

# **TIPTREE NEIGHBOURHOOD PLAN**

**2022-2033**

**CONSULTATION STATEMENT**

**AUGUST 2022**



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# 1. CONSULTATION PROCESS

The consultation process in support of the Tiptree Neighbourhood Plan (the “Neighbourhood Plan” or “Plan”) has spanned an eight-year period commencing in 2014.

The process has consisted of two phases:

- 1) the period up to August 2020 when the Plan was first submitted for examination and subsequently found to not meet the Basic Conditions; and
- 2) the period since October 2020 when work has been undertaken to assess and resolve the issues raised during the original examination, resulting in a revised Plan.

The earlier stages of consultation still inform the revised Plan and are therefore referred to in this Consultation Statement.

Throughout this overall process there has been an immense amount of effort applied in pursuit of the Plan and a substantive body of evidence has been collected.

In an effort to make it easier to locate pertinent information, the evidence provided with this Consultation Statement has been categorised into two appendices.

**Appendix A:** lists the key process related documents and evidence which is considered critical to the development of the Plan.

**Appendix B:** lists a selection from the supporting information showing the more general nature of the consultation and the variety of ways in which the parties responsible for progressing the Plan have engaged at length with the local community to the best of their ability.

Given the length of time that the Plan has been developed over, the appendices could have contained many more documents. If the Examiner requires anything further or any matters clarified, the Parish Council and Steering Group are happy to assist.

## Introduction

- 1.1. This Consultation Statement has been prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012 in respect of the Neighbourhood Plan.
- 1.2. The legal basis of this Consultation Statement is provided by Section 15(2) of Part 5 of the 2012 Neighbourhood Planning Regulations (as amended), which requires that a consultation statement should:
  - contain details of the persons and bodies who were consulted about the proposed neighbourhood development plan;
  - explain how they were consulted;
  - summarise the main issues and concerns raised by the persons consulted; and
  - describe how these issues and concerns have been considered and, where relevant addressed in the proposed neighbourhood development plan.
- 1.3. A Letter of Application was made by Tiptree Parish Council to Colchester Borough Council on 10 October 2014 which resulted in the approval of the Tiptree Neighbourhood Plan Area Designation on 2 February 2015. A copy of the Letter of

Application is at Appendix A1. Colchester Borough Council's approval is at Appendix A2.

- 1.4. The Neighbourhood Plan and the policies contained within it are the result of a comprehensive process of information gathering and consultation with the local community, businesses and other relevant stakeholders that started in 2014.
- 1.5. Working groups formed of local volunteers have been at the forefront of the development of the Neighbourhood Plan, undertaking surveys, preparing materials, collating and analysing the data collected and hosting a variety of local engagement events.
- 1.6. This effort has been overseen by the Neighbourhood Plan Steering Group which was formed to lead the process on behalf of Tiptree Parish Council.
- 1.7. Data gained from the various consultations, surveys and feedback from the local engagement events led to the Vision and Objectives contained in Section 4 of the Neighbourhood Plan. These subsequently formed the basis for the policies set out in the Neighbourhood Plan.

### **Organisational Structure**

- 1.8. The development of the Neighbourhood Plan has been coordinated by a Steering Group comprised of parish councillors, supported by a wider Working Group made up of volunteers from the local community. The Working Group was open to all interested participants and there was no limitation on membership.
- 1.9. Members of the Working Group were recruited initially from persons close to the activities of the parish council and over time via the regular published advertisements, local press updates, the community consultation events and by word of mouth and direct approaches by existing members of the Steering Group and Working Group. Examples of the initial advertisements for volunteers can be made available if required.
- 1.10. The Working Group from time to time worked in smaller groups focused on specific tasks that were identified as being necessary to progress the draft Neighbourhood Plan. For example the preparation for open days and community consultation exhibitions, formulation of the questionnaire and the strategic housing land availability assessments.
- 1.11. The full Working Group typically met at least twice per month in the early phases of the process. Over the duration of the Plan development process approximately 50 people have been involved in the Working Group and with its associated task groups. The Parish Council also maintains a database of over 650 individuals and businesses who have asked to be kept informed of progress over the period of the development of the Neighbourhood Plan. Generally, press releases were either emailed or posted to persons on this database at the same time as publication.
- 1.12. Minutes of Working Group and Steering Group meetings can be found on The Tiptree Neighbourhood Plan Website - <https://www.tiptreeparishcouncil.gov.uk/>
- 1.13. A selection of the press and website updates and notices issued to the local community at regular points during the Neighbourhood Plan development process can be found at Appendix B1.

## Consultation Activities

1.14. The following consultation activities were undertaken:

1 <sup>st</sup> Community Open Exhibitions	January/February 2015
2 <sup>nd</sup> Community Open Exhibitions	November 2015
Tiptree Village Questionnaire	September 2016
Youth Survey	September 2016
Local Call for Sites	June 2017
RCCE Housing Needs Survey	June 2017
Questionnaire Feedback Exhibition	February 2018
Schools Survey	September 2018
Regulation 14 Pre-submission Consultation Exhibitions	June/July 2019
Regulation 14 Pre-submission Consultation Exhibitions	March/April 2022

## Community Open Exhibitions

1.15. The Community Open Exhibitions were held at the local community centre and were used as opportunities for all interested parties to come and give their views on the future development of the village and the key issues and themes emerging from the process. The events were also used as opportunities to recruit new volunteers to the Working Group.

