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Uttlesford District Council

Chief Executive: Dawn French

Council

Date: Tuesday, 15th May, 2018

Time: 7.30 pm

Venue: Council Chamber - Council Offices, London Road, Saffron Walden,
CB11 4ER

Chairman: Councillor G Sell

Members: Councillors A Anjum, K Artus, H Asker, G Barker, S Barker,
R Chambers, J Davey, P Davies, A Dean, P Fairhurst, T Farthing,
M Felton, M Foley, J Freeman, R Freeman, A Gerard, T Goddard,
J Gordon, N Hargreaves, S Harris, E Hicks, S Howell, D Jones,
T Knight, G LeCount, P Lees, M Lemon, B Light, J Lodge,
J Loughlin, A Mills, S Morris, E Oliver, V Ranger, J Redfern, H Rolfe,
H Ryles and L Wells (Vice-Chair)

Public Speaking

At the start of the meeting there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements subject to having given notice by 12 noon two working days before the meeting.

AGENDA PART 1

Open to Public and Press

1 Election of Chairman

To receive nominations and elect the Chairman.

2 Chairman's Statutory Declaration of Acceptance of Office

The Chairman to make the statutory declaration of acceptance of office.

- 3 Appointment of Vice Chairman**
To receive nominations and appoint a Vice Chairman.
- 4 Vice Chairman's Statutory Declaration of Acceptance of Office**
The Vice Chairman to make the statutory declaration of acceptance of office.
- 5 Apologies for Absence and Declarations of Interest**
To receive any apologies for absence and declarations of interest.
- 6 Minutes of the previous meeting** 5 - 12
To receive the minutes of the meeting held on 10 April 2018.
- 7 Chairman's Announcements**
To receive any announcements from the Chairman.
- 8 Political Balance on the Council** 13 - 16
To review the political balance of the Council.
- 9 Appointment of Committees 2018-19** 17 - 18
To appoint the Council's committees for 2018-19 and agree the nominations from the Group Leaders for Committee members, Chairmen, Vice Chairmen and substitutes.
- 10 Appointment of Council Working Groups 2018-19** 19 - 20
To appoint the Council's Working Groups for 2018-19.
- 11 Essex Police and Crime Panel**
To consider a nomination to appoint Councillor Susan Barker as a member of the Essex Police and Crime Panel, and to appoint Councillor Vic Ranger as a substitute.
- 12 Delegation of Executive Functions to Portfolio holders** 21 - 22
To consider a report on delegation of Executive Functions to Portfolio Holders.
- 13 Reports from the Leader and Members of the Executive** 23 - 28

To receive matters of report from the Leader and members of the Executive.

14 Questions to the Leader, Members of the Executive and Committee Chairmen (up to 15 minutes)

To receive questions from members for the Executive and Committee chairmen.

15 Matters referred from the Executive and the Council's committees

To consider any reports referred from the Executive and the Council's committees and receive questions and answers on any of those reports.

16 Matters received about joint arrangements and external organisations

To consider matters concerning joint arrangements and external organisations.

17 Any other items the Chairman considers to be urgent

To consider any other items the Chairman considers to be urgent.

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Cabinet or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.uttlesford.gov.uk. For background papers in relation to this meeting please contact committee@uttlesford.gov.uk or phone 01799 510433/369.

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The agenda may be split into two parts. Most of the business is dealt with in Part I which is open to the public. Part II includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

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General Enquiries

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Website: www.uttlesford.gov.uk

Agenda Item 6

COUNCIL held at COUNCIL CHAMBER - COUNCIL OFFICES, LONDON ROAD, SAFFRON WALDEN, CB11 4ER, on TUESDAY, 10 APRIL 2018 at 7.30 pm

Present: Councillor G Sell (Chairman)
Councillors A Anjum, K Artus, H Asker, G Barker, S Barker, R Chambers, J Davey, P Davies, A Dean, P Fairhurst, M Felton, M Foley, R Freeman, A Gerard, T Goddard, N Hargreaves, S Harris, E Hicks, S Howell, D Jones, T Knight, P Lees, M Lemon, B Light, J Lodge, J Loughlin, A Mills, S Morris, E Oliver, V Ranger, J Redfern, H Rolfe, H Ryles and L Wells

Officers in attendance: D French (Chief Executive), R Harborough (Director of Public Services), E Smith (Solicitor), P Snow (Democratic and Electoral Services Manager) and A Webb (Director of Finance and Corporate Services)

C82 PUBLIC SPEAKING

Joanna Murphy from Great Dunmow made a public statement about the problems caused by the occupation of land in the Council's ownership at Stortford Road by travellers. The land had been occupied on six different occasions and had caused considerable nuisance and inconvenience both to her and to neighbouring residents.

