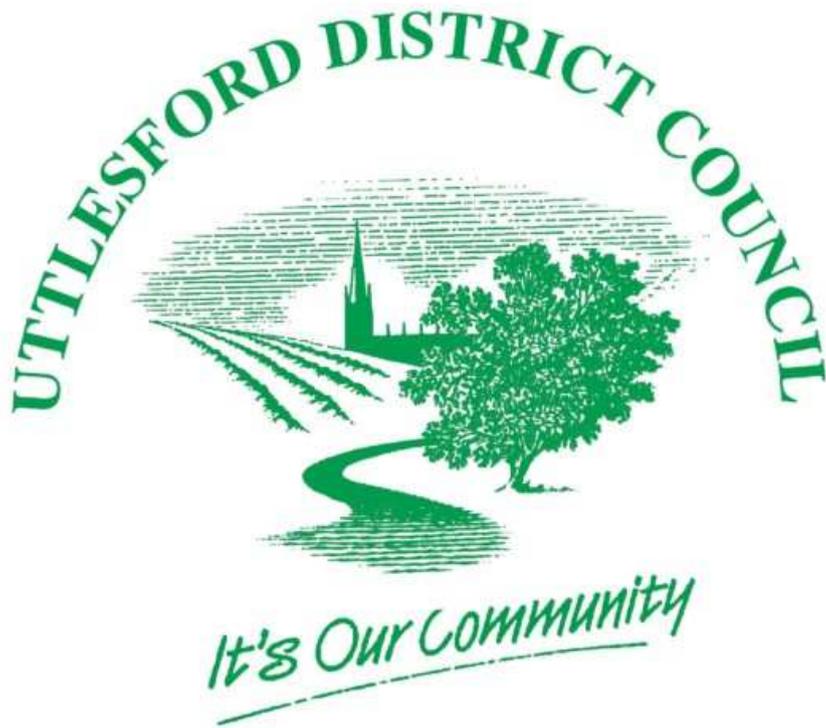
## Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
If the Council does not have an up to date SCI and has not carried out consultation in accordance with the Regulations and the Statement of Community Involvement the Local Plan could be found to have failed the legal compliance test at examination.	Low	Delays in adopting the Local Plan.	Making sure that the SCI is up to date and in accordance with the relevant regulations.

- 1 = Little or no risk or impact  
2 = Some risk or impact – action may be necessary.  
3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.





**UTTLESFORD DISTRICT COUNCIL  
STATEMENT OF COMMUNITY  
INVOLVEMENT**

**Consultation Draft**

May 2017

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# Have Your Say

## Uttlesford's Consultation Draft Statement of Community Involvement

The Planning and Compulsory Purchase Act (2004) requires local planning authorities to produce a Statement of Community Involvement (SCI). An SCI sets out how and when stakeholders will be involved in the preparation of planning policy documents and planning applications. The SCI should be kept up to date.

We are seeking your views on Uttlesford's Consultation Draft Statement of Community Involvement (2017). The consultation period runs for six weeks from 23 May to 4 July 2017.

### Where you can view the document

- You can view the document online at: XXX
- Hard copies of the document are also available to view at: XXX

### How to respond

Responses are being collected on-line through the Uttlesford District Council's consultation portal at: XXX

### Alternatively, you can write to us. Please send your comments to:

**Email:** [planningpolicy@uttlesford.gov.uk](mailto:planningpolicy@uttlesford.gov.uk)

**By post:**

SCI Consultation  
Planning Policy  
Uttlesford District Council  
London Road  
Saffron Walden  
Essex CB11 4ER

*Please note the closing date for comments is 4 July 2017. All consultation responses received will be given careful consideration in the preparation of the final Statement of Community Involvement.*

# 1 Introduction

1.1 The purpose of planning is to help achieve sustainable development, assisting economic, environmental and social progress for existing and future communities. Planning shapes the places where people live and work, so it is important that communities are able to take an active part in the process. Uttlesford District Council works to improve the quality of lives of people who live, work, or visit the District. One of the ways we do this is by talking to and hearing from individuals and organisations in Uttlesford about their concerns, ideas and ambitions.

1.2 This Statement of Community Involvement (SCI) has been prepared to explain how the Council will engage communities, businesses and organisations in the planning process.

The benefits of community engagement include:

- Resolving potential conflicts between parties at an early stage
- Generating local ownership and fostering community pride
- Creating a better understanding of local community priorities
- Introducing greater clarity and transparency in decision making

## 2 Overview of the area

### What is a statement of community involvement?

- 2.1 The main purpose of a SCI is to set out how the local community, businesses and other organisations with an interest in development in Uttlesford can engage with the planning system. It sets out how the Council will involve the community when preparing planning documents and deciding planning applications. When involving the community in the planning process, account will also be taken of any corporate guidance and strategies adopted by the Council.

### Why is a statement of community required?

- 2.2 Local planning authorities are required to produce a SCI under Section 18 (Part 1) of the Planning and Compulsory Purchase Act (2004). The National Planning Policy Framework (NPPF) (2012) states that:

*“Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that Local Plans, as far as possible, reflect a collective vision and a set of agreed priorities for the sustainable development of the area, including those contained in any neighbourhood plans that have been made.”* (Paragraph 155)

- 2.3 The previous SCI was adopted in February (2016). The Council is now preparing a new Local Plan for the district covering the period 2011-2033 which will contain the planning policies and proposals that will help shape the future of the District. It is considered a suitable time to review the previous SCI alongside the preparation of the new Local Plan. This new SCI will help to ensure that the new Local Plan takes into account recent legislative changes as part of its preparation.

# 3 Uttlesford's community

3.1 Our 'community' includes all of the individuals, groups and organisations that live, work or operate within the District. We recognise that the different groups that make up our community have different needs and expectations. They also have their own desires, capabilities and capacity to get involved. This SCI Involvement sets out to maximize the opportunities for everyone in the community to get involved.

**Table 1. Uttlesford's Community**

## LOCAL COMMUNITIES

The interests of local communities are represented by county, district, parish and town councils, all have the capability to be involved. Specific interests can be represented by amenity or interest groups. The community is made up of individuals who have the ability to respond in their own right; however particular sections of local communities can find it harder to get involved.

## OTHER AGENCIES

Other organisations can provide valuable views regarding specific development plans. These organisations are easy to identify and generally have the capacity to be involved. Some may need support in understanding the Local Plan process and how it relates to their operations so they are able to contribute effectively.

## STATUTORY STAKEHOLDERS

There are certain groups that we have to involve. These include Historic England, Environment Agency, Highways England, Natural England, Essex County Council and parish/town councils.

## DEVELOPERS AND LANDOWNERS

Developers are already involved in the planning system and will seek to be involved. Most can be easily identified from previous involvement and have the capability to be involved. Landowners will be keen to understand and consider the implications of any policies/decisions in order to protect their rights to develop or protect their land and its value. Both groups will be supported in being more actively involved in the Local Plan.

## SERVICE PROVIDERS

Service providers include local health trusts/clinical commissioning groups, schools, utility and transport providers, emergency services, community development organisations and others. All of these can be easily identified and have the capacity to be involved in the Local Plan process. However we will seek to involve them only when it is relevant for them.

## BUSINESS SECTOR

Local businesses range in size from the self-employed and small businesses to larger organisations. Their capacity to be involved also varies. Larger organisations may have the capacity to get more actively involved, whilst smaller organisations may need support in understanding the planning system, how it relates to them and how they can get involved. The Council will continue to improve its engagement with the business community.

## 4 Principles of engagement

- 4.1 This section sets out the general principles of community engagement. Undertaking consultation is a fundamental part of the planning process.
- 4.2 Uttlesford's Corporate Plan 2017 – 2021 (2017) sets out the headline objective to promote thriving, safe and healthy communities. Improving community engagement is outlined in the Corporate Plan as a core action to achieve this goal.
- 4.3 Our key principles of engagement are:
- Engaging the community and stakeholders in the early stages of plan-making.
  - Encouraging pre-application advice, by advising applicants to discuss future development proposals prior to submitting a planning application.
  - Undertaking meaningful consultation, before applications for major development are submitted.
  - Establishing a sense of identity with the local area, creating a local sense of pride and greater sense of 'community'.
  - Reaching out to those whose voices are seldom heard, being inclusive, fair and representative in the plan-making process.
  - Empowering communities through supporting localism, supporting neighbourhood planning and other community-related planning activities.
  - Providing the opportunity for feedback; the Council will consider all comments received through consultations on policies and make appropriate changes accordingly.
  - Ensuring consultation is worthwhile and achieves value for money by balancing cost, time constraints and available Council resources.

