



Public Document Pack

Uttlesford District Council

Chief Executive: Dawn French

Cabinet

Date: Thursday, 30th November, 2017

Time: 7.00 pm

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

Leader and Chairman: Councillor H Rolfe

Members: Councillors S Barker, S Howell, V Ranger, J Redfern and
H Ryles

Other attendees: Councillors A Dean (Liberal Democrat Group Leader and
Chairman of Scrutiny Committee), J Lodge (Residents for
Uttlesford Group Leader) and E Oliver (Chairman of
Governance, Audit and Performance Committee)

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 Apologies for Absence and Declarations of Interest

To receive any apologies for absence and declarations of interest.

2 Minutes of the Previous Meeting

1 - 10

To consider the minutes of the meeting held on 18 October 2017.

- 3 Matters Referred to the Executive by the Scrutiny Committee or by the Council (standing item)**
- To consider matters referred to the Executive for reconsideration in accordance with the provisions of the Overview and Scrutiny Procedure Rules or the Budget and Policy Framework Rules.
- 4 Questions or Statements from Non-Executive Members of the Council (standing item)**
- To receive questions or statements from non-executive members on matters included on the agenda.
- 5 Consideration of reports from overview and scrutiny committees (standing item)**
- To consider any reports from Scrutiny Committee.
- 6 Refugee Working Group (standing item)**
- To receive any reports from the Refugee Working Group.
- 7 2017-18 Budget Monitoring - Quarter 2** 11 - 30
- To consider financial performance relating to the General Fund, Housing Revenue Account, Capital Programme and Treasury Management for 2017-18, Quarter 2.
- 8 Treasury Management Mid-Year Review 2017-18** 31 - 42
- To consider the Treasury Management mid-year review for 2017-18.
- 9 Finance Update & Budget consultation outcomes 2018-19** 43 - 122
- To consider a finance update and budget consultation outcomes.
- 10 Local Council Tax Support Scheme and Consultation 2018-19** 123 - 170
- To consider the Local Council Tax Support Scheme and consultation for 2018-19.
- 11 Revision to Museum Fees and Charges** 171 - 176
- To consider a recommendation from the Museum Management Working Group.
- 12 Brownfield Land Register** 177 - 182

To consider delegation of authority to the Assistant Director – Planning regarding Part 1 of the brownfield land register.

13 Nominations for Assets of Community Value 183 - 228

To consider nominations for assets of community value.

14 Writing off Debts - Delegation to Director of Finance and Corporate Services 229 - 232

To consider an increase in the write-off limit for delegation to the Chief Finance Officer.

15 Draft Statutory Instrument - The Town and Country Planning Regulations 2017 233 - 236

To consider recommendations regarding an increase in nationally set planning fees.

16 Corporate Plan Delivery Plan 237 - 252

To consider progress against the Corporate Plan delivery plan.

17 Garden Communities Delivery 253 - 260

To consider the processes for the delivery of garden communities.

18 Transfer of Land at Wendens Ambo 261 - 262

To consider a request for transfer of land at Wendens Ambo.

19 Any other items which the Chairman considers to be urgent

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

MEETINGS AND THE PUBLIC

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The agenda is 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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**CABINET MEETING held at COUNCIL OFFICES LONDON ROAD
SAFFRON WALDEN on 18 OCTOBER 2017 at 7PM**

Present: Councillor H Rolfe (Leader)
Councillor S Barker (Deputy Leader and Cabinet Member for Environmental Services)
Councillor S Howell (Cabinet Member for Finance and Administration)
Councillor V Ranger (Cabinet Member for Communities and Partnerships)
Councillor J Redfern (Cabinet Member for Housing)
Councillor H Ryles (Cabinet Member for Economic Development)

Also present: Councillor A Dean (Liberal Democrats Group and Chair of Scrutiny Committee), Councillor B Light (Residents for Uttlesford Group, substituting for Councillor J Lodge).

Officers in attendance: A Bochel (Democratic Services Officer), D French (Chief Executive), R Harborough (Director of Public Services), A Knight (Assistant Director - Resources), S Pugh (Interim Head of Legal Services and Monitoring Officer), M Watts (Principle Environmental Health Officer - Protection) and A Webb (Director of Finance and Corporate Services).

CA47 APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

Councillor Barker declared a non-pecuniary interest on Item 7, 100% Business Rates Retention, Essex Pilot Scheme, as a member of Essex County Council.

Apologies for absence were received from Councillor J Lodge.

CA48 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 7 September 2017 were received and signed by the Chairman as a correct record.

CA49 REPORTS FROM GOVERNANCE, AUDIT AND PERFORMANCE AND SCRUTINY COMMITTEES

Councillor Dean said there had been two Scrutiny Committee meetings since Cabinet last met. The first had been a call-in meeting regarding a Cabinet decision to dispose of land at DeVigier Avenue, on which members had voted to take no further action. He said the Council could probably proceed differently with call-in meetings in the future, and had asked officers to draw up a template for consideration of call-in items to ensure that the debate was conducted in the right sequence. An ordinary Scrutiny Committee meeting had also taken place.

Councillor Dean said he had had a lack of response regarding questions he had for the Army about Carver Barracks. He had advised the Scrutiny Committee that he had written to the Leader of the Council, but had yet to receive a response.

CA50

100% BUSINESS RATES RETENTION, ESSEX PILOT SCHEME

Councillor Howell introduced the report. He said Uttlesford District Council was currently part of a business rates pool and benefited from a reduction of 3% in its levy payments. There was however an opportunity to take part in the pilot scheme to retain 100% of business rate growth.

There were criteria on which submission of an application for the pilot would be based and an application would not necessarily be successful. However it was almost certainly the case that in due course all councils would be obliged to participate in such schemes. There was a safety net for the pilot, but there was no guarantee that there would be a 'no detriment' clause. Initial predictions said the pilot was financially sound and would offer a high level of reward.

In response to questions from members, the Assistant Director – Resources said all councils which were considering involvement in the Essex pool were seeking member approval. The application to the scheme might still be successful if a few councils declined to cooperate, but the more that participated, the higher the likelihood of success. The Council currently retained 50% of the growth generated by business rates above the Council's baseline figure. The proposed scheme would allow 100% retention. If Essex failed to become one of the pools in the pilot scheme, councils in the pool would be no worse off.

The Director – Public Services said Uttlesford's functional economic area was Essex.

In response to Councillor Light's suggestion that a decision be taken by a meeting of the Council because of the importance of the issue, Councillor Howell said the decision was within Cabinet's remit. Failing to participate in the pilot would likely mean the government would enforce it upon Uttlesford at a later date. Uttlesford was a net contributor to the national economy, and this scheme was a way of ensuring that growth was retained.

RESOLVED

To delegate authority to the Director of Finance and Corporate Services (S151 Officer) in consultation with the Cabinet Member for Finance and Administration:

- a) To agree the terms for an Essex application to become a Pilot area for 100% Business Rates Retention Scheme in 2018/19.
- b) In the event that the above application is not accepted to agree the terms of an extended Essex Business Rates Pool.

GRANT FOR HARLOW COLLEGE

Councillor Ranger introduced the report. He said the Council did not have a further education college within the district. Young people therefore faced challenges in gaining additional knowledge and acquiring skills due to travel and time constraints. There was a dropout rate from sixth form education because of these factors. Adults might also wish to retrain. The Council had been approached to make up the shortfall in funding for the provision of a Technical and Professional College. The Council's Strategic Initiative Fund had been created for projects such as the proposed grant, which benefitted communities. It was estimated around 530 people would be trained every year.

Councillor Light said she was very pleased that the Council was considering providing the grant, and asked if Harlow College had any other means of making up the shortfall. Councillor Ranger said the college had investigated other potential streams and had not been able to make up the funding gap. The Council wanted to take the opportunity to invest in people in the district and was in a position to help. The proposal was a good investment because it would be worth equipping the learning facilities properly.

In response to a question from Councillor Light, the Director – Public Services said students and staff would be eligible for an airport travel card, which would provide subsidised transport to the airport.

Councillor Dean said he thought providing the college with the grant would be good for the district and local people. He asked whether the project was paying the airport to use the land required. In response, the Chairman said the funding for the land was Manchester Airport Group's contribution to the project.

The Chairman said the Council was also investing in broadband and sports as well. None were statutory responsibilities, but all investments were with the aim of achieving the Council's corporate objectives. The grant would enrich opportunities for students and aid businesses in the district.

Councillor Redfern said this was a good way to use the strategic initiative fund. There was a lack of variety of opportunity for students in the district. Public transport was difficult, but Stansted Airport was one of the easier places to get to.

RESOLVED that the Council make a capital grant of up to £300,000 towards the provision of the proposed Technical and Professional College at Stansted Airport, subject to Harlow College providing a statement of the need for the amount of funding required up to the £300,000 cap and acknowledging the council as a supporter of the project.

AIR QUALITY ACTION PLAN

Councillor Barker thanked the Scrutiny Committee for its work on the project. Councillor Dean said the concerns the committee had had the previous year had been addressed.

Councillor Barker gave a summary of the report. She said the team had been working on some of the priority measures in the report.

In response to a question from Councillor Light regarding how the action plan would tie in with planning decisions and the proposed local plan, Councillor Barker said any planning application needed to be considered on its own merits, although she appreciated there was always a cumulative effect of traffic in any town or village. The Director – Public Services said the proposed local plan had looked at the implications of an increase in traffic flow. Sometimes development would not be appropriate without congestion mitigation.

In response to a suggestion that the cycle path between Saffron Walden and Audley End might be dangerous, members said it was not appropriate at this meeting to speculate about this.

In response to a question from Councillor Redfern, the Director – Public Services said there had been a reduction of business floor space at the old Coronation Works.

In response to a question from Councillor Redfern, Councillor Barker said travel plans were put in place when new schools were opened or existing schools expanded, although she was unaware of whether there was a team monitoring it at Essex County Council. She would look into it further.

In response to a question from Councillor Light regarding how the number of people travelling by car to work would be measured, Councillor Barker said it would be subject to monitoring and annual review.

The Chairman said it was important to note that there were 22 action points which would contribute to the plan. The work proposed by the plan was ongoing. Saffron Walden was the centre of much of the problem. There was now a clear route through Peaslands, Mount Pleasant Road, but there were other hotspots to look closely at. There was a pot of money available to mitigate these issues. He would arrange another meeting of the Saffron Walden Highways Group to discuss the hotspot areas further.

RESOLVED to approve the Air Quality Action Plan as a working document over the 5 year life of the plan.

CA53

ARTICLE 4 DIRECTION FOR LOCAL HERITAGE LIST

On advice from the Interim Head of Legal Services, Councillors Redfern and Rolfe declared personal non-prejudicial interests as the owners of properties with article 4 directions on them.

Councillor Barker gave a summary of the report.

In response to members asking for clarification on the reasoning behind the report, the Director – Public Services said the proposal was to carry out a comprehensive survey of properties worthy of inclusion on a local heritage list. It was to be a more systematic and specific approach to non-listed buildings. Article 4 directions would then be applied to these properties listing a specific set of works which would need approval before being carried out, rather than the more general set of alterations which required approval on listed buildings.

Councillors Ranger and Dean expressed concern that removing Article 4 directions on some properties could have a detrimental effect on the conservation areas they were located in.

Members agreed to withdraw the item for further clarification and consideration.

CA54

REVIEW OF ENFORCEMENT

Councillor Howell said Cabinet had been keen to prioritise the Council's approach to enforcement. He gave a summary of the report. The Scrutiny Committee's work had formed the basis of the corporate strategy. There were areas where work still needed to be done in relation to individual services. Regulatory enforcement powers would be exercised on the basis of being proportionate, accountable, consistent, transparent and targeted. The aim was to change and deter non-compliant behaviours and eliminate financial gain or benefit from non-compliance. Enforcement was a key responsibility of the Council and was consistently identified as a priority by local people and businesses.

The Chairman said enforcement was a key objective and the new framework was very clear.

In response to a question from Councillor Light asking how many fixed penalty notices were issued by officers, the Principal Environmental Health Officer – Protection said officers did not issue many, but were looking at making more use of them.

RESOLVED to approve the draft enforcement policies annexed to this report, subject to authorising officers to carry out further work to ensure consistent presentation and layout.

CA55

STREET NAMING AND NUMBERING POLICY

Councillor Barker gave a summary of the report. Councillor Hargreaves had proposed that the phrase "or had a very close connection" be added to paragraph 6.3.7 so that it read:

'The use of a name which relates to people either living, or deceased should be avoided if possible. Only in very exceptional circumstances would such a suggestion be given consideration. It is essential that the person put forward

lived in the town or village in question or had a very close connection. The final decision will be to the discretion of the Assistant Director Planning.'

In response to a question from Councillor Redfern on the restrictions in paragraph 6.3.7 on naming streets after people, Councillor Barker said this was national good practice, but she would consider any objections raised during the consultation. Councillor Dean said the rule was often imposed to avoid naming a street after a person who might later fall from grace, though it was possible to be overly concerned. Cabinet should look carefully at responses to the consultation.

Councillor Barker said the list of suffixes for street names on paragraph 6.3.13 was not exhaustive. The idea of the policy was to be consistent and sensible with allocating names and to ensure an outcome that all were happy with.

In response to a suggestion from Councillor Redfern, members agreed to amend the list of suffixes in paragraph 6.3.13 to include 'yard'.

Councillor Howell said he was happy to see that parish councils were the driving force behind street naming. He also urged the Council to use recyclable material wherever possible.

Councillor Howell challenged the provision in paragraph 6.3.16 which would bar the use of apostrophes in street names. Members agreed to remove paragraph 6.3.16 from the policy.

In response to a suggestion from Councillor Ryles, members agreed the first line of paragraph 6.3.7 should be further amended to delete the phrase "either living or deceased", as this was superfluous.

RESOLVED that the proposed policy attached to this report be approved as a consultation draft subject to the following amendments:

- a) Paragraph 6.3.7 to read: The use of a name which relates to people should be avoided if possible. Only in very exceptional circumstances would such a suggestion be given consideration. It is essential that the person put forward either lived in, or had a very close connection with, the town or village in question. The final decision will be to the discretion of the Assistant Director Planning.
- b) Paragraph 6.3.13 to include the term 'yard' in the list of possible suffixes.
- c) Paragraph 6.3.16 to be deleted.

CA56

SAFFRON WALDEN TOWN CULVERT PARTNERSHIP

Councillor Barker gave a summary of the report. A full repair scheme to be funded by the Environment Agency, Anglian Water and Essex County Council meant that the culvert should not require any further work for 25 years. However, the Environment Agency had approached the Council as a flood risk

management authority to take on a continuing role after the full repair had been completed. The Council was being asked to seek to establish a partnership of all the riparian owners to build up a revenue fund with contributions from the owners to monitor the condition of the structure and to carry out any necessary future works to maintain the culvert in good condition. As a first step, the report recommended that the Council explored the willingness of all the riparian owners to cooperate to this end.

In response to a question from Councillor Light regarding the anticipated 25 year life of the repairs being funded by the Environment Agency, the Director – Public Services said it might be possible to implement a repairs scheme with a longer anticipated duration, but the proposed scheme was more affordable.

Councillor Howell said he supported the recommendation. He was pleased that the repair work was being done, and the Council was to be commended for taking a leadership role. He hoped very much that the riparian owners would participate in the scheme.

RESOLVED that the Council explores the willingness of all the riparian owners to cooperate over jointly building up a revenue fund using owners' contributions to monitor the condition of the structure. Subject to the participation of the owners, the council would hold the revenue fund for periodic monitoring of the condition of the culvert, and any necessary maintenance works over the 25 year period that the full repair scheme is expected to remain effective, and any necessary repairs at the end of the 25 year period.

CA57

WEST OF BRAINTREE GARDEN COMMUNITY PLAN

The Chairman said the report had been discussed at the Planning Policy Working Group the previous evening, and a few amendments had been proposed.

Councillor Barker gave a summary of the report and detailed the proposed amendments. These were as follows:

- **Amendment 1: Page 203 (Page 11 of the Document). Paragraph 4.**
The first sentence to read:
*Braintree and Uttlesford District Councils, together with Essex County Council, **propose** the delivery of this Garden Community which will be developed alongside all necessary infrastructure.*
- **Amendment 2: Page 205 (Page 13 of the Document). Paragraph 3.**
The start of the first sentence to read:
*Uttlesford District Council supports **in principle** the proposal for a new Garden Community at West of Braintree...*
- **Amendment 3: Page 216 (Page 24 of the Document). Para 3 of the Highlighted Vision.**
The start of the second sentence to read:

*It will be a healthy, **safe** place, where walking and cycling.....*

- **Amendment 4: Page 253 (Page 61 of the Document). Question 13.**
Delete the fourth bullet point: *There is a triangular area of land...*

The Director – Public Services said the piece of land mentioned in the fourth bullet point of page 253 could potentially positively contribute to development. The consultation question on that point did not prescribe that the land would be used for development, but it was important to draw attention to it and ask a question about the inclusion of the land. However if the Cabinet agreed with the amendment suggested by the Planning Policy Working Group, it would have to be taken out.

The Chairman said he understood the point made by the Director – Public Services, but the piece of land in question had not been in the original draft 18 local plan and development there would have a great impact on the residents of Stebbing.

Members said changes could be made between regulation 18 and 19 drafts.

The Chairman said it was important to note the consultation would be a joint exercise between Uttlesford and Braintree District Councils. The Director – Public Services said the consultation would ask for responses from anyone affected by the proposals, regardless of where they lived. Councillor Barker said it was very important that both councils were in agreement on the document.

The Director – Public Services said the second bullet point on page 253 asked a similar question to the fourth bullet point, but was phrased in more general terms.

RESOLVED that

- a) Cabinet agree the appended West of Braintree Garden Community Plan Issues and Options document for public consultation, subject to incorporation of the amendments suggested by the Planning Policy Working Group on 17 October 2017.
- b) The Director of Public Services be given authority to make final minor amendments to the West of Braintree Garden Community Plan Issues and Options document following consultation with the Leader.

CA58

PLANNING FOR THE RIGHT HOMES IN THE RIGHT PLACES: GOVERNMENT CONSULTATION

Councillor Barker gave a summary of the report.

The Chairman thanked Councillor Hargreaves for his input on the issue. The new method of calculation had resulted in polarised outcomes for some districts. Under the new formula, Greenwich needed an 848% increase in the

provision of homes while Barrow in Furness did not need to build any new homes. There was obviously a need for the methodology to be revised.

In response to a question from Councillor Dean regarding the reference in the recommendation to the Planning Policy Working Group, members noted that the report had not been submitted to the Planning Policy Working Group. Councillor Barker said the last sentence of the recommendation should be removed.

Councillor Ranger expressed concern that the Council's response to question 6 in Appendix A would indicate it was not at an advanced stage of plan-making until the regulation 19 consultation. The Chairman said the Council's view was that it would be sufficiently advanced by 31 March 2018 to operate on the previous figure of new-build houses required, rather than the updated figure. The Director – Public Services said the wording drew the distinction between what was being consulted on and what was ready to be consulted on.

The Chairman said he would discuss rewording the sentence with the Director – Public Services and Councillor Ranger. Councillor Barker said if that was the case, the last sentence of the recommendation could substitute the reference to the Planning Policy Working Group with a reference to the Cabinet.

In response to a question from Councillor Dean, Councillor Barker said that Question 11(a) in the consultation document was unnecessary, and Question 11(b) was over simplistic.

RESOLVED that Cabinet note the publication of the government's proposals "Planning for the right homes in the right places" and endorse the Draft response to government set out at Appendix A. Any changes to the response subsequent to Cabinet should be agreed by the Leader and the Chief Executive.

The meeting ended at 9pm.

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Committee: Cabinet

Date: 30
November 2017

Title: 2017/18 Budget Monitoring – Quarter 2

Portfolio Holder: Councillor Simon Howell, Cabinet Member
for Finance & Administration

Key Decision: No

Summary

1. This report details financial performance relating to the General Fund, Housing Revenue Account, Capital Programme and Treasury Management. It is based upon actual expenditure and income from April to September and predicts a forecast for the end of the financial year.
2. The General Fund is forecasting £1,488,000 underspend.
3. The Housing Revenue Account is forecasting an underspend of £2,949,000.
4. The Capital Programme is forecasting to underspend by £3,414,000; the updated position includes slippage brought forward from 2016/17 and slippage of £2,571,000 to be carried forward to 2018/19. This leaves an actual underspend of £843,000.
5. Treasury management activity now includes external borrowing on both short term and long term which relates to the council's purchase of the 50% share of Chesterford Research Park by Aspire Ltd (the council's wholly owned subsidiary company)

6. Recommendations

7. The Cabinet is recommended to note and approve the outturn forecast position.

Financial Implications

8. Any financial implications are included in the body of the report.

Background Papers

None

Impact

Communication/Consultation	Budget holders and CMT have been consulted.
Community Safety	None
Equalities	None
Health and Safety	None
Human Rights/Legal Implications	None
Sustainability	None
None Ward-specific impacts	None
Workforce/Workplace	None

General Fund

9. On the bottom line, a £1,488,000 underspend is forecasted and this is due mainly to the increased investment income from the loan to Aspire (CRP) Ltd. Full details of the councils borrowing commitment is shown in the Treasury Management section (from point 27) and a more detailed report is included in tonight's agenda, (Treasury Management – Mid Year Review).
10. A summary of the budget by portfolio is shown below and this is set out in more detail in Appendix A.

£ '000	2016/17	2017/18			
	Outturn	Original Budget	Current Budget	Forecast Outturn	Variance
Communities & Partnerships	779	1,012	1,555	1,390	(165)
Housing & Economic Development	1,353	1,606	1,563	1,489	(74)
Environmental Services	2,492	3,111	3,111	3,505	395
Finance & Administration	5,164	5,720	5,779	5,804	24
Portfolio (Service) Budgets	9,788	11,448	12,008	12,188	181
Corporate Items	1,088	710	4,025	2,467	(1,558)
Total Net Budget	10,876	12,158	16,033	14,655	(1,378)
Funding	(8,410)	(6,063)	(6,064)	(5,788)	276
Net Operating Expenditure	2,466	6,095	9,969	8,867	(1,102)
Transfers to/from (-) Reserves	2,206	(1,059)	(4,934)	(5,320)	(386)
OVERALL NET POSITION	4,672	5,036	5,035	3,547	(1,488)

11. The current budget within corporate items shows an increase of £3,315,000 compared to the original budget, this relates to the projects carried forward

(slippage) from the 2016/17 capital programme as approved by Cabinet in July 2017 as part of the Final Outturn position for 2016/17.

12. The overall net position shows an increase in the surplus of £328,000 compared to qtr.1 and the table below gives a breakdown of the movement within each specific budget area for the first two quarters of the year.

	2017/18		
	Qtr. 1 Variance	Qtr.2 Variance	Movement
Portfolio (Service) Budgets	(236)	181	417
Corporate Items	(1,005)	(1,558)	(553)
Funding	258	276	18
Reserve Transfers	(177)	(386)	(209)
	(1,160)	(1,488)	(328)

13. The cost of services has increased in quarter 2 by £416,518, from an underspend of £235,835 to an overspend of £180,683. The table below gives details of the variances and the reasons for the movement since quarter 1.

Quarter 1 Variances		
Service Area	Amount (£)	Description of variance
	(under)/over spends	
Planning Policy	(22,000)	Vacancy saving on substantive posts
Development Control	90,000	Agency staff to cover increased workload
	(50,000)	Increased income relating to increased large applications
Legal Services	138,740	Net cost of interim agency staff for vacant post of Head of Legal and Senior Solicitor and vacancy saving
Corporate Management	(98,650)	Vacancy saving for Head of Legal substantive post - (see cost of agency in Legal Services)
Vehicle Management	82,610	Consultancy work for review of workshop plus cost of parts higher than expected
Offices	88,590	Ad hoc Repairs needed to Fitch Green, Museum schoolroom and London Road.
	15,820	Wedding income lower than forecasted
	15,820	Income reduction for wedding service, higher expectation of bookings
Waste Management	13,660	Net cost of agency and savings in vacant substantive posts
	(48,240)	Increased income for Green, bulky and trade waste
Car Parking	(40,000)	Review of income budgetted, original budget overly prudent
Grants and Contributions	26,310	Reprofiling of the contingency grant allocations
Housing Benefits*	(403,820)	Reduced claimant caseload
Various	(321,915)	Other minor variances
	(528,895)	
Items funded from/allocated to reserves		
Private Finance Initiative	(79,640)	Forecast is based on actual payments and budget based on model, unitary is less than predicted and this has been moved to reserves for potential future years shortfalls
Corporate Management	(55,000)	Drawdown for Management Development consultancy reduced
Planning Policy	275,000	Agency and consultancy relating to the Local Plan, plus £15,000 for neighbourhood plans.
Economic Development	73,000	Expenditure related to the vitality and viability of Town Centres as per ED strategy and £10k re joint initiative West Essex and LSCC
Human Resources	57,700	Implementation of phase 2 of new HR system.
Health Improvement	22,000	Additional spend related to the Health and Wellbeing initiatives
	293,060	
Net variance total		<u>(235,835)</u>

Quarter 2 Variance increases		
Service Areas	Amount (£)	Description of variance
	(under)/over spends	
Quarter 1 variance total	(235,835)	
Development Control	18,000	Consultancy relating to the public inquiries
Vehicle Maintenance	50,390	Vehicle parts higher cost than expected netted off in part by a reduction in cost of workshop review
Public Health	(42,350)	Net income increase for food and animal inspections
Car Park	(17,000)	Higher level of income received
Planning Policy	17,260	Advertising costs of Local Plan
Waste Management	79,750	Net effect of vehicle hire and increased income from paying services
Corporate Management	100,000	Data Protection Enhancements
Corporate Team	(50,000)	Reimbursement of income for Aspire Directors
Housing Benefit*	95,270	Subsidy reduction due to current claimant caseload
Legal Services	35,000	Reduced fee income and increased external legal fees
Offices	28,550	Increased cost of equipment for tenants, plus
Human Resources	(18,800)	Apprenticeship Levy lower than anticipated
Other minor variances	85,348	
Sub Total	381,418	
Items funded from/allocated to reserves		
Homelessness Grant	(64,400)	Grant, this has been allocated to the reserve to support clients in hardship
Private Finance Initiative	(15,500)	Increase in forecast income - please see note in quarter 1 variances
Development Control	100,000	Legal Fees for 4 Public Inquiries (planning appeals)
Corporate Management	15,000	Adjustment relating Management Training drawdown
	35,100	
Net variance total	180,683	

* Housing benefits is a cost that is outside of the council's control but is required to be reported as part of the direct services outturn.

14. An efficiencies target was included within the 2017/18 budget of £200,000 this related to the four year funding deal the Council signed in October 2016.
15. The table below shows net variances within services of £180,683 overspend, after adjusting for items currently agreed to be funded from reserves; this gives a net efficiency of £69,977 for 2017/18 and £338,630 for future years.

	Savings/increased income		Budget Adj/decreased income	
	One-off	On-going	One-off	On-going
Communities & Partnerships	(18,800)	(49,140)	0	0
Housing & Economic Development	(53,230)	(67,800)	14,000	0
Environmental Services	(263,240)	(283,570)	542,060	60,000
Finance & Admin	(568,392)	(101,050)	582,497	102,930
Service Total	(903,662)	(501,560)	1,138,557	162,930
Other minor net variances				33,758
Total Net (efficiency)/growth 2017/18				(69,977)
Items to be funded from reserves	(277,040)		527,700	250,660
Total Service Variance (as per summary report)				180,683
			Future Years Net efficiency	(338,630)

One off relates to current year only and ongoing is current and future years.

Corporate Items

- Investment income and charges - £1,449,000 is the net income relating to the return of £1,688,000 for the council loan to Aspire (CRP) Ltd and the cost of the associated borrowing at £239,000.
- Capital Financing - £498,000 underspend is a reduction in costs of internal borrowing for the capital programme.
- Efficiencies and Income Opportunities - £200,000 shows as unachieved as the savings and income are reflected within the direct service costs.

Variiances outside of the council's control and influence

16. The key variances greater than £20,000 that are outside of officers control and influence are detailed below.

- Housing Benefits - £309,000 underspend is due to the reduction in current caseload, this figure is an estimate and the actual outcome can vary throughout the year and is dependent on various external factors.
- Business Rates Retention (BRR) - £276,000 reduced income is the net effect of adjustments which relate to a successful appeal by one of our largest businesses late in 2016/17 and this reduced the collection fund balance.
- Pension Fund Deficit - £207,000 overspend is the updated cost of the 3 year upfront payment (saving achieved by paying in advance).

17. The outturn forecast is the most informed prediction we have at this point in time and there is an element of risk to the outturn predictions in the year to some areas. These risks could impact on the final outturn position. Detailed below are the areas which are at high risk and have the potential to affect our year-end financial position.

- Business Rates Retention - the total business rate income recognised in the Council's account is subject to change, due to the difficulty in estimating the year end business rate levy and realisation of appeals. The total business rate levy is linked to the net use of business rates appeals provision within the year. The Council is reliant on the Valuation Office Agency (VOA) to release these figures and for UDC's consultant to assess the potential impact on the appeals provision at year end promptly. The actual position is not known until year end and it is difficult to estimate this during the year.
- Planning Policy agency staff and consultancy costs are subject to change and the current forecast spends and resource requirement is dependent on the outcome of the Regulation 18 Local Plan consultation.

- Housing Benefit Subsidy Income Claims – due to the complexity of the subsidy claim, a change in number of claimants throughout the year and the high financial value of the subsidy income, even a small % change can have a significant impact on the budget. For example a 1% change to caseload can increase or decrease the bottom line by approximately £68k.
- Council Tax Sharing Agreement – Uttlesford is part of an Essex Wide Agreement to improve collection performance and reduce fraud within Council Tax. This income source could fluctuate throughout the year.

Reserves

18. The predicted balance as at 31 March 2018 of usable reserves is £6,351,000, the current budget estimated a drawdown requirement of £4,934,000, the actual net use of reserves is forecast is £5,320. The complete reserves position is set out in Appendix B.

19. There is a net increase in the use of reserves of £386,000 and this relates to the following items;

Reserve	Amount £ '000	Details
Planning	375	Public Inquiries relating to planning appeals and agency/consultancy for work on the local plan
Licensing	(77)	Increased income allocated to ringfenced reserve as 3 year rolling account
PFI	(96)	Increased income allocated to ringfenced reserve for future years pressures
Homelessness	(64)	Grant received and allocated whilst administration of spend is determined
SIF/Transformation	20	Net of reduction in Management Consultancy training and phase 2 of HR project
Transformation		
Working Balance	(131)	Contingency adjustment to working balance based on mandatory calculation against Income and expenditure
Economic Development	63	Economic Development strategy workstream - Viability and Vitality of Town Centres
Capital Slippage	274	Drawdown element of previous year capital revenue contribution applicable in current year
Health and Wellbeing	22	As per initiatives in strategy
	<u>386</u>	

20. The Strategic Initiatives Reserves current predicted balance as at 31 March 2018 is £1,901,000, but commitments have been agreed in the sum of £800,000. These are £500,000 for Superfast Broadband and £300,000 for a contribution to Harlow College. The actual available balance is therefore £1,101,000.

Housing Revenue Account (HRA)

21. The HRA is predicting a surplus of £2,949,000, this is made up of £39,000 underspend in service provision and £2,910,000 reduction in revenue funding for capital projects. A summary of the budget is shown in the table below and full details of the budget are shown in Appendix C.

£'000	2016/17	2017/18			
	Outturn	Original Budget	Current Budget	Final Outturn	Variance
Total Service Income	(15,412)	(15,222)	(15,222)	(15,231)	(9)
Total Service Expenditure	4,304	4,251	4,251	4,294	43
Total Corporate Items	7,617	10,329	10,329	10,256	(73)
OPERATING (SURPLUS)/DEFICIT	(3,491)	(642)	(642)	(681)	(39)
Funding of Capital Programme from HRA	3,220	2,449	9,165	5,972	(3,193)
Use of Reserves	271	(1,807)	(5,529)	(5,246)	283
Total Use of Reserves/Funding	3,491	642	3,636	726	(2,910)
(SURPLUS)/DEFICIT	(0)	0	2,994	45	(2,949)

22. The reduction in the capital funding requirement is directly related to the slippage in capital projects as shown in Appendix D.

23. The table below details the current reserves position and shows that an estimated drawdown on usable reserves for the current year is £3,294,000.

Reserve	Actual Balance	Forecast transfer from HRA	Forecast Transfer to HRA	Transfer between Reserves	Estimated Balance
£'000	1st April 2017				31st March 2018
<u>RINGFENCED RESERVES</u>					
Working Balance	498	48	0	0	546
	498	48	0	0	546
<u>USABLE RESERVES</u>					
<u>Revenue Reserves</u>					
Transformation / Change Management	180	0	0	0	180
Revenue Projects	60	0	0	0	60
	240	0	0	0	240
<u>Capital Reserves</u>					
Capital Projects	3,809	0	(1,808)	0	2,001
Potential Development Projects	2,298	0	(1,168)	0	1,130
Sheltered Housing Projects	318	0	(318)	0	0
	6,425	0	(3,294)	0	3,131
TOTAL USABLE RESERVES	6,665	0	(3,294)	0	3,371
TOTAL RESERVES	7,163	48	(3,294)	0	3,917

Capital Programme

24. The Capital Programme is underspent in year by £3,414,000 against a budget of £20,145,000. The underspend is made up of £2,571,000 slippage and £843,000 actual underspend.
25. The slippage relates mainly to Housing projects, Reynolds Court, Walden Place and an element of Hatherley Court which is due to delays in projects.
26. The capital programme is set out in more detail in Appendix D which includes a separate table detailing the current level of S106 balances held.

Treasury Management

27. The council loaned Aspire (CRP) Ltd £47,250,000 on the 3rd May to purchase the 50% share in Chesterford Research Park. The loan agreement is as follows;
- I. Interest fixed rate @ 4% pa
 - II. No annual repayments, interest only with full repayment on year 50
28. The initial loan to Aspire (CRP) Ltd was funded by using the council's available cash balances and short term borrowing from other Local Authorities.
29. On the 3rd July a loan agreement was signed with Phoenix Life Limited to borrow £37,000,000 over 40 years. The structure of the loan is as follows
- III. The loan profile is set to be drawn down in 3 separate stages
 1. £10,000,000 on the 3rd July 2017
 2. £12,000,000 on the 3rd July 2020
 3. £15,000,000 on the 3rd July 2021
 - IV. No principal repayments will be made until 5th January 2022.
 - V. Fixed rate of interest @ 2.86% for all 3 drawdowns.
30. A further loan was requested by Aspire (CRP) Ltd for the sum of £60,000, this is due for repayment on the 31st March 2018 and interest will be charged at 4%. The net benefit of interest vs cost of borrowing is detailed in the table below.

Outturn Forecast 2017/18	
Borrowing Costs:	£
Interest on Short Term borrowing	27,000
Interest on Long Term borrowing	211,560
	<u>238,560</u>
Interest received:	
Interest on Aspire Loan	(1,732,500)
Interest on short term Aspire Loan	(1,830)
	<u>(1,734,330)</u>
Net Benefit to UDC	<u><u>(1,495,770)</u></u>

31. Investment and borrowing activity during the period 1 April to 30 September 2017 has been set out in Appendix E.

32. A separate detailed report on Treasury Management activities is included in tonight's agenda.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
Actual income and expenditure will vary from forecast, requiring adjustments to budget and/or service delivery. Detailed risks are detailed in point 12 in the main body of the report.	2 – some variability is inevitable	2 – budget will be closely monitored and prompt action taken to deal with variances	Budgetary control framework

GENERAL FUND SUMMARY

£000	2016/17 Outturn	April to September			2017/18			
		Current Budget	Actuals to Date	Variance to Date	Original Budget	Current Budget	Forecast Outturn	Forecast Variance Against Current Budget
Portfolio Budgets								
Community & Partnerships	779	622	517	(106)	1,012	1,555	1,390	(165)
Housing and Economic Development	1,353	788	583	(205)	1,606	1,563	1,489	(74)
Environmental	2,492	1,486	1,436	(51)	3,111	3,111	3,505	395
Finance & Administration	5,164	3,120	3,573	453	5,720	5,779	5,804	24
Sub-total - Portfolio and Committee Budgets	9,787	6,016	6,109	92	11,448	12,008	12,188	181
Corporate Items								
Capital Financing Costs	3,056	0	38	38	1,861	5,227	4,730	(498)
Interest Charge	0	0	5	5	0	0	239	239
Investment Income	(143)	(65)	(5)	60	(65)	(65)	(1,753)	(1,688)
Pension Fund - Added Years	103	92	27	(65)	92	92	74	(18)
Pension Fund - Deficit	0	770	977	207	770	770	977	207
Apprenticeship Levy	0	0	0	0	51	0	0	0
Efficiencies and Income Opportunities	0	0	0	0	(200)	(200)	0	200
Recharge to HRA	(1,594)	0	0	0	(1,507)	(1,507)	(1,507)	0
HRA Share of Corporate Core	(334)	0	0	0	(293)	(293)	(293)	0
Sub-total - Corporate Items	1,088	797	1,042	244	710	4,025	2,467	(1,558)
Sub-total Budgets	10,875	6,814	7,151	337	12,158	16,032	14,655	(1,377)
Funding								
Council Tax - Collection Fund Balance	(152)	0	0	0	(9)	(9)	(9)	0
DCLG Other Funding	0	0	0	0	0	0	0	0
New Homes Bonus	(4,283)	(943)	(946)	(3)	(3,772)	(3,772)	(3,772)	0
BRR - UDC Share (net of tariff)	(2,407)	0	0	0	(2,238)	(2,238)	(2,427)	(189)
BRR - Levy/(Safety Net) Payment	0	0	0	0	529	529	362	(167)
BRR - Section 31 Funding	(517)	0	0	0	(722)	(722)	(637)	85
BRR - Collection Fund Balance	(231)	0	0	0	825	825	1,372	547
BRR - Renewable Energy Schemes	(332)	0	0	0	(136)	(136)	(136)	0
Rural Service Delivery Grant	(338)	(71)	(112)	(41)	(285)	(285)	(285)	0
Settlement Funding	(684)	(64)	(60)	3	(255)	(255)	(255)	0
Sub-total - Funding	(8,410)	(1,078)	(1,118)	(40)	(6,064)	(6,064)	(5,788)	276
Net Operating Expenditure	2,465	5,736	6,032	297	6,094	9,969	8,867	(1,102)
Transfer to/(from) Reserves								
Working Balance	22	0	0	0	(13)	(13)	119	132
Business Rates	535	0	0	0	0	0	0	0
Department for Work and Pensions	(65)	0	0	0	0	0	0	0
Licensing	(17)	0	0	0	0	0	78	78
Transformation	(194)	0	0	0	(100)	(100)	(118)	(18)
Pension Reserve	0	0	0	0	(770)	(770)	(770)	0
Economic Development	(74)	0	0	0	0	0	(63)	(63)
Elections	25	0	0	0	25	25	25	0
Homelessness	0	0	0	0	(40)	(40)	24	64
Health and Wellbeing	27	0	0	0	0	0	(22)	(22)
Planning and Development	(464)	0	0	0	(275)	(275)	(650)	(375)
Strategic Initiatives	2,296	0	0	0	114	(761)	(764)	(3)
Capital Slippage	0	0	0	0	0	0	(274)	(274)
Waste Depot Relocation Project	0	0	0	0	0	(3,000)	(3,000)	0
New Homes Bonus Ward Member	(1)	0	0	0	0	0	0	0
Voluntary Sector	(41)	0	0	0	0	0	0	0
Waste Management	70	0	0	0	0	0	0	0
Private Finance Initiative	87	0	0	0	0	0	96	96
Sub-total - Movement General Fund Reserves	2,206	0	0	0	(1,059)	(4,934)	(5,320)	(386)
COUNCIL TAX REQUIREMENT	4,671	5,736	6,032	297	5,034	5,035	3,547	(1,488)
Council Tax (Precept levied on Collection Fund)	(4,828)				(5,035)	(5,035)	(5,035)	-
OVERALL NET POSITION	(691)				(0)	(0)	(1,488)	(1,488)

COMMUNITY PARTNERSHIPS & ENGAGEMENT PORTFOLIO

Description	2016/17 Actual	April - September			Full Year			
		Current Budget	Actual to Date	Variance to Date	Original Budget	Current Budget	Forecast Outturn	Forecast Variance
Community Information	48	34	14	(20)	49	49	48	(0)
Day Centres	22	33	30	(2)	46	46	50	4
Emergency Planning	45	22	21	(1)	47	47	46	(1)
Grants & Contributions	386	333	338	5	376	876	849	(27)
Leisure & Performance	73	78	66	(12)	163	163	131	(32)
Saffron Walden Museum	163	108	67	(40)	202	202	188	(14)
New Homes Bonus	99	20	31	11	78	78	78	0
Private Finance Initiative	(57)	(27)	(68)	(41)	50	50	(46)	(96)
Community Partnerships	0	22	18	(4)	0	43	44	1
	779	622	518	(105)	1,012	1,555	1,390	(165)

ENVIRONMENT PORTFOLIO

Description	2016/17 Actual	April - September			Full Year			
		Current Budget	Actual to Date	Variance to Date	Original Budget	Current Budget	Forecast Outturn	Forecast Variance
Animal Warden	32	15	15	0	32	32	34	2
Grounds Maintenance	255	150	146	(4)	289	289	302	13
Car Park	(643)	(186)	(298)	(112)	(592)	(592)	(650)	(58)
Development Control	(352)	(163)	70	233	(231)	(231)	(98)	132
Depots	55	42	30	(11)	58	58	45	(13)
Env Management & Admin	44	0	0	0	0	0	0	0
Street Cleansing	296	155	157	2	302	302	313	11
Housing Strategy	45	20	31	11	112	47	47	0
Highways	(11)	14	15	0	(3)	(3)	(4)	(1)
Local Amenities	23	8	13	6	8	8	8	0
Licensing	(208)	(26)	(66)	(40)	(55)	(55)	(124)	(69)
Vehicle Management	373	180	304	124	380	380	510	129
Public Health	565	329	326	(3)	682	682	643	(39)
Planning Management	402	211	202	(9)	421	421	422	0
Planning Policy	789	337	398	61	571	636	916	280
Planning Specialists	164	95	91	(4)	198	198	199	2
Waste Management	239	90	(191)	(281)	487	487	512	26
Community Safety	153	67	68	2	154	154	159	4
Street Services	271	148	122	(26)	297	297	272	(25)
	2,492	1,486	1,436	(51)	3,111	3,111	3,505	395

FINANCE & ADMINISTRATION PORTFOLIO

Description	2016/17 Actual	April - September			Full Year			
		Current Budget	Actual to Date	Variance to Date	Original Budget	Current Budget	Forecast Outturn	Forecast Variance
Enforcement	72	0	0	0	0	0	0	0
Benefits Admin	156	87	55	(32)	234	234	218	(16)
Business Improvement	47	0	0	0	0	0	0	0
Corporate Management	673	380	301	(80)	761	769	737	(32)
Conveniences	21	20	20	0	20	20	20	0
Central Services	382	199	195	(4)	396	396	405	9
Corporate Team	257	309	773	464	615	615	552	(63)
Conducting Elections	(32)	1	113	112	1	1	29	29
Electoral Registration	45	21	11	(10)	59	59	53	(6)
Financial Services	1,076	452	547	95	1,136	1,136	1,135	(1)
Housing Benefits	104	17	(95)	(112)	247	247	(62)	(309)
Human Resources	306	182	136	(46)	246	297	335	38
Internal Audit	113	67	64	(3)	129	129	133	4
Information Technology	1,151	856	832	(24)	1,233	1,233	1,263	30
Land Charges	(110)	(40)	(64)	(25)	(73)	(73)	(98)	(25)
Legal Services	221	51	149	97	97	97	301	204
Local Taxation	(61)	0	0	0	(110)	(110)	(90)	20
Non Domestic Rates	(146)	0	0	0	(145)	(145)	(145)	0
Office Cleaning	147	90	96	6	181	181	177	(4)
Offices	472	209	264	55	282	282	436	154
Revenues Admin	491	246	223	(23)	527	527	516	(11)
Council Tax Discounts	(218)	(26)	(45)	(19)	(117)	(117)	(115)	2
	5,164	3,120	3,573	453	5,720	5,779	5,804	24

HOUSING & ECONOMIC DEVELOPMENT PORTFOLIO

Description	2016/17 Actual	April - September			Full Year			
		Current Budget	Actual to Date	Variance to Date	Original Budget	Current Budget	Forecast Outturn	Forecast Variance
Building Surveying	(127)	(52)	(71)	(19)	(107)	(107)	(96)	11
Committee Admin	205	97	99	2	238	195	195	(1)
Customer Services Centre	367	210	200	(9)	419	419	397	(22)
Democratic Representation	316	164	164	(1)	324	324	325	2
Economic Development	189	92	99	7	181	181	238	57
Energy Efficiency	34	10	13	3	44	44	35	(10)
Housing Grants	10	3	0	(3)	3	3	0	(3)
Health Improvement	105	66	64	(1)	126	126	147	21
Homelessness	175	114	6	(108)	212	212	119	(93)
Lifeline	(186)	(70)	(138)	(68)	(139)	(139)	(161)	(22)
Communications	264	154	146	(8)	304	304	289	(14)
	1,353	788	583	(205)	1,606	1,563	1,489	(74)

APPENDIX B

GENERAL FUND RESERVES

Reserve £'000	Balance 1st April 2017	Forecast Transfer from General Fund	Forecast Transfer To General Fund	Forecast Transfer Between Reserves	Balance 31st March 2018
RINGFENCED RESERVES					
Business Rates	1,035				1,035
Department for Work and Pensions	71				71
Licensing	0	78			78
Working Balance	1,268	119			1,387
TOTAL RINGFENCED RESERVES	2,374	196	0	0	2,570
USABLE RESERVES					
<u>Financial Management Reserves</u>					
Medium Term Financial Strategy	1,000				1,000
Transformation	766		(118)	1,000	1,648
	1,766	0	(118)	1,000	2,648
<u>Contingency Reserves</u>					
Emergency Response	40				40
	40	0	0	0	40
<u>Service Reserves</u>					
Economic Development	121		(63)		58
Elections	50	25			75
Homelessness	40	64	(40)		64
Health and Wellbeing	27		(22)		5
Neighbourhood Planning	110		(15)		95
Planning	348		(635)	691	404
Housing Strategy	34				34
Development Control	27				27
Strategic Initiatives	7,492	564	(1,328)	(4,827)	1,901
Capital Slippage		92	(366)	366	92
Pension Reserve	0		(770)	770	0
New Homes Bonus Ward Member	38				38
Voluntary Sector	0				0
Waste Depot Relocation Project	1,488		(3,000)	2,000	488
Waste Management	201				201
Private Finance Initiative	87	96			182
	10,061	841	(6,239)	(1,000)	3,662
TOTAL USABLE RESERVES	11,867	841	(6,357)	0	6,351
TOTAL RESERVES	14,241	1,037	(6,357)	0	8,921

APPENDIX C

HOUSING REVENUE ACCOUNT

£000	2016/17	2017/18						
	Previous Year Actual to September	Current Budget to September	Actual to September	Variance to September	Original Budget Full Year	Current Budget Full Year	Forecast Outturn Full Year	Forecast Variance Full Year
Housing Revenue Account Income								
Dwellings Rent	(7,138)	(7,080)	(7,141)	(61)	(14,160)	(14,160)	(14,160)	0
Garage Rents	(97)	(103)	(97)	5	(206)	(206)	(206)	0
Land Rents	(2)	(2)	(2)	(1)	(3)	(3)	(3)	0
Charges for Services & Facilities	(384)	(427)	(433)	(6)	(853)	(853)	(860)	(7)
Contributions Towards Expenditure	0	0	(1)	(1)	0	0	(2)	(2)
Total Service Income	(7,621)	(7,611)	(7,674)	(63)	(15,222)	(15,222)	(15,231)	(9)
Housing Finance & Business Management								
Business & Performance Management	43	61	60	(1)	122	122	122	0
Rents, Rates & Other Property Charges	4	37	69	31	75	75	75	0
	47	99	129	30	197	197	197	0
Housing Maintenance & Repairs Services								
Common Service Flats	69	95	54	(40)	189	189	189	0
Estate Maintenance	32	74	32	(42)	147	147	147	0
Housing Repairs	1,094	1,161	1,105	(57)	2,323	2,323	2,378	56
Housing Sewerage	37	26	30	4	53	53	53	0
Newport Depot	10	8	8	0	17	17	17	0
Property Services	174	151	162	11	302	302	310	8
	1,416	1,515	1,392	(124)	3,030	3,030	3,094	64
Housing Management & Homelessness								
Housing Services	184	199	204	5	399	399	410	11
Sheltered Housing Services	268	313	288	(24)	625	625	593	(32)
Supporting People	0	0	0	0	0	0	0	0
	452	512	493	(19)	1,024	1,024	1,003	(21)
Total Service Expenditure	1,915	2,126	2,013	(113)	4,251	4,251	4,294	43
Corporate Items								
Bad Debt Provision	(34)	0	0	0	178	178	100	(78)
Depreciation - Dwellings (to MRR)	0	0	0	0	3,355	3,355	3,355	0
Depreciation - Non-Dwellings (to MRR)	0	0	0	0	209	209	209	0
Impairment - Non-Dwellings	0	0	0	0	0	0	0	0
Interest / Costs - HRA Loan	1,319	1,313	1,308	(5)	2,625	2,625	2,625	0
Repayment of Loan	0	0	0	0	2,000	2,000	2,000	0
Investment Income	0	0	0	0	(15)	(15)	(10)	5
Recharge from General Fund	147	0	0	0	1,507	1,507	1,507	0
HRA Share of Corporate Core	0	0	0	0	293	293	293	(0)
Pension Fund - Added Years	0	10	7	(3)	19	19	19	0
Pension Fund - Deficit	0	79	0	(79)	158	158	158	0
Right to Buy Admin Cost Allowance	0	0	0	0	0	0	0	0
Total Corporate Items	1,432	1,401	1,314	(87)	10,329	10,329	10,256	(73)
TOTAL EXPENDITURE	3,347	3,527	3,327	(199)	14,580	14,581	14,550	(30)
OPERATING (SURPLUS)/DEFICIT	(4,274)	(4,085)	(4,347)	(262)	(642)	(642)	(681)	(39)
Funding from Capital Receipts Reserve for HRA Loan	0	0	0	0	(2,000)	(2,000)	(2,000)	0
Funding of Capital Programme from HRA								
Funding of Action Plan Capital Items	0	0	0	0	0	0	0	0
Funding of Capital from Revenue	0	4,583	0	(4,583)	2,449	9,165	5,972	(3,193)
	0	4,583	0	(4,583)	2,449	9,165	5,972	(3,193)
Transfers to/from (-) Reserves								
Capital Projects Reserve	0	(889)	0	889	510	(1,778)	(1,808)	(30)
Potential Developments (new builds)	0	(717)	0	717	0	(1,433)	(1,168)	265
Sheltered Housing Reserve	0	(159)	0	159	(317)	(318)	(318)	0
Transformation Reserve	0	0	0	0	0	0	0	0
Working Balance	0	0	0	0	0	0	48	48
	0	(1,765)	0	1,765	193	(3,529)	(3,246)	283
Total Use of Reserve / Funding	0	2,818	0	(2,818)	2,642	5,636	2,726	(2,910)
(SURPLUS)/DEFICIT	(4,274)	(1,267)	(4,347)	(3,080)	0	2,994	45	(2,949)