In spite of these problems, she said that Uttlesford had not taken a single step to prevent access to the land. As a consequence, residents felt let down by the Council. A clean up operation had however been undertaken by Great Dunmow Town Council. Ms Murphy asked the Council to prove it cared about the community by working with the local residents to resolve the problem.

Councillor S Barker said she was sorry that the Council had been so slow to react in spite of the many reports made by local residents. Temporary barriers had now been put in place and further action would be taken in conjunction with Essex County Council.

C83 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Councillors Farthing, J Freeman, Gordon and LeCount.

C84 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 22 February 2018 were received, approved and signed by the Chairman as a correct record, subject to the following:

Councillor Knight said that, while Minute 56 was accurate, it was not fully representative of the meeting. She asked whether members would agree to add a document to the Minutes amplifying the salient points reflecting on her career and integrity.

The Chairman agreed to Councillor Knight's request to provide a suitable document to be considered by members at the next meeting to supplement the agreed Minutes.

Although some members expressed concerns about this process the Chief Executive said it was a reasonable approach to take in the exceptional circumstances of this debate.

C85 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported on his attendance at various civic events since the last meeting. These included the declaration service of the new High Sheriff of Essex, the Queen's awards for voluntary service given by the Lord Lieutenant, and a visit to the day centre at Thaxted for a Commonwealth themed lunch. The Police Commissioner had told him that 12 extra officers would be allocated to the Braintree and Uttlesford area of the 150 additional Police officers throughout Essex. The Commissioner was supportive of the role of PCSOs. The Chairman also highlighted a forthcoming event showcasing work at Saffron Walden Museum and the Castle supported by Heritage Lottery funding.

Councillor Chambers enthusiastically endorsed the Chairman's comments about the Museum and urged all members to visit to view the work being carried out.

C86 **QUESTIONS TO THE LEADER, MEMBERS OF THE EXECUTIVE AND COMMITTEE CHAIRMEN (UP TO 15 MINUTES)**

Councillor Foley asked the Leader about the present status of the Council's commitment to invest in the planned running track at Carver Barracks.

In response, the Leader said that he stood by the commitment to invest £500k in this project. However, there had been a change of department within the Ministry of Defence as a result of which challenges had arisen under the heads of terms.

Councillor Foley then asked whether this change affected the commitment to maintain the facility until 2030. The Leader said this was a different question but was related because of the long term nature of the investment. Further information about the future of the site was awaited from the Ministry of Defence.

Councillor Dean declared a personal interest in the application to expand passenger numbers at Stansted Airport as a member of Stop Stansted Expansion.

He then asked whether any progress had been made on equalities policy.

Councillor S Barker said she was awaiting the outcome of the internal audit and would report back to the Governance, Audit and Performance Committee, and to the Council, in due course.

C87 GOVERNANCE, AUDIT AND PERFORMANCE COMMITTEE ANNUAL REPORT 2017/18

Councillor Oliver said it was a pleasure to present the annual report of the Governance, Audit and Performance Committee. In doing so, he thanked Adrian Webb and his team for their excellent work resulting in the unqualified acceptance of the financial statements for 2016/17 and the publication of the draft accounts on 31 May 2017. In particular, he highlighted the role of Sheila Bronson, the Internal Audit Manager, whom he praised as an unsung hero for her work on audits and on implementing the General Data Protection Regulations.

Councillor Gerard asked for information on the Local Plan costs for the year 2015/16. Councillor Oliver said that he would ensure this information was passed on to Councillor Gerard.

The report was noted by members.

C88 SCRUTINY COMMITTEE ANNUAL REPORT 2017/18

Councillor Dean presented the annual report of the Scrutiny Committee.

The report included a summary of the review of the Council's scrutiny functions and practices undertaken by the Centre for Public Scrutiny. This had stated that the primary function of the Scrutiny Committee was to hold the Cabinet to account. It had concluded that this role had not been carried out as rigorously as it should have been. It was the role of the Committee to scrutinise the executive even if this sometimes resulted in stark newspaper headlines.

The report would be discussed more fully by the Cabinet in May.

Councillor Chambers agreed that Cabinet members should attend Scrutiny meetings more regularly and asked Councillor Dean to include that intention in his report.

In responding to these comments, Councillor Rolfe said the report was balanced although he acknowledged it was critical in parts. He would ensure that members of the Cabinet attended Scrutiny meetings whenever appropriate but did not think it necessary for all Cabinet members to attend all of the time.