## 5 Plan making

- 5.1 The Council is responsible for plan making. Plan making sets out how an area will develop over time and provides a guide for future development. This part of the SCI sets out the Council's standards and approach for consulting Uttlesford's community in the preparation of, and revisions to, plans and explains who, how and when the Council will consult when preparing planning policy documents.
- 5.2 The legal requirements for consultation and community involvement in plan making are set by the Government in legislation including The Planning and Compulsory Purchase Act (2004) (as amended), the Neighbourhood Planning Act (2017) and The Town and Country Planning (Local Planning) (England) Regulations (2012) (as amended). This legislation sets out the procedure to be followed by local planning authorities in relation to the preparation of local plans and supplementary planning documents including who is to be consulted and which documents must be made available at each stage of the process. However, the legislative requirements do not specify how communities or stakeholders should be involved and accordingly there is flexibility as to how and to what detail the Council undertakes its own process of engagement. Furthermore, the scale and extent of consultation may vary depending on the subject of the planning document. This section of the SCI sets out how the Council will meet these legal requirements.

### Planning policy documents

- 5.3 The Planning and Compulsory Purchase Act (2004) (as amended) requires local planning authorities to prepare a statutory development plan that will guide future development within their area. It identifies the locations for housing, employment and other development.
- 5.4 The development plan includes adopted local plans and neighbourhood plans. The development plan sets out the vision and core policies for the future development of a district. Neighbourhood plans set out a vision and policies to shape the development and growth of a local area for a 10, 15 or 20 year period. Once a neighbourhood plan is made, brought into force, it becomes part of the development plan. A local planning authority may also produce non-statutory planning documents such as supplementary planning documents (SPDs). These do not have development plan status and therefore are not subject to independent examination like statutory documents such as the local plan. Supplementary planning documents are prepared to expand policy or provide further

detail to the policies in the development plan. SPDs are a material consideration in planning decisions.

- 5.5 The development plan for Uttlesford is currently made up of the Uttlesford Local Plan (2005), the Essex County Council (ECC) Minerals Local Plan (2016), the ECC Waste Local Plan (2014) and the Great Dunmow Neighbourhood Plan (2016). The Council is presently preparing a new Local Plan covering the period 2011-2033.
- 5.6 There are also a number of emerging neighbourhood plans in Uttlesford, including: Felsted Neighbourhood Plan; Great and Little Chesterford Neighbourhood Plan; Newport and Quendon & Rickling Neighbourhood Plan; Saffron Walden Neighbourhood Plan; Stanstead Mountfitchet Neighbourhood Plan; Stebbing Neighbourhood Plan; and Thaxted Neighbourhood Plan<sup>1</sup>.
- 5.7 The Council has a number of adopted SPDs. More information on these can be found on the planning policy page of the Council's website<sup>2</sup>. The Planning and Compulsory Purchase Act (2004) (as amended) also requires the Council to maintain a timetable for the preparation and review of the development plan. This is referred to as a Local Development Scheme (LDS). Uttlesford's current LDS can be found at:

<http://www.uttlesford.gov.uk/CHttpHandler.ashx?id=3012&p=0>

## When can you get involved?

- 5.8 The key formal opportunities to get involved in the preparation of planning policy documents are set out in Table 2 and Table 3 below.

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<sup>1</sup> <http://www.uttlesford.gov.uk/neighbourhoodplans>

<sup>2</sup> <http://www.uttlesford.gov.uk/localplan>

Table 2. The Local Plan

The Local Plan		
Preparation stage	What happens	Key time to get involved
<b>Development of the evidence base</b>	The Council undertakes background research and evidence gathering to inform the emerging Local Plan	
<b>Preparation of the Local Plan (Regulation 18)</b>	The Council informs stakeholders and the public that the Local Plan is being produced and consults on the scope of the plan and the issues and options it should consider	
<b>Publication (Regulation 19)</b>	The Local Plan is published for consultation for a six-week period	
<b>Submission (Regulation 22)</b>	After taking into account the representations received on the (Regulation 19) Local Plan, the document will be submitted to the Secretary of State for examination along with other key supporting documents	
<b>Examination (Regulation 24)</b>	An examination is held by an independent Inspector. The Inspector will assess the soundness of the Local Plan. Those people who submitted representations at the (Regulation 19) stage are entitled to be heard at the examination	
<b>Adoption (Regulation 25)</b>	If the Inspector finds the Local Plan sound, the Council will proceed to adopt the Local Plan. This may include modifications recommended by the Inspector	

**Table 3. Neighbourhood Plans**

<b>Neighbourhood Plans</b>		
<b>Preparation stage</b>	<b>What happens</b>	<b>Key time to get involved</b>
<b>Neighbourhood Area Designation</b>	An application for neighbourhood area designation will be publicised for six weeks (or a minimum of four weeks where the area to which the application relates is the whole of the area of a parish council and is wholly within the area of one local planning authority)	
<b>Preparing a Draft Neighbourhood Plan</b>	The qualifying body gathers baseline information. Engages and consults those living and working in the neighbourhood area, and starts to prepare the draft neighbourhood plan	
<b>Pre-Submission (Regulation 21)</b>	The qualifying body publicises the draft plan for six weeks	
<b>Publicising the Submission Neighbourhood Plan (Regulation 22)</b>	The qualifying body submits the neighbourhood plan to the local planning authority (LPA). The LPA publicises the neighbourhood plan for a period of six weeks. The LPA notifies consultation bodies referred to in the consultation statement	
<b>Examination (Regulation 24)</b>	An examination is held by an independent examiner. The examiner will assess if the neighbourhood plan meets the basic conditions	

Neighbourhood Plans		
Preparation stage	What happens	Key time to get involved
Examiners Modifications	The examiner will form a view on whether the neighbourhood plan meets the basic conditions. This may include modifications. If the Council propose to make a decision which differs from that recommended by the examiner, the Council will notify relevant parties including those who were previously consulted and invite representations for a period of six weeks	
Referendum	Subject to the neighbourhood plan meeting the basic conditions, the Council will issue a decision on if the neighbourhood plan can proceed to referendum	
Adoption (Regulation 25)	If the neighbourhood plan receives the majority of the vote the neighbourhood plan will be brought into force	

## KEY



**Informal engagement**



**Formal consultation**



**Referendum**

5.9 As SPDs do not have development plan status, they are not subject to the same process of submission and independent examination as the local plan or neighbourhood plans. However, consultation plays an important role in the production of SPDs. The methods of engagement for planning documents set out in Table 5 below (page 17) equally apply to SPDs. The consultation period will involve at least one round of engagement with a minimum consultation period of four weeks. Following consideration of responses and amendments to the SPD as appropriate, the SPD would then be adopted by the Council. In accordance with the Town and Country Planning (Local Planning) Regulations (2012) (as amended), prior to adoption a consultation statement will be prepared outlining the persons consulted during SPD preparation, a summary of the main issues raised during the consultation and how those comments have been addressed. An adoption statement will also be prepared and made available to view, together with the SPD as soon as reasonably practicable following adoption.

## How will you be kept informed of the development of planning policy documents?

5.10 Throughout the process of preparing planning policy documents, from the earliest stages through to adoption, community and stakeholders will be kept informed of progress as follows:

- The Local Development Scheme<sup>3</sup>
- The planning policy page of the Council's website<sup>4</sup>
- Reports to Cabinet and Council<sup>5</sup>
- A database of all interested parties wishing to receive information on key consultation stages is maintained by the Council. If you wish to be added please contact the Planning Policy Team at the Council by email:

[planningpolicy@uttlesford.gov.uk](mailto:planningpolicy@uttlesford.gov.uk)

5.11 Information about neighbourhood plans in Uttlesford is retained on the Planning Policy page of the Council website. Details of current emerging neighbourhood plans and where more information can be obtained is set out in Table 4 below.