CAPITAL PROGRAMME

£'000	Cost Code	Actuals to September	Budget adjustment				Forecast Outturn	Forecast to Budget Variance	Requested Slippage to 18/19
			Original Budget 2017-18	Slippage from 2016-17	as agreed by Cabinet/Other budget virements	Current Budget 2017-18			
Community and Partnerships									
	CGF119/6801	46	0	0		0	50	50	
	CGF502/6842	37	110	38		148	148	0	
	CGF506/6842	35	0	30		30	35	5	
		118	110	68	0	178	233	55	0
Environmental Services									
	CGF601/6823	0	512	560		1,072	1,072	0	
	CGF602/6823	144	861	0		861	841	(20)	20
	CGF300/6822	37	70	0		70	70	0	
	CGF304/6822	7	10	0		10	10	0	
	CGF308/6822	6	20	0		20	20	0	
	CGF301/6822	17	10	0		10	10	0	
	CGF126/6801	0	0	102		102	102	0	
	CGF108/6801	12	0	0		0	0	0	
	CGF321/6822	0	92	0		92	0	(92)	
		223	1,575	662	0	2,237	2,125	(112)	20
Finance & Administration									
IT Schemes									
	CGF401/6834	3	20	0		20	20	0	
	CGF425/6824	62	30	20		50	62	12	
	CGF422/6824	5	0	0		0	0	0	
	CGF428/6824	29	0	29		29	29	0	
	CGF429/6824	0	0	18		18	18	0	
	CGF431/6824	4	0	20		20	20	0	
	CGF432/6824	3	0	13		13	13	0	
	CGF312/6822	5	0	0		0	0	0	
New Schemes									
	CGF433/6824	19	40	0		40	40	0	
	CGF434/6824	0	30	0		30	30	0	
	CGF435/6824	4	45	0		45	45	0	
	CGF436/6824	0	0	0	13	13	13	0	
UDC Asset work									
Council Offices Improvements									
	CGF112/6801	39	58	0		58	58	0	
	CGF316/6822	0	54	0		54	54	0	
	CGF315/6822	5	0	36		36	36	0	
	CGF527/6841	0	0	30		30	30	0	
	CGF103/6801	19	0	1,485	1,515	3,000	3,000	0	
	CGF123/6801	0	20	0		20	20	0	
	CGF115/6801	16	25	19		44	44	0	
		213	322	1,670	1,528	3,520	3,532	12	0
Housing and Economic Development									
	CGF503/6841	145	260	0		260	260	0	
	CGF505/6841	1	50	0		50	10	(40)	
	CGF500/6841	3	70	45		115	70	(45)	
	CGF125/6821	0	300	0		300	300	0	
	CGF528/6841	0	0	100		100	100	0	
		149	680	145	0	825	740	(85)	0
Housing Revenue Account									
	HRA TAB	1,388	3,255	0		3,255	3,255	0	
	CHR223/6812	23	100	47		147	147	0	
	CHR500/6841	22	50	5		55	55	0	
	CHR300/6823	0	87	0		87	87	0	
	CHR401/6824	11	0	65		65	65	0	
	CHR402/6824	0	0	29		29	29	0	
Business Plan Items									
	CHR301/6822	0	0	59		59	59	0	
	CHR111/6801	0	0	150		150	150	0	
New Builds									
	CHR105/6801	0	1,200	166		1,366	34	(1,332)	
	CHR106/6801	17	0	104		104	23	(81)	
	CHR112/6801	5	0	577		577	280	(297)	
	CHR114/6801	0	0	0		0	0	0	
	CHR113/6801	36	0	0		0	310	310	
			0	0		0	0	0	
Redevelopment Scheme									
Sheltered Schemes									
	CHR107/6801	910	1,122	3,899		5,021	3,550	(1,471)	1,471
	CHR108/6801	111	0	1,660		1,660	975	(685)	330
	CHR109/6801	0	400	410		810	60	(750)	750
		2,523	6,214	7,171	0	13,385	10,101	(3,284)	2,551
Total General Fund									
		703	2,687	2,545	1,528	6,760	6,630	(130)	20
CAPITAL PROGRAMME TOTAL									
		3,226	8,901	9,716	1,528	20,145	16,731	(3,414)	2,571

APPENDIX D (continued)

Section 106 Balances

With Conditions	31 March 2017	Income	Adjustment	Drawn Down - Capital/Revenue	Balance at 30 Sept 2017
	£'000	£'000		£'000	£'000
S106 Receipts in Advance					
Priors Green, Takeley	146	-	-	-	146
Land north of Ingrams, Felsted	10	-	-	-	10
Rochford Nurseries/Foresthall Park, Stansted	763	-	(129)	(91)	543
The Orchard, Elsenham	42	-	-	-	42
Wedow Road, Thaxted	54	-	-	-	54
Sector 4 Woodlands Park, Gt Dunmow	10	-	-	-	10
Keers Green Nurseries, Aythorpe Roding	120	-	-	-	120
Land adjacent to S/W Hospital	31	-	-	-	31
Land at Blossom Hill Farm, Henham	33	-	-	-	33
Land at Webb & Hallett Road, Flitch Green, Felsted	33	-	-	-	33
Land south side of Radwinter Road	-	49	-	-	49
Total	1,242	49	(129)	(91)	1,071

Other Bodies	31 March 2017	Income	Adjustment	Transferred to other bodies	Balance at 30 Sept 2017
	£'000	£'000		£'000	£'000
S106 Receipts in Advance					
Sector 4 Woodlands Park (Helena Romanes School)	165	-	-	-	165
Brewers End, Takeley	31	-	-	-	31
Land adj Hailes Wood, Elsenham	10	-	-	-	10
Land at Flitch Green, Felsted	67	-	-	-	67
Land adjacent to S/W Hospital	16	153	-	-	169
Land south of Foxley House, Rickling Green	-	20	-	(20)	-
Ashdon Road Commercial Centre	129	507	-	-	636
Land south of Stansted Road, Elsenham	53	-	-	-	53
Land south of Ongar Road, Dunmow	45	-	-	-	45
Land at 119 Radwinter Road, adj S/W Hospital	15	-	-	-	15
Land North of Ongar Road, Gt Dunmow	143	-	-	-	143
Willow Tree Cottage/The Acorns Takeley	17	-	-	-	17
Land at Bury Water Lane, Newport	-	551	-	(522)	29
Land at the North side of Stansted Road, Elsenham	-	378	-	(378)	-
Elms Farm Stansted	-	236	-	(236)	-
Land south side of Radwinter Road	-	36	-	-	36
Land at Elsenham Nurseries	-	196	-	(182)	14
Grants and Contributions to Other Bodies	691	2,077	-	(1,338)	1,430

Without Conditions	31 March 2017	Income	Adjustment	Drawn Down - Capital	Balance at 30 Sept 2017
	£'000	£'000		£'000	£'000
S106 Unapplied					
Affordable Housing;	621	-	-	-	621
-Land rear of Herb of Grace, 25 Parsonage Downs, Du	-	26	-	-	26
Drawn Down	-	-	-	-	-
Affordable Housing	621	26	-	-	647
Dunmow Eastern Sector	18	-	-	-	18
Woodlands Park, Gt Dunmow	83	-	-	-	83
Bell College, Saffron Walden	15	-	-	-	15
Priors Green, Takeley	8	-	-	-	8
Foresthall Park, Stansted	30	-	-	(19)	11
Lt Walden Road/Ashdon Road, Saffron Walden	98	-	-	-	98
Oakwood Park, Takeley	5	-	-	-	5
Total	878	26	-	(19)	885

TREASURY MANAGEMENT

April – September 2017 investments

Date of Investment	Counterparty	Amount (£)	Date of Repayment	Interest Rate
03/04/2017	DMO	9,000,000	06/04/2017	0.10%
06/04/2017	Suffolk County Council	9,000,000	12/04/2017	0.15%
11/04/2017	DMO	20,000,000	18/04/2017	0.10%
12/04/2017	DMO	10,000,000	18/04/2017	0.10%
18/04/2017	Dumfries & Galloway	5,000,000	02/05/2017	0.15%
18/04/2017	DMO	31,000,000	19/04/2017	0.10%
19/04/2017	Coventry Building Society	2,000,000	02/05/2017	0.18%
19/04/2017	DMO	26,000,000	20/04/2017	0.10%
20/04/2017	DMO	21,000,000	02/05/2017	0.10%
25/04/2017	DMO	1,000,000	27/04/2017	0.10%
02/05/2017	DMO	29,000,000	03/05/2017	0.10%
05/05/2017	DMO	2,000,000	08/05/2017	0.10%
08/05/2017	DMO	2,000,000	15/05/2017	0.10%
15/05/2017	DMO	5,000,000	18/05/2017	0.10%
18/05/2017	DMO	1,000,000	22/05/2017	0.10%
25/05/2017	DMO	3,500,000	01/06/2017	0.10%
01/06/2017	DMO	8,000,000	05/06/2017	0.10%
02/06/2017	Stockport Met.Bor.Council	4,000,000	03/07/2017	0.13%
05/06/2017	DMO	6,000,000	07/06/2017	0.10%
07/06/2017	DMO	2,000,000	19/06/2017	0.10%
15/06/2017	DMO	3,000,000	19/06/2017	0.10%
05/07/2017	Coventry Building Society	6,000,000	18/07/2017	0.12%
05/07/2017	DMO	4,000,000	10/07/2017	0.10%
17/07/2017	DMO	3,000,000	19/07/2017	0.10%
18/07/2017	DMO	2,000,000	20/07/2017	0.10%
20/07/2017	DMO	1,000,000	24/07/2017	0.10%
25/07/2017	DMO	1,500,000	01/08/2017	0.10%
01/08/2017	DMO	1,000,000	07/08/2017	0.10%
01/08/2017	DMO	5,500,000	02/08/2017	0.10%
02/08/2017	DMO	5,500,000	08/08/2017	0.10%
08/08/2017	DMO	6,000,000	15/08/2017	0.10%
15/08/2017	DMO	10,000,000	17/08/2017	0.10%
17/08/2017	DMO	5,000,000	21/08/2017	0.10%
21/08/2017	DMO	2,000,000	24/08/2017	0.10%
24/08/2017	DMO	1,000,000	31/08/2017	0.10%
01/09/2017	DMO	10,000,000	04/09/2017	0.10%
04/09/2017	DMO	10,000,000	19/09/2017	0.10%
15/09/2017	DMO	2,000,000	29/09/2017	0.10%
19/09/2017	DMO	2,000,000	28/09/2017	0.10%
21/09/2017	DMO	1,000,000	29/09/2017	0.10%
03/05/2017	Aspire (CRP) Ltd	10,000,000	03/07/2017	4.00%
03/05/2017	Aspire (CRP) Ltd	12,000,000	03/07/2020	4.00%
03/05/2017	Aspire (CRP) Ltd	15,000,000	03/07/2021	4.00%
03/05/2017	Aspire (CRP) Ltd	10,250,000	03/05/2067	4.00%
03/05/2017	Aspire (CRP) Ltd	60,000	31/03/2018	4.00%
Average interest rate				0.54%

APPENDIX E (continued)

April – September 2017 borrowing

Date of borrowing	Institution	Amount (£)	Date of Repayment	Interest Rate
03/05/2017	Lancashire CC Pension Fund	9,000,000	02/06/2017	0.22%
03/05/2017	Manchester CC	10,000,000	02/06/2017	0.25%
22/05/2017	Manchester CC	2,000,000	05/06/2017	0.18%
02/06/2017	Manchester CC	10,000,000	03/07/2017	0.22%
02/06/2017	Lancashire CC Pension Fund	9,000,000	03/07/2017	0.22%
19/06/2017	Newport City Council	2,500,000	03/07/2017	0.15%
03/07/2017	Manchester City Council	9,000,000	03/08/2017	0.18%
03/07/2017	Edinburgh City Council	4,000,000	10/07/2017	0.22%
03/08/2017	Manchester City Council	9,000,000	01/09/2017	0.18%
01/09/2017	Manchester City Council, (rollover Of 10)	9,000,000	29/09/2017	0.18%
29/09/2017	London Borough of Newham	2,000,000	01/11/2017	0.25%
29/09/2017	Lancaster City Council	4,000,000	06/10/2017	0.30%
Average interest rate				0.21%
05/07/2017	Phoenix	10,000,000		2.86%

Balances on call/deposit accounts

Counterparty	Amount (£)	Interest Rate
CCLA	500,000	0.19%
CCLA	500,000	0.19%
Bank of Scotland CA	1,000,000	0.15%
FIBCA	1,000,000	0.05%

Agenda Item 8

Committee: Cabinet

Date: 30 November
2017

Title: Treasury Management Mid-Year Review 2017/18

Portfolio Holder: Councillor Simon Howell, Cabinet Member for
Finance & Administration

Key decision: No

Summary

1. The Authority adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2011 Edition* (the CIPFA Code) which requires the Authority to approve treasury management semi-annual and annual reports.
2. This report is for the period 1 April to September 2017.
3. The Authority's treasury management strategy for 2017/18 was approved at a meeting of the Authority on 24 February 2017.
4. The Authority has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Authority's treasury management strategy.
5. This report is to give members an update on the current Treasury Activities and other factors that may influence or affect the financial market.
6. Treasury Management activities are defined by CIPFA as:

"The management of the Council's investments, borrowing and cash flows, its banking, money market and capital market transactions, the effective control of the risks associated with those activities and the pursuit of optimal performance consistent with those risks."

Recommendation

7. No recommendations; this report is for information only and for members to note.

Financial Implications

8. None.

Impact

Communication/Consultation	None
Community Safety	None
Equalities	None

Health and Safety	None
Human Rights/Legal Implications	None
Sustainability	None
Ward-specific impacts	None
Workforce/Workplace	None

Background

9. The main risks to the Council's treasury activities are:
 - Liquidity risk (inadequate cash resources)
 - Market or interest rate risk (fluctuations in interest rates)
 - Inflation risk (exposure to change in prices)
 - Credit and counterparty risk (security of investments)
 - Refinancing risks (impact of debt maturing in future years)
 - Legal and regulatory risk (i.e. non-compliance with requirements)
10. A detailed report is attached as Appendix A and this has been compiled together with Arlingclose Ltd.
11. The main area of focus currently is the introduction of MiFID II, where Local Authorities will lose their professional status and are re-categorised as retail clients unless they 'opt up', (more detail is available on page 3 of appendix A).
12. To opt up the Council is required to have investments greater than £10m and Treasury Managers (with authorising responsibilities) to have more than one year's experience. The Council meets the criteria and is in the process of opting up to professional status.
13. The implications of not opting up are that we would have limited access to the financial markets for both investing and borrowing and to the current level of professional treasury management advice and support.
14. Since compiling the attached report the Bank of England increased the base rate by 0.25% on the 2 November 2017. At this point in time the increase has had no impact on either investment or borrowing.

15. The table below gives full details of the investments placed for the period April to September 2017.

Date of Investment	Counterparty	Amount (£)	Date of Repayment	Interest Rate
03/04/2017	DMO	9,000,000	06/04/2017	0.10%
06/04/2017	Suffolk County Council	9,000,000	12/04/2017	0.15%
11/04/2017	DMO	20,000,000	18/04/2017	0.10%
12/04/2017	DMO	10,000,000	18/04/2017	0.10%
18/04/2017	Dumfries & Galloway	5,000,000	02/05/2017	0.15%
18/04/2017	DMO	31,000,000	19/04/2017	0.10%
19/04/2017	Coventry Building Society	2,000,000	02/05/2017	0.18%
19/04/2017	DMO	26,000,000	20/04/2017	0.10%
20/04/2017	DMO	21,000,000	02/05/2017	0.10%
25/04/2017	DMO	1,000,000	27/04/2017	0.10%
02/05/2017	DMO	29,000,000	03/05/2017	0.10%
05/05/2017	DMO	2,000,000	08/05/2017	0.10%
08/05/2017	DMO	2,000,000	15/05/2017	0.10%
15/05/2017	DMO	5,000,000	18/05/2017	0.10%
18/05/2017	DMO	1,000,000	22/05/2017	0.10%
25/05/2017	DMO	3,500,000	01/06/2017	0.10%
01/06/2017	DMO	8,000,000	05/06/2017	0.10%
02/06/2017	Stockport Met.Bor.Council	4,000,000	03/07/2017	0.13%
05/06/2017	DMO	6,000,000	07/06/2017	0.10%
07/06/2017	DMO	2,000,000	19/06/2017	0.10%
15/06/2017	DMO	3,000,000	19/06/2017	0.10%
05/07/2017	Coventry Building Society	6,000,000	18/07/2017	0.12%
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18/07/2017	DMO	2,000,000	20/07/2017	0.10%
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02/08/2017	DMO	5,500,000	08/08/2017	0.10%
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04/09/2017	DMO	10,000,000	19/09/2017	0.10%
15/09/2017	DMO	2,000,000	29/09/2017	0.10%
19/09/2017	DMO	2,000,000	28/09/2017	0.10%
21/09/2017	DMO	1,000,000	29/09/2017	0.10%
Average interest rate				0.11%

Counterparty	Amount (£)	Interest Rate
CCLA	500,000	0.19%
CCLA	500,000	0.19%
Bank of Scotland CA	1,000,000	0.15%
FIBCA	1,000,000	0.05%

16. The table below gives full details of the investments placed for the period April to September 2017.

Date of borrowing	Institution	Amount (£)	Date of Repayment	Interest Rate
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02/06/2017	Manchester CC	10,000,000	03/07/2017	0.22%
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03/07/2017	Manchester City Council	9,000,000	03/08/2017	0.18%
03/07/2017	Edinburgh City Council	4,000,000	10/07/2017	0.22%
03/08/2017	Manchester City Council	9,000,000	01/09/2017	0.18%
01/09/2017	Manchester City Council, (rollover Of 10)	9,000,000	29/09/2017	0.18%
29/09/2017	London Borough of Newham	2,000,000	01/11/2017	0.25%
29/09/2017	Lancaster City Council	4,000,000	06/10/2017	0.30%
Average interest rate				0.21%
05/07/2017	Phoenix	10,000,000		2.86%

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
None – this is a report for members to note			

Treasury Management Mid-Year Report 2017/18

Introduction

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The Authority's treasury management strategy for 2017/18 was approved at a meeting of the Authority on 24 February 2017. The Authority has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Authority's treasury management strategy.

External Context

Economic backdrop: Commodity prices fluctuated over the period with oil falling below \$45 a barrel before inching back up to \$58 a barrel. UK Consumer Price Inflation (CPI) index rose with the data print for August showing CPI at 2.9%, its highest since June 2013 as the fall in the value of sterling following the June 2016 referendum result continued to feed through into higher import prices. The new inflation measure CPIH, which includes owner occupiers' housing costs, was at 2.7%.

The unemployment rate fell to 4.3%, the lowest since May 1975, but the squeeze on consumers intensified as average earnings grew at 2.5%, below the rate of inflation. Economic activity expanded at a much slower pace as evidenced by Q1 and Q2 GDP growth of 0.2% and 0.3% respectively. With the dominant services sector accounting for 79% of GDP, the strength of consumer spending remains vital to growth, but with household savings falling and real wage growth negative, there are concerns that these will be a constraint on economic activity in the second half of calendar 2017.

The Bank of England made no change to monetary policy at its meetings in the first half of the financial year. The vote to keep Bank Rate at 0.25% narrowed to 5-3 in June highlighting that some MPC members were more concerned about rising inflation than the risks to growth. Although at September's meeting the Committee voted 7-2 in favour of keeping Bank Rate unchanged, the MPC changed their rhetoric, implying a rise in Bank Rate in "the coming months". The Council's treasury advisor Arlingclose is not convinced the UK's economic outlook justifies such a move at this stage, but the Bank's interpretation of the data seems to have shifted.

In contrast, near-term global growth prospects improved. The US Federal Reserve increased its target range of official interest rates in June for the second time in 2017 by 25bps (basis points) to between 1% and 1.25% and, despite US inflation hitting a soft patch with core CPI at 1.7%, a further similar increase is expected in its December 2017 meeting. The Fed also announced confirmed that it would be starting a reversal of its vast

Quantitative Easing programme and reduce the \$4.2 trillion of bonds it acquired by initially cutting the amount it reinvests by \$10bn a month.

Geopolitical tensions escalated in August as the US and North Korea exchanged escalating verbal threats over reports about enhancements in North Korea's missile programme. The provocation from both sides helped wipe off nearly \$1 trillion from global equity markets but benefited safe-haven assets such as gold, the US dollar and the Japanese yen. Tensions remained high, with North Korea's threat to fire missiles towards the US naval base in Guam, its recent missile tests over Japan and a further testing of its latent nuclear capabilities.

Prime Minister Theresa May called an unscheduled General Election in June, to resolve uncertainty but the surprise result has led to a minority Conservative government in coalition with the Democratic Unionist Party. This clearly results in an enhanced level of political uncertainty. Although the potential for a so-called hard Brexit is diminished, lack of clarity over future trading partnerships, in particular future customs agreements with the rest of the EU block, is denting business sentiment and investment. The reaction from the markets on the UK election's outcome was fairly muted, business confidence now hinges on the progress (or not) on Brexit negotiations, the ultimate 'divorce bill' for the exit and whether new trade treaties and customs arrangements are successfully concluded to the UK's benefit.

In the face of a struggling economy and Brexit-related uncertainty, Arlingclose expects the Bank of England to take only a very measured approach to any monetary policy tightening; any increase will be gradual and limited as the interest rate backdrop will have to provide substantial support to the UK economy through the Brexit transition.

Financial markets: Gilt yields displayed significant volatility over the six-month period with the appearing change in sentiment in the Bank of England's outlook for interest rates, the push-pull from expectations of tapering of Quantitative Easing (QE) in the US and Europe and from geopolitical tensions, which also had an impact. The yield on the 5-year gilts fell to 0.35% in mid-June, but then rose to 0.80% by the end of September. The 10-year gilts similarly rose from their lows of 0.93% to 1.38% at the end of the quarter, and those on 20-year gilts from 1.62% to 1.94%.

The FTSE 100 nevertheless powered away reaching a record high of 7548 in May but dropped back to 7377 at the end of September. Money markets rates have remained low: 1-month, 3-month and 12-month LIBID rates have averaged 0.25%, 0.30% and 0.65% over the period from January to 21st September.

Credit background: UK bank credit default swaps continued their downward trend, reaching three-year lows by the end of June. Bank share prices have not moved in any particular pattern.

There were a few credit rating changes during the quarter. The significant change was the downgrade by Moody's to the UK sovereign rating in September from Aa1 to Aa2 which resulted in subsequent downgrades to sub-sovereign entities including local authorities. Moody's downgraded Standard Chartered Bank's long-term rating to A1 from Aa3 on the

expectation that the bank's profitability will be lower following management's efforts to de-risk their balance sheet. The agency also affirmed Royal Bank of Scotland's and NatWest's long-term ratings at Baa1, placed Lloyds Bank's A1 rating on review for upgrade, revised the outlook of Santander UK plc, and Nationwide and Coventry building societies from negative to stable but downgraded the long-term rating of Leeds BS from A2 to A3.

Ring-fencing, which requires the larger UK banks to separate their core retail banking activity from the rest of their business, is expected to be implemented within the next year.

The new EU regulations for Money Market Funds were finally approved and published in July and existing funds will have to be compliant by no later than 21st January 2019. The key features include Low Volatility NAV (LVNAV) Money Market Funds which will be permitted to maintain a constant dealing NAV, providing they meet strict new criteria and minimum liquidity requirements. MMFs will not be prohibited from having an external fund rating (as had been suggested in draft regulations). Arlingclose expects most of the short-term MMFs it recommends to convert to the LVNAV structure and awaits confirmation from each fund.

Regulatory Updates

MiFID II: Local authorities are currently treated by regulated financial services firms as professional clients who can "opt down" to be treated as retail clients instead. But from 3rd January 2018, as a result of the second Markets in Financial Instruments Directive (MiFID II), local authorities will be treated as retail clients who can "opt up" to be professional clients, providing that they meet certain criteria. Regulated financial services firms include banks, brokers, advisers, fund managers and custodians, but only where they are selling, arranging, advising or managing designated investments. In order to opt up to professional, the authority must have an investment balance of at least £10 million and the person authorised to make investment decisions on behalf of the authority must have at least one year's relevant professional experience. In addition, the firm must assess that that person has the expertise, experience and knowledge to make investment decisions and understand the risks involved.

The main additional protection for retail clients is a duty on the firm to ensure that the investment is "suitable" for the client. However, local authorities are not protected by the Financial Services Compensation Scheme nor are they eligible to complain to the Financial Ombudsman Service whether they are retail or professional clients. It is also likely that retail clients will face an increased cost and potentially restricted access to certain products including money market funds, pooled funds, treasury bills, bonds, shares and to financial advice. The Authority has declined to opt down to retail client status in the past as the costs were thought to outweigh the benefits.

The Authority meets the conditions to opt up to professional status and intends to do so in order to maintain their current MiFID status.

CIPFA Consultation on Prudential and Treasury Management Codes: In February 2017 CIPFA canvassed views on the relevance, adoption and practical application of the Treasury Management and Prudential Codes and after reviewing responses launched a further consultation on changes to the codes in August with a deadline for responses of 30th September 2017.

The proposed changes to the Prudential Code include the production of a new high-level Capital Strategy report to full council which will cover the basics of the capital programme and treasury management. The prudential indicators for capital expenditure and the authorised borrowing limit would be included in this report but other indicators may be delegated to another committee. There are plans to drop certain prudential indicators, however local indicators are recommended for ring fenced funds (including the HRA) and for group accounts. Other proposed changes include applying the principles of the Code to subsidiaries.

Proposed changes to the Treasury Management Code include the potential for non-treasury investments such as commercial investments in properties in the definition of “investments” as well as loans made or shares brought for service purposes. Another proposed change is the inclusion of financial guarantees as instruments requiring risk management and addressed within the Treasury Management Strategy. Approval of the technical detail of the Treasury Management Strategy may be delegated to a committee rather than needing approval of full Council. There are also plans to drop or alter some of the current treasury management indicators.

CIPFA intends to publish the two revised Codes towards the end of 2017 for implementation in 2018/19, although CIPFA plans to put transitional arrangements in place for reports that are required to be approved before the start of the 2018/19 financial year. The Department of Communities and Local Government (DCLG) and CIPFA wish to have a more rigorous framework in place for the treatment of commercial investments as soon as is practical. It is understood that DCLG will be revising its Investment Guidance (and its MRP guidance) for local authorities in England; however there have been no discussions with the devolved administrations yet.

Local Context

On 31st March 2017, the Authority had net borrowing of £60.6m arising from its revenue and capital income and expenditure. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. These factors are summarised in table 1 below.

Table 1: Balance Sheet Summary

	31.3.17 Actual £m
General Fund CFR	30
HRA CFR	88
Total CFR	118
Less: Other debt liabilities *	(5)
Borrowing CFR	113
Less: Usable reserves	(27)
Less: Working capital	(26)
Net borrowing	60

* finance leases, PFI liabilities and transferred debt that form part of the Authority’s total debt

The treasury management position as at 30th September 2017 and the change over the period is shown in table 2 below.

Table 2: Treasury Management Summary

	31.3.17 Balance £m	Movement £m	30.9.17 Balance £m
Long-term borrowing	88	10	98
Short-term borrowing	0	6	6
Total borrowing	88	16	104
Long-term investments	0	47	47
Short-term investments	28	(25)	3
Cash and cash equivalents	0	1	1
Total investments	28	23	51
Net borrowing	60	(7)	53

Borrowing Strategy during the half year

At 30/9/2017 the Authority held £104m of loans, (an increase of £16m on 31/3/2017), as part of its strategy for funding previous years' capital programmes. The 30th September 2017 borrowing position is shown in table 3 below.

Table 3: Borrowing Position

	31.3.17 Balance £m	Movement £m	30.9.17 Balance £m	30.9.17 average rate %	30.9.17 maturity years
Public Works Loan Board	88	0	88	2.71	25
Phoenix Life Ltd	0	10	10	2.86	27
Local authorities (short-term)	0	6	6	0.28	0
Total borrowing	88	16	104	5.85	

The Authority's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Authority's long-term plans change being a secondary objective.

In furtherance of these objectives, new borrowing was kept to a minimum, while existing loans are allowed to mature without replacement. This strategy enabled the Authority to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk.

The “cost of carry” analysis performed by the Authority’s treasury management advisor Arlingclose did not indicate any value in borrowing in advance for future years’ planned expenditure and therefore none was taken.

Other Debt Activity

After £0.06m repayment of prior years’ Private Finance Initiative liabilities, total debt other than borrowing stood at £4.8m on 30th September 2017, taking total debt to £109m.

Investment Activity

The Authority holds invested funds, representing income received in advance of expenditure plus balances and reserves held. During the first half of 2017/18 the Authority’s investment balance ranged between £3 and £32 million due to timing differences between income and expenditure. The investment position during the half year is shown in table 4 below.

Table 4: Investment Position

	31.3.17 Balance £m	Movement £m	30.9.17 Balance £m	30.9.17 average rate %
Banks & building societies (unsecured)	2	0	2	0.10
Government (incl. local authorities)	25	(25)	0	0.10
Money Market Funds	1	0	1	0.18
Total investments	28	(25)	3	0.13

Both the CIPFA Code and government guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Authority’s objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

Other Investment Activity

Although not currently classed as treasury management activities and therefore not covered by the CIPFA Code, the Authority also holds £47m of investment in its wholly owned subsidiary company. This represents an increase of £47m on the previous year due to new investment in Aspire.

1. The council loaned Aspire (CRP) Ltd £47,250,000 on the 3rd May to purchase the 50% share in Chesterford Research Park. The loan agreement is as follows;
 - I. Interest fixed rate @ 4% pa
 - II. No annual repayments, interest only with full repayment on year 50
2. The initial loan to Aspire (CRP) Ltd was funded by using the council’s available cash balances and short term borrowing from other Local Authorities.

3. On the 3rd July a loan agreement was signed with Phoenix Life Limited to borrow £37,000,000 over 40 years. The structure of the loan is as follows
 - III. The loan profile is set to be drawn down in 3 separate stages
 1. £10,000,000 on the 3rd July 2017
 2. £12,000,000 on the 3rd July 2020
 3. £15,000,000 on the 3rd July 2021
 - IV. No principal repayments will be made until 5th January 2022.
 - V. Fixed rate of interest @ 2.86% for all 3 drawdowns.
4. A further loan was requested by Aspire (CRP) Ltd for the sum of £60,000, this is due for repayment on the 31st March 2018 and interest will be charged at 4%.

These non-treasury investments will generate £1.89m annually of investment income for the Authority after taking account of direct costs and MRP, representing a rate of return of 4%. This is higher than the return earned on treasury investments, but reflects the additional risks to the Authority of holding such investments.

If CIPFA's proposed amendments to the Treasury Management Code are adopted in the revised Code from 2018/19, these will henceforth be included in the expanded definition of "investments".

Compliance Report

The Assistant Director of Resources can report that all treasury management activities with the exception of one transaction undertaken during the first half of 2017/18 complied with the CIPFA Code of Practice and the Authority's approved Treasury Management Strategy. Compliance with specific investment limits is demonstrated in table 7 below.

Table 7: Investment Limits

	H1 Maximum	30.9.17 Actual	2017/18 Limit	Complied
Banks and Other Organisations whose lowest published credit rating from Fitch, Moody's and Standard & Poor's is A-	£6m	£2m	£3m	X
Banks and Other Organisations whose lowest published credit rating from Fitch, Moody's and Standard & Poor's is BBB+	0	0	£1m	✓
UK Central Government	£31m	£0m	Unlimited	✓
UK Local Authorities	£10m	£0m	Unlimited	✓
Saffron Building Society	£0m	£0m	£0.5m	✓
UK Building Societies without credit ratings	£0m	£0m	£1m	✓
Money Market Funds	£1m	£1m	£3m	✓

Compliance with the authorised limit and operational boundary for external debt is demonstrated in table 8 below.

Table 8: Debt Limits

	H1 Maximum	30.9.17 Actual	2017/18 Operational Boundary	2017/18 Authorised Limit	Complied
Borrowing	£116m	£104m	£244m	£244m	✓
PFI & finance leases	£5m	£5m	£6m	£6m	✓
Total debt	£121m	£109m	£250m	£250m	✓

Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure.

Outlook for the remainder of 2017/18

The UK economy faces a challenging outlook as the minority government continues to negotiate the country's exit from the European Union. Both consumer and business confidence remain subdued. Household consumption growth, the driver of UK GDP growth, has softened following a contraction in real wages. Savings rates are at an all-time low and real earnings growth (i.e. after inflation) struggles in the face of higher inflation.

The Bank of England's Monetary Policy Committee has changed its rhetoric, implying a rise in Bank Rate in "the coming months". Arlingclose is not convinced the UK's economic outlook justifies such a move at this stage, but the Bank's interpretation of the data seems to have shifted.

Agenda Item 9

Committee: Cabinet

Date: 30 November
2017

Title: Finance Update and Budget Consultation
Outcomes 2018/19

Portfolio Holder: Councillor Simon Howell, Cabinet Member for
Finance & Administration

Key decision: No

Summary

Finance Update

1. The first Autumn Budget will take place on the 22nd November followed by the announcement of our provisional finance settlement in early December.
2. This is the third year of the multi-year settlement (a four year deal giving certainty of the levels of grant to be received).
3. In 2017/18 amendments were made to the distribution of the New Homes Bonus and further consultations have been undertaken in 2018/19.
4. The Council has entered into an agreement with all the Essex Authorities (with the exception of Thurrock) to apply to become a pilot area for 100% Business Rates Retention in 2018/19.

Budget Consultation

5. The council carried out two consultations on the priorities for the 2018/19 budget, one for Residents and one for Local Businesses.
6. The resident's consultation generated 1,779 (an increase of 164% compared to last year) responses and 21 (a decrease of 74% compared to last year) local businesses responded.
7. The priorities identified by respondees in both consultations were aligned, these being a clean and tidy district and planning how the district will develop.

Recommendation

8. No recommendations; this report is for information only and for members to note.

Financial Implications

9. None.

Impact

Communication/Consultation	None
Community Safety	None
Equalities	None

Health and Safety	None
Human Rights/Legal Implications	None
Sustainability	None
Ward-specific impacts	None
Workforce/Workplace	None

Background

Finance Update

10. The Council's budget is supported by the following income/funding streams;

- Business Rates Income
- New Homes Bonus
- Council Tax
- Rural Services Delivery Grant
- Service Generated Income through our schedule of 'fees and charges'

Four Year Settlement

11. The 2016/17 settlement gave councils the opportunity to enter into a four year funding agreement, which would give greater certainty on future funding by giving settlement figures up to and including the financial year 2019/20.

12. It is proposed that unless there are any exceptional circumstances these funding commitments would not be altered.

13. Uttlesford took this opportunity along with 97% of other councils and it included Revenue Support Grant, Rural Services Delivery Grant and the Business Rates baseline and top up/tariffs.

14. 2017/18 was the final year that Uttlesford received Revenue Support Grant, this has now been withdrawn in 2018/19 and the calculations relating to the baseline need were adjusted to account for this. Although it is difficult to see a direct correlation between the two and there is still a reduction in our overall funding levels.

Business Rates Income

15. The Business Rates Retention Scheme is currently administered on 50% being retained within the local area, on a 40:10 split with Essex County Council (9%) and Essex Fire Authority (1%).

16. The current scheme allows for Local Authorities to retain 50% of all growth within the district. The growth is calculated as total income collected above our baseline need and we are then required to pay a levy charge on the total growth of 50% to central government.

17. Uttlesford are currently a member of the Essex Business Rates Pool, members of a pool combine their funding under the business rate scheme, effectively adding their numbers together for all elements of the funding calculation, such as the tariff and top-ups. The benefit to be gained is that collectively, it produces a lower percentage levy charge and this allows us to benefit further from the growth income.
18. In September 2017 central government announced that they were inviting further applications for authorities to become pilot areas for 100% business rates retention. The preferred criteria for applications are;
 - a. Two tier Areas
 - b. Functional Economic Areas
 - c. Promote Financial Stability
 - d. Evidence of how the growth will be reinvested
19. An application was submitted on 27 October 2017 which included all Essex Authorities, plus County and Fire but excluded Thurrock. A full report was submitted to Cabinet in October and can be viewed via the following link;
[100% Business Rates Pilot Cabinet October 17](#)
20. If the Essex wide bid is successful this would enable 100% of growth income to be retained within the local area.
21. If the bid is unsuccessful the authorities participating in the pilot bid will form a new pool, which still allows for a retained benefit in our levy payment albeit at a lower value.
22. The announcement of which areas have been successful in becoming a pilot will be announced as part of the provisional settlement in early December.

New Homes Bonus

23. In 2017/18 government amended the New Homes Bonus scheme, by introducing a 'deadweight factor' of 0.4% (this is deemed as natural growth) and a change of scheme from 6 years to 4 years, with 2017/18 being a transitional year reducing to a 5 year scheme.
24. Further consultation is being carried out for the 2018/19 funding allocations and this includes the continuation of the deadweight factor at 0.4%. Plus a proposal to withhold or reduce payments for properties where planning permission is granted on appeal.
25. The financial implications of the consultation are currently being assessed.

Consultation Outcomes

26. The council carried out two consultations one for Residents and one for local businesses on their views for the budget priorities for the 2018/19 financial year.
27. The full budget consultation reports are attached as follows
Residents – Appendix A
Local Business – Appendix B

28. The resident's consultation generated 1,779 (an increase of 164% compared to last year) responses and 21 (a decrease of 74% compared to last year) Local Businesses responded.

29. The following consultative methods were employed for the residents survey;

- Telephone survey (503 responses) undertaken by a professional market research company, NWA Social and Market Research Ltd on behalf of Uttlesford District Council
- Open public consultation. (1,145 responses)
 - The survey was distributed to every household in the district as an insert into the Council's magazine *Uttlesford Life*. A small number of additional copies of *Uttlesford Life* were distributed to libraries and the council's CIC points across the district
 - The survey was also promoted on the council's website from 4 to 25 September via an interactive form
- The budget questions were also included as part of Uttlesford Voices 15 (151 responses), the half yearly consultation questionnaire sent out to 500 members of the Uttlesford Citizens Panel.

30. The following consultative methods were employed for the local Businesses survey;

- a. Open public consultation. The survey was promoted by email to all enterprises registered on the Uttlesford Business Directory and was available from the Uttlesford District Council website
- b. The survey was also publicised to all businesses registered to receive the council's dedicated business e-newsletter
- c. The budget questions were also made available as a printed survey if requested. However, no paper questionnaires were requested.

31. The table below represents the priorities of each of the consultations; this shows that both residents and businesses are aligned in what they feel the council should focus on.

Key Services Priorities		
	Residents	Businesses
Emptying your bins and running the recycling service	1 st Priority (94.44%)	1 st Priority (90.48%)
Emptying bins for some businesses (paid for service)	N/A	2 nd Priority (84.62%)
Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (it was indicated that Town/Parishes are responsible for public litter bins)	2 nd Priority (87.67%)	= 3 rd Priority (83.33%)
Planning how the district will develop in the coming decades, including where new housing and businesses will be located	3 rd Priority (86.30%)	
Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	N/A	
Giving advice on work to listed buildings and work to protected trees	Lowest Priority (63.09%)	Lowest Priority (57.14%)
Other Services Priorities		
	Residents	Businesses
Working with the police and other organisations to keep Uttlesford safe	1 st Priority (90.31%)	1 st Priority (88.10%)
Enforcement work including prosecuting people for not paying Council Tax or council house rent, benefit fraud, fly-tipping	2 nd Priority (86.94%)	N/A
Promoting and supporting businesses in the area	N/A	= 2 nd Priority (83.33%)
Collecting Council Tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils and collecting business rates	3 rd Priority (83.07%)	= 2 nd Priority (83.33%)
Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues	Lowest Priority (60.45%)	Lowest Priority (56.41%)

Budget Proposals

32. Initial thoughts relating to the budget preparation process include proposals to support the consultation responses and a summary of these are listed below;

- a. Increase in the provision of litter pickers and delivery of refuse and recycling bins
- b. Allocation of funds to support Garden Community Delivery
- c. Increased resources for Planning enforcement and
- d. Increased resources for Building Control relating to the growth in businesses sited at the airport (offset by increased income)

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
None – this is a report for members to note			



Council Spending

A report on public surveys about council spending priorities for the year 2018-19

October 2017





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1. Executive summary

This is the seventh year that a consultation asking for residents' views on the headline priorities for setting the budget for the approaching financial year has been run. In order to obtain as wide a body of opinion as possible, a multi-directional approach has been taken comprising a district-wide distribution of paper questionnaires within the council's magazine Uttlesford Life, a telephone survey of over 500 residents and an online consultation. A copy of the survey was also included in the summer Citizens Panel questionnaire.

Following the success of the 2015 and 2016 surveys, the 2017 consultation again concentrated on asking for residents' views on the prerogatives for the future resourcing of specific service areas. As in 2016, consultees were asked their views regarding the level of Council Tax that Uttlesford District Council should be levying in the coming year.

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Council spending – have your say

Introduction

Each year the council has to prepare its budget and decide how much should be spent on the services it provides to the community. These decisions cannot be made without the input of the district's residents.

This survey gives you the opportunity to have your say on what the Uttlesford District Council's spending priorities should be for the forthcoming financial year.

Residents are also asked to consider if there should be changes to the amount the district council receives from your Council Tax.

The results of this consultation will help to inform the budget for April 2018 to March 2019.

Please complete this questionnaire by ticking the appropriate box(es) for each question and return in the prepaid envelope provided by 5pm Monday 25 September 2017.

If your envelope is missing, please contact the council by phone on 01799 510510 or email uconnect@uttlesford.gov.uk.

All the information you provide will be kept confidential. It will only be used by Uttlesford District Council and the main findings from the survey will be published on the council website, however, your own views and opinions will not be passed on to anyone else.

The survey is also open to every resident online at www.uttlesford.gov.uk/budgetconsultation.



Please turn over

Results summary

This 2017 consultation will inform the setting of the council's budget for the financial year April 2018 – March 2019. The results for each of the different consultation streams – telephone survey, public consultation and Citizens Panel survey – are being reported as a capsulization of these three consultative strands. This provides a headline view of the spending priorities for the forthcoming financial year as identified by the majority of those who responded to the survey.

Responses have been analysed using a rating system which weights the options selected by residents. Rating is a system particularly recommended by Snap Surveys following the introduction of Version 11 of their software. This system is used to collate the majority of the council's general survey work throughout the year and was employed on the analysis of the current Council Spending Survey results.

A rating system¹ is an appropriate analysis tool for the Council Spending Survey since the same area of spending might have been chosen by different respondents at a different level of priority; more weight is thus given to that selection if it is selected as the "Highest Priority" than if the same spending area is still chosen as priority, but at a lower level. Consequently, a fair analysis is achieved by allocating 3 points to each vote for the 'High Priority', 2 points to each vote for the 'Medium Priority' and 1 point to each vote for the 'Low Priority'. Those offering a 'No Opinion' have been attributed a zero score value reflecting their neutral response to the question.

Uttlesford District Council administers a wide range of services. Many of these relating to Planning, Housing and the local environment must be provided either by the council itself or by another organisation. These may be considered as being 'key' services. There is also a portfolio of other services that are offered by the council to the benefit of the community. For the purposes of the consultation, residents were asked to comment on aggregations of 'key' services and 'other' services

¹ See Appendix 4.3 for an explanation of rating system calculations

separately. A final and distinct question sought respondents' views on the level of Council tax charge that should be levied by the district council in the forthcoming financial year.

The coalesced results across the three survey strands - from the telephone survey, public consultation and Citizens Panel - are given below:

Results priorities

Key Services

Q1 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Headline	Spending Area – ranked top three priorities
Ranked priority	Emptying your bins and running the recycling service - (94.44%)
	Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter bins in their areas) - (87.67%)
	Planning how the district will develop in the coming decades, including where new housing and businesses will be located - (86.30%)

Headline	Spending Area – ranked by the least respondents
Ranked priority	Giving advice on work to listed buildings and work to protected trees - (63.09 %)

Other Services

Q2 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Headline	Spending Area – ranked top three priorities
Ranked priority	<p>Working with the police and other organisations to keep Uttlesford safe - (90.31%)</p> <p>Enforcement work including prosecuting people for not paying Council Tax or council house rent, benefit fraud, fly-tipping - (86.94%)</p> <p>Collecting Council Tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils and collecting business rates - (83.07%)</p>

Headline	Spending Area – ranked by the least respondents
Ranked priority	Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues - (60.45%)

Council tax

Q3 *Thinking about how you answered the previous questions, for next year (April 2018 to March 2019), do you think Uttlesford District Council should (consultees were then invited to select one option only)*

Headline	Council tax priority
Response	Keep the amount of Council Tax the same – (59.66%)

Results priority analysis

Previous surveys conducted in 2013 and in 2014 were conducted using the priorities promulgated by the council's long term strategy as promoted in the Corporate Plan. The 2015 consultation adopted a new format with wider ranging questions designed to more accurately gauge public opinion with the 2016 survey building on this new format. Whilst not directly comparable, the 2017 consultation in part revisits the majority of the elements of the 2016 survey in order to ascertain if there has been any move in public opinion.

Key services top three priorities:

The headline results from the current piece of market research demonstrate that across the three consultative streams, respondents manifested a marked preference for supporting spending on 'Emptying your bins and running the recycling service' and 'Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins', which scored 94.44% and 87.67% respectively. Respondents thus considered these to be the top two priorities. As one of the principal universal services provided to residents the collection of waste and recycling represents a consistent concern amongst all consultees. This is very much in line with the results of the 2016 budget survey where 93.88% of people supported waste services as the primary direction of travel for the council's budgetary provision.

'Planning how the district will develop in the coming decades, including where new housing and businesses will be located' was selected by just a slightly smaller majority of consultees. As the third highest priority, scoring 87.67% in the current survey, compared with 88.36% in 2016, this service has maintained a persistent trend in feedback from budget consultations over the years and should now be considered especially topical given the ongoing work being carried out on the council's emerging Local Plan.

It should be noted however, that in 2016, the top scoring priority was 'Emptying your bins and emptying public litter and dog bins' which, for the current survey, is divided across the two potential priorities coming out in positions 1 and 2. For this reason, the second priority chosen in 2016 "Providing council housing and providing sheltered housing for older people" did not make the top three but achieved fourth position in the current (2017) survey.

Across all the key services 'Giving advice on work to listed buildings and work to protected trees' polled the least consistent backing with a ranked score of 63.09%.

Other services top three priorities:

There are a number of services which are provided by Uttlesford District Council for which there is no statutory requirement. These are offered for the better benefit of the local community.

Within the basket of 'other' services residents considered that 'Working with the police and other organisations to keep Uttlesford safe' should be worthy of future resourcing. This was supported by a 90.31% majority and demonstrates public approbation for a continuation of the current strong partnership working that is being forged between Uttlesford District Council and local police. In the 2016 Budget survey this was similarly ranked as the highest priority by those who answered the question. The secondary priority; 'Enforcement work including prosecuting people for not paying council tax or council house rent, benefit fraud, fly-tipping' was selected by 86.94% of people and again reflects a continuing concern with ensuring levels of probity are maintained in the district.

