



## Public Document Pack

# Uttlesford District Council

Chief Executive: Peter Holt

To all Members of Uttlesford District Council, you are hereby summoned to attend the meeting of the District Council to be held as shown below to deal with the business set out in the agenda.

Chief Executive: Peter Holt

## Council

**Date:** Wednesday, 20th April, 2022

**Time:** 7.00 pm

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

**Chair:** Councillor A Coote

**Members:** Councillors A Armstrong, H Asker (Vice-Chair), G Bagnall, S Barker, M Caton, C Criscione, C Day, A Dean, G Driscoll, D Eke, J Emanuel, J Evans, P Fairhurst, M Foley, R Freeman, N Gregory, N Hargreaves, V Isham, R Jones, A Khan, P Lavelle, G LeCount, P Lees, M Lemon, B Light, J Lodge, J Loughlin, S Luck, S Merifield, E Oliver, R Pavitt, L Pepper, N Reeve, G Sell, G Smith, M Sutton, M Tayler and J De Vries

### 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. Please register your intention to speak at this meeting by writing to [committee@uttlesford.gov.uk](mailto:committee@uttlesford.gov.uk)

Public speakers will be offered the opportunity for an officer to read out their questions or statement at the meeting, and encouraged to attend the meeting via Zoom to readout their questions or statement themselves. In person attendance is also available but subject to capacity limits. For further information, please see overleaf. Those who would like to watch the meeting live can do so virtually here. The broadcast will be made available as soon as the meeting begins.

## AGENDA

## **PART 1**

### **Open to Public and Press**

- 1 Apologies for Absence and Declarations of Interest**  
To receive any apologies and declarations of interest.
- 2 Minutes of the previous meeting** 6 - 24  
To receive the minutes of the previous meeting.
- 3 Chair's Announcements**  
To receive any announcements from the Chair.
- 4 Reports from the Leader and Members of the Executive** 25 - 41  
To receive matters of report from the Leader and members of the Executive:
  - Councillor Lees, Leader of the Council and lead member for Housing and Health.
  - Councillor Evans, Portfolio Holder for Planning, Stansted Airport, Infrastructure Strategy and the Local Plan
  - Councillor Pepper, Portfolio Holder for Environment and Green Issues; Equalities.
- 5 Questions to the Leader, Members of the Executive and Committee Chairs (up to 30 minutes)** 42 - 43  
To receive questions from members for the Executive and committee chairmen.
- 6 Matters referred from the Executive and the Council's committees**  
To consider any reports referred from the Executive and the Council's committees and receive questions and answers on any of those reports.
- 7 Matters received about joint arrangements and external organisations**  
To consider matters concerning joint arrangements and external organisations.
- 8 Planning Committee Working Group Recommendations** 44 - 53

To consider the report regarding the Planning Committee Working Group Recommendations relating to the Constitution.

**9 Member Motion: Provision for Remote and Hybrid Meetings 54**

To consider the Member motion regarding the provision for a remote and hybrid meetings.

**10 Member Motion: River Pollution 55**

To consider the Member motion regarding River Pollution.

## **MEETINGS AND THE PUBLIC**

In light of the High Court judgement regarding the non-extension of remote meeting regulations, Council, Cabinet and Committee meetings have returned to in-person and have been held on-site since Thursday 6th May 2021. However, due to social distancing measures and capacity considerations in line with the Council's risk assessment, public access and participation will continue to be encouraged virtually until further notice.

Members of the public are welcome to listen live to the debate of any of the Council's Cabinet or Committee meetings. All live broadcasts and meeting papers can be viewed on the Council's calendar of meetings webpage.

Members of the public are permitted to speak at this meeting and will be encouraged to do so via the video conferencing platform Zoom. If you wish to make a statement via Zoom video link, you will need to register with Democratic Services by midday two working days before the meeting. There is a 15 minute public speaking limit and 3 minute speaking slots will be given on a first come, first served basis. Those wishing to make a statement via video link will require an internet connection and a device with a microphone and video camera enabled. Those wishing to make a statement to the meeting who do not have internet access can do so via telephone. In person attendance is also available but subject to the Council's capacity limit; if you would like to speak in person or reserve a seat at a meeting, please contact Democratic Services on the details below.

Technical guidance on the practicalities of participating via Zoom will be given at the point of confirming your registration slot, but if you have any questions regarding the best way to participate in this meeting please call Democratic Services on 01799 510 369/410/467/548 who will advise on the options available.

Agenda and Minutes are available in alternative formats and/or languages. For more information please call 01799 510510.

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#### **For information about this meeting please contact Democratic Services**

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Email: [Committee@uttlesford.gov.uk](mailto:Committee@uttlesford.gov.uk)

#### **General Enquiries**

Council Offices, London Road, Saffron Walden, CB11 4ER

Telephone: 01799 510510

Fax: 01799 510550

Email: [uconnect@uttlesford.gov.uk](mailto:uconnect@uttlesford.gov.uk)

Website: [www.uttlesford.gov.uk](http://www.uttlesford.gov.uk)



# Agenda Item 2

**COUNCIL held at COUNCIL CHAMBER - COUNCIL OFFICES, LONDON ROAD, SAFFRON WALDEN, CB11 4ER, on TUESDAY, 22 FEBRUARY 2022 at 7.00 pm**

Present: Councillor A Coote (Chair)  
Councillors A Armstrong, H Asker, G Bagnall, S Barker, M Caton, A Dean, G Driscoll, J Emanuel, J Evans, M Foley, R Freeman, N Gregory, N Hargreaves, V Isham, R Jones, A Khan, P Lavelle, G LeCount, P Lees, M Lemon, B Light, S Luck, S Merifield, E Oliver, R Pavitt, L Pepper, N Reeve, G Sell, G Smith, M Sutton, M Tayler and J De Vries

Officers in attendance: P Holt (Chief Executive), B Ferguson (Democratic Services Manager), J Reynolds (Assistant Director - Legal and Governance) and A Webb (Director - Finance and Corporate Services)

Also Present: R Woodcock (Public Speaker)

## C79 **PUBLIC SPEAKING**

Mr Woodcock addressed Council. A summary of his statement is appended to these minutes.

## C80 **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillors Criscione, Day, Dean, Fairhurst, Lodge and Loughlin.

The Chair offered congratulations to Councillor Criscione and his family on the recent birth of his son and thanked Councillor Criscione for his service to the Council as Leader of the Conservative Group. He welcomed Councillor Smith as the new Conservative Group Leader.

Councillors Lemon and Reeve declared pecuniary interests in item 15 as share holders in Shell and BP and took no part in the debate or vote on that item.

Councillor Smith declared a non-pecuniary interest in item 15 as a minor share holder in an oil exploration company, which did not meet the necessary threshold for a declaration, in the interests of transparency. He also declared a non-pecuniary interest in item 8 as a member of a Parish Council with items awaiting funding from the Local Highways Panel.

Councillors Merifield and Luck declared a non-pecuniary interest as members of a Parish Council with items awaiting funding from the Local Highways Panel.

**C81 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 7 December 2021 were approved as a correct record.

**C82 CHAIR'S ANNOUNCEMENTS**

The Chair provided a brief update on events he had attended since the previous meeting including an evening with the Dunmow Fritch team.

**C83 REPORTS FROM THE LEADER AND MEMBERS OF THE EXECUTIVE**

The Leader of the Council said that at the last meeting she had omitted to thank Councillor Day for his contribution to the Cabinet as a hard working and dedicated Member.

