



## Public Document Pack

# Uttlesford District Council

Chief Executive: Peter Holt

## Local Plan Panel

**Date:** Thursday, 21st March, 2024

**Time:** 7.00 pm

**Venue:** Council Chamber - Council Offices, London Road, Saffron Walden,  
CB11 4ER

**Chair:** Councillor R Freeman

**Members:** Councillors C Criscione, J Emanuel, J Evans, R Gooding, J Loughlin,  
R Pavitt (Vice-Chair), N Reeve and M Tayler

### **Public Participation**

At the start of the meeting there will be an opportunity for up to 10 members of the public to ask questions and make statements subject to having given notice by 2pm the working day before the meeting. Each speaker will have 4 minutes to make their statement. Please write to [committee@uttlesford.gov.uk](mailto:committee@uttlesford.gov.uk) to register your intention to speak with Democratic Services.

Members of the public who would like to watch the meeting live can do so [here](#). The broadcast will be made available as soon as the meeting begins.

# **AGENDA**

## **PART 1**

### **Open to Public and Press**

- 1 Apologies for Absence and Declarations of Interest**  
To receive any apologies and declarations of interest.
- 2 Minutes of the Previous Meeting** 4 - 7  
To consider the minutes of the previous meeting.
- 3 Local Plan Progress Update** 8 - 9  
To receive a progress update on the emerging Local Plan, including the consultation processing.
- 4 Site Selection Update**  
To receive an update on the work undertaken within the Site Selection process.
- 5 Non-Strategic Allocations in Larger Villages** 10 - 12  
To consider the approach to non-strategic allocations in 'Larger Villages'.

**For information about this meeting please contact Democratic Services**

Telephone: 01799 510369, 510548, 510410 or 510460

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# Agenda Item 2 Public Document Pack

**LOCAL PLAN PANEL held at COUNCIL CHAMBER - COUNCIL OFFICES,  
LONDON ROAD, SAFFRON WALDEN, CB11 4ER, on THURSDAY, 8  
FEBRUARY 2024 at 7.00 pm**

Present: Councillor R Freeman (Chair)  
Councillors C Criscione, J Emanuel, J Evans, R Gooding,  
J Loughlin, R Pavitt (Vice-Chair) and M Tayler

Officers in attendance: D Hermitage (Strategic Director of Planning), A Maxted (Interim  
Planning Policy Manager) and C Shanley-Grozavu (Democratic  
Services Officer)

Also  
Present: J Gardner

Public  
Speakers: Cllr G Bagnall

## 1 PUBLIC SPEAKERS

Councillor Bagnall addressed the meeting. A copy of his statement has been appended to the minutes.

The Chair gave thanks for Councillor Bagnall for his work chairing the now former Local Plan Leadership Group (LPLG).

## 2 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received by Councillor Reeve.

Apologies for lateness were received by Councillor Evans.

For transparency, Councillor Emanuel declared that she was a member of Steering Group for the Newport, Quendon and Rickling Neighbourhood Plan.

Councillor Criscione referred members to his statement made at the meeting of the LPLG in July 2023, regarding his own personal interests.

## 3 MINUTES OF THE PREVIOUS MEETING

Councillor Emanuel requested that “complaint” be amended to “compliant” on page two of the draft minutes.

The minutes of the previous meeting were approved as a correct record, subject to the above amendment.

#### 4 **LOCAL PLAN TIMETABLE (REGULATION 19 TO PLAN SUBMISSION)**

The Strategic Director of Planning provided members with an overview of the Local Plan Timetable from Regulation 19 to Plan Submission and requested their views on the proposed schedule of meeting.

In response to questions around the progress of the Local Plan and DLUHC's recent announcement, officers confirmed that they had met with the department to seek clarity on the evidence required and offer reassurance. The Leader of the Council had also provided a written response to the Secretary of State's letter dated 19th December 2023 which was approved at Full Council on 17th January 2024 and the Planning Advisory Service were in the process of reviewing the project plan.

In addition, officers clarified that they were continuing to hold regular meetings with the Portfolio Holder, Working Group Chair and Legal Counsel to discuss progress and consider matters arising. They were also mindful of previous project reviews which had been undertaken both before and after the withdrawal of the 2019 Local Plan, however reminded members that there was now a different Planning Policy Team in place which have a different approach than what had been formally adopted from those recommendations.