The third priority chosen from this second group of services is 'Collecting Council Tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils and collecting business rates'. This achieved a rated score of 83.07%, which represents a rise of over two percent on the approval rating for this same service since the 2016 survey.

For consultees, 'Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues' was the least popular service, only gaining a 60.45% support rating.

Council tax spending direction:

Consultees were also asked to indicate their preference regarding the future setting of Council Tax for the forthcoming budget period. In the 2017 survey nearly six out of ten (59.66%) of those who expressed a view were of the opinion that there should be no change in the amount of Council Tax levied by Uttlesford District Council. This is a slightly higher level of support for this course of action in comparison with 2016 when 55.54% supported a freeze in Council Tax. Less than a quarter of respondees (23.18%) supported an increase in Council Tax in the forthcoming year.

2. Purpose methodology

The council is obliged to consult with the residents of the district when setting the budget for the forthcoming year and the results of this consultation will inform the decisions made by officers and councillors when setting spending for the year April 2018 to March 2019.

This is the seventh year that a consultation asking for residents' views on the headline priorities for setting the budget for the approaching financial year has been run. For a number of years the consultation had been run via a single survey distributed to every household in the district via the council's community newsletter, *Uttlesford Life*. In a departure from the previous format, for the 2015 and 2016 budget surveys a multi-directional approach was taken comprising a telephone survey of over 500 residents as well as online and paper questionnaires. A copy of the survey was also included in the summer Citizens Panel consultation. For 2017, this approach was expanded to once again include the survey within *Uttlesford Life*, this time as a dedicated pull-out, four page survey.

The consultation was run over the period 4 to 25 September 2017. Respondents were asked to select their highest, mid-range and lowest spending priorities from a list of 11 key services and 12 other service options covering the full range of the council's activities. They were also offered the opportunity to indicate a preference for raising, reducing or maintaining the current level of Council tax levied by Uttlesford District Council. For profiling purposes they were also invited to include postcode, gender and age data.

The following consultative methods were employed. In all cases the same questions were asked:

- Telephone survey undertaken by a professional market research company, NWA Social and Market Research Ltd on behalf of Uttlesford District Council. This resulted in 503 responses.
- Open public consultation. The survey was distributed to every household in the district as an insert into the Council's magazine *Uttlesford Life*. A small number of additional copies of *Uttlesford Life* were distributed to libraries and the council's CIC points across the district to ensure that all residents would have a chance to take part even if they had lost their original issue of the magazine. The survey was also promoted on the council's website from 4 to 25 September via an interactive form using the Snap 11 consultation platform. This resulted in 1145 responses.

- The budget questions were also included as part of Uttlesford Voices 15, the half yearly consultation questionnaire sent out to 500 members of the Uttlesford Citizens Panel. This resulted in 151 responses

General promotion was carried out with direct mailings to the members of the Citizens Panel, a press release, exposure via the council's social media channels and prominent banners on the council's website. Following on from the successful consultation exercise run in 2015 and 2016 for the council's Local Council Tax Support scheme (LCTS) survey, this Council Spending Survey (for the 2018-19 Budget) was included as one of two centre page inserts in the Summer edition of the Council's widely distributed community newsletter, *Uttlesford Life*. This newsletter is delivered to every household in the district and, as in previous years also contained the latest LCTS Survey, seeking resident feedback on LCTS Scheme for 2018-19.

It should be remembered that not all respondents chose to answer all of the questions. Participants in the survey were invited to submit additional comments. A total of 332 comments were received and a small number of residents opted to submit a statement rather than selecting any of the stated spending options.

By the close of the consultation period a total 1799 responses had been received. In spite of slightly reduced submissions from the telephone survey and the Citizens Panel consultation, this represents a considerable increase in response compared with the Council Spending survey carried out in 2016, due primarily to the much wider distribution of the paper survey via *Uttlesford Life*.

3. Survey results, detailed findings

Survey results across all streams

The combined results for each of the different consultation streams – telephone survey, public consultation and Citizens Panel survey – are reported in full below.

Key Services

Q1 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Service	Priority Score (percentage)
1. Dealing with noise complaints, air and water quality issues and other environmental health matters	78.75%
2. Emptying your bins and running the recycling service	94.44%
3. Emptying bins for businesses (businesses are charged for this service)	71.57%
4. Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden , Dunmow and Stansted are responsible for public litter bins in their areas)	87.67%
5. Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	83.89%
6. Planning how the district will develop in the coming decades, including where new housing and businesses will be located	86.30%

7. Giving advice on work to listed buildings and work to protected trees	63.09%
8. Providing council housing and providing sheltered housing for older people	86.19%
9. Provide advice to people who are homeless or at risk of becoming homeless and in some circumstances, provide emergency accommodation	81.52%
10. Bringing privately-owned homes that have been empty for a long time back into use	74.12%
11. Providing the Highway Rangers service which carries out small jobs such as keeping road verges tidy through hedge cutting, mowing and strimming, repainting and repairing road signs	73.69%

Other Services

Q2 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Service	Priority Score (percentage)
1. Giving grants to voluntary and community organisations such as the Citizens Advice Bureau, Uttlesford Community Travel and the Council for Voluntary Service Uttlesford	69.64%
2. Educating young people about the dangers of drugs and alcohol	77.13%
3. Working with the police and other organisations to keep Uttlesford safe	90.31%

4. Working with public health bodies on projects to keep people in the district healthy	73.32%
5. Supporting the volunteer committees who run day centres in Great Dunmow, Saffron Walden, Stansted Mountfitchet, Takeley and Thaxted	73.03%
6. Enforcement work including prosecuting people for not paying council tax or council house rent, benefit fraud, fly-tipping	86.94%
7. Running car parks and on-street parking such as residents permit schemes (this is done in partnership with other councils)	61.31%
8. Working out how much people should receive in housing and council tax benefits and paying those benefits	72.82%
9. Collecting Council tax for Essex County Council, the police, the fire service, town or parish councils and Uttlesford District Council and collecting business rates on behalf of the government	83.07%
10. Inspecting restaurants, pubs and other businesses which sell food and Issuing various licences such as those needed for pubs, off-licenses, taxis, kennels and tattoo parlours and making sure people do not break the terms of those licences	75.80%
11. Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues	60.75%
12. Promoting and supporting businesses in the area	68.55%

Council tax

Q3 *Thinking about how you answered the previous questions, for next year (April 2018 to March 2019), do you think Uttlesford District Council should (consultees were then invited to select one option only)*

Headline	Percentage
Increase the amount of council tax Uttlesford District Council charges	23.18%
Keep the amount of council tax the same	59.66%
Reduce the amount of council tax Uttlesford District Council charges	13.24%
No opinion	3.92%

Results analysis across all streams

This analysis comments on the difference in responses between the 2017 survey and those achieved in 2016. It should be remembered that questions asked in 2016 (for the budget 2017-18), although very similar, were not identical to those asked in 2017 (for the budget 2018-19). The two main groups of services remained the same as in 2016; however, features of the priority relating to the waste and recycling services and the emptying of public litter and dog bins in 2016, were divided across two priority options in 2017, thereby inhibiting a direct comparison of responses.

Results returned for the current survey are broadly in line with those of the previous year with no discernible large scale movement in opinion. In the 'key' services category - those areas which the council considers to constitute its primary duties – levels of support and, consequently, concern to maintain funding levels, are relatively unchanged from 2016. This is true for services covering the various features involving the collection of domestic waste which were selected by respondents as

first and second priorities for the district. The next highest priority was, as in the previous year, attributed to supporting the planned development of the district.

Most 'key' areas saw a very slight decline in support, with the exception of the priorities relating to street services and the waste and recycling service which each saw a rise in their rated approval score. Two specific services, though, saw significant declines in support; these being 'Bringing privately-owned homes that have been empty for a long time back into use' (down from 80.64% in 2016 to 74.12% in 2017) and the lowest scoring priority for both years 'Giving advice on work to listed buildings and work to protected trees', scoring 63.09% in 2017, down 8.59% from the 2016 survey.

Within the basket of 'other' services 'Working with the police and other organisations to keep Uttlesford safe' retained its position as the headline result from the current survey (90.31%), albeit scoring slightly lower than in 2016. Similarly, 'Enforcement work including prosecuting people for major planning breaches, not paying council tax or council house rent, benefit fraud, fly-tipping' maintained second place but with an increased approval rating of 86.94% - up 1.58% from the 2016 survey. The previous year's third highest priority 'Educating young people about the dangers of drugs and alcohol', dropped to fourth position in this year's survey. 'Collecting Council Tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils and collecting business rates', however, achieved third position in the 2017 survey, gaining an additional 2% approval rating.

Analysis of the results indicates that, this year, the majority of respondents think that only a small number of services are of higher importance as against the wider range of services supported in previous years. This is demonstrated by an increase in respondents selecting either 'medium' or 'low' priority for most services compared with the survey twelve months earlier.

In April 2017, the Council tax Requirement set by Uttlesford District Council was increased by 2.0%. In the September 2017 questionnaire (for the 2018-19 budget), as in previous years, residents were asked for their opinions on the future direction




of council tax changing in the district. The majority response was to 'Keep the amount of council tax the same' (59.66%), although 23.18% of those responding elected to 'increase the amount of council tax it (Uttlesford District Council) charges'.









Comparative data across 2016 and 2017 surveys

Note: Some questions were asked in both years but appeared in different priorities.

* See Appendix 4 for an explanation of rating system calculations

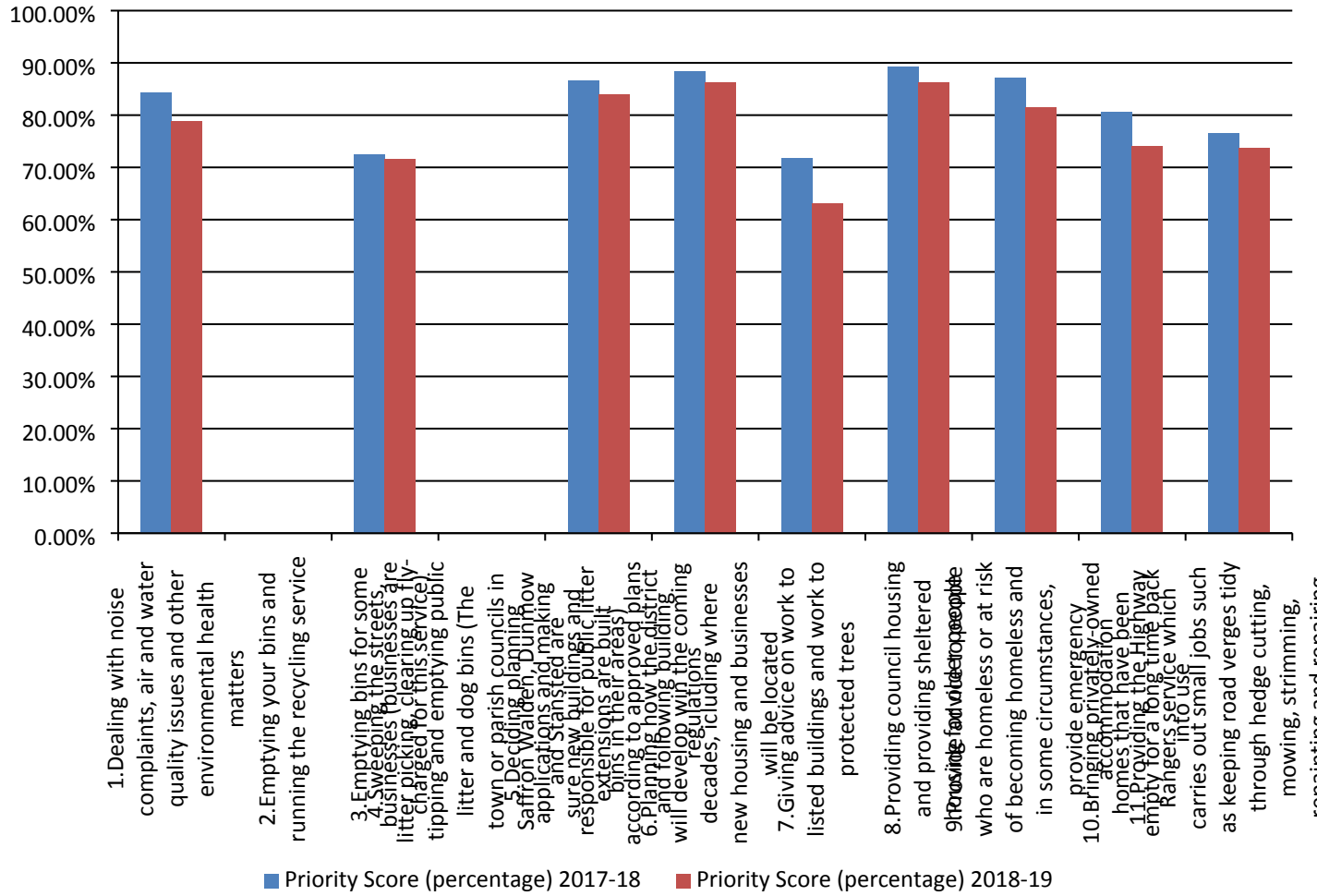
Q1 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Services ordered as per 2017 consultation	Total Rated score* for 2016 survey (2017-18 budget)	Total Rated score* for 2017 survey (2018-19 budget)	Trend
Group1			
1. Dealing with noise complaints, air and water quality issues and other environmental health matters	84.23%	78.75%	
2. Emptying your bins and running the recycling service	93.88%	94.44%	 See * comment below
3. Emptying bins for businesses (businesses are charged for this service)	72.44%	77.57%	







4. Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter bins in their areas)	87.44%	87.67%	 See * comment below
5. Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	86.61%	83.89%	
6. Planning how the district will develop in the coming decades, including where new housing and businesses will be located	88.36%	86.30%	
7. Giving advice on work to listed buildings and work to protected trees	71.68%	63.09%	
8. Providing council housing and providing sheltered housing for older people	89.26%	86.19%	
9. Provide advice to people who are homeless or at risk of becoming homeless and in some circumstances, provide emergency accommodation	87.21%	81.52%	
10. Bringing privately-owned homes that have been empty for a long time back into use	80.64%	74.12%	
11. Providing the Highway Rangers service which carries out small jobs such as keeping road verges tidy through hedge cutting, mowing and strimming, repainting and repairing road signs	76.50%	73.69%	






**For the Council Spending 2017 survey, Priority option 4 included features (namely “emptying public litter and dog bins”) which in the previous year’s survey had been included in Priority option 2.*

Budget Consultation Group 1 Services Comparison of Results

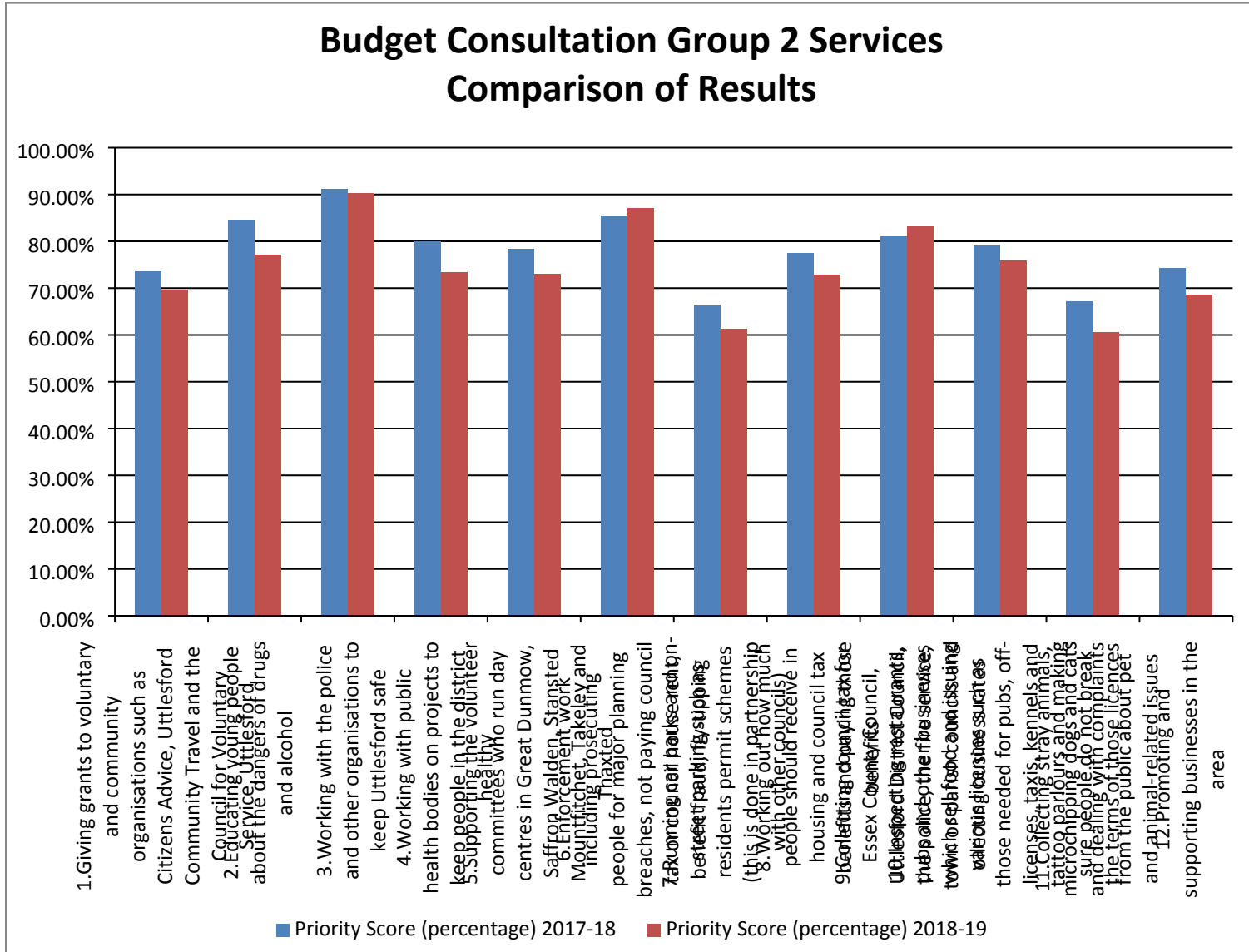


maintaining and repairing





Services ordered as per 2017 consultation	Total Rated score* for 2016 survey (2017-18 budget)	Total Rated score* for 2017 survey (2018-19 budget)	Trend
Group 2			
1. Giving grants to voluntary and community organisations such as Citizens Advice, Uttlesford Community Travel and the Council for Voluntary Service, Uttlesford	73.48%	69.64%	
2. Educating young people about the dangers of drugs and alcohol	84.53%	77.13%	
3. Working with the police and other organisations to keep Uttlesford safe	91.03%	90.31%	
4. Working with public health bodies on projects to keep people in the district healthy	79.98%	73.32%	
5. Supporting the volunteer committees who run day centres in Great Dunmow, Saffron Walden, Stansted Mountfitchet, Takeley and Thaxted	78.33%	73.03%	
6. Enforcement work including prosecuting people for major planning breaches, not paying council tax or council house rent, benefit fraud, fly-tipping	85.36%	86.94%	
7. Running car parks and on-street parking such as residents permit schemes (this is done in partnership with other councils)	66.16%	61.31%	

8. Working out how much people should receive in housing and council tax benefits and paying those benefits	77.42%	72.82%	
9. Collecting council tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils and collecting business rates	81.03%	83.07%	
10. Inspecting restaurants, pubs and other businesses which sell food and issuing various licences such as those needed for pubs, off-licenses, taxis, kennels and tattoo parlours and making sure people do not break the terms of those licences	79.10%	75.80%	
11. Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues	67.07%	60.45%	
12. Promoting and supporting businesses in the area	74.27%	68.55%	

The declining trend in scores for the majority of the services listed in the questionnaire demonstrates that fewer participants selected these services as High Priority.



Q3 Thinking about how you answered the previous questions, for next year (April 2018 to March 2019), do you think Uttlesford District Council should (consultees were then invited to select one option only)

Headline	Total percentage score for 2016 survey (2017-18 budget)	Total percentage score for 2017 survey (2018-19 budget)	Trend
Increase the amount of council tax Uttlesford District Council charges	27.40%	23.18%	
Keep the amount of council tax the same	55.54%	59.66%	
Reduce the amount of council tax Uttlesford District Council charges	14.07%	13.24%	
No opinion	2.99%	3.92%	

4. Appendices –Tables and charts

4.1 Questionnaire

Questionnaire forms for the telephone, public and Citizens Panel followed an identical format.

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Section 1 - Council Spending - have your say!

Each year the council has to prepare its budget and decide how much should be spent on the services it provides to the community. These decisions cannot be made without the input of the district's residents.

This section of our survey gives you the opportunity to have your say on what the Uttlesford District Council's spending priorities should be for the forthcoming year.

Below is a list of key services Uttlesford District Council provides to the public relating to Planning, Housing and the local environment.

For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority. (Please select one option for each service).

	High Priority	Medium Priority	Low Priority	No opinion
1. Dealing with noise complaints, air and water quality issues and other environmental health matters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Emptying your bins and running the recycling service	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Emptying bins for some businesses (businesses are charged for this service)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter and dog bins in their areas)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Planning how the district will develop in the coming decades, including where new housing and businesses will be located	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

research
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Council spending – have your say

Introduction

Each year the council has to prepare its budget and decide how much should be spent on the services it provides to the community. These decisions cannot be made without the input of the district's residents.

This survey gives you the opportunity to have your say on what the Uttlesford District Council's spending priorities should be for the forthcoming financial year.

Residents are also asked to consider if there should be changes to the amount the district council receives from your Council Tax.

The results of this consultation will help to inform the budget for April 2018 to March 2019.

Please complete this questionnaire by ticking the appropriate box(es) for each question and return in the prepaid envelope provided by 5pm Monday 25 September 2017.

If your envelope is missing, please contact the council by phone on 01799 510510 or email uconnect@uttlesford.gov.uk.

All the information you provide will be kept confidential. It will only be used by Uttlesford District Council and the main findings from the survey will be published on the council website, however, your own views and opinions will not be passed on to anyone else.

The survey is also open to every resident online at www.uttlesford.gov.uk/budgetconsultation.



Please turn over

Council Services

1. Below is a list of key services Uttlesford District Council provides to the public relating to Planning, Housing and the local environment.

For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority (please select one option for each service)

Service

Service	High priority	Medium priority	Low priority	No opinion
1. Dealing with noise complaints, air and water quality issues and other environmental health matters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Emptying your bins and running the recycling service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Emptying bins for some businesses (businesses are charged for this service)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter bins in their areas)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Planning how the district will develop in the coming decades, including where new housing and businesses will be located	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Giving advice on work to listed buildings and work to protected trees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Providing council housing and providing sheltered housing for older people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Provide advice to people who are homeless or at risk of becoming homeless and in some circumstances, provide emergency accommodation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Bringing privately-owned homes that have been empty for a long time back into use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Providing the Highway Rangers service which carries out small jobs such as keeping road verges tidy through hedge cutting, mowing, strimming, repainting and repairing road signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other Services

2. Below is a list of further services provided by Uttlesford District Council.

For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority (please select one option for each service)

Service	High priority	Medium priority	Low priority	No opinion
1. Giving grants to voluntary and community organisations such as the Citizens Advice Bureau, Uttlesford Community Travel and the Council for Voluntary Service Uttlesford	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Educating young people about the dangers of drugs and alcohol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Working with the police and other organisations to keep Uttlesford safe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Working with public health bodies on projects to keep people in the district healthy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Supporting the volunteer committees who run day centres in Great Dunmow, Saffron Walden, Stansted Mountfitchet, Takeley and Thaxted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Enforcement work including prosecuting people for major planning breaches, not paying Council Tax or council house rent, benefit fraud, fly-tipping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Running car parks and on-street parking such as residents permit schemes (this is done in partnership with other councils)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Working out how much people should receive in housing and council tax benefits and paying those benefits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Collecting Council Tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils, and collecting business rates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Inspecting restaurants, pubs and other businesses which sell food and issuing various licences such as those needed for pubs, off-licenses, taxis, kennels and tattoo parlours and making sure people do not break the terms of those licences	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Promoting and supporting businesses in the area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Council Tax 2018-19

Just under 9% of the Council Tax you pay goes to Uttlesford District Council. About 72% goes to Essex County Council, with the rest going to the police, the fire authority and your town or parish council.

Q3 Thinking about how you answered the previous questions, for next year (April 2018 to March 2019), do you think Uttlesford District Council should (please select one option):

- Increase the amount of Council Tax it charges
- Keep the amount of Council Tax the same
- Reduce the amount of Council Tax it charges
- No opinion

Q4 If you have any other comments you wish to add regarding council spending for the period April 2018 to March 2019, please use the box below:

About you

It is hoped that a cross-section of Uttlesford residents will participate in this survey. It would greatly assist us in collating the responses in this questionnaire if you would answer the questions below. You can choose not to answer these questions, however, all the answers in this section are anonymous and it is not possible for us to identify individuals from their response.

Q5 Please enter your postcode here:

Q6 What is your gender? Male Female

Q7 What is your age? 16-19 20-24 25-34 35-44
45-54 55-64 65+

Next steps

This consultation will close at 5pm on Monday 25 September 2017.

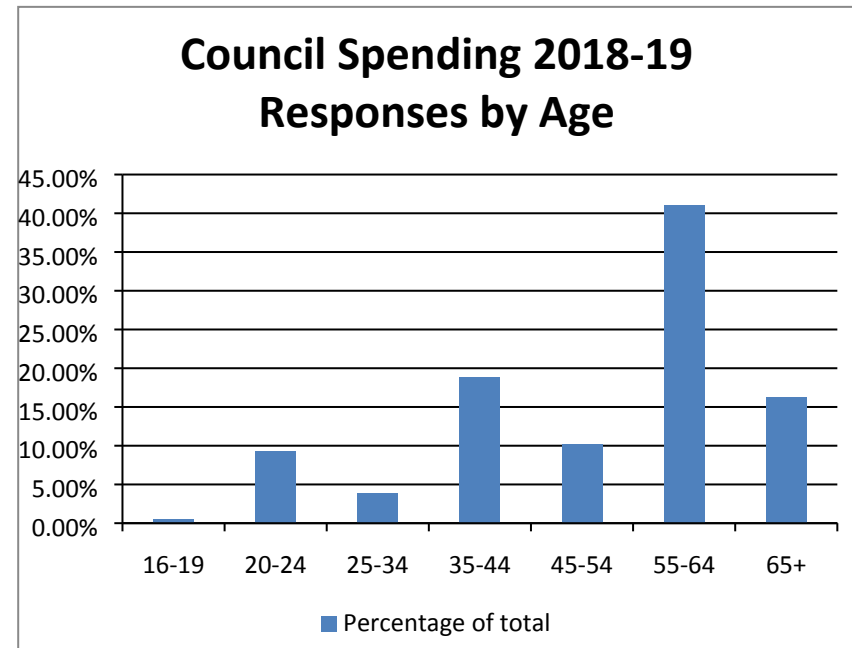
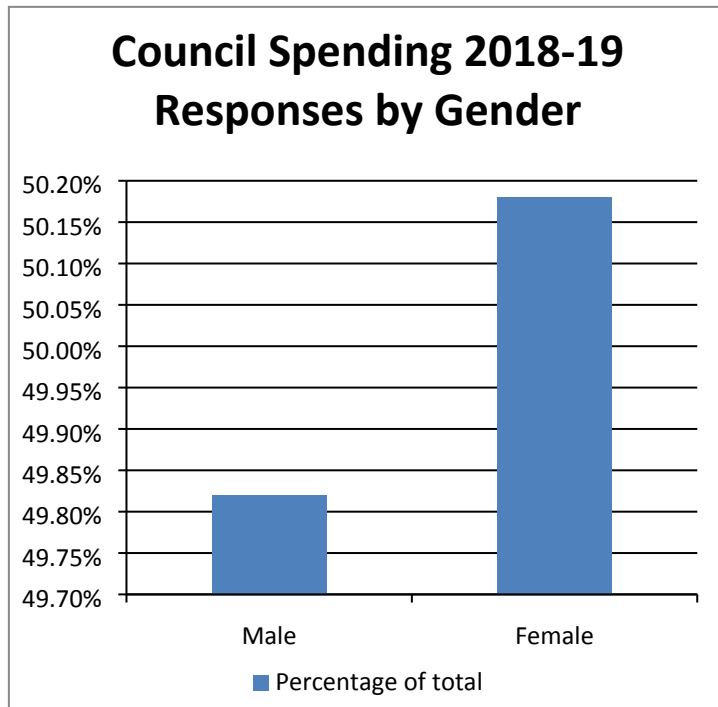
The budget for 2018/19 will be agreed by Uttlesford District Council's Full Council on 22 February 2018. This will be after consideration by the Scrutiny Committee on 21 November and Cabinet on 30 November.

4.2 Profiling

Data for the profile of participants is based on the results from the three different streams of the consultation where the respondents had agreed to supply gender, age and postcode information.

Gender

Male	49.82%
Female	50.18%



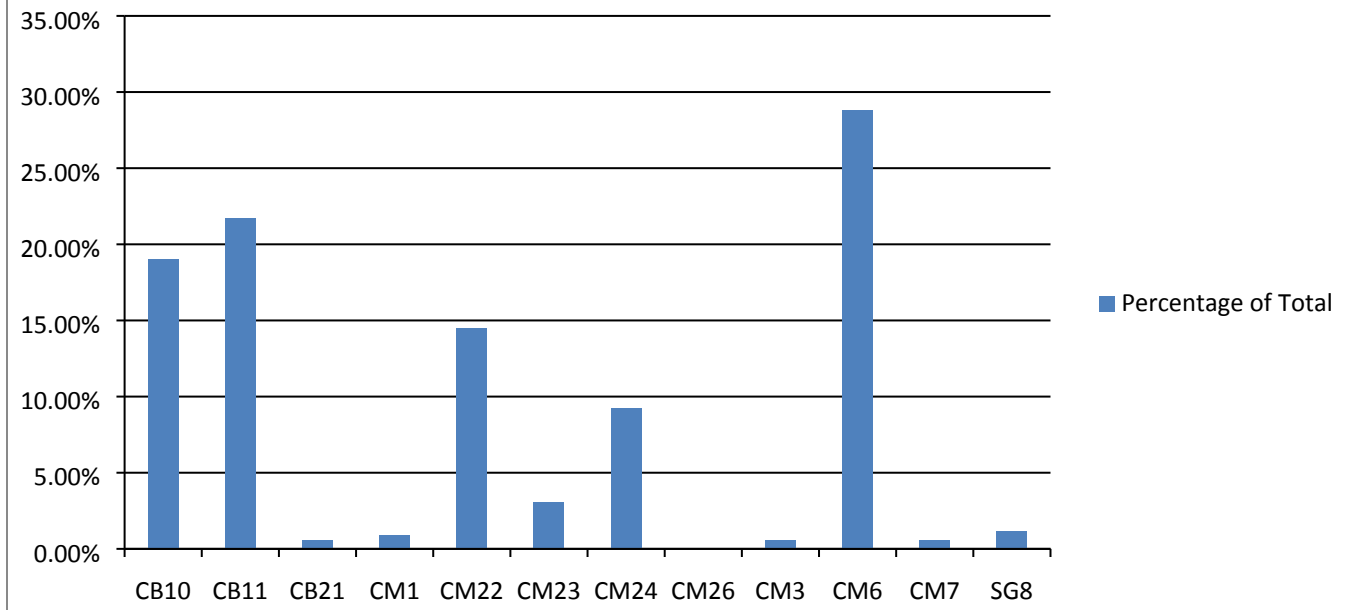
Age

16-19 years	0.52%
20-24 years	9.30%
25-34 years	3.87%
35-44 years	18.82%
45-54 years	10.22%
55-64 years	40.99%
65+	16.28%

Post Codes

CB10	19.00%
CB11	21.71%
CB21	0.59%
CM1	0.88%
CM22	14.47%
CM23	3.06%
CM24	9.24%
CM26	0.06%
CM3	0.53%
CM6	28.82%
CM7	0.53%
SG8	1.12%

Council Spending 2018-19 Results Submitted by Postcode



4.3 How rating scores are calculated

Rating is a system recommended by Snap, the company who provide the consultation system used to collate and make the analysis of the 2017-2018 Budget Consultation results.

To establish the overall views of all those participating in this survey, priority selections made by respondents are given extra weight if chosen as a 'high priority' compared with those chosen as 'low priority'. This is called 'rating' and is achieved by attributing a weighted score (+3 for 'high priority', +2 for 'medium priority', +1 for 'low priority' and 0 for 'no opinion') to the number of responses received.

The overall score for each priority is therefore calculated to exclude all respondents who did not express an opinion.

For example:

Regarding priorities for Statutory Services, 'Dealing with noise complaints, air and water quality issues and other environmental health matters':

796 respondents selected this as 'high priority' = $(+3) \times 796 = 2388$

716 selected 'medium priority' = $(+2) \times 716 = 1432$

182 selected 'low priority' = $(+1) \times 182 = 182$

24 had 'no opinion' = $0 \times 24 = 0$

So, the overall rating for this priority

$$2388 + 1432 + 182 + 0 = 4002$$

To achieve a maximum 100%, all respondents with an opinion would need to have selected a priority as 'high priority' resulting in a rating score of $(+3) \times (\text{number of respondents})$ i.e. $(+3) \times (796 + 716 + 182)$ or 5082

The overall priority score, expressed as a percentage, for "Dealing with noise complaints, air and water quality issues and other environmental health issues" is therefore $4002/5082 = 78.75\%$

4.4 Open text responses

333 comments were received. Some literal comments have not been included due to their inappropriate nature (e.g. abusive language)

Council Spending Survey 2017 (for Budget 2018-19) – Literal Responses

Paper (Uttlesford Life) Responses

Reduce number of appeals on Planning Applications

Planning is quite ghastly the whole district is being ruined by greedy landlords and developers. Consultation is useless it is all under weigh.

Services number 2. Surely dealing with this problem is the job of parents at home, or if in case it is the job of social workers or other adults such as relatives responsible of person age younger than 18 years?

If we wish to maintain good local services we have to be prepared to pay for them or District and Parish level.

Make decisions about the Local Plan upon evidence and not Political Expediency.

Section 1 / 3 Businesses should be paying the true cost for providing the service plus a further percentage (say 10% - 15%) so that it generates additional funds.

I consider the provision of service 8 (Council Housing) to be vital and would fully support grater expenditure on acquiring more Council houses and protecting them from the right to buy. I would support a Local Authority bond issue for the purpose.

Keep up your good work. Eliminate wasted effort and treat time wasters with disregard.

Central government policy is making more people destitute and homeless, so local provision and CAB advice is vital. Day centres etc should be statutory and not reliant on charity provision.

Poor maintenance of roadside hedges and trees should pay local farmers to maintain them.

You must insist that the Essex CC provides a new secondary school in Saffron Walden.

To get thing right first time and not waste money on housing to do things such as the plan more than once.

Use the extra money on the Police Force.

As housing and road usage will increase, funding should be allocated to an in-depth analysis and proposal for by-pass round the town and direct M11 link at Newport. BE BOLD! Look at the benefits - more businesses, less congestion.

Please ensure that Uttlesford gets it proper share of the 72% that Essex CC takes. We feel that North West Essex is ignored - particularly highways and Police.

It would be good if ECC would maintain their roads.

Council tax relief for vacant and unfurnished property and property being refurbished should be standardised at 6 months this maximum per year in all cases. 200% council tax after 6 months introduced for all unoccupied habitable properties.

Removing all unnecessary and out of date road side sign and charging to put up roadside signs especially by house builders.

You should be looking at doing things smarter make savings to reinvest in services.

Get a workable local housing plan completed no to garden villages - they will not solve the problem.
2.2 Down to school, 2.3 Down to Police, 2.4 NHS responsible.
I don't mind paying for important service to make Uttlesford well managed, but I want assurances that the council is working as efficiently as possible and providing best value.
Increase from £16,000 to at least £20.00 so people on pensions with payed in extra pension do not lose out every time or disregard extra pension they put money aside to live on but do not get any benefit for the small amount they saved over the years.
Use resources to avoid having to carry out some of these tasks e.g. tackle those who cause litter, help Police reduce vandalism.
Police Stations should not have been closed (particularly the new one south of Dunmow, recently purpose built) and phone number (and PCSO's) should not have been cut.
Reluctantly with increased number of people living here in Uttlesford - It must increase. (A US student at London School of Economics sent a well-reasoned letter in claiming LSE was NOT SPENDING money!). Uttlesford seems well managed - litter and pot holes in roads better than most plus lack of time, thought and care in making sure all roads get proper cycle land provisions. Your COUNTERPARTS IN FRANCE DO THIS MUCH BETTER! (Know it is not entirely down to you).
We are very pleased with the services provided by Uttlesford and would prefer a small increase in tax rather than any reduction in the standard of services.
It is imperative you pay enough for better than adequate emergency services everything is going up, so must council tax - but use the money wisely!
Footpaths, roads, potholes are continuously neglected. This needs to change, especially with the number of new homes, which will increase revenue. The no money excuse is wearing thin.
The Councils can only work with the monies available but is dependent upon people ability to pay but will have to accept that they get what they pay for.
Local authority employees enjoy retirement pension based on final salary and year's service. This falls on the tax payer, it is essential that the local authority keeps this in mind and exercises financial prudence.
More efficient use of funds - roads and pavements are very poorly maintained. Very important - ensure that developers carry out their section 106 obligations BEFORE considering further applications from them and if they don't get courts to obtain funds from them to complete the work.
Act with other departments and repair pot holes on the in the town.
Make Council house residents and rented houses residents keep there gardens and houses in good order.
There is no speed limit on Hawkins Hill Lt. Sampford. Traffic races at excess speed we need to extend the 40 MPH from Great Sampford to the top of Hawkins Hill.
The spend in the Planning Dept is wasted money. The Dept has approved numerous applications on the east side of the town and is totally oblivious to the traffic problems its decisions are creating.
With all the increased housing in the area congestion and pollution is becoming intolerable. This needs to be addressed and a ring

road planned in.
What is the 72% which goes to Essex sent on? A breakdown of this would be beneficial.
State of roads is poor. Holes get painted round but rarely seem to be filled.
I don't mind paying Council Tax. If only we had the Police walking the street in Saffron Walden instead of having to ring Braintree every time.
Bring back the exercises for stroke patients which was marvellous.
Reduce Councillors expenses.
The Police levy in the 2018/19 charges should be reduced to reflect the low level of Policing that's provided for Saffron Walden.
Planning and loads are very important and difficult issues as Arkesden opposes the dies of light industrial premises, and Saffron Walden increasingly groans with traffic.
Spend more - keeping roads clean - weed killer - not a 3rd world district!
The money paid to Police Force is a waste as we get a terrible service now they are going to run the fire brigade after messing up the Police it's a joke.
I would support more visible on the street Policing and follow up its repeated crime. More proactive policing is a deterrent to criminal behaviour and I would also like to see a police presence as a part of school education.
Keep same providing necessary works are undertaken promptly e.g. Litter around airport, enforcing enforcement notices, repairing road surfaces.
Spending money on street parking when the houses have 120' of rear gardens and allowing parking on grass verges area Gilbey Cottages Elsenham.
Consult more closely with villages about planning.
Give notice to Essex Highways to repair pot holes ASAP before mortal accidents happens our country lanes are worse than 1/3 world! It is a question of life or death in many Uttlesford lanes. Someone need to change this urgent safety issue. Before it is too late.
I must point out that for a band D house the Council Tax is £38.40 per week that is as much as most people would say they can afford.
The council should stop wasting money and work smarter to keep costs down!
Ensure there is a reliable system for collecting missed bins. Despite assurance they are never collected until the scheduled collection 2 weeks later.
More resources put into stopping dog fouling in housing areas, more frequent grass cutting in housing areas. Vegetation on footpaths cut back 3 times per year.
Penalties for fly tipping and benefit fraud should be for the maximum allowed. These are serious crimes.
Employ skilled and experienced legal and surveyors to prevent the chaos of Stansted library happening again EVER!
The Council basically does a good 'job'. I just wish that any new housing developments were made to consider wider problems for roads and infrastructure - Than just those close to any development.

Road maintenance needs to improve! Too much short term work without council checks being made. Better thinking is needed.
Must have a vision for the future within the abysmal local plan come out recently which was irrelevant.
Paying enforcement officers to enforce Planning conditions when those officers refuse to do so is a waste of tax payers money.
Every effort should be made to cut and sustain downward costs in running the District Council.
Council not taking responsibility for Boundaries around Banks Court CM6 1UD such as fencing falling down which is Health and Safety.
Better bus service than we have got.
People over 75 years are being penalised by high council tax, who are on fixed pension income to pay increase council tax they need some relief.
Grants our never used wisely when small local resident have the power, such as Hatfield Heath and forget what the eye - cannot see - cleaning and removing over hanging oak trees, leafs and weeds etc. etc. near Doctors (side paths).
I feel I get so little for my council tax no bus no street lights dustbins every two weeks roads need repairing.
Poor services from Essex CC
Don't sell council houses. No more building houses. This is a small market town with narrow streets it can't take the traffic.
Green waste collection services should occur in parallel with weekly bin collections.
Council needs to look into building a new road running outside the Saffron Walden town this is due to large amount of traffic causes vibrations to most listed buildings near the main street.
Council tax keeps going up, yet services remain either the same or worse. Cromwell road is full dog excrements and cats in the neighbourhood are out of control. Cromwell road near Winstanley Rd road bumps do not prevent chavs from driving their cars at speed. The house opposite the NISA is owned by former mayor it I disgusting and drive must be forced to be cleaned! No wonder why it doesn't sell!
I feel we do not get value for money from the Police!
Some items under 1q and 2 seem to me to be the prime responsibility of health authorities Police Authorities and the County Council. Perhaps Uttlesford should concentrate on its statutory duties.
Crime has increased, more should be spent on prevention. Clearing litter is high priority.
Council tax been increased for the last 3 years, its time to froze that!!
Councils should provide basic services. They should aim to reduce unnecessary spending. We only ever hear of increased in council tax. I would like to see a plan on how to reduce it. What things do you do now which we can do without? Uttlesford life magazine would be a good start.
I believe green waste should be collected free of charge from your house as it is in neighbouring districts where they pay cheaper council tax.
Council tax bands should be reviewed, many homes appear to be in wrong band. Valuations on which categorisation is based are out of date. Homes worth significantly more than mine appear to be in a lower band!

I think the plans for the Chesterford Business Park is excellent, outside the box thinking, and a good way for the council to diversify its income. Council tax has been held at reasonable levels, which reflects the lack of growth in salaries in the Private sector.
Only increase if Police and general services such as highways rangers and grass cutting etc. get this cash. We should be collecting business waste (at a charge) only if cost effective to do so i.e. to create efficiencies to existing service generate revenue not as a service subsidised by c.tax.
Happy to pay more as it helps our neighbours and us to live and be happier
Permit a 1% increase in Council tax over last years plus inflation
On the whole this is a pretty affluent area and I believe many residents would be willing to pay more for better services but there needs to be transparency about where our money goes and better governance from UDC over ECC spending (if this is possible).
An increase in Council Tax at or slightly above inflation is reasonable
Council Tax, being a tax on property, is in the round a fair tax, taxing those who can afford it. In a general taxation policy, it should be increased, giving local councils more discretion.
Nearly all of the services listed are statutory services. It is therefore pointless ranking them and I can't see what UDC could gain from the results. The tax question is pointless without listing benefit from increases and losses from reductions.
More money needs spending on the roads in our area. Also bring down the cost of shop rent etc so we can new shop and outlets in the area which will also bring more jobs to the area.
Re: question 3 above. Increase Council Tax by RPI
We have cut enough in the last 10 years. It's time to protect the residents from more cuts.
Planning in Uttlesford appears to be in the process of turning Saffron Walden from a quiet market town to a messy commuter sprawl. Inadequate schools (oversubscribed) no adequate bus services and a complete lack of enough social places, pubs or community halls makes it undesirable to live in. Never mind the inevitable flooding developments produce.
I feel that ranking services in some sort of order of priority would give a clearer picture of my personal views rather than ticking these priority boxes which seem to push everything towards medium/high priority. I feel the tax should increase by inflation and no more, with services and their value continually reviewed to ensure their appropriateness and good value.
We allow thousands of new homes without considering the roads! We pay our benefits without thorough checks! When 'fraud' is reported we are stonewalled - no visual checks are carried out. Two fraud investigators would pay their way and more each year! The drug issue has increased since the police vanished in Saffron Walden.
More accountability, get the basics right and maintain the standard before moving on to the extras that look good on the website or the CVs.
Of course you have to prioritise.
1, 6 (ringed) This is important only if the decisions will not be overridden by central government. If they will override decisions, the services should be given a low priority instead of medium.
The council should stop the noise coming from the outbound flight path of Stansted Airport which is causing sleep deprivation to

many villages and local residents. You are responsible for noise!!!
Publish full results of this survey!
There is little point in spending effort in Planning if decisions made are not enforced.
Don't waste good money on stupid questionnaires like this.
The council appears to be very good at collecting money, running the biggest and best building in Uttlesford. But does little to help the most vulnerable in this district. This questionnaire misses the whole point of social welfare.
Lots of additional revenue is now generated from all the new housing in town. Let people know how much that come to and where the extra rev is being spent as its considerable and no benefit is seen?
Increase CT in line with inflation.
If you increase the amount, you have to give a better services, how much would go to the council, how much to the government.
Imbed efficiency in the way UDC works and also a performance related pay culture to its staff.
No wifi or broadband in our village, hard for school kids to do homework or people working from home to work. Need more investment in this area. Also road speed limits need to be 20mph in villages.
The council should concentrate on its core services waste management, cleansing, planning, enhancing the environment, housing.
Keep working on operating efficiently, improving efficiency of the council.
More visible police presence. Remove annoying 'litter police' from Bishop's Stortford. They cause bad feeling.
Reduce the amount spent on members of the council who ignore democracy and insist on ruining Saffron Walden by approving the development of poor quality and unimaginative new builds. Stop increasing traffic onto the town. Get rid of the worst council leader the UDC has ever had.
Keep the street lights on at night, doing the towns safer.
There should be more police around the area of Elsenham at night time and in the day time.
I would like to see drains cleared more regular to reduce constant flooding in this area, also priorities to residents who have lived here 20+ years over people that just turn up and expect housing (and given to them + freebies).
Providing the above isn't going into the pockets of councillors and is used for services.
Uttlesford gives good value but need to protect the most vulnerable.
Repair potholes, particularly those on High St/George St junction and the railway bridge on South Road.
If only 9% of council tax goes to UDC and the residents wish better services they have to accept the increased costs this would entail.
If we want to have "it", we must be prepared to pay for it - but does the council have the will and ability to deliver?
It is important that UDC does its best to maintain services. If that means an increase in Council Tax then provided the money is well spent that is a good thing. Some good services already lost (eg Pest Control).
If council tax needs to increase (a little) in order to cover a shortfall so we can keep Uttlesford clean, safe and healthy then so be it. We must not abandon those in need of help.

Services have been cut to the bone - there is virtually no room for further efficiencies. The Council needs to recognise we have an aging population whose numbers are increasing and therefore funds need to be raised to help their most vulnerable citizens. The voluntary sector is already bearing the brunt of recent cuts. It is a vital section. However, the council should ensure it does not duplicate some of the services the voluntary sector provides but should value them and support them adequately. We are a rich community and should help our neighbours.
Speed limits ignored. Crossing road dangerous. Speed checks far too obvious. Spend council tax on speed cameras. This is the only solution.
Local police is needed in the villages.
Changes to the Council tax banding system. The current system needs more bands so that expensive properties contribute proportionately more to the tax.
Any increase would have to be based on sensible spending - certainly not an excuse to raise already inflated senior officer salaries.
Highway Rangers is excellent, doing work for local parishes. Good for the council - a visible action for the public to observe.
Sorry - lots of high priorities! Make parking free - then people won't be tempted to park badly. Or at least do first half hour free.
It is about time that road surfaces in our area are brought up to standard. Debden Road from Walden to Debden is shocking and between Debden and Newport (just before you turn left to Widdington) is a disgrace and has been bad for months (probably years)! Not everybody has a 4x4 that can bounce over the potholes. Where are your priorities?
I have not had a proper pay rise for 7 years so I will be disappointed if C Tax goes up.
Spend more on litter collection/prevention.
Spend enough to do the job.
UDC spends a substantial sum on leaflets telling us how wonderful UDC is and how lucky we are to live in such a nice area - yet the evidence of our own eyes as far as Dunmow is concerned is to the contrary. Planning has been a fiasco for years with the delays to the LDP opening the door to developers and speculators. Footpaths and pavements are left to become overgrown and we have to drive 12 miles to the nearest council recycling tip. If I had more room I could cite many more examples!
To employ someone to collect the works road signs that are left behind in our country lanes and hedgerows.
Spending on repairs of pavements.
Why does 72% go to Essex County Council?
Everyone should pay Council Tax. If everyone paid a reasonable amount Council Tax could be reduced for those who pay the most.
Need more shops in Dunmow as at the moment people have to go out of town for certain shops ie banks, soon Post Office, in Dunmow too many food and takeaways, hairdressers, estate agents, not enough proper shops.
The road through Hatfield Heath should have police speed checks on a regular basis. There is a school there and crossing the road is dangerous due to the speed of vehicles. Needs urgent attention.
Why does cost more to pay the Police Tax than for Uttlesford DC?
Dealing with police so we feel safe if needed them to attend.

