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**Meeting:** Local Development Plan Member Working Group  
**Venue:** Online via Microsoft Teams  
**Date:** Wednesday 14 July 2021  
**Time:** 18:00-18:55

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**Members Present:** Cllr Thomas Bridge, Cllr Jon Cloke (Chair), Cllr Philip Mynott, Cllr Dominic Naylor, Cllr Olivia Sanders

**Officers Present:** Phil Drane (PD), Corporate Director of Planning and Economy  
Jonathan Quilter (JQ), Strategic Planning Manager  
Thom Hoang (TH), Senior Policy Planner  
Andrea Pearson (AP), Senior Policy Planner

**Apologies:** Cllr T Barret

## 1. Notes from last meeting

- a) Notes from the last meeting (23/03/2021) were circulated for review. This meeting was held under the 2020/21 Terms of Reference and group membership.
- b) Cllr Mynott raised a question about paragraph 2. r), regarding use of current car parks and redevelopment options, and whether the word "site" should be plural. Agreed that this would be changed to "sites".

## 2. 2021/22 Terms of Reference

- a) Proposed 2021/22 Terms of Reference shared with the group with tracked changes from the 2020/21 version.
- b) Changes include some tidying up of formatting, mention of Dunton Hills Garden Village governance framework in terms of cross-over with the working group, and membership of the group reducing from eight to six.
- c) The Terms of Reference were agreed.

## 3. Local Plan Examination Update

- a) PD provided a brief overview since the last working group meeting in March 2021, when weeks 2 - 5 of the hearing sessions had been completed and an update on the Dunton Hills Garden Village design guidance was given. The Council is shortly approaching week 6 of the hearing sessions (27, 28, 29 July). The programme for



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- week 6 has now been published online (see Local Plan examination library, document reference F137).
- b) JQ updated the working group on the examination tasks undertaken since March and leading into week 6.
  - c) The Planning Policy team has gone through a list of actions with Inspectors, submitted by two deadlines. Inspectors invited participants to comment on the published examination notes.
  - d) A Statement of Common Ground with Highways England was provided in June, outlining the work undertaken since March. General agreement has been reached for mitigation required in the worst-case scenario at M25 junction 29. However, complexity around M25 junction 28 has emerged where the Highways England Development Consent Order (DCO) scheme may not fully address the background growth of the wider area. This highlights the need for a strategic approach to significant highways mitigation schemes across a wider area (or number of authorities), rather than purely geographic location. The Inspectors have recently suggested an alternative solution in which the proposed Local Plan Review policy would include a highways clause, along with the need to review according to housing need. The Inspectors want to discuss this at the hearing session scheduled for Tuesday 27 July rather than requiring further revisions to the Statement of Common Ground.
  - e) Further evidence on air quality has been published ahead of week 6 hearing sessions. The session on Wednesday 28 July will focus on air quality. This was produced by Cambridge Environmental Research Consultants who will support the Council at the session.
  - f) On Thursday 29 July the sessions are to be between the Inspectors and the Council regarding outstanding matters. A Schedule of Modifications is in progress and the session will cover that to provide clarity on next steps.
  - g) Cllr Mynott asked if the Schedule of Modifications had been published. JQ advised not yet, the draft proposed modifications schedule (reference F9A) had been revised and picked up comments at hearing sessions. However, further updates will need to be made following week 6 sessions. A six-week public consultation period is required as part of publishing proposed modifications once hearing sessions have concluded. The Inspectors will consider responses to that consultation and may come back to the Council to address these, before finalising their report on whether the plan is sound.
  - h) Cllr Mynott asked whether it was known when the six-week public consultation would take place. JQ advised that it was not yet known, although anticipated in September at the earliest. Work is already underway to prepare for the modifications consultation and associated processes, such as commissioning an update to the Sustainability Appraisal that will need to take account of the modifications. Once dates are confirmed this will be advertised publicly. It was agreed through discussion that an all-member briefing would be useful on the modifications process once there is more clarity, likely to be in September or October.



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- i) Cllr Mynott asked if the session on 27 June would be open to the public to watch? JQ advised that the sessions would continue to be run as before, online via Teams for those invited to participate and on YouTube for anyone to watch either live or on-demand.
- j) Cllr Mynott asked if there were further documents published or to be published regarding the town centre car park sites? JQ referred to the examination notes published that answered questions raised at the hearing session (document references F73, F73A, and F95. The Schedule of Modifications will also include edits to relevant policies as required.

### 4. AOB

- a) PD updated members on the Dunton Hills Garden Village design guidance Supplementary Planning Document (SPD) work since the last working group meeting in March and following Policy, Resources and Economic Development Committee approval to consult. Public consultation has concluded. Responses are being processed and considered, these will be brought back to committee to show how comments have informed changes to the document prior to adoption. The timeframes for adoption should align with the LDP. CEG is progressing an outline application soon. This will be in advance of design guidance SPD adoption, but the masterplan framework is in place to inform the outline application. There is also options to be brought to members regarding stewardship, i.e. how the community can take ownership of their community.
- b) Cllr Mynott asked if members could be well briefed on the application given the significant scale and nature of outline applications. PD agreed this should be the subject of briefings and member involvement, the reason why dedicated resource has been provided on the project such as Justin Booij as case officer.
- c) JQ updated members on Brentwood Enterprise Park proposals. Alongside Dunton Hills Garden Village, St Modwen (delivering the enterprise park) is advancing through early stages of pre-application discussion, looking at similar timescales to CEG. There are complexities relating to the site and off-site infrastructure. St Modwen are propising to undertake some public consultation next month. Cllr Mynott asked if ward councillors would be involved in the early stages. PD advised that St Modwen would be including councillors in the engagement work, and PD confirmed he would be briefing members ahead of this. Members agreed it would be useful to set up briefing sessions on these larger applications at the early stages.