The Council noted the annual Scrutiny report.

NOTICE OF MOTION RECEIVED FROM COUNCILLORS HOWELL AND LOUGHLIN - SKY LANTERNS AND HELIUM BALLOONS

Councillor Howell proposed the following motion:

1. To support a ban on the release of sky lanterns and helium balloons.
2. To review the terms under which Council land and premises are let to the public with a view to prohibiting their release;
3. To write to Town and Parish Councils and event venues in Uttlesford highlighting the risks and urging them to introduce voluntary bans;
4. To write to Uttlesford's MP urging action at a national level.
5. To display publicity in Council premises raising awareness of the risks posed.
6. To treat reports of release of sky lanterns and helium balloons as potential littering offences.
7. Request the Licensing Committee give consideration to the inclusion of a condition of Entertainment Licenses to prevent balloon and sky lantern release.

He said that, while not the highest priority, he felt strongly that the release of sky lanterns and helium balloons was damaging to the environment and posed a risk to standing crops, thatched properties and to animals. As even bamboo lanterns took 30 years or more to degrade, they were a significant litter nuisance.

In a single weekend, within one mile of his house, Councillor Howell had picked up 17 balloons and they were a menace.

After reflection, he proposed deleting the word "helium" wherever it appeared.

Councillor Loughlin said that she fully supported the motion and would second it.

Other councillors spoke in the debate and made the following points:

- Councillor Chambers agreed with the objectives expressed and said that he would arrange for the Licensing and Environmental Health Committee to consider the terms of the motion.
- Councillor R Freeman asked to retain the word "helium" as all balloons must have helium to float. He supported the aims but said the Council would be open to ridicule if it sought to ban balloons.
- Councillor Lees supported the retention of helium in the motion. She congratulated Elsenham Parish Council for already acting to ban lanterns and balloons on parish owned land.
- Councillor Ranger agreed with Councillor Freeman's suggestion.
- Councillor Jones suggested the words "gas filled" instead of helium.
- Councillor Fairhurst opposed any ban unsupported by research.
- Councillor Hargreaves asked whether there was any knowledge of the number of professional balloon releases and said that a ban should extend to firework displays as these caused a littering nuisance. The selective banning of balloon releases would open the Council to ridicule.

- Councillor S Barker supported the inclusion of paragraph 7 for the Licensing Committee to consider. Tendring District Council had already acted in this respect.
- Councillor Knight said she supported the general aims but would have a problem with including the word “ban”.
- Councillor Asker said she would support restrictions on lanterns but would prefer to concentrate on littering problems in general.
- Councillor Goddard asked for the motion to be rewritten for consideration at a later date as he doubted a ban would be enforceable. Helium balloons were used for space exploration and could land in Uttlesford having been released elsewhere.

Councillor Howell summed up the debate. He was grateful for the interest generated by his motion. He emphasised that his intention in drafting the motion was to seek support for a ban on the release of lanterns and balloons, but not to impose a general ban as the Council had no powers of enforcement. However, it was possible to agree to prohibit their release from Council owned land. He proposed writing to seek the support of parish councils.

There were significant risks including to wildlife. He agreed with Councillor Asker it was part of a wider littering problem but did not propose to include the banning of fireworks in the motion.

He now intended to put the motion using the original wording including the word “helium”.

Councillor Loughlin supported this intention.

The motion was put to the vote and carried with no one voting against.

RESOLVED to adopt in full the terms of the motion set out in this Minute in respect of sky lanterns and helium balloons and to carry out the actions indicated

C90

NOTICE OF MOTION RECEIVED FROM COUNCILLOR LIGHT - STANSTED AIRPORT PLANNING APPLICATION PROCESS

Councillor Lees proposed the following motion:

“This Council is committed to an objective, transparent and democratic process in planning. It must allow residents, councillors and all interested parties sufficient time and ample opportunities to be heard and to fully discuss and understand the implications of the current Stansted Airport planning application for extending its capacity.

Council notes the four week extension of the timetable for responses to the application and further notes the arrangements for public speaking on the application at afternoon and evening sessions prior to the date arranged for the Planning Committee.

The planning application is the responsibility of the Planning Committee and it is Council's expectation that before the Planning Committee considers the application, all stakeholders, residents and consultees have had a full opportunity to participate and all relevant information will have been received and fully assessed."

She said that there was a feeling the application was being rushed. Local residents needed further reassurance that it was not being railroaded. The vast quantity of paperwork to go through necessitated taking more time to ensure full transparency and due diligence was applied.