If they gave people one more month to pay say in 12 months instead of 10 months may give opeople a chance on low wages.
Not enough is spent on the police - local crime in CM24 is more prevalent/on the increase - burglaries, raids on supermarkets, truant behaviour by the youth on public/residential space. The police are not visible in CM24.
Why don't you tell us what you think?
More should go to policing.
We want our Saffron Walden Police Station back. No 1 priority!
Stop selling off council houses. Do not create the new town which will mean HUGE Highways expenditure and pollution. Remember who is paying the rates now.
It is important I feel to support more the police and fire services for they are there for our safety. "They risk their lives" daily. Yet seem to receive less help?
Provide more for public safety, enforcement of public offences, the public environment, the police and fire services.
All pensioners should pay a reduced rate whilst so called people on special reduced rates should be checked more closely to stop fraud.
Stop ALL house building until provisions have been made for rail and road access, local employment, medical and schooling for the existing population! Be more proactive in stopping overlying of villages/towns!
I leave it to you. You do a good job.
Give proper support to the Building Control function which used to be one of the best in the country.
Grass needs cutting on regular basis. Road sweeping having lived here for 17 years I've never seen a road sweeper in this turning.
Supporting local businesses will increase prosperity and economic well-being in Uttlesford and bring increased revenue for the council eventually.
Priority be given with tree maintenance on villages top branches especially (including council land) over hanging roads, too many street lights don't work and signage too. If a school bus is damaged and children get injured - watch out.
Lower senior executive pay - less management stop wasting money with hairbrained local plans. Ensure all services and infrastructure including health facilities are in place BEFORE large developments.
We feel that service charges should be looked at for Sheltered Housing that do not have the Warden call, these are quite high for what we receive and gone up steeply.
Lobby central government concerning the overpopulation of this area, Uttlesford is shouldering far too much of the country's housing demand - we don't have the resources for this number of new houses.
You are doing a good job and I support you. Continue at the same level.
Reduce % paid to Essex County Council and increase % paid to Saffron Walden Town Council etc with no overall increase for council tax payers.
The biggest issue UI notice in Thaxted is the sped care travel at. I live near the petrol station and late at night especially, cars wheel spin out and drive down the hill at ridiculous speeds. Young parents come out of the houses close to the road with babies and dogs.

A speed camera is a huge must for Thaxted now!!
As a single person on a fair wage I struggle with my bills. To reduce your costs on things like litter pick, how about school talks on this matter.
I don't feel it would be productive to charge residents more in tax, this just puts extra pressure on households. The onus should be on finding more efficient ways of running services which will save the council money which could then be invested elsewhere. There is a need for constant reinvention and innovation of the way the council does things.
If used to actually improve the services we get.
It's clear that more needs to be done for less - it is possible! Please look at back office functions and ensuring processes are as effective and efficient as possible before cutting services. Eg this questionnaire could have been shared digitally rather than paying for printing, postage and inputting!
More info and understanding needed. Flyers helpful; but needs to out there more more in your face so people can understand the facts and make less assumptions. I have answered this survey to the best of my ability because it's important. I do however feel I need to be more informed to make a better judgement and for the survey/my responses to be of more use. Poor info in = poor info out = more money wasted.
A number of the services stated overleaf could have received a more commercial input eg - promoting local business. The council should focus on getting the basics right first eg roads, tax calculation, benefit fraud etc.
More decent shops like pound shop etc.
I think the Council Tax is too high for services homeowners actually benefit from. Our road surfaces are appalling around Henham and Elsenham and need repair before winter. Drains need clearing also as we are frequently flooded.
Increase rates for owners of business buildings in the area and make sure they don't pass the increase on to their tenants.
Inflation is rising. You should therefore increase CT in line with inflation to avoid cuts to services.
If we want better services we have to pay more money.
If 72% goes to Essex where's the questionnaire relating to that. Particularly safe driving on country road, speed limits un rural villages and local policing, fly tipping, hare coursing.
Happy to pay more tax for better services.
Focus on those who abuse the system - travellers for example! Why should I pay more CT to cover them?
Potholes!! Roads awful!
Planning - whilst high priority don't think Uttlesford does this well - no thought seems to be given to putting in infrastructure (rds, schools GPs etc) BEFORE houses are built. The state of the rds in Saffron Walden are shameful and are testament to the fact that too many houses/cars on poor and small roads that are not maintained. Our Council tax goes to Essex via Uttlesford so what is Uttlesford doing to pressure Essex on rd maintenance. Some has been done but far too many issues/holes remain. New tyres and car damage is costing residents. Marking holes not good enough and when it rains you can't see them. JUST FIX THE ROADS!
Forest Hall Park in Stansted needs more double yellow lines, along bends especially on Walson Way and beginning of Bentley Drive.

ROADS and TRAFFIC POLLUTION in particular is a growing and urgent issue to address. People do not object to house building but the impacts need better and urgent solutions.
Come up with a realistic Local Plan, stop panic granting of every planning application and allowing building of houses in inappropriate locations.
Your questions are loaded and therefore people might agree with one selection out of all of them distorting what people truly want - stop making sure what you want is what people pick.
Highways Rangers service needs improving - road signs obscured by trees and hedges and hedgerows/verges not managed as well as they used to be. Use resources to prevent large scale building changing the character of Dunmow. Too few support services/infrastructure to support housing plans.
Schools equipment and education should be top priority.
Make some council job voluntary and lower council tax for all if services exist via charity or CAB.
I have moved from Thurrock to Uttlesford and found the Council Tax more expensive. To collect garden waste is extra and refuse only collected every 2 weeks!
I wish Uttlesford could receive a greater proportion of the total Council Tax take. I generally think Uttlesford's services provide far better value for money and accountability and quality than Essex County Council.
Stop building houses we do not have infrastructure in place to cope!!!!
Higher proportion of tax to go to Uttlesford D Council
Education, health, housing are and should be the core issues. Without them there will be no life.
Litter picking - if we are paying why are we asked to do it? Dumping on the druce - not cleared - over 1 year. Rangers - never seen. How about them clearing footpaths. Footpath - new path going up the hill and around ben d(Clavering) we get very little in Clavering for our money - playground! Street light! Police to monitor outside school. It is dangerous!
It is the mark of a civilised society that we look after our old, sick and vulnerable - once we stop doing this we become barbarians.
More police on foot in the town at night
More and more houses, therefore more and more Council Tax being collected. But less and less being done. How can you even think of increasing the Council Tax. We re4allty need a rebate because so many services are being cut.
A grant for adapting homes (private and council) for protection against "electrosmog" which is an increasing problem with the "superfast Essex" scheme.
Newly moved to area from Kent so too early to make any comments but think it's a great idea that you send out this survey, never happened at my old council.
I have a neighbour who puts 2 black bins and 2 recycling bins out each time and he is a builder so the council is disposing his building waste at the council's expense - he has also increased the width of his house since the council pasted the building regulations so he should be on a higher Council Tax rate.
1. The council should fine drivers for stopping in the High Street (that includes on the road or on the pavement) to deliver or collect

goods or to get money out of the cash point. 2. Resolving the issue of pot holes should still be on the list of priorities. 3. House builders and estate agents should be forced to fund community projects to (at least) match funds raised by Tesco customers by the carrier bag tax. 4. Some of the houses being built in existing residential areas don't fit in and the council should take a lot more care over planning permission. 5. The issue of aircraft noise should also still be on the list of priorities. 6. Community policing should also be a priority. 7. Educating young people on the dangers of knife crime.
Affordable housing - council to build or insist/enforce developers to build them.
Work smarter. Demonstrate value for money. Publicise changes made to demonstrate the above. Cut out waste - reduce communities.
I would love to see the recycling changed as to same as Epping Forest.
Council Tax was increased this year and yet services such as bin collections have deteriorated. Why?
Providing affordable place to live for the elderly who are living in a privately own home. Bungalow that come up for sale, are brought by builders, pulled down and a 5 bed house built.
Because of the period of austerity imposed by central government it seems sadly it will be necessary to increase council tax to maintain/improve services.
Run the council spending in house frugally instead of chipping away at community services/support.
Some funds need to be set aside to clean up graffiti in Saffron Walden. Policing needs to be increased in the town.
Thank you for what you do.
Too much money is waste on mused refuse bins on broken kitchen caddies and non essential work on council houses.
I think this survey is ridiculous - as recipients could say everything is high priority (or low!) and it will still leave the council to decide, as it should do since we elected it. Just an attempt to make people feel involved.
Collect refuse when you are supposed to. Fill pot holes.
Maintaining local and "round the town" bus services and to surgeries, hospitals, shopping centres. Essential for young, poorer families and to aid elderly to maintain contact with communities.
Provide parking (designated) for OAPs especially when located near houses with 2/3 vehicles with no driveways.
It is of vital importance that Uttlesford maintain the quality of life for residents by addressing the issues quoted. If this means an increase in Council tax and a reduction in benefit 'so be it'.
Congratulations, on the whole, for a job well done. Always hope for people who are honest and care about the jobs they do, as much as I care about they who do them. Thank you.
The young people that have grown up in the surrounding villages are still living with a great deal of parents, because there are no affordable homes being built? Which I understand should have been the top priority! Family homes with 4-5 bedrooms going up continuously! Where's the logic?? Also please, where are the road sweepers. Blocked drains, fallen branches, it's a disgrace.
Maximum increase of 10%.
Not only should local/district bus services be subsidised, these subsidies must not be removed. They should be increased. The bus

service to and from Audley End Station and other railway stations really out to be considerably improved. As should the Cambridge/Saffron Walden Citi T service.
We think on the whole that the council does well.
I am willing to pay higher taxes for the benefit of the local community and those most in need. HOWEVER there is no evidence currently that Uttlesford are competent enough to do this without appropriate intervention eg drawing up a Local Plan to prevent random development, closing police stations in the local communities (selling off the land).
The priority expenditure for UDC should be obtaining skilled, intelligent and forward looking planning staff to ensure that housing needs are met in a manner that improves the quality of life for future citizens.
Attention should be paid to providing council housing.
Our policing in the town is almost non-existent. We live in fear of needing to call them as a) we might nit be considered a priority and b) they are not based here anymore.
Pavements very dangerous especially by bus stops. Who is responsible for cleaning bus shelters? Full of weeds.
My husband and I have moved to Newport, been here nearly TWO years. No one has mentioned what's going on in the village, and how to find out, also I wish UDC would put up more dog bins.
We need more council houses, bungalows in rural villages. Affordable for young and old, to keep them in the villages for the local people.
Seek to increase productivity from all employees.
I support an increase un CT, if more resources are put to social housing, benefits administration and environmental regulation.
If we need services, we have to pay for them.
Ensure cost-effective use of council income.
Increase spending on arts education.
I can accept a MODEST increase in order to keep services.
I think that Uttlesford DC should receive a larger percentage of our Council Tax - Essex seems to have the 'lion's share' but does less and less for it. UDC gives high value for what it receives.
I do feel UDC should have made more effort to pressurise Essex CC Educational Dept to buy Friends School. Cheaper than new schools. Insufficient school places in S/W.
Always put people first!
More care should be taken in Saffron Walden to retain the atmosphere of the town. Less charity shops and more individual type shops would improve this.
Amounts awarded to voluntary/charity organisations should be carefully monitored as indeed should all expenditure. There is too much waste of much needed money.
Re planning for new developments - ie Woodlands Park - where is affordable housing for low income people, the parking for visitors is non-existent. People insist on parking in the main roads, We should have lay-bys provided instead of the grass verges which need

mowing, as they have in Spain in the urbanisations.
Please make sure mistakes are not made so council tax money is not wasted. Uttlesford has done this in the past especially on planning. Saffron Walden and area is being spoilt by over development.
Spend more on litter/waste collection.
The highways rangers seen unavailable to Little Dunmow. We have work parties to tidy some areas but there is a pavement that is now so overgrown and dangerous - have asked Highways to clear for 4 years. It's on a very busy road.
I think your survey covers all leading questions concerning council tax spending and I have answered them honestly and truthfully.
Restate what does in the green lidded bin as so many bins contain bits of plastic, so many bins are over full with the lids not shut.
The dept 'Health and Wellbeing' within the council has with the financial assistance of IPS supported the Saffron Walden Stroke Club to provide exercise for stroke victims at the Butler Leisure Centre, plus funds for cardiac, easy breathing physios. We are hoping this will continue for our community in 2019.
Increase frequency of public transport!
1) Use all possible means to ensure Walden School is kept for education - the county made a mint from selling the police station - press them for help over Walden School. Maybe fine temporary loans to the Walden School staff. 2) Keep working on the uneven pavements please.
Because of all the house extensions the rateable value of houses should be reassessed to make the household tax fairer.
Although I am elderly and disabled, I do believe we could all pay a little more to keep our part of the country safe, tidy, caring and beautiful.
Potholes
No more money spent on consultations carried out by external companies/organisations . Increase efficiency of council departments so money is not wasted anymore.
Adaptions for disabled people to remain in their own houses. Cheaper than rehoming.
The LHA needs to be raised. It is ridiculously low.
Poor survey. With the additional house building in the area (hence increased income) the council should be able to maintain council tax at current. I'm a pensioner with no increase in company pension since 2008 plus reduced income on any savings.
Increase council tax to support mentoring and encouragement of young people.
In an ideal world any increase in council tax should be for the benefit of Uttlesford residents. Hearing of other parts of the country and refused collection in my opinion Uttlesford has a really good system.
Living on a 'new' estate we are paying high council tax but receiving poor services with regard to maintenance and litter issues; it's like we don't exist - the estate looks a mess but we are still paying the same as everyone else. It's about time we got our moneys work please!
The District Council should receive more than 9% of council tax. Other services, particularly 2:2, 2:4 and 2:11 might be better/more efficiently done by a separate company, not the council, or the NHS.

Typical FAQ. Not relevant to reality. Ask the residents, don't pay for FAQ. Future new builds and all built in last 10 years to pay double council tax.
None - attend to the issues ticked as high priority first.
Litter (and fly tipping of any kind). Bearing in mind legitimate builders have to pay to dispose of materials legally i.e at Thaxted Road municipal 'dump', Saffron Walden (re: recycling centre)
I would be more than happy to pay more council tax if it were directed to essential services i.e. fire, police, looking after elderly population.
None
Money should be spent on youth work and facilities for the young otherwise a discontented youth population could lead to anti social behaviour
Generally I am very satisfied with the way our money seems to be spent. Essentially, all the activities listed in the questionnaire are important.
I would encourage consideration of things like speed cameras to generate funds!
Working with police is important but there aren't enough of them.
Why do taxpayers have to pay for cleaning up after illegal encampments by travellers. They should be fined before being evicted. Why is this allowed, where are the police? The temporary closure of the cemetery is a prime example of the inconvenience they cause to law abiding citizens of the town.
Overlap with Essex CC should be reduced.
Try stopping wasting money, mend roads and pavements, impose charges on developers, listen to those who pay your wages rather than kowtowing to fascists in Westminster.
Allocate more or enough finance so that the bins can be collected on time on their due day, collection service should pay a fine for failure to comply.
The District Council should be very clear what it is responsible for and what it is not. It should encourage oethr groups to help deliver some services.
Uttlesford needs to spend more, much more, to keep public services in good shape and order. It can tax the many rich residents and get business tax register (NNDR list) up to date.
Minimise the duplication of function of Essex County Council and Essex Police; pay moer heed to the views of the parish councils throughout the district.
Why do you pay all rent and council tax for people like me who are on guarantee credit? I am willing to pay some rent, but get told it is all or nothing. I only get the state pension so need some help.
Please listen to what the local communities say about their villages and seek their advice.
We should pay less to ECC - we get much better services from UDC.
I think council tax should be increased for households with higher value properties.

This form is almost structured to encourage 'high priority answers'.
I don't like at all the push towards the Gt Chesterford 'village'. You spend money promoting a new housing area on the north border of Uttlesford which will not benefit Uttlesford residents.
Reduce payments to councillors. UDC should stop funding the LSCC quango. Reduce expenses payments/allowances to councillors and staff.
We need more police on the streets - especially in the town and around industrial areas - and not in cars. On foot and in pairs sometimes several pairs would be far more preventative of crime.
I believe council are publishing their efforts, but this must increase and suggest is passed through the local parish councils who can add to their news. There has to be an increase in pride.
Who is responsible for the steps up to Tesco, Safron Walden? They are never cleaned, broken tiles. A danger.
If we are all in it together counillors' should reduce their expenses by 50%.
Instead of spending money refurbishing the exterior of the council offices in Saffron Walden, why not spend it on the B1039 past Wendons Ambo where the road is a disgrace. Also get Police to supervise lunatic cyclists on this road every weekend.
Reduce the % going to Police and use that to fund a specific Police presence in Saffron Walden.
We've already been called about this. On top of that you keep posting these which must cost more money then guess delivery it as an open paperwork. What a waste of money to post. Plus I now am condoning it by using the postage to send it back. Ahh!!
Web (Uttlesford Life) Responses
The council tax should be increased to assist the services designated as a high priority. Most of the increase should go to Essex police force if possible as they are underpaid and undermanned.
It is difficult to answer this question as I do not know how efficiently the money is spent in each area. 72% of money going to Essex County Council seems a lot and has this been assessed. Living on the fringe of Essex and Hertfordshire we sometimes feel we miss out on services
Work to improve bus services to villages. It is not easy to get to Thaxted, Saffron Walden etc. from Stebbing. Make swimming affordable. Make the Felsted Councillors represent Stebbing. Stop destroying villages.
Any increase in council tax should not exceed the inflation rate.
Any increase in council tax should be no more than inflation + 0.5%
The council should increase the council tax to a level where it can fairly support all of its activities.
Keep increasing in line with inflation
Reduce council tax until UDC demonstrates transparency and accountability to all its residents. Then increase council tax to deliver
Increase may be needed to address the extra pressure from financial austerity from central government. It is essential to maintain all council services at present level otherwise important services and community support could be eroded.
It is of huge concern to me regarding the widening of the m11 motorway between junction 8 and 9 stansted to saffron walden. Also 8

and 6 stansted to the m25. This should be an urgent matter for Uttlesford district council as it is becoming increasingly dangerous to drive on the road. It is really struggling with the weight of traffic using it now and bad accidents happen weekly! The amount of lorries is alarming and for it to be only 2 lanes is ridiculous as when lorries pass each other traffic slows considerably as they are slow moving to over take. I travel towards Cambridge everyday for work and my journey is taking more time and becoming dangerous everyday. As a law abiding tax paying citizen of Uttlesford I suggest that Uttlesford district council take a strong and serious review of this main road network. If no immediate decision on widening is made then consider sanctions on HGV's as the amount using the m11 and all roads as a matter of fact is just becoming ridiculous and unsafe! Thank you

Build more social housing either on behalf of the council or increasing the proportion in private developments

Protect the vulnerable. Then, ensure the Uttlesford population can go about their lives in a safe environment that is clean, welcoming and legal.

A 72%/9% split in favour of ECC over UDC does not seem equitable.

The Council needs to support victims of flytipping and help them with disposal of flytipping on private land. If they do not do so then the countryside will be ruined. The council should accept flytipping at its tips.

1. Many roads are in a very poor and dangerous state. It is important that UDC raises enough money to repair and maintain the roads. It is essential that any extra money raised specifically for this through Council tax is spent on this work and not syphoned off to other projects. 2. The sale of council houses previously has resulted in a considerable shortfall in public housing for the many unable to afford to buy their own property. By raising extra revenue UDC could either purchase empty properties and renovate them to a high standard and maintain them for rental public housing. Or build new housing to be rented out for public use BUT not for sale. 3. By increasing Council Tax, monies should also be allotted to local cultural, social and educational projects for all ages. Thus improving the welfare, health and quality of life for residents of UDC. Longer term these would help to reduce crime, encourage self development and would have a positive impact on the local population.

Invest on public transportation, with focus on better and more frequent bus service. Create more cycle-paths. Subsidise recycling at local supermarket stores, such as the Tesco in Radwinter Rd, Saffron Walden. Along with new massive house developments, plan additional road infrastructure, schools and health centres.

It would be appreciated if planning would insist on roads and services BEFORE new housing permission is granted. You are turning Saffron Walden in to a gridlocked town with insufficient road, School, Doctor and petrol services, with increasing damage to vehicles through potholes (Highway rangers are a joke) and health by queues of vehicles at a standstill emitting harmful particulates.

Roads, Roads, Roads. More roads to cater for increased traffic. (Little Walden road is patently unsuitable to become a busy route to Cambridge) Maintained roads. Why is it that we can all see what repairs are needed, but the Highway Rangers seem oblivious?

I would like to see pot holes being repaired in a timely manner and a more durable repair carried out instead of shoddy patching up which will cost more in the long term.

We should pay for the Police and if that means we need to increase the council tax then so be it

The community needs vibrant public services and residents should be prepared to help finance this. This culture should be promoted.

If there were an increase in council tax charges, I would hope that there were improvements to protections to the local environment and better enforcement of planning controls. It would be helpful to understand the direct impact of any increase to ensure that it has been spent across all priority areas.

Uttlesford Voices (UV15) Paper Responses

The council needs to search out efficiency savings and cut out wasted expenditure. This wasted money can be put to good use on other projects. The Council needs to be much more commercially aware and employ people and procedures that understand about money management.

We desperately need more black waste bins. They are full after several days and then litter is thrown around verges.

Those of us with a garden waste bin have to pay also for provision of a weekly skip provided by UDC. That is we are effectively pay twice for the same service and supporting residents who won't pay for a garden green bin (village councils take note!)

Services such as Police (and Pest Control!) need to be reinforced as so much housing development is being allowed - so we need to pay for that.

Road repairs should be carried out more promptly via Highways.

Spend more on repairing potholes, gutters etc.

Any additional spending requirements should be funded by Central Government

A lot of people struggle with the Council Tax it would give people to pay for it March to Feb giving them a choice to pay And no pressure on them.

Personally I do not think it matters how the public reply or request. It's a limited few that make the decisions and most of them are out of touch with reality.

(Increase Council Tax) by a small amount.

The Parish Council should have more support from Uttlesford. The village of Stansted and others are really suffering from the building sites currently being developed. With the water mains replacement and Manuden traffic damaging trees and verges on the diversion and the heavy traffic through the village - the residents are being put to a great deal of disruption and delays.

I am very much in favour of paying more tax if it enables the council to employ more people and re-instate the cut services.

Just that its' unreasonable to expect to maintain standards for a rising population without extra funds (And we can't expect central government to help)

Uttlesford Voices (UV15) Online Responses

More should go to Uttlesford and less to Essex County Council

Planning Officers should live in the area as the work should not be sub-contracted to people who do not know the area. The Council should BUY the old Friends School and use it as a Sixth Form College. Council Tax is by far my biggest bill. We have no mains drainage, and no street lighting, and poor broadband, AND potholed roads ! BUT we do need infrastructure to improve and we need

more good schools for our children, and somewhere for them to live when they grow up.
The more money you receive the better service you can provide, however I understand that you have reserves that you could be using.
I think that Uttlesford District Council should receive a higher percentage than 9% , at least 15%.
should be more investment in the roads there are lots of breaks and holes in Great Dunmow area special in town centre.
Local plan looks to be sensible this time
What is very upsetting is the way utility companies dig their trenches through newly surfaced roads and create havoc along the verges. It seems to be a waste of taxpayers money to maintain / refurbish our existing services to then have them destroyed by a third party. There appears to be no recourse to make the utility companies return to repair their inadequate reinstatements, sometimes a few years after the event. Why can't the various authorities co-ordinate these actions between themselves?
While I appreciate Council Tax is necessary to provide services. Personally the only service I get for my Council Tax is refuse collection. The present refuse service is good but not particularly good value for money for me personally so I would not wish for an increase.
Allow increases to reflect inflation
We need good services and we should not be afraid to ask people to pay for them.
I think sending should be redistributed away from Saffron Walden which I believe benefits more than the surrounding towns and villages.
Bearing in mind Uttlesford has had a huge amount of houses being built , which will provide more money heading back to Uttlesford District council in taxes, surely there is no need to raise any more funds they just need to be divided better.
Telephone Survey (NWA) did not give option for comments



Uttlesford District Council

Council Spending

A report on the survey of businesses about council spending priorities for the year 2018-19

Page 99

October 2017





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1. Executive summary



This is the second year that a dedicated consultation asking for businesses' views on the headline priorities for setting the budget for the approaching financial year has been run. It should be noted that until 2016 only business networking groups had been contacted as distinct from individual businesses. This approach, it is hoped, will provide a better overview of opinion from the business community in the district.

The survey was promoted by email to all enterprises registered on the Uttlesford Business Directory. Consultees were able to respond via an online form using the Snap 11 consultation platform.

The questions in the business consultation followed the same principal lines as the residents' survey which was carried out concurrently. In this businesses were asked for their views on the prerogatives for the future resourcing of specific service areas. They were not, though, asked to comment on the level of Council tax that Uttlesford District Council should be levying in the coming year as this is only applicable to residents within the district. An additional option was provided to permit consultees to leave general comments about the council's spending priorities for 2018-19.


Council Spending - have your say!
Uttlesford Survey of Businesses 2017


Section 1 - Council Spending - have your say!


Council Spending - have your say!
Uttlesford Survey of Businesses
September 2017


Each year the council has to prepare its budget and decide how much should be spent on the services it provides to the community. These decisions cannot be made without the input of the district's residents and businesses.

As a local business this survey gives you the opportunity to have your say on what the Uttlesford District Council's spending priorities should be for the forthcoming financial year. The results of this consultation will help to inform the budget for April 2018 to March 2019.

All the information you provide will be kept confidential. It will only be used by Uttlesford District Council and the main findings from the survey will be published on the council website. However, your own views and opinions will not be passed on to anyone else.

Please complete this questionnaire by ticking the appropriate box(es) for each question and and return your completed questionnaire in the prepaid envelope provided by:

Monday 25 September 2017 at 5pm

If you require this publication in an alternative format and/or language or have any questions or queries about this questionnaire, please contact:
 Louise Milns or Bruce Tice at Uttlesford District Council on 01799 510381 or 510670.
 Alternatively you can email: consultation@uttlesford.gov.uk
 The survey may also be completed online at www.uttlesford.gov.uk/budgetforbusinesses

District Council provides to the public relating to Planning, Housing and the local

ite whether you consider it to be a high priority, a medium priority or a low priority.

	High Priority	Medium Priority	Low Priority	No opinion
er quality issues and other environmental	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ervice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
sses are charged for this service)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g up fly-tipping and emptying public litter Saffron Walden, Dunmow and Stansted (areas)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
sure new buildings and extensions are ng building regulations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e coming decades, including where new	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
nd work to protected trees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
eltered housing for older people	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
s or at risk of becoming homeless and in ommodation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Results summary

Together with the residents' survey this 2017 business consultation will inform the setting of the council's budget for the financial year April 2018 – March 2019. The results provide a headline view of the spending priorities for the forthcoming financial year as identified by the majority of those who responded to the survey.

Responses have been analysed using a rating system which weights the options selected by residents. Rating is a system particularly recommended by Snap Surveys following the introduction of Version 11 of their software. This system is used to collate the majority of the council's general survey work throughout the year and was employed on the analysis of the current Council Spending Survey results.

A rating system¹ is an appropriate analysis tool for the Council Spending Survey since the same area of spending might have been chosen by different respondents at a different level of priority; more weight is thus given to that selection if it is selected as the "Highest Priority" than if the same spending area is still chosen as priority, but at a lower level. Consequently, a fair analysis is achieved by allocating 3 points to each vote for the 'High Priority', 2 points to each vote for the 'Medium Priority' and 1 point to each vote for the 'Low Priority'. Those offering a 'No Opinion' has been attributed a zero score value reflecting their neutral response to the question.

Uttlesford District Council administers a wide range of services. Many of these relating to Planning, Housing and the local environment must be provided either by the council itself or by another organisation. These may be considered as being 'key' services. There is also a portfolio of other services that are offered by the council to the benefit of the community. For the purposes of the consultation, businesses were asked to comment on aggregations of 'key' services and 'other'

¹ See Section 4.3 for an explanation of rating system calculations

services separately. A final and distinct question sought respondents' general comments on how the district council might apportion its spending in the forthcoming financial year.

The results of the online survey are given below:

Results priorities

Key Services

Q1 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Headline	Spending Area – ranked top three priorities
Ranked priority	<p>Emptying bins and running the recycling service - (90.48%)</p> <p>Emptying bins for some businesses (businesses are charged for this service) - (84.62%)</p> <p>Joint 3rd:</p> <ul style="list-style-type: none"> - Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter bins in their areas) (83.33%) - Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations (83.33%) - Planning how the district will develop in the coming decades, including where new housing and businesses will be located- (83.33%)

Headline	Spending Area – ranked by the least respondents
Ranked priority	Giving advice on work to listed buildings and work to protected trees - (57.14 %)

Other Services

Q2 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Headline	Spending Area – ranked top three priorities
Ranked priority	<p>Working with the police and other organisations to keep Uttlesford safe - (88.10%)</p> <p>Joint 2nd</p> <ul style="list-style-type: none"> - Collecting Council Tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils and collecting business rates (83.33%) - Promoting and supporting businesses in the area – (83.33%)

Headline	Spending Area – ranked by the least respondents
Ranked priority	Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues - (56.41%)

Any other comments

Five comments were received and are reported below..

Q3. Thinking about how you answered the previous questions, [do] you have any other comments you wish to add regarding council spending for the period April 2018 to March 2019?

Promoting Uttlesford as the key place to come for business is important and vital for future business development. We have Cambridge Business Development Corridor and Stansted Airport with our grasp to bring outstanding businesses, and hence outstanding business opportunity and employment, to our district. I don't see or feel Uttlesford does promote the area for business. It doesn't promote housing for business nor provide low rents for council housing to ensure large-scale businesses feel they have the opportunity to develop and expand into Uttlesford. We have high-net worth housing and opportunities, great. But where is the supporting workers and infrastructure to ensure that the district is just a commuter belt into Cambridge and London. We don't even get the benefits from Stansted Airport, as most employees live in Braintree or Bishop's Stortford. Promote Uttlesford as the best location for business and we could really have benefits for the whole community
Reducing waste and unnecessary spending to control rate increases
To encourage the visitors to beautiful Uttlesford to keep coming back to keep shopping and sight seeing, the towns and villages should be kept clean, inviting and safe.
Providing an acceptable level of broadband - some parts of the district have minimal [less than 1mb] provision
A small issue - more time and attention is needed on the Saffron Walden castle site to help realise the full potential of the site

Results priority analysis

This is the second year that the council has specifically sought the views of businesses in order to help inform how it will set the budget in the forthcoming year. Whilst not identical, the 2017 consultation in part revisits the majority of the elements of the 2016 survey in order to ascertain if there has been any move in opinion by the Uttlesford business community. It should be noted however, that the 2017 survey had a considerably lower response rate; 21 responses compared with 80 in 2016, despite wide distribution of the questionnaire.

Key services top three priorities:

Businesses were asked to identify the priority - 'high', 'medium' or 'low' - that they might ascribe to each of a basket of 11 service areas operated by the council. The headline results from the current piece of market research demonstrate that respondents manifested a marked preference for supporting spending on 'Emptying your bins and running the recycling service' and 'Emptying bins for some businesses', which scored 90.48% and 84.62% respectively. Respondents thus considered these to be the top two priorities. As one of the principal universal services provided to residents and some businesses (where businesses are charged for the service) the collection of waste and recycling represents a consistent concern amongst all consultees. The level of approval for spending on waste services has increased since the 2016 survey in which the priorities relating to waste services had occupied the second and third place.

In the current year's survey, taking third place, three priority areas scored equally using the system of rated scores, namely:

- Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter bins in their areas)

- Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations
- Planning how the district will develop in the coming decades, including where new housing and businesses will be located

However, as in the 2016 survey, at the other end of the scale and across all the key services 'Giving advice on work to listed buildings and work to protected trees' polled the least consistent backing with a ranked score of 57.14%.

Other services top three priorities:

There are a number of services which are provided by Uttlesford District Council for which there is no statutory requirement. These are offered for the better benefit of the local community.

Many of these 'other' services are delivered by the council in partnership with other bodies such as the police, public health teams and the North Essex Parking Partnership.

From the 12 services identified in this part of the consultation businesses indicated that they considered 'Working with the police and other organisations to keep Uttlesford safe' should be the most worthy of future resourcing. This was supported by an 88.10% majority and was similarly ranked by respondents to the 2016 survey. The second priority "Promoting and supporting businesses in the area" again matched its 2016 ranking but in 2017 was equalled in its rating score by "Collecting Council Tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils and collecting business rates". Each priority scored an approval rating of 83.33% and thereby shared second place.

Unchanged in the perception of respondees since the 2016 survey, 'Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues' was the least popular service, only gaining a 56.41%% support rating in 2017.

Any other comments

Consultees were also asked to include any appropriate comments to support their choices made in the service prioritisation section.

Feedback here was typically eclectic ranging from support for developing suitable housing within the district:
"I don't see or feel Uttlesford does promote the area for business. It doesn't promote housing for business nor provide low rents for council housing to ensure large-scale businesses feel they have the opportunity to develop and expand into Uttlesford" to encouraging tourism:"...encourage the visitors to beautiful Uttlesford to keep coming back, to keep shopping and sightseeing, the towns and villages should be kept clean, inviting and safe."

2. Purpose methodology

The council is obliged to consult with the residents of the district when setting the budget for the forthcoming year. As part of the 2017 consultation local businesses were also encouraged to feedback via a dedicated survey so as to provide a better overview of opinion across all users of the authority's services. The results of this consultation will inform the decisions made by officers and councillors when setting spending for the year April 2018 to March 2019.

This is the second year that a consultation asking for businesses' views on the headline priorities for setting the budget for the approaching financial year has been run, whereas before 2016 only business networking groups had been contacted as distinct from individual businesses. This approach provides a better overview of opinion from the business community in the district.

For 2017 a link to the online survey was sent to the 823 businesses registered on the Uttlesford Business Directory. The 21 returns represent a relatively low level of response compared with 80 submissions in 2016.

The consultation was run over the period 4 to 25 September 2017. Respondents were asked to select their highest, mid-range and lowest spending priorities from a list of 11 key services and 12 other service options covering the full range of the council's activities. They were also offered the opportunity to provide additional comments on how the council might allocate funding during the forthcoming year. For profiling purposes they were also invited to include a postcode.

The following consultative method was employed.

- Open public consultation. The survey was promoted by email to all enterprises registered on the Uttlesford Business Directory and was available from the Uttlesford District Council website. Consultees were able to respond

via an interactive form using the Snap 11 consultation platform. This resulted in 21 responses.

- The survey was also publicised to all businesses registered to receive the council's dedicated business e-newsletter
- The budget questions were also made available as a printed survey if requested. However, no paper questionnaires were requested by the businesses contacted and therefore no paper submissions have been recorded for the 2017 survey

It should be remembered that not all respondents chose to answer all of the questions. A number of supplementary comments were received and are reported. By the close of the consultation period a total of 21 online responses were received.

3. Survey results, detailed findings

Survey results

No paper responses were received. Full results from the online submissions are reported below.

Key Services

Q1 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Service	Priority Score (percentage)
1. Dealing with noise complaints, air and water quality issues and other environmental health matters	58.33%
2. Emptying bins and running the recycling service	90.48%
3. Emptying bins for businesses (businesses are charged for this service)	84.62%
4. Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter bins in their areas)	83.33%
5. Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	83.33%
6. Planning how the district will develop in the coming decades, including where new housing and businesses will be located	83.33%
7. Giving advice on work to listed buildings and work to protected trees	57.14%
8. Providing council housing and providing sheltered housing for older people	82.05%
9. Provide advice to people who are homeless or at risk of becoming homeless and in some circumstances, provide emergency accommodation	73.81%
10. Bringing privately-owned homes that have been empty for a long time back into use	61.11%
11. Providing the Highway Rangers service which carries out small jobs such as keeping	71.43%

road verges tidy through hedge cutting, mowing and strimming, repainting and repairing road signs	
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Other Services

Q2 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Service	Priority Score (percentage)
1. Giving grants to voluntary and community organisations such as the Citizens Advice Bureau, Uttlesford Community Travel and the Council for Voluntary Service Uttlesford	71.43%
2. Educating young people about the dangers of drugs and alcohol	78.57%
3. Working with the police and other organisations to keep Uttlesford safe	88.10%
4. Working with public health bodies on projects to keep people in the district healthy	69.23%
5. Supporting the volunteer committees who run day centres in Great Dunmow, Saffron Walden, Stansted Mountfitchet, Takeley and Thaxted	64.29%
6. Enforcement work including prosecuting people for not paying council tax or council house rent, benefit fraud, fly-tipping	80.95%
7. Running car parks and on-street parking such as residents permit schemes (this is done in partnership with other councils)	69.05%
8. Working out how much people should receive in housing and council tax benefits and paying those benefits	61.54%
9. Collecting Council tax for Essex County Council, the police, the fire service, town or parish councils and Uttlesford District Council and collecting business rates on behalf of the government	83.33%
10. Inspecting restaurants, pubs and other businesses which sell food and Issuing various licences such as those needed for pubs, off-licenses, taxis, kennels and tattoo parlours and making sure people do not break the terms of those licences	80.95%

11. Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues	56.41%
12. Promoting and supporting businesses in the area	83.33%

Comparative data across 2017 residents' and businesses' surveys

Note: Businesses were not asked to comment on the priority for setting Council Tax.

* See Section 4 for an explanation of rating system calculations

Results in **red** indicate top three priorities in the service area. Those in **black** indicate the least popular priority in that service area.

Q1 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Service	Total Rated score* for 2017 residents' survey (2018-19 budget)	Total Rated score* for 2017 businesses' survey (2018-19budget)
1. Dealing with noise complaints, air and water quality issues and other environmental health matters	78.75%	58.33%
2. Emptying bins and running the recycling service	94.44%	90.48%
3. Emptying bins for businesses (businesses are charged for this service)	71.57%	84.62%
4. Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and	87.67%	83.33%

Appendix B

Stansted are responsible for public litter bins in their areas)		
5. Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	83.89%	83.33%
6. Planning how the district will develop in the coming decades, including where new housing and businesses will be located	86.30%	83.33%
7. Giving advice on work to listed buildings and work to protected trees	63.09%	57.14%
8. Providing council housing and providing sheltered housing for older people	86.19%	82.05%
9. Provide advice to people who are homeless or at risk of becoming homeless and in some circumstances, provide emergency accommodation	81.52%	73.81%
10. Bringing privately-owned homes that have been empty for a long time back into use	74.12%	61.11%
11. Providing the Highway Rangers service which carries out small jobs such as keeping road verges tidy through hedge cutting, mowing and strimming, repainting and repairing road signs	73.69%	71.43%

Other Services

Q2 For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.

Service	Total Rated score* for 2017 residents' survey (2018-19 budget)	Total Rated score* for 2017 businesses' survey (2018-19 budget)
1. Giving grants to voluntary and community organisations such as the Citizens Advice Bureau, Uttlesford Community Travel and the Council for Voluntary Service Uttlesford	69.64%	71.43%
2. Educating young people about the dangers of drugs and alcohol	77.13%	78.57%
3. Working with the police and other organisations to keep Uttlesford safe	90.31%	88.10%
4. Working with public health bodies on projects to keep people in the district healthy	73.32%	69.23%
5. Supporting the volunteer committees who run day centres in Great Dunmow, Saffron Walden, Stansted Mountfitchet, Takeley and Thaxted	73.03%	64.29%
6. Enforcement work including prosecuting people for not paying council tax or council house rent, benefit fraud, fly-tipping	86.94%	80.95%
7. Running car parks and on-street parking such as residents permit schemes (this is done in partnership with other councils)	61.31%	69.05%
8. Working out how much people should receive in housing and council tax benefits and paying those benefits	72.82%	61.54%
9. Collecting Council tax for Essex County Council, the police, the fire service, town or parish councils and Uttlesford District Council and collecting business	83.07%	83.33%

Appendix B

rates on behalf of the government		
10. Inspecting restaurants, pubs and other businesses which sell food and Issuing various licences such as those needed for pubs, off-licenses, taxis, kennels and tattoo parlours and making sure people do not break the terms of those licences	75.80%	80.95%
11. Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues	60.75%	56.41%
12. Promoting and supporting businesses in the area	68.55%	83.33%

4. Appendices

4.1 Questionnaire

Although no paper responses were received, paper questionnaires were prepared and followed an identical format to the online survey.

Council Spending - have your say!
Uttlesford Survey of Businesses 2017

Section 1 - Council Spending - have your say!

Q1 Below is a list of key services Uttlesford District Council provides to the public relating to the environment. As a business, for each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority. (Please select one option for each service).

	High Priority	
1. Dealing with noise complaints, air and water quality issues and other environmental health matters	<input type="radio"/>	N
2. Emptying bins and running the recycling service	<input type="radio"/>	P
3. Emptying bins for some businesses (businesses are charged for this service)	<input type="radio"/>	
4. Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter bins in their areas)	<input type="radio"/>	
5. Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	<input type="radio"/>	
6. Planning how the district will develop in the coming decades, including where new housing and businesses will be located	<input type="radio"/>	
7. Giving advice on work to listed buildings and work to protected trees	<input type="radio"/>	
8. Providing council housing and providing sheltered housing for older people	<input type="radio"/>	
9. Provide advice to people who are homeless or at risk of becoming homeless and in some circumstances, provide emergency accommodation	<input type="radio"/>	

Council Spending - have your say!
Uttlesford Survey of Businesses
September 2017

Each year the council has to prepare its budget and decide how much should be spent on the services it provides to the community. These decisions cannot be made without the input of the district's residents and businesses.

As a local business this survey gives you the opportunity to have your say on what the Uttlesford District Council's spending priorities should be for the forthcoming financial year. The results of this consultation will help to inform the budget for April 2018 to March 2019.

All the information you provide will be kept confidential. It will only be used by Uttlesford District Council and the main findings from the survey will be published on the council website. However, your own views and opinions will not be passed on to anyone else.

Please complete this questionnaire by ticking the appropriate box(es) for each question and return your completed questionnaire in the prepaid envelope provided by:

Monday 25 September 2017 at 5pm

If you require this publication in an alternative format and/or language or have any questions or queries about this questionnaire, please contact:
 Louise Milns or Bruce Tice at Uttlesford District Council on 01799 510381 or 510670.

Alternatively you can email: consultation@uttlesford.gov.uk

The survey may also be completed online at
www.uttlesford.gov.uk/budgetforbusinesses




Council Spending - have your say!
Uttesford Survey of Businesses

September 2017

Each year the council has to prepare its budget and decide how much should be spent on the services it provides to the community. These decisions cannot be made without the input of the district's residents and businesses.

As a local business this survey gives you the opportunity to have your say on what the Uttesford District Council's spending priorities should be for the forthcoming financial year. The results of this consultation will help to inform the budget for April 2018 to March 2019.

All the information you provide will be kept confidential. It will only be used by Uttesford District Council and the main findings from the survey will be published on the council website. However, your own views and opinions will not be passed on to anyone else.

Please complete this questionnaire by ticking the appropriate box(es) for each question and return your completed questionnaire in the prepaid envelope provided by:

Monday 25 September 2017 at 5pm

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Alternatively you can email: consultation@uttlesford.gov.uk

The survey may also be completed online at
www.uttlesford.gov.uk/budgetforbusinesses

Section 1 - Council Spending - have your say!

Q1 Below is a list of key services Uttesford District Council provides to the public relating to Planning, Housing and the local environment.

For each service, please indicate whether you consider it to be a high priority, a medium priority or a low priority.
 (Please select one option for each service).

	High Priority	Medium Priority	Low Priority	No opinion
1. Dealing with noise complaints, air and water quality issues and other environmental health matters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Emptying bins and running the recycling service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Emptying bins for some businesses (businesses are charged for this service)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Sweeping the streets, litter picking, clearing up fly-tipping and emptying public litter and dog bins (The town or parish councils in Saffron Walden, Dunmow and Stansted are responsible for public litter bins in their areas)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Deciding planning applications and making sure new buildings and extensions are built according to approved plans and following building regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Planning how the district will develop in the coming decades, including where new housing and businesses will be located	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Giving advice on work to listed buildings and work to protected trees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Providing council housing and providing sheltered housing for older people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Provide advice to people who are homeless or at risk of becoming homeless and in some circumstances, provide emergency accommodation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Bringing privately-owned homes that have been empty for a long time back into use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Providing the Highway Rangers service which carries out small jobs such as keeping road verges tidy through hedge cutting, mowing, strimming, repainting and repairing road signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q2 Below is a further list of services provided by the Council

For each service please indicate whether you think it is a high priority, a medium priority or a low priority.
(Please select one option for each service).

	High Priority	Medium Priority	Low Priority	No opinion
1. Giving grants to voluntary and community organisations such as Citizens Advice, Uttlesford Community Travel and the Council for Voluntary Service, Uttlesford	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Educating young people about the dangers of drugs and alcohol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Working with the police and other organisations to keep Uttlesford safe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Working with public health bodies on projects to keep people in the district healthy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Supporting the volunteer committees who run day centres in Great Dunmow, Saffron Walden, Stansted Mountfitchet, Takeley and Thaxted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Enforcement work including prosecuting people for major planning breaches, not paying Council Tax or council house rent, benefit fraud, fly-tipping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Running car parks and on-street parking such as residents permit schemes (this is done in partnership with other councils)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Working out how much people should receive in housing and Council Tax benefits and paying those benefits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Collecting Council Tax for Essex County Council, Uttlesford District Council, the police, the fire service, town or parish councils and collecting business rates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Inspecting restaurants, pubs and other businesses which sell food and issuing various licences such as those needed for pubs, off-licenses, taxis, kennels and tattoo parlours and making sure people do not break the terms of those licences	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Collecting stray animals, microchipping dogs and cats and dealing with complaints from the public about pet and animal-related issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Promoting and supporting businesses in the area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q3 Thinking about how you answered the previous questions, if you have any other comments you wish to add regarding council spending for the the period April 2018 to March 2019, please use the box below:

About you:

It is hoped that a cross-section of Uttlesford businesses will participate in this survey. It would greatly assist us in collating the responses in this questionnaire if you would answer the question below.

You can choose not to answer this question, however, all the responses in this section are anonymous and it is not possible for us to identify individuals from their response.

Q4 Please enter the postcode of your business (using upper case letters e.g. CB11 4ER)

Next steps

This consultation will close at 5pm on

Monday 25 September 2017

The budget for 2018/19 will be agreed by Uttlesford District Council's Full Council on 22 February 2018.

This will be after consideration by the Scrutiny Committee on 21 November and Cabinet on 30 November.

Thank you for taking part in our survey.

If you require this publication in an alternative format and/or language, please contact us on 01799 510670

4.2 Profiling

Postcodes of respondees

Note: Not all respondees chose to enter postcode data

CB10 1AR
CB10 1EQ
CB10 1HB
CB10 2AB
CB11
CB11 3BQ
CB11 4RT
CM24 8BE
CM6 1AE
CM6 1GR

4.3 How rating scores are calculated

Rating is a system recommended by Snap, the company who provide the consultation system used to collate and make the analysis of the 2018-19 Budget Consultation results.

To establish the overall views of all those participating in this survey, priority selections made by respondents are given extra weight if chosen as a 'high priority' compared with those chosen as 'low priority'. This is called 'rating' and is achieved by attributing a weighted score (+3 for 'high priority', +2 for 'medium priority', +1 for 'low priority' and 0 for 'no opinion') to the number of responses received.

The overall score for each priority is therefore calculated to exclude all respondents who did not express an opinion.

For example:

Regarding priorities for Statutory Services, 'Dealing with noise complaints, air and water quality issues and other environmental health issues':

1 respondent selected this as 'high priority' = $(+3) \times 1 = 3$

7 selected 'medium priority' = $(+2) \times 7 = 14$

4 selected 'low priority' = $(+1) \times 4 = 4$

1 had 'no opinion' = $0 \times 1 = 0$

So, the overall rating for this priority

$3 + 14 + 4 + 0 = 21$

To achieve a maximum 100%, all respondents with an opinion would need to have selected a priority as 'high priority' resulting in a rating score of $(+3) \times (\text{number of respondents})$ i.e. $(+3) \times (1 + 7 + 4)$ or 36

The overall priority score, expressed as a percentage, for "Dealing with noise complaints, air and water quality issues and other environmental health issues" is therefore $21/36 = 58.33\%$

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Committee: Cabinet

Date: 30 November
2017

Title: 2018/19 Local Council Tax Support Scheme and
Consultation Responses

Portfolio Holder: Councillor Simon Howell, Cabinet Member for
Finance & Administration

Key decision: Yes

Summary

1. There is a requirement to annually review the Local Council Tax Support (LCTS) Scheme, and propose changes to the scheme for the following financial year. The decisions made, even if no change is proposed, must then be consulted upon before a decision is taken on the final scheme for the following financial year.
2. A consultation was carried out from the 1 to 25 September on the Cabinet's proposals for the 2018/19 LCTS scheme.
3. The Cabinet agreed their proposals for the 2018/19 LCTS Scheme at the 10 July Cabinet and these proposals along with the consultation responses will be reviewed by Scrutiny at their meeting on the 21 November.

