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Kerry Freeman
Rochford District Council
Council Offices,
South Street,
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Essex SS4 1BW

9 December 2010

DC/08/256/01
BY POST/EMAIL

Dear Ms Freeman,

**FREEDOM OF INFORMATION ACT 2000, ENVIRONMENTAL INFORMATION REGULATIONS 2004
AND COOMBES FARM, ROCHFORD**

This is a formal request for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004. This request is made by Iceni Projects on the instructions of Stratland Management Ltd. (a Cordea Savills Group company).

Please send to us the information that is requested in the Table in Appendix 1 to this letter.

We would like the above information to be provided to us in paper form.

We understand that under the provisions of the Acts mentioned above we should be entitled to a response within 20 working days of your receipt of this letter/email.

We would be grateful if you could confirm that you have received this request.

We look forward to hearing from you

Yours sincerely

David Churchill
DIRECTOR

Enc.

APPENDIX 1 – THE SPECIFIC DETAILS OF THE INFORMATION SOUGHT FROM ROCHFORD DISTRICT COUNCIL

THE ORIGINAL DOCUMENT	LOCATION/REFERENCE	DOCUMENTS SOUGHT BY THIS FOI REQUEST
Sustainability Appraisal of the RDC CS Submission Document: Addendum	Letter from Enfusion to SH dated 30 Sept 2010 from Barbara Carroll	<ul style="list-style-type: none"> • Briefs (both original and any subsequent variations) issued to Essex County Council to undertake SA Addendum and to Enfusion to undertake independent review • All meeting notes relating to the above documents • Further correspondence from RDC to all consultant and sub-consultant parties • Agendas and minutes of the Council Committees where the briefs, drafts and final documents were discussed • Copies of written representations from all parties to the methodology and final document
SA Technical Report Sep 2009	SA Addendum	<ul style="list-style-type: none"> • Briefs (both original and any subsequent variations) issued to Essex County Council to undertake SA Addendum and to Enfusion to undertake independent review • All meeting notes relating to the above documents • Further correspondence from RDC to all consultant and sub-consultant parties • Agendas and minutes of the Council Committees where the briefs, drafts and final documents were discussed • Copies of written representations from all parties to the methodology and final document
Late 2005 scoping	SA Addendum	<ul style="list-style-type: none"> • Briefs (both original and any subsequent variations) issued to Essex County Council to undertake scoping • All meeting notes relating to the scoping • Further correspondence from RDC to all consultant and sub-consultant parties • Agendas and minutes of the Council Committees where the scoping was discussed • Copies of written representations from all parties
SEA Baseline	SA Addendum	<ul style="list-style-type: none"> • Copies of written representations from all parties to the methodology and final SEA Baseline document

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SA Framework	SA Addendum	<ul style="list-style-type: none"> • Records of who prepared the SA Framework • Records of who was consulted on the production of the SA Framework • Briefs (both original and any subsequent variations) to the conducting parties • Agendas and minutes of meetings and further correspondence from RDC relating to the SA Framework • Agendas and minutes of the Council Committees where the SA Framework was discussed • Copies of written representations from all parties
SA Objectives	SA Addendum	<ul style="list-style-type: none"> • Records of who prepared the SA Objectives • Records of who was consulted on the production of the SA Objectives • Briefs (both original and any subsequent variations) to the conducting parties • Agendas and minutes of meetings and further correspondence from RDC relating to the SA Objectives • Agendas and minutes of the Council Committees where the SA Objectives were discussed • Copies of written representations from all parties
SA Scoping Report	SA Addendum	<ul style="list-style-type: none"> • Records of who prepared the SA Scoping Report • Records of who was consulted on the production of the SA Scoping Report • Briefs (both original and any subsequent variations) to the conducting parties • Agendas and minutes of meetings and further correspondence from RDC relating to the SA Scoping Report • Agendas and minutes of the Council Committees where the SA Scoping Report was discussed • Copies of written representations from all parties
Issues and Options SA March 2006	SA Addendum	<ul style="list-style-type: none"> • Briefs (both original and any subsequent variations) issued to Essex County Council to undertake the Issues and Options SA • All meeting notes relating to the Issues and Options SA • Further correspondence from RDC to all consultant and sub-consultant parties • Agendas and minutes of the Council Committees where the Issues and Options SA was discussed • Copies of written representations from all parties