### Table 4. Examples of emerging neighbourhood plans in Uttlesford

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<sup>3</sup> <http://www.uttlesford.gov.uk/article/3352/Local-Development-Scheme>

<sup>4</sup> <http://www.uttlesford.gov.uk/planningpolicy>

<sup>5</sup> <https://uttlesford.cmis.uk.com/uttlesford/DecisionsandNotices.aspx>

Neighbourhood Plan	More information
Felsted Neighbourhood Plan	<a href="http://www.uttlesford.gov.uk/felstednp">http://www.uttlesford.gov.uk/felstednp</a> <a href="http://www.felstednp.org.uk/">http://www.felstednp.org.uk/</a>
Great and Little Chesterford Neighbourhood Plan	<a href="http://www.uttlesford.gov.uk/chesterfordsnp">http://www.uttlesford.gov.uk/chesterfordsnp</a> <a href="http://greatchesterford-pc.gov.uk/neighbourhood-plan/">http://greatchesterford-pc.gov.uk/neighbourhood-plan/</a>
Newport and Quendon & Rickling Neighbourhood Plan	<a href="http://www.uttlesford.gov.uk/nqrnp">http://www.uttlesford.gov.uk/nqrnp</a> <a href="https://www.facebook.com/Newport-Quendon-Rickling-Neighbourhood-Plan-2001363280090063/">https://www.facebook.com/Newport-Quendon-Rickling-Neighbourhood-Plan-2001363280090063/</a>
Saffron Walden Neighbourhood Plan	<a href="http://www.uttlesford.gov.uk/article/3825/Saffron-Walden-Neighbourhood-Plan">http://www.uttlesford.gov.uk/article/3825/Saffron-Walden-Neighbourhood-Plan</a> <a href="http://www.waldenplan.org/">http://www.waldenplan.org/</a>
Stanstead Mountfitchet Neighbourhood Plan	<a href="http://www.uttlesford.gov.uk/stanstednp">http://www.uttlesford.gov.uk/stanstednp</a> <a href="https://www.stanstedneighbourhoodplan.com/what-is-the-plan">https://www.stanstedneighbourhoodplan.com/what-is-the-plan</a>
Stebbing Neighbourhood	<a href="http://www.uttlesford.gov.uk/stebbingnp">http://www.uttlesford.gov.uk/stebbingnp</a> <a href="https://www.stebbingneighbourhoodplan.co.uk/">https://www.stebbingneighbourhoodplan.co.uk/</a>
Thaxted Neighbourhood Plan	<a href="http://www.uttlesford.gov.uk/thaxtednp">http://www.uttlesford.gov.uk/thaxtednp</a> <a href="https://www.thaxtednp.com/about-the-plan">https://www.thaxtednp.com/about-the-plan</a>

## Key stakeholders and community groups

- 5.12 The Council is required under the Town and Country Planning (Local Planning) (England) Regulations (2012) (as amended) to consult ‘specific consultation bodies’ and other interest groups which cover the whole range of voluntary, community, special interest, amenity and business interests, referred to as ‘general consultation bodies’.
- 5.13 The list below refers to key types of groups rather than listing every individual group and organisation. The lists are not exhaustive; the Council maintains a comprehensive list of consultees which is updated regularly.

### Key Stakeholders:

- Environment Agency
- Historic England
- Natural England
- Network Rail
- Electronic Communications Operators

- National Grid
- UK Power Networks
- Anglian Water
- Thames Water
- Hertfordshire and West Essex Clinical Commissioning Groups
- Highways England
- Essex County Council
- East of England Ambulance Service
- Essex and Kent Police
- Essex County Fire & Rescue Service
- Parish and town councils, including those within the District and those that adjoin the District
- Adjoining district councils, such as Braintree District, Chelmsford City, East Hertfordshire District, North Hertfordshire District, Epping Forest District and South Cambridgeshire District councils
- Adjoining county councils – Cambridgeshire County Council and Hertfordshire County Council

5.14 The duty to co-operate was introduced in the Localism Act (2011) and amends the Planning and Compulsory Purchase Act (2004). It places a legal duty on local planning authorities and public bodies to engage constructively, actively and on an on-going basis to maximise the effectiveness of local plan preparation in the context of strategic cross boundary matters. This means that the Council must seek to actively engage neighbouring councils and a range of other agencies when preparing and reviewing its planning policies, particularly in relation to strategic priorities and cross-boundary issues. The Council will produce a Duty to Cooperate Statement of Compliance which will be made available for inspection as part of the Local Plan Examination process.

## Engagement methods on planning policy documents

5.15 The consultation and community involvement methods applied will be proportionate to the nature of the planning policy document being prepared.

5.16 **INFORMATION:** The Council will provide information on what the Council is doing, what stage it is at in the preparation of the documents, where documents can be inspected, and how people can get involved.

5.17 **CONSULTATION:** Consultation will take place informally during the research stages of documents and formally during the publication stages where people can comment on the Council's proposed policy direction.

5.18 **PARTICIPATION:** The Council will carry out participation events such as workshops and forums where people can be more actively involved where appropriate.

5.19 A communications and engagement plan will also be prepared where it is appropriate to the scope of a planning document. For each stage of the planning documents preparation this plan will contain the following:

- The key milestones for plan making along with key dates for consultation, indicating when people will be involved.
- Outline the specific consultation and engagement methods of how people are to be involved and how they can respond.
- Provide details of document availability.
- Explain how feedback will be provided and how comments will be taken into account.

**Table 5. Engagement methods**

	<b>Method</b>	<b>Purpose</b>	<b>Resources</b>
INFORMATION	<p><b>Media</b></p> <p>e.g. Publicity in local newspapers; articles in parish magazines; <i>Uttlesford Life</i> magazine<sup>6</sup></p>	<ul style="list-style-type: none"> <li>• Raising awareness Reaching wide audience</li> <li>• Publicising how to get involved</li> </ul>	<ul style="list-style-type: none"> <li>• High cost efficiency</li> <li>• Staff time to prepare material</li> </ul>
	<p><b>Internet</b></p> <p>Uttlesford website, emails, <i>Keep me posted</i> e-newsletter; Facebook and Twitter</p>	<ul style="list-style-type: none"> <li>• Up-to-date information about progress and how to get involved</li> <li>• Access to documents to meet minimum requirement.</li> </ul>	<ul style="list-style-type: none"> <li>• High cost efficiency</li> <li>• Posting information online is low cost once established</li> </ul>
	<p><b>Leaflets and posters</b></p> <p>Promoting the consultation</p>	<ul style="list-style-type: none"> <li>• Raising awareness</li> <li>• Reaching wide audience</li> <li>• Publicising how to get involved</li> </ul>	<ul style="list-style-type: none"> <li>• Medium cost efficiency</li> <li>• Production of material can involve significant costs</li> <li>• Staff time to prepare and distribute material</li> </ul>
	<p><b>Letters</b></p> <p>to statutory bodies</p>	<ul style="list-style-type: none"> <li>• To meet minimum requirement</li> </ul>	<ul style="list-style-type: none"> <li>• Medium cost efficiency</li> <li>• Staff time to write and administrate posting</li> </ul>
	<p><b>Mailing</b></p> <p>List of persons and companies wishing to be notified</p>	<ul style="list-style-type: none"> <li>• Keeping people up to date on key stages and how to get involved</li> </ul>	<ul style="list-style-type: none"> <li>• High cost efficiency electronically</li> <li>• Low cost efficiency through the post. Staff time to write and administrate posting</li> </ul>

<sup>6</sup> <http://www.uttlesford.gov.uk/uttlesfordlife>

CONSULTATION	<p><b>Documents</b></p> <p>Available to view and comment on via the Council's on-line consultation portal objective</p>	<ul style="list-style-type: none"> <li>• Meeting minimum requirement in allowing everyone the opportunity to comment on draft documents via a range of methods</li> </ul>	<ul style="list-style-type: none"> <li>• High cost efficiency</li> <li>• Staff time updating the on-line consultation period</li> </ul>
	<p><b>Documents</b></p> <p>Available for inspection at principal and other offices and libraries</p>	<ul style="list-style-type: none"> <li>• Meeting minimum requirement in allowing everyone the opportunity to comment on draft documents</li> </ul>	<ul style="list-style-type: none"> <li>• High cost efficiency</li> <li>• Staff time may be needed to answer questions</li> </ul>
	<p><b>Questionnaires</b></p> <p>Paper and electronic format</p>	<ul style="list-style-type: none"> <li>• Focus consultation on key questions</li> </ul>	<ul style="list-style-type: none"> <li>• High cost efficiency in electronic format</li> <li>• Low cost efficiency in paper format</li> <li>• Staff time to collate responses</li> </ul>
	<p><b>Parish/town council meetings</b></p>	<ul style="list-style-type: none"> <li>• Reaching community groups through existing meetings</li> <li>• Gain understanding of views regarding a specific area</li> </ul>	<ul style="list-style-type: none"> <li>• High cost efficiency</li> <li>• Staff time to attend meetings and prepare any material</li> </ul>
	<p><b>Town and Parish Council Forum</b></p>	<ul style="list-style-type: none"> <li>• Active involvement of local councils</li> </ul>	<ul style="list-style-type: none"> <li>• Low/medium cost efficiency</li> <li>• Staff time to attend and prepare material</li> </ul>
	<p>Pre-existing <b>Forums</b> such as Uttlesford's Tenant Forum<sup>7</sup> and Business Exchange Forum</p>	<ul style="list-style-type: none"> <li>• Disseminate information and canvass opinion from selected groups</li> </ul>	<ul style="list-style-type: none"> <li>• Low/medium cost efficiency</li> <li>• Staff time to attend and prepare material</li> </ul>