Councillor Rolfe questioned the wording read out by Councillor Lees which included some wording from the original motion as well as some wording from the proposed amendment tabled at the meeting, together with some additional words. He agreed with the sentiments expressed in the motion but said there was already a clear process and full consultation in place. He proposed an amendment as follows:

Retain the first paragraph.

Add the following words to the end of the second paragraph:

"... which are intended to facilitate further participation of interested parties, and reporting those speakers' statements to the Committee. Council instructs officers to continue to keep the Council and public updated on progress and the planning process.

Add the word "Determining" to the beginning of the third paragraph.

Delete the following words from the third paragraph:

"... all stakeholders, residents and consultees have had a full opportunity to participate and ..."

Councillor Jones seconded the amendment.

Councillor Lees asked that the additional words she had suggested be retained as it would help the public to feel they had an investment in the process.

Councillor Rolfe said this point was already made in the first paragraph.

Councillor Artus indicated that he had intended to second the original motion on the basis of a lack of strategic joined up thinking. Members were concerned about the lack of a strategic vision in matching transport needs with the Local Plan.

Councillor Artus declared a personal interest as a member of Stansted Airport Advisory Committee and Chairman of Stansted Airport Special Interest Group.

He considered there was a general duty to consider all aspects of the application affecting sustainability to ensure a transparent process. By deleting paragraph 2

of the motion, the amendment was omitting any reference to key milestones and he would prefer this to be included.

Councillor Gerard asked about the procedure to be adopted by the Planning Committee in considering the application and whether there would be the opportunity for stakeholders, residents and consultees to participate.

In summing up the debate, Councillor Rolfe indicated that he was sympathetic to what had been said but great care should be taken in where Council participation finished and Planning Committee responsibility began. Any suggestion of prejudice or pre-determination should be avoided. The Local Plan briefing was not a public session but would be audio recorded. He intended to ensure that the consideration of housing provision along the A120 corridor came together with the Stansted Airport expansion proposals to allow an assessment of whether accessibility was sufficient. All of this had been picked up in the amendment and he would prefer to keep to this wording.

The Chairman put the amendment to the vote and this was carried unanimously.

The substantive motion was then carried unanimously.

RESOLVED to approve the following motion:

This Council is committed to an objective, transparent and democratic process in planning. It must allow residents, councillors and all interested parties sufficient time and ample opportunities to be heard and to fully discuss and understand the implications of the current Stansted Airport planning application for extending its capacity.

Council notes the four week extension of the timetable for responses to the application and further notes the arrangements for public speaking on the application at afternoon and evening sessions prior to the date arranged for the Planning Committee, which are intended to facilitate further participation of interested parties, and reporting those speakers' statements to the Committee. Council instructs officers to continue to keep the Council and public updated on progress and the planning process.

Determining the planning application is the responsibility of the Planning Committee and it is Council's expectation that before the Planning Committee considers the application, all relevant information will have been received and fully assessed.

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Agenda Item 8

Committee: Council

Date:

Title: Political Balance on the Council

Tuesday, 15 May
2018

Report Author: Rebecca Dobson, Principal Democratic Services Officer
Telephone 01799 510433

Item for decision:
Yes

Summary

1. This report considers the political composition of the Council and recommends that seats on the main committees be allocated to the three political groups as detailed below.

Recommendation

2. That the Council reviews its political composition to achieve political balance and approves the allocation of seats on its committees as detailed below.

Financial Implications

3. None.

Background Papers

4. None.

Impact

- 5.

Communication/Consultation	Political parties to consult within their Groups to determine their views on the recommendation.
Community Safety	N/A
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal Implications	To comply with the Local Government and Housing Act 1989. In the event that members decide an allocation of seats which does not accord with the principles of political balance, this can only be achieved if no members attending the meeting

	dissent.
Sustainability	N/A
Ward-specific impacts	All
Workforce/Workplace	None

Situation

6. The Local Government and Housing Act 1989 requires local authorities to review the representation of the different political groups at the annual meeting or as soon as practicable thereafter. It further requires them to allocate the places on their committees to political groups represented in accordance, so far as reasonably practicable, with the following four principles of proportionality:
- (a) that not all places on the body concerned are allocated to the same political group;
 - (b) that the majority of the places on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
 - (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of an authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority;
 - (d) subject to paragraphs (a) to (c) above, that the number of seats on the body which is allocated to each political group bears the same proportion to the number of all seats on that body as is borne by the number of members of that group to the membership of the authority.