She thanked Members for their warm reception of the Leader's diary that had recently been circulated.

Councillor Evans reported on the work of the Local Plan Leadership Group and notified Members of the intention to consult on the draft Local Plan in May 2022.

Councillor Pepper provided a report on community events running over the first quarter of the year, as well as meetings with and work undertaken with the Armed Forces Covenant. She went on to provide an update regarding the work of the Local Strategic Partnership and associated theme group meetings.

**C84 CORPORATE PLAN 2022-26**

Councillor Reeve presented the Corporate Plan 2022 – 2026 and said that it remained unaltered from 2021.

He went on to summarise the four main themes within the Plan as:

- Putting residents first
- Active place-maker for our towns and villages
- Progressive custodian
- Champion for our district

Councillor Reeve said the importance of executing the most important priorities which currently includes the Local Plan, Council finances and the Climate Change Action Plan. He confirmed that as a result of the current financial situation the Council had been able to ring fence £1,000,000 for both the Climate Change Action Plan and the Economic Development Recovery Plan over a three year period, as well as a significant figure for sporting activities. He said that Councillor Sutton had made good progress executing Councillor Day's change

to the Plan in 2021 to strengthen focus on Youth Activities, despite challenges resulting from the pandemic.

Members discussed the Corporate Plan 2022-26. In summary, the following matters were raised:

- The Administration's aspirations still remained although it was acknowledged that the financial situation was challenging.
- Associated actions would be detailed in the new Corporate Plan Delivery Plan.
- Work had been undertaken with the Clinical Commissioning Group (CCG) to ensure Addenbrookes remained an NHS hospital for the district and there was also ongoing work with Harlow Princess Alexandra Hospital. The minutes of the meetings with the CCG could be shared.
- Questions were raised regarding the recent planning designation and whether quarterly reports on Planning Department performance had been shared with portfolio holders, the Chair of Planning and senior managers. It was confirmed that the East of England Local Government Association panel experts had been commissioned and reported to portfolio holders, the Planning Department and senior managers.
- In response to questions on the Youth Council, it was confirmed that they were still invited to attend meetings of Council and it was hoped that the low membership would be improved as Covid-19 measures were relaxed and opportunities would arise to canvass new members.
- It was requested that recycling performance statistics were circulated to Members.

Councillor Reeve recommended the approval of the draft Corporate Plan 2022 – 2026.

Councillor LeCount seconded the recommendation.

RESOLVED that the Corporate Plan for 2022-2026 be adopted.

## C85 **MEDIUM TERM FINANCIAL STRATEGY AND BUDGET PROPOSALS 2022/23**

Councillor Hargreaves was invited to present the Medium Term Financial Strategy and Budget Proposals for 2022-23. He detailed an amendment to the report for £100 to be credited to the Council Tax of those benefitting from Local Council Tax Support from the 31 January 2022. He indicated that he was happy to support the amendment.

Councillor Khan requested that Councillor Hargreaves retract his statement until the amendment had been proposed.



Councillor Hargreaves retracted his statement.

Councillor Hargreaves presented the report regarding Medium Term Financial Strategy and Budget Proposals 2022 – 2023. He highlighted the following:

- Details of the proposed extra £150 relief for those living in Council Tax bands A – D properties, as recently announced by the Chancellor, would be paid directly to eligible residents whose bank details were already held. Letters would be despatched to obtain the bank details of other eligible residents to enable their payments to be processed.
- Thanks were given to the team of officers who had worked over the Christmas period, with some cancelling holiday to do so, as a result of the Government changing the rules on investments and borrowing in December 2021. The work ensured that Cabinet and officers had the opportunity to compare several investment strategy options and resulted in the Medium-Term Financial Strategy (MTFS) presented to Council.
- Details regarding the mitigating financial work in light of the recent planning designation and the potential loss of major planning application fees. This had been incorporated in the general fund budget for this year and the MTFS.
- Details regarding the proposed Council Tax increase of £5 per year on a band D property, an increase of 3.09%. Of the five preceptors, the District Council had the second lowest increase.
- The Council had a strong financial strategy with diversified income streams and continued to provide high quality services without the majority of the financial burden falling on local council tax payers. The budget proposed was balanced with no financial cuts proposed in 2022 – 2023.
- Despite the Government's imposed requirements, the Council maintained a substantial investment income of £5.7million. The portfolio showed a £42million capital gain by valuation in September 2021, and that was before building was completed in places. The Government now required the Council to set aside the minimum revenue provision to prematurely pay down the borrowings and the new Chartered Institute of Public Finance and Accountancy (CIPFA) rules prevent local authorities from running their portfolios efficiently, preventing selling and reinvesting at the optimum times. This forced the Council to build large reserves for long term costs on buildings that were unnecessary as the intention would be to retain the building only until the optimal sale date.

Councillor Hargreaves proposed approval of the budget strategies and reports and requested that the Council noted the Equalities Health Impact Assessment.

This was seconded by Councillor Reeve.

Councillor Khan was invited to table his amendment, published as follows:

*The cost-of-living crisis has been growing in scale and impact over the last six months, with inflation reaching historic levels and yet to peak. Those on the lowest incomes are most exposed.*

*Whilst the crisis is already affecting households across Uttlesford, it is set to deepen further with rising inflation as well as a planned National Insurance hike in April. The increase in energy prices will push more of our households into fuel poverty. The Citizens Advice service in Uttlesford has seen a 35% rise in people accessing fuel debt advice in 2021*

*The Government has announced some assistance with a £150 payment to households in properties rated A to D. In addition, they have made provision for a £200 bill credit loan for households which will be automatically added to bills in October and then repaid by those households in equal instalments over four years from April 2023.*

*Data provided by the Section 151 Officer indicates that as of 31st January 2022, there are currently 3,334 claimants in Uttlesford who qualify for the Local Council Tax Support Scheme. All claimants are subjected to means testing to determine the percentage they must pay. However, low-income pensioners and vulnerable people are protected, and receive 100% discount. Working age people, which equated to 948 of the claimants only receive partial support as per the Council's Local Council Tax Support Policy and are required to pay a minimum of 12.5% of the Council Tax bill.*

*We propose to help these people by providing a one-off cash rebate of £100 per household. The qualifying date to be eligible for the rebate was 31 January 2022. The rebate would be allocated to the household's Council Tax account. The total cost would be £94,800 to be funded from the MTFs Reserve.*

*Even after providing a £100 rebate, each of the 948 households will still have a Council Tax liability. Nobody will end up in the situation whereby the Local Council Tax Support they receive plus the £100 will be more than their Council Tax bill.*

*Supporting this amendment, Members will send a very strong message to low-income families in our district that we are helping them through targeted action at this time of high inflation, low benefit levels and soaring energy costs.*

Councillor Isham seconded the amendment and urged the whole Council to support it.

Members discussed the proposal to provide a one-off £100 rebate per qualifying household.

Details regarding the member donations to Uttlesford Foodbank and The Citizen's Advice Bureau were requested.

Councillor Barker noted that she supported the motion but could not support the whole budget and asked for Council to vote separately on the amendment.

The Leader of the Council welcomed a collaborative budget setting process. She noted her support for the amendment.