1.16. The Community Open Exhibitions were advertised in various ways including:

- Tiptree Parish Council (TPC) website and Neighbourhood Plan website (which has now been amalgamated into one new site)
- Tiptree Neighbourhood Plan Facebook page
- Tiptree Community Website.
- *Street Life* (a community oriented social media group which later became *Nextdoor* which allowed posts to all 360 degree neighbouring villages/parishes).
- Letters and emails advertising the Exhibitions were sent to local businesses and organisations.
- An article was provided for the Parish Church magazine.
- Posters in prominent locations around the village
- Banners outside the community centre and in other key locations around the village (e.g. Grove Lake, Grove Park, Tesco, etc.)
- Estate agent style boards outside properties around the village
- Flyer drops to all households and businesses in the village
- Flyer handouts at Kelvedon train station
- In local newspapers and free magazines including the Tribune, Look and Life, Colchester Gazette, Essex County Standard
- Local radio interviews held with members of the Parish Council advertising the delivery of the questionnaire as well as a 'You Tube' posting explaining the questionnaire

1.17. The advertisements for the Community Open Exhibitions can be provided if required. .

## **1st Community Consultation Exhibitions**

- 1.18. The 1<sup>st</sup> Community Open Exhibitions held in January and February 2015 were used as an opportunity to explain the basic principles of Neighbourhood Planning, why Tiptree Parish Council had decided to embark on the development of a Neighbourhood Plan, to invite comment from local people on the broad issues that mattered most to them and to recruit members to the Working Group.
- 1.19. An external consultant was used to assist the Working Group with the analysis of the information collected. The results of the analysis are shown in the reports at Appendices B2 and B3 and summarised in Section 2.1.

## **2<sup>nd</sup> Community Consultation Exhibitions**

- 1.20. At the 2<sup>nd</sup> Community Open Exhibitions held in November 2015, a series of display boards were presented covering the primary theme areas identified from the first round of consultation, such as the character of the village, housing needs, transport and traffic, green spaces and recreation, along with a map of Tiptree Parish showing the settlement boundaries and current land uses.
- 1.21. Attendees were invited to write their ideas and comments on comment cards and pin these on the display boards. Members of the Working Group were present to talk to attendees about the concept of the Neighbourhood Plan and to answer any questions on the information presented. Over 300 people attended the 2<sup>nd</sup> round of exhibitions.
- 1.22. The same external consultant as was used after the 1<sup>st</sup> exhibitions again assisted the Working Group with the analysis of the information collected. The results of the analysis are shown in the report at Appendix B4 and summarised in Section 2.2.

## **Tiptree Village Questionnaire**

- 1.23. The Tiptree Village Questionnaire was produced by the Working Group following analysis of the feedback from the initial Community Open Events. A printed copy was distributed by hand to all households in the village with the option to complete the questionnaire online or on a hard copy. Respondents were given six weeks between 12 September 2016 and 23 October 2016 to complete and return the questionnaire.
- 1.24. The distribution of the Tiptree Village Questionnaire was publicised using similar methods to the Community Open Exhibitions. In addition, all respondents were able to enter into a prize draw with the chance of winning a £100 cash prize for online responses and £50 for paper responses.
- 1.25. A total of 1,119 responses were received representing a 28% response rate. A significant number of the responses were submitted in hard copy and therefore a process was undertaken by working group members to input the information into electronic format to enable detailed analysis. An advertisement was issued for additional volunteers to come forward to help with this task. Over 40 residents came forward over the period of time with approximately 500 hours of volunteer time spent on this major task.
- 1.26. The results of the questionnaire analysis are shown in the report which is an evidence base document to support the Tiptree Neighbourhood Plan and are summarised in Section 2.3.

## **Youth Survey**

- 1.27. The Working Group produced a Youth Survey to try and reach secondary school age children, including sixth formers. Engagement with this age group in local community consultations was recognised as being a challenge and therefore to assist with the creation and promotion of the Youth Survey the Working Group enlisted the support of the local youth engagement officer.
- 1.28. The Youth Survey was made available online by *Fieldwork – Marketing Assistance* and contained a condensed set of questions designed to solicit views on issues that were considered to be relevant to this target age group. To encourage uptake three prizes were offered in the form of gift vouchers with values of £50, £30 and £20.
- 1.29. The Youth Survey was promoted via direct announcements in tutor groups and assemblies at the local secondary school. A total of 93 responses were received.
- 1.30. The form of the Youth Survey can be provided if required. .
- 1.31. The Youth Survey results analysis are shown at Appendix A3 and summarised in Section 2.4.

## **Strategic Housing Land Availability Assessments**

- 1.32. In order to gather information on potential locations within and around the parish settlement boundary that may be suitable for housing development there were two calls for sites.
- 1.33. Colchester Borough Council held a borough wide call for sites in July 2014 and provided Tiptree Parish Council with the information relevant to Tiptree submitted as the result of that process.
- 1.34. To supplement and update the earlier Colchester Borough Council work, Tiptree Parish Council issued its own local call for sites in May 2017. The call for sites was advertised in the local press.
- 1.35. Previous respondents to the Colchester Borough Council call for sites were not required to make a further submission to Tiptree Parish Council, however in some cases landowners or promoters took the opportunity to do so to ensure that Tiptree Parish Council had all relevant information and to be assured that their site would not be inadvertently omitted from the process.
- 1.36. A total of 71 areas of land were put forward for consideration from the two calls for sites; 40 from the 2014 Colchester Borough Council and a further 31 sites from the 2017 Tiptree Parish Council call. This total however included 7 sites lacking paperwork, 8 duplications and 3 that already had planning permission. The Tiptree Parish Council call elicited submissions from several larger potential development areas than had been identified previously. The overall submissions represent a wide range of locations and sizes of potential development land in and around the existing parish development boundary.
- 1.37. Ultimately 53 sites were assessed for suitability through a Strategic Housing Land Availability Assessment (SHLAA) which informed the final site selection process.
- 1.38. Further detail is provided in the Housing Topic Paper which is included among the Evidence Base Documents.