The report was noted.

#### 5 **REGULATION 18 CONSULTATION RESPONSES**

The Interim Planning Policy Manager provided a verbal update on Regulation 18 Consultation Response. He confirmed that there had been around 4,500 comments received from the consultation, however this was likely to increase as the feedback was processed and allocated to the different sub-categories of the headline topics. A redacted version of the responses would be published in early March.

Members queried the redactions which would be applied to the consultation comments. In response, officers clarified that they would not publish any personal information of individuals, such as phone numbers or email addresses, along with any defamatory words which may make the Council liable. All Statutory Consultees and Neighbouring Authorities responses would remain unredacted and would be published at the same time.

The comments would also be incorporated into a searchable report as part of the Regulation 19 consultation which would include an officer response as to how the Council has acted upon the feedback received. A similar process would take place for the plan submission to the Secretary of State which considered Regulation 19 comments.

The update was noted.

## AFFORDABLE HOUSING POLICY

Members received a short presentation from Justin Gardner, a consultant for the Local Plan, on the Council's emerging affordable housing position.

Members discussed the emerging affordable housing policy, and the following was noted:

- Many forms of Affordable Housing were often unaffordable for those which needed it. For example, the First Homes scheme was not particularly deliverable within Uttlesford, given that average house price for a family home was over £250k, even after a 50% discount was applied.
- The emerging policy sought to lower the headline figure for the percentage of affordable housing required to be provided by developers, however it would incorporate products which were realistically attainable.
- Larger sites required a wider range of types and tenures to reflect the needs of the local community.
- Members supported the suggestion for developers to transfer properties to the Council in order to replenish the Social Housing stock lost to Right-to-Buy.
- As the Plan period ran until 2041, there were concerns that a reduction in the affordable housing requirement would place people into hardship down the line due to a decreased availability of affordable properties.
- Innovative thinking was required to address the housing need, rather than an insistence on the market to deliver. Suggestions included rethinking the construction methods for building homes, joint enterprises to deliver social housing and co-living spaces.
- The definition of affordable housing needed to be revisited to ensure that it reflected the needs of residents within the district as a large number of these properties were currently bought by people moving into the district from areas with higher property prices, such as Cambridge and London.

Members requested further information around the number of major applications fulfilling the current 40% affordable housing requirement since the adoption of the 2005 Local Plan, as well as how this may compare to the proportion of affordable housing supplied in neighbouring authorities.

*Meeting ended 20:28*

## APPENDIX: PUBLIC SPEAKING STATEMENTS

### Statement for Councillor Geoff Bagnall

Good evening.

I wanted to speak today to set the record straight as to why I'm not on this group anymore.

This was not my choice and I disagree with the advice provided to the Leader by the officers.

This is not a decision making body, so proximity to any site allocated in the Draft REG18 should not be a reason for asking me to stand down as Chair of the former LPLG and not a reason to exclude me completely.

It's my view that it was inconvenient for the officers to have me as chair or member of this group, given the plans they had.

I also note that this group is now here to "assist" the officers, it should be the other way round surely.

Having said all this the LPP has my full support and I fully expect you to act professionally and interrogate the huge amount of comments that have been received from the public.

On that note I would like to publicly thank all the members of public, local businesses and Town and Parish Councils that have responded to the consultation, as without that level of response the Council cannot be sure what is best for the District.

I wish the LPP all the very best going forward and look forward to the outputs and future meetings.

# Agenda Item 3

**Committee:** Local Plan Panel

**Date:** 21 March  
2024

**Title:** Update on Consultation

**Report Author:** Dean Hermitage – Director of Planning  
Andrew Maxted – Interim Planning Policy  
Manager

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## Summary

1. Responses to the Regulation 18 consultation are due to be published by 18 March. These will be published to the council's website and a link provided to the LPP. 1742 individual comments were submitted, totalling c.5,000 comments / points.
2. A verbal update on the responses will be provided to the LPP on 21 March. The volume of material is sizable.
3. A report will be provided to members of the LPP later in March and this will set out suggested / provisional responses and thoughts arising from the comments. It is recommended that the report and initial discussion remains confidential at this stage and until the LPP's position on certain matters is settled. To make draft / provisional views on potentially contentious policy issues and site allocations public can result in risk to the local plan at examination. A final version of the report can be published in due course.
4. The Freedom of Information Act (2001) and Environment Information Regulations acknowledge that provisional work and drafts can be exempted from release. The need for public authorities to have a 'safe space', or 'space to think in private' is recognised in the relevant legislation. It is not uncommon.