Councillor Khan requested a recorded vote on the amendment. The recorded vote was as follows:

Councillor:	For, Against or Abstain
Armstrong	For
Asker	For
Bagnall	For
Barker	For
Caton	For
Coote	Abstain
De Vries	For
Driscoll	For
Emanuel	For
Evans	For
Foley	For
Freeman	For
Gregory	For
Hargreaves	For
Isham	For
Jones	For
Khan	For
Lavelle	For
LeCount	For
Lees	For
Lemon	For
Light	For
Luck	For
Merifield	For
Oliver	For
Pavitt	For
Pepper	For
Reeve	For
Sell	For
Smith	For
Sutton	For
Taylor	For

The resolution was carried with 31 for and 1 abstention. The amendment was incorporated into the substantive budget motion.

Members discussed the MTFS and budget proposals for 2022-23.

In summary:

- The Chief Executive was in discussion with Essex County Council regarding funding for the Local Highways Panel.
- Concerns were raised in regards to the financial impact of the planning designation and the potential loss of £560,000 as forecasted.
- The 4.9% increase in council rents had been taken to the Tenants Forum and Housing Board for consultation; while tenants were not happy about the increase, they understood why it was required.
- The number of council homes built under the administration had been made available and published with the latest Housing board papers.
- Only 160 responses to the budget consultation had been received. This was consistent with previous years and it was suggested that other topics, such as climate change, tended to generate more interest and therefore had a higher response rate.
- Reassurances were sought regarding the ongoing issues with Uttlesford Norse. It was important that tenants received the quality of service they were entitled to. The Council was working closely with Uttlesford Norse Ltd to resolve these problems.

The Chair indicated he would be taking the proposal to a vote.

Councillor Caton protested that he had wished to ask a clarification question on the most important debate the Council held each year. He stated that he would not vote as he had not been permitted to speak.

The Chair said that Councillor Caton`s group had raised approximately 80% of the questions asked.

Councillor Foley suggested that the Chair permit Councillor Caton to ask his question and the Chair agreed.

Councillor Caton requested clarification over the Climate Change budget and requested a guarantee that the unspent budget would be spent or carried forward into the next administration.

Councillor Hargreaves confirmed that the £1million was to be spent over three years and any unspent budget would be carried into the following year. He noted that the team had sourced significant further grant funding for the projects.

Councillor Caton requested clarification on the Commercial Strategy which stated that the Council owned the land at Chesterford Research Park, however he believed that the Council owed 50% of the land. Additionally, as the new financial situation would restrict spending, how would subsequent development be funded once the allocated £12million had been spent.

Councillor Hargreaves confirmed that Aspire owned 50% of the land Chesterford Research Park and that the Council were permitted to continue investment in properties they already had acquired.

The Chair indicated he would be taking the substantive motion to a vote. The Council Tax resolution as set out in Appendix I was necessitated by law to be determined by a recorded vote. The Chair requested a recorded vote.

Councillor:	For, Against or Abstain
Armstrong	For
Asker	For
Bagnall	For
Barker	Against
Caton	For
Coote	Abstain
De Vries	For
Driscoll	For
Emanuel	For
Evans	For
Foley	For
Freeman	For
Gregory	For
Hargreaves	For
Isham	Abstain
Jones	For
Khan	For
Lavelle	For
LeCount	For
Lees	For
Lemon	Abstain
Light	Abstain
Luck	For
Merifield	For
Oliver	Abstain
Pavitt	For
Pepper	For
Reeve	For
Sell	For
Smith	Abstain
Sutton	For
Taylor	For

The resolution was carried with 25 for, 1 against and 6 abstentions.

RESOLVED to:

**A) Section 25 Report - Robustness of Estimates and Adequacy of Reserves**

- I. Take account of the advice in the report when determining the 2022/23 General Fund budget and Council Tax.
- II. Review the risk assessment relating to the robustness of estimates as detailed in the report.
- III. Set the minimum safe contingency level for 2022/23 at £1.597 million for the General Fund and £0.546 million for the Housing Revenue Account.
- IV. Agree that no transfers to or from the Working Balance should be built into the 2022/23 budget.

**B) Commercial Strategy**

- V. Approve The Commercial Strategy 2022 – 2027.

**C) Medium Term Financial Strategy**

- VI. Approves the Medium Term Financial Strategy and note the Budget Consultation report.

**D) Treasury Management Strategy**

- VII. Approves The Treasury Management Strategy.

**E) Capital Strategy**

- VIII. Approve the Capital Strategy.
- IX. Approve the Minimum Revenue Provision (MRP) Policy.

**F) Capital Programme**

- X. Approve the 5 year Capital Programme.

**G) Housing Revenue Account (HRA)**

- XI. Approve the Housing Revenue Account budget for 2022/23.
- XII. Approve the increase of 4.9% for Housing and Supported Accommodation rents, Garage Rents and Lifeline Service.
- XIII. Approve increases in line with actual costs for Housing Related Support charges, Intensive Housing Management charges and Heating, Service and Sewerage charges.
- XIV. Approve the updated use of reserves.

## H) General Fund Revenue and Council Tax

- XV. Approve the General Fund Budget for 2022/23
- XVI. Approve the General Fund Council Tax requirement of £6,403,772.
- XVII. Approve the transfer of reserves including the deficit for 2022/23 to be drawn from the MTFS reserve in the Core Reserves.
- XVIII. Approve the schedule of fees and charges as set out in Annexe H6.
- XIX. Approve that delegated authority is given to the Director of Finance and Corporate Services to amend the trade waste fees.

## I) Council Tax Resolution

- XX. Approve the Council Tax Resolution for 2022/23.

## J) Equalities Health Impact Assessment

- XXI. To note the information provided in the EqHIA's

## K) One-off £100 rebate to working age claimants of LCTS

- XXII. To provide a £100 rebate to the qualifying 948 households as stipulated in the amendment as accepted.

C86

## APPOINTMENTS COMMITTEE - CHIEF OFFICER APPOINTMENTS

*The Chair indicated that he intended to move to agenda item 12 in proceedings.*

The Leader of the Council presented the report regarding the permanent arrangements of the Appointments Committee. She recommended that that the Appointments Committee be established on a permanent basis and its remit extended to Chief Officer Appointments.

Councillor Driscoll seconded the proposal.

The Chair moved to a vote. The resolution was carried unanimously.

RESOLVED that the Appointments Committee be established on a permanent basis and its remit extended to:

- I. All new Chief Officer appointments, whether or not statutory, save for those not reserved exclusively for candidates drawn from the Council's existing staff (see Art 2 Part 4 of the Council's Constitution) as part of but not limited to the case of adjustments to the overall departmental structure of the Council pursuant to Art 12.4.2 of Part 2 of the Council's Constitution.

- II. That membership of the said Committee be composed of 3 Residents for Uttlesford, 1 Liberal Democrat, 1 Conservative, 1 Green and 1 Independent member, including at least one member of the Executive, on the nomination of Group Leaders

## C87 **PAY POLICY STATEMENT**

Councillor Hargreaves presented the report regarding the Pay Policy Statement. He explained that at the time of publishing the Pay Policy Statement, there had been no agreement regarding the 2021/2022 and 2022/23 annual cost of living increases, which were negotiated on behalf of councils between the Local Government Association and Trade Unions. He recommended approval of the Pay Policy Statement and delegation of responsibility to the Assistant Director – Corporate Services to update the published Pay Policy Statement with this year’s Pay Multiple and average salary figures as at 31 March 2022 once agreement had been reached between the Local Government Association and Trade Unions.

Councillor Reeve seconded the proposal.

Councillor Barker asked whether there was a standard benchmark to compare with other authorities. She requested further information to benchmark against other local authorities.