<sup>7</sup> <http://www.uttlesford.gov.uk/tenantforum>

	<b>Uttlesford Futures meetings<sup>8</sup></b>	<ul style="list-style-type: none"> <li>• Active involvement of the Local Strategic Partnership</li> </ul>	<ul style="list-style-type: none"> <li>• Low/medium cost efficiency</li> <li>• Staff time to attend and prepare material</li> </ul>
	<b>Citizens Panel<sup>9</sup></b>	<ul style="list-style-type: none"> <li>• Help gain more understanding of public concerns</li> </ul>	<ul style="list-style-type: none"> <li>• Low/medium cost efficiency</li> <li>• Staff time to attend and prepare material</li> </ul>
<b>PARTICIPATION</b>	<b>Focus groups</b> (selected groups of participants with particular characteristics)	<ul style="list-style-type: none"> <li>• Useful for area based or topic specific discussions and presentation of options</li> <li>• Help gain more understanding of public concerns</li> </ul>	<ul style="list-style-type: none"> <li>• Low/medium cost efficiency</li> <li>• Staff time to attend and prepare material</li> </ul>
	<b>Workshops</b>	<ul style="list-style-type: none"> <li>• Bringing together representatives from different sectors to be actively involved in identifying issues/options and priorities</li> </ul>	<ul style="list-style-type: none"> <li>• Medium/high: Time is needed for preparation</li> <li>• Specialist skills may be required</li> </ul>
	<b>Local exhibitions</b>	<ul style="list-style-type: none"> <li>• Communicating the key messages about the planning document being consulted upon and encouraging people to put forward their views</li> </ul>	<ul style="list-style-type: none"> <li>• Low cost efficiency</li> <li>• Preparation of materials and staff time</li> </ul>

<sup>8</sup> <http://www.uttlesford.gov.uk/uttlesfordfutures>

<sup>9</sup> <http://www.uttlesford.gov.uk/CitizensPanel>

## Feeding information into decisions

- 5.20 The information and comments the Council obtains through participation and consultation with the community and stakeholders will be used to inform the Council's decisions and shape any documents produced.
- 5.21 **Consultation Statement:** The Council will produce a Consultation Statement which will summarise the main issues raised as a result of consultation on planning policy document consultations and how these have been addressed.
- 5.22 It is the responsibility of the planning policy team to prepare planning policy documents, undertake consultation, consider the comments and recommend actions to the Member Working Group and Cabinet, and then implement the decisions of Members. The recommendations should clearly explain the reasoning for the recommendation taking into account the views of stakeholders and consultees.
- 5.23 Cabinet is responsible for approving plans and related documents for consultation and submission. Full Council is responsible for approving the submission and adoption of the Local Plan. Any future changes to the delegation of decisions will be set out in the Council procedures and standing orders.
- 5.24 All documents produced will be available at the Council's principal office and on the Uttlesford website. Planning documents which are being consulted upon will also be sent to the Council's other offices, local libraries and town and parish councils.

## 6 Planning applications

- 6.1 Involving people in planning application process allows them to influence development as it is being designed and helps to resolve issues more meaningfully.

### The pre-application stage

- 6.2 All applicants are encouraged to discuss future development proposals with the Council prior to submitting a planning application. Our development management team can advise on the general acceptability of proposals before they are submitted and explain what information is likely to be required to enable the determination of an application. Further information is contained in the Council's Planning Application Guidance Notes and a Planning Application Checklist. These are available on the Council's website<sup>10</sup>.
- 6.3 Applicants are encouraged to involve the community early on their planning applications. Early engagement with local people before a formal application will help to address issues early on may help to avoid unnecessary objections being made at a later stage.

### Application stage

- 6.4 Once the application is submitted, the Council must publicise it, consult the relevant parish or town council, and allow people the opportunity to contribute their views in writing or online. The legal requirements for consultation on submitted planning applications is set by the Government in legislation including The Town and County Planning (Development Management Procedure) (England) Order (2015) as amended. These are set out in more detail below. All applications are publicised via the Council's website under Application and Decision Search<sup>11</sup>.

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<sup>10</sup> <http://www.uttlesford.gov.uk/planningapplicationforms>

<sup>11</sup> <http://www.uttlesford.gov.uk/applicationsearch>

**Table 6. Engagement on planning applications**

<b>Type of development</b>	<b>Publicity required</b>
<b>Development where the application is accompanied by an environmental statement</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspaper</li> <li>• Site notice</li> <li>• Council website</li> </ul>
<b>Departure from the development plan</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspaper</li> <li>• Site notice</li> <li>• Council website</li> </ul>
<b>Development affecting a public right of way</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspaper</li> <li>• Site notice</li> <li>• Council website</li> </ul>
<b>Major development</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspaper</li> <li>• Site notice or neighbour notification</li> <li>• Council website</li> </ul>
<b>Development affecting a listed building or its setting</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspaper</li> <li>• Site notice or neighbour notification</li> <li>• Council website</li> </ul>
<b>Development affecting a conservation area or its setting</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspaper</li> <li>• Site notice or neighbour notification</li> <li>• Council website</li> </ul>
<b>Other development</b>	<ul style="list-style-type: none"> <li>• Site notice or neighbour notification</li> </ul>

**Table 7. Consultation periods on planning applications**

<b>Method of publicity</b>	<b>Consultation period</b>
<b>Notice in a local newspaper</b>	21 days from the date of publication
<b>Site notice</b>	21 days from the date that the notice was first displayed
<b>Neighbour notification letter</b>	21 days from the day on which the notification letter was delivered
<b>Website</b>	21 days from the date of publication
<b>Revised plans</b>	Where revised plans are submitted as part of a planning application these will be given a reduced consultation time period, if consultation is required

6.5 In cases where neighbours are to be notified this will be undertaken in writing, either electronically or by letter. The Council will put up site notices when required and also publish planning applications online. Parish councils (and, where appropriate on significant applications, known residents’ associations and local community groups) are notified of individual planning applications in their area. If the planning officer considers the development is likely to have a wider impact, neighbouring parish councils may also be notified.

6.6 Applicants are required to publicise applications where:

- An environmental statement is submitted, after the application has been made to the Council
- Certain types of development for agriculture, forestry and for the demolition of buildings

## Determining planning applications

6.7 Planning applications are determined against the Development Plan and other material considerations. Often, planning permission may be granted subject to conditions to ensure that the development is acceptable, or to prevent certain impacts or activities

arising from the proposal. There are two ways decisions are made on planning applications determined by the Council: Planning Committee and delegated decisions.

- 6.8 **Planning Committee:** The Planning Committee comprises elected councillors and is responsible for making decisions on applications received by the Council, excluding those which fall within delegated powers unless the application is called in by a councillor for determination by Planning Committee.
- 6.9 Committee reports are available five working days before Committee. On applications reported to Committee the Council operates a policy of public speaking. Details on how to get involved in meetings can be found on the website under Meetings and the Public or by contacting a democratic services officer on 01799 510369.
- 6.10 **Delegated decisions:** The Council receives a large volume of applications each year, and it is impractical for all applications to be determined by the Planning Committee. Planning legislation permits the Council to delegate the determination of certain planning applications to officers rather than the Planning Committee.
- 6.11 A decision notice will be sent to the applicant, explaining the reasons why a planning application has or has not been granted planning permission. Planning decisions are published on the Council's website under the relevant planning application number. The accompanying officer reports, which set out the planning considerations and make a recommendation of approval or refusal, may also be obtained online.
- 6.12 **Appeals:** If an application is refused or not determined within statutory timeframes, the applicant may exercise their right to appeal. When the Council is notified of an appeal by the Planning Inspectorate, the Council will notify interested parties of the appeal and provide a copy of comments made on the application to the Planning Inspectorate. Interested parties will be advised on how they can participate in the appeal process, including venue and time of any informal hearing or public inquiry.

