

**CABINET MEETING held at COUNCIL OFFICES LONDON ROAD
SAFFRON WALDEN on 25 OCTOBER 2012 at 7.00pm**

Present: Councillor J Ketteridge – Leader (Chairman).
Councillor S Barker – Portfolio Holder for Environment.
Councillor J Cheetham – Deputy Leader.
Councillor R Chambers – Portfolio Holder for Finance and
Administration.
Councillor H Rolfe – Portfolio Holder for Community
Partnerships and Engagement.
Councillor A Walters – Portfolio Holder for Community Safety.

Also present: Councillors E Godwin, S Howell, M Lemon, D Morson, L Wells
and S Sproul (Tenant Forum representative).

Officers in attendance: J Mitchell (Chief Executive), M Cox (Democratic
Services Officer), R Harborough (Director of Public Services), S
Joyce (Assistant Chief Executive – Finance), M Perry (Assistant
Chief Executive – Legal), A Taylor (Assistant Director Planning
and Building Control) and A Webb (Director of Corporate
Services).

CA52 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Councillors Asker and Ranger

*Councillors Barker declared an interest as a member of Essex County Council
in respect of item 12, Great Dunmow Neighbourhood Plan.*

*Councillor Cheetham declared a non-pecuniary interest as a member of
NWEPA in respect of item 10 draft Aviation Policy.*

CA53 MINUTES

The minutes of the meeting held on 13 September 2012 were approved as a
correct and signed by the Chairman subject to the deletion of duplicated
words.

CA54 MATTERS ARISING

Minute CA40 2012/13 Budget Monitoring

Councillor Barker referred to projects being implemented under the HRA
Business Plan. The meeting of the Housing Board earlier in the week had
been informed that more external funding than expected had been secured
towards wall insulation of oil fired properties by one of the companies

submitting a tender, so the HRA budget would have the capacity to fund another environmental improvement programme.

CA55

MEMBERS QUESTIONS

Councillor Morson asked whether the Revenues and Benefits Partnership project had formally been concluded and whether it was correct to say that there had been no cost to the council during this exercise. The Leader said that these questions would be addressed under item 7 on the agenda.

A56

REVENUE AND BENEFITS PARTNERSHIP REVIEW

The Cabinet received a report which had been due to be considered at a meeting of the Joint Partnership Committee. This meeting had not taken place and both councils would now take the report to their respective Cabinet meetings for a decision.

The Chief Executive advised that no further work should be undertaken on the revenue and benefits partnership with Harlow. The proposed changes to local government finance in terms of universal credit and the localisation of council tax benefits were too far reaching and uncertain to progress the partnership at this stage. Also in the interim significant savings had been made in the Council's own service had there had been an improvement in performance with the collection rate now at 99%, the highest in Essex.

In answer to Councillor Morson's earlier question, it was explained that a grant had been received from Improvement East for this project. Any costs above the amount would be borne by Uttlesford, whilst any residual money would be shared by the two partners to support other partnership work. It was confirmed that final cost was well within the limit of the Improvement East grant of £200,000. It was also confirmed that no funds had been committed towards the purchase of a new computer system.

The Cabinet asked whether this decision would affect the relationship with Harlow Council. The Chairman said that although it had not been prudent to continue with this project, the Memorandum of Understanding was still in place and a future meeting between the Leaders and Chief Executives of the three member authorities had been arranged.

Councillor Barker congratulated staff on achieving the improvement in performance. She felt that this service should not now be considered for partnership working, particularly in the short term whilst staff were concentrating on implementing the changes to local government finance.

RESOLVED that that the Revenue and Benefits Partnership be formally terminated and the Joint Partnership dissolved.

CA57

ECONOMIC DEVELOPMENT STRATEGY

Councillor Rolfe presented the draft economic strategy. The document had been prepared by the recently appointed Economic Development Officer in consultation with local businesses and partners and aimed to identify the issues faced by the economy and how the district council and partners could help with growth and development. Initially the strategy would focus on delivering a few things where a real impact could be made and funding for these initiatives would come mainly from the £100,000 High Street Innovation Fund to provide support for business across the district.

Members welcomed the strategy as a positive move forward. Councillor Cheetham raised the problem of the poor mobile signal that was experienced in the south of the district which could hinder business development. She was advised that this issue had now been addressed in the document.