Councillor Hargreaves agreed it would be useful to compare with similar authorities and once the figures were available a benchmarking exercise would be undertaken.

The Chair moved to a vote. The resolution was carried unanimously.

RESOLVED to:

- I. Approve the Pay Policy Statement
- II. Grant delegated authority to the Assistant Director – Corporate Services to update the Pay Policy Statement and associated documents with pay multiple and average salary figures as at 31 March 2022 and with revised salary information once the 2021/22 & 2022/23 national pay awards are agreed.

## C88 **BUSINESS RATES RELIEFS AND GRANTS**

Councillor Hargreaves presented the updated Business Rates Relief Policy, which recommended that Members approved the updated policy using their discretionary powers under S47 of the Local Government Act 1988 as amended to include:



- Extension of Retail Relief Scheme for 2022-2023 only
- Extension to the Transitional & Supporting Small Businesses scheme 2022/2023 only

He also requested that Members note the report for the additional Covid 19 grants and funding, set out in the report and Appendices B and C determined by an urgent Officer Decision:

- The Omicron Hospitality and Leisure Grant
- Covid 19 Additional Relief Funding (CARF)

Councillor Reeve seconded the proposals.

Councillor Lavelle provided positive feedback from his Great Dunmow ward, which had been particularly complimentary about the distribution of grant funding by the District Council. He commended Officers for their important work on this matter.

The Chair moved to a vote. The resolution was carried unanimously.

RESOLVED to:

- I. Adopt the updated policy using their discretionary powers under S47 of the Local Government Act 1988 as amended to include:
  - a) Extension of Retail Relief Scheme for 2022-2023 only
  - b) Extension to the Transitional & Supporting Small Businesses scheme 2022/2023 only.
  
- II. To note the report for the additional Covid 19 grants and funding, set out in the report and Appendices B and C determined by an urgent Officer Decision:
  - c) The Omicron Hospitality and Leisure Grant
  - d) Covid 19 Additional Relief Funding (CARF)

Councillor Foley withdrew a previous remark to Councillor Sell and apologised. The apology was accepted.

## C89 **CALENDAR OF MEETINGS - 2022-23**

The Calendar of Meetings for 2022 – 2023 was noted.

Councillor Driscoll requested that a budget only meeting be scheduled for the following year.

The Chair agreed and asked that the Chief Executive provide feedback at the next meeting.

The Director of Corporate and Financial Services said that the Pay Policy and Corporate Plan items were important elements of the budget setting meeting, with the latter providing steer as to what the budget sought to deliver.

C90 **APPOINTMENTS TO LICENSING AND ENVIRONMENTAL HEALTH COMMITTEE**

Members considered the appointment of Councillors Driscoll and Lodge to the Licensing and Environmental Health Committee in place of Councillors Day and Lees.

Councillor Smith notified Members that the risk register had been updated to include the risk of not enough Members on the Planning Committee having received training in the result of an election and asked whether the same risk could be added for the Licensing Committee.

Councillor Lees proposed the motion. This was seconded by Councillor Lavelle.

RESOLVED to appoint Councillors Driscoll and Lodge to the Licensing and Environmental Health Committee in place of Councillors Day and Lees.

*The Chair adjourned the meeting at 9.00pm. The meeting would be reconvened on Monday 28<sup>th</sup> February 2022 at 7.00pm to resolve the remaining items of business.*

C91 **MEETING RECONVENED - APOLOGIES FOR 28 FEBRUARY 2022**

*The meeting was reconvened at 7.00pm on Monday 28<sup>th</sup> February 2022.*

The Chair reconvened the meeting and asked for a minute's silence on the terrible loss of life in the war in Ukraine.

Apologies for absence were received from Councillors Barker, Criscione, Day, Dean, De Vries, Eke, Foley, Fairhurst, Khan, Loughlin, Oliver and Reeve.

There were no declarations of interest.

Councillor LeCount was invited to clarify his statement made at Council on 22 February 2022, regarding the historic consideration of the Planning Advisory Service's recommendations for the Planning Department at Scrutiny Committee in 2018, under the chairmanship of Councillor Dean. Councillor LeCount apologised to Councillor Dean and the meeting for his mistake as it had been considered by the Governance, Audit and Performance Committee, not the Scrutiny Committee.

C92 **MEMBER MOTION: DEVELOPMENT OF AN EVALUATION FRAMEWORK**

## **FOR THE UTTLESFORD SUSTAINABLE LOCAL PLAN & SUPPLEMENTARY PLANNING DOCUMENT**

Councillor Isham presented his motion regarding the proposed development of an evaluation framework for the Uttlesford Sustainable Local Plan and supplementary planning document to ensure that Council's core values were adhered to and that the Council's highest environmental standards were adopted and implemented now and in the future. He proposed the motion set out on the agenda.

Councillor Light seconded the proposal and asked Council to support this motion to help mitigate Climate Change and shape the future of Uttlesford. She noted that the interim Climate Change Policy approved a year ago included a statement that developers were expected to adhere to this policy, and acknowledged that unfortunately this policy had not yet been implemented. She went on to explain that the Local Plan was not just about policies for developers, it was about people, opportunities for everyone, employment, education, health and well-being, land management and environment, renewable energy and infrastructure.

Councillor Evans said that it was not appropriate for the Council to debate the principles of social justice, economic justice and environment justice as part of Local Plan development and would be more appropriate in a central Government political manifesto. He reiterated the importance of focusing on delivering the Local Plan in a timely manner and in a form that stood the best chance of passing examination by the Planning Inspectors. He noted that the Plan was required to meet the test of legality and soundness as set against national policy and the introduction of an additional framework, overseen by an unidentified body would undermine and possibly delay the task. He explained that the first test proposed by Councillor Isham, titled "Real Local Housing Need" called for UDC's housing assessment to be based on accurate forecast local need, whereas the National Planning Policy Framework (NPPF) demanded use of standard methodology to determine housing numbers unless exceptional circumstances prescribed otherwise. He confirmed that the Local Plan Leadership Group (LPLG) had already reviewed that topic and no exceptional circumstances were identified. Furthermore, he confirmed that Councillors Light and Isham had been advised by Planning Policy Officers that the motion went well beyond matters that could be justified in pure planning terms. He noted that a number of the aspirations were excellent and he would like to see them incorporated in due course but some of the suggested policies would not pass the lawfulness test. He reiterated that the policies advanced within the draft Local Plan must be supportable by national policy terms to prevent another failed plan. Furthermore, the Council were statutorily required to include Climate Change, and all other applicable ecological policies, as supplementary planning documents that would be examined alongside the draft Local Plan. Such documents were powerful and had the advantage of being capable of change as needs and evolving policies dictated. He noted that some of Councillor Isham's objectives were already being obtained by the application of the interim Climate Change policy document. In summary, he said that this motion would not be helpful to the efficient, timely delivery and adoption of the Local Plan and requested that the motion was rejected.

Councillor Bagnall said he disagreed with the motion but fully supported the sentiments behind it. He proposed to raise the issue via the LPLG and suggested that the items could be addressed as a discussion paper to inform policies and supplementary documents.

Councillor Isham confirmed that the motion had been through several iterations and suggested that the framework did not need to be restrictive and could provide suitable flexibility and develop together alongside the Local Plan. He highlighted the need to nail down any ambiguity that was open to interpretation.

Councillor Pavitt said he believed that approval of the motion could potentially compromise the delivery and adoption of the Local Plan.