## **RCCE Housing Needs Survey**

- 1.39. A Housing Needs Survey was produced and distributed by the Rural Community Council of Essex ("RCCE") on behalf of Tiptree Parish Council in June 2017.
- 1.40. The aim of the survey was to better understand the existing and future levels of housing need for local people. The survey pack included a covering letter, a questionnaire and a freepost envelope for forms to be returned directly to RCCE at no cost to the respondent. There was also an online option for residents to complete the survey.
- 1.41. The survey form was divided into two sections. Part 1 of the survey form contained questions on household composition, postcode and also questions on whether anyone in the household planned to move in the next 5 years. This section was to be completed by everyone regardless of need.
- 1.42. Households which were experiencing or expecting to be in housing need in the future were asked to also complete Part 2 of the survey, which gave the opportunity to provide more detailed information.
- 1.43. A total of 1,157 responses were received representing a 28% response rate which is understood to be above the national average for this type of engagement exercise.
- 1.44. The results of the survey analysis are shown in the RCCE Housing Needs Survey Report which is included within the Evidence Base and summarised in Section 2.5.

#### **Questionnaire Feedback Exhibitions**

- 1.45. Following the analysis of the responses to the Tiptree Village Questionnaire and RCCE Housing Needs Survey two exhibitions were held to present the results and main conclusions to the community and other interested parties and to invite further comment on the emerging Vision and Objectives. These exhibitions were generally advertised in the same way as the earlier Community Open Exhibitions with 312 people attending over the two exhibitions.
- 1.46. The results of the feedback analysis are shown in the report at Appendix A4 and summarised in Section 2.6.

#### **Business Consultation Evening**

- 1.47. A Business Consultation Evening was held on the 21<sup>st</sup> February 2018. An invitation letter was sent to local businesses and this was followed up with visits by two working group members to encourage attendance. Eight local businesses attended representing a cross section of the local business community, from smaller independent retailers to larger companies that employ significant numbers of people locally. The invitation letter can be made available if required.
- 1.48. The event was publicised by direct approach to all available local businesses. The event was used as an opportunity to collect comments and feedback from local business owners and managers that had not already had the opportunity to engage via the Community Open Exhibitions.
- 1.49. The information shown at the event was the display boards from the Questionnaire Feedback Exhibitions held earlier in February 2018 with information collected via the feedback response form from the same event.

- 1.50. This feedback was collated with the data collected at the Questionnaire Feedback Exhibitions and is included within results of the feedback analysis shown in the report at Appendix A4.

### **Schools Survey**

- 1.51. The Working Group also attempted to reach primary school age children by issuing a School Survey pack to each of the four local primary schools and one Brownie group. The intention of the School Survey was to raise awareness amongst younger children and encourage interaction amongst parents and the schools themselves in future community engagement events.
- 1.52. The School Survey pack is available if required.
- 1.53. The School Survey results analysis is shown at Appendix A5 and is summarised in Section 2.7.

### **Liaison with the local planning authority and other organisations**

- 1.54. Throughout the process, the Steering Group and Working Group have worked closely with Colchester Borough Council (CBC). CBC planning policy officers regularly attended Working Group meetings up until April 2018 to provide guidance and input to the process and to share best practice from other neighbourhood planning groups. Unfortunately, this was no longer possible to resources, however numerous meetings have been held between CBC and the Working Group since April 2018 to provide advice throughout the plan making process and in advance of each key milestone i.e. Regulation 14 consultation, upon receipt of the Examiner's Report etc. CBC and the Working Group have also communicated regularly via email and telephone.
- 1.55. A number of Engagement meetings were held with County Councillors, Essex Highways and prospective developers to assess the deliverability of the emerging plan. Notes of these meetings are at Appendix B5.
- 1.56. Guidance was also sought on regular occasions from RCCE, including with respect to the Housing Needs Survey and general training on the elements of the Neighbourhood Planning process.
- 1.57. Members of the Working Group regularly attended regional workshops and coffee mornings hosted by RCCE to share experiences and to discuss emerging best practice with representatives of other neighbourhood planning groups.

### **Strategic Environmental Assessment**

- 1.58. Since Tiptree lies within an Essex Coast RAMS Zone of Influence the Tiptree Neighbourhood Plan needs to consider appropriate avoidance mitigation measures through an Appropriate Assessment. The SEA directive states that SEA is mandatory if an appropriate assessment is required, therefore a scoping report was prepared. The Scoping Report is within the Evidence Base.
- 1.59. The Scoping Report was sent to Natural England, The Environment Agency and Historic England for consultation over the five week period ending 18th April 2019.

- 1.60. Following responses to the Scoping Report the Regulation 14 draft Strategic Environmental Assessment (SEA) was produced by Colchester Borough Council and was consulted on at Regulation 14 Pre-submission Consultation stage.
- 1.61. Following the Examiner's Report in October 2020, a new SEA was undertaken in 2022 by AECOM through Locality, to accompany the revised Plan. This forms a submission document to support the Plan. This is discussed in Section 5.

### **Habitat Regulations Assessment**

- 1.62. There are a number of Special Protection Areas (SPAs), Special Areas of Conservation (SACs) and Ramsar sites within or adjacent to Colchester Borough therefore an Appropriate Assessment was required to determine whether the Tiptree Neighbourhood Plan would have a significant adverse effect on the integrity of these Habitat sites. A screening process excluded all sources of impact from further consideration with the exception of Recreational Disturbance. The Habitat Regulations Assessment (HRA) concluded that the Neighbourhood Plan included adequate mitigation measures and would not adversely affect the Habitats sites.
- 1.63. Natural England was consulted on the draft Habitat Regulations Assessment report (Appropriate Assessment) in October-November 2019.
- 1.64. Following the Examiner's Report in October 2020, Natural England were consulted on the revised Screening Report in May 2022. A new HRA was undertaken by AECOM through Locality, in 2022 to accompany the revised Plan. This forms a submission document to support the Plan This is discussed in Section 5.