Recommendations

1. The Cabinet is requested to recommend for approval to Full Council the proposals for the 2018/19 LCTS scheme:
 - i. The 2018/19 LCTS scheme is set on the same basis as the 2017/18 scheme and therefore the contribution rate is frozen for the fourth consecutive year.
 - ii. The Council continues to protect Vulnerable and Disabled Residents and Carers on a low income.
 - iii. The discretionary subsidy grant for Town & Parish councils is withdrawn.

Financial Implications

2. Detailed in the main body of this report.

Background Papers

3. None.

Impact

Communication/Consultation	Proposals to be subject to public consultation and discussions with major preceptors
Community Safety	None.
Equalities	An equalities impact assessment has been completed

Health and Safety	None.
Human Rights/Legal Implications	Compliance with relevant legislation.
Sustainability	The objective is to achieve a financially sustainable set of arrangements.
Ward-specific impacts	None.
Workforce/Workplace	Ongoing demands on the Revenues & Benefits, Housing and Customer Service teams

Local Council Tax Support (LCTS)

4. LCTS replaced Council Tax Benefit (CTB) from 1 April 2013. The Council has adopted a scheme which has the following key elements:
 - a) Pensioners on low income protected from adverse changes (as required by Government)
 - b) Disabled people, carers and blind people on a low income receive discretionary protection from adverse changes
 - c) Working age people previously on full CTB pay no more than 12.5% of the council tax bill
 - d) £25 per week of earned wages income disregarded from assessment (to provide a work incentive)
 - e) Child Benefit and Child Maintenance disregarded from assessment (to minimise exacerbation of child poverty, or accusations of same)
 - f) Hardship Policy to enable additional support for genuine extreme hardship cases
 - g) A discretionary subsidy grant was provided to Town and Parish Councils to neutralise the financial effects against their individual taxbase.

5. In 2017/18 it was agreed that the LCTS scheme would adopt the following principals in line with Housing Benefit legislation;
 - i. Removal of the family premium for all new working age claimants
 - ii. Reduction of backdating of a claim from 6 months to 1 month
 - iii. Removal of the element of the work related work activity component in the calculation of the current scheme for new employment and support allowance applicants
 - iv. Period of absence from Great Britain reduced from 13 weeks to 4 weeks whilst still being able to claim benefits

Contribution Rates across Essex

6. The council has the lowest percentage liability cap within Essex.

	Contribution Rate (%)				
	2013/14	2014/15	2015/16	2016/17	2017/18
Basildon	15	25	25	25	25
Braintree	20	20	20	20	24
Brentwood	20	20	20	20	20
Castle Point	30	30	30	30	30
Chelmsford	20	23	23	23	23
Colchester	20	20	20	20	20
Epping Forest	20	20	20	25	25
Harlow	24	24	24	26	24
Maldon	20	20	20	20	20
Rochford	20	20	20	20	28
Southend-on-Sea	25	25	25	25	25
Tendring	15	15	20	20	20
Thurrock	25	25	25	25	25
Uttlesford	8.5	12.5	12.5	12.5	12.5

Caseload

- The following table details the caseload as at 31 March for each year and shows a significant drop in the number of Working Age claimants through the life of the scheme, although there is an increase in the number of vulnerable and disabled claimants.
- Whilst the decrease in working age claimants is positive it does mean any future changes to the scheme are directly impacting on a much smaller group of people. In addition, as the group is smaller the revenue raised from increasing the contribution rate has also decreased.

LCTS Caseload								
	2013/14	2014/15	2014/15 %	2015/16	2015/16 %	2016/17	2016/17 %	Total %
	Caseload	Caseload	change	Caseload	change	Caseload	change	change all years
Pensionable Age	2,014	1,901	-6%	1,811	-5%	1,740	-4%	-14%
Vulnerable/Disabled	503	631	25%	658	4%	659	0%	31%
Working Age	1,222	972	-20%	784	-19%	785	0%	-36%
	3,739	3,504		3,253		3,184		

The drop in pensioner may be a consequence of the change in retirement age from 65 to 66

Increasing the Contribution Rate

- If the contribution cap is increased from 12.5% the scheme would generate more income. However as the Working Age group is reducing in size the amount of additional income per percentage point is also decreasing.
- For each increase of 2.5% in the contribution rate it would generate an additional council tax potential income of £27,071 across the major preceptors of which the council would retain £4,061.
- The impact of each 2.5% increase on a Working Age claimant who receives the maximum amount of LCTS would be an additional 66p per week to pay, adding up to £34 for a full year.

12. The current collection rate being achieved is in excess of 95%, due to the potential implications of the rollout of universal credit we have adjusted this to 90% for 2018/19.
13. The risk if the contribution rate is increased we could experience a decline in the collection rate.
14. The financial gain and the claimant impact are detailed in the table below, the costings are based on all working age claimants paying the full contribution, as it is impossible to identify and calculate precise figures as the contribution level varies dependant on the claimant's circumstances.

Average total						
Percentage Contribution	liability due (£)	90% Collection Rate (£)	Increase @ 2.5% increments (£)	Cost per year to claimant (£)	Cost per week per claimant (£)	
12.50%	150,397	135,357				
15%	180,477	162,429	27,071	34	0.66	
17.50%	210,556	189,500	54,143	69	1.33	
20%	240,635	216,572	81,214	103	1.99	

Funding for Town/Parish Councils

15. A key feature of the LCTS scheme is that the LCTS discounts reduce the taxbase, and therefore affect council tax calculations, including the headline Band D figure.
16. For 2013/14 UDC decided that the most appropriate course of action was to distribute funds to Town & Parish councils in such a way as to ensure that they are neither advantaged or disadvantaged by the LCTS taxbase adjustments.
17. The funding of the discretionary subsidy grant to Parish and Town Councils has continued for subsequent years up to and including 2016/17. The grant was reduced by 50% in 2017/18 to reflect the cut in RSG funding.
18. The withdrawal of RSG in 2018/19 means the council will bear the full financial burden of the LCTS scheme including the element for Parish and Town Councils.
19. The following table shows the approach other Local Authorities (where this information is available) are taking with regard to the payment of grant funding to Parish/Town Councils for the LCTS schemes.

Local Authority	Grant for Parish/Town Councils
Basildon	100% funded (no plans to change)
Brentwood	100% funded (no plans to change)
Castle Point	Decreased grant in line with RSG funding reductions
Chelmsford	Decreased grant in line with RSG funding reductions
Colchester	Decreased grant in line with RSG funding reductions
Epping Forest	Decreased grant in line with RSG funding reductions
Harlow	No Parishes
Maldon	Withdrew grant from 2016/17
Rochford	Decreased grant in line with RSG funding reductions
Southend	Decreased grant in line with RSG funding reductions
Thurrock	No Parishes

20. The table below details the amount of grant received by Parish and Town Councils in 2017/18.

<u>LCTS Parish Grant - 2017/18</u>			
Arkesden	29	Leaden Roding	215
Ashdon	243	Lindsell	0
Aythorpe Roding	21	Little Bardfield	100
Barnston	576	Little Canfield	306
Berden	144	Little Chesterford	18
Birchanger	500	Little Dunmow	279
Broxted	338	Little Easton	359
Chickney	0	Little Hallingbury	639
Chrishall	218	Littlebury	452
Clavering	294	Manuden	114
Debden	229	Margaret Roding	163
Elmdon and Wenden Lofts	191	Newport	1,616
Elsenham	1,444	Quendon and Rickli	514
Farnham	145	Radwinter	293
Felsted	1,690	Saffron Walden	27,803
Flitch Green	301	The Sampfords	195
Great Canfield	12	Sewards End	75
Great Chesterford	1,082	Stansted	5,979
Great Dunmow	18,298	Stebbing	749
Great Easton and Tilty	298	Strethall	0
Great Hallingbury	195	Takeley	3,615
Hadstock	167	Thaxted	3,837
Hatfield broad Oak	769	Ugley	106
Hatfield Heath	737	Wendens Ambo	145
Hempstead	146	White Roding	94
Henham	443	Wicken Bonhunt	43
High Easter	108	Widdington	213
High Roding	0	Wimbish	227
Langley	35		
Total Grant paid			76,802

Income Sharing Agreement

21. An Essex wide income sharing agreement was entered into with all billing authorities and major preceptors at the time of implementation of the new LCTS scheme.
22. The main principles of the agreement are to ensure a joint approach in maximising income collection, reduce fraud and ensure compliance.
23. By working proactively on fraud this ensures that our Taxbase is maintained at the maximum level generating extra revenue for both the major preceptors and billing authorities.
24. Preceptors receive a share of all income generated for Council Tax and this is allocated through the Collection Fund at year end.
25. The increased income generated specifically from these activities and internal decisions by UDC each year is monitored and the preceptors have agreed to share their element of the extra income with the Local Authorities.
26. Two posts are being funded through this agreement from to work directly on all areas of fraud and compliance within Council Tax.
27. We are currently working with Essex County and other Local Authorities on the 'Next Steps for the Sharing Agreement'. Due to the success of this agreement for all parties it is anticipated that this will continue.
28. The income generated directly from this work will also be shared as per the agreement.
29. As part of the scheme the major preceptors (County, Fire and Police) provide funding of £34,000 per annum to employ an officer to ensure the efficient administration of the LCTS scheme. The officer also works with those people affected by the scheme to

provide support in managing their payments and thereby avoid costly recovery action being taken.

30. Essex County Council contributes £7,000 per annum towards the running of the hardship scheme which has a £15,000 annual budget (£8,000 UDC element).

Cost of LCTS scheme

31. The core funding of UDC's share has been paid through the Revenue Support Grant (RSG) which has been reducing for the last few years as it is being replaced by New Homes Bonus and Business Rates Retention. In 2018/19 the council will no longer receive RSG.
32. It is estimated that for 2018/19 with the withdrawal of the remaining 50% of the Town and Parish grant funding this will reduce the cost of the scheme by £76,802, from £261,000 to £184,000. This is illustrated in the table below.

£ '000	LCTS Expenditure	County, Fire and Police Share	UDC Share inc. Parish Grant	UDC Share exc.Parish Grant
LCTS Discounts	3,119	2,682	437	437
Major Preceptors - Sharing Agreement (16%)	0	222	(222)	(222)
Net of LCTS Scheme & Discounts	3,119	2,904	215	215
UDC Funding of Parish/Town Councils	77	0	77	0
Major Preceptor LCTS Funding (Admin & Recovery)	0	34	(34)	(34)
LCTS Hardship Scheme	15	7	8	8
ECC Funding of Hardship Scheme	0	5	(5)	(5)
Total Net Cost	3,211	2,950	261	184

Consultation responses

33. The consultation on the LCTS scheme ran from 1 to 25 September and received a total of 994 responses; the full report is attached as Appendix A.
34. The consultation methods employed were;
- Pull-out, four page survey distributed with *Uttlesford Life*. Additional paper copies were also distributed to the Council's main contact points at the Great Dunmow Library, Thaxted CIC and the CSC in Saffron Walden. (976 responses were received)
 - Open public consultation. The survey was promoted on the Council's website from 4 to 25 September via an interactive form. (18 responses were received)
35. A summary of the responses received are shown in the following table;

	2018/19		2017/18	
	Yes	No	Yes	No
To maintain the contribution rate at 12.5%	70.5%	29.5%	71.6%	28.1%
To continue to protect disabled people on a low income and carers on a low income	94.7%	5.3%	93.5%	6.5%
To withdraw the discretionary subsidy grant given to Town and Parish Councils	24.0%	76.0%	63.8%	36.2%

36. Responses to maintaining the contribution rate at 12.5% and continuing to apply protection to the disabled and their carers has remained consistent with the previous year's consultation.
37. There has been a significant swing in the responses to the withdrawal of the grant funding to Town and Parish Councils.
38. In the 2017/18 consultation the majority of responses were in favour of a reduction in the Town and Parish Grant funding, but for 2018/19 the majority are against the removal of the remaining 50%.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
Assumptions about costs and income levels are incorrect	2 (a high degree of variability and estimation is involved)	2 (adverse or favourable cost affecting the council budget/collection fund)	Monitor trends closely and review scheme each year to make necessary adjustments.

- 1 = Little or no risk or impact
2 = Some risk or impact – action may be necessary.
3 = Significant risk or impact – action required
4 = Near certainty of risk occurring, catastrophic effect or failure of project.

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Uttlesford District Council

Local Council Tax Support (LCTS)

A report on the public survey about Local Council Tax Support provision in Uttlesford for the year 2018-19

Page 131

October 2017



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1. Executive summary

In April 2013 Council Tax Benefit was abolished and replaced by a new local Council Tax Support (LCTS) scheme. The Government required councils to protect pensioners so that they would receive the same level of support as they did under Council Tax Benefit. This means that LCTS has applied only to working age people.

This is the sixth year that a consultation asking for residents' views on the provisions that Uttlesford District Council makes for local people within the scheme.

Following the success of the 2016 consultation on the 2017-18 scheme, information about the LCTS setting process and the survey was distributed to every household in the district as an insert into the Council's magazine *Uttlesford Life*. As part of the authority's continuing drive towards channel shift, the 2017 survey was also available through an online questionnaire which was publicised on the website. A small number of additional copies of *Uttlesford Life* were distributed to libraries and the council's CIC points across the district to ensure that all residents would have a chance to take part even if they had lost their original issue of the magazine. A copy of the survey was not, this year, included in the summer Citizens Panel questionnaire as it was considered that panellists could respond independently. The results are detailed below.

Local Council Tax Support - have your say

Introduction

Local Council Tax Support (LCTS) has replaced the national Council Tax Benefit scheme and each year the council must consult on the proposed scheme for the following year.

The results of this consultation will be presented to councillors in the autumn with the final scheme for 2018/19 being agreed in December, to start on 1 April 2018.

The LCTS scheme forms part of a wider reform of the welfare system and is designed to help more people into work while supporting the most vulnerable. Since the start of the scheme in 2013 the number of working age people in receipt of LCTS in Uttlesford has dropped by 36% from 1,222 to 785 at the end of the financial year 2017.

The scheme is administered by local councils, who have some discretion over how LCTS is set.

Every resident in Uttlesford has the chance to have their say on the proposed scheme for 2018/19. Please take a few minutes to complete this form and send it back to us in the envelope provided by 5pm Monday 25 September 2017.

Alternatively you can complete this questionnaire online.

Visit www.uttlesford.gov.uk/LCTS

This consultation is anonymous but collated results will be publicly available, including written answers. These will not be attributed to any individual but please do not include any personal or confidential information in your responses.



Please turn over

Results summary

The results of the survey have been analysed using Snap Survey Version 11 and are supplied as both counts (the number of people who answered each question) and percentages (the proportion of people who answered a question in a particular way). Data from both online and paper survey submissions has been merged to provide a single dataset.

The Uttlesford District Council LCTS scheme is the most generous in Essex providing additional protection and support for vulnerable working age people. Questions in the 2017 survey sought the views of residents and stakeholder groups as to whether this stance is generally supported and should be continued into the 2018/19 financial year. The LCTS scheme reduces the amount of money that town and parish councils receive as some households do not pay the full amount of Council Tax. For the last three years Uttlesford District Council has provided grants to town and parish councils to make up the difference and in 2017/18 this support was reduced to 50%. For the financial year 2018-19 it is proposed to withdraw the grants altogether; it would be then be up to each parish/town council to decide if they wished to cover the shortfall in grant by increasing their part of the Council Tax. The survey sought feedback on this approach and of the implications for claimants arising from central government benefit reforms. The results are given below.

Results actuals

Questionnaire Responses (format copied from 2017-18 report with revised data)

Overall submissions	Result counts (percentage)
Total number of Paper submissions:	976 (98.19%)
Total number of web submissions:	18 (1.81%)
Total number of submissions:	994 (100%)

Headline question	Result counts (percentage)
<p>Q1 The Government has said pensioners on low income must be given full protection from the implications of this scheme. Uttlesford's current scheme also protects disabled people on a low income and carers on a low income. Do you agree with this?</p>	<p>Yes 868 (94.66%)</p> <p>No 49 (5.34%)</p>
<p>Q2 For each 2.5% of increase the LCTS recipient(s) will need to pay, on average, an additional £34 of Council Tax each year. The cost to the council of keeping the rate at 12.5% would be approximately £261,000. For each 2.5% increase the cost of the scheme for Uttlesford District Council would reduce by approximately £4,061. Do you agree that the council should keep the rate at 12.5% for a fourth year?</p>	<p>Yes 677 (70.52%)</p> <p>No 283 (29.48%)</p>
<p>Q3 In simple terms, parish and town councils set their budgets by deciding how much money they need to run their services and then dividing that amount by the number of homes in their area. The LCTS scheme reduces the amount of money the parish will receive as some households will not pay full Council Tax. Uttlesford District Council previously provided grants to parish and town councils to make up the difference. However, this year (2017/18) the grants were reduced by 50% in light of a reduction in</p>	<p>Continue to pay the grant to parish and town councils 732 (76.01%)</p> <p>Withdraw the grant to parish and town councils 231 (23.99%)</p>

Headline question	Result counts (percentage)
<p>government funding for district councils. It is proposed for next year (2018/19) to withdraw these grants altogether.</p> <p>If Uttlesford District Council was to remove the grant to parishes, the total cost of the scheme would be £184,000.</p> <p>It would be up to each parish/town council to decide if they wished to cover the shortfall in grant by increasing their part of the Council Tax.</p> <p>Do you think the council should:</p> <p>Continue to pay the grant to parish and town councils</p> <p>Withdraw the grant to parish and town councils</p>	

Overall Submissions	Result counts (percentage)
Q4 Further comments made regarding the LCTS scheme	131 comments received
Postcodes data entered	914
Are you in receipt of LCTS?	No 846 (91.86%) Yes 75 (8.14%)
If yes (in receipt of LCTS), are you in a protected group (pensioner/disabled/carer)?	Yes 67 (53.60%)

Overall Submissions	Result counts (percentage)
	No 58 (46.40%)

Results priority analysis

Previous surveys conducted in 2012 for the initial introduction of the scheme in 2013-14, in 2013 for the 2014-15 scheme and in 2014 for the 2015-16 scheme were conducted to determine the most effective resolution for recipients in Uttlesford. Questions have been varied during each of the annual consultations to seek specific views. The 2015 consultation for the 2016-17 scheme and the 2016 survey for the 2017-18 scheme adopted a new format with wider ranging questions designed to more accurately gauge public opinion. Whilst not directly comparable, the 2017 consultation for the 2018-19 scheme in part revisits a number of elements of the 2015 and 2016 surveys, principally Q.1-2, in order to ascertain if there has been a move in public opinion.

Local Council Tax Support Priorities:

The basic tenant of the scheme has been maintained since its introduction with some elements being refined in succeeding years. Headline results across all consultation streams indicate that the public are broadly in favour of the local scheme as currently delivered. In December 2012, following public consultation, the Council adopted an LCTS scheme which included protection for pensioners (a mandatory requirement for all schemes) but added further protection for disabled people on a low income and carers on a low income. Respondents indicated a marked preference for the continuation of this discretionary element with 94.66% supporting ongoing protection within LCTS for vulnerable people on a low income.

The LCTS scheme for 2014/15 implemented an amendment to increase the minimum amount paid by LCTS recipients formerly entitled to full Council Tax Benefit from 8.5% to 12.5%. This has been continued across the 2015/16, 2016/17

and 2017/18 schemes and represents the most generous support package in Essex. The cost to the Council of keeping the rate at 12.5% during the forthcoming year would be approximately £261,000. Just over seven in ten respondents residents (70.52%%) indicted their continued support for retaining this arrangement.

A further financial implication of the scheme arises from the support Uttlesford District Council provides to town and parish councils in order to ensure that they are not adversely affected by the loss of Council Tax income. For the 2017/18 scheme the support grant was reduced by 50%. In 2018/19 it is proposed to withdraw the grant scheme altogether. It would be up to each parish/town council to decide if they wished to cover the shortfall in grant by increasing their part of the Council Tax. Whilst the majority view was for Uttlesford District Council to continue to support the town/parish councils, nearly a quarter of respondents (23.99%) indicated that they would be happy to see the grant withdrawn.

Consultees were given the chance to further expand on their responses in an open text box. These additional comments are reported verbatim as part of Appendix 4.4.

2. Purpose methodology

Uttlesford District Council has a statutory duty to consider annually whether to revise its Local Council Tax Support Scheme (LCTS), replace it with another or make no changes. For the forthcoming year the Council is obliged to consult with interested parties. The results of this consultation will inform the decisions made by officers and councillors when setting Council Tax spending for the year April 2018 to March 2019

Following on from the successful consultation exercise run in 2015 and 2016, the LCTS survey for the 2018-19 scheme was included as one of two centre page inserts in the Summer edition of the Council's widely distributed community newsletter, *Uttlesford Life*, which is delivered to every household in the district. As well as the LCTS Survey, a questionnaire seeking resident feedback on Council Spending Priorities for 2018-19 was inserted in each copy.

The LCTS consultation was run over the period 4 to 25 September 2017. Respondents were asked to indicate their support for the scheme as it currently stands and their views on the proposed withdrawal of grants to the parish/town councils. Respondents were also given the opportunity to make additional comments about the issues raised in the questionnaire. For profiling purposes they were also invited to include a postcode and to state if they were in receipt of LCTS

The following consultative methods were employed.

- Dedicated pull-out, four page survey distributed with *Uttlesford Life*. A reply paid envelope was also included so as to make it as easy as possible for residents to respond. Additional paper copies were also distributed to the Council's main contact points at the Great Dunmow Library, Thaxted CIC and the CSC in Saffron Walden.
976 responses were received
- Open public consultation. The survey was promoted on the Council's website from 4 to 25 September via an interactive form using the Snap 11 consultation platform.
18 responses were received

General promotion was carried out with a press release and exposure via the council's social media channels and prominent placement on the homepage of the council's website.

By the close of the consultation period, 976 paper responses had been received and a further 18 online submissions were registered. This represents a 17.58% decrease in overall submissions on the previous year. However, the inclusion of the Council Spending questionnaire within the same issue of *Uttlesford Life*, for which there were over 1000 responses, may have resulted in some residents choosing not to respond to both surveys.

3. Survey results, detailed findings

Survey results across all streams

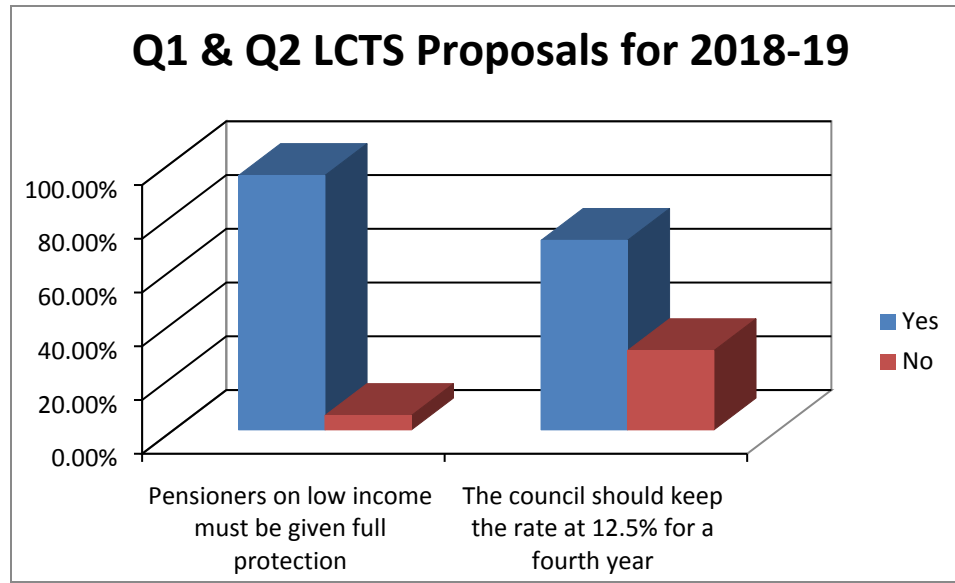
The results for each of the different consultation streams – paper and online surveys – are reported below as a single merged dataset.

LCTS substantive questions

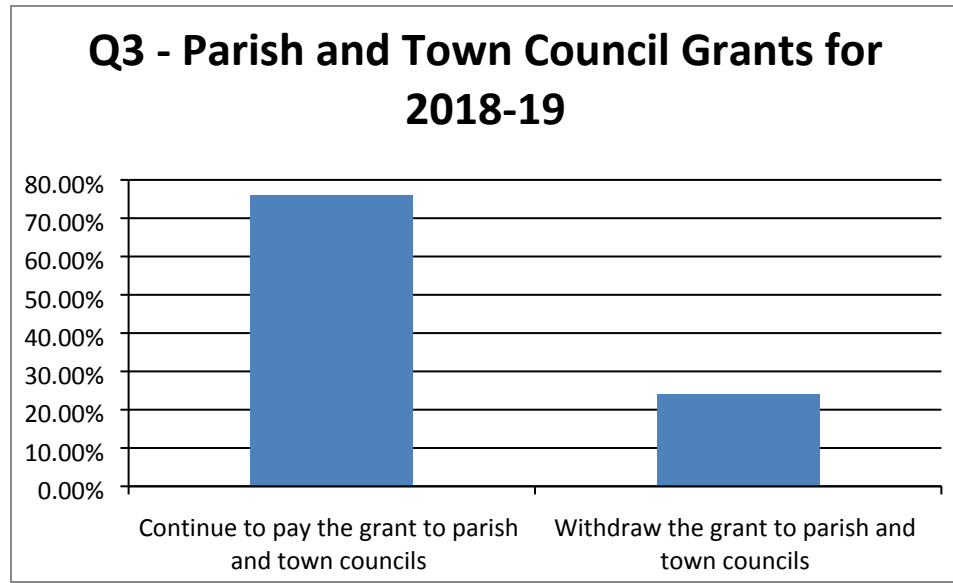
This analysis comments on the responses received across both consultation channels. A further section then makes reference to the previous consultation and identifies trends. Results are broadly in line with the views of residents as reported in previous years, principally research undertaken with stakeholders and the Uttlesford Citizens Panel to inform the 2014/15 scheme and the district wide consultations for the 2016/17 and 2017/18 schemes.

Q1 Protecting pensioners and disabled people on a low income and carers on a low income saw 94.66% support with only a 5.34% rate of dissent. Protection for pensioners is a mandatory requirement, though Uttlesford District Council has also opted to provide additional protection for vulnerable working age people – disabled, carers and blind people.

Q2 Maintaining the level at which non-vulnerable LCTS recipient(s) will need to pay Council Tax at 12.5% for the year 2018-19 was supported by 70.52% of respondees. The questionnaire did not provide an opportunity to provide a literal comment for specific questions; however, the invitation to comment in Question 4 on any of the LCTS issues prompted a number of wide ranging responses on this subject. As many as 30 comments were received expressing the importance of supporting vulnerable people in the district, e.g. “We live in a very affluent area and those who are financially able should, through their council tax contribute more in support of those who are less fortunate.” Conversely a further 14 comments suggested Uttlesford LCTS recipients should pay a rate more in line with other Essex councils.



Q3 Supporting parish and town councils to ensure that they do not lose money was backed by 76.01% of those that answered this question. However, just under a quarter of those answering this question supported the complete withdrawal of the grant by Uttlesford District Council. Comments received in the open text area in Question 4 of the survey ranged from "It's not costing much to maintain the LCTS or Parish Grants so, why change it?" to "Parish Councils should set their precept and charge directly. Provides clarity to where money is going."



Q4 Respondees were invited to make any additional observations on the scheme and 131 people chose to take up this option offering a range of opinions.

The majority of comments (54 in total) received related to the financial aspects of the LCTS Scheme. A few of these expressed support for re-assigning funds to maintain vital services while 14 responses were received which supported the view that the percentage paid by LCTS recipients should be more in line with other Essex councils.

Visible value for money was emphasised in other comments: "People need to see their money being spent wisely and on the priorities as seen by the resident's point of view. If this was the experience I personally would support a need for an increase but not just "more in the pot and no visible improvement"".

The topic which received the second highest number of literal responses was support for vulnerable people in the district (30 comments touched on this topic). Comments received included “It is the duty of any civilised community to protect the most vulnerable” and a personal expression of appreciation: “I have always been grateful for the LCTS being set at the level it is in Uttlesford. In this rural area life can be expensive for impoverished people, with high transport costs and services scattered in different places...”.

Postcodes

Of the 994 responses received, 913 chose to enter their postcode providing a comprehensive dataset to identify areas of high or low response across the district.

LCTS Recipients

Helping to provide a profile of the survey respondents were asked if they are currently in receipt of LCTS. Of the 921 respondents who answered the question 75 (8.14%) indicated that they receive this benefit. Of those, 67 noted that they considered themselves to be in a protected group (pensioner/disabled/carer). As a group these respondents represent just 7.27% of the 921 people who answered these specific profiling questions.

Survey trends 2016/17 versus 2017/18 schemes across all streams

A comparison is made between the results of consultation run in 2016 for the 2017/18 scheme and that run in 2017 for the 2018/19 scheme. A direct correlation of any responses is only reported here where the same question was asked in both surveys.





Overall the response rate to the survey has decreased by 17.6%, from 1206 submissions in 2016 to 994 returns in 2017. This decline in response may be the consequence of including the Council Spending questionnaire and the LCTS


Survey within the same issue of *Uttlesford Life* and some residents choosing not to respond to both surveys. Nevertheless, paper submissions remain the preferred route for the majority of consultees, with online responses this year only accounting for 1.8% of the total. This is nearly 5% fewer online responses than in 2016 and is perhaps indicative of the aging demographic of the district where residents still feel happiest completing a paper questionnaire rather than utilising an online resource.



Support for protecting specific groups such as pensioners from the implications of the scheme remains high, increasing 1.2% from 93.5% to 94.7%. In the open text box in which respondents had the opportunity to comment on issues relating to the scheme, 30 comments were received expressing this support. A further question asking residents to express agreement or disagreement with the proposal that the Council should keep the rate at 12.5% was asked in the 2015, 2016 and 2017 surveys. Approval levels for this course of action are still high but have slipped by 7.4% in the past 2 years, down from 77.9% (in 2015) to 70.5% (2017 survey).


Approval for continued support for the town/parish element of the LCTS scheme has increased over the past twelve months, from 63.8% in 2016 to 76.0% in the current survey. However, just under a quarter of those answering this question supported the complete withdrawal of the grant. 12 of the literal comments received made reference to this issue.




With regard to the basic profiling carried out in the survey, the general geographical spread of those responding is much the same as in 2016. There was also, as in the previous two surveys, an opportunity for consultees to indicate if they are in receipt of LCTS. A very similar proportion, 91.9% (compared with 92.1% in the 2016 survey) noted that they are claiming the benefit, and a slightly higher proportion (7.3% of those who answered) consider themselves to be in a protected group.

Overall submissions	Result counts (percentage)	Result counts (percentage)	Trend
	2017/18 scheme	2018/19 scheme and trend	
Total number of paper submissions:	1115 (92.45%)	976 (98.19%)	
Total number of web submissions:	91 (7.55%)	18 (1.81%)	
Total number of submissions:	1206 (100%)	994 (100%)	
Headline question	Result counts (percentage)		
Q1 The Government has said pensioners on low income must be given full protection from the implications of this scheme. Uttlesford's current scheme also protects disabled people on a low income and carers on a low income.	Yes 1098 (93.5%)	Yes 868 (94.7%)	
Do you agree with this?	No 76 (6.5%)	No 49 (5.34%)	

Overall submissions	Result counts (percentage)	Result counts (percentage)	Trend
<p>Q2 For each 2.5% of increase the LCTS recipient(s) will need to pay, on average, an additional £34 of Council Tax each year. The cost to the council of keeping the rate at 12.5% would be approximately £261,000. For each 2.5% increase the cost of the scheme for Uttlesford District Council would reduce by approximately £4,061.</p> <p>Should the council keep the rate at 12.5%?</p>	<p>Yes 824 (71.6%)</p> <p>No 326 (28.1%)</p>	<p>Yes 677 (70.5%)</p> <p>No 283 (29.5%)</p>	 

Overall submissions	Result counts (percentage)	Result counts (percentage)	Trend
<p>Q3 In simple terms, parish and town councils set their budgets by deciding how much money they need to run their services and then dividing that amount by the number of homes in their area.</p> <p>The LCTS scheme reduces the amount of money the parish will receive as some households will not pay full Council Tax.</p> <p>Uttlesford District Council previously provided grants to parish and town councils to make up the difference.</p> <p>However, this year (2017/18) the grants were reduced by 50% in light of a reduction in government funding for district councils. It is proposed for next year (2018/19) to withdraw these grants altogether.</p> <p>If Uttlesford District Council was</p>	<p>Continue to pay the full grant 729 (63.8%)</p> <p>Reduce the grant by 50% 413 (36.2%)</p>	<p>Continue to pay the grant to parish and town councils 732 (76.0%)</p> <p>Withdraw the grant to parish and town councils 231 (24.0%)</p>	<p></p> <p></p>

Overall submissions	Result counts (percentage)	Result counts (percentage)	Trend
<p>to remove the grant to parishes, the total cost of the scheme would be £184,000. It would be up to each parish/town council to decide if they wished to cover the shortfall in grant by increasing their part of the Council Tax.</p> <p>Do you think the council should: Continue to pay the grant to parish and town councils? Withdraw the grant to parish and town councils?</p>			
<p>Q4 Further comments made regarding the LCTS scheme</p>	<p>96 comments received</p>	<p>131 comments received</p>	

Overall submissions	Result counts (percentage)	Result counts (percentage)	Trend
Postcodes data entered	1177	913	
Are you in receipt of LCTS?	No 1079 (92.1%) Yes 92 (7.9%)	No 846 (91.9%) Yes 75 (8.1%)	
If you in receipt of LCTS are you in a protected group (pensioner/disabled/carer)?	Yes 75 (80.6%) No 18 (19.4%)	Yes 67 (53.6%) No 58 (46.4%)	

4. Appendices

4.1 Questionnaire Survey forms for the paper and online consultation followed an identical format.

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Uttlesford District Council

Resident Business Your Council

Council Tax & Benefits Planning & Building Control Community, Safety, & Health Recycling & Waste Housing & Environmental Health Street Scene & Parking More

You are in: Resident Council Tax & Benefits Benefits Local Council Tax Support (LCTS)

- Resident
- Council Tax & Benefits
- Benefits
- Local Council Tax Support (LCTS)
- Housing Benefit
- Universal Credit
- Online Benefit Calculators
- Local Housing Allowance (LHA)
- Changes of Circumstance - Benefits
- Benefit Fraud

Uttlesford Local Council Tax Support (LCTS)

Local Council Tax Support (LCTS) has been proposed for the following year's scheme for 2018/19 being agreed in December 2017.

Take part in the Uttlesford Local Council Tax Support (LCTS) survey

Paper copies of the survey can be found at Dunmow Library and the Council Tax Service desk at Dunmow Library and the Council Tax Service desk at 510510 or emailing consultation@uttlesford.gov.uk.

The consultation closes at 5pm on Monday 15th October 2017.

If you need an extra paper copy of the survey, please contact the Council Tax Service desk at Dunmow Library and the Council Tax Service desk at 510510 or emailing consultation@uttlesford.gov.uk.

Local Council Tax Support (LCTS)

Local Council Tax Support (LCTS) has been proposed for the following year's scheme for 2018/19 being agreed in December 2017.

You can apply if you own your home, rent, or are a tenant in shared ownership.

Uttlesford Local Council Tax - have your say!

- The Government has said pensioners on low income must be given full protection from the implications of this scheme. Uttlesford's current scheme also protects disabled people on a low income and carers on a low income.

Do you agree with this?

Yes No

- The table below shows how Uttlesford's rate compares to other Essex councils. The lower the percentage, the less Council Tax an LCTS recipient is required to pay.

[Click here for more information on how Uttlesford's rate compares with other Essex councils.](#) (PDF opening in new window)

For each 2.5% of increase the LCTS recipient(s) will need to pay, on average, an additional £34 of Council Tax each year.

The cost to the council of keeping the rate at 12.5% would be approximately £261,000. For each 2.5% increase the cost of the scheme for Uttlesford District Council would reduce by approximately £4,061.

Should the council keep the rate at 12.5%?

Yes No

●●●●○○○○○○○○

Powered by **snapsurvey**

Local Council Tax Support - have your say

Introduction

Local Council Tax Support (LCTS) has replaced the national Council Tax Benefit scheme and each year the council must consult on the proposed scheme for the following year.

The results of this consultation will be presented to councillors in the autumn with the final scheme for 2018/19 being agreed in December, to start on 1 April 2018.

The LCTS scheme forms part of a wider reform of the welfare system and is designed to help more people into work while supporting the most vulnerable. Since the start of the scheme in 2013 the number of working age people in receipt of LCTS in Uttlesford has dropped by 36% from 1,222 to 785 at the end of the financial year 2017.

The scheme is administered by local councils, who have some discretion over how LCTS is set.

Every resident in Uttlesford has the chance to have their say on the proposed scheme for 2018/19. Please take a few minutes to complete this form and send it back to us in the envelope provided by 5pm Monday 25 September 2017.

Alternatively you can complete this questionnaire online.

Visit www.uttlesford.gov.uk/LCTS

This consultation is anonymous but collated results will be publicly available, including written answers. These will not be attributed to any individual but please do not include any personal or confidential information in your responses.



Please turn over

1. The Government has said pensioners on low income must be given full protection from the implications of this scheme. Uttlesford's current scheme also protects disabled people on a low income and carers on a low income.

Do you agree with this? Yes No

2. The table below shows how Uttlesford's rate compares to other Essex councils. The lower the percentage, the less Council Tax an LCTS recipient is required to pay.

	The minimum % Council Tax an LCTS recipient paid In 2015/16	The minimum % Council Tax an LCTS recipient paid In 2016/17	The minimum % Council Tax an LCTS recipient is paying In 2017/18 (this year)
Basildon	25	25	25
Braintree	20	20	24
Brentwood	20	20	20
Castle Point	30	30	30
Chelmsford	23	23	23
Colchester	20	20	20
Epping Forest	20	25	25
Harlow	24	26	24
Maldon	20	20	20
Rochford	20	20	28
Southend-on-Sea	25	25	25
Tendring	20	20	20
Thurrock	25	25	25
Uttlesford	12.5	12.5	12.5

For each 2.5% of increase the LCTS recipient(s) will need to pay, on average, an additional £34 of Council Tax each year.

The cost to the council of keeping the rate at 12.5% would be approximately £261,000. For each 2.5% increase the cost of the scheme for Uttlesford District Council would reduce by approximately £4,061.

Should the council keep the rate at 12.5%? Yes No

3. In simple terms, parish and town councils set their budgets by deciding how much money they need to run their services and then dividing that amount by the number of homes in their area.

The LCTS scheme reduces the amount of money the parish will receive as some households will not pay full Council Tax. Uttlesford District Council previously provided grants to parish and town councils to make up the difference. However, this year (2017/18) the grants were reduced by 50% in light of a reduction in government funding for district councils. It is proposed for next year (2018/19) to withdraw these grants altogether.

If Uttlesford District Council was to remove the grant to parishes, the total cost of the scheme would be £184,000.

It would be up to each parish/town council to decide if they wished to cover the shortfall in grant by increasing their part of the Council Tax.

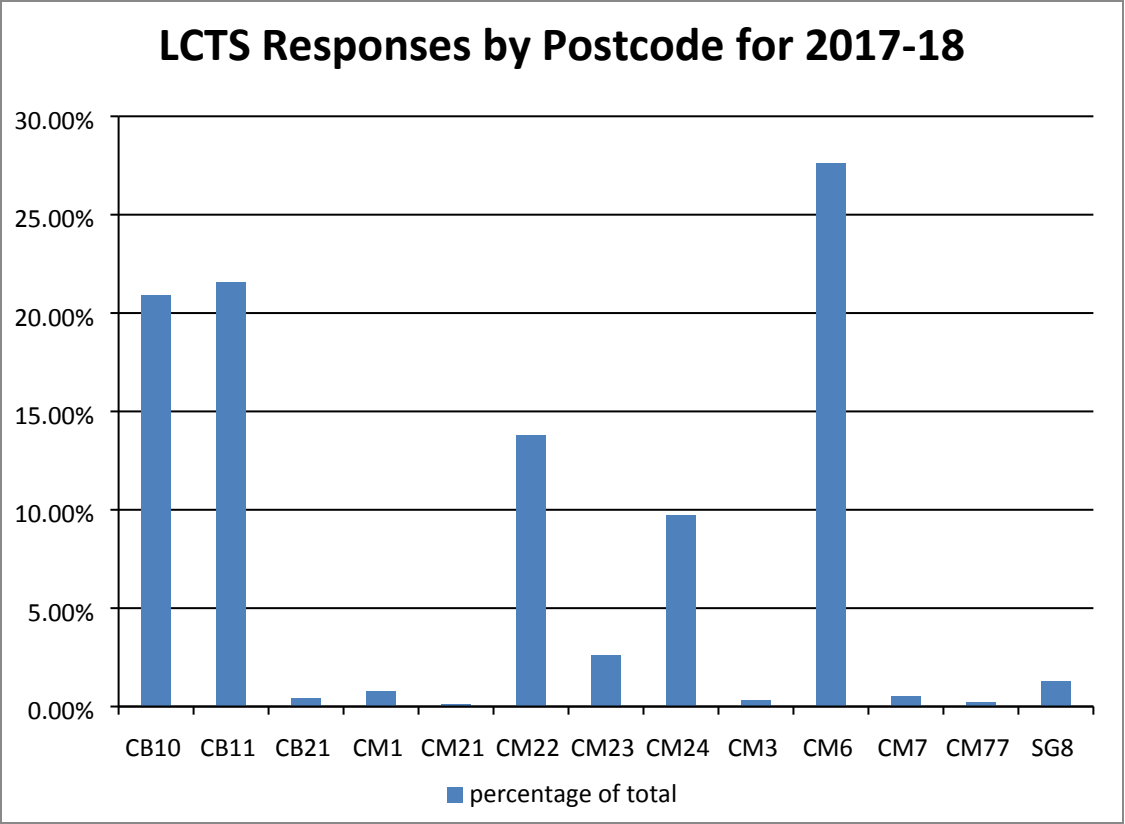
The table overleaf shows how much grant each town/parish council receives this year.

4.2 Profiling

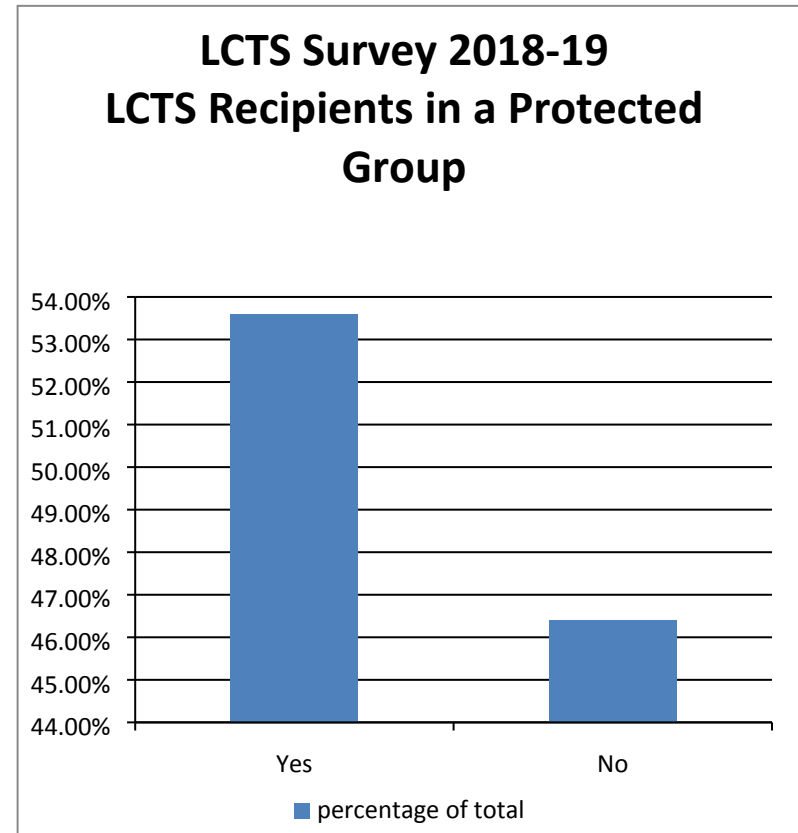
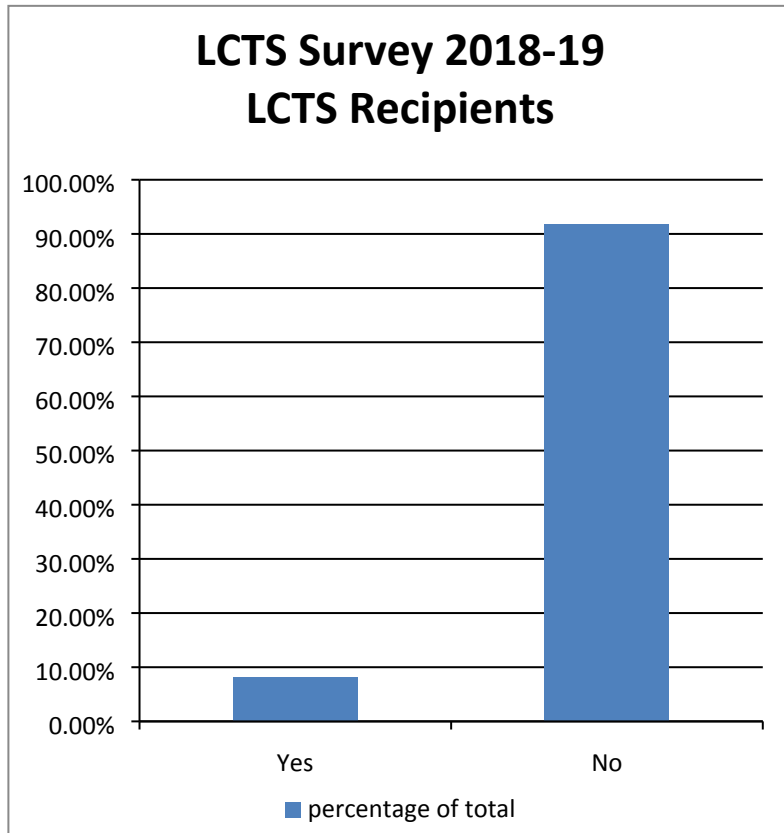
4.2.1 Profiling - Geographical distribution

(Data highlighted in red shows areas of highest response – Saffron Walden, Dunmow and Stansted postcodes)

CB10	20.92%
CB11	21.58%
CB21	0.44%
CM1	0.77%
CM21	0.11%
CM22	13.80%
CM23	2.63%
CM24	9.75%
CM3	0.33%
CM6	27.60%
CM7	0.55%
CM77	0.22%
SG8	1.31%



4.2.2 Profiling – Recipients of LCTS



4.3 Open text responses received

132 comments were received.

This word cloud highlights in a visual format the comments made by the respondents to this consultation. Words which appear most often in the responses given are shown more prominently in the “cloud”.



Uttlesford Life Paper Responses
It's not costing much to maintain the LCTS or Parish Grants so, why change it?
Maybe install Speed humps on Mountfitchet Estate to stop the cars and buses from speeding.
Agreeing details in December is fine if things stay the same. IF changes are made to the rate, or to take certain people out of protection altogether, this doesn't really allow people enough time to chance their circumstances to suddenly pay say £17 per month out of their benefits.
No more new houses for Elsenham apart from new school more parking for our Doctors surgery.
Uttlesford District Council needs to be more efficient with their finances. There is a need to be more careful with the monies not just cutting services but carefully managing resources.
UDC should proudly continue to help poorest in society to live in a decent way.
It is crucially important to support the vulnerable, especially unpaid carers, who save the tax payer £132 billion each year. Withdrawing this subsidy would do more harm than good. Just shove the problem elsewhere, probably the NHS.
On the whole this is a pretty affluent area and I believe residents are happy for these less well-off to be given assistance provided the money is seen to be going to just causes and is distributed fairly with zero tolerance of benefit fraud.
I think with regards to planning applications the views of the residents are not really taken into consideration that if plans for a housing application (large scale) are put in then it will eventually get the go ahead regardless of grid lock already in the town. The proposed one way system round the town is absolutely ludicrous. Diverting traffic to already gridlocked areas at peak time?? Nonsense, and totally irresponsible.
Sadly snob outlooks will never make Uttlesford a caring Council. No effort is made to de stigmatise social housing and rental costs. I am not in social housing or have benefits paid to me but see how matters are reported. Housing estates being built are not given enough pressure to build starter homes. Uttlesford is not good value for tax being paid.
To truly help more people into work the LCTS scheme should be extended to cover more low income categories, not just limited to disabled and carers. I have replied to general council tax budget questionnaire saying UDC should charge more Council Tax - I recognise that increasing protection costs more money.
Getting more people back into some form of work is key. This will help reduce the burden to the Council.
Just want people who really need it get it.
Because of the prolonged period of austerity and cuts to welfare system overall I believe it is essential to maintain the LCTS for vulnerable and disabled people, or those in low wages. I appreciate that Uttlesford is fortunate in its populations financial wellbeing on the whole, but there will always be members of the community who will need extra support and help.