The Chief Executive said that the Rules of Procedure (Rule 11.5) permitted Members to refer this matter to an appropriate body or individual if Council were minded to.

The Leader of the Council said this could have been addressed through the LPLG. She noted that the advice from Planning Officers was that the expectations set out in the motion were beyond planning requirements and would possibly not be approved by the Planning Inspector.

The Chair took the motion to a vote.

The motion was rejected.

### **C93 MEMBER MOTION: ROBIN HOOD TAX**

Councillor Caton presented his motion regarding the introduction of a “Robin Hood” tax on oil and gas firms.

He proposed the motion set out on the agenda. This was seconded by Councillor Light.

Councillor Bagnall said the District Council were unable to take action on this national political issue and urged Members to reject the motion.

Councillor Isham noted that the motion called on the Chief Executive to write to the Secretary of State for Business, Energy and Industrial Strategy, which was within the Council’s gift.

Councillor Sell said that the motion was an opportunity for the Council to acknowledge that some residents would really struggle with energy cost increases. He asked members to support the motion.

Councillor Caton confirmed that the motion was an attempt to influence Government and urged Councillors to support the motion.

The Chair moved to the vote.

The motion was rejected.

#### C94 **MEMBER MOTION: YOUTH COUNCIL SUPPORT**

Councillor Light presented her motion regarding support of the Youth Council. She proposed the motion set out on the agenda.

Councillor Lemon seconded the proposal.

Councillor Lemon confirmed how difficult it had been for the Youth Council during lockdown and how this had influenced the reduction in membership. He questioned whether adequate support was in place during this period. He urged Members to support the motion.

Councillor Sutton said she was disappointed with this motion and noted that she could have been approached for a Youth Council update. She went on to confirm that the Youth Council continued to be adequately resourced and supported. She provided the following information:

- Schools had been under increased pressure during the pandemic, resulting in smaller groups representing the Youth Council at Local Plan consultation meetings.
- Two Youth Council members continued to form part of the Climate Change Working Group.
- Before the pandemic the Youth Council was busy working with the Mental Health Working Group.
- Zoom meetings were undertaken occasionally but momentum was lost when working group meeting activities ceased.

Now restrictions had lifted the Council and community team would work with schools and other agencies in support of young people and to reinvigorate the Youth Council.

Councillor Smith welcomed Councillor Sutton`s update and asked if the reason for the reduction in members of the Youth Council was available.

Councillor Sutton said that the membership numbers had reduced because previous members had “grown up”.

Councillor Light said that she was pleased that efforts were being made to re-engage and revive the Youth Council. She asked that more resources were injected into the Youth Council.

The Chair moved to a vote.

The motion was rejected.

*Councillor Luck left the meeting 7.50pm.*

C95

## **MEMBER MOTION: COMMITTEE SYSTEM WORKING GROUP**

Councillor Light presented her motion regarding the proposed establishment of a Committee System Working Group.

She requested that a democratic committee system be established through a working group chaired by Councillor Coote to enable Full Council to make decisions and fully represent residents.

She proposed the motion set out on the agenda.

Councillor Sell seconded the proposal.

Councillor Coote confirmed that he would not chair the proposed working group.

Councillor Sell said that he felt more involved with the work of the Council when it was a committee system. Members were told in 2011 that they were one of very few Councils operating a committee system and that they had to move to a cabinet system. The majority of Councillors were not happy as they were concerned that they would lose influence and power in decision making. He said that a number of authorities and reinstated a committee system, and, by way of example, that Sheffield City Council had a referendum last year and would move to a committee system in May 2022. He believed such a system would bring better governance, more transparency and would allow residents to have more of a say. He noted that Full Council was often time restricted and was not a policy making forum, and the move to a committee system would benefit all councillors. He urged Members to support the motion.

Councillor Jones said that he would not support the motion as he saw little evidence signifying that a committee system would be better than a cabinet system. He said R4U had pledged to review the current system and this review had been undertaken by the Governance Review Working Group. He said that the cabinet system was democratic and transparency had been increased under the current Administration.

Councillor Pavitt said that if moving to a committee system ensured an end to the party grandstanding he would be supportive, but he acknowledged that he would require guidance on this and the intricacies of moving to a committee system.

Councillor Lavelle confirmed that the motion gave him concerns on the following issues and that he would not support the motion:

- The motion instructed the Council to change the system, not evaluate the system.
- The motion stated that the cabinet system was undemocratic; he did not accept this statement.

- He noted that of the 27 Liberal Democratic controlled district, borough and city councils 16 operated a cabinet system and 5 operated an executive system.

Councillor Caton said there was not enough engagement of non-executive members in policy making under the current system.

Councillor Bagnall noted that the motion lacked thought and evidence and should have captured the resource, financial and process implications. He said that he would not support the motion.

Councillor Isham said that the administration had changed its position on the Committee system; originally they had committed to changing the system, now it was only a commitment to reviewing the system.

Councillor Foley confirmed that the flawed wording of the motion was unfortunate and noted that he had served under cabinet and committee systems and could identify problems with both systems.

Councillor Gregory raised a point of order; he noted his disappointment that Councillor Caton was interrupted by the Chair whilst giving his statement and noted that Councillors should be listened to with respect and allowed to make his points.

Councillor Light confirmed that research had already been conducted and that was why the changes had been suggested. She confirmed the need to be more democratic in the decision making process and asked Councillor Coote to remind Members of his statement at the conclusion of the Governance Review Working Group.

In response, the Chair recalled that he had said there was no common ground between members for him to recommend a way forward.

Councillor Light proposed that members review the options in view of the anticipated changes over the next few years.

The Chair moved to the vote.

The motion was rejected.

*The meeting was closed at 8.30pm.*

### Summary of Public Statement(s)

Mr Woodcock, a resident of Stansted Mountfitchet spoke on an urgently needed NHS support service issue previously communicated to the Council in July 2020 and more recently to UDC officers and Stansted Mountfitchet Parish Council (SMPC). He informed the meeting of his intention to request further help from MP K Badenoch.

He asked whether the community had been made aware of a pharmaceutical needs survey and noted that to dispense NHS prescriptions a license must be granted by NHS England, which relied on Essex County Council's Pharmaceutical Needs Assessment (PNA) for guidance.

He stated that in 2018 neither Uttlesford District Council (UDC) or SMPC received notification of surveys and therefore could not participate. The 2018 PNA was currently being reviewed. The 2018 PNA stated that nearly all of the Essex population could reach a pharmacy within twenty minutes, but he said this failed to consider climate change and rested on the assumption that all residents had a car. His petition, started in January 2022 and signed by 664 residents, supported the need for a licensed pharmacy to be located next door to Stansted Mountfitchet doctor's surgery. Mr Woodcock also highlighted access issues to the Boots pharmacy on the High Street for residents requiring wheelchairs.



**Councillor Petrina Lees, Leader of the Council and lead member for Housing and Health**  
**Report to Full Council: 20 April 2022**

## **Housing Management**

The service has been able to return to much more normal working over the past year and hopefully this will continue. Some routine work is still being left so that the team can catch up on more important work that had had to be put on hold. Rent arrears have stabilised although we are conscious that going forward the recent rent increase and the general rise in the cost of living is going to put pressure on our tenants, as it will many others, so we will be monitoring closely how tenants are being impacted financially and ensure that they are signposted to those that can help them to manage their finances and maximise their income.