### **Engaging with hard-to-reach groups**

- 1.65. Throughout the process, the Working Group recognised the need to gather information in a variety of ways to ensure input was received from a broad cross section of the community as possible.
- 1.66. The Working Group considered the feedback from the initial Community Consultation Exhibitions, including the age profile of attendees and respondents. In the early stages of consultation the Working Group observed that participation was predominantly by older age respondents partly reflective of the local population demographic and the tendency of younger members of the community to be reluctant to engage in consultation processes.
- 1.67. To address this the Working Group adopted methods including:
  - publicising future consultation events by handing out flyers at locations likely to encourage participation by working age adults such as local supermarkets and Kelvedon train station
  - undertaking the Youth Survey
  - undertaking the Schools Survey
  - holding exhibitions and consultation events on multiple days and at range of times including evenings and weekends
  - using a variety of media channels to issue updates to the local community
- 1.68. Whilst generally the age profile of respondents in all stages of consultation remained biased towards older age groups, the Working Group was satisfied that opportunity had been presented to residents of all ages to participate in the process, as can be

demonstrated by the wide advertisement of the consultation events and variety of engagement channels used.

## **2. KEY RESPONSES FROM CONSULTATION**

### **2.1 1st Community Open Events (January-February 2015)**

At a very early stage, before the procedures of Neighbourhood Planning had been correctly understood and as a means to provoke community involvement, the Parish Council had developed three potential strategies focused on the village centre, including sketched plans showing how Tiptree might be developed to increase its attractiveness as a shopping destination for both local residents and visitors.

An exhibition was held to explain to local businesses and residents the concept behind the embryonic plans. A letter outlining the background to the strategy was sent to all businesses in the centre of the village. Those attending the exhibitions were provided with a questionnaire.

As well as completed questionnaires, the Parish Council received a number of letters both directly and via the local Member of Parliament. A petition from residents of Morley Road (in the village centre) was also received. A total of 65 individual responses were received and analysed with the assistance of specialist consultants *Fieldwork Marketing Assistance*.

There was strong opposition to the three outline options presented. The reasons centred on the unsuitability of certain local roads to accommodate extra traffic.

Several respondents recognised the need for more parking in the centre of the village but expressed little support for additional retail space. Reasons given included the close proximity of national retail chains at Tollgate, Colchester, the uptake of empty retail space by charity shops and demise of earlier plans for additional retail space in the village.

There appeared to be little appetite for any major changes to the centre of the village and a strong desire to retain the existing character of the village.

When asked about new housing, the majority of responses expressed a preference for this to be restricted to the outskirts of the village rather than placing it in the centre where it may cause more congestion.

The results indicated concerns about the adverse impact on residential property values in the village centre and potential vested interests of individual councillors in the development of the outline plans.

The significant negative reaction to this early stage of consultation resulted in a number of volunteers becoming involved with the nascent Neighbourhood Plan, however the Parish Council needed to reassess its approach in the light of Neighbourhood Planning guidelines and the realisation that the plan should be derived from community consultation. This led to the wider scope of consultation commencing in 2015.

### **2.2 2nd Community Open Events (November 2015)**

The Working Group spent the period between May and October 2015 preparing for a second round of community consultation based on a wider range of topics and expanding the areas of analysis to include the following core elements:

- Employment
- Environment
- Facilities
- Homes
- Village Identity
- Traffic

The Working Group developed information boards for the exhibitions setting out the current status of each main topic area in the locality and inviting those attending to give their comments on index cards and pin them on the boards. The focus was on obtaining feedback on what people liked about Tiptree, what they would like to change and what were their main concerns.

Several members of the Working Group and Parish Councillors were in attendance throughout the days of the exhibitions to answer questions and guide attendees on how best to engage with the information gathering exercise.

By pinning comment cards to the boards, subsequent attendees could tick or cross the cards to indicate where they agreed or disagreed with the comments made by others.

Attendees were also asked to fill in other handout survey forms covering information including:

- Attendance data (demographic questions)
- Cycling and walking
- Visiting the village centre
- Your work
- “And Finally” (asking for any other relevant views on Tiptree)

The analysis of the information collected was again undertaken with the support of “Marketing Assistance”.

The key findings were as follows:

- Strong support for remaining a village
- Current community feel is strongly liked
- An underlying acceptance that there is a need for more housing in the village

**Tiptree Village**

**Homes and Housing**

From humble beginnings as a tiny hamlet, Tiptree has expanded over the years to become one of the largest villages in England, with a population in excess of 9,000 and approaching 4,000 houses. A growing and changing population needs places to live – but what and where? Building new houses is a highly emotive subject and has implications that run far and wide.

**What types of housing do we need?**

- Do you know what type of housing Tiptree has and where we have shortages?
- Do we want to provide future homes so that our children can stay in the village when they grow up?
- What about retirement homes, sheltered accommodation, smaller properties to enable people to down-size and stay in the village?
- Is there too much emphasis on 3, 4 or 5 bedroom detached homes – for more affluent people?

**If more housing is coming....**

- Where should it go? Are certain areas better than others?
- How do we influence the look/feel of housing within the area?
- How do we want our village to look in the future?
- What should the village get in return?

**Can new housing be a force for good?**

- How do we capture the potential financial benefits and community infrastructure gains on offer from increased homes (Section 106)?
- Does it create an environment for better local services?
- Should new homes be built with environmental issues in mind?
- Can we insist that all new homes have minimum sustainability standards?

**Are there more radical approaches....**

- Can we encourage people to become landlords to free up bedrooms or empty properties?
- Is there a way to give housing priority to local people?
- Should there be more social housing such as housing association / local authority rental properties or shared ownership schemes to help young or less affluent people in our area find suitable accommodation?
- How do you think Tiptree can increase its influence on developments outside of our village that may impact our residents and amenities?

↑ This *Homes & Housing* display board was used at the 2<sup>nd</sup> community open events.