Current situation

7. The current political composition of the Council is as set out below:

Group	Members	%
Conservative	24	61.54
Residents for Uttlesford	11	28.21
Liberal Democrats	4	10.26
	39	100

8. The number of places on ordinary committees of the Council (excluding Standards) is as follows:

Committee	Seats
Planning	10
Licensing and Environmental Health	10
Scrutiny	11
GAP	10
Total	41

9. Based on 41 committee places, the number of places available to each political group is as follows:

Group	%	Calculated seats	Number of seats
Conservative	61.54	25.23	25
R4U	28.21	11.56	12
LD	10.26	4.21	4
	100	41	41

10. The effect of the allocation of committee places indicated above will mean that Planning, Licensing and Environmental Health and Governance, Audit and Performance Committees will have an allocation of 6:3:1 and Scrutiny Committee will have an allocation of 7:3:1.

Allocation of Seats – Committees

Licensing and Environmental Health Committee

11. The Council is not obliged to take the Licensing and Environmental Health Committee into account for the purposes of the calculation, because it is not a committee established under the Local Government Act 1972. However, it is usual to offer the ten places to be allocated on the same basis of proportionality, and the Licensing and Environmental Health Committee has therefore been included in the calculation of the number of seats.

Standards Committee

12. The Localism Act 2011 set out changes to the Standards regime. There is no longer a statutory obligation to appoint a Standards Committee. However it was agreed in 2012 that the Council would not be an appropriate forum for dealing with individual allegations of breaches of the Code of Conduct and a Standards Committee was appointed to undertake this function.

13. In the absence of a separate statutory power, a Standards Committee is required to be appointed under the provisions of the Local Government Act 1972 and is subject to the rules of political balance.
14. Since the Localism Act changes, the Standards Committee has had an equality of representation between all political groups. The Council's Constitution recognises that the rules of political balance contained in the Local Government and Housing Act 1989 apply, but acknowledges that a politically balanced Standards Committee would be undesirable. It provides that, subject to no member present voting against the proposal, each political group on the Council would have at least one member on the Standards Committee. Article 9 of the Constitution provides for each political group to have at least one member on the Committee and for up to three nominations from each political group. The Council appointed a Standards Committee of nine members at the last annual meeting and it is suggested that this should continue, unless fewer than three members are nominated by any one group.
15. If this Committee were to be included in the calculations, a total of 50 seats would be available and the number of places allocated to each group would be:

Group	Percentage	Total Seats
Conservative	61.54%	(30.77) 31
Residents for Uttlesford	28.21%	(14.11) 14
Liberal Democrats	10.26%	(5.13) 5

Proposal for allocation of seats

- 14 Based on the principles outlined in this report, and the entitlement of each of the political groups to committee places as set out in paragraph 9, and including the nine seats on the Standards Committee, the allocation of the resulting 50 seats would be as follows:

Committees	Seats	Conservative	R4U	LD
Planning	10	6	3	1
LEH	10	6	3	1
Scrutiny	11	7	3	1
GAP	10	6	3	1
Standards	9	3	3	3
Total seats	50	28	15	7

Risk Analysis

There are no risks associated with this report.

Appointments to Committees 2018/19

Committees	Conservative	R4U	Liberal Democrat
Planning (10)	R Chambers E Hicks M Lemon A Mills (C) L Wells H Ryles	P Fairhurst R Freeman J Lodge	J Loughlin (VC)
Substitutes	T Farthing J Redfern	A Gerard G LeCount	G Sell
Licensing and Environmental Health (10)	G Barker R Chambers (C) J Davey T Goddard (VC) J Gordon E Hicks	A Anjum A Gerard S Morris	M Foley
Substitutes	D Jones J Freeman	H Asker R Freeman	J Loughlin
Scrutiny (11)	G Barker (VC) R Chambers P Davies J Davey S Harris M Lemon E Oliver	H Asker G LeCount B Light	A Dean (C)
Substitutes	L Wells A Mills	A Gerard	G Sell
Governance, Audit and Performance (10)	G Barker J Davey J Gordon S Harris D Jones (VC) E Oliver (C)	N Hargreaves G LeCount B Light	G Sell
Substitutes	J Freeman M Lemon	A Anjum	A Dean
Standards (Up to 3 from each political group)	K Artus (VC) D Jones (C) T Knight	N Hargreaves P Lees B Light	A Dean J Loughlin G Sell
Substitutes		G LeCount	

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Appointments to Council Working Groups 2018-19

Working groups	Conservative	R4U	Liberal Democrats
Local Joint Panel (3)	H Rolfe (C)	S Morris	A Dean
Public Engagement Working Group (7)	M Felton S Harris M Lemon (C) J Redfern	P Fairhurst B Light	M Foley

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Committee:	Council	Date:	Tuesday, 15 May 2018
Title:	Delegation of Executive Functions to Portfolio holders		
Report Author:	Roger Harborough, Director - Public Services rharborough@uttlesford.gov.uk Tel: 01799 510457	Item for decision:	Yes

Summary

1. This report summarises the Leader's list setting out which individual members of the executive are responsible for the exercise of particular executive functions.