Housing Officers have also welcomed 2 Afghan families into the district, the second family arriving in Dunmow at the beginning of this month. These 2 homes have been provided under the governments Afghan Resettlement Programme and is working in a similar way to the earlier Syrian programme where we helped 5 families re-settle in Uttlesford. The main support for refugees is still being provided by the Essex Integration Service.

## **Supported Housing**

With the gradual lifting of Covid restrictions we have been able to return our sheltered service to something that looks more like normal, however Covid still requires a cautious approach for both staff and residents as cases are still occurring. However our tenants have appreciated the more face to face contact they have been able to have with officers, and hopefully the more social side of sheltered sites will be able to increase further as the year progresses.

The Lifeline service has now been fully transferred to Provide NHS and a smooth transition was successfully completed on the 1<sup>st</sup> April. By transferring the service to a larger organisation we have ensured that with the digital revolution ongoing in the telecare industry, our previous customers will have access to the best technology going forward. As NHS Provide were already providing our response service for Lifeline customers with this transfer we have been able to ensure continuity in the service.

## **Housing Property Services**

The housing repairs and maintenance service has been delivered through a new company Uttlesford Norse Ltd (UNSL) since April 2020, a joint venture partnership with Norse.

Services delivered through the partnership include repairs, maintenance, voids, planned works, disabled adaptations, sewerage works, cyclical works, facilities management and other associated activities.

Repairs and maintenance is the largest single item of expenditure in the Housing Revenue Account accounting for 38% of all HRA spending and so controlling these costs is vital.

UNSL have agreed performance targets set by the Council to allow the service to be measured and benchmarked both internally and against similar sized stock retaining authorities across the UK.

There are regular joint contracts management meetings with UNSL and Council officers and management team to address performance and contract performance. These meeting address:

- Operational performance against the Operational Plans and through measures contained within agreed performance measures
- Financial Reports - setting out the projected financial performance during the year and on-going financial monitoring
- Risk Register - setting out the risks facing the company and the way they are managed
- Business growth in line with budgeted expectation

Many of the planned programmes of work that were delayed due to Covid-19 restrictions and shortage of materials have now re-commenced. It is expected that most of the planned works delayed during lockdowns will be completed over the next year

### **Housing Strategy and Development Programme**

The council's new Housing Strategy was adopted in December and an Action Plan produced. This looks at how we can maximise opportunities to deliver the right housing to meet the needs of the District over the coming years. The last year has seen another decrease in the number of affordable homes delivered via our Housing Association partners on Section 106 sites, being only 28. It is hoped over the coming year this number will be back to target and over 130.

The impacts to the construction industry, due to the pandemic, has continued throughout the past year with disruption to supply chains and availability of labour. The Housing development programme has, however, completed 17 new properties this year, 16 at The Moors in Little Dunmow - 8 affordable rented houses and 8 social rented flats. The new tenants moved in during December and January and are very pleased with their new homes. We have also built a purpose built 3 bedroom adapted bungalow in Elsenham which has made an enormous difference to the lives of our disabled tenant and her two young children.

This coming year we will be delivering 27 new homes across two sites, one in Great Chesterford and one on Thaxted Road in Saffron Walden. Both projects are progressing well.

Construction will also start shortly on the sheltered scheme at Walden Place in Saffron Walden to develop the new communal facilities that will enable us to dispose of the Grade 2 listed building that the scheme is currently attached to. A report will be brought to Members on the disposal of the listed building in due course.



New Council homes delivered in Little Dunmow in 2022

As well as sites that are already being progressed, there is currently one further site in Saffron Walden that will be considered by the Planning Committee shortly for 14 new homes and applications are being completed for submission on two redundant sheltered sites, one in Saffron Walden and one in Great Dunmow, that will deliver, if approved, 48 new modern flats for those over 60 in two fantastic close to town centre locations. A further site in Takeley has been identified and architects have been appointed for this scheme which is looking to deliver up to 8 properties. Officers are exploring with our architects the potential to deliver this scheme using Modern Methods of Construction. This would be with the intention of delivering low carbon homes. A pre planning application has been submitted to the Planning Department.

Other ongoing plans are reviewing all garden reduction sites and progressing any of these that give potential for development. These are mostly single plots and to date two have received outline planning approval. The Housing Board has decided that these should be built for affordable housing, rather than being sold as private building plots.

The Housing Team are also looking for opportunities to bid on Section 106 developments and currently have a bid in for consideration on 18 flats on a site in the south of the District.

As discussed at the most recent Housing Board, a Council wide investment strategy will need to be agreed to increase council housing supply going forward. This needs to be done in conjunction with the Local Plan process, as landowners will want to receive a market value for their sites. The investment strategy will need to consider the setting up of a joint venture partnership so that both market housing and social housing can be provided, which will enable the appropriate market land value to be achieved. Funds to purchase sites will need to be made available as part of the joint venture agreement.

The mechanisms for delivering new Council owned housing will continue to be reviewed and funding opportunities through borrowing, commuted sums, Right to Buy receipts, grant funding and funds from the HRA will be maximised to support the delivery of much needed Council housing

## **Homelessness**

Homelessness has continued to increase over the past year with 185 homelessness presentations being made. This is only the tip of the iceberg of the work that the homelessness team is doing, as they are also trying to prevent homelessness. A third of the homelessness presentations have come about because of loss of private sector accommodation and mainly because of affordability issues. The other main reasons for homelessness remain breakdown of family or partner relationships and then fleeing violence.

There continues to be a lack of options for homelessness applicants, other than an offer of affordable housing. The decrease in supply of affordable housing being delivered through S106 sites in the past year, has reduced the through flow from temporary accommodation resulting in more people requiring longer stays in temporary housing or Bed and Breakfast than we would like. There has also been a further increase in numbers on the housing register. In response to these pressures the team have created a specialist post of an accommodation officer to try to maximise the availability of housing options across all sectors.

The current and distressing Ukrainian refugee situation is putting further pressure on the homelessness team, whether this is covering the council's out of hours homelessness calls or having to find accommodation for those arriving with no accommodation plans. This is likely to place ongoing pressure on the team, as the backstop for many refugees, whether they arrive without accommodation or their planned accommodation breaks down, is to apply to their local council for homelessness assistance and housing.

## **Health and Wellbeing**

The Uttlesford Community Response Hub, introduced as a direct response to residents needs at the start of the Covid-19 pandemic, remains busy. Over 1,300 residents have now been supported by the hub and 11,675 jobs have been carried

out including shopping and picking up prescriptions. The Community Response Hub is now also the main conduit for refugees from Ukraine needing help and support. Community responders are also supporting the triage process at the airport and in the hotels where refugees are placed.

UDC has been commissioned from West Essex CCG to continue to develop and deliver a Falls Prevention Programme in the District. The programme is managed by UDC and delivered by sessional workers. Total annual grant funding of £29,600 for the programme has now been guaranteed for 22/23. The free 12 week programme is available at venues throughout the district and 191 participants have attended and benefitted from the programme since May 2021. Residents can self-refer or be referred by a health professional.

The Uttlesford Health and Wellbeing Strategy will be updated this year and work has started to collect data and information. Partners of the Health and Wellbeing Board are being encouraged to provide supporting information in order to prioritise work streams for the next year.

## **Health Protection**

Members are reminded that throughout the pandemic the Environmental Health Service carried out a range of measures. These include:

- Following up difficult non contactable positive cases on behalf of Essex Test & Trace
- Participation in Incident Management Teams to control outbreaks
- Provision of a 24hr 7 day week response to assist ECC
- Lead on enforcement and advisory services to facilitate business compliance
- Inspection of managed quarantine hotels, then later hotels for asylum seekers and Afghan refugees

The above continued throughout 2021 and this work gradually dropped off as restrictions were lifted and the Omicron Variant took over towards the end of the year.