- Major concerns about the ability of the local infrastructure to cope with any more housing
- Key infrastructure requirements identified were more doctor and dentist services, adequate school places and leisure facilities
- Better public transport services and links
- Concerns related to the general condition and suitability of the road network
- Concern about the style and type of housing with a desire for open spaces, appropriate style of housing and suitability for both younger and older buyers
- Appreciation of the local countryside and open spaces and a desire to include more open space in any new developments

The data and analysis was then used by the Working Group to develop the detailed topics and questions within the Tiptree Village Questionnaire.

### **2.3 Tiptree Village Questionnaire (September-October 2016)**

With 1,119 responses to the questionnaire, the collation of the data and subsequent analysis presented a major logistical challenge for the Working Group. In the first instance the paper copies of the response form had to be manually input online by the team of Working Group volunteers which was a process that took over eight months to complete.

Once all of the data existed in an online format the detailed analysis commenced leading to a detailed analysis report which is an evidence base document to support the Tiptree Neighbourhood Plan. .

The questionnaire contained 179 questions and the results were grouped into the following main topic areas:

- Village Identity and Community
- Countryside and Green Spaces
- Homes & Housing
- Traffic & Transport
- Village Centre
- Business & Employment

The data analysis and results were used to formulate the Vision and Objectives for inclusion in the emerging Plan and to develop the detailed display boards for the Questionnaire Feedback Exhibitions which were held in February 2018.

The amount of information collected was vast and therefore the Working Group at this stage needed to start to identify those areas that would be relevant to objectives and policies within the draft Plan and matters that would be important to the community but were not strictly within the remit of planning policy.

### **2.4 Youth Survey (September 2016)**

The Youth Survey was conducted exclusively online using *Fieldwork Marketing Assistance* with a total of 93 responses. The number of respondents completing all questions was

limited although the responses received did give a useful representation of what young people perceive about the village and the services currently available both within Tiptree and areas reasonably accessible.

Unsurprisingly, the main observations related to the availability of things to do, with 78% of responses saying that there was not enough for young people to do in Tiptree. Whilst a lot of the responses were on topics that are not strictly planning policy matters, the exercise collected a substantial amount of data that may be of wider use to the Parish Council going forward in forming the basis for wider projects and uses of funding that may become available.

## 2.5 RCCE Housing Needs Survey (June 2017)

1,157 households completed Part 1 of the survey and 149 indicated a need for alternative accommodation. Of these, 35 respondents stated that they required accommodation outside of the parish and 96 either wanted to stay in the parish or didn't state a preference. All of these respondents completed Part 2 of the survey, therefore RCCE analysed the data provided by the 131 respondents who expressed a housing need inside or outside the parish, and for the purposes of assessing need within Tiptree the number of respondents was 96.

The tables below provide a summary of expressed need for those respondents with a desire to stay in the parish. The first table sets out data divided into the home that respondents have stated they require (aspiration) and the second column is the RCCE "assessed need" based on respondents stated need and affordability. When assessing "need" various factors were considered by RCCE; actual requirements, affordability and savings. This means that aspiration can differ to assessed need.

	<b>Aspiration</b>	<b>Assessed Need</b>
<b>Open Market</b>	<b>58</b>	<b>52</b>
<b>Shared Ownership</b>	<b>6</b>	<b>4</b>
<b>HA/Council rented</b>	<b>28</b>	<b>19</b>
<b>Private rental</b>	<b>0</b>	<b>20</b>
<b>Other</b>	<b>4</b>	<b>9</b>
<b>TOTAL</b>	<b>96</b>	<b>96</b>

RCCE conducted a detailed analysis of respondents' "**aspiration**" to remain in Parish (96) by type of ownership and type of property as shown in the following table:

<b>TENURE</b>	<b>Open Market</b>	<b>Shared Ownership</b>	<b>HA / Council Rented</b>	<b>Other</b>
Identified No. of units	58	6	28	4
<b>TIMESCALE</b>				
0-2 Years	1 x 1 bed house 6 x 2 bed house 11 x 3 bed house 3 x 4 bed house 2 x 2 bed bungalow 2 x 3 bed bungalow 4 x 2 bed flats	1 x 2 bed flat	7 x 2 bed house 1 x 3 bed house 2 x 1 bed bungalow 1 x 2 bed bungalow 5 x 1 bed flat 1 x 1 bed retirement 2 x 2 bed	/

			retirement	
2-5 Years	10 x 2 bed house 3 x 3 bed house 1 x 4 bed house 4 x 2 bed bungalow 1 x 2 bed flat 1 x 1 bed retirement 1 x not stated	3 x 2 bed house	1 x 2 bed house 1 x 1 bed retirement	/
Over 5 Years	2 x 2 bed house 2 x 2 bed bungalow 1 x 2 bed retirement	1 x 2 bed house 1 x 2 bed bungalow	1 x 3 bed house 1 x 2 bed bungalow 2 x 2 bed flat	/
Not stated	2 x not stated	0 x not stated	2 x not stated	3 x not stated

Analysis was also considered by RCCE taking into account “assessed need” as summarised in the following table.

<b>SIZE</b>	<b>Open Market</b>	<b>Shared Ownership</b>	<b>HA / Council Rented</b>	<b>Private Rental</b>	<b>Other</b>
Identified No. of units	52	4	19	20	9
Size Breakdown	4 x 1 bed 32 x 2 bed 13 x 3 bed 4 x 4 bed	3 x 2 bed 1 x 3 bed	6 x 1 bed 10 x 2 bed 3 x 3 bed	9 x 1 bed 9 x 2 bed 1 x 3 bed 1 x 4 bed	1 x 2 bed alms house

The greatest desire and assessed need was for 2 bedroom properties across all the tenure types, with a high proportion (90%) of private rental assessed need for 1 and 2 bed properties.

## **2.6 Questionnaire Feedback Exhibitions (February 2018)**

Over the course of 2017, the questionnaire data was extensively analysed. The results are summarised in the evidence base document which supports the Tiptree Neighbourhood Plan. . As a result of this process the Working Group established a clear understanding of the key local priorities and was able to draft what the Working Group believed to be core Vision and Objectives.