## Outside the planning application process

- 6.13 **Prior approvals:** The Town and Country Planning (General Permitted Development) (England) Order (2015) (GPDO) allows for specific changes of use subject to a prior approval process. The Council will consult adjoining neighbours as required by regulations for all prior approvals. Up-to-date guidance on prior approvals, including neighbour notifications can be found on the planning portal website: [www.planningportal.gov.uk](http://www.planningportal.gov.uk).

6.14

**Permissions in principle:** The Town and Country Planning (Brownfield Land Register) Regulations (2017) and the Town and Country Planning (Permission in Principle) Order (2017) require local planning authorities to prepare and maintain registers of brownfield land. The Order provides that sites entered on Part 2 of the new brownfield registers will be granted permission in principle. Permission in principle will settle the fundamental principles of development (use, location, amount of development) for the brownfield site giving developers/applicants more certainty. A developer cannot proceed with any development, however, until they have also obtained technical details consent. The technical details consent will assess the detailed design, ensure appropriate mitigation of impacts and that any contributions to essential infrastructure are secured. Both the permission in principle and the technical details consent stages must be determined in accordance with the local development plan, the National Planning Policy Framework and other material considerations. The Council will meet the statutory requirements for consultation including contacting parish and town councils under the Neighbourhood Planning Act (2017) in relation to permissions in principle.

## 7 Monitoring and Review

- 7.1 This SCI will be subject to annual review through the Authority Monitoring Report. As the success of community involvement techniques are monitored and reviewed, the results will be fed into the preparation of future stages of the Local Plan and other planning policy documents and the consideration of significant planning applications.

## 8 Contact us

- 8.1 For more information on this Statement of Community Involvement please contact us at:

**Planning Policy Section**

Uttlesford District Council  
London Road  
Saffron Walden  
Essex CB11 4ER

**Tel:** 01799 510346 or 01799 510454 or 01799 510637

**Email:** [planningpolicy@uttlesford.gov.uk](mailto:planningpolicy@uttlesford.gov.uk)

**Committee:** Planning Policy Working Group

**Agenda Item**

**Date:** 17 May 2017

**10**

**Title:** Duty to Cooperate

**Author:** Richard Fox, Planning Policy Team Leader

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**Summary**

1. This report updates members on the Duty to Cooperate work.

**Recommendations**

2. To note the report.

**Financial Implications**

3. None

**Background Papers**

4. None

**Impact**

- 5.

Communication/Consultation	Communication and consultation form the bedrock of cooperating.
Community Safety	The Duty to Cooperate will include all factors.
Equalities	The Duty to Cooperate will include all factors.
Health and Safety	The Duty to Cooperate will include all factors.
Human Rights/Legal Implications	The Duty to Cooperate will include all factors. Failure to comply would result in the Local Plan being found unsound.
Sustainability	The Duty to Cooperate will include all factors.
Ward-specific impacts	Affects all wards equally.
Workforce/Workplace	This will involve Councillors, officers from the Planning Policy Team and others as necessary.

## Situation

1. This report seeks to update members on the Duty to Cooperate which forms part of Section 110 of the Localism Act 2011. The Duty requires local planning authorities, public bodies and others to engage constructively, actively and on an ongoing basis in relation to the planning of sustainable development. An assessment of compliance with the Duty will form part of the Examination of the Local Plan in due course.
2. The National Planning Policy Framework (NPPF) states in paragraph 178 that 'public bodies have a duty to cooperate on planning issues that cross administrative boundaries, particularly those which relate to strategic priorities...(and) the government expects joint working on areas of common interest to be diligently undertaken for the mutual benefit of neighbouring authorities'.

## Update

3. There was an officer Duty to Co-operate meeting on 10 April with **Braintree District Council**. The meeting focussed on the progress of the respective local plans. The **Co-op Officers Group** met on 13 April. The agenda and notes from the previous meeting are attached. There was a further meeting with **Braintree District Council** and representatives from AECOM on 21 April. The purpose of this meeting was to discuss the emerging concept framework planning work for the potential new settlement west of Braintree. The **Co-op Member Board** met on 24 April. The agenda minutes from the previous meeting are appended.
4. On 26 April officers met with representatives of **Essex County Council**, **Cambridgeshire County Council** and **South Cambridgeshire Council** together with the Council's highways consultants. This was to discuss the potential repercussions of development proposals in the Uttlesford Local Plan on the highway network in south Cambridgeshire. There was a follow up teleconference call with **South Cambridgeshire** on 2 May. A workshop on the **SHMA Functional Economic Market Area** was also held on 26 April with the SHMA authorities. Finally, there was a Member meeting with **Braintree District Council** on 2 May. Where available, minutes from these meetings are appended.

## Conclusion

5. Work with other Councils and organisations continues as a key part of the work of the Planning Policy Team. As part of the development of the Plan there are some important Duty to Cooperate meetings to be held and decision to be made. Councillors will be aware that some of these decisions will be difficult and involve a significant amount of discussion and negotiation before an outcome can be secured.

## Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
Failure to comply with and demonstrate the Duty to Cooperate	2 – Some Council's have been found lacking in this Duty by Inspectors. Therefore need to ensure that we capture as many groups, issues and outcomes as possible to present a full picture of our work.	3 – Will result in the Local Plan being found unsound. Significant impact on planning policy and planning applications.	Cooperate closely with current organisations and continue to do this through the plan making process. Identify any gaps in cooperation and work closely with those bodies to rectify situation.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.



**Co-operation for Sustainable Development (Officers') Group  
Agenda –Thursday 13 April 2017**

**10:00am – Committee Room 2, [Civic Offices, Epping Forest District Council](#)**

**AGENDA**

1. Apologies
2. Draft notes of previous meeting (16 March) – including review of action points.
3. Updates on Local Plans
4. Update on other cross-boundary/strategic matters:
  - a. 'Harlow & Gilston Garden Town'
  - b. Princess Alexandra Hospital relocation feasibility work
  - c. Highways and Transportation matters including West Anglia consultation
  - d. Discussions with TfL re capacity on the Central Line
  - e. GTAA
  - f. FEMA study by Hardisty Jones
5. Update on capacity of waste water infrastructure in the Greater Harlow area up to 2033
6. Extension of signatories to the 'Managing the Impacts of Growth across the West Essex/East Herts HMA on Epping Forest Special Area of Conservation' Memorandum of Understanding.
7. Items for Co-op. Member Board 24 April 2017
8. A.O.B.
9. Future Co-op. Officer meeting dates:
  - o Thursday 18 May 2017 – 10am (EFDC Offices, Committee Room 1)
  - o Thursday 15 June 2017 – 10am (EFDC Offices, Committee Room 1)



**Draft Note from Co-operation for Sustainable Development (Officers') Group  
Thursday 16 March 2017**

**Attendance**

East Herts DC	Claire Sime
Epping Forest DC	Glen Chipp, Alison Blom-Cooper, Amanda Thorn, Emily Taylor, Derek McNab
Essex CC	David Sprunt, Rich Cooke
Harlow DC	Graeme Bloomer
Hertfordshire CC	Roger Flowerday
Uttlesford DC	Richard Fox
Broxbourne BC	Kim Harding
LB Havering	Martyn Thomas

**Meeting Notes**

		Actions
<b>1.0</b>	<b>Apologies</b>	
	Claire Stuckley (Chelmsford CC), Sean Perry (Essex CC), Nigel Allsopp (Highways England).	
<b>2.0</b>	<b>Draft notes of previous meeting (16 February)</b>	
	Notes from previous meeting were agreed.	
<b>3.0</b>	<b>Updates on Local Plans</b>	
	<p><b>LB Havering</b> – Martyn Thomas gave a presentation of the progress of LB Havering Local Plan. Havering have developed a vision document with cross-Council support to manage growth to best effect. Havering has been working closely with the Mayor of London for the development of the Plan on issues such as Crossrail. The consultation on the London Plan will commence soon with adoption scheduled for 2018/2019. Havering has to continue to be aware of this and the potential impact on housing targets for the Borough. The London Plan SHLAA is currently being undertaken. The Havering Local Plan provides for 1,170 units per year, with 17,550 new homes in total. In order to meet this housing target there is a strategic policy area proposed for Romford, and housing intensification focused around district centres in order to retain suburban communities in Havering. There is also a programme looking at the Council's housing estates and a programme of intensification and renewal that looks to increase the number of units. Previous building rate has come up short of the 1100 target. <i>Update provided by MT following the meeting: Number of units completed: 2011/12 - 448 units, 2012/13 - 234 units, 2013/14 - 792 units, 2014/15 - 887 units, 2015/16 - 948 units.</i> The Local Plan is also looking to protect the Borough's SILS and Town centres. In terms of transport, the Borough is looking to optimise the potential benefits of Crossrail and are looking at strategic options such as improvements to Gallows Corner roundabout, and the scope to put Romford ring road underground to provide land for housing. There are high car ownership levels in Havering so traffic levels are a significant consideration and car parking standards is a key issue for the public There is a lack of</p>	

school sites in the Borough, so opportunities for putting schools within housing sites are being explored. LB Havering is intending to produce a pre-submission document for consultation in 2017. There is work being done on car parking standards that will be published shortly on the Council's website.