Throughout the pandemic it was necessary to reprioritise services and it has only been in recent months that business is returning to some normality. For 2021, the number of requests for service from the Environmental Health (Protection) service increased from 1227 to 1584 from the previous year.

While we commenced the year seeing a continuation of Covid related requests for advice from both business operators and members of the public, as we moved through to year end this began to tail off and is now minimal. Covid enquiries then focused on locally held events with the team, via safety advisory groups (SAG) or general advice, facilitating organisers operating both in a Covid safe manner and with regard to more traditional Health and safety considerations. While no longer linked to formal legislative control this engagement will continue but will focus on the revised Government guidance rather than a legal compliance.

2021 illustrated that local business has undoubtedly felt the impact of Covid and will continue to do so for some time. Officers were aware of this and supported compliance with legislation as appropriate. Enforcement action did not require escalation to prosecution and no significant breaches leading to imminent risk to health were found.

### **Private Sector Housing**

Due to the pandemic, the private sector housing team defaulted to a reactive service, prioritising complaints work, tackling empty homes and delivering essential disabled facility grants. The service also partnered with the National Residential Landlord Association (NRLA) to host a virtual landlord forum where a range of experts were present focusing on electrical safety and proposed changes in legislation.

2022/23 is looking different with the service currently diverting all its resources to inspecting accommodation for Ukrainian refugees.

There are also plans to put forward a number of items to Cabinet. These include a policy on returning empty homes into use and amendments to the Private Sector Housing Enforcement Policy. We are also in the process of revising the Councils Home Assistance Policy to provide a greater emphasis on climate change, fuel poverty and best practice for the delivery of Disabled Facilities Grants.

**Councillor John Evans, Portfolio Holder for Planning, Stansted Airport, Infrastructure Strategy and the Local Plan**

**Report to Full Council: 20 April 2022**

**Local Plan**

In March the Local Plan Leadership Group (LPLG) continued to receive the evidence being prepared to inform the emerging Local Plan. These included reports on the settlement hierarchy for the new Local Plan; evidence relating to Culture, Creativity and the Arts; an advice note on First Homes; and the Authority Monitoring Report.

A report was taken to Local Plan Scrutiny Committee in March noting that there was a need for further work at this crucial stage in the preparation of the Local Plan. The timetable for the Local Plan has always been ambitious, as it should be. However, it was considered that this work is justified as it is likely to lead to an enhanced Local Plan for the district, and it is crucial that the Council develops the best Local Plan for the district that it can. Subsequent to this meeting the LPLG meetings in April have been postponed, the impact on the timetable is thought to be only a few weeks, and regulation 18 consultation will still be able to commence in the summer.

Members will be briefed prior to the emerging plan's publication. Representations received during this consultation will be used to inform and amend the plan before it is prepared to be submitted to the Secretary of State for examination.

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***Environment & Green Issues and Equalities April 2022 update***

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***The science tells us we shouldn't be investing in the fossil fuel industry***

## Renewable energy

**Wind energy**



**Tidal energy**



**Solar energy**



A lot of people's understanding of renewable energy is extremely out of date. Solar and wind are the cheapest energy sources available. Technically and economically, ***we have 95 percent of the technologies we need to transition everything today*** - transition ASAP to 100% renewable wind – water - solar (WWS), energy efficiency and energy storage. <https://cleantechnica.com/2022/02/21/renewable-energy-zero-blackouts-millions-of-new-jobs-mark-z-jacobson/>

The government is renewing its domestic extraction in the North Sea. More support for North Sea oil extraction's argument, helps with energy security and extracting in our own back yard rather than from other fossil fuel nations. It tries to argue its position that it will not impact the national or global climate commitments or targets. The UN and International Energy Agency (IEA) beg to differ and said, ***“all fossil fuels need to stay in the ground now and there can be no new extraction if we are to hit the world's net zero targets or limit warming above 1.5 degrees.”*** Environmental campaigners say, “this approach in the North Sea, even if its alongside nuclear and renewable, violates the spirit of climate change and the Leadership the UK is trying to establish.

### **Nuclear Power**

Boris Johnson wants nuclear power to provide 25% of the country's electricity. The UK could build up to seven new nuclear power stations in a bid to boost its homegrown energy supply in the wake of Russia's invasion of Ukraine. In 1997, it produced 26% of UK power. ***Hinkley Point C is due to open in June 2026 and will cost between £22bn and £23bn. It is the most expensive global energy project that won't deliver immediate reduction.***

*Renewables are already, at most, half the price of Hinkley, and while Hinkley will only get dearer, the cost of renewable energy will only come down.*

*“Nuclear is the wrong technology at the wrong time for sorting out all the challenges that we face. Nuclear industry's continuing inability to overcome its longstanding problems (on costs, construction delays, nuclear*



waste, security issues, proliferation and so on), challenges the idea that we're going to need new nuclear power to get us to a Net Zero economy by 2050. Some environmentalists may still be taken aback to discover that the Government's principal case for nuclear power in the UK today is driven by the need to maintain the UK's nuclear weapons capability – to ensure a 'talent pool' of nuclear engineers and to support a supply chain of engineering companies capable of providing component parts for the nuclear industry, both civilian and military.”

**Jonathon Porritt veteran sustainability campaigner** <https://www.greenpeace.org.uk/news/nuclear-power-climate-change-jonathon->

[porritt/?source=GA&subsource=GOFRNAOAGA034J&gclid=EAlaIQobChMlvaXP4bf69gIVi-](https://www.greenpeace.org.uk/news/nuclear-power-climate-change-jonathon-porritt/?source=GA&subsource=GOFRNAOAGA034J&gclid=EAlaIQobChMlvaXP4bf69gIVi-)

[3tCh1ctATnEAAYAiAAEgII9PD\\_BwE](https://www.greenpeace.org.uk/news/nuclear-power-climate-change-jonathon-porritt/?source=GA&subsource=GOFRNAOAGA034J&gclid=EAlaIQobChMlvaXP4bf69gIVi-3tCh1ctATnEAAYAiAAEgII9PD_BwE)

*The UK is unlikely to meet its 2050 target for net zero emissions because **the government has no clear plan to decarbonise heating and insulate homes, a cross-party committee of MPs has warned.** The government needs to help develop low-carbon heating technologies, scale up the market for heat pumps and support gas boiler engineers as they reskill to carry out the conversion work, according to the report by the House of Commons' business, energy and industrial strategy committee. <https://www.ft.com/content/759591ed-611e-442f-beb7-c72148e2d341>*

## Uttlesford

As a council we have pledged to take local action to prevent a climate and ecological catastrophe through the development of practices and policies, with an aim to achieving net-zero carbon status by 2030 and to protect and enhance biodiversity in the district.

### **Our action plan shows what we'll be doing to achieve net-zero carbon status by 2030.**

We declared a climate emergency in 2019 and we have pledged to take local action to prevent a climate and ecological catastrophe through the development of practices and policies which aim to achieve net-zero carbon status by 2030 and to protect and enhance biodiversity in the district.