The process culminated with the presentation of the results to the local community in February 2018 and the opportunity was taken to promote the emerging Vision and Objectives. A feedback form was provided and the 256 attendees were invited to give their responses on an “Agree / Disagree” basis to the proposed Vision and Objectives as well as provide any additional comments.

The level of “Agree” responses was strong showing high level of support for the Vision and Objectives and identifying the detail that would comprise the Plan policies.

One of the Homes and Housing display boards from the feedback exhibitions. →

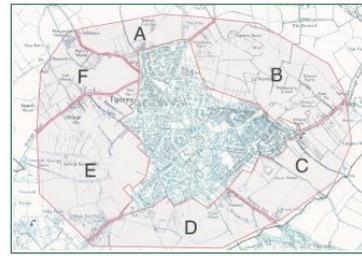
### 2.7 Schools Survey (September 2018)

The Schools Survey was conducted exclusively on paper using a pack delivered to each of the four primary schools in the village. There were 54 responses.

As with the Youth Survey, the majority of responses were on topics that are not strictly planning policy matters. However, the exercise collected data that may be of wider use to the Parish Council going forward in forming the basis for wider projects and uses of funding that may become available.

#### Results for some of the questions we asked

Using a score of 1-5, 5 for most preferable and 1 for least preferable, please indicate which of these sites you think is most acceptable for housing development. Please score all sites. See the map below.



Reference map for locations A-F

The table below shows the number of responses for each location A-D shown in the map above, the number of responses for each score and the weighted responses, where the number of responses have been multiplied by the score value given. Those numbers shaded in dark green show the most favoured areas. The analysis demonstrates a level of consistency amongst the responses, however they are analysed.

Locations:	A: Kelvedon Rd - Colchester Rd	B: Colchester Rd - Newbridge Rd	C: Newbridge Rd - Factory Hill	D: Factory Hill - Maldon Rd	E: Maldon Rd - Grange Rd	F: Grange Rd - Kelvedon Rd
Responses for each location	907	906	906	904	917	923
Score 1	346	357	373	380	377	352
Score 2	122	143	134	140	110	114
Score 3	143	164	136	148	132	132
Score 4	96	90	93	103	107	114
Score 5	200	152	168	133	191	211
Total score: Weighted	2403	2255	2267	2181	2376	2487
Score 2-5 Weighted	2057	1898	1894	1801	1999	2135
Score 3-5 Weighted	1813	1612	1626	1521	1779	1907



## 3. REGULATION 14 PRE-SUBMISSION CONSULTATION (2019)

*It should be noted that the Plan presented for Regulation 14 Pre-submission Consultation in 2019 progressed to Regulation 16 consultation in summer 2020 and was subject to Examination in October 2020, where the Examiner concluded the Plan did not meet the basic conditions. The Tiptree Neighbourhood Plan returned to an earlier plan making stage and Regulation 14 Pre-submission Consultation on a new Plan was undertaken in May 2022 (see chapter 6 below).*

*For completeness the process and conclusions of the 2019 Regulation 14 Pre-submission Consultation are set out in this section.*

- 3.1. The Neighbourhood Plan Steering Group finalised the draft Neighbourhood Plan in March 2019.
- 3.2. The draft Neighbourhood Plan (2019) was approved for Regulation 14 Pre-submission Consultation by Tiptree Parish Council at a Council meeting on 21st January 2019.
- 3.3. Regulation 14 Pre-submission Consultation was held between 8 June 2019 and 21 July 2019.
- 3.4. Formal written notice of Regulation 14 Pre-submission Consultation was issued to statutory and other relevant consultees the week beginning 3<sup>rd</sup> June 19. The list of parties notified is at Appendix A6.

- 3.5. The draft Neighbourhood Plan and Pre-submission Consultation Response Form were available online at *Survey Monkey* via the Parish Council and Neighbourhood Plan website. Hard copies were available to collect from the Parish Council office, Tiptree Library and Staines hardware store in the village centre.
- 3.6. The Pre-submission Consultation Response Form is available upon request.
- 3.7. Pre-submission Consultation Exhibitions were held during the consultation period on 8<sup>th</sup> June 2020, 12<sup>th</sup> June 2020, and 10<sup>th</sup> July 2020.
- 3.8. The Pre-submission Consultation Exhibitions were advertised locally in the same way as previous community events.
- 3.9. At the Pre-submission Consultation Exhibitions, display boards were used to provide a summary of each draft policy. People were then invited to provide their comments using the Pre-submission Consultation Response Form.

One of the pre-submission consultation exhibition display boards. →

**Countryside and Green Space** Page 27 of 28

**Countryside and Green Spaces (continued)**

The following are designated as Local Wildlife Sites by Colchester Borough Council. The CBC Local Plan includes 'zero loss of Local Wildlife Sites' as a stated target. It should be noted that many of these areas are privately owned and may not have public access.

- Hill Wood (Co4)
- Perry's Wood (Co5)
- Tiptree Waterworks (Co7)
- Inworth Grange Pits & Brook Meadows (Co10)
- St. Luke's Churchyard (Co16)
- Birch Wood (Co21)
- Ransome's Grove (Co25)
- Cadgers Wood & Park Lane Nature Reserve (Co32)
- Warrior's Rest (Co169)

In addition Tiptree Heath is owned by Mr Peter Wilkin in his capacity as Lord of the Manor. It is designated as Common Land and managed jointly by The Friends of Tiptree Heath and Essex Wildlife Trust under a farm Business Tenancy with support from Tiptree Parish Council. It is also a designated Site of Special Scientific Interest.

It is the intention of this Neighbourhood Plan to continue to afford protection to the above areas and wherever possible and desirable to negotiate public access to such areas. It is generally recognised that there is a lack of wide open space in the Tiptree area and there was a strong call from the community to establish some kind of country park in the Tiptree area and that is an objective of this plan subject to successful negotiations with land owners and funding.