Kim Harding gave update for **Broxbourne BC**. The Council is carrying out technical work in the lead up to Regulation 19 publication which is currently scheduled for Summer 2017. The HRA is looking at the impact on the Lee Valley SPA, Hoddesdon Woods and Epping Forest SAC. For Epping Forest, the Council is seeking to assess the nature of Broxbourne's impact. The GTAA and OAN are being updated. Transport modelling is continuing particularly looking at the A10. Other key issues are the historic rates of delivery and the provision of smaller sites as the bulk of Broxbourne's housing is proposed in strategic sites.

**East Herts DC** – There are two weeks until submission of the Local Plan to PINS for examination. East Herts request for a particular inspector has been turned down due to unavailability. The Council has now appointed legal representation - Rob Jameson. At the 9th March 2017 Cabinet meeting members agreed the IDP, Regulation 22 statement, Duty-to-cooperate statement and voted that the plan should be submitted.

**EFDC** – At the cabinet meeting on 9th March 2017, provided an initial report on Regulation 18 consultation feedback was provided and a revised LDS was agreed. Regulation 19 publication is now scheduled for Jan/Feb 2018. The Council is currently progressing the transport assessment, a review of employment in the district both supply side and demand side, the IDP is being progressed, viability consultants have been appointed, an updated OS/ISF/PPS strategy is being produced and the second round of site selection process is due to begin taking into account consultation. 31st March 2017 is the cut off point for sites. Developer Forum meetings are being held on a quarterly basis to consider implementation of the Draft Local Plan.

**Harlow DC** – There is a special council meeting tonight, single motion to approve MoU.

**Uttlesford DC** – The Council is finalising the evidence base around transport and alternative spatial options. Discussions on potential new settlements are being held. The Council is also progressing MoUs with other neighbouring authorities such as South Cambridgeshire and Braintree. The Council will be conducting Regulation 18 consultation in June.

**Chelmsford CC** – Chelmsford City Council will consult on a Preferred Options Local Plan for 6 weeks under Regulation 18 from 30 March 2017 until 11 May 2017. This represents the second stage in the preparation of a new Chelmsford Local Plan. The consultation document makes provision to meet Chelmsford's objectively assessed housing, job and traveller accommodation needs in full over the Plan period from 2013-2036. In order to ensure flexibility in housing supply and to address the Government's requirement to significantly boost housing supply a 20% has also been added to the DAHN. The Draft Chelmsford Local Plan allocates 40 sites for new housing and employment

	<p>development. These are focused in three growth areas – Urban and Central Chelmsford, North Chelmsford and South Chelmsford. This includes a site for 800 new homes and new primary school adjoining the west of Chelmsford’s Urban Area (known as ‘Warren Farm’). This proposal has been significantly reduced from 2250-3000 new homes in the previous consultation. The proposed Western Relief Road has also been deleted.</p>	
<b>4.0</b>	<b>Update on other cross-boundary/strategic matters</b>	
	<p><i>Harlow and Gilston Garden Town</i>  The Project Director post had been advertised and interviews held but unfortunately the candidate offered the post was made a counter offer by their existing employer. Officers from Harlow DC, Epping Forest DC and East Herts DC are meeting to progress the work for the Garden Town.</p> <p><i>Princess Alexandra Hospital relocation</i>  PAH have reported that they are happy with the proposed survey work to be undertaken by ECC but funding for this still needs to be confirmed. Surveys will be carried out in the next financial year and the work will take approximately 3 months. The piece of work will explore the current situation/travel patterns to the three sites and will provide a baseline position. Future scenarios would then need evaluation. The potential of using Garden Town funding was discussed and noted that a written proposal and agreement by the Member Board would be needed to procure funding from this source.</p> <p><i>Highways and Transportation matters</i>  David Sprunt (ECC) reported that £14 million of funding for Junction 7a has now been received. It was noted that this is not the total figure that will be received and that the final amount has not yet been confirmed. The deadline for representations to the DCO application for Junction 7a has been extended to Tuesday 21 March. DS to email authorities in attendance with method of response so responses can be submitted in time to meet the deadline. It was noted that a non-technical response is all that is needed.</p> <p><i>Discussions with TfL regarding capacity on the Central Line</i>  ABC reported that there is a meeting with TfL and London Borough’s Waltham Forest and Redbridge scheduled; to pursue a piece of work around the future capacity of the Central Line and potential mitigation measures.</p>	<b>Action: ECC to circulate DCO consultation.</b>
<b>5.0</b>	<b>Capacity of waste water infrastructure in the Greater Harlow area up to 2033</b>	
	<p>It was noted that Thames Water has indicated that they are happy to sign a MoU. It was agreed that Harlow DC would draft a response to the Environment Agency which will be circulated early next week; and will suggest a meeting with Thames Water, the Environment Agency and DCLG Garden Town team. ATLAS advised it would be wise to circulate what has been said previously between the authorities and the Environment Agency/Thames Water.</p>	<b>Action: GB to draft response and circulate.</b>
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<b>6.0</b>	<b>Update on Memoranda of Understanding:</b>	
	<p><i>Highways and Transportation Infrastructure for the West Essex/East Herts HMA</i> EFDC are waiting to receive signatures to finalise the MoU. HE to send signature as soon as possible. It was noted that an update will be needed to appreciate the change in funding from Junction 7 to 7a and that this will be done in due course.</p> <p><i>Managing the Impacts of Growth across the West Essex/East Herts HMA on Epping Forest Special Area of Conservation</i> Harlow DC and Uttlesford DC are yet to sign the MoU. The possibility of extending the MoU to include Broxbourne and other London Boroughs was briefly discussed.</p> <p><i>Distribution of Objectively Assessed Housing Need across the West Essex/East Herts HMA</i> Harlow is awaiting the outcome of the Special Council tonight. If the decision is made to agree the MoU, a signature will be sent.</p> <p><i>Proposal to develop an MoU for distribution of employment across the HMA</i> This will be developed following the outcome of the joint work to be commissioned from Hardisty Jones on the employment need and distribution for the FEMA.</p>	<b>Action: Highways England to send signature to EFDC.</b>
<b>8.0</b>	<b>Items for Co-op. Member Board 27 February 2017</b>	
	Community Housing Fund PAH Update	<b>Action: Add items to Member Board Agenda.</b>
<b>9.0</b>	<b>A.O.B</b>	
	Highways England stated that they have published their 'Strategic Road to Growth Plan' on their website as of 16 March 2017.	
<b>10.0</b>	<b>Future Co-op Officer Group meeting dates</b>	
	Thursday 13 April 2017 - (10am, Committee Rm 2, Epping Forest DC)	
	Thursday 18 May 2017 – (10am, Committee Rm 1, Epping Forest DC)	

**Draft Agenda - Co-operation for Sustainable Development Member Board  
Group**

**6.30pm - Monday 24 April 2017**

**Council Chamber, Civic Centre, Harlow**

1. Apologies
2. Draft notes of meeting of 20 March 2017 – including review of action points/matters arising
3. Harlow & Gilston Garden Town' update
4. Update on Memoranda of Understanding
  - a. Extension of signatories to Managing the Impacts of Growth across the West Essex/East Herts HMA on Epping Forest Special Area of Conservation
  - b. Preparation of MoU for distribution of employment across the HMA
5. Broxbourne BC: Update on Draft Local Plan and Retail Impact Study
6. Capacity of waste water infrastructure in the Greater Harlow area up to 2033
7. Any other cross-boundary/strategic matters
8. A.O.B.
9. Dates of next meetings:
  - a. Monday 22 May 2017, 6.30pm (Harlow DC)
  - b. Monday 26 June 2017, 6.30pm (EFDC Offices, Committee Room 1)



**Draft Note - Co-operation for Sustainable Development Member Board  
20 March 2017**

**Attendance**

<b>Organisation</b>	<b>Councillors</b>	<b>Officers</b>
ATLAS		James Farrar
East Herts DC	Cllr Linda Haysey (Chair)	Liz Watts, Claire Sime, Kevin Steptoe
Epping Forest DC	Cllr Chris Whitbread, Cllr Richard Bassett	Alison Blom-Cooper, David Coleman
Essex CC	Cllr Mick Page	David Sprunt, Rich Cooke, Dominic Collins
Harlow DC	Cllr Danny Purton	Graeme Bloomer
Herts CC	Cllr Derrick Ashley	
LB Redbridge	Cllr Helen Coombe	
Uttlesford DC	Cllr Susan Barker	Richard Fox

**1. Apologies**

- Broxbourne BC – Martin Paine
- Broxbourne BC – Cllr Paul Seeby
- Conservators of Epping Forest – Jeremy Dagley
- Epping Forest DC – Cllr John Philip, Derek Macnab, Glen Chipp
- LB Enfield – Tony Pierce
- Herts CC – Jan Hayes-Griffin,
- Harlow DC - Cllr Jon Clempner

**2. Draft notes of meeting of 27 February 2017 – including review of action points**

Cllr Ricky Gadsby – to be added to the attendance of the meeting on 27 February 2017 and draft notes agreed on this basis.