Councillor Morson asked if the strategy had considered links with schools in relation to their business programmes and work experience. Councillor Rolfe said that this had not yet been specifically addressed in the report but could be taken forward in the future.

RESOLVED

- 1 To adopt the Uttlesford Economic Development Strategy 2012-14.
- 2 To approve the spending of the £100,000 High Street Innovation Fund as follows:
 - 2.1 Help for local people to start and stay in business £30,000
 - 2.2 Help for local businesses to start exporting or export more £5,000
 - 2.3 Help for business to expand in or locate in Uttlesford £4,500
 - 2.4 Help for town centres with their viability and vitality £35,500
 - 2.5 Help to persuade more people to visit Uttlesford £25,000

CA58

VILLAGE GARDEN WASTE BRING SCHEME

Councillor Barker presented a report on the weekend garden waste service. There had continued to be a strong demand for this service despite the introduction of the subscription household bin option. It was intended that the skip service would be self-financing, paid for by the individual parish councils, although for this year only, it had been subsidised by 50%. Parishes had been consulted about their wishes for 2013 and the proposed timetable was appended to the report. The details of the financing were explained. The cost of the scheme had been less than anticipated which meant that the Parish Council's contribution was expected to cover 58% of the expenditure in 2012. Councillor Redfern said this was a much appreciated service and asked if it was possible to extend the length of the scheme by a couple of weeks. She

also suggested that the parishes could be subsidised for a further year at a lower amount of say 25%, moving towards full cost recovery for the 2014 season. Members said that the scheme had been conceived on the basis of full cost recovery and the parishes were aware of this. Also, as the costs of the scheme had been less than expected, there would be a relatively smaller increase for participating councils in 2013. This matter could however be considered as part of next year's budget consideration.

RESOLVED

- 1 Cabinet note the level of continuing interest in the Village Garden Waste Bring Scheme this year, notwithstanding the successful implementation of the subscription garden waste bin collection scheme
- 2 Subject to budget preparation for 2013/14, proposals be drawn up for a Bring Scheme for the 2013 season based on full cost recovery from participating town and parish councils

CA59

RESPONSE TO THE DRAFT AVIATION STRATEGY

Councillor Cheetham introduced a report on the Draft Aviation Strategy, which was currently out for consultation until 31 October 2012. The Council's response addressed the questions that were relevant to the district and was appended to the report. She thanked officers and the members of the Airport Advisory Panel for their input into the response.

There was concern that the Aviation Strategy Consultation had not addressed medium or long term plans for future airport capacity. It was now understood that an Independent Commission was to be established tasked with identifying and recommending to the Government options for maintaining the UK's status as an international hub for aviation. The final report would be published by 2015. Further details of the membership and terms of reference were awaited and the Council would need then to decide how it could best have an input into the Commission's work.

RESOLVED that

- 1 That the Cabinet agrees the Council's response to the draft Aviation Policy Framework.
- 2 That the Cabinet notes that it will be imperative for the Council to make submissions to the Independent Commission. .

CA60

SECTION 106 SPORTS FUNDING SAFFRON WALDEN

Councillor Ketteridge declared a non-pecuniary interest as a member of Saffron Walden Town Council.

Councillor Barker presented a report regarding the allocation of the remaining S106 monies provided for under the S106 legal obligation in relation to the Bell College development, Saffron Walden. The agreement provided for the provision of open spaces and sports pitches in Saffron Walden.

The report suggested that a portion of the funds be allocated for a particular project but the remaining be allocated to projects put forward by Saffron Walden Town Council. It was explained that this was the same process as for the previous allocation, with the Town Council consulting widely with local sports groups and any proposals being required to be signed off by Sport England.

Councillor Morson commented that there was no athletic track within Uttlesford and this could be kept in mind as a future project for the district. Cllr Barker responded that studies had shown that the population of the district was too small and dispersed to support an athletics track.

RESOLVED that

- 1 The allocation of £2,250 to the redevelopment of Caton's Lane Football pitches be approved.
- 2 UDC request project proposals from Saffron Walden Town Council for the remaining £62,486 for approval by the Assistant Director Planning and Building Control in conjunction with the Assistant Chief Executive – Finance and Cllr Barker and Cllr Chambers as the relevant Portfolio Holders.