**POLICY TIP15: COUNTRYSIDE AND GREEN SPACES**

Highland Nursery and Elms Farm are, together, allocated for approximately 450 homes. The following criteria must be met:

A. Green spaces and access to the countryside should be protected and enhanced, particularly where this provides public access for the enjoyment of the community of Tiptree and its visitors. This includes designated Local Wildlife Sites which shall be protected from development.

B. To ensure the long term ownership and stewardship of new public green spaces created as a part of development, their ownership should be transferred either to Tiptree Parish Council or, if this is not possible, then to an appropriate alternative body.





Tiptree Parish Council  
**Tiptree Neighbourhood Plan**  
Public Consultation 8<sup>th</sup> June - 21<sup>st</sup> July 2019

**Tiptree** *village*

## Responses

- 3.10. There were 316 responses to the 2019 Regulation 14 Pre-Submission Consultation. This reflected a mixture of local residents, landowners, agents, businesses and other stakeholders. In addition 399 people attended the Pre-submission Consultation Exhibitions.
- 3.11. The schedule of responses received pursuant to the 2019 Regulation 14 Pre-Submission Consultation can be made available to assist the Examiner if required.
- 3.12. Engagement meetings were held with certain respondents, in particular prospective developers of the preferred sites and Essex Highways.
- 3.13. The Consultation Comments Analysis can be made available to assist the Examiner if required. Here the Neighbourhood Plan responses to each significant comment have been drafted. The number of significant comments was very large so separate documents have been created for each section and policy of the plan. There is also a more generalised analysis of all the online comments received, again divided into policies, pages or general and non-policy comments.
- 3.14. As a result of the Consultation responses the Neighbourhood Plan, Strategic Environmental Assessment and the Habitat Regulation Assessment were adjusted prior to Regulation 15 submission.

## **4. EXAMINATION OF THE 2020 NEIGHBOURHOOD PLAN**

- 4.1. The Regulation 16 version of the Plan was advertised for consultation from 22 June to 10 August 2020 by CBC and submitted for examination in August 2020.
- 4.2. The Examiner provided a draft report for fact checking in September 2020 which provided an indication of failure. The Final Examiner's Report was issued in October 2020 and concluded that the Plan had not met the basic conditions.
- 4.3. Colchester Borough Council and Tiptree Parish Council published a joint statement following publication of the Examiner's Report which with the Examiner's Report, is available on the Council's website - <https://www.colchester.gov.uk/info/cbc-article/?catid=neighbourhood-planning&id=KA-03325>

## **5. PERIOD SINCE THE FIRST EXAMINATION**

- 5.1. Whilst all parties were immensely disappointed by the outcome of the examination, the Steering Group reconvened and commenced the process of assessment of the issues raised by the Examiner in order to revise the Plan to address the deficiencies that the Examiner considered to be present.
- 5.2. Since early 2021 this process has been ongoing, however in the period since submission of the Neighbourhood Plan the housing development landscape in Tiptree has changed with the grant of planning for two large developments on appeal which has also had to be taken into account. These are:
  - Barbrook Lane where planning permission was granted on appeal for 200 homes in April 2020 (CBC application reference 182014, appeal reference APP/A1530/W/19/3223010);
  - The Gables, Kelvedon Road where planning permission was granted on appeal for 130 homes in May 2022 (CBC application reference 190647, appeal reference APP/A1530/W/21/3278575).
- 5.3. The Section 2 Colchester Local Plan has also been subject to Examination with hearing sessions held in April 2021 and a Modifications Consultation in Autumn 2021. The Neighbourhood Plan Steering Group were active through this process, being a part of the hearing sessions and providing a response to the Modifications Consultation. The Section 2 Colchester Local Plan was adopted on 4 July 2022. This has also informed the revised Tiptree Neighbourhood Plan, particularly as Policy SS14 acknowledges the Barbrook Lane site as an existing commitment, the Tiptree Neighbourhood Plan's requirement to provide a minimum of 400 dwellings and the preferred directions of growth for delivering development.
- 5.4. The following sections discuss the key activities undertaken in the period leading to the 2022 Regulation 14 Pre-submission Consultation.

### **Strategic Environmental Assessment**

- 5.5. As discussed in paragraph 1.58, Tiptree lies within an Essex Coast RAMS Zone of Influence and therefore the Plan needs to consider appropriate avoidance mitigation measures.

- 5.6. The original Scoping Report was deemed to remain valid.
- 5.7. The Regulation 14 draft Strategic Environmental Assessment (SEA) was produced by AECOM and was consulted on at Regulation 14 Pre-submission Consultation stage. This is available on the Tiptree Parish Council website - <https://www.tiptreeparishcouncil.gov.uk/neighbourhoodplan/>

### **5.8. Habitat Regulations Assessment**

- 5.9. As discussed in paragraph 1.62, there are a number of Special Protection Areas (SPAs), Special Areas of Conservation (SACs) and Ramsar sites within or adjacent to Colchester Borough therefore an Appropriate Assessment was required to determine whether the Plan would have a significant adverse effect on the integrity of these sites.
- 5.10. A new scoping report was produced by CBC and AECOM were commissioned to undertake the new HRA (Appropriate Assessment). This forms a submission document to support the Tiptree Neighbourhood Plan.

### **Housing Topic Paper**

- 5.11. The Steering Group produced a Housing Topic Paper in February 2022 explaining the Strategic Housing Land Availability Assessment process and the consideration of alternatives in support of the site selection process. This is an evidence base document to support the Tiptree Neighbourhood Plan. .