I should like to see more discipline about parking on or across pavements. Pavements are for people walking not for car parking.
We agree with helping those who need it!
Could you for see that when the bin refuse collections are carried out that broken glass in the main roads is cleaned up as I'm sure the refuse drivers carry a brush of some kind on the vehicles.
Spend more on litter collection/prevention.
On balance the Council (UDC) seems to generally to do a good job. You are however, too bureaucratic especially on planning. It is sensible to seek planning consultation when almost all the possible land is already being built on - hideously. Please remember that for many of us computers are a last resort. Give us telephone contacts please.
Get the local people who are out of work to do work in there village or parishes to help keep them tidy, ie churches, special constables, make use of people. Need more bus services out in villages to help the old.
Why would the total cost of the scheme be £184,000 if UDC removed the grant to Parishes?
The Council should continue to support the old and the vulnerable so they do not have to choose between heating and eating.
The saving from changing the LCTS is tiny and pointless - much more hassle to change than just keep running. RE the grant - removing it is just pushing costs on to other organisations. It is an exceptionally lazy way to make savings. Either make real savings or increase council tax instead.
This is not a simple issue to understand. Uttlesford can be congratulated for asking these questions and simplifying the issues. It is still hard to understand. Far from the couple of minutes you say it takes to complete the form?
I have always been grateful for the LCTS being set at the level it is in Uttlesford. In this rural area life can be expensive for impoverished people, with high transport costs and services scattered in different places. It might not be possible to continue living here if the LCTS were to be cut, in addition to astronomical rents not covered by housing benefit which does not keep pace, and other benefits which are not updated in line with food inflation, and income from low paid jobs not keeping pace either. Please continue to support diversity in the makeup of Uttlesford, and don't price out those who are not property rich, but who contribute in many other ways.
House needed for young local people affordable housing needed. New schools, surgeries. Responsibility to stop East Town.... It's huge! Need to have smaller developments around Uttlesford.
Whether the council or parish pay surely the tax payer will pay in the end.
I am educated and was professional in my working life, but I fail to understand the meaning of LCTS as described on 3 pages back! Help more people into work? How? Help the most vulnerable? How? Meaning less?? Sorry, disabled fingers

- Can't write very neatly.
The Council should provide more social housing for low income families/people. Empty houses can be rented out. Pot holes and road surfaces need repairing. Parking on high street in Newport needs addressing. People who live on the High St and do not have drive ways need proper parking spaces so their cars do not get vandalised.
It is the duty of any civilised community to protect the most vulnerable.
Reading the costs you have supplied makes me realise what an impossible task you have. However as a woman of close to 80 yrs living on a limited and fixed income the thought of increase to CTax in additional to all the other increases is frightening. I think that the dignity of older people should be preserved where possible - the loss of income can amount to real problems like not eating or heating the home properly. Central Govt. is largely responsible for the austerity you and all of us face. You are doing your best - but try to think in terms of the individuals and people - young and old and the impact your decisions have.
Should the LCTS scheme also be means tested?
1.Why waste money on Town Hall which is hardly ever used. 2.Bring back Police. 3.Uneven pavements a disgrace many accidents occur. 4.More Doctors surgeries.
How about you survey all the people in receipt of council tax benefit and see what they say? And please ignore tory rantings of puffed up, wealthy land owners who have never worried where the next meal is coming from.
We must support those who need it, for if we do not it creates poverty and crime. Why make others suffer for the sake of other services which could be summed down.
The payment of LCTS needs to be combined with all other benefits provided with a 'maximum amount' - otherwise the incentive to work is reduced.
Ashdon Parish Council has no value in this village they offer no support on Applications. They are rigid in their views and so am I glad to see movement of Councillors so new opinions and options can be considered for PARKING YOUNGER GENERATION AFFORDABLE HOMES
Some of the services you mention are not negotiable. Uttlesford has to assess and pay benefits. As will be many of the public health requirements and planning.
I can understand why you need to consult BUT it is not so simple.....what would be the actual effect on UDC if they kept PC grants? What would it be used for? What are the advantages/disadvantages
Parish Councils should set their precept and charge directly. Provides clarity to where money is going. LCTS should be within the range of other Essex Councils.
It seems that Uttlesford is very low compared to others. Should be consistent.

Every house should pay full council tax and then reductions determined in accordance with Council Policy.
LCTS appears to be extremely generous in Uttlesford relative to other councils in Essex.
Uttlesford rate needs to go up to continue providing services.
Make better use of Public buildings. Care in supporting M.H - huge drain on other services. Opportunities for good road networks. Improve general transport options to and from Saffron Walden. Develop roads before houses develop.
Felsted is a very upmarket area with lots of expensive properties, I don't think it would hurt them too much if they were asked to pay a bit more, to keep the main services going i.e. Refuse collections clearing up after travellers, fly tipping helping to re-house the homeless and the most vulnerable in our society. We live in a beautiful part of the country so we should all do our bit to keep it that way, we are very fortunate we don't have the problems that happen in other parts of the world i.e. weather, war, civil unrest etc.
The increase LCTS has to pay not exceed 2.5%. Parish / Town Councils who receive less than £1000 should NOT receive any grant.
U.D.C may need to increase council tax, but should not be given carte blanche but limited to 2 or 3% only.
This is a confusing document. It presumes that you understand LCTS and National Council Tax Benefit. I am a Tax Payer, who has not ever been in receipt of benefits, but I am soon to be retired. I believe in fairness for all.
This questionnaire is very hard to understand.
How much is it costing for these forms posting and collating money can be better spent - condition on roads!!!
20mph speed limits should be enforced by discreet observation cameras. This is important for safety - cyclist should not ride on pavements.
In the last 10yrs we have cut enough, to make savings. It's time to protect where we are to keep area nice and help all residents.
Pathways have grass coming through, this needs attending to urgently as this can cause someone especially elder people to lose their footing. Stop cars parking 2 wheels on pavements 2 on road making it very difficult to get through with walking frames etc. Have to go on road to get past.
Is the council really going to make decision based on this survey? What is the cost of it? Councillors have been elected to make decisions. If we don't like them, we don't vote for them next time.
Too many homes and affordable housing are being built all over the place, you will have everywhere as an over run and over spill, it ruins it all.
The Police are receiving funding through Council Tax paid however there is little Police presence and or signs of follow-up. Sadly petty crime can escalate and in time S. Walden and surrounding areas could become known as an easy target

<p>area. So, why are we funding the Police when we are not seeing / experiencing the benefits of the Financial Backing?</p>
<p>My personal priorities for the District are around housing and environment. With high house prices and rents compared to wage levels, and static local housing allowances, the issues are acute for people in poverty particularly those in private rented housing. In my experience in the voluntary sector those who are worst off are single people of working age who have mental or physical health problems and single parents of late teenaged children, for whom the income shock of losing child-related benefits is often combined with low paid part-time work. UDC staff do valiantly in difficult circumstances but more resources for social housing and benefits are needed.</p>
<p>My parish council does nothing why do we even give them money. What is it for? Scrap Parish Councils and Town Councils there is no need for any of them.</p>
<p>I believe that people on LCTS should be given as much help as possible, as most people that are on LCTS do not have a choice i.e. such as the elderly and the disabled people because their problems are because they are getting to old or because they are too ill to work, and they are the people who suffer the most such as they don't put their heating on when it is cold because they can't afford the high bills. They also don't eat properly because they can't afford to we should be helping our own people in the county first and then help all the outsiders.</p>
<p>Verge cutting has almost ceased throughout the summer leading to dangerous conditions for motorists. Inform all local residents prior to planning permission is granted or to the sale of any green belt ground. It's too late when the contractors move in!</p>
<p>We wasting money with people that never contribute for society, even pensioners should pay their taxes, if we continue to help only pensioners our area in the future will be full of old people because our young people their going live somewhere else.</p>
<p>We have enough good volunteering programmes to stop tax payers money being spent in this way. Parish Councils could apply for charitable grants or fund raise - councillors could lead on this. It would be fairer to lower council tax for all and make some council job voluntary.</p>
<p>The minimum LCTS amount should be raised to 25%. It is wrong that Uttlesford is so out of step with all other Essex Councils. We simply cannot afford such over-generous subsidies.</p>
<p>Ensure that those who should be paying the full amount of Council Tax do in fact do so.</p>
<p>This questionnaire is very confusing and unclear - perhaps this was intentional to produce biased results. I have added asterisks to two figures which do not align with no clear narrative. Burying the total cost of the LCTS mid-way through the questions seems an odd approach - surely this should form the introduction? Questions 1 also fails to provide enough detail on the current Uttlesford scheme to make a valid judgement does the low income calculation include other benefits?</p>

Very poorly worded questionnaire!
I believe LCTS should be fully means-tested.
We live in a very affluent area and those who are financially able should, through their council tax contribute more in support of those who are less fortunate.
Q.2 A small increase of 2.5% seems to be reasonable. If the increase was to be more than this then I believe this could have quite a big impact on some LCTS recipients. Q.3 I would propose a reduction in the grant given rather than a total withdrawal.
As before, why is UDC so different to all other Councils?
Should not be so far below all other Essex Councils. Some increase would be fair.
12.5% should increase by at least 10% to 22.5%.
So how much did this consultation cost? £76,802? LCTS?
The LCTS scheme should apply to pensioners, disabled and carers only. This might encourage others on benefits to understand priorities and budget accordingly.
2. LCTS recipients should pay a comparable amount as other Council recipients.
Please remember many people work full time and do not get any help, people must be encouraged to support themselves if they can. Its ok for the rich in our area but not god for those who are just above the HELP requirements. Let's be fair to all. Any increase hits this group the HARDEST!
I don't think comparing the grants to different parishes is particularly helpful as they are all different sizes. What would be more helpful is to identify average % spend in each service.
As extra buildings are added to figures it would seem appropriate to monitor and increase the percentages accordingly. A small percentage increase annually is more acceptable than an increase in Council Tax in certain years only.
Low income single parent families i.e. under £20k income with children should receive a discount - not just 25% off as a 'single person' as such poor income it's a struggle to pay 75% of council tax bill - should be more realistic to pay for these families i.e. 50% as children / household then reduction pushed into poverty / struggling with al bills / utilities to pay!
Since the current irresponsible central government has not pushed e.g. Amazon and UK dependency tax havens i.e. tax owed to us all or raised taxes for the top 1-5%, the local councils MUST get more money from us.
People need to see their money being spent wisely and on the priorities as seen by the resident's point of view. If this was the experience I personally would support a need for an increase but not just "more in the pot and no visible improvement".
If there is a financial problem stop producing the full colour 'Uttlesford Life'. No one reads it and it is a waste of money and

too self-aggrandizing.
There are many wealthy pensioners in Uttlesford do they all need LCTS - perhaps an income threshold should be applied. I don't think you have worded this very clearly - some people won't understand this budget for LCTS.
The roads are never swept (disgraceful) Front gardens allowed to have greenery overhanging dangerously onto pavement owners should have a notice to keep hedges clear as other councils do.
LCTS in Uttlesford should be the same levels as other low areas in Essex - i.e. 20%
Do not understand why Uttlesfords rate is so much lower than other areas. 12 ½% is very low compared to others and should be increased - others have increased their rate. 25% would be a better rate compared to others.
The reason why people are in straightened circumstances. If people made insufficient provision for their old age yet had a good income whilst in work they should be considered partly responsible. However those who incapacity or misfortune should still be supported.
I think Council Tax is way too high for some families. Being a single mother on a low income the council tax is the largest monthly bill I have. I think some households should pay more accessed on household income.
Encourage more support from families and less reliance on the state.
I don't know why the number of LCTS recipients has decreased. If it's because the need has decreased that fine but if it is because the council are grabbing money from people then it's not.
Spend more on litter/waste collection.
Thank you for what you do I imagine you could do more with sufficient funds.....
To make sure that all claimants qualify.
It seems fair to protect those on low incomes from taxes when better off households can cover the difference.
I don't know why you've produced the high priority/low priority list of your services. You should be giving ALL the services high priority. That's what you're there for. I am very disappointed that you keep on allowing more building in overcrowded Saffron Walden: the pollution from all the cars is killing us.
The villages listen to their residents more than Uttlesford ever do. The system is not policed effectively with cheats taking what they do not deserve with little risk of being caught! The council needs a real proactive investigative team on the ground not just looking at paper in an office! New estates need dog warden visits and bins i.e. Franklin Drive Elsenham has dog fouling on the external paths ALREADY!
Everyone who is able should contribute to the support of people who are impoverished, disabled or involved in caring for a vulnerable person. Collective contribution is the mark of a civilised society. Too much collective support has already been lost in pursuit of a neo-liberal and market-obsessed ideology.

If all government grants cease a major review will be necessary - including reassessment of applications - before local grants can be decided.
The poor, old and ill need to be protected.
It is obvious that anything I say will be ignored so I will use this space to tell you I wish nothing but ill to the Tory Party setbacks. I well celebrated on June 9th, I hope the Brexit negotiations end in total failure - I will celebrate again.
As you point out, statistically LCTS is reducing as low-income pensioners numbers reduce through death. I've always been concerned that processing LCTS applications has been through (to eliminate false claims).
We do not approve of the introduction of LCTS to replace the national council tax benefit scheme. Therefore this whole questionnaire is built on a premise with which we don't agree.
If necessary, I am prepared to pay an extra 2 ½% to help councils do their job.
Although saying no to keeping the rate at 12.5% I believe it shouldn't go up by more than 5%. UDC is already the most generous of all the Councils. By increasing LCTS by no more that 5% would still leave it with the most generous LCTS in the whole of Essex.
The sums should be: 1. Savings in Administrative costs. 2. Small sums, relative, low impact. 3. Reinvest the money and admin savings in a high priority area which will increase spend / reduce costs - smarter working. Look outside the book for ways to deliver the same.
I have answered Q3 on the understanding that the Parish Grant covers the same needs as the LCTS.
Pleased Uttlesford does offer more support to people who need it.
Parish Council do not seem to listen to its Parishioners!! Only what suits them.
A pointless survey. You, the party in control should charge and distribute these taxes, in line with the pledges made in your manifesto. Public opinions on these matters should be sought by your political party. Then you develop policies that you think will win the democratic vote. Then you IMPLEMENT those policies. Waiting until you have power to ask our views suggests that you had not a clue what to do once you obtained power. Get a grip.
Response to Q2 seems to be at variance with q3. If "no" to q1 then do not need to answer Q2 and Q3. Do not understand implications of Q3 presume if council does not pay to Parish/Town Councils they will just increase their precept. We will still have to pay one way or another!
Our bin men are the best. Supermarket the worst. We need a Sainsburys or Aldi anything.
So many of these questions are using ones common sense, and for some are difficult to answer "yes" or "no". So many of the questions are taught by parents in the home i.e. dropping litter why are we are such a 'dirty nation'? Why are other nations - Germany, Switzerland so clean? No littler on streets there.

Could the council reduce the rate of grant to parish and town councils if they have considerable reserves?
Stop wasting money on Re badging supports and payments.
The council tax collected for Saffron Walden alone is going up and up and up so when dividing the amount needed by the number of houses then the amounts should be reducing per household. Is that not right?
Getting rid of pothole in Saffron streets
My daughter in law is bipolar and has just spent more than a month in hospital after an episode which put her 3 year old at risk. All professionals were stretched she has no support at all and felt this contributed to her very expensive stay in hospital - do you help the most vulnerable? No you don't, are you saving money? No you are not, your costing the NHS huge amounts of money. My daughter in law lives in Suffolk but I can't imagine Essex being any better).
We live on less than £20K pensions for 2 of us total. Our local tax is way higher than we can afford. We don't get any help from you because of your rates.
Should continue to give council tax help to people receiving maximum L.H.A. This form arrived very late for me to fill in.
A poor survey, poorly explained and much of what they should be doing in the normal course of their work.
You need to help people and not fund useless Parish Councils which are barely democratic especially in Little Bardfield.
Uttlesford should increase % of LCTS to match other areas in Essex, it is more difficult to be 'poor' in an affluent area!
The LCTS in Uttlesford is having impressive results keep it going.
Do you think it is fair that people with low savings get free care and accommodation in care homes etc. When people who have worked hard and saved for their retirement have to pay extortionate fee's for the same privilege. Nobody who receives benefit is encouraged to save or spend the money wisely. In fact the less you have in savings the more you are looked after.
I don't understand the full implications so I cannot comment.
Do you have any sway at all on providing a faster broadband service?
The figures for Q3 in the table are not clear.
Did not receive this till after 25th September 2017
Q2. This is a misleading question. If I tick 'No' then it could be presumed that I am happy for the percentage to be increased, when I want it to be decreased. Can you please remedy this?
A priority for me would be an improvement of the roads, I've lived in many places but the roads around Henham are the worst I have ever experienced. Also the amount of road closures, either con-currently or sequentially is beyond belief - surely these closures could be better managed/co-ordinated.
Support yes but taking advantage NO. MORE POLICE, LESS CHAVS!! CLAMP DOWN ON CHAVS DRIVING

RECKLESSLY. CLEAN CROMWELL ROAD [REDACTED] [REDACTED]
Uttlesford Life Online Responses
Should be increased to at least 20% to keep it line with other councils
Its not costing much to maintain the LCTS or Parish Grants so, why change it?
Maybe install Speed humps on Mountfitchet Estate to stop the cars and buses from speeding.

4.4 Letters submitted by town and parish councils

Letter received from Thaxted Parish Council:



THAXTED PARISH COUNCIL

Community Information Centre
7 Town Street
Thaxted
Dunmow
Essex CM6 2LD

tel: 01371 831952
email: clerk@thaxted.co.uk
web: www.thaxted.co.uk

27th October 2017

Emailed to consultation@uttlesford.gov.uk

And to Angela Knight at aknight@uttlesford.gov.uk

To Whom it may concern.

I write on behalf of Thaxted Parish Council regarding the Local Council Tax Support Scheme. We note that a public consultation on the draft proposals has now been undertaken part of which included:

- i) That the discretionary subsidy grant for town and parish councils, which was subsequently reduced by 50% in 2017/18, is to be completely withdrawn in 2018/19.

Having previously written to council member voicing our concerns, Thaxted Parish Council would like to reiterate its position.

Thaxted Parish Council asks you to note its objection to the proposal to remove the subsidy grant from the parish council, which is not in keeping with the general principle of the grant scheme given by Central Government to principle authorities. A copy of a letter from Kris Hopkins MP, Minister for Local Government dated February 2015 can be found in the link as below.

<https://www.gov.uk/government/publications/parish-funding-for-local-council-tax-supportscheme> and is also further enclosed for your convenience.

You will note from the letter the specific request from Kris Hopkins MP for the grant to be passed to town and parish councils, he further notes in his letter to Leaders of Billing Authorities that “it is essential they (town and parish councils) receive all the funds due to them in order to carry out their activities”

The National Association for Local Councils (NALC) also notes the following on its website:

“In 2013/14 and 2014/15 the Department for Communities and Local Government have paid Billing Authorities a combined total for each financial year of £3.3 billion to officially refer on to parish councils in their areas to minimise the reduction of parish precept revenue following the diminution of average council tax bases in parished areas over the last two years. Accordingly, In 2014/15 most Billing Authorities nationally passed on the Localisation of Council Tax Support Scheme (LCTSS) mitigation grant to parishes in their areas, but 15 did not. We lobbied the Government very hard to ensure that it put pressure on Billing Authorities to pass across to all parishes in their areas the maximum amount of LCTSS parish mitigation grant in 2015/16.”

Should UDC choose not to honour the intent from DCLG, it is not only in clear breach of the guidance and request from DCLG but is also acting outside of the essence and intention of the whole Local Council Tax Support Scheme process of how grants received from Central Government should be forwarded to town and parish councils.

It is further noted within UDC Minutes of 3rd May 2016 that “The Assistant Director Corporate Services said that the 2015 consultation survey had revealed that 93.3% of responses had supported the protection of the parish council grant. However, they would not necessarily have been aware of the financial implications of this arrangement”

It is exceptionally clear and demonstrated from the results of the 2015 consultation that the public is content with the LCTS subsidy continuing to be forwarded to town and parish councils for its intended purpose.

The loss of any funding will have a detrimental effect on Thaxted Parish Council continuing to provide and improve services to the residents and at a time when the Council is still settling its finances after taking on several services that have been devolved from Uttlesford District Council to us such as the Public Toilets and car Park.

The Parish Council therefore wishes to register its fierce objection to the withdrawal of this much needed grant to both town and parish councils. Please therefore consider this letter a formal response to the LCTS consultation process.

I would also note that the consultation process for this matter, in terms of communication was incredibly poor, placement of matters of such importance to local council would be deemed as necessary and worthy for discussion at Full council meetings, the website advertising and a pamphlet questionnaire arriving at some (not all) CIC centers, is not, in Thaxted Parish Councils opinion an acceptable form of advertising the consultation Process. We therefore trust that this letter is included as part of the consultation and we look forward to hearing further from you in connection to this matter, and to be kept abreast of any developments or proposed changes to the scheme.

Yours sincerely

A solid black rectangular box used to redact the signature of the sender.

Dena Ludford
Clerk to Thaxted Parish Council

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Committee: Cabinet

Date: 30
November 2017

Title: Revision to Museum Fees and Charges –
Recommendation from Museum
Management Working Group

**Portfolio
Holder:** Councillor Ranger, Cabinet Member for
Communities & Partnerships

Key decision: No

Summary

1. After a break of two years, Saffron Walden Museum is re-launching its services to schools during the autumn term 2017 now there is a new Learning & Outreach Officer in post. Due to restrictions of teaching space in the Museum, it is intended to offer taught session in schools and a new charge for this needs to be introduced. Schools Loans boxes are also being revised and improved. The Museum's fees and charges, as approved with the 2017/18 budget, do not contain these charges.
2. In addition the Museum from time-to-time is offered the opportunity to participate in marketing initiatives which can mean one-off or ongoing variations to published fees and charges.
3. This report seeks permission to revise the published fees and charges for 2017/18 to account for the above issues and seek delegated authority to approve marketing initiatives.
4. The proposals in this report have been discussed and endorsed by the Museum Management Working Group (MMWG). The relevant minute from the MMWG meeting of 4 October 2017 is attached as Appendix A.

Recommendations

5. That Cabinet approves the following recommendations from the Museum Management Working Group:
 - The fees for schools as set out in paragraph 12
 - The revised loan box charge as set out in paragraph 14
 - That delegated authority be given to the Section 151 Officer to approve variations to published entrance fees, in consultation with the Curator. Any variations to be reported quarterly to the Museum Management Working Group.

Financial Implications

6. Once the Museum's learning service is fully re-established, it is estimated that in a full year taught sessions will generate £5,600. Currently the income target for taught sessions is £2,000.

7. Participation in marketing offers as outlined in the report may have some impact on ticket sales, but as the aim of such initiatives is to attract people who would not otherwise have visited the Museum, this is likely to be low. Conversely, souvenir sales from school visits and ticket and souvenir sales due to an improved holiday activity programme designed and run by the Learning and Outreach Officer is estimated to generate an additional £2,500 pa.

Background Papers

8. 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

- 9.

Communication/Consultation	Educational opportunities through the museum, either on site or at schools, will be promoted
Community Safety	None
Equalities	None
Health and Safety	Risk Assessments are undertaken for visits by schools to the museum and a new Risk Assessment for visits to schools will be produced. The Education & Handling collection contains objects and specimens, including replicas, which are suitable for handling and surplus to the main collections.
Human Rights/Legal Implications	None
Sustainability	None
Ward-specific impacts	None
Workforce/Workplace	None

Situation

Taught Sessions

10. During the two years since the departure of the previous Learning Officer, the Museum has been unable to offer taught sessions to schools, and the former

Museum Schoolroom has been leased out to provide income of £16,000 per year to the service. Plans for a major development project, which include a new educational facility in a proposed extension to the Museum, will take a few years to achieve and is subject to funding awards from external sources.

11. Gallery space for teaching groups in the Museum is restricted and only single classes of 30 pupils can be accommodated. However, a significant number of schools want to bring two or three classes on a visit, and the cost and logistics of travel by coach mean they cannot make separate visits for each class. There may also be some smaller schools in the district which find it difficult to travel to Saffron Walden but could be engaged through a visit to their own site.
12. Therefore the Museum proposes to offer schools the option of booking a visit from the Learning & Outreach Officer, who would take objects and specimens from the education & handling collection to the school and deliver a taught session in the school classroom. A new charge to cover this is proposed at £120 (£100 + £20 VAT) for a morning and £210 (£175 + £35 VAT) for a full day. These rates are competitive compared to other comparable services but would cover staff costs (time and mileage) and generate income towards our target for education fees. Take-up is difficult to predict, but we anticipate the rate should be affordable and attractive to potential new users. An additional income figure for visits from and to schools has been estimated, which is detailed in paragraph 5 above. These charges would apply to schools in Uttlesford and/or within 20 miles of Saffron Walden by road. Special requests would be priced according to costs of travel and staff-time.
13. Visits by single classes (up to 30 pupils) to the Museum for taught sessions will continue and the current charge of £3 per pupil (£2.50 + 50p VAT) with a minimum fee of £48 (£40 + VAT) per group, remains unchanged this financial year.

Schools Loan Boxes

14. The Schools Loans Boxes are being revised in line with the National Curriculum and requests from local schools, with significant improvements to contents, presentation and packaging. Saffron Walden Museum Society Ltd has funded the cost of new boxes and replicas from an educational grant which it received. Our current loan box charge is £12 per half-term but we intend to raise this to £18 (£15 + £3 VAT) to reflect these improvements and investment of staff-time, and generate an appropriate level of income for the service. A charge of £18 for Schools Loans and reminiscence boxes would still be competitive compared to other museum services in Essex, and should remain affordable for our local village schools. The museum plans to roll out the new loan boxes from autumn 2017 onwards as they are completed.

Delegated authority to the Section 151 Officer

15. Currently, the Museum offers free admission during the National Heritage Open Weekend in September, a long-standing arrangement.

16. To extend the range of its marketing, the Museum takes advantage of selected free or low-cost promotional campaigns. However, some of these campaigns require participation in a 'special offer' on admission tickets which fall outside the published fees and charges.
17. In order to address this issue, it is recommended that the Section 151 Officer is given delegated authority to approve involvement in such initiatives, in consultation with the Curator. Any such approvals would be reported quarterly to the Museum Management Working Group.
18. An example of such an initiative is the Essex Big Weekend. This is a new event, held for the first time this year (in April), and organised by Visit Essex. Saffron Walden Museum did not take part this year, but if it becomes an annual event then there is benefit to being involved. The Museum would be free to determine its offer which would likely be either 2 for 1 entry or free entry.
19. In 2016, 71% of Kent Big Weekend survey participants stated that they would visit the attraction they went to again and 85% would recommend the attraction to family and friends.
20. The new Essex Pass is a second example of a marketing initiative which the Museum could take advantage off. This annual pass, purchased for £9.99 gives discounted entry on dozens of Essex visitor attractions. Heritage attractions already signed up include the Museum of Maldon, Havering Museum and Hedingham Castle.
21. More locally, the Museum is planning an event with Saffron Screen, through which a family film screening will be linked to the Museum's current temporary exhibition. Attendees at Saffron Screen will then be able to show their cinema ticket to gain entry to the Museum, see the exhibition and take part in an activity.
22. Such initiatives are aimed at broadening the Museum's audience, bringing in people who might not otherwise visit and then encouraging repeat visits. These visits would also generate income through souvenir sales and donations.

Risk Analysis

23.

Risk	Likelihood	Impact	Mitigating actions
Schools do not book visits to their sites	2 – even during the absence of a Learning Officer, the Museum was regularly contacted by	2 – Education fee income targets would not be met	Effective marketing to schools and via Museum website and social media Learning Officer will apportion time between schools visiting the Museum

	schools		and visits out to schools according to demand, so income will be maximised in either event
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1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

Appendix A

MMWG13 REVISION TO MUSEUM FEES AND CHARGES

The Assistant Director – Corporate Services presented the Museum Fees and Charges report to Members.

In light of the recent appointment of a Learning and Outreach Officer, the Museum had decided to revise its fees and charges, specifically with regards to the new service of delivering taught learning sessions in schools, Loan Boxes and promotional events.

The taught sessions would be a new service by which the Learning and Outreach Officer would attend schools in the district with items from the education and handling collection. The rates charged would be competitive in comparison to similar services and there would be no change to the fee charged for sessions taught in the Museum.

There would also be a revised charge for the Schools 'Loan Boxes' scheme, which would include significant improvements to the contents, presentation and packaging. This would be rolled out during the autumn of 2017.

To allow the Museum to determine its participation in promotional events, where the ticket pricing fell outside of published fees and charges, it would be necessary to approve the delegation of authority to the Section 151 Officer. By doing so the Museum could take advantage of promotional events to gain publicity and broaden the Museum's audience, without having to gain approval from Cabinet on each occasion.

The Chairman said this was a good idea but asked if the MMWG would be consulted on one-off promotional events. The Assistant Director of Corporate Services said that this was possible.

Councillor Sell said being involved in promotional events would be positive for the Museum. The Essex Pass, whereby members paid an annual fee to gain access to various institutions in Essex, was a particularly good idea as it encouraged people to visit heritage sites across the district.

RESOLVED that the Museum Management Working Group recommends to Cabinet:

- The fees for taught sessions in schools are set at £120 (£100 + £20 VAT) for a morning and £210 (£175 + £35 VAT) for a full day.
- The revised loan box charge to be set at £18 (£15 + £3 VAT).
- That delegated authority be given to the Section 151 Officer to approve variations to published entrance fees, in consultation with the Curator.

Committee: Cabinet

Date: 30
November 2017

Title: Brownfield Land Register

Portfolio Holder: Councillor Susan Barker, Cabinet Member
for Environmental Services

Key decision: No

Summary

1. The Council is obliged (under the Brownfield Land Register Regulations 2017) to publish a “brownfield land register” by 31 December 2017. This report explains the nature of the register and seeks delegated authority for officers to compile and publish the initial version of the register.

Recommendations

2. That the Assistant Director – Planning is given delegated authority to compile the initial version of Part 1 of the Council’s Brownfield land register for publication.

Financial Implications

3. The Government provided a new burdens grant payment of £14,645 for 2016/17. Local planning authorities will receive further grant payments for 2017/18, 2018/19 and 2019/20. We have not yet been notified as to the amount of funding.

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	Sites for part 1 of the register have already been subject to consultation either through a planning application or through the publication of the Strategic Land Availability Assessment. Sites for Part 2 of the register will be subject to consultation in accordance with the regulations
Community Safety	n/a
Equalities	n/a
Health and Safety	n/a

Human Rights/Legal Implications	The Council has a statutory obligation to publish Part 1 of its Brownfield Land Register by 31 December 2017.
Sustainability	The purpose of the register is to promote and encourage the development of brownfield land.
Ward-specific impacts	All
Workforce/Workplace	n/a

Situation

6. The Council is obliged to publish a brownfield land register by 31 December 2017. It then must review the register at least every 12 months. DCLG guidance describes the purpose of the register as being to:

“provide up-to-date and consistent information on sites that local authorities consider to be appropriate for residential development having regard to the criteria set out in [the regulations].... Local planning authorities will be able to trigger a grant of permission in principle for residential development for sites in their registers where they follow the required procedures. “

7. The register comprises 2 parts. Part 1 of the brownfield land registers will include brownfield (or “previously developed”) sites that are suitable for development. Part 2 of the register will list those sites in Part 1 that the local planning authority has decided would be suitable for a grant of permission in principle for residential development. Responsibility for the compilation of Part 1 is a Cabinet function. Responsibility for Part 2 cannot be a Cabinet function and would sit well with the Planning Committee.
8. The definition of brownfield (or previously developed) land is:

“Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface infrastructure. This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.”

9. This report focuses on publication of Part 1 of the register.

Part 1 of the Register

10. Part 1 of the register will be made up of all brownfield sites that the Council has assessed as appropriate for residential development. This will include sites with extant full planning permission, outline planning permission and permission in principle as well as sites without planning permission.
11. The Council must include land in Part 1 of the register if it meets certain criteria. These are:
- (a) the land has an area of at least 0.25 hectares or is capable of supporting at least 5 dwellings (although there is a discretion to include smaller sites);
 - (b) the land is suitable for residential development;
 - (c) the land is available for residential development; and
 - (d) residential development of the land is achievable.
12. Land is “**suitable for residential development**” if it:
- (a) has been allocated in a local development plan document for residential development;
 - (b) has planning permission for residential development;
 - (c) has a grant of permission in principle for residential development; or
 - (d) is, in the opinion of the Council, appropriate for residential development, having regard to—
 - (i) any adverse impact on the natural environment or the local built environment, including in particular on heritage assets;
 - (ii) any adverse impact on the local amenity which such development might cause for intended occupiers of the development or for occupiers of neighbouring properties; and
 - (iii) any relevant representations received.
13. Land is “**available for residential development**” if:
- (a) the owner has expressed an intention to sell or develop the land;
 - (b) a developer in control of the land has expressed an intention to develop it; or
 - (c) in the opinion of the Council there are no issues relating to the ownership of the land or other legal impediments which might prevent residential development of the land taking place.
14. Residential development of the land is “**achievable**” if, in the Council’s opinion, the development is likely to take place within 15 years.
15. Inclusion in Part 1 of the Register does not give any direct development rights to a landowner or developer. It is, however, the “gateway” to inclusion in Part 2 of the Register. By itself, it allows easy identification of brownfield sites on which residential development is suitable, available and achievable.

Part 2 of the Register

16. Part 2 of the Register will comprise only those sites in Part 1 that the Council has decided would be suitable for a grant of “permission in principle” for residential development. The permission in principle consent route is an alternative way of obtaining planning permission which separates the consideration of matters of principle for proposed development from the technical detail of the development. The permission in principle consent route has 2 stages: the first stage (or permission in principle stage) establishes whether a site is suitable in-principle for residential development (i.e. development in which the residential use occupies the majority of the floor space), and the second (‘technical details consent’) stage is when the detailed development proposals are assessed.
17. Inclusion in Part 2 of the Register gives “permission in principle”, with an applicant only needing to apply for “technical details consent” before commencing development. Where permission in principle is granted through allocation on a brownfield land register, the default duration of that permission is 5 years. Not all sites are eligible for inclusion in Part 2 of the Register.
18. Land can only be included in Part 2 if the Council first complies with detailed requirements for consultation, notification and consultation. The deadline of 31 December 2017 does not apply to Part 2 of the Register but the Council needs to put arrangements in place to allow for entries in Part 2 where appropriate. The inclusion of sites in Part 2 cannot be the responsibility of the Cabinet. Officers intend to ask Council to delegate responsibility to the Planning Committee.

Compiling Part 1 of the Register

19. Paragraph 11 sets out the criteria for inclusion of sites in Part 1 of the Register. The proposed approach to the first publication of the Register is to include:
 - sites which meet the criteria and have extant planning permission or planning permission subject to signing of section 106.
 - sites identified in the Strategic Land Availability Assessment which meet the criteria. Members will recall that each of the sites submitted through the call for sites were assessed for their suitability, availability and achievability. These sites have been published on the website since December 2015 and in February 2016 an officers’ assessment of the sites was published and comments sought from the site promoter and Town and Parish Councils.
20. No other sites will be included at this stage.
21. Given the administrative nature of the exercise as described in paragraph 19, the report recommends that the Cabinet gives delegated authority to the Assistant Director – Planning to compile the initial version of Part 1 of the Council’s Brownfield land Register for publication.
22. The first review of the register can take place in April 2018 bringing it in line with the annual monitoring of residential development and the housing trajectory. Although there is no statutory requirement for consultation before including sites in Part 1 of the Register, officers will develop proposals for consultation regarding

the inclusion on the register of sites at that stage that do not have the benefit of planning permission, and will report further to Cabinet.

Risk Analysis

23.

Risk	Likelihood	Impact	Mitigating actions
That the register is not published by 31 December 2017	Low	Information on brownfield sites is not available for developers / site promoters.	Ensure resources are made available to enable the publication of the first register by 31 December 2017 which can be reviewed April 2018.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

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Committee: Cabinet

**Date: 30
November 2017**

**Title: Nominations for Assets of Community
Value**

**Portfolio Holder: Councillor Susan Barker, Cabinet Member
for Environmental Services**

Key decision: No

Summary

1. The Localism Act 2011 introduces a concept of an 'Asset of Community Value'. Section 87 of the Localism Act places a duty of Local Authorities to 'maintain a list of land in its area that is land of community value'.
2. An Asset is of community value if (in the opinion of the local authority) either:
 - an actual current use of the building or other land that is not an ancillary use furthers the social wellbeing or social interests of the local community, and
 - it is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.or
 - there is a time in the recent past when an actual use of the building or other land that was not an ancillary use furthered the social wellbeing or interests of the local community, and
 - it is realistic to think that there is a time in the next five years when there could be non-ancillary use of the building or other land that would further (whether or not in the same way as before) the social wellbeing or social interests of the local community.
3. The Act states that "social interest" "includes (in particular) each of the following – (a) cultural interest, (b) recreation interest and (c) sporting interests.
4. Assets of community value are buildings or land which involve the physical use by the community and include for example a village shop, pub, community centre, allotment or recreation ground.
5. In December 2012 the District Council listed 74 assets of community value which remain on the list for five years. These assets will therefore be removed from the list on 13 December 2017. Town and Parish Councils were invited to re-nominate these assets.
6. The following sites have been nominated
 - a) Broxted Village Hall
 - b) Great Canfield Cricket Club
 - c) Great Canfield Village Hall

- d) Land adjacent north of Threeways and south of Lime Tree Hill, Great Dunmow
- e) Newton Green Great Dunmow
- f) Post Office, Great Dunmow
- g) Rowena Davey Centre, Great Dunmow
- h) Great Dunmow Maltings
- i) Dunmow Community Hub
- j) The Former Library Great Dunmow
- k) Hop Poles Public House, Great Hallingbury
- l) St Giles Church Great Hallingbury
- m) Kings Head, Hadstock
- n) Village Recreation Ground, Hadstock
- o) Village Green Hadstock
- p) Village Hall Hadstock
- q) Bluebell Inn Hempstead
- r) The Village Green, Hempstead
- s) The Bull Public House, Langley
- t) St Mary's Church, Little Hallingbury
- u) The George Public House, Little Hallingbury
- v) Little Hallingbury Village Hall
- w) St Margaret of Antioch Parish Church, Margaret Roding
- x) All Saints Church Rickling Green
- y) Rickling Green Primary School
- z) Rickling Ramblers Cricket Pavilion, Rickling Green
- aa)The Cricketers Arms, Rickling Green
- bb)Rickling Village Green
- cc)Quendon and Rickling Village Hall
- dd)Quendon Hall (*on list of unsuccessful nominations*)
- ee)Quendon Wood (*new nomination*)
- ff) St Simon & St Jude Church, Quendon
- gg)The Village Fountain, Quendon
- hh)Chalky Meadows, Thaxted (*new nomination*)

7. The purpose of this report is to enable members to determine in each instance:
- a. Whether each is a valid nomination
 - b. Whether the use of the building (current or recent past) furthers the social welling or interests of the community.
 - c. Whether it is realistic to think that in the next 5 years the building could be used to further the social wellbeing or interests of the community.

In considering these questions, members need to consider principal, rather than ancillary, uses of the building.

If members conclude that the answers to these questions are “yes”, the building should be included in the list of assets of community value.

8. Appendix 1 to this report sets out the details for each of the nominations as provided in the nomination form to assist members in answering these questions. The nomination forms in full can be viewed on the website under [currently nominated assets](#).

Recommendations

9. To determine whether to include the properties listed in paragraph 5 and Appendix 1 on the Assets of Community Value list.

Financial Implications

10. There are direct financial implications arising at this stage which relate to the formal process of identifying and contacting asset owners and, if relevant, registering an asset as a Land Charge. These costs can be met from existing budget and staff resources.
11. There is also an unquantifiable financial risk to the Council, if there was a claim for compensation. This needs to be kept under review and at an appropriate time consideration should be given to establishing a contingency reserve to mitigate the risk to the Council’s budget. However, the potential liability should not be taken into account in deciding whether or not this is an asset of community value.

Background Papers

12. 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.
13. Submission for consideration as Assets of Community Value and any representations available on the website at under [currently nominated assets](#).

Impact

- 14.

Communication/Consultation	In line with paragraph 8 of The Assets of Community Value (England) Regulations 2012 the Council have taken all practicable steps to give information that it is considering listing the land to the owner of the land, freeholder and occupant. This has
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	taken the form of letters.
Community Safety	No impact.
Equalities	The duty will affect all equally.
Health and Safety	No impact.
Human Rights/Legal Implications	Pursuant to s.19 Human Rights Act 1998 the Secretary of State has certified that in his opinion the Localism Act is compatible with the Convention rights.
Sustainability	If the land is included on the list of Community Assets it will form a Land Charge.
Ward-specific impacts	Ashdon,Takeley; Broad Oak and the Hallingburys; Great Dunmow (North and South); The Sampfords; Clavering; High Easter and the Rodings; Newport
Workforce/Workplace	No impact

Situation

a. Is this a valid nomination?

15. S89 of the Act states that land in a local authority area which is of community value may be included in its list of assets of community value only in response to a “community nomination”, or where permitted by regulation made by the Secretary of State. A community nomination means a nomination by a parish council in respect of land in the parish council’s area or “by a person that is a voluntary or community body with a local connection”.

16. All the nominations have been made by Town or Parish Councils falling within the definition of a parish council for these purposes and the nominated properties are within their respective areas.

17. A nomination must also include:

- i. A description of the nominated land including its proposed boundaries.
- ii. Any information the nominator has about the freeholders, leaseholders and current occupants of the site.
- iii. The reasons for nominating the asset, explaining why the nominator believes the asset meets the definition in the Act.
- iv. The nominator’s eligibility to make the nomination.

18. If it meets these requirements it is a valid nomination under S89(2)(i).

b. Does the use of the building (current or recent past) further the social wellbeing or interests of the community?

19. Appendix 1 sets out the evidence submitted by each of the Town and Parish Council in their nomination form of why it believes that the building or land furthers the social wellbeing or interests of the community.

c. Is it realistic to think that in the next 5 years the use of the building could further the social wellbeing or interests of the community.

20. In considering this question, the test is whether it is “realistic” to think that the use of the building could further the social wellbeing or interests of the community. It is not a balance of probabilities test – realistic means “more than fanciful”. The use does not have to be the same as that which took place within the recent past.

21. Appendix 1 sets out the evidence submitted by each of the Town and Parish Councils in their nomination form as to how the property could be acquired and used.

Representations

22. The Council has received the following representations regarding the proposed assets of community value.

f) Post Office Great Dunmow: *“I am the owner of the building which includes the Post Office in Gt. Dunmow, and was very alarmed and dismayed to receive your letter today, regarding extending being an asset of Community value. Due to the very short notice I am unable to view the submissions at Saffron Walden and do not feel a truly transparent democratic process is occurring. The original, magnificent building housing the U.D.C. in Gt. Dunmow was sold on without any order on it (Why not – when it is so clearly a better asset) and allowed to be developed with no commercial benefit to the High Street whatsoever – in fact the loss of business which the offices attracted to that end of the High Street with the Tourist Information Bureau, Charity offices etc.etc. has had a profound impact on the immediate traders. I would be grateful if you could give me confidence that the right decisions are being made for the right reasons.”*

i) Dunmow Community Hub, Great Dunmow. The Council for Voluntary Services provide the additional evidence that the Hub is a Community Asset *that this year our meeting room has been used on 266 occasions by local Voluntary Community Sector Organisations and others. The Hubs cafe' style lobby area is also regularly used by local people to meet i.e, the Stroke Club. It is also used as a Drop In area hosted by Family Mosaic to provide debt and other advice. It is a designated 'KeepSafe' location as part of a countywide scheme. It is also a Food Bank venue serving the local area. So in essence I strongly believe it is very much a Community Asset.*

l) St Giles Church Great Hallingbury

t) St Mary's Church Little Hallingbury

- x) All Saints Church Rickling
- ff) St Simon and St Jude's Church, Quendon

The Diocese of Chelmsford requests a review of the proposals relating to the church properties above on the basis that disposal of any church building, together with any land annexed or belonging to it, pursuant to a closure for regular public worship of the church use and a Scheme made under the Mission and Pastoral Measure 2011, is an exempt disposal under paragraph 12 of schedule 3 of the Regulations. The Measure involves a lengthy public consultation process as well.

y) Rickling Green Primary School *The Diocese of Chelmsford (as owner) request a review on the basis that the land was granted for educational purposes under the School Sites Act 1841 meaning that the right of reverter binds the site. I enclose an extract of the 1907 Parliamentary Return confirming that reverter applies. On reverter of the site, paragraph 15 of Schedule 3 of the Regulations will apply. You should be aware that closure of the maintained school requires a lengthy consultation period (two years) with the local community, parents and other stakeholders by the Diocese and the Local Authority under the education legislation and the community is therefore always kept abreast of any changes proposed.*

dd) Quendon Hall, Quendon and Rickling *Objection from the freehold owner of Quendon Hall and the Parkland on the following grounds. Objection letter appended to this report.*

1. *Quendon Hall and the Parkland are privately maintained and managed by Pegasi;*
2. *Quendon Hall is not available for the local community to use, unless hired for a private wedding event on commercial terms. Given the nature of this business, we do not agree that the current use of the Hall furthers the social wellbeing or social interests of the local community, nor do we agree that there has been any such usage in the recent past;;*
3. *neither Quendon Hall nor the Parkland are used in a manner which furthers the social wellbeing or social interests of the local community, and there has been no such usage in the recent past; and*
4. *there is no permitted public access to Quendon Hall or the Parkland; and therefore Quendon Woods do not qualify as an Asset of Community Value.*

ee) Quendon Wood, Quendon and Rickling *Objection from the freehold owner of Quendon Hall and the Parkland on the following grounds. Objection letter appended to this report.*

1. *the woodland is privately maintained and managed by Pegasi;*
2. *the woodland has not been used in such a manner as to further the social wellbeing or social interests of the local community, and it is not currently so used; and.*
3. *rights to walk around the perimeter of the woodland are restricted to registered public footpaths only and the use of those footpaths could only ever be considered ancillary to the primary use of the wood as managed woodland.*

No public access is permitted through the main body of the woodland at any time or for any purpose; and therefore Quendon Woods do not qualify as an Asset of Community Value.

hh) Chalky Meadow, Thaxted Essex County Council as owner of the site has objected on the following grounds:

- 1. The property in question was acquired by the County Council from Dunmow Rural District Council at open market value for future Educational use under the County Council's Education Powers*
- 2. Since its acquisition, neither the County Council nor any other body has provided any form of services on the land that has any direct impact on the social wellbeing of the local communities.*
- 3. The use of the land remains that of additional vacant land for proposed Primary School*
- 4. The land is not a public open space and there is no permissive right to use or access the land, other than along the footpath running through the land*
- 5. In deciding whether the statutory criteria for listing as provided under Section 88 of the Localism Act are satisfied, it is for the listing authority to be satisfied that the current actual use of the land furthers the social wellbeing or social interest of the local community and that the use is not ancillary and that it is realistic to think that there can continue to be use of the land which is not ancillary and which will further community benefit or if there is no current use that furthers community wellbeing as in this case, the listing authority will have to be satisfied that there was a time in the recent past when an actual use furthered community benefit which is not an ancillary use and that it is realist to think that there is a time in the next five years when there could be use of the land which is ancillary and which furthers community benefit*
- 6. Clearly, the Parish Council has failed to demonstrate the existence of these important elements for listing of land as an asset of community value under Section 88 of the Localism Act 2011.*
- 7. It is submitted therefore that the land the subject of nomination does not have any current or past use that further community well- being which is non - ancillary. The commission of a report by the Parish Council to establish what wildlife live in the land does not in any way satisfy the mandatory requirement of Section 88 of the Localism Act.*
- 8. It is further submitted that the isolated use of the property by the Parish Council to conduct biological inventory or census is not the main use of the land and is at best ancillary and therefore does not satisfy the statutory requirements for listing*

Conclusion

23. Valid nominations have been made to the Council.

24. Members need to consider whether the evidence provided shows that the property, current or in the recent past, furthers the social wellbeing or interests of the community.

25. Members need to consider whether it is realistic to think that the property can continue to be used in a manner that furthers the social wellbeing and interests of the local community.

26. Consideration of these issues will lead the Cabinet to determine whether or not the properties listed in Appendix 1 should be included in the list of assets of community value. Appendix 1 contains officer advice on these issues.

Risk Analysis

27.