Actions from previous meeting:

- Notes from the PAH visioning workshop had been circulated. David Sprunt was arranging a further meeting with PAH so that officers can consider the transport evidence and undertake the further work to identify a preferred location.
- SELEP – David Sprunt is chasing for a response
- Transport presentation given at the last Board meeting had been circulated
- Harlow retail study had been circulated to officers

**3. Update on Memoranda of Understanding**

- a. Distribution of Objectively Assessed Housing Need across the West Essex/East Hertfordshire Housing Market Area

Harlow held a special Council meeting on 16 March 2017– the outcome is that Harlow have agreed to sign the MOU. Paragraph 1.5 is now out of date since originally drafted – suggest change to update for accuracy purposes to a more flexible wording as a minor amendment (Harlow to prepare). Cllr Purton expressed understanding of other partners in the Cooperation Group.

***ACTION: MoU to be amended to reflect more up to date position in paragraph 1.5 and to be circulated for agreement and signature prior to 31 March 2017 so that it can be submitted as a supporting document when East Herts submit their plan for examination.***

- b. Highways and Transportation Infrastructure for the West Essex/East Herts HMA

All signed – just waiting for Harlow’s signature which should be available on Wednesday 22 March 2017

***ACTION: Harlow to advise when signature can be used***

- c. Managing the Impacts of Growth across the West Essex/East Herts HMA on Epping Forest Special Area of Conservation

All signed – just waiting for Harlow’s signature which should be available on Wednesday 22 March 2017

***ACTION: Harlow to advise when signature can be used***

- d. Preparation of MoU for distribution of employment across the HMA

To date no MoU has been prepared in respect of employment and economic issues, but it has been recognised that one is required to deal with strategic employment issues. It has also been identified that further work is required to underpin such an MoU.

David Coleman explained that this further work will establish broad scenarios for future economic growth and the potential distribution of employment and associated employment land requirements across the four constituent districts. This will build on earlier work prepared by Hardisty Jones Associates (HJA) in 2015 for the Cooperation for Sustainable Development Board.

The earlier HJA work was founded upon the EEFM 2014 and developed an alternative higher growth scenario to take account of planned growth at Stansted Airport. The EEFM has now been updated with a 2016 version available and there are also other factors that might reasonably inform one or more alternative scenarios, such as planned investments at Harlow and the plans of the LEPs and LSCC including the impact of local conditions in adjoining FEMAs. There is also a need to ensure any work aligns to the most recent research on future housing requirements across the area to ensure plans make adequate provision for employment without exacerbating unsustainable commuting patterns.

Consultants are being appointed to prepare further employment and economic evidence across the functional economic market area (FEMA) that covers the four authority areas.

- Phase 1 of the work will be focused on the development of robust future economic and employment growth scenarios. An officer workshop to discuss these has been arranged for 30 March 2017
- Phase 2 will then focus on assessing the employment land requirements associated with the preferred scenario(s) and contribute to the preparation of the MoU.

It is anticipated that the work will be completed by the end of May, subject to the completion of the relevant procurement processes. A draft MoU will then be prepared and submitted to the Board for consideration.

Cllr Barker – queried the context for this work. It was explained that the aim was to reconcile the EEFM projections against the housing proposals in the District plans and local scenarios and make adjustments to take them into account. The study will look at how growth can be met across the FEMA. There is a need to have latest data to underpin our local plans at examination.

**4. Harlow and Gilston Garden Town update**

- a. **Appointment of project director and next steps**

The Board was advised that following interviews and a job offer being made that the candidate had declined as their existing employer made a counter offer. In order to maintain momentum ATLAS was supporting officers to develop a brief and take forward some of the workstreams alongside a further recruitment exercise. This would include some of the work already identified including the governance framework, options about the structure of the joint delivery team and overseeing visioning work.

***ACTION: To finalise the brief and procure consultants to undertake interim work***

b. Scope for additional work on spatial visioning and design charter

The Board was advised that the brief for work on spatial visioning and the design charter is almost complete – and can be progressed – just need to formalise the procurement route and take it forward. East Herts advised that a seminar in Gilston is being held on 1 April 2017 – one of the key issues is the relationship of this site to the Garden Town and explaining this to the communities.

Cllr Purton asked that there should be a regular point of contact – the interim arrangements should provide this.

***ACTION: Officers to finalise the brief and progress procurement of this work***

## **5. Community Housing Fund**

David Coleman explained that East Herts, Uttlesford and Epping Forest Districts had received funding from DCLG under the Community Housing Fund to promote self build and community led housing schemes. Each local authority was required to submit details of how the funding is being utilised to CLG by 10 March 2017 in order to enable them to release the second tranche of funding.

The SHMA Group had discussed proposals for a joint project and reached agreement that the resources allocated to each individual Council (except Harlow who have not received any funding but are part of the wider SHMA and have been included) will jointly pool the fund. This amounts to a total of £102,672. A proposal for the second tranche of funding had been prepared by the three authorities on this basis. The SHMA Group is preparing to undertake a research project looking at all aspects of community led housing including self-build and Community Land Trusts. This project will identify existing and new participants for these models of housing delivery.

The research will include a series of events and provide information to inform Councillors, Parish Councillors, Neighbourhood Plan groups, self-builders and local residents, about the objectives, benefits and potential, community led housing schemes can bring to communities and local authorities. Through this engagement process, interested parties will be invited to attend scoping workshops that will help them to formulate their ideas, the purpose and objectives of the scheme. Groups will then be supported to work up to legal incorporation status (or to planning permission if funding allows).

In addition, the SHMA Group will work with developers of strategic and Garden Town sites to look at how community led housing can be included in future plans. Epping Forest, Harlow and East Herts District Councils are working closely together to progress plans for the Garden Town at Harlow and Gilston, which provides significant opportunities for the promotion of a collaborative approach towards the incorporation of community-led housing.

Capacity building at a local level would be an important part of the process to engage with local residents, stakeholders, developers and Councillors. The Fund will be used to:

- Assess and potentially combine the self-build registers in the SHMA area, to reduce the potential for duplication, enable the identification of applicants in housing need and enable efficiency improvements.
- Build capacity, foster collaboration, develop skills and supply chains at a local level through events and information for local residents and stakeholders (including those on the

respective registers). Identify residents who have a housing need which could potentially be met via the various community led housing models.

The project is to be led by Uttlesford as they have the expertise inhouse.

## 6. Princess Alexandra Hospital update

David Sprunt reported back on the current position. ECC has now designed a survey for the hospital and other sites owned by the Hospital Trust to understand current movements to the three sites. This will cost approximately £70,000. ECC are to complete the work by late summer and this will help inform the second stage of the business case (after the strategic outline case) for a new hospital. The transport modelling work for PAH will enable the transport work to go forward. David Sprunt advised that following a brief discussion with the hospital about funding and were advised that there was little funding available. ECC were therefore looking to see whether there is further funding that could be provided by the relevant authorities.

Liz Watts (E Herts) queried why this work was being undertaken at this stage when not yet completed the strategic outline case and how the identified cost of £70,000 had been calculated. DS advised that the cost of modelling came from ECC sub consultants Jacobs. One of the biggest costs of taking the work forward to feed into the transport modelling is collecting data from the three hospital sites which is quite a detailed exercise to carry this out. Using sub consultants to carry out the survey. Timing – need to understand the impact on local plans and the best location and not hold up the second stage of the work after the strategic outline case.

Cllr Ashley – asked whether the hospital are properly involved to the Local Plan process.