Recommendations

2. The report be noted.

Financial Implications

3. None.

Background Papers

4. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

None

Impact

- 5.

Communication/Consultation	None
Community Safety	None
Equalities	None
Health and Safety	None
Human Rights/Legal Implications	The council's constitution deals with responsibility for executive functions
Sustainability	None
Ward-specific impacts	None

Workforce/Workplace	None
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Situation

6. Under Article 7 of the Council's constitution the executive carries out all local authority's functions which are not the responsibility of any other part of the local authority. In part 7.8.1, it is stated that the Leader will maintain a list setting out which individual members of the executive, officers or joint arrangements are responsible for the exercise of particular executive functions
7. The list updated for the forthcoming council year is:

Executive Function	Portfolio holder responsible
Determination of the council's position on any matter relating to the business on an agenda of the North Essex Parking Partnership	Cllr H Ryles
Determination of the council's position on any matter relating to: <ol style="list-style-type: none"> 1. the business on an agenda of the Cooperation for Sustainable Development Member Board; 2. duty to cooperate matters relating to development plans of other local planning authorities not represented on the Coop Board, particularly Braintree and South Cambridgeshire 3. consultations on planning policy issues 	Cllr S Barker
Determination of the council's position on any matter relating to the proposed Saffron Walden Business Improvement District	Cllr H Ryles
Exercise of the Council's discretion to set Fixed Penalty Notice fines up to legal limits	Cllr S Barker

Risk Analysis

8. There are no risks associated with this report.

Annual Council Meeting – 17 May 2018

Agenda item 13 – Reports from the Leader and Members of the Executive

ANNUAL REPORT 2017-18 – LEADER OF THE COUNCIL

I will not repeat comments from my colleagues but list the following as important developments:

- Investment in Chesterford Research Park.
- Sound finances and an extension of services. Investment in statutory responsibilities such as Waste collection.
- A real focus on the maintenance of the District including for litter picking.
- Investment in the rollout of Superfast Broadband.
- Support for economic development including for BIDs.
- Support, including financial, for a new tertiary college at Stansted.
- Proud to be one of the most generous supporters of voluntary work in Essex.
- Sponsor of the Local Strategic Partnership and its 4 sub groups: Health and Well Being, Community Safety Partnership, Children and Families and EESET.
- Making best use of Council offices to support charities, Saffron Hall and the Police.
- Facilitating the creation of Uttlesford's Youth Council.
- Launching a new model of engagement with Town and Parish Councils including for planning matters.
- Re-enforcing UDC's enforcement structure and strategy.
- Introducing Planning Performance Agreements.
- Progressing the Local Plan and the governance that supports it.
- Building Council and other affordable homes. Maintaining high standards in existing Council houses.
- Modernising Sheltered housing facilities and developing Care and Extra Care homes.
- Inviting external examination of several aspects of the Council including a Peer review and for Planning, Scrutiny and the Local Plan.
- Introducing a more robust Corporate objectives programme with supporting examples and outcomes.
- Working more effectively with outside bodies including MHCLG, County Councils, LSCC and neighbouring Councils.
- Improving the Council's standards of service and response.
- Improving the Council's governance and process arrangements.

In 2018-19 we will endeavour to continue all of the above but also to increase our focus on Member Development.

Howard Rolfe

Leader of the Council

ANNUAL REPORT – DEPUTY LEADER OF THE COUNCIL AND PORTFOLIO HOLDER FOR ENVIRONMENTAL SERVICES

From Susan Barker

Following the issues raised at the last council meeting by Mrs Jo Murphy, I would like to thank the officers for arranging for bollards to block part of Stortford Road in Dunmow to prevent vehicles parking there. Essex Officers will also be carrying out work on their footpath to further restrict access.

I would also report that Uttlesford has successfully prosecuted two incidences of Fly Tipping and will shortly be bringing a paper to Cabinet to increase the maximum fines for both littering and Fly Tipping.

Report to Annual Council – Finance and Administration

Chesterford Research Park

Perhaps the most significant development in the Council's financial position for a number of years has been the District Council's decision to purchase a 50% shareholding in Chesterford Research Park, in a joint venture with an Aviva pension fund. Our decision to make the investment was prompted by continuing year-on-year reductions in funding from Central Government. In the three years that I have been Cabinet Member for Finance, funding from Westminster has fallen from £7.65m to £5.1m, a reduction of £2.5m, roughly one third.