Risk	Likelihood	Impact	Mitigating actions
The nominating body or the owner is unhappy with the decision reached.	High risk that one of the bodies will be unhappy with the decision.	The owner has rights of internal review and appeal and can claim for compensation. The nominating body does not have rights of review or appeal. If it felt the Council had acted unlawfully, it could seek to challenge by way of judicial review.	Carefully scrutinise submissions for inclusion on the Asset List so as to ensure only those which comply with the criteria are included.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

Appendix 1 Details of Nominations for Assets of Community Value

Details of Nomination and background information	Evidence submitted by the nominating body in their nomination form as to why it believes that the property furthers the social wellbeing or interests of the community.	Information submitted by the nominating body in their nomination form as to how the building or land could be acquired and used in the future.	Officer Advice
<p>a) Broxted Village Hall Owner: Broxted Parish Council as Sole Trustees Nominated by Broxted Parish Council Current nomination expires 13/12/2017</p>	<p>The hall is the only available meeting place in the village and is used for a variety of events – meetings, parties, fund-raising activities, polling station etc. it is available or hire by anybody and any organisation. Current uses include meetings of the Parish Council, regular usage for a pilates class, coffee mornings, rabbit shows and children’s and adult parties</p>	<p>In the event that the hall comes up for sale it is probable that the Broxted and District Community Association in conjunction with others, would wish to purchase it and continue to run it as a village hall for the benefit of the community.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>b) Great Canfield Cricket Club Grounds Owner: Great Canfield Cricket Club Nominated by Great Canfield Parish Council Current nomination expires 13/12/2017</p>	<p>There is evidence that cricket has been played in Great Canfield since 1860 and teams continue to regularly play on the cricket field during the summer months. Some 20 years ago a new pavilion was added, this includes a bar which provides an additional meeting place for residents. In addition to cricket the cricket field is used annually for the</p>	<p>Should the land ever become available for sale the Parish Council would facilitate consideration of its future use as a recreational facility, this process would include possible options for financing the purchase of the asset and the future set up for running the asset.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the</p>

	<p>village fireworks display. The Cricket Field is the only public recreational space in the parish of Great Canfield.</p>		<p>social wellbeing and interests of the local community.</p>
<p>c) Great Canfield Village Hall Owner: Great Canfield Parochial Church Council Nominated by Great Canfield Parish Council Current nomination expires 13/12/2017</p>	<p>The Village Hall is a Victorian brick built building which was previously the village school. It has been a village meeting place for many years. With the exception of the parish church it is the only public meeting place remaining in Great Canfield and is situated fairly central to the parish. Some years ago Great Canfield Parochial Church Council who are the owners of the hall and had been managing the asset, entered into a short term lease with Great Canfield Community Trust. The trust now manages the hall via a village hall committee who look after the day to day running, maintenance and longer term improvements. Negotiations are currently ongoing to extend this lease. The hall is used by local groups including yoga, toddler group, Happy Circle and the church and is also the meeting place used by the Parish Council. The hall is available to hire for private parties and is regularly used by the village hall committee for</p>	<p>There is strong support for the village hall in the local community. The Parish Council is committed to ensuring the asset remains for the benefit of the community and if there was ever a suggestion the church wished to sell the property the Parish Council would at this stage look at possible options for financing the purchase of the asset. As now the day to day management of the hall could be delegated to a village hall committee.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests. It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

	community events including fundraising for its maintenance. The cottage attached to the village hall is <u>not</u> included as part of the nomination.		
<p>d) Land adjacent north of Threeways and south of Lime Tree Hill, Great Dunmow</p> <p>Owner: in private ownership</p> <p>Nominated by Great Dunmow Town Council</p> <p>Current nomination expires 13/12/17</p>	<p>Historically the site was used as allotments but is now unused and has become overgrown and derelict.</p> <p>The land adjoins the recreation ground. It would provide the opportunity to enlarge the recreation ground and enhance the sporting facility there, possibly for additional car parking as the car park at Dourdan Pavilion is over-used.</p>	<p>The Town Council could raise funds to purchase and restore the land for the benefit of the town, increasing the availability of sporting interests such as football, hockey and other ball sports. Recreational interest could also be addressed. The land could also revert back to allotments, a previous use. Car parking space for sporting events would be a useful additional use.</p>	<p>It is considered that this site was inappropriately listed in 2012.</p> <p>The open space has not been demonstrated to be in current use as a community asset as there is no public access/use currently occurring and no community use has occurred within the last 5 years.</p> <p>The proposal therefore fails to meet the requirements of the Act</p>
<p>e) Newton Green, Great Dunmow</p> <p>Owner: Uttlesford DC</p> <p>Nominated by Great Dunmow Town Council</p> <p>Current nomination expires 13/12/17</p>	<p>This land forms an extensive area of grass recreation ground for the surrounding housing. Much of which are social housing. The residents rely on the land for a safe playing area for children.</p>	<p>The land needs to be retained for public use.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

<p>f) Post Office, Great Dunmow</p> <p>Owner: in private ownership Nominated by Great Dunmow Town Council</p> <p>Current nomination expires 13/12/17</p>	<p>The post office is located in the centre of the town and was purpose built in 1938. This is a significant building and the town would be all the poorer if it disappeared from community use. In its current use the building provides the community with all the services offered by the Post Office.</p> <p>Great Dunmow is an expanding area with huge house building forecast until 2030 where it is expected that the Town will double in size. It is imperative for community use and social wellbeing and interests</p>	<p>Should the Post Office relocate, the Town Council would like the opportunity to secure the building for community use. Its town centre location being ideal for community uses. The Town Council have a history of owning and maintaining property to a high standard for the use of the community.</p> <p>The resources of the Town Council are very healthy with excellent financial reserves to enable the purchase of the property if it became available. Great Dunmow is a vibrant town with many interest and charity groups who could benefit from further property at their disposal for use of the community.</p>	<p>See representation from owner (paragraph 22 above). The sale and grant of permission for the change of use of the former Council Offices Great Dunmow took place and were granted prior to the Assets of Community Value provisions coming into force.</p> <p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>g) Rowena Davey Centre, Great Dunmow</p> <p>Owner: Uttlesford DC Nominated by Great Dunmow Town Council</p> <p>Current nomination expires 13/12/17</p>	<p>The centre is a large modern spacious well equipped day centre with professional catering kitchen with ample parking, providing refreshments and lunches.</p> <p>The hall is available for hire. Users include local organisations such as Town Twinning, U3A, Bridge club, wedding receptions etc.</p>	<p>The Town Council and/or other organisations should have the opportunity to purchase the property so that it may continue to be used for the benefit of Great Dunmow.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be</p>

			used in a manner that furthers the social wellbeing and interests of the local community.
<p>h) The Great Dunmow Maltings, Great Dunmow</p> <p>Owner: Great Dunmow Maltings Preservation Trust</p> <p>Nominated by Great Dunmow Town Council</p> <p>Current nomination expires 13/12/17</p>	<p>Housing the Dunmow Town Museum, the Maltings is a uniquely restored town asset. Many original working parts are visible. The first floor provides a useful public meeting venue and is used by a number of Dunmow organisations for meetings, lectures, social pursuits.</p>	<p>Should the Trust need to be dissolved, the Town Council and other organisations of a like mind should be able to acquire it for the town.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>i) Dunmow Community Hub, Great Dunmow</p> <p>Owner: Mind in West Essex</p> <p>Nominated by Great Dunmow Town Council</p> <p>Current nomination expires 13/12/17</p>	<p>The Hub was formally the police station. It was built in 1845 and is the oldest police station in Essex. The building now has 10 offices, large reception area and meeting room.</p> <p>The building is used by many groups in the community as well as the voluntary sector services occupying the offices. Six charities make up the voluntary services.</p> <p>The Community Hub is home to Mind in West Essex (which offers counselling), CVSU, Voluntary Sector Training, Essex Council for Voluntary Youth Services, and the Centre for Action on Rape and</p>	<p>As the Town Council we own several properties in the town which are well used by the community. These properties are well run and well maintained. The Town Council have the resources to buy these assets if it were to become available and it would easily fit into our property portfolio continuing to be available to community groups and charities.</p>	<p>See representation from CVSU (paragraph 22 above)</p> <p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

	<p>Abuse. Anyone can enter the building and have access to the seating area, which is set out like a small café, where there are information leaflets available. The community has free access to the building and it is used for many community purposes</p> <p>The community would be poorer if this facility was lost</p>		
<p>j) The Former Library, Great Dunmow</p> <p>Owner: Essex County Council</p> <p>Nominated by Great Dunmow Town Council</p> <p>Current nomination expires 13/12/17</p>	<p>The Little Goslings Children's Centre provides a wide range of activities to support pre-school children and their families. The youth club is the only provision in the town for the twelve to eighteen age group. These groups would find it difficult to re-locate to suitable premises within the town.</p> <p>The building is a former school and of historical interest to the town.</p>	<p>The Town and District Councils (supported by grants and local fund-raising) would be interested in purchasing the property with a wish to continue to support present activities.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>k) Hop Poles Public House, Great Hallingbury</p> <p>Owner: in private ownership</p> <p>Nominated by Great Hallingbury Parish Council</p> <p>Current nomination expires 13/12/17</p> <p>Parish Council was notified in</p>	<p>The Hop Poles is situated in a central area of the village. The pub in the past has been a very popular venue for both residents and outside trade. Since the recession there appears to have been a decline in this trade but, The Hop Poles continues to be a viable asset.</p>	<p>The Community Interest Group would need to involve the community, perhaps through a shares scheme, and apply for grants and/or a loan in order to purchase the public house. Being situated in a central area of the village, the building could be used for a community meeting room, tea rooms, library and</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the</p>

<p>August 2017 that the property was being offered for sale. There were no potential bidders from the community. The property is therefore in the 18 month protected period which ends 9 February 2019 during which time the owner is free to sell the asset to whomever they choose.</p>		<p>council offices. This could be a facility for a daily meeting point for both villagers and other local groups who may benefit from getting together. Also council's working groups meetings could be held here, and a weekly council surgery could be held. On a daily basis the premises could still operate as a public house and/or tea rooms.</p>	<p>property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>I) St Giles Church, Great Hallingbury Owner: Diocese of Chelmsford Nominated by Great Hallingbury Parish Council Current nomination expires 13/12/17</p>	<p>St. Giles Church is, along with the village hall, a major focal point of our community. Church services are held regularly on most Sundays. It is a popular venue for weddings, and a necessary one for baptisms and funerals. Our annual Harvest and Flower Festival at which there are stalls and cream teas, is always a great occasion as are the annual carol services and occasional concerts. The local school at Howe Green like to use the church for their special services, particularly at Christmas, or often join in with the congregation at services such as Harvest Festival. There are occasional tours with talks on the local history of the church and its founder families of Great Hallingbury. It also provides a meeting place</p>	<p>The Community Interest Group would need to involve the community, perhaps through a shares scheme, and apply for grants and/or a loan in order to purchase the church. If possible the church should remain as a place of worship, and a venue for weddings, baptisms and funerals. It would be good to continue with the seasonal services and celebrations around Harvest, Easter and Christmas, with associated Flower Festivals and Fayres. It would also be an excellent venue, as currently used, for musical and choir concerts.</p>	<p>See representation from owner (paragraph 22 above) The issues raised in the representation are being considered by the Council's Head of Legal Services and will be reported to Members at the meeting.</p>

	<p>when the village hall is fully booked.</p> <p>St. Giles Church is a very beautiful and well maintained building, and still has an open church yard.</p>		
<p>m) Kings Head, Hadstock</p> <p>Owner: In private ownership</p> <p>Nominated by Hadstock Parish Council</p> <p>The council received notification of the intention to sell the property in July 2016. No community group requested to be treated as a bidder. From the information provided by the Parish Council, the property has been sold within the protected period which removes it from the list of assets.</p>	<p>Prior to closure, the pub was the meeting place for many clubs and supporting groups of our village life. The darts team, book club, investment club, fete committee meetings, Friends of the Church and many more were all held there. Many fund-raising events were run from the pub e.g. Help the Hero's, Remembrance Day wreath, Local Children's parties. The pub was sold in August 2016 and is currently undergoing a programme of refurbishment/renovation which had been due to re-open during 2017, although this looks to be a longer project than was perhaps first anticipated. It will be the only public house in the village, which will be a vital centre of community entertainment and engagement not only for Hadstock but for visitors to the area.</p> <p>The Kings Head should retain its inclusion on the Community Assets Register as if in the future, it should be placed on the market for sale the Village could be in a</p>	<p>Initially the community formed a group called 'The Friends of the Kings Head' and subsequently a Community Benefit Society called 'Hadstock Community Pub Ltd' (HCPL) was formed with the intention of buying the pub for the community. This is registered with the Financial Conduct Authority (registration number 7063). Substantial funds were raised by way of a share issue but the Company was unable to raise sufficient grant income to fund the total purchase. Eventually, the groups stood aside to allow a local businessman to buy the pub on his assurance that he would re-open it as a local pub. He has recently obtained planning permission to commence the full renovation of the building (which is Grade II listed) and the two groups will continue to monitor the situation to ensure that this valuable local asset is returned to its proper use as a facility for everyone in the village.</p> <p>The groups will resurrect their</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

	position to bid for it, for use as above and more for the benefit of the Village.	interest in purchasing the pub if the renovation does not go ahead and/or the pub is not re-opened for its original purpose. HCPL has worked with the Plunkett Foundation and many other successful Community Benefit Society's which have successfully purchased and run their local pub for the benefit of their community	
<p>n) Village Recreation Ground, Hadstock</p> <p>Owner: Hadstock Parish Council</p> <p>Nominated by Hadstock Parish Council</p> <p>Current nomination expires 13/12/17</p>	The Village Recreation Ground is important as a Community Asset as it provides a wonderful open space for the benefit of the Community. The recreation ground provides informal open space as well as more formal organised events. It has play equipment for the younger residents and is maintained with pride	Because the Village of Hadstock has experienced a Community Benefit Society for the village pub it could be possible to do the same for the Village Recreation Ground should it be required.	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>o) Village Green Hadstok</p> <p>Owner: Hadstock Parish Council</p> <p>Nominated by Hadstock Parish Council</p> <p>Current nomination expires 13/12/17</p>	The Village Green provides and will continue to provide an attractive feature at the centre of the Village. It is the focal point of many community activities including the annual Fete. It is easily identified as a meeting place and a point of reference and direction to other places in	Because this is common land and therefore belongs to the commoners, any change of use from its current status would have to be agreed in accordance with Common Law legislation	The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.

	<p>the village. It is registered as common land protected by a bye law and within the Conservation area.</p>		<p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>p) Village Hall Hadstock Owner: Hadstock Village Hall Charity Nominated by Hadstock Parish Council Current nomination expires 13/12/17</p>	<p>The Village Hall was once the Village School and noted in the Hadstock Conservation Appraisal as a building of undoubted quality built in 1871. Its Trust Deed was established for the benefit of Residents of the Parish of Hadstock and the surrounding area. The Village Hall is used and will continue to be used for many activities which are of huge benefit of the village. Below are some of the activities that have been booked for the month ahead Portable pint</p> <ul style="list-style-type: none"> ▪ Tea & Cakes ▪ Hadstock Society AGM Church Service ▪ Bridge Club Band rehearsal Silver Band Pilates Exercise class Event ▪ Parish Council Meetings ▪ It is also used as a Polling Station when required <p>The Village Hall is run by the</p>	<p>The Parish Council as Sole Trustee has a veto over any change of use to which it does not agree</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

	Hadstock Village Hall Management Committee, a registered charity Reg No.301325		
<p>q) Bluebell Inn Hempstead</p> <p>Owner: In private ownership</p> <p>Nominated by Hempstead Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>The Bluebell Inn is an integral part of the community in Hempstead. Having no school or shops it is one of the important meeting places for villagers, as well as being popular with tourist and visitors. There are regular quizzes, informal music gathering, music weekends and club meets for car enthusiasts.</p> <p>During a period of closure, a little while ago, it became obvious by the number of enquiries about re-opening, that it was sorely missed. The Parish Council became aware of local interest in taking it on and did its best to facilitate the eventual successful re-opening under a new tenant landlord. The Parish Council even organised a well-supported day of work to clear the grounds and car park. This was much appreciated by the new landlord. The council also organised 'pop-up' pub events in the village hall whilst the Bluebell was closed.</p>	<p>Because of the limited financial scope of the Parish Council it would never be able to be directly involved in any purchase, in the unlikely event that the pub came up for sale. However, having much local knowledge and the experience of the last re-opening it would be possible for the Council again to act as some sort of broker to help ensure a satisfactory outcome. It would also continue its ongoing informal support.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>r) The Village Green, Hempstead</p> <p>Owner: Essex County Council Highways</p>	<p>This is a small parcel of land central to the village, both geographically and in its usage. The following are located on the</p>	<p>The Parish Council has a limited reserve fund and its yearly income is more or less used up in its statutory and regular</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use</p>

<p>Nominated by Hempstead Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>land</p> <ul style="list-style-type: none"> • Bus shelter • Bench – used be people waiting for the bus and the mobile library. • War memorial • Village sign • Notice board • Rubbish bin • Planters and planting • BT Cabinets <p>The land has been used for</p> <ul style="list-style-type: none"> • Viewing point for Morris dancing held annually at the pub • Previously used by Gardening Club for plant sales. <p>The village takes a pride in this area and the Parish Council uses its resources and efforts to ensure that these and the area containing them are looked after well. It is regarded as, and locally known as "The Village -Green" and is at the heart of the village in usage and in its situation. At no time has there ever been any hindrance in any form to the open access to this land and the activities described above. The Parish Council would do everything possible to maintain access to this valuable community asset. The Parish Council have made strenuous efforts for a number of</p>	<p>maintenance activities. Although a small village Hempstead has demonstrated in the past that given a focus it can be a very effect fundraising force and equally successful in grant applications. The refurbishment of the village hall and the more recent fundraising for play equipment show, that despite some of the fundraising potential of the village going towards schools and other organisations outside the village, also many organisations and individuals are prepared to contribute when the need arises.</p> <p>It is hard to see this space being sold by Essex Highways, its owners, and, what use it could be to anyone else. Hempstead Parish Council is still firmly of the opinion, despite all the rebuffs received, that it should be re-registered to the ownership of the Parish Council. However, they would take very positive action to endeavour to purchase it if the opportunity arose.</p> <p>The Village Green is already maintained by the Parish Council funding the grass cutting. Equally the Council's assets (which cover a good proportion of the total area) are already part of its</p>	<p>the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
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	years to have it re- registered as a Village Green, to no avail.	regular maintenance expenditure so the ongoing care of this valuable Community Asset could be assured	
<p>s) The Bull Public House, Langley</p> <p>Owner: In private ownership</p> <p>Nominated by Langley Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>The pub is the only pub in the village and an integral part of village life. It is the only option for a public social venue within walking distance for residents of both Langley Lower and Upper Green. The pub hosts</p> <ul style="list-style-type: none"> • quiz nights • special event nights – whisky tasting, darts and holiday parties • Venue for book club, craft making days, meeting of the British Legion • beer and live music festivals • acoustic night • Pizza van • Sunday lunches • Hosts village fete meal etc • Takes part in village fete and Annual Village Meeting. <p>Has place in Good Beer Guide 2017 and 2018.</p>	<p>Langley Parish Council would certainly consider the formation of a community group which would instigate a period of consultation with Langley residents and should sufficient support be identified produce a business plan for the purchase and running of The Bull as a community owned pub. The purchase would be funded through either community fundraising and private donations, or through government schemes such as the government's Enterprise Investment Scheme, which offers tax breaks to individuals in a group of investors, or through a loan applied for by Langley Parish Council from the Public Works Loan Board. After purchase, support is available from organisations such as Pub is the Hub, a not-for-profit organisation that supports community ownership of pubs, and the British Institute of Innkeeping (Bli), which offers comprehensive advice, guidance, telephone helplines, mentoring, qualifications and a range of free and discounted business services</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

		<p>to innkeepers for an annual membership fee (currently £140 per year).</p> <p>We anticipate that should The Bull become a community owned pub in the future it would be run much as it is today: offering a social space to Langley residents, hosting a range of events, including some where food is served; providing a venue for a takeaway service; and getting involved in community events. Langley residents have a track record of supporting community projects (reordering the church, new community centre and cricket pavilion).</p>	
<p>t) St Mary's Church, Little Hallingbury</p> <p>Owner: Diocese of Chelmsford</p> <p>Nominated by Little Hallingbury Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>This church is used regularly every week for services and a midweek service. It is also used for all additional services such as weddings, baptism and funerals, and for seasonal services and events.</p> <p>The church has seats which can be moved around and is used for youth clubs, church clubs, coffee mornings and events such as Christmas/Craft Fayres.</p> <p>This church is a main hub for community gatherings.</p>	<p>The purchase will be funded by seeking grants and public engagement e.g. shared ownership, issued shares. The building would remain open to everyone.</p> <p>As the church is used regularly every week for services and a midweek service, it should remain a place of worship for individuals, and in the absence of vicar a member of congregation would lead the service. It would also be available for additional services such as weddings, baptism and funerals if chosen by individual, and for seasonal services and</p>	<p>See representation from owner (paragraph 22 above)</p> <p>The issues raised in the representation are being considered by the Council's Head of Legal Services and will be reported to Members at the meeting.</p>

		<p>events. As the church has seats which can be moved around would remain being used for youth clubs, church clubs, coffee mornings and events such as Christmas/Craft Fairs. The group would endeavour to keep it as a main hub for community gatherings.</p>	
<p>u) The George Public House, Little Hallingbury Owner: In private ownership Nominated by Little Hallingbury Parish Council Current nomination expires 13/12/17</p>	<p>This public house is situated in a prominent place in the village. It is well patronised by people from the village and surrounding areas, also by people passing through the village. It has a friendly and social atmosphere, holding seasonal and special occasion events. It provides a convenient and 'easy to find' place to meet.</p>	<p>The purchase will be funded by seeking grants and public engagement e.g. shared ownership, issued shares. The public house is known of its friendly and social atmosphere, so the group would endeavour to keep that atmosphere. It would be kept open for holding seasonal and special occasion events and to provide a convenient and 'easy to find' place to meet. It could be turned into a tea room, offering drinks and homemade cakes. The History Society could have informal meetings that would be open to anyone to view their rich archive and study the local history in a friendly atmosphere. Any local club could use it as an informal place to meet, chat and perhaps store their documents that could be of public interest to view. It should be seen as a friendly</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests. It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

		place to go to meet locals and welcoming to passers-by who would can come and enjoy the friendly and welcoming atmosphere.	
<p>v) Little Hallingbury Village Hall</p> <p>Owner: The Village, with the Parish Council as trustee</p> <p>Nominated by Little Hallingbury Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>Current use: Morning Nursery School in term time; meeting place for local societies, parish council and other organizations; polling station; venue for village events; annual pantomime and other shows; housing of post office and community shop.</p> <p>Each morning of term time sees the building and outside grounds used for the pre-school nursery. Our community are well informed of all coming events at the hall, and the weekly or monthly meetings of local societies and organizations. The hall has seen an annual pantomime for the past 30 years, putting on 6 shows each January. All events are very well attended.</p> <p>One small part of the hall is partitioned off, with its own outer door, and houses our village post office and community shop.</p>	<p>The purchase will be funded by seeking grants and public engagement e.g. shared ownership, issued shares.</p> <p>The Morning Nursery School in term time would be using the building as it is important that local and nearby children/toddlers have a nice environment close to their home. The nursery has excellent outside grounds that it uses for play activities.</p> <p>The building would remain as a meeting place for local societies, parish council and other organizations. The building would also be available to be used as a polling station, a venue for village events, the annual pantomime and other shows. This building also houses a small post office and community shop run by local volunteers.</p> <p>To not have the post office in the village would be a big loss as it always seems to be busy during its opening times. It is also a social focal point where one can have a nice chat to a friendly member of staff, get an</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

		<p>information what's going on in the village or just meet other parishioners.</p>	
<p>w) St Margaret of Antioch Parish Church, Margaret Roding Owner: Diocese of Chelmsford Nominated by Margaret Roding Parish Council. Current nomination expires 13/12/17</p>	<p>Monthly Sunday morning worship takes place at St Margaret's, as well as additional services for major festivals, Easter and Christmas and baptisms, weddings and funerals. The church is also available for other uses and in recent years a bi-annual art festival organised by the local art group is held in the church building, the next one is booked for the summer of 2018. The parish church is the only public building remaining in the parish of Margaret Roding.</p>	<p>There is no suggestion in the short term that the Diocese are planning to close or sell this parish church and therefore there have been no discussions on the how the future of the building could be secured and what role the local community might play in this. The building has significant heritage value to the community and the Parish Council is certain, should it be necessary that there would be an interest in securing the site for the village, rather than see the site sold to a third party. The church is small in scale seating only 50 and the site is severely restricted due to the surrounding churchyard. The existing Parochial Church Council currently maintains and runs the building for the benefit of the community and there is no suggestion that a similar small committee could not continue to do so should it be necessary. If the building was no longer a place of worship the internal space would be more flexible than currently and the use of the building could be widened for</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests. It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

		various interest groups and activities.	
<p>x) All Saints Church, Rickling Green Owner: Diocese of Chelmsford Nominated by Quendon and Rickling Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>The Church holds regular services and is an important part of community life in the Parish. Through the church, a number of social events are held, bringing the community together.</p>	<p>If the estate were to become available for purchase it would likely be of interest to conservation and preservation charities such as English Heritage and The National Trust. Acquisition by such a charity would benefit the local community and the nation by preserving an historic building and its environs.</p>	<p>See representation from owner (paragraph 22 above)</p> <p>The issues raised in the representation are being considered by the Council's Head of Legal Services and will be reported to Members at the meeting.</p>
<p>y) Rickling Green Primary School, Rickling Green Owner: Diocese of Chelmsford Nominated by Quendon and Rickling Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>This is the only school in the village offering a high standard of education to children in the village and adjoining parishes. The building is of character and has been sympathetically extended to accommodate modern needs.</p>	<p>Were this property to become available to the community it could be used to provide space for an enlarged village shop and/or post office or as an alternative venue for clubs and activities that are unable to secure a time slot in the fully utilised village hall. Alternatively the buildings could continue to be used as a school by any organisation that wished to set up a free school. Fundraising to purchase the property would take advantage of any grants from any charitable foundations or government bodies that are available at the time of the sale as well as community fundraising, spending of the Parish Council's cash reserve and</p>	<p>See representation from owner (paragraph 22 above)</p> <p>The issues raised in the representation are being considered by the Council's Head of Legal Services and will be reported to Members at the meeting.</p>

		raising of the precept.	
<p>z) Rickling Ramblers Cricket Pavilion, Rickling Green</p> <p>Owner: Land in private ownership</p> <p>Nominated by Quendon and Rickling Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>The cricket pavilion facilitates the playing of cricket on a green that has been used as a cricket pitch for over a century and a half. The game is central to the identity of the village and has given the local pub, The Cricketers, its name</p> <p>The cricket club, which uses the pavilion, is one of the few sports clubs available to the local community. Events organised by the club are well attended and serve to encourage community spirit. Playing cricket facilitates good health which benefits the individual and the community.</p>	<p>If the building, and the land upon which the building sits, were to be made available for purchase the Parish Council would endeavour, by means of fundraising, grants and its precept, to purchase them for the community.</p> <p>The assets would be run for the benefit of the community in the same way as they exist now, as the focal point for the local cricket team.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>aa) The Cricketers Arms, Rickling Green</p> <p>Owner: Cozy Pubs Ltd</p> <p>Nominated by Quendon and Rickling Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>The Cricketer's Arms is the sole surviving pub in the village. It is a place of employment and the focal point and social centre for the village. It is closely associated with the village cricket club and contains a newly established village shop.</p>	<p>If the pub were to be made available for purchase the local community would have the option of purchasing it and running it as a community pub.</p> <p>The following websites provide advice on how to do this and links to foundations that can provide grants and guidance.</p> <p>https://www.pubisthehub.org.uk/community-ownership/</p> <p>https://www.plunkett.co.uk/more-than-a-pub</p> <p>Running the pub as a community pub would preserve:</p> <p>The sole surviving pub in the</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

		<p>village A place of employment A focal point and social centre for the village The close association with the village cricket club. The village shop.</p>	
<p>bb) Rickling Village Green, Rickling Green Owner: In private ownership Nominated by Quendon and Rickling Parish Council Current nomination expires 13/12/17</p>	<p>The Village Green is central to the village and offers the opportunity for walks, picnics, children to play and has a cricket pitched used by the local cricket club, Rickling Ramblers. Village events are often held on The Green and these are generally well attended, boosting community spirit.</p>	<p>The village green is part of the estate associated with Rickling Hall. Use of the village green for community activities is highly dependent upon the granting of permission by the owner of Rickling Hall Estate. Should the estate be purchased by an individual or a company that does not have the interests of the community at heart it could seriously circumscribe the activities that may take place in a space that is traditionally the heart of the village. It would be highly desirable for the community to acquire ownership, and thus control, of the village green to prevent such an undesirable outcome occurring. Acquiring the village green would allow all the current sporting and social activities to continue as well as enabling the Parish Council to cooperate with ECC to initiate speed reductions around the Green and the adjoining village school. Such speed</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests. It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>

		<p>reductions are currently not possible because the current owner of the land is reluctant to grant permission for the necessary signs to be erected. Since the green is used as a sports' field any attempt to purchase it would investigate the grant opportunities offered by sport charities and public bodies Other avenues for raising the necessary money would be fund raising activities, an increase in the precept or spending the Parish Council's cash reserve.</p>	
<p>cc) Quendon and Rickling Village Hall, Quendon Owner: Village Hall Association Nominated by Quendon and Rickling Parish Council Current nomination expires 13/12/17</p>	<p>The village hall hosts a large variety of organisations and activities. A selection :</p> <ul style="list-style-type: none"> • Exercise classes • Dog training • Rainbows • Pilates • Dance • U3A Choir • Line dancing • Pre school dance • Jumblesales • Parish Council meetings <p>All of which foster social interaction and community engagement</p>	<p>The village hall is already owned by the Village Hall Association which is committed to retaining it as a place for community activities.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of the local community.</p>
<p>dd) Quendon Hall, Quendon</p>	<p>Quendon Hall is a Grade 1 listed building. Quendon Hall Estate has</p>	<p>If the estate were to become available for purchase it would</p>	<p>See representation from owner (paragraph 22 above)</p>

<p>Owner: In private ownership Nominated by Quendon and Rickling Parish Council</p> <p>New nominations.</p> <p>Previously not listed for the following reasons:</p> <p>The fact that the site has a long history and a medieval deer park does not mean that it qualifies as an Asset of Community Value. No specific community use has been identified which would allow listing.</p>	<p>a history dating back some 900 years and incorporates the only surviving medieval park in the county. The hall and the estate are currently used as a wedding venue.</p> <p>There is no public access to the site, but public paths run around its perimeter. It provides work directly, via the local companies that work there as well as providing income for the local pubs and B&Bs as a consequence of visitors to the weddings and events that it stages.</p>	<p>likely be of interest to conservation and preservation charities such as English Heritage and The National Trust. Acquisition by such a charity would benefit the local community and the nation by preserving an historic building and its estate.</p>	<p>The property has not been demonstrated to be in current use as a community asset as there is no public access/use currently occurring and no community use has occurred within the last 5 years.</p> <p>There are two residential properties within the site and the Act specifically excludes the listing of residential sites.</p> <p>The proposal therefore fails to meet the requirements of the Act</p>
<p>ee) Quendon Wood, Quendon</p> <p>Owner: In private ownership Nominated by Quendon and Rickling Parish Council</p> <p>New nomination</p>	<p>The wood is a SSSI and as such is an important habitat for indigenous wildlife. There are no public paths through the wood, but the community and visitors have long appreciated the wood as an area of natural beauty, a haven for birds and other wildlife and enjoyed its presence when walking the public paths that are immediately adjacent to it. It contributes to the rural nature of North West Essex and is a remnant of a more ancient landscape.</p>	<p>Should the wood be available to purchase it would be of great interest to conservation charities, such as The Woodland Trust which has a policy of acquiring ancient woodland so that it may be preserved and enjoyed by the community. Alternatively the Parish Council would be interested in acquiring the land. This acquisition would be dependent upon fundraising and probably upon obtaining a grant or donation; the nature and source of which would only be apparent at the time of</p>	<p>See representation from owner (paragraph 22 above)</p> <p>The woodland has not been demonstrated to be in current use as a community asset as there is no public access/use currently occurring and no community use has occurred within the last 5 years.</p> <p>The proposal therefore fails to meet the requirements of the Act</p>

	<p>The wood is encircled by public rights of way and is a significant attraction to walkers; walkers who bring their custom to the nearby Chequers and Cricketers public houses.</p> <p>The wood is currently maintained as a valuable piece of historic and important ancient woodland by the land agents who manage it.</p>	<p>application. In either scenario the wood would continue to be managed and would be open for the community to walk through and relax in.</p>	
<p>ff) St. Simon & St. Jude Church, Quendon</p> <p>Owner: Diocese of Chelmsford</p> <p>Nominated by Quendon and Rickling Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>The Church holds regular services and is an important part of community life in the Parish. Through the church, a number of social events are held, bringing the community together.</p>	<p>If the estate were to become available for purchase it would likely be of interest to conservation and preservation charities such as English Heritage and The National Trust. Acquisition by such a charity would benefit the local community and the nation by preserving an historic building and its environs.</p>	<p>See representation from owner (paragraph 22 above)</p> <p>The issues raised in the representation are being considered by the Council's Head of Legal Services and will be reported to Members at the meeting.</p>
<p>gg) The Village Fountain, Quendon</p> <p>Owner: The Village</p> <p>Nominated by Quendon and Rickling Parish Council</p> <p>Current nomination expires 13/12/17</p>	<p>The Memorial fountain is one of Quendon's most visible landmarks and is very much a symbol of the village. Historically this was used to provide water for the village, though it no longer serves this purpose. It is now enjoyed as a reminder of the village's past and as a monument that is unique to the village. It appears on the parish website as a feature of interest as part of the promotion</p>	<p>The fountain has already been donated to the village.</p>	<p>The property furthers the social wellbeing and interests of the community as a meeting place for individuals and groups who use the property as a place to meet and socialise to further their cultural, recreational or sporting interests.</p> <p>It is realistic to think that the property can contribute to be used in a manner that furthers the social wellbeing and interests of</p>

	<p>of the village to visitors, who provide revenue to local businesses.</p> <p>A plaque inside reads: <i>This fountain and drinking trough were donated to the people of Quendon in 1887 by Henry Tufnell. Esq in memory of col. Cranmer-Byng of Quendon hall. They were later restored in memory of G.B. Beeman who lived at manor farm 1922-54.</i></p> <p>It was recently sympathetically restored. The ceremony to mark its restoration was attended by many locals and received press coverage, demonstrating the value the community places on this monument.</p>		the local community.
<p>hh) Chalky Meadows, Thaxted</p> <p>Owner: Essex County Council</p> <p>Nominated by Thaxted Parish Council</p> <p>New nomination</p>	<p>This is an ecologically valuable site rich in wild flowers, birds, insects and reptiles.</p> <p>A Bioblitz was undertaken in August 2016 with experts and residents of Thaxted, raising awareness in the community. On the back of the bioblitz there is a hope to engage further professional/expert advice to better protect, develop and share this asset.</p> <p>Findings included a large colony of Lizards, 22 types of butterflies, numerous plants some being an</p>	<p>The site should be surveyed and if it meets the Local Wildlife Sites Criteria be formally designated as a Local Wildlife Site with Uttlesford DC. Thaxted PC should adopt as a nature reserve to raise the profile of the site and involve the local community and raise support. If we were successful in obtaining this for preservation of the Meadow grants for open space would be considered to ensure the maintenance of the land.</p>	<p>See representation from owner (paragraph 22 above).</p> <p>The open space has not been demonstrated to be in current use as a community asset as there is no public access/use currently occurring and no community use has occurred within the last 5 years.</p> <p>The proposal therefore fails to meet the requirements of the Act</p>

	indicator species for established and diverse British hedgerow growth.		
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From: chief officer
Sent: 10 November 2017 12:08
To: Sarah Nicholas
Cc:
Subject: Asset of Community Value

Dear Sarah,

Further to our phone conversation this morning, I would just like to add to any evidence you have that the Uttlesford Community Hub is still a Community Asset, that this year our meeting room has been used on 266 occasions by local Voluntary Community Sector Organisations and others. The Hubs cafe' style lobby area is also regularly used by local people to meet i.e, the Stroke Club. It is also used as a Drop In area hosted by Family Mosaic to provide debt and other advice. It is a designated 'KeepSafe' location as part of a countywide scheme. It is also a Food Bank venue serving the local area. So in essence I strongly believe it is very much a Community Asset.

I hope this info is helpful.
Best wishes

Clive Emmett
Chief Officer
Council for Voluntary Service Uttlesford
Uttlesford Community Hub
45 Stortford Road
Great Dunmow
CM6 1DQ
ceo.cvsu@outlook.com
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Member of NAVCA & NCVO

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For the attention of: Mr G Glenday
Assistant Director Planning
Uttlesford District Council
Council Offices
London Road
Saffron Walden, Essex
CB11 4ER

Direct Dial: 01223 459491
Direct Fax: 01223 301231
E mail: robert.timmins@struttandparker.com
Our ref: RDT/HLR/L/QD 8.1

7th November 2017

BY EMAIL TO: SNICHOLAS@UTTLESFORD.GOV.UK

Dear Sirs

Localism Act 2011 and Assets of Community Value Regulations 2012 – Quendon Hall & Parkland

Thank you for your letter dated 13th October 2017 relating to the application you have received from Quendon & Rickling Parish Council (Mr. P Wilsher) to nominate Quendon Hall and Deer Park as Assets of Community Value.

Please accept this letter as a formal objection to the application. This challenge is being submitted following instructions received by Pegasi Management Company Limited (“Pegasi”), the freehold owner of Quendon Hall and the Parkland.

Basis of Objection:

We set out below the basis of Pegasi's objection.

We refer to the definition of an Asset of Community Value taken from page 8 of Uttlesford District Council's Nomination Form (which we understand is derived from Section 88(1) of the Localism Act 2011):

‘A building or land is deemed to be of community value if:

- 1. Its actual current use furthers the social wellbeing and interests of the local community, or a use in the recent past has done so; and***
- 2. That is not an ancillary one; and***
- 3. For land in current community use it is realistic to think that there will continue to be a use which furthers social wellbeing and interests, or for land in community use in the recent past it is realistic to think that there will be community use within the next 5 years (in either case, whether or not that use is exactly the same as the present or past) and***
- 4. It does not fall within one of the exemptions’.***

After considering the criteria for Assets of Community Value, it is strongly considered that neither Quendon Hall nor the Parkland meet any of the above.

Quendon Hall is a privately owned property, let on commercial terms to host private weddings and other events. The Hall is not available for the local community to use, unless hired for a private event on commercial terms. Given the nature of this business, we do not agree that the current use of the Hall furthers the social wellbeing or social interests of the local community, nor do we agree that there has been any such usage in the recent past. It cannot, therefore, be said that the Hall is of community value. There are also no permitted public rights of way to Quendon Hall or the ancillary buildings. The only permitted access is private for personnel associated with Quendon Hall and the surrounding buildings via written commercial agreements.

The same principle applies to the Parkland at Quendon Hall. The Deer Park is not open to the public and is managed solely by the landowner. Similarly there are no permitted forms of public access through the Parkland. It is therefore clear that the Parkland cannot be said to be of community value.

To clarify, Quendon Hall, associated properties and the Deer Park have never been used for recreational, sporting or cultural interests which benefit the local community.

It is also noted that the boundary shown on the application plan included with the Nomination Form submitted by the Parish Council incorporates private residential property that is not owned by Pegasi. As such, it may be that there are other landowners whose property interests would be affected by the nomination who have not been appropriately notified.

For the following reasons:

1. Quendon Hall and the Parkland are privately maintained and managed by Pegasi;
2. Quendon Hall is not available for the local community to use, unless hired for a private wedding event on commercial terms. Given the nature of this business, we do not agree that the current use of the Hall furthers the social wellbeing or social interests of the local community, nor do we agree that there has been any such usage in the recent past;;
3. neither Quendon Hall nor the Parkland are used in a manner which furthers the social wellbeing or social interests of the local community, and there has been no such usage in the recent past; and
4. there is no permitted public access to Quendon Hall or the Parkland,

we are of the opinion that Quendon Hall and the Parkland do not qualify as Assets of Community Value. Accordingly, we request that Uttlesford District Council does not include them on its list of Assets of Community Value.

Yours faithfully

Cambridge

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For the attention of: Mr G Glenday
Assistant Director Planning
Uttlesford District Council
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London Road
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CB11 4ER

Direct Dial: 01223 459491
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E mail: robert.timmins@struttandparker.com
Our ref: RDT/HLR/L/QD 8.1

7th November 2017

BY EMAIL TO: SNICHOLAS@UTTLESFORD.GOV.UK

Dear Sirs

Localism Act 2011 and Assets of Community Value Regulations 2012 – Quendon Woods

Thank you for your letter dated 13th October 2017 relating to the application you have received from Quendon & Rickling Parish Council (Mr. P Wilsher) to nominate Quendon Woods as an Asset of Community Value.

Please accept this letter as a formal objection to the application. This challenge is being submitted following instructions received by Pegasi Management Company Limited (“Pegasi”), the freehold owner of Quendon Woods.

Basis of Objection:

We set out below the basis forming our objection.

We refer to the published definition of an Asset of Community Value taken from page 8 of Uttlesford District Council's Nomination Form (which we understand is derived from Section 88(1) of the Localism Act 2011):

‘A building or land is deemed to be of community value if:

- 1. Its actual current use furthers the social wellbeing and interests of the local community, or a use in the recent past has done so; and***
- 2. That is not an ancillary one; and***
- 3. For land in current community use it is realistic to think that there will continue to be a use which furthers social wellbeing and interests, or for land in community use in the recent past it is realistic to think that there will be community use within the next 5 years (in either case, whether or not that use is exactly the same as the present or past) and***
- 4. It does not fall within one of the exemptions’.***

Quendon Woods is a privately owned ancient woodland, which is maintained and managed by Pegasi. At no point has the woodland been used in such a manner as to further the social wellbeing or social interests of the local community, and it is not currently so used.

Whilst public footpaths exist along the north eastern, northern and easterly perimeter borders of the woodland, the woodland is not intersected by permissive or registered footpaths. For clarification, no additional public rights are granted by the landowner as supported by a Section 31(6) deposit made in accordance with the Highways Act 1980. As a consequence, no member of the public should at any time deviate from the registered footpaths. Any use beyond the perimeter footpaths would constitute trespass.

Additionally, the use of the footpaths at the perimeter of the woodland could only ever be considered ancillary to the primary use of the areas through which they pass, which is as privately managed woodland.

As a final point, the plan that accompanies the application is simply an extract from the Ordnance Survey map for the Quendon area. There is no indication on that map of the extent of the area that the Parish Council is seeking to nominate. As such, it may be that there are other landowners whose property interests would be affected by the nomination who have not been appropriately notified.

Based on the following evidence:

1. the woodland is privately maintained and managed by Pegasi;
2. the woodland has not been used in such a manner as to further the social wellbeing or social interests of the local community, and it is not currently so used; and.
3. rights to walk around the perimeter of the woodland are restricted to registered public footpaths only and the use of those footpaths could only ever be considered ancillary to the primary use of the wood as managed woodland. No public access is permitted through the main body of the woodland at any time or for any purpose;

and for the purposes outlined above, we believe that Quendon Woods do not qualify as an Asset of Community Value. Accordingly, we request that Uttlesford District Council does not include them on its list of Assets of Community Value.

Yours faithfully

Robert Timmins
Associate
For and on behalf of Strutt & Parker

From: Elizabeth Davies
Sent: 28 October 2017 14:05
To: Sarah Nicholas
Subject: Post Office, Gt.Dunmow

Dear Mr. Glenday,

I am the owner of the building which includes the Post Office in Gt. Dunmow, and was very alarmed and dismayed to receive your letter today , regarding extending being an asset of Community value. Due to the very short notice I am unable to view the submissions at Saffron Walden and do not feel a truly transparent democratic process is occurring. The original, magnificent building housing the U.D.C. in Gt. Dunmow was sold on without any order on it (Why not – when it is so clearly a better asset) and allowed to be developed with no commercial benefit to the High Street whatsoever – in fact the loss of business which the offices attracted to that end of the High Street with the Tourist Information Bureau, Charity offices etc.etc. has had a profound impact on the immediate traders. I would be grateful if you could give me confidence that the right decisions are being made for the right reasons..

Yours sincerely,

Elizabeth Davies

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ELS
Seax House
Victoria Road South
Chelmsford
CM1 1QH

FAO: Sarah Nicholas
Senior Planning Officer
Uttlesford District Council

Our Ref: EE/BSFM/1286
Your Ref:
Date: 15 November 2017

Dear Sirs

Re: Nomination of Land at Guelph's Lane/ The Mead Thaxted as Asset of Community Value

I am instructed by Essex County Council to enter an objection to the nomination of its property for listing as an Asset of Community Value.

The grounds upon which the County Council is objecting to the nomination by Thaxted Parish Council are as follows:

1. The property in question was acquired by the County Council from Dunmow Rural District Council at open market value for future Educational use under the County Council's Education Powers
2. Since its acquisition, neither the County Council nor any other body has provided any form of services on the land that has any direct impact on the social wellbeing of the local communities.
3. The use of the land remains that of additional vacant land for proposed Primary School
4. The land is not a public open space and there is no permissive right to use or access the land, other than along the footpath running through the land
5. In deciding whether the statutory criteria for listing as provided under Section 88 of the Localism Act are satisfied, it is for the listing authority to be satisfied that the current actual use of the land furthers the social wellbeing or social interest of the local community and that the use is not ancillary and that it is realistic to think that there can continue to be use of the land which is not ancillary and which will further community benefit or if there is no current use that furthers community wellbeing as in this case, the listing authority will have to be satisfied that there was a time in the recent past when an actual use furthered community benefit which is not an ancillary use and that it is realistic

to think that there is a time in the next five years when there could be use of the land which is ancillary and which furthers community benefit

6. Clearly, the Parish Council has failed to demonstrate the existence of these important elements for listing of land as an asset of community value under Section 88 of the Localism Act 2011.
7. It is submitted therefore that the land the subject of nomination does not have any current or past use that further community well-being which is non-ancillary. The commission of a report by the Parish Council to establish what wildlife live in the land does not in any way satisfy the mandatory requirement of Section 88 of the Localism Act.
8. It is further submitted that the isolated use of the property by the Parish Council to conduct biological inventory or census is not the main use of the land and is at best ancillary and therefore does not satisfy the statutory requirements for listing
9. On the basis of the forgoing, I urge you to reject the nomination, as the mandatory requirements of Section 88 of the Localism Act 2011 on the listing of land as asset of community value have not been satisfied.
10. I look forward to hearing from you in due course,

Yours faithfully

Emmanuel Essien
Solicitor

DX 123300 Chelmsford 7

Internet: www.elslegal.org.uk
Email: emmanuel.essien@essex.gov.uk



OUR REF : NW/2017/88
16 November 2017

Gordon Glenday
Council Offices
London Road
Saffron Walden
Essex
CB11 4ER

Localism Act 2011 and Assets of Community Value (England) Regulations 2012 (“the Regulations”)

Dear Gordon

I write on behalf of the Diocese of Chelmsford in response to the various letters notifying the Diocese about the District Council’s intention to consider designation, under the above provision, of the following properties:

- St Giles’ Church, Great Hallingbury
- St Mary’s Church, Little Hallingbury
- All Saints Church, Rickling
- St Simon and St Jude’s Church, Quendon
- Rickling Green Primary School

The Diocese of Chelmsford requests a review of the proposals relating to the church properties above on the basis that disposal of any church building, together with any land annexed or belonging to it, pursuant to a closure for regular public worship of the church use and a Scheme made under the Mission and Pastoral Measure 2011, is an exempt disposal under paragraph 12 of schedule 3 of the Regulations. The Measure involves a lengthy public consultation process as well.

In respect of the Primary School we request a review on the basis that the land was granted for educational purposes under the School Sites Act 1841 meaning that the right of reverter binds the site. I enclose an extract of the 1907 Parliamentary Return confirming that reverter applies. On reverter of the site, paragraph 15 of Schedule 3 of the Regulations will apply. You should be aware that closure of the maintained school requires a lengthy consultation period (two years) with the local community, parents and other stakeholders by the Diocese and the Local Authority under the education legislation and the community is therefore always kept abreast of any changes proposed.

Furthermore, listing the properties as Assets of Community Value when their disposal is specifically permitted or exempt would be out of keeping with the intention of this process and open to challenge.





The Church of England
in Essex and East London

Diocese of Chelmsford

Diocesan Office, 53 New Street, Chelmsford, Essex CM1 1AT

For clarity, I would point out that there are no plans for any of the buildings referenced above to come out of their existing uses which benefit their local communities and the Diocese is very supportive of that continuing to be the case.

I look forward to hearing from you with an update on the decision of the District Council.

Nathan Whitehead
Pastoral Secretary



THE CHURCH
OF ENGLAND

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Committee: Cabinet

Date: 30
November 2017

Title: Writing off debts: Delegation to Director of Finance and Corporate Services

Portfolio Holder: Councillor Simon Howell – Cabinet Member for Finance & Administration Key decision: No

Summary

1. The Director of Finance and Corporate Services (as the Council’s “Chief Financial Officer” or “section 151 officer”) has delegated authority to “write off” debts up to a value of £5,000. This limit has not been reviewed for some time. The report sets out the case for increasing this limit to £10,000.

Recommendations

2. That the write off limit in paragraph 11.4 of the Financial Procedure Rules is increased from £5,000 to £10,000, to read:

Bad debts of up to £10,000 shall be written off by the Chief Financial Officer, having ascertained that all reasonable steps have been taken to recover the debt and that it would be uneconomical to pursue the debt further. Cabinet approval is required to write off bad debts in excess of £10,000.

Financial Implications

3. The report concerns the level at which the decision is made whether or not to “write off” a debt. It does not have any direct financial implications. Write-off decisions made by Cabinet are made on the recommendation of the Director of Finance and Corporate Services, and so there should not be any indirect financial implications.

Background Papers

4. Reference was made to the constitutions of a number of other local authorities. These are published sources, and the local authorities and relevant information are set out in a table in this report.

5. Impact

Communication/Consultation	None needed.
Community Safety	None.
Equalities	None.
Health and Safety	None.