NHS have supplied some information to East Herts in response to their Regulation 19 publication plan which will be circulated. (*note – this was circulated to officers after the meeting*)

Cllr Bassett understood that the provision of a new hospital is high up on the Government agenda and feels that we should progress the information.

Cllr Barker – requested that other uses be considered for the site and that it needs to be more than just a hospital.

**Action – invite Chief Executive and/or Chariman of PAH to come to the Board with a focus on what they want included in the local plans**

**DS to prepare a proposal to come to the next Board meeting on potential split of funding for the data collection work required to feed into the transport modelling to understand patterns of movement now**

## 7. Any other cross-boundary/strategic matters

VISUM model – ECC advised that the first four technical notes to support East Herts Local Plan are well advanced. ECC were due to meet Jacobs on 21 March 2017 to go through the details and submit to East Herts on Wednesday 22 March 2017. Two further technical notes were being prepared – one re northern bypass and another one on the sites to the South and West of Harlow to explain the work that has been done over the period.

Uttlesford advised that they were on course for a Regulation 18 consultation in June/July 2017. The Council had invited presentations from 7 developers putting forward the strategic sites. Had four so far – Elsenham, Greater Takeley, Stebbing and Eastern Park. Next week Little Dunmow and Great Chesterford. The Council was likely to propose the allocation of two of the strategic sites. The Council will be putting presentations from the developers on their website.

Epping Forest DC – Cabinet report on 9 March 2017 with initial consultation results and new LDS agreed. Councillor Basset advised that there had been an interesting meeting on smarter places last

week – looking for an area where they could look at using wireless applications e.g. data for CCG, street lights, link to traffic lights. Essex CC are producing a strategy to go to Cabinet. Broadband facility in parts of the area is still poor – looking for good coverage across the area.

Essex CC – Councillor Page advised the Board that there were lessons that could be learnt from the North Essex Garden Town project (Colchester, Braintree and Tendring) – particularly around communication strategy, governance arrangements, funding etc. The authorities have agreed funding for the project of £250,000 per authority. Lord Kerlake's report and recommendations were very helpful. The authorities are proposing a levy for infrastructure costs in the order of £45-50,000 per house. ECC officers are just about to start working with Essex district authorities on IDPs. Better links and understanding between planning and public health providers. Cllr John Spence will be attending future meetings of the Coop Board to show the commitment that ECC has got to this process.

Redbridge – Councillor Coombe advised that the Council has now submitted their plan to the Inspectorate for examination – David Smith is the appointed Inspector with hearings scheduled in July 2017.

***ACTION – agreed that officers from North Essex Garden Town (Ian Vipond) should be asked to present to Coop meeting to advise on lessons learnt from their experience***

**8. AOB**

None

**9. Dates of next meetings (confirmed):**

- Monday 24 April 2017 – (6.30pm, Harlow DC)
- Monday 22 May 2017 - (6.30pm, Harlow DC)



<b>Evidence</b>	<b>Brief written/commissioned</b>	<b>Timetable for completion</b>
Full Plan Viability Update	Commissioned	Final report due June 2017
Strategic Land Availability Assessment (SLAA)	Updated	Presented to PPWG 6 April. Site assessments re-published June 2017.
Water Cycle Study	Completed	Presented to PPWG 22 Feb
Duty to Cooperate chronology	Completed but on-going	
<i>Sustainability Appraisal - Reasonable Alternatives for New Settlement and Other Strategic Sites</i>	<i>Commissioned</i>	<i>to be presented to PPWG - 29 June 2017</i>
Saffron Walden Eastern Relief Road modelling	Commissioned	work ongoing - report to PPWG 22 June 2017
Highway modeling/tests at 14,100 dwellings on various potential scenarios	Testing Underway - further modelling to be completed when allocations are resolved.	Summary report to PPWG 17 May 2017. Full report to 22 June PPWG
Review of Employment Strategy	commissioned	New data released, therefore topic paper to be presented to PPWG 17 May 2017 with final report reported to PPWG 22 June 2017
Highway tests and modelling - Cambs CC /South Cambs	DtC - Agreed what testing is required/reasonable for UDC .	Summary report to PPWG 17 May 2017
Essex County Council Highways test Junction 8 modelling if required by above	Re-test not required by Essex County Council for Preferred Option	Not Applicable
Infrastructure Development Plan	commissioned	April draft report and present summary to PPWG 17 May
Habitats Regulation Assessment	To be completed once Draft Plan is produced	Timetable being prepared
Review of windfall assumptions	Completed	Presented to PPWG 6 April 2017
Local Development Scheme	Required to be updated.	To be presented to PPWG 22 /29 June 2017
Gypsy and Traveller Assessment	In process	Verbally presented to PPWG 6 April 2017. awaiting final report.
Landscape review of new settlements	commissioned	Draft response due mid-may. If available to give verbal update at PPWG 17 May 2017 with final report to PPWG 22 June 2017.
Heritage Impact Assessment of new settlement sites	part completed	3 sites to be presented to PPWG 17 May and further 3 to PPWG 22 June 2017
Ecological sites review of new settlement sites	completed	presented to PPWG 17 May



**UTTLESFORD DISTRICT COUNCIL**  
**PLANNING POLICY WORKING GROUP FORWARD PLAN (subject to change)**

Item	Date	Brief information about the item and details of documents submitted for consideration	Lead officer
Infrastructure Delivery Plan – Draft report – <i>to be reported as a summary document.</i>	17.5.17	Part of Evidence Base for Local Plan	Troy Hayes
Employment Report – <i>now topic paper because new data has been released.</i>	17.5.17	Part of Evidence Base for Local Plan	Graham Holmes
UDC Transport Study report – <i>summary of work to date</i>	17.5.17	Part of Evidence Base for Local Plan	Alan Gilham
<del>Saffron Walden Transport Study report</del>	<del>17.5.17</del>	<del>Part of Evidence Base for Local Plan</del>	<del>Alan Gilham</del>
High Level Local Wildlife topic paper	17.5.17	Part of Evidence Base for Local Plan	Sarah Nicholas
Draft Consultation Strategy – <i>Now Statement of Community Involvement</i>	17.5.17	Duty to Cooperate Statement of Compliance	Richard Fox
High Level Local Landscape review of New Settlements	17.5.17	Part of Evidence Base for Local Plan	Richard Fox

Item	Date	Brief information about the item and details of documents submitted for consideration	Lead officer
High Level Historic /Conservation review of New Settlements – <i>three proposed settlements with the additional three available June 22 2017.</i>	17.5.17	Part of Evidence Base for Local Plan	Richard Fox
Key Milestones and Dates of Meetings ( <i>Forward Plan</i> )	17.5.17	Overview and Update of Project Plan for Local Plan	Richard Fox
Evidence Base Update	17.5.17	Overview and Update of Evidence Base for Local Plan	Richard Fox
Duty to Co-operate	17.5.17	Update on Progress with Duty to Co-operate issues	Richard Fox
Transport update – if not already covered previously	22.6.17	Part of Evidence Base for Local Plan	Alan Gilham
Full Plan Viability update	22.6.17	Part of Evidence Base for Local Plan	Richard Fox
Provisional Sustainability Appraisal update	22.6.17	Part of Evidence Base for Local Plan	Richard Fox
Key Milestones and Dates of Meetings	22.6.17	Overview and Update of Project Plan for Local Plan	Richard Fox
Evidence Base Update	22.6.17	Overview and Update of Evidence Base for Local Plan	Richard Fox

Item	Date	Brief information about the item and details of documents submitted for consideration	Lead officer
Duty to Co-operate	22.6.17	Update on Progress with Duty to Co-operate issues	Richard Fox
Employment Study	22.6.17	Part of Evidence Base for Local Plan	Graham Holmes
High Level Historic /Conservation review of New Settlements – <i>three proposed settlements – final three</i>	22.6.17	Part of Evidence Base for Local Plan	Richard Fox
Draft Local Plan for Regulation 18 Consultation	29.6.17	Key Stage of Process	Gordon Glenday
Local Development Scheme	29.6.17	(If not previously adopted)	Simon Payne
Key Milestones and Dates of Meetings	29.6.17	Overview and Update of Project Plan for Local Plan	Ann Howells
Evidence Base Update	29.6.17	Overview and Update of Evidence Base for Local Plan	Richard Fox
Action Plan from PAS/IPE Review	29.6.17	Update on implementing action plan	Roger Harborough
Duty to Co-operate	29.6.17	Update on Progress with Duty to Co-operate issues	Richard Fox