CA45

GREAT DUNMOW NEIGHBOURHOOD PLAN AREA

Councillor Barker advised that an application had been received from Great Dunmow Town Council for the designation of a Neighbourhood Plan area. It had proposed a plan area contiguous with the parish boundary of Great Dunmow. This demonstrated that the Town Council wished to plan for the whole area. The application had been advertised and the comments received were set out in the report. The plan was in its early stages but the type of policies included would need to be led by public consultation and conform with the strategic policies of the District Local Plan.

RESOLVED To designate the civil parish of Great Dunmow as the Great Dunmow Neighbourhood Plan Area

CA46

WENDENS AMBO PARISH PLAN

Councillor Barker introduced a report on the Wendens Ambo Parish Plan, which had been approved by the parish council. It aimed to describe how the

community could be developed to improve the lives of those who live there. The plan had been informed by a residents' questionnaire and public meeting which had received a good local response.

The parish council had asked that the plan be accepted as Council approved guidance in determining planning applications. Councillor Rolfe commended the plan and questioned how it would fit with the LDF proposals. He was aware that there was a strong feeling in the village about a proposed new site for office development. The Assistant Director Planning and Building Control confirmed that, as requested by the LDF working group, officers were looking at the draft allocation.

RESOLVED that the parish plan be adopted as Council approved guidance in determining planning applications and in preparing the Local Plan.

CA47 **LOCAL PLAN UPDATE**

The Cabinet received a report which updated the situation on the Draft Local Plan, the current work, outstanding studies and future programme. Councillor Barker said that a workshop on the Local Plan would be arranged for all members later in the year.

CA48 **REVIEW OF FEES FOR VEHICLES AND OPERATORS**

Councillor Walters presented a report regarding the review of licensing fees. He informed the meeting that in 2010 the Licensing Committee had identified that over a period of time there had been a surplus of income over expenditure for Licensing fees. As there was a legal requirement that income and expenditure should balance out, a fee structure had been approved to eradicate the surplus over a period of 3 years. However, there had been a recent increase in the number of licenses issued which had meant there was still a large surplus at the end of 2012/13.

It was projected that if the current fee levels remained the same this surplus would be reduced to £8k by 2013/14. Thereafter there would need to be a smaller increase to ensure that the council broke even going forward. The Trade had agreed to this proposal as their best interests would be served by price stability for the foreseeable future and a more modest increase coming into effect from 2014/15.

It was noted since the since the change of Governance arrangements in 2011, the responsibility for the setting of Licensing fees was now a function of the Cabinet. The Licensing Committee had considered this report at a recent meeting and had agreed with the recommendations.

RESOLVED that members note the report and approve no change to the existing fee structure.

CA49

GACES ACRE NEWPORT

Councillor Chambers presented a report which proposed an amendment to the condition attached to the permission given at the last meeting for the Trustees of Newport Free Grammar to underlet land at Gaces Acre Newport to the Academy. This amendment would enable the lease on the land to be assigned or transferred to the successor charitable, or public body of the academy approved by the Secretary of State.

RESOLVED that

1. The condition placing an absolute prohibition on assignment or transfer of the Lease should be amended so that assignment or transfer of the whole or any part of the underlease is prohibited except where the assignment or transfer of the whole of the underlease is to a successor charitable, or public body of the Academy approved by the Secretary of State.
2. The amendment to the condition should be subject to a requirement on the Academy to notify the Council if any such assignment or transfer occurs.

CA50

WEST ESSEX HEALTH AND WELLBEING COMMITTEE

The West Essex Clinical Commissioning Group had requested that this item be deferred whilst it sought to clarify a number of issues.

CA51

WEST ESSEX TENANCY STRATEGY

Councillor Redfern presented the West Essex Tenancy Strategy. This had been produced together with Epping and Harlow Council and provided an overarching strategy which registered providers and the council housing departments should have regard to when deciding policy in relation to fixed term tenancies.

Mr Sam Sproul said that following on from this Strategy the Housing Board had discussed options for the Council's own Tenancy Policy and a draft would be brought to the next meeting of the Cabinet.

RESOLVED that the Cabinet approve the adoption of the West Essex Tenancy Strategy.

The meeting ended at 8.30 pm.