Human Rights/Legal Implications	None.
Sustainability	None.
Ward-specific impacts	None.
Workforce/Workplace	None.

6. Situation

6.1. The concept of writing off debts is sometimes misunderstood. Writing off a debt is not the same thing as cancelling it. It is an accounting step taken when the prospects of recovering a debt are so slim that it should no longer be shown as an asset in the Council's accounts. The debt may still be recoverable if, for instance, the location of a debtor is discovered or it becomes evident that a debtor has assets. In such cases, officers would take appropriate debt recovery steps regardless of whether the debt has been written off. Of course some written off debts will be irrecoverable, e.g. by reason of insolvency or the application of a limitation period for legal action.

6.2. UDC has given delegated authority to the Director of Finance and Customer Services (as the Council's s151 officer) to write off debts up to the value of £5,000. Decisions on debts above this level need to be taken by the Cabinet.

6.3. Levels of delegated authority to s151 officers vary across Essex, as illustrated in the table below. They range from a £2,000 limit to unlimited authority to write off debts. (Of course a low limit may indicate that the scheme of delegation has not been reviewed for some time.)

Council	Power to "write off" debts
Uttlesford	S151 Officer: Up to £5,000
	Cabinet: Over £5,000
Basildon	S151 Officer: Up to £10,000
	Chairman of the Policy and Resources Committee: Above £10,000
Braintree	S151 Officer: Up to £25,000
	Cabinet: Over £25,000
Brentwood	Chief Officer: Up to £5,000
	S151 Officer: Up to £10,000
	Chair of the Policy, Finance and Resources Committee: Over £10,000
Castlepoint	Not on website

Chelmsford	S151 Officer: Unlimited power to write off, subject to submitting an annual statement of write off to the Cabinet Member for Finance
Colchester	S151 Officer: Up to £5,000
	Cabinet: Above £5,000
Epping Forest	S151 Officer: Up to £2,500
	Portfolio holder: Above £2,500
Harlow	Not on website
Maldon	Not on website
Rochford	Not on website
Tendring	S151 Officer: Up to £2,000
	Portfolio Holder: Up to £25,000
	Cabinet: Above £25,000
Essex	Not on website

6.4. Increasing the level at which debts can be written off would reduce the need for reports to be submitted to Cabinet for decision. This would save some officer time in preparation and attendance and would help ensure that Cabinet is focused on strategic and major issues. Reports on debt write-offs commonly need to be Part 2 items, with the press and public excluded, because of the need to avoid disclosing personal information about the debtor. Officers suggest that a revised write-off limit of £10,000 would be appropriate.

6.5. If the level of delegated authority is increased, officers propose that an annual report is submitted to the Cabinet along with budget outturn reports setting out the extent and nature of debts written off during the previous financial year. This would ensure transparency and accountability.

Risk Analysis

7.

Risk	Likelihood	Impact	Mitigating actions
Cabinet may take a different view on write-off decisions to officers. But this is a low risk, as Cabinet write-off decisions are made on the basis of professional	1	1	Annual reporting to the Cabinet along with budget outturn reports setting out the extent and nature of debts written off during the previous financial

officer advice and recommendation.			year.
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- 1 = Little or no risk or impact
- 2 = Some risk or impact – action may be necessary.
- 3 = Significant risk or impact – action required
- 4 = Near certainty of risk occurring, catastrophic effect or failure of project.

Committee: Cabinet

Date: 30
November 2017

Title: Draft Statutory Instrument The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) (Amendment) Regulations 2017

Portfolio Holder: Councillor Susan Barker, Cabinet Member for Environmental Services

Key decision: Yes

Summary

1. The Government white paper 'Fixing our broken Housing Market' includes a proposal to allow each Local Authority to increase the nationally set planning fee by 20% subject to a Statutory Instrument. The Draft Statutory Instrument has now been published and includes the proposed fees. The additional fee income is for councils to invest in their planning department in order to help deliver housing. All councils have committed to use the additional funding for this purpose.
2. The council needs to determine whether to exercise its discretion to charge the fees permitted, subject to parliamentary approval of the draft regulations.

Recommendations

3. The Cabinet approves a 20% increase in planning application fees as set out in the Draft Statutory Instruments 2017 No. (see link below) with effect from the date to be set out in the regulations, and commits to investing the additional income in the planning service.

Financial Implications

4. The potential to increase to the nationally set planning fees by 20% only applies if the Council commits to invest the additional fee income in their planning department.
5. The estimated outturn for planning fees income for 2017/2018 is £850,000.00, Had the 20% increase been applied to the full year, the estimated additional fee income to invest in the planning department would have been £170,000.00. If the increase applies to Q4, the estimated additional income is £25,000.
6. Foregoing the option of increasing income would involve risks to performance in the face of increasing workloads. That in turn would carry consequent risks of designation as a poorly performing authority, appeals against non-determination of applications and delays in dealing with matters arising from planning conditions. If these consequences materialised, there would be significant financial implications

7. Background Papers

8. The following papers were referred to by the author in the preparation of this report and are publically available.
9. Fixing Our Broken Housing Market - The Government's Housing White Paper:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/590463/Fixing_our_broken_housing_market_-_accessible_version.pdf
A Guide to Fees for Planning Applications in England:
https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf
10. Draft Statutory Instrument The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) (Amendment) Regulations 2017:
http://www.legislation.gov.uk/ukdsi/2017/9780111160749/pdfs/ukdsi_9780111160749_en.pdf

Impact

11.

Communication/Consultation	There has been an all Member briefing on the Housing White Paper, including the proposed increase in fees. The draft Regulations were informed by government consultation on the White Paper.
Community Safety	None
Equalities	Everyone will be equally affected.
Health and Safety	None
Human Rights/Legal Implications	None
Sustainability	None
Ward-specific impacts	None
Workforce/Workplace	The additional income would provide resources to invest in workforce capability, capacity and productivity.

Situation

12. Although the White Paper stated that the government would permit authorities to increase fees from 1 July 2017, it was not possible for the Statutory Instrument to

be approved before Parliament rose for the general election. However, the Draft Statutory Instrument has now been published with a view to it moving through the parliamentary process.

13. Exercising the opportunity to raise additional income for investment in the planning service provides an opportunity to make increase capacity and productivity leading to better services, improved performance and enhanced ability to deliver growth as set out in the 'Fixing our broken housing market'. The proposals enable the council to take steps to secure the financial sustainability of the planning service to ensure that the planning system has the skilled professionals and other resources it needs to deliver growth.
14. The development industry has made it clear that one of the bars to the delivery of housing and growth generally is the lack of resources within the planning departments. At present, in order to try and meet the pressures for growth and meet performance targets, the council uses agency staff and consultants funded mainly by drawdown from an earmarked reserve. Agency staff and consultancy is expensive and significant reliance on such resources on an ongoing basis is not financially sustainable. Access to a continuous additional income stream will enable the council to recruit to new permanent positions. Following review of salary scales, the council has been able to attract good staff with the necessary skills and experience when vacancies in the existing establishment have arisen.
15. If the discretion to increase planning fees is not used, the council's capacity to deliver the growth set out in the Housing White Paper would be restricted. This risks the council becoming a designated Authority, with the possibility that the Government could bring someone else in to determine planning applications, take the fees and yet the council would still need to bear the administration costs involved in the processing of the applications. This would clearly have a significant financial burden on the council whilst removing decision making from the local level.
16. In addition, an adequately resourced service with the necessary capacity and skills is essential in achieving quality development, which will maintain Uttlesford as an attractive place to invest, in accordance with the council's corporate objectives. It will also reduce the risks of appeals, including non-determination appeals, with the consequent additional costs, not only in defending the appeals but also from appellant's costs where awarded against the council.
17. The fee increase does not affect pre-application fees which are set locally by each authority.
18. The exemptions and reductions set by government remain. For example if the application is being made on behalf of a parish or community council then the fee is discounted by 50%.

Risk Analysis

19.

Risk	Likelihood	Impact	Mitigating actions
Fee income does	2 Uttlesford's	2 Agency and	Vacancy management

<p>not increase despite increase in charges because of external economic factors</p>	<p>location in the LSCC is likely to mean that it will continue to attract investment in new homes and business development</p>	<p>consultancy fees are variable costs which can be readily managed in response to demand. Fixed costs involved in permanent posts may not be removed so readily</p>	<p>as appropriate and other potential measures if necessary</p>
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3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

Committee: Cabinet

Date: 30
November 2017

Title: Corporate Plan Delivery Plan 2017/18:
Quarter 2 Progress Update

Portfolio Holder: Councillor Howard Rolfe, Leader

Key decision: No

Summary

1. The Corporate Plan was agreed by Council at its meeting on 23 February 2017 and the delivery plan was agreed by Cabinet at its meeting on 30 March 2017. Cabinet received its first progress report at the meeting on 7 September for Quarter 1 (April – June).

This report sets out progress against the Corporate Plan Delivery Plan for Quarter 2 (July – September) although it provides more recent update where progress since the end of September has been significant.

Recommendations

2. To note progress against the Corporate Plan Delivery Plan, attached at Appendix A.

Financial Implications

3. All financial implications arising from the delivery plan were reflected in the budget for 2017/18, as approved by Full Council on 23 February 2017.

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	Consultation specific to projects within the delivery plan is undertaken as necessary.
Community Safety	Progress on community safety projects is included within the report.
Equalities	Equality impact assessments are undertaken in relation to specific projects, as necessary.

Health and Safety	Any health and safety implications resulting from actions or projects in the delivery plan are the subject of appropriate risk assessments, where necessary.
Human Rights/Legal Implications	Any human rights or legal implications arising from individual projects within the delivery plan are assessed and addressed.
Sustainability	Any sustainability implications arising from individual projects within the delivery plan are assessed and addressed.
Ward-specific impacts	Any ward specific issues arising from individual projects within the delivery plan are identified.
Workforce/Workplace	Any workforce implications arising from individual projects within the delivery plan are assessed and addressed.

Situation

6. The Corporate Plan 2017 – 2021 was adopted by Full Council at its meeting on 23 February. This included a new vision and four priorities:
 - Promote thriving, safe and healthy communities
 - Protect and enhance heritage and character
 - Support sustainable business growth
 - Maintain a financially sound and effective Council
7. The Corporate Plan Delivery Plan (CPDP), adopted by Cabinet at its meeting on 30 March, set out the more significant actions/projects (outputs), expected outcomes and performance measures by which success will be measured.
8. Appendix A sets out progress against each element of the CPDP at the end of quarter two of 2017/18, which covers the period July to September but where significant progress has been made after this period, this has been included in the narrative to give the most up to date picture.
9. It was recognised when the CPDP was adopted that it should be treated as a dynamic document that is updated to reflect changes in response to opportunities and challenges but that the Plan should be adhered to as closely as possible as only these projects have been resourced through the 2017/18 budget. No changes have been made to the CPDP since it was adopted.
10. Good progress continues to be made across all the priorities, but the following are drawn to members' attention as being of particular note:
 - The Uttlesford Youth Council was formally adopted in October;

- The Health and Wellbeing Strategy has been completed and endorsed by Cabinet; the Council is leading on the priority of obesity for which a healthy eating event is planned with schools;
- The research stage of the social isolation project has been completed and feedback events held with local residents; the next stage is for the community to consider what action they would like to take in response to the findings. Arrangements are being made for a presentation to be made to Full Council on this project in due course.
- Cabinet approved a grant of up to £300k towards the cost of providing a new college at Stansted airport and construction work has commenced with a view to completion in time for September 2018.

Risk Analysis

11.

Risk	Likelihood	Impact	Mitigating actions
The Delivery Plan cannot be delivered	2	4	Resources have been allocated to the delivery plan and it will be monitored regularly by Cabinet
The Delivery Plan actions do not further the Council's priorities as intended	1	4	Actions have been selected that are considered most appropriate to support the Council's priorities; evaluation will be ongoing to reflect on whether the outputs achieve the outcomes expected

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

Appendix A: Q2 Corporate Plan Delivery Plan Actions Report 2017-18

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Corporate Plan Delivery Plan Actions Report 2017-18



CP Priority 1 Promote thriving, safe and healthy communities

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
17-CPDP Corporate Plan Delivery Plan 2017/18					
17-CPDP-01 Encouraging the production of neighbourhood plans	Support nine parish and town councils currently developing their neighbourhood plans; establish a neighbourhood plan network.	31-Mar-2018	Communities fully engaged in positively planning for sustainable development to deliver growth. Output measures/milestones: Key stages reached by each neighbourhood plan Neighbourhood plan workshops for neighbourhood plan groups in March and September 2017 Neighbourhood Plan network established	Support for Rural Community Council of Essex. £10K budget for 2017/18. £15K budget provision for consultancy to support neighbourhood plan groups. £35K grant in 2017/18 from Department for Communities and Local Government for community led housing delivery.	OCT 2017 - Neighbourhood Planning progressing well with 10 Plans at various stages of preparation
17-CPDP-02 Encouraging young people to live well	Develop and deliver a campaign to raise awareness and participation in volunteering targeted at young people.	31-Mar-2018	a) Volunteering, engagement in civic life and being active. b) Young people feeling more informed and connected Output measures/milestones: Decision as to whether to establish an Uttlesford Youth Council	Youth Initiatives Working Group budget	OCT 2017 - ACTION COMPLETED The Uttlesford Youth Council constitution was formally adopted at the 10th October 2017 full Council meeting. Officially recognised in the Uttlesford District Council constitution the Youth Council will have access to speak at Council meetings on agenda items on at least two occasions a year. £2,000 annual funding through the Youth Initiatives working Group and Officer support has been approved. The Youth Council has also established close working links with the Communities and Democratic Services teams at the council.

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
<p>17-CPDP-03 Engaging with communities</p> <p>Page 242</p>	<p>Develop a model for increasing community engagement (including information and consultation). Establish a Local Councils Liaison Forum.</p>	<p>31-Mar-2018</p>	<p>Residents' satisfaction with opportunities to be involved. Output measures/milestones: New mechanisms for increasing engagement determined and timetable for implementation established</p>	<p>Support to member working group; further resources dependent on recommendations</p>	<p>OCT 2017 - A successful first meeting of the Local Councils Liaison Forum took place in September. Fourteen town and parish councils were represented, along with Essex Police and the West Essex Clinical Commissioning Group. Topics discussed included PCSO funding, health challenges facing West Essex and the parish garden waste collection service. A second meeting will take place in February.</p> <p>Arrangements are being made for the first formal meeting of the Public Engagement Working Group, which should take place before the end of the calendar year. An informal meeting between the Chairman of the group and officers has taken place. A guest speaker, who co-authored the LGA's New Conversations public engagement guide, is being invited to talk to the group about the principles of engagement and highlight good practice elsewhere.</p>
<p>17-CPDP-04 Working through the LSP and with partners to promote and address health and wellbeing priorities and activities through Livewell</p>	<p>Develop a Health and Wellbeing Strategy that takes account of local and national priorities, including physical activity and access to sport. Contribute to the work of the Uttlesford and West Essex Health and Wellbeing boards to deliver programmes that promote living well.</p>	<p>31-Mar-2018</p>	<p>More effective collaboration and greater impact on health and wellbeing in Uttlesford Delivery of evidence-based programmes that contribute to improved Health and Wellbeing. Output measures/milestones: Health and Wellbeing Strategy is developed to respond to identified needs Health and Wellbeing data collection – and analysis. Indicators will be measured against the Public Health Outcomes framework</p>	<p>Budget provision for health and wellbeing team including Senior Health Improvement Officer. £26.5k pa - Public Health budget until Mar 2018.</p>	<p>OCT 2017 - new Health and Wellbeing Strategy completed and endorsed by Cabinet - the action plan is now being worked on and delivered in partnership with members of the board. A lead for each priority area has been identified. A proposal of budget expenditure has been submitted to the Uttlesford Health & Wellbeing Board outlining how each lead will work towards their priority area. UDC is leading on one of the five priorities – obesity. A healthy eating event is being planned to tackle this topic and schools have been contacted to discuss the aims and outcomes of the event. Working with partners to address inactivity levels in the district. Furthermore, officers are focusing on the dementia agenda, which forms part of the 'age well' priority for the Health & Wellbeing Board</p>

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
17-CPDP-05 Working with partners to tackle loneliness and isolation	Pilot a new approach to improve community resilience and reduce social isolation (as part of Essex Strengthening Communities pilot) focused on three geographic locations	31-Mar-2018	Reduction in loneliness and associated health impacts Output measures/milestones: To be determined as part of the Essex Strengthening Communities pilot	Funding from ECC for engagement of the Young Foundation	OCT 2017 - the council are working with partners on a sustainable community project around social isolation - the research has been completed and research findings have been shared with residents at three events that have taken place in Little Bardfield, Saffron Walden and Takeley. The events have been very well attended and further information about the project will be shared at the LSP conference in November
17-CPDP-06 Working with partners to improve Community Safety	All specific actions detailed in the Uttlesford Community Safety Partnership (CSP) action plan	31-Mar-2018	Reduction in fear of crime and incidents of crime and antisocial behaviour Output measures/milestones: Detailed in the Uttlesford Community Safety Partnership (CSP) action plan	Within existing resources of community safety officer and all departments of the council	OCT 2017 - Working alongside the police analyst to deliver new Strategic Assessment - this is expected to be completed by November 2017. The Community Hub is continuing to work well with positive outcomes. Series of events and initiatives planned and delivered through partnership working eg Keep Safe Week, Reach Every Generation, Esafety training, ASB youth projects
17-CPDP-07 Delivering a new build council homes programme	Carry out development appraisals of identified sites and review business plan capacity to develop further sites	31-Mar-2018	Well designed and affordable new homes built to replace those lost through Right To Buy sales. Making a contribution to meeting local housing needs. Output measures/milestones: Delivery of approximately 6 - 10 properties per year	£6.89m – development budget within the Housing Revenue Account	OCT 2017 - the 2017/18 development programme is progressing well and work has commenced on two sites in Sheds Lane in Saffron Walden. Other identified sites in for planning and for appraisal including Frambury Lane in Newport, The Moors in Little Dunmow and Newton Grove in Great Dunmow. Sites earmarked for spending all RTB receipts as required
17-CPDP-08 Promoting high standards in private rented housing	Develop a Private Sector Housing Strategy Develop a Private Sector Housing Renewal Strategy	31-Mar-2018	Strengthened relationships with private sector landlords. Safe homes, free from category 1 hazards for those living in the private rented sector. Output measures/milestones: New strategies developed	£50k pa - private sector renewal grant	OCT 2017 - ACTION COMPLETED The Private Sector Housing (PSH) Strategy and Homes Repairs Assistance Policy were approved by Cabinet in May 2017. Work has commenced to deliver on the key priorities of the strategy as outlined within the action plan. Winter resilience project delivered with partners

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
<p>17-CPDP-09 Supporting people to remain living at home</p> <p>Page 244</p>	<p>Improve/Increase the scope of the Disabled Facilities Grant service. Enable more sustainable homes by increasing energy efficiency and reducing fuel poverty.</p>	<p>31-Mar-2018</p>	<p>Reduction in the time people have to wait for adaptations Reduction in cold homes and fuel poverty Output measures/milestones: Updates to Corporate Management TeamBRE data analysis Uttlesford's Energy Switch Scheme (3 times/year) for cheaper energy tariffs Deliver the targeted campaign in partnership with the Citizens Advice Bureau</p>	<p>£260k pa – capital /Disabled Facilities Grant funding £50k pa - private sector renewal grant</p>	<p>OCT 2017 – The new Tenancy Sustainment Strategy Action plan is being delivered with successful outcomes. Officers are also working with the Essex Trailblazer project worker on sustaining tenancies of the districts most vulnerable residents. A new Well Homes initiative, focusing on vulnerable residents, is being developed to improve housing conditions and the health and wellbeing of residents living in private properties. Disabled Facilities Grant (DFG) services are now delivered in house resulting in streamlined processes and improved delivery times</p>
<p>17-CPDP-10 Delivering supported housing units for vulnerable/older people</p>	<p>Complete Phase I of the redevelopment of Reynolds Court and commence phase 2; remodel Hatherley Court sheltered accommodation; explore options to remodel Walden Place sheltered scheme and refurbish the listed main house for private sector flats Deliver extra care accommodation across the District.</p>	<p>31-Mar-2018</p>	<p>Provision of well designed, more suitable accommodation to meet vulnerable/older residents' needs, enabling moves from less appropriate housing, enabling older people to live independently. Output measures/milestones: Handover of Reynolds Court Phase I Start on site of Reynolds Court Phase 2 Start on site of Hatherley Court remodelling scheme Completion of Radwinter Road extra care independent living scheme Start on site of Chelmsford Road Dunmow extra care independent living scheme Start on site of Everett Road scheme providing accommodation for people with learning disabilities</p>	<p>-£11.5m - development budget within the Housing Revenue Account</p>	<p>OCT 2017 – The 2017/18 development programme has delivered 15 new high quality supported homes at Reynolds Court Phase 1 in Newport. Phase II has now commenced and a new project timetable has been approved and grant funding secured by the Home and Communities Agency (HCA). Re-modelling of Hatherley Court in Saffron Walden has commenced and is progressing well. Construction of the districts first Independent Living Scheme has commenced at Radwinter Road in Saffron Walden. Currently working with partners to progress delivery of a second scheme in Great Dunmow</p>

CP Priority 2 Protect and enhance heritage and character

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
<p>17-CPDP-11 Producing and adopting a Local Plan</p>	<p>Complete preparation of local plan.</p>	<p>31-Mar-2018</p>	<p>Growth accommodated in a sustainable manner Output measures/milestones: Local Development Scheme will set out milestones</p>	<p>-Consultancy provision in budget</p>	<p>OCT 2017 - Regulation 18 Preferred options consultation concluded in September. Just under 6,000 representations from around 2,200 individuals and organisations were received. Further workstreams have commenced to take the plan preparation forward to the submission stage, of which taking the water cycle study and heritage impact assessments to the next level and additional transport modelling are the more significant. A joint issues and options consultation for the West of Braintree Garden Community Plan with Braintree District Council has also commenced.</p>
<p>Page 245 17-CPDP-12 Promoting Pride in Braintree</p>	<p>Address non-managed areas of estates, supplementary litter picking of roadside verges and urban roads and maintaining roundabouts.</p>	<p>31-Mar-2018</p>	<p>Improved public realm Output measures/milestones: Public realm agreement with Essex County Council Love Essex campaign 2017</p>	<p>Additional resource for Street Services in budget</p>	<p>OCT 2017 - Additional grounds maintenance is now taking place regularly on Priors Green estate. Recruitment to the posts created has been unsuccessful on two occasions so agency staff continue covering the vacancies. Maintaining roundabouts has not yet progressed due to the need for further investigation work</p>
<p>17-CPDP-13 Working with others to increase access to the heritage and history of the District</p>	<p>Work with providers to increase access to the heritage</p>	<p>31-Mar-2018</p>	<p>Greater access to the Museum collections through digitisation and outreach programmes. Better access for the general public to Museum collections. Output measures/milestones: Successful HLF bid for 2-year project 'Stories of NW Essex' to run 2017-19 Temporary co-location of Fry Art Gallery on museum site Measures in 2017-18: % of collections at Shirehill Store to be digitised at inventory level No. of schools and communities around</p>	<p>Bid to HLF for Project-funded Collections Access Officer for 2 years with budget for digitisation and outreach</p>	<p>OCT 2017 - Council and Museum Society representatives have met with an officer from the Heritage Lottery Fund (HLF) to talk through the aspirations and practicalities of both proposed lottery bids. The visit included a tour of both the museum and the store, to give the HLF a better understanding of the current challenges faced and the potential for the museum service in the future. During the course of discussions it became apparent that it may be beneficial to apply for an additional grant under the HLF's new Resilient Heritage programme, which could provide funding for matters such as an options appraisal for the museum site. Options have been discussed at the Museum</p>

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
			Uttlesford engaged or consulted by Learning & Outreach Officer		Management Working Group and in more detail at the Development Committee. It is thought an application under Resilient Heritage would be the best way forward and a project enquiry form is being drafted, with the intention to submit this before Christmas, with a full application following in the new year.
17-CPDP-14 Encouraging positive planning that values heritage and promotes growth	Review each individual building on the buildings at risk register on an annual basis Monitor the effectiveness of local plan conservation policies for the purposes of determining planning applications on an annual basis	31-Mar-2018	Listed buildings adequately maintained. Output measures/milestones: 1 property at risk safeguarded/ brought back into use per year. Yearly monitoring report Local Plan local development scheme	-Existing budget provision for conservation and local plan	OCT 2017 - Work has progressed to produce and promote a local heritage list of non-designated heritage assets and to publish the updated report on listed buildings at risk. A warning letter has been sent to the owners of Tilty Mill, a Grade II* listed redundant water mill, and permission has been granted by council to serve a Repairs Notice. Consultation responses to the Saffron Walden conservation area appraisal are being reviewed.
17-CPDP-15 Opposing a 2nd runway at Stansted Airport	Maintain regular and positive contact with Manchester Airport Group	31-Mar-2018	Government aviation policy framework review does not support additional runway capacity at Stansted Output measures/milestones: Department for Transport topic papers	Existing budget of £23k and reserves as required	OCT 2017 - The government announced measures on 25 October to enable the UK to make much greater use of new technology in managing airspace more effectively to tackle delays, cut emissions and reduce the need for stacking above our busiest airports. The government is also introducing new call-in powers for the Transport Secretary on airspace changes of national significance, providing greater democratic accountability for the most significant decisions. In addition, government has confirmed that it will be establishing a new independent noise body by Spring 2018, which will help to ensure the communities around airports have a say in airspace changes which may affect them. The Independent Commission on Civil Aviation Noise (ICCAN) will produce guidance and best practice for making sure the process for taking airspace change decisions is trusted and transparent. It will start work on promoting best practice in noise management and information provision and advising on airspace change decisions. The Government has confirmed that the local planning authority will be the competent authority for all planning-

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
					related operational restrictions except for applications determined by the Secretary of State. Revised aviation forecasts have also been published. The council is also involved, on behalf of SASIG, to discuss with the CAA noise issues and the role of the CAA.

CP Priority 3 Support sustainable business growth

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
17-CPDP-16 Promoting broadband and mobile telephony to support small businesses and home working	Investment in the Superfast Essex Phase Three programme. Lobbying of Superfast Essex to maximise the level of coverage in Uttlesford. Completion of the wireless superfast broadband project	31-Mar-2018	Create a competitive business location enabling retention of existing businesses, attraction of new businesses and business start-ups. Enhancing home working. Output measures/milestones: 95% premises able to access fibre based superfast broadband by end 2019.	-Up to £500k investment in Superfast Essex Phase Three programme would be required from SIF. £100k budget to support wireless projects.	NOV 2017 The District is forecast to have 98% of its homes and businesses able to access fibre superfast broadband by the end of 2019. The District Council is investing £500k in Superfast Essex's Phase III programme creating a total investment of £5m and enabling an additional 4,600 premises to have access to fibre superfast broadband.
17-CPDP-17 Promoting town centres	Resourcing of Town Teams and Economic Development Working Group across the District. Supporting the development of Business Investment Districts (BIDs). Creation of a district wide car parking strategy and action plan.	31-Mar-2018	Sustainable socio-economic hubs providing employment, services, business opportunities and places to meet and socialise. Output measures/milestones: Delivery of action plans resulting in increased footfall. Delivery of potential Saffron Walden Business Improvement District Project Plan.	-Support for Town Teams £40k -Support for BID(s) £30k -Additional capacity to enable creation of car parking strategy, action plan and its implementation.	NOV 2017 - Saffron Walden BID development continues – possible ballot in spring 2018 dependent on response to draft business plan which will be distributed soon. Development has started on Car Parking Strategy – but Eco Dev Support Officer is leaving the team on 10/11 and this will slow the pace of completion. Great Dunmow Town Team have action plan in place and work is underway to deliver a number of events and initiatives.
17-CPDP-18 Promoting Economic Benefits of Stansted Airport	Work with London Stansted Cambridge Corridor, Invest Essex, Meet the Buyer and other partners and initiatives.	31-Mar-2018	Sustaining local businesses through supplying the airport and enabling attraction and retention of businesses. Output measures/milestones: Delivery of Meet the Buyer event New business investment attracted into the airport locality including review of use of airport northside with Manchester Airport Group Additional Business Rates	£13k contribution to Greater Cambridge Greater Peterborough £10k contribution to London Stansted Cambridge Consortium	NOV 2017 - London Stansted Airport Meet the Buyer event scheduled for 1/11/17. This event is organised by Marketing Kinetics with support and participation by UDC officers. Work continues with Invest Essex, MAG and other partners to build on the success and growth of the airport. Significant progress is being made on development of the Economic Development Strategy 2018 -21.

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Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
17-CPDP-19 Working through the Local Strategic Partnership to promote economic growth, jobs and prosperity	Contribute to the work of the Employment, Economy, Skills, Environment and Transport Group (EESSET), West Essex Alliance, Local Enterprise Partnerships, London Stansted Cambridge Corridor (LSCC) and others to deliver programmes that promote economic prosperity	31-Mar-2018	Sustainable local economic growth Output measures/milestones: Delivery of the Employment, Economy, Skills, Environment and Transport Group work plan	Contributions to Greater Cambridge Greater Peterborough Local Enterprise Partnership (GCGPEP) and London Stansted Cambridge Corridor as above.	NOV 2017 - Work is ongoing with EESSET, GCGPLEP and the LSCC. Engagement at Cabinet member and senior officer level to influence and inform our awareness of what is happening in broader arena. Scope to access opportunities, for example promotion of CRP, through LSCC. During the year, development of relationship with the Cambridgeshire Combined Authority and the Greater Cambridge Partnership has become a new theme with less emphasis on the LEP.
17-CPDP-20 Encouraging more people to visit Uttlesford 249	Support the work of Town Teams and Economic Development Working Group in Stansted Work with the Saffron Walden Marketing Group	31-Mar-2018	Sustaining local businesses in the important visitor economy Output measures/milestones: Promotion events in Dunmow and Stansted Increased visitor numbers at the key attractions in Saffron Walden i.e. Audley End House, Saffron Hall, Saffron Walden Museum, Fry Art Gallery	Support for town teams and Business Improvement District as above	NOV 2017 - Saffron Walden Marketing Group, which includes all major visitor attractions in and around the town continues to flourish. A pilot shuttle between Audley End House and the town centre was deemed a success and will be followed up by a vintage bus shuttle in December 2017. Visitor numbers at Audley End House and the Miniature Railway have increased significantly. Great Dunmow Town Team have an active facebook page and new website to attract visitors. Events are planned to attract more visitors into the town centre including Christmas Lights event on Saturday 2nd December.
17-CPDP-21 Supporting business parks and business communities on industrial estates and support for the South Cambridge Science Cluster	Support the work of Stansted Business Forum, Stansted Airport Chamber of Commerce and Shirehill Business Network. Development of the Uttlesford Business Database. Membership of and work with Cambridge Cleantech Network. Support Chesterford Research Park.	31-Mar-2018	Sustaining local businesses growth Enhanced communication with key Uttlesford firms Output measures/milestones: Growth in membership of the local business networks. Grow the Uttlesford Business Database to 2,000 entries. Deliver the Annual Business Breakfast. Additional Business Rates income for the Council	£4k Uttlesford Business Database £2k Annual Business Breakfast	NOV 2017 - Support work continues with business networks throughout the district. Sponsorship of Uttlesford Business Awards, Check-in@Stansted, and a new network Meet the Town in saffron Walden. Uttlesford Business Directory continues. Work continues with Invest Essex and the promotion of the life sciences sector in the district and in particular at Chesterford Research Park. Annual Business Breakfast delivered in September 2017.
17-CPDP-22 Encouraging the	Work with South East Local Enterprise Partnership,	31-Mar-2018	Fill gap in supply of skilled labour. Support local career	Up to £300k from the strategic initiative fund	NOV 2017 - Construction work starts on new Stansted Airport College in October 2017, with

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
establishment of a higher education offer in Uttlesford	Essex County Council, Harlow College and Manchester Airport Group to deliver a further education facility at Stansted airport.		path opportunities Output measures/milestones: Delivery plan for further education facility		opening date on September 2018. 500 students expected to study a range of professional and technical courses designed to develop skills for careers at the airport. Economic Development Team working with Harlow College to promote the courses to young people in Uttlesford to ensure that they benefit from this opportunity.

CP Priority 4 Maintain a financially sound and effective Council

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
17-CPDP-23 Setting a Medium Term Financial Strategy that balances prudent use of investment, reserves and capital	To provide all reports and financial data as per the timetable in measures and milestones. Finance and Revenues and Benefits to continuously monitor the income and expenditure and liaise with relevant managers.	31-Mar-2018	Balanced budget ensuring quality of service Output measures/milestones: Budget setting and Council Tax approval timetable; Scrutiny – 7th February 2017 Cabinet – 16th February 2017 Full Council – 23rd February 2017 Budget monitoring carried out monthly – quarterly reports to Corporate Management Team and Cabinet Quarter 1 – September 2017 Quarter 2 - December 2017 Quarter 3 – February 2018 Quarter 4 – June 2018 Final Accounts (audited) July 2018	Within existing resources	OCT 2017 - The MTFS is part of the Budget setting process, which is currently in process for 2018/19. MTFS will be presented to Members in February 2018 for approval.
17-CPDP-24 Maximising the use of our assets, including utilising the available space within the council offices	Rental of office space on ground floor. Apply for planning permission on any General Fund building plots that are not viable for the Council to develop so they can be sold on the open market. Dispose of De Vigier Avenue site.	31-Mar-2018	Use of Assets maximised to bring in income;. Output measures/milestones: Space rented Outline planning permission granted Land disposed of	£50,000 pa income if let £10,000 cost of planning fees Capital receipt	OCT 2017 - Final approval for the sale of the De Vigier site was given by Cabinet on 7 September 2017. Site clearance took place mid-October ready for the sale progress to commence.
17-CPDP-25 Reviewing all services to ensure efficiency and effectiveness	Costs benefit analysis of options available.	31-Mar-2018	Decision on sharing a single depot site Output measures/milestones: Decision on whether or not to proceed	£15,000 cost of options appraisal	OCT 2017 - Zero based budgeting has been undertaken for five services as part of the 2018/19 budget setting process.
17-CPDP-26 Developing a commercial strategy for the council, including trading Aspirire	Develop commercial strategy Appraisal of options to purchase land for building of commercial units Acquisition of suitable land	31-Mar-2018	Additional income to support the Medium Term Financial Strategy Output measures/milestones: Commercial strategy agreed Option appraisal completed and way forward agreed	Acquisition and build cost circa £4m	OCT 2017 - Significant work continues on the marketing strategy for Chesterford Research Park and the involvement of the council in promoting the site as a place to do business. Meetings with site agents arranged and work being undertaken with Invest Essex to look at wider publicity

Action Code & Title	Description	Due Date	Desired Outcome	Resources	Latest Status Update
	and commence development process		Acquisition process commenced Additional land purchased for commercial activity		opportunities.
17-CPDP-27 Enabling enhanced self-service through the council website	Procurement of account system. Installation of account system. Launch and publicity for account system.	31-Mar-2018	Customers able to access council tax, business rates, housing benefits and housing rent account information on line and complete transactions/applications. Output measures/milestones: Procurement of system by end 9/17 Launch of facility by end 3/18 Take-up to be measured in 18/19	Cross functional Project Team from within existing staff	OCT 2017 - The new version of the Citizens Access (revenues) solution is due to be released in December. Officers have spent considerable time consulting with other authorities who have already installed the product to learn from their experiences. Procurement has now been cleared and the anticipated timeline sees a soft launch in Customer Services in April, followed by full release to the public in the summer.

Committee: Cabinet

Date: 30
November 2017

Title: Garden Communities Delivery

Portfolio Holder: Councillor Ranger, Cabinet Member for Communities and Partnerships

Key Decision: No

Summary

1. This report sets out the current processes for the delivery of the Garden Communities and seeks approval to establish a delivery company and allocate funds to continue the delivery work.

Recommendations

2. The Cabinet is recommended to
 - a. Note the action to date and the approach to be undertaken.
 - b. Authorise the establishment of Uttlesford Garden Communities Limited and appoint Adrian Webb as the interim Director.
 - c. Allocate the sum of £50,000 from the forecast 2017/18 budget underspend to fund the first stage of the delivery process.

Financial Implications

3. As set out in this report.

Background Papers

4. None

Impact

Communication/Consultation	Consultation will take place as the process develops
Community Safety	No specific implications
Equalities	None
Health and Safety	No specific implications
Human Rights/Legal Implications	No specific implications
Sustainability	No specific implications
Ward-specific impacts	No specific implications from this report
Workforce/Workplace	None

Background

5. The Council has prepared a draft Regulation 18 Local Plan that proposes three new Garden Communities at North Uttlesford, Easton Park and West of Braintree. These new communities will be exemplars of 21st Century living providing well designed homes, high quality employment, services and facilities supporting a high quality of life and creating healthy, safe and vibrant places. The new Communities will make a significant contribution to support the future economic success of the district and nationally important business sectors and economic corridors.
6. It is important to recognise the level of ambition and scale of what is being proposed and therefore the timescale for delivery. Together these three new Garden Communities would comprise up to 18,500 new homes and 16,500 new jobs over a development period of around 25 years. The new homes will provide accommodation for up to 40,000 residents. There will be opportunities to ensure that this provision is targeted at existing local people (especially younger people) who may otherwise have difficulty in continuing to live and work in Uttlesford
7. The Council is committed to delivering any new settlement that is approved through the local Plan process, in accordance with The Garden City principles, published by the Town and Country Planning Association (TCPA). The ten principles are set out in full on the TCPA website and may be summarised as follows:

- 1. Land value capture for the benefit of the community:**

A distinguishing characteristic of the Garden City is the fair distribution to the community of the profits that result from new development. Capturing rising land values created by the development of the town can repay infrastructure costs and provide a portfolio of assets which are proactively managed in perpetuity for the benefit of the Garden City community. This requires the acquisition of land at, or near, current use value by a body with effective planning and land assembly powers.

- 2. Strong vision, leadership and community engagement:**

If Garden Cities are to be successful, they need strong political support and leadership, with a clear vision and firm commitment. This commitment should be made as early as possible in the planning process to provide reassurance and certainty for all parties. Both the designation process and the development of the Garden City should demonstrate a real commitment to community participation.

- 3. The long-term stewardship of assets:**

A suitable body will need to be established to manage the assets of the Garden City in the long term. This management body can take a variety of forms, and the most suitable approach should emerge through the design and delivery process. It is essential that a plan for financing the maintenance and management of community assets is set out at an early stage and appropriate finance endowed to the long-term stewardship organisation.

4. Mixed-tenure homes and housing types that are genuinely affordable for everyone;

A significant proportion of homes in a new Garden City must be 'affordable' for ordinary people and should include social rent.

5. A robust range of employment opportunities in the Garden City itself, with a variety of jobs within easy commuting distance of homes:

New Garden Cities must provide a full range of employment opportunities, with the aim of no less than one job per new household. While the changing nature of work means that the achievement of perfect employment self-sufficiency is impossible, the aim should be to reduce the need to travel to work as far as is practicable.

6. Beautifully and imaginatively designed homes with gardens, combining the very best of town and country living to create healthy homes in vibrant communities:

Garden Cities are defined by quality and innovation in all aspects of design and technology. Aesthetically this means aspiring to the very best domestic and commercial architecture with sensitivity to local vernacular design and materials. There is no single density requirement for Garden Cities but strong emphasis should be placed on homes with gardens and on space for both allotments and community gardens and orchards to provide for healthy local food.

7. Development which enhances the natural environment:

Garden Cities are places in which development enhances and does not diminish the natural environment secured through master plans which link generous private and community gardens with wider public green and blue space and ultimately with strategic networks of green infrastructure and habitat creation. Garden Cities offer the opportunity to be highly climate resilient through extensive green and blue infrastructure. They must also demonstrate the highest standards of technological innovation in zero carbon and energy positive technology to reduce the impact of climate emissions.

8. Strong local cultural, recreational and shopping facilities in walkable neighbourhoods:

Garden Cities are places of cultural diversity and vibrancy with design contributing to sociable neighbourhoods. This means, for example, shaping design with the needs of children's play, teenage interests and the aspirations of elderly in mind. Creating shared spaces for social interaction and space for both formal and informal artistic activities, as well as sport and leisure activities.

9. Integrated and accessible transport systems:

Walking, cycling and public transport should be the most attractive and prioritised forms of transport in the garden city. This means ensuring a comprehensive and safe network of footpaths and cycleways throughout the development, and public transport nodes within a short walking distance of all homes.

10. A strategic approach:

Ebenezer Howard saw the development of Garden Cities as part of a wider strategic approach to meeting the nation's housing needs. This was based on networks of new settlements well connected by public transport. A national policy for a new generation of Garden Cities should consider how these settlements contribute to the nation as whole; how they relate to aspirations for a more balanced economy; to long term climate resilience, and to new opportunities in industrial modernisation.

8. Officers are currently evaluating representations made on the Draft Regulation 18 Local Plan so that members can make a decision on the Regulation 19 Local Plan that will be submitted for Examination next year. As part of this process the District Council will need to provide evidence that new Garden Communities, following the TCPA principles, will be deliverable. There are a range of delivery options for the new Garden Communities and the choice of which option to use will need to be led by the issues the Council needs to address and the most effective means to do that to achieve the stated objectives. Set out below are some alternatives (there are other variants too) together with a short explanation of each one:

a. Local Asset Based Vehicle (LABV)

Typically a local authority invests land in a LABV and a Development Company then invests equity and provides development expertise. Croydon Council Urban Regeneration Vehicle is one example of this where there is a 50:50 partnership between the Council and John Laing.

<https://www.croydon.gov.uk/sites/default/files/articles/downloads/ccurvpresentation.pdf>

b. Development Corporation

In this case existing powers are used to establish a Development Corporation which has compulsory purchase powers and planning powers. The Development Corporation would own land, fund infrastructure, sell serviced sites to developers and receive an income from assets. An example of this approach is Ebbsfleet which is being developed by Land Securities. <http://ebbsfleetdc.org.uk/>

c. Locally Led Development Corporation

This is one of the models that the North Essex Garden Communities Company is exploring using powers set out in the Neighbourhood Planning Act. This approach is dependent on secondary legislation which has yet to be prepared. This scenario has the benefits described above with significantly more local political involvement and accountability.

d. Joint Venture (JV)

This is a variation on a LABV where a local authority forms a joint venture with a development company. The Council provides land and vision whilst the developer provides funding capacity and development expertise. Cambridge City Council took this approach with land at Clay Farm and called it a Collaboration Agreement (although in this case both partners shared the cost of funding infrastructure with equalisation provisions to apportion costs). Another example is at Barton where Oxford City Council and Grosvenor have established a Joint Venture on a 50:50 basis. <http://www.bartonparkoxford.com/vision/faqs.aspx>

e. Partnership

This may take a variety of forms and be a rather more loose 'working together' approach. Chilmington Green is an example of a local authority working with community partners. <http://chilmington-green.co.uk/index.php/help-us-build-a-new-community-at-chilmington-green/>

f. Traditional Planning Led Delivery

In this case a development is brought forward by a developer/promoter within the framework of the statutory planning process. Masterplanning is done through either Supplementary Planning Documents, or Development Plan Documents with development being controlled through Section 106/Community Infrastructure Levy and planning permission.

9. A number of these options would require significant input from the Council and in most cases that would be done through a wholly owned subsidiary company. It is therefore proposed to establish 'Uttlesford Garden Communities Limited' with Adrian Webb appointed as the interim Director. Articles of Association will be prepared and brought to a future meeting for approval.
10. The discussions with developers and promoters will be based on delivery viability assessments prioritised against an identified list of requirements for the community. These requirements will be summarised using a Summary Infrastructure Template (SIT). An example of a generic SIT is attached as Appendix One. It is envisaged that as the negotiations develop the 'timing' column will become more detailed and will probably be shown in 5 year bands (i.e. years 1 – 5, years 6 – 10 etc.).
11. The Council will appoint delivery viability consultants and employ experienced negotiators to ensure all the objectives of the Council are met and that all the Garden Community principles are followed.

12. In order to enable the establishment of the company, the engagement of the delivery viability consultants and the negotiators it is necessary to allocate to this part of the project the sum of £50,000 in the current year.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
The sum of £50,000 is insufficient to enable the work to be undertaken	2 – Quotes are awaited and a supplementary funding request may be required	3 – Commencement of this part of the project would be delayed whilst additional funding is sought	Quotes are awaited for the two pieces of consultancy work. Early indications are that the money will be sufficient for the current financial year.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

SUMMARY INFRASTRUCTURE TEMPLATE GARDEN COMMUNITIES REQUIREMENTS			
PROPOSED GARDEN COMMUNITY: A NEW SITE			
DESCRIPTION	ON/OFF SITE	TIMING	BROAD COST
Site preparation and primary infrastructure <ul style="list-style-type: none"> • Site clearance • Access roads • Drainage • Lighting 	ON	EARLY	
Education Facilities <ul style="list-style-type: none"> • Early Years & Childcare Provision • x Primary Schools • x Secondary Schools • Any Further Education 	ON	EARLY & PHASED	
Community, Health & Wellbeing Facilities <ul style="list-style-type: none"> • Doctors' Surgery/Health Centre • Community Centre • Youth Provision • Social Services Provision • Libraries • Policing • Cultural Provision • Spiritual and Faith Facilities 	ON & OFF	EARLY & PHASED	
Housing Provision <ul style="list-style-type: none"> • Affordable and Key Worker Housing @ 40% • Lifetime Homes • Sheltered and Independent Living • High standards of build, materials and internal space standards • Advisory Design Board 	ON	PHASED	
Leisure and Sports Facilities <ul style="list-style-type: none"> • Neighbourhood Play Areas • Local Play Areas • Sports Centre • Playing Fields • Allotments 	ON	EARLY	

Sustainability Measures <ul style="list-style-type: none"> • Carbon Neutral Solutions • Adaption for Future Climate Change 	ON	PHASED	
Natural Environment <ul style="list-style-type: none"> • Greenspace and Bluespace Landscape Framework • Wildlife Provision • Possible Woodland Burial Site • New Country Park 	ON	EARLY	
Off Site Strategic Transport Contributions <ul style="list-style-type: none"> • Public Transport • Highway Network • Light rail link 	OFF	PHASED	
Utilities Provision <ul style="list-style-type: none"> • Electricity and Gas • Water Supply • Drainage and Water Recycling Centre • Sustainable Urban Drainage • Excellent Digital Connectivity (Ultrafast Broadband and 4G mobile phone) from the start 	OFF	EARLY	
Employment Provision <ul style="list-style-type: none"> • Local Business Hubs • Retail • Support for Local Business Start ups 	ON	PHASED	
Endowment for Community Assets <ul style="list-style-type: none"> • Education • Training and Skills • Health • Community • Sports and Leisure • Maintenance of Public Realm (built, green and blue) • Transport • Employment 	-	-	
Planning Performance Agreement <ul style="list-style-type: none"> • Officer resources related to DPD and planning application processing 			
Total all Infrastructure			

Committee: Cabinet

**Date: 30
November 2017**

Title: Land at Station Road, Wendens Ambo

Portfolio Holder: Councillor Redfern, Cabinet member for Housing

Key decision: No

Summary

1. This report seeks Members' consideration of the transfer of Uttlesford District Council owned land on the corner of Station Road in Wendens Ambo for nil value to Wendens Ambo Parish Council.

Recommendations

2. That Cabinet approves the transfer of land at Station Road, Wendens Ambo to Wendens Ambo Parish Council for nil value.
3. The transfer will contain obligations to keep the land as public open space and maintain the site in a good and tidy condition.

Financial Implications

4. The land, a small area of grassed public open space on the corner of Station Road in Wendens Ambo, has been valued by the council's Registered Valuer, Wilks Head and Eve, at a market value of £575.
5. The land will be removed from the grounds maintenance contract resulting in a minor annual revenue saving.

Background Papers

6. 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.

- a. Email request from Wendens Ambo Parish Council

- 7.

Communication/Consultation	Wendens Ambo Parish Council
Community Safety	N/A
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal Implications	There will be a requirement to prepare a Deed of Transfer
Sustainability	N/A
Ward-specific impacts	Littlebury, Chesterford and Wenden Lofts
Workforce/Workplace	Legal Services

Situation

8. The council has received a request from Wendens Ambo Parish council to take over ownership and maintenance of a small area of grassed public open space on the corner of Station Road, as outlined in red on the plan below.



9. The land in question has little monetary value and cannot be used for any other purpose than a sight splay.
10. One of the strategic objectives in the council's Asset Management Strategy is to devolve the responsibility for owning and maintaining assets to local people where appropriate.
11. Transferring the land to the Parish Council would allow local considerations to be incorporated into on-going maintenance of this area. The Parish Council have indicated that they are keen to plant bulbs and low bushes to enhance the area.
12. It is concluded that the transfer of the land to the Parish Council is in accordance with the council's Asset Management Strategy and is the best way of managing the land.

Risk Analysis

13.

Risk	Likelihood	Impact	Mitigating actions
The PC fail to maintain the land when it is transferred from UDC	1 – the PC are keen to take over maintenance of the land	2 – complaints from locals	The transfer will contain obligations to keep and maintain the site in a good and tidy condition

- 1 = Little or no risk or impact
 2 = Some risk or impact – action may be necessary.
 3 = Significant risk or impact – action required
 4 = Near certainty of risk occurring, catastrophic effect or failure of project.