### **Review of Transport Issues**

- 5.12. Cottee Transport Planning were engaged in early 2021 to conduct a review of highways issues identified by the Examiner of the previous version of the Neighbourhood Plan. This culminated in two Transport Reviews and a Strategic Highways Note issued in February 2022. This suite of documents are evidence base documents to support the Tiptree Neighbourhood Plan. .
- 5.13. The inclusion of the route of a northern link road through the adjoining parish of Messing-cum-Inworth (outside the Neighbourhood Plan area) was identified by the Examiner as a deficiency within the original plan. This part of the link road sought to provide for a future connection between the *Highland Nursery* and *Elms Farm* development areas and to facilitate traffic flows across the northern extent of the parish, alleviating potential increased traffic flows elsewhere.
- 5.14. The provision for the first phases of the northern link road has now been made within Policy SS14 of the recently adopted Colchester Borough Council Section 2 Local Plan. The proposed developments at *Highland Nursery* and *Elms Farm* will provide the first stages towards this future link road. Common ground has also been reached with Messing-cum-Inworth Parish Council in respect of the delivery of the 'missing' part of the link road in the future (see paragraph 5.16).

### **Employment Topic Paper**

- 5.15. The Steering Group produced an Employment Topic Paper in June 2022 to strengthen the evidence base in support of the proposed commercial area at Highland Nursery. This included engagement with a local commercial agent. The Topic Paper was prepared in close consultation with CBC and reflects CBC's support for the loss of the employment land allocation at Tower Business Park in recognition

of the constraints to its delivery. This is an evidence base document to support the Tiptree Neighbourhood Plan.

## **Discussions and consultations**

- 5.16. Since early 2021 Tiptree Parish Council members of the Steering Committee have consulted with a number of directly interested parties, including:
- Planning consultants for the *Highland Nursery* and *Elms Farm* development areas. This has resulted in a statement confirming delivery according to the Neighbourhood Plan in the proposed development areas which is an evidence base document to support the Tiptree Neighbourhood Plan;
  - Messing-cum-Inworth Parish Council. Resulting in a Statement of Common Ground and agreement regarding the future completion of the Northern Link Road which is an evidence base document to support the Tiptree Neighbourhood Plan;
  - Representatives of the local health commissioning group, NHS, and local health centre;
  - Essex Highways department; and
  - National Highways in respect of the A12 consultation.
- 5.17. By September 2021, with the benefit of the additional consultations and assessments, it was concluded that the *Highland Nursery* and *Elms Farm* areas could be considered deliverable allocations for development within a revised Plan that accommodated at least 400 new homes over the Plan period, subject to satisfactory completion of the new Strategic Environmental Assessment.

## **6. REGULATION 14 PRE-SUBMISSION CONSULTATION (2022)**

- 6.1. The Neighbourhood Plan Steering Group finalised the revised draft Plan in March 2022.
- 6.2. The revised draft Plan was approved for Regulation 14 Pre-submission Consultation by Tiptree Parish Council at a meeting on 1<sup>st</sup> February 2022.
- 6.3. Regulation 14 Pre-submission Consultation was held between 11 March 2022 and 1 May 2022.
- 6.4. Formal written notice of Regulation 14 Pre-submission Consultation was issued to statutory and other relevant consultees. The list of parties notified is the same as those listed at Appendix A6. The form of the notification is at Appendix A7.
- 6.5. The draft Neighbourhood Plan and Pre-submission Consultation Response Form were available online via the Parish Council and Neighbourhood Plan website. Hard copies were available to collect from the Parish Council office and Staines hardware store in the village centre.
- 6.6. The Pre-submission Consultation Response Form is at Appendix A8.
- 6.7. Pre-submission Consultation Exhibitions were held during the consultation period on Wednesday 16 March 2022 and Saturday 19 March 2022.

- 6.8. The Pre-submission Consultation Exhibitions were advertised locally in the same way as previous community events. The advertisements can be provided if required.
- 6.9. At the Pre-submission Consultation Exhibitions, display boards were used to provide a summary of each draft policy. People were then invited to provide their comments using the Pre-submission Consultation Response Form. The display boards used at the Pre-submission Consultation Exhibitions are shown in Appendix A9.

## Responses

- 6.10. There were over 200 responses to the Regulation 14 Pre-Submission Consultation. 160 people attended the two Pre-submission Consultation Exhibitions.
- 6.11. The schedule of responses received pursuant to the Regulation 14 Pre-Submission Consultation are shown in Appendix A10.
- 6.12. The Consultation Comments Analysis is at Appendix A11.

## APPENDIX A. SCHEDULE OF KEY CONSULTATION EVIDENCE

<b>A1</b>	Letter of Application to develop Neighbourhood Plan	October 2014
<b>A2</b>	Approval of Neighbourhood Plan Area Designation	February 2015
<b>A3</b>	Youth Survey Results Analysis	July 2017
<b>A4</b>	Questionnaire Feedback Exhibition Feedback Results	May 2018
<b>A5</b>	Schools Survey Results Analysis	January 2019
<b>A6</b>	Regulation 14 Pre-submission Consultation Consultees List	June 2019
<b>A7</b>	Notification to consultees for Pre-submission Consultation	March 2022
<b>A8</b>	Pre-submission Consultation Response Form	March 2022
<b>A9</b>	Display boards for the Pre-submission Consultation Exhibitions	March 2022
<b>A10</b>	Schedule of responses to Pre-submission Consultation	July 2022
<b>A11</b>	Consultation comments analysis	July 2022

## APPENDIX B. SCHEDULE OF SUPPORTING CONSULTATION INFORMATION

<b>B1</b>	Press and website updates	2014 - 2022
<b>B2</b>	Feedback analysis report for 1 <sup>st</sup> Community Open Exhibitions	April 2015
<b>B3</b>	Statistics analysis report for 1 <sup>st</sup> Community Open Exhibitions	April 2015
<b>B4</b>	Feedback analysis report for 2 <sup>nd</sup> Community Open Exhibitions	December 2015
<b>B5</b>	Pre Regulation 14 Engagement meetings	August 2018 – March 2019