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Subsequent Appraisals of Issues and Options	SA Addendum	<ul style="list-style-type: none"> • Records of who undertook the Subsequent Appraisals of Issues and Options • Records of who was consulted on the Subsequent Appraisals of Issues and Options • Briefs (both original and any subsequent variations) to the conducting parties • Agendas and minutes of meetings and further correspondence from RDC relating to the Subsequent Appraisals of Issues and Options • Agendas and minutes of the Council Committees where the Subsequent Appraisals of Issues and Options were discussed • Copies of written representations from all parties
Preferred Options SA/SEA Environmental Report June 2007	SA Addendum	<ul style="list-style-type: none"> • Briefs (both original and any subsequent variations) to undertake the Preferred Options SA • All meeting notes relating to the Preferred Options SA • Further correspondence from RDC to all consultant and sub-consultant parties • Agendas and minutes of the Council Committees where the Preferred Options SA was discussed • Copies of written representations from all parties
Preferred Options SA/SEA Report Oct 2008	SA Addendum	<ul style="list-style-type: none"> • Briefs (both original and any subsequent variations) issued to Enfusion to undertake the Preferred Options SA • All meeting notes relating to the Preferred Options SA • Further correspondence from RDC to all consultant and sub-consultant parties • Agendas and minutes of the Council Committees where the Preferred Options SA was discussed • Copies of written representations from all parties
Submission SA/SEA Report June 2009	SA Addendum	<ul style="list-style-type: none"> • Briefs (both original and any subsequent variations) issued to Enfusion to undertake the Submission SA • All meeting notes relating to the Submission SA • Further correspondence from RDC to all consultant and sub-consultant parties • Agendas and minutes of the Council Committees where the Submission SA was discussed • Copies of written representations from all parties

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Data Gaps and Uncertainties	SA Addendum	<ul style="list-style-type: none"> • Records of all data gaps and uncertainties uncovered throughout the development of the Submission Document and the SA process • Confirmation of how the data gaps and uncertainties have been addressed by the Council • Agendas and minutes of the Council Committees where the data gaps and uncertainties were discussed • Copies of all correspondence relating to the data gaps and uncertainties
Employment Land Study	Core Strategy General Housing Locations – Audit Trail (Table 1)	<ul style="list-style-type: none"> • Copies of the assessment of the strategic highway network • Copies of the assessment of traffic generation from East Rochford • Records leading to the decision to exclude East Rochford from the list of housing distribution locations
Conservation Area Appraisals and Management Plans	Core Strategy General Housing Locations – Audit Trail (Table 1)	<ul style="list-style-type: none"> • Copies of the assessment of traffic generation from housing development in East Rochford • Copies of all correspondence with Essex County Council regarding traffic generation from housing development in East Rochford • Copies of the assessment of the impacts of traffic generation on the Rochford Conservation Area
Member tour of potential housing locations	Core Strategy General Housing Locations – Audit Trail (Submission Document)	<ul style="list-style-type: none"> • Copies of the papers presented to Members prior to, during and following the Members tour • Copies of any notes of the discussions during the tour • Minutes of the outcome of the Members tour • Agendas and minutes of the Council Committees where the Members tour was discussed
Other information	n/a	<ul style="list-style-type: none"> • Copies of all correspondence with Essex County Council re East Rochford • Copies of all correspondence with Essex County Council re Stambridge Mills, West Rochford, East Ashingdon and South East Ashingdon • Copies of any Landscape Analysis undertaken by the Council in relation to the broad housing locations • Copies of any Green Belt Analysis undertaken by the Council in relation to the broad housing locations • Copies of all Freedom of Information Requests made to the Planning and Transportation Department of Rochford Council in the period April 2005 – November 2010 • Copies of any correspondence between the Council and ATLAS relating to the Hall Road/West Rochford site