Completion on the purchase took place in May 2017. In its first year Chesterford Research Park has made a contribution of £2m to the Council's finances. During the year we further invested in the redevelopment of one of the key properties on the park. Although any commercial venture brings with it new challenges, not least cultural, I firmly believe if we had not made this investment we would now be looking at making significant cuts in services.

Additional investment in key areas

As a result of the income from our investment, I am pleased to be able to report we have maintained front-line services. We have also been able to invest additional resources in some key areas, including litter picking, supporting our five Day Centres across the District and additional funding for Public Community Support Officers. We continue our rolling programme of investment in the running of the Council. For example, we will spend £600k this year on replacements to the fleet, part of a £2.9m programme over the next 5 years. We have made further funding available to support the roll-out of Superfast Broadband across the district, aiming to bring coverage to many of the more difficult to reach communities.

Budget Consultation and Local Council Tax Support

Over the course of the summer we undertook the annual consultation with residents on the Council's budget priorities and our Local Council Tax Support (LCTS) scheme. Council took the decision to maintain our LCTS contribution rate for working-age recipients at 12.5%, which continues to be the lowest contribution rate of any council in Essex.

Supporting local businesses

Changes to the business rates regime has resulted in 35% of our businesses across the District paying no business rates. In the last year the Council has put in place transitional arrangements to smooth the implementation of the new business rates arrangements, including the Revaluation Relief Scheme and Pub Relief scheme.

Council Tax

Uttlesford's share of your council tax bill is approximately 9% of the total and its council tax per household continues to be lower than 2010/11. The Council agreed a 2.99% increase in Council Tax for this year, raising an additional £165,000. For a Band D property Uttlesford's share of the Council tax bill is £147.21p per annum - an increase of £4.28p per annum.

Cllr. Simon Howell

Cabinet Member for Finance & Administration

COMMUNITIES AND PARTNERSHIPS PORTFOLIO

ANNUAL REPORT TO FULL COUNCIL MAY 2018

GRANTS The Council has continued to operate schemes of grant funding the essential Voluntary sector organisations of our community, youth organisation initiatives, sport and cultural endeavours to the combined value of £525,000.

CSP The Council's Community Safety Partnership (CSP) has seen successful collaborative working over a wide range of social issues. The Council continued and expanded funding to support the work of PCSOs across the district. CSP launched "Drinks with Community Links" an opportunity for residents to engage with CSP partners on an informal ad hoc pop up basis at coffee shops and similar places across the district. The CSP work programme is updated and commented upon regularly by partners.

LSP The Council's Local Strategic Partnership (LSP) continues to look closely at the effects that all of the pressures of modern living is having on all sectors of our community, The LSP Forum in 2017 focussed on social isolation and requests have been received for help in continuing the pilot work in other parishes. The three main strands of LSP work are community partnerships, digital smart technology and mental wellbeing. Our vision of 21st Century living will be the focus of the LSP Assembly in November.

HEALTH AND WELLBEING The Council has adopted the LiveWell branding. The H & WB board is working across a multitude of concerns with a work programme that concentrates on 5 priorities; Obesity, Physical Activity, Ageing Well, Social Isolation & Winter pressures. I am keen to see the Council adopt a **HIAP (HEALTH IN ALL POLICIES)** approach. A large proportion of the Council staff are Dementia Friends and it is the aim of the Council for all staff and members to receive Dementia Awareness training. There is an opportunity in the near future, 23rd May to be precise. Please contact Angi Greneski to book your session.

ACTIVE UTTLESFORD Dunmow Park Run launched successfully earlier this year and Active Uttlesford was pleased to be able support this venture as part of the Active Essex framework. The Council has also published a Walks in Uttlesford information brochure encouraging everyone to take advantage of the many varied opportunities available.

FOOD BANK The Uttlesford Food Bank has now gained independent charity status and the holder of this Portfolio is a Trustee. It is hoped that successors will also take up that post as long as we need the Food Bank, which does recognise that this Council and our generous community are aware that for whatever reasons families and individuals can fall into crisis and have need of assistance.

HOSC I regularly attend the County Health Overview and Policy Scrutiny Committee monthly meetings at County Hall on the Council's behalf. The world of health and care provision is complex and the essential work of this committee is to ensure that the outcome for the patient is at the forefront of service providers policies and action plans.

FLOOD I also attend the County Flood Board meetings on the Council's behalf. Although flooding is not a major concern across our district we do have some problem areas and I can report that there is a good level of interaction between our planning teams, the County Council and the relevant Water Authorities.

