

Committee Agenda



**Epping Forest
District Council**

Local Development Framework Cabinet Committee Thursday, 10th September, 2009

Place: Council Chamber, Civic Offices, High Street, Epping
Time: 7.00 pm
Democratic Services Officer: Gary Woodhall
Email: gwoodhall@eppingforestdc.gov.uk Tel: 01992 564470

Members:

Councillors Mrs D Collins (Chairman), R Bassett, M Cohen, B Rolfe, Mrs M Sartin and Ms S Stavrou

PLEASE NOTE THE START TIME OF THIS MEETING

BUSINESS

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

(Assistant to the Chief Executive) To declare interests in any item on the agenda.

3. MINUTES

To confirm the minutes of the last meeting of the Cabinet Committee held on 15 April 2009 (previously circulated).

4. TERMS OF REFERENCE

To note the terms of reference for the Cabinet Committee, as agreed by the Council on 17 February 2009; minute 113(a) refers.

(1) That a Local Development Framework Cabinet Committee be appointed with the following terms of reference:

(a) To oversee and submit recommendations to the Cabinet as appropriate on:

(i) the preparation of the Local Development Framework (LDF);

(ii) the preparation of the Core Strategy including agreement of

consultation stages and documentation, and the responses that should be made to any representations received;

(iii) the preparation of other Development Plan Documents including agreement of consultation stages and documentation, and the responses that should be made to any representations received;

(iv) the preparation of Supplementary Planning Documents including agreement of consultation stages and documentation, and the responses that should be made to any representations received; and

(v) the revision of the Local Development Scheme and monitoring the achievement of milestones;

(b) To consider and provide input to consultants' reports which contribute to the establishment of an up-to-date evidence base to influence preparation of the LDF;

(c) To consider options for joint or coordinated working with other councils, which best meet the needs of this District, as required by the East of England Plan and (where relevant) the London Plan and to make recommendations to the Cabinet thereon;

(d) To consider the comprehensive review of the East of England Plan, and make recommendations to the Cabinet on any responses to be made;

(e) To liaise with the Planning Services Scrutiny Standing Panel as appropriate; and

(f) To work within the budgetary provision for the LDF, as approved by the Cabinet and the Council.

5. ANY OTHER BUSINESS

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) of the Council Procedure Rules contained in the Constitution requires that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order (6) (non-executive bodies), any item raised by a non-member shall require the support of a member of the Cabinet Committee and the Chairman of the Cabinet Committee. Two weeks' notice of non-urgent items is required.

6. GYPSY & TRAVELLER DEVELOPMENT PLAN DOCUMENT - SUSTAINABILITY APPRAISAL & STRATEGIC ENVIRONMENTAL ASSESSMENT (Pages 5 - 10)

(Forward Planning Manager) To consider the attached report (LDF-001-2009/10).

7. GYPSY & TRAVELLER DEVELOPMENT PLAN DOCUMENT - RACIST/INAPPROPRIATE COMMENTS

Oral update.

8. GYPSY & TRAVELLER DEVELOPMENT PLAN DOCUMENT - TIMETABLE

Oral update.

9. PLANNING ADVISORY SERVICE - LOCAL DEVELOPMENT FRAMEWORK DIAGNOSTIC (Pages 11 - 14)

(Forward Planning Manager) To consider the attached report (LDF-002-2009/10).

10. CORE STRATEGY - EVIDENCE BASE PROGRESS REPORT

Oral update.

11. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement: Paragraph (9) of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00pm at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph (8) of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the

report is based; and

- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.