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**To All Members of the Planning & Economic  
Development Overview & Scrutiny Panel**

4th October 2004

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Dear Councillor

**RE: PLANNING & ECONOMIC DEVELOPMENT OVERVIEW & SCRUTINY PANEL –  
MEETING OF 11 OCTOBER 2004**

I am writing on the behalf of the Chairman of the Panel to inform the meeting scheduled for **11 October 2004** is not required as the following issues have arisen:

**Local Development Scheme (LDS)** - the ODPM have given Local Planning Authorities more time to prepare this document than originally anticipated. The officers wish to take advantage of this additional time to finalise the report in time for November's meeting.

**Sustainability SPG** – this document has not, as of yet, been released for consultation so the item will not be going to Cabinet in November as anticipated. The planning officers have recently learnt from GOSW and the ODPM that all supplementary planning guidance to be adopted post September 28th 2004 has be in the new format of Supplementary Planning Documents (SPDs) which are part of the new Local Development Framework. Consequently, we are waiting for GOSW to confirm how best we can progress this document.

Therefore the 11 October 2004 meeting is cancelled and reports relating to the work of the scrutiny panel will instead be brought to the meeting scheduled for **Monday 15 November 2004**.

This is an inevitable occurrence with monthly, effectively provisional, dates scheduled well in advance. Whilst this practice is good for diaries, it understandably leads to occasional cancelled meetings. Hopefully this extra period should allow for an especially productive November meeting.

Yours sincerely

Sara Draper  
Assistant Democratic Services Officer

c.c. Portfolio Holder & Deputy Portfolio Holder for Planning  
& Economic Development  
Management Team  
Head of Development Services  
Head of Forward Planning and Transportation