GARDEN COMMUNITIES I want to take this opportunity to make everyone aware that as we enter into negotiations with the promoters and developers of the new Garden Communities, the creation of effective and sustainable communities is at the forefront of that work.

THE UDC COMMUNITIES TEAM

A one page summary of the year is not nearly enough space in which to record the debt this Council owes to all of the staff that work in London Road, in Shire Hill, in Newport, in Dunmow and in our out-reach information points in Libraries. They serve the public that we are elected to represent.

Nor is one page enough for me to record the efforts of the dedicated and hard - working team of officers that make up our Communities Team; a team it is my privilege to spend a lot of time with.

The team is based at our own in-house hub, currently within the Housing department, where issues and problems are tabled and worked on and from where our team and our partner organisations reach out into the community to help, to support, to encourage and enable those in need of aid, assistance and reassurance. It is essential to create and maintain cohesive, inclusive, supportive, tolerant and vibrant communities and I am pleased to be able to conclude this report by noting that it is that ethos Uttlesford District Council is embedding into the planning of our new settlements.

CLLR VIC RANGER

Economic Development Portfolio – Annual report for council 2018

Saffron Walden Business Improvement District preparations are well under way with the BID team finalising the business plan that will be voted on by the participating businesses. There is a ballot starting on 1st June running till 29th June 2018, with the result being announced on 2nd July 2018. If successful, the BID company will start operating from 1st December 2018. We will also be looking at other schemes to support business in Great Dunmow and Stansted Mountfitchet.

We issued our Business Support Booklet with the annual business rates bills in March which provides essential guidance on many topics including help with sources of funding and business expansion plans.

The finalists for the Uttlesford Business Awards have been shortlisted and the awards will be presented at the Gala dinner on the 14th June 2018.

The Car Park strategy is nearing completion and once finalised, this will enable the officers to maximise the efficiency of the day to day running of the districts car parks.

UDC is investing £ 500,000 for Broadband infrastructure with Superfast Essex enabling our chosen partner, Gigaclear, to roll out Superfast Broadband around our the district. Their fibre optic product to the premises will be revolutionary, with broadband speeds up to 300 mbps. This project starts in Birchanger during the third quarter 2018 and aims to bring coverage up to 98% of the district by 2019. This will bring incredible benefits to residents and businesses alike. In addition Gigaclear is also investing their own money to add another 4,000 premises to the network.

We are also working with Buzzcom/ Fibre WiFi who will be increasing their WiFi broadband coverage from the High Garrett tower to reach residents who currently cannot receive a cabled service.

ClIr Howard Ryles

May 2018.

HOUSING PORTFOLIO – ANNUAL REPORT TO COUNCIL

Reynolds Court, Newport

Phase 1 was completed last summer delivering 15 new high quality supported home and communal areas.

Phase 2 will provide a further 26 homes and is well underway and on target to be completed and handed over on 26 October.

Hatherley Court, Saffron Walden

The re-modelling commenced in May last year and is on target for phase 1 to be completed and handed over on 21 June.

The Scheme is being re-modelled to a high standard and once complete will provide 26 spacious flats. There will also be two new one bed flats added, a new ground floor day room with conservatory overlooking the common and a new entrance area.

Walden Place, Saffron Walden

Options for Walden Place have been explored and it is now being marketed with Savills for a joint venture partner.

Sheds Lane, Saffron Walden

This site is progressing well – it provides 2 x 2 bed houses and 1 x 3 bed wheelchair adapted bungalow. Completion and handover is expected 29 June.

Newton Grove, Gt Dunmow

Planning approval for 2 x 2 bed houses and 2 x 1 bed flats. Also new parking area for adjacent council owned flats. This contract is awarded to Fosters and will start on site at the end of June.

Frambury Lane, Newport

Planning approval for 4 x 2 bed houses and associated parking. This site was tendered as part of Newton Grove project and Fosters will be starting on site here too at the end of June.

The Moors, Lt Dunmow

This site is for approximately 16 dwellings but is having revised drawings after consultation with residents and PC. We are also waiting to carry out bat survey.

Walden Road, Radwinter

8 new build properties on a S106 site were purchased. All have been handed over and are now occupied.

Hill Top Lane, Saffron Walden

Planning for one property was granted and this plot is to be sold on the open market with a local agent.

In addition to the above over 150 affordable homes were delivered in 2017/18. Of this total 98 were affordable rented and 53 shared ownership. This includes one, two, three and four bedroom homes as well as one and two bed bungalows.

Cllr Julie Redfern