## Recommendations

5. That the LPP notes the consultation response update.

## Financial Implications

6. Within existing local plan budget.

## Background Papers

7. Regulation 18 Consultation response [to be added once available].



## Impact

8.

Communication / Consultation	The final draft (Regulation 19) Plan is to be published for consultation in summer 2024 for eight weeks.
Community safety	None
Equalities	None
Health & Safety	None
Human Rights / Legal	None
Sustainability	The Local Plan will have positive impacts on sustainability across the district.
Ward-specific Impacts	All wards
Workforce / Workplace	None

## Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
Failure to successfully steer the local plan to submission will likely result in government intervention and continued speculative development in the meantime.	2 – LDS, project plan and LPP in place.	4 - Lack of an adopted (or advanced local plan) leading to potentially unacceptable development.	Various mitigations in place.

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.

# Agenda Item 5

**Committee:** Local Plan Panel

**Date:** 21 March  
2024

**Title:** Non-Strategic Allocations in ‘Larger Villages’

**Report Author:** Dean Hermitage – Director of Planning  
Andrew Maxted – Interim Planning Policy  
Manager

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## Summary

1. The draft strategy in the Regulation 18 version of the plan, proposed that up to 1,000 new homes could be provided in the district’s ‘larger villages’ by way of a number of non-strategic (smaller) sites. It is proposed that these can be taken forward by Town / Parish Councils (or other recognised bodies) via Neighbourhood Plans.
2. We have received representations from Town and Parish Councils and on 21 March 2024 the relevant PCs are invited to a workshop to discuss the strategy.
3. The outcomes of this workshop will be reported to the LPP verbally.

## Recommendations

4. That the LPP provides its views on the strategy for taking forward non-strategic sites.

## Financial Implications

5. Within existing local plan budget.

## Background Papers

6. The Draft Regulation 18 Plan – Chapter 4 (Spatial Strategy) [Draft Local Plan Document Branding \(uttlesford.gov.uk\)](https://www Uttlesford.gov.uk).

## Impact

Communication / Consultation	The final draft (Regulation 19) Plan is to be published for consultation in summer 2024 for eight weeks.
Community safety	None
Equalities	None
Health & Safety	None

Human Rights / Legal	None
Sustainability	The Local Plan will have positive impacts on sustainability across the district.
Ward-specific Impacts	All wards
Workforce / Workplace	None

## Situation

7. The Local Plan must make provision for c.14,000 new homes (including those already committed). The draft strategy proposes that the majority of these to come from the strategic sites (sites of 100 homes or more) but not entire new communities. The proposed strategic sites are among the district's most sustainable. The NPPF and advice following the withdrawal of the previous draft plan in 2019, recommends providing a range of sites of different sizes in order that the Local Plan will be able to demonstrate housing delivery in the short and medium term until larger site(s) begin to deliver later in the plan period. Smaller allocations in villages can also help sustain services and infrastructure in the villages.
8. The Regulation 18 Plan considered 1,000 new homes in non-strategic allocations at 'Larger Villages' which would either to be added at the Reg19 stage of the Plan or delegated to PCs to bring forward within Neighbourhood Plans.
9. Owing to the level of commitments that have come forward since April 2023 (the point at which the Reg18 housing numbers were fixed and the Plan was worked up) officers emerging view is that the 'Larger Villages' allowance can be reduced to c.700.
10. Some PCs are now likely to take forward Neighbourhood Plans and take control of the non-strategic allocations in their areas. In other areas (those unable to work on a Neighbourhood Plan) it is proposed that officers will work with those PCs to set out sufficient non-strategic sites in the Reg19 Plan.
11. The agenda for this meeting of the LPP is required to be published ahead of the Parish Council Workshop. Thus, further details will be provided verbally.

## Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
Failure to successfully steer the local plan to submission will likely result in government intervention and continued speculative development in the meantime.	2 – LDS, project plan and LPP in place.	4 - Lack of an adopted (or advanced local plan) leading to potentially unacceptable development.	Various mitigations in place.

1 = Little or no risk or impact

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3 = Significant risk or impact – action required

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