## The Action Plan

The themes and priorities for the action plan have already been identified in our Climate Crisis Strategy. <https://www.uttlesford.gov.uk/article/7103/Climate-change-strategy>

Our Climate Change Action Plan (CCAP) is the vital next step in moving on from a statement of intent and overall approach, and into specific actions. <https://www.uttlesford.gov.uk/media/11267/Climate-Change-Action-Plan/pdf/CCAP-UDC-11.01.22.pdf?m=637787291832170000>

## Progress

The Action Plan has 38 components, and the scale of the task to turn each one into a worked-up plan, actually delivering, is considerable.

So far there are:

- 11 actions for delivery in March 2022 (Phase 2 of the CCAP)
- 13 actions for delivery by December 2022 (Phase 3 of the CCAP)
- 10 action points that fall in 2023, 2025 or are ongoing

Three action points are complete.

A special thanks to our Climate Officer Chloe Fiddy for her hard efforts in getting our plan completed.

## **AIR QUALITY/TRANSPORT**

### **Uttlesford**

**Uttlesford District Council has been awarded more than £500,000** by the Department for Environment, Food and Rural Affairs to bring forward a series of projects to tackle air pollution and improve opportunities for sustainable travel.

The funding, totalling £517,124, comes from the Air Quality Grant, which helps councils develop and implement projects to benefit schools, businesses and communities and reduce the impact of dirty air on people's health.

There were two lots to bid for, the first related to projects linked to local Air Quality Action Plans and the second for projects to improve public awareness in local communities about air pollution risks and the projects that deal with particulate matter. Our bid consisted of multiple measures that could have been for both, but we settled on lot 2. We are both surprised and very pleased with the success of the bid.

In short, our proposal (Saffron Walden Clean Air Initiative), included a range of measures to reduce pollution in the market town. Typically, cities and other locations receive all the funding and attention, but problems exist in small historic market towns due to old road networks that impede traffic flow.

The proposed range of measures focus on the following actions and initiatives

- Awareness, education and behaviour change;
- Clean air pilot schemes such as zero emission delivery service, electric and e-cargo bike hire etc;
- Traffic management schemes; and
- Increased AQ monitoring

Our outcomes include

- i) reduced NO<sub>2</sub> & PM emissions to improve local air quality & ensure no exceedance within the Saffron Walden AQMA
- ii) development of air quality interventions for Saffron Walden that can be replicated in similar historic market towns elsewhere
- iii) raise awareness of air quality issues in the town
- iv) residents educated on the health impacts of poor air quality and behaviour change.

We expect that payment will be made in May and we are currently looking at our project plan to deliver initiatives to the Saffron Walden community. Cllr Pepper would like to thank the Officers involved in securing this vital funding.

**Help us plan improvements to walking and cycling in Uttlesford**



We're developing a new walking and cycling infrastructure plan and want to identify projects that can be delivered to transform active travel provision in the local area.

Go to our online survey and give us your suggestions on the improvements you'd like to see - it could be a new safe crossing, a new cycle lane or slower traffic speeds.

We've already had over 1,600 contributions and are keen to hear from you.

[https://uttlesfordlcwip.commonplace.is/?utm\\_medium=email&utm\\_source=govdelivery](https://uttlesfordlcwip.commonplace.is/?utm_medium=email&utm_source=govdelivery)

## **BIODIVERSITY**

### **Uttlesford Tree Scheme**

The total number of trees planted as part of the Tree planting Initiative 2021-22 was 34. The number of native hedging plants planted was 2,038. The total expenditure was £6,409.29. The planting extended over 7 parishes.



**Hedge planting being undertaken at Lime Avenue, Saffron Walden**

A breakdown of the planting undertaken is set out below.

### **Tree Planting Initiative 2021-22**

Lime Avenue Open Space, Saffron Walden

1,394no. native species hedging plants.

Cost: £2,491.50

Wicken Lea Open Space, Newport

6no. hornbeam trees.

Cost: £1,417.24

Saxon Way Open Space, Saffron Walden

1no. hornbeam tree.

Cost: £128.00

Ardley Crescent Open Space, Hatfield Heath

624no. native species hedging plants.

Cost: £1471.55

Saffron Walden Museum Grounds

5no. Yew and 5no Box.

Cost: £97.50

Little Canfield Business Park

1no. lime tree.

Cost: £114.00

Stebbing Parish Council

10no. hornbeam.

Cost: £250.00

Felsted Parish Council

5no. oak

Cost: £350.00

Clavering Parish Council

1no. oak.

Cost: £57.00

Unfortunately, two significant woodland planting proposals prepared did not come to fruition as the relevant parish council and residents' management company decided not to proceed with these schemes (Molehill Green, Takeley; Wicken Lea, Newport). I would like to take this opportunity to thank everyone involved, in assisting with our biodiversity crisis.

## ENERGY

### Uttlesford

The council, together with Citizens Advice, has also put together some handy winter guidance, on how to save money on energy bills, as well as useful contacts of organisations that can help <https://www.uttlesford.gov.uk/keeping-warm-in-uttlesford>.

## Solar Together Essex



Solar Together is an Essex County Council scheme that helps buyers through the process of purchasing high-quality solar panels, offering lower prices than the open market and pairing up residents with trusted suppliers.

Solar Together Essex helps residents to save money on both installation and future energy bills.

Register for free and without obligation for a personal recommendation by 15 March.

[https://solartogether.co.uk/essex/home?utm\\_medium=email&utm\\_source=govdelivery#](https://solartogether.co.uk/essex/home?utm_medium=email&utm_source=govdelivery#)

## Save money on your energy bills

If you live in Uttlesford and find it hard to heat your home and worry about your energy bills, a Green Homes Grant might be able to help.

The scheme can help you make improvements for a warmer home that's kinder to the environment and will help you to reduce your fuel bills.

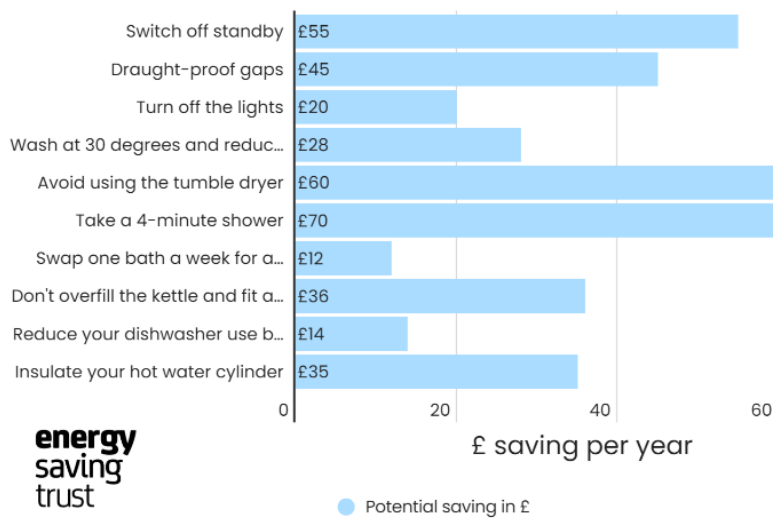
You could qualify for help if you live in an energy inefficient home, which is owned or privately rented, and you are in receipt of benefits or are on a low income.

[https://surveys.est.org.uk/s/GreenHomesGrantSchemeLAD/?utm\\_medium=email&utm\\_source=govdelivery](https://surveys.est.org.uk/s/GreenHomesGrantSchemeLAD/?utm_medium=email&utm_source=govdelivery)



# How much could you save?

Add up the potential £££ savings available for each energy saving action.



\*Savings are for a typical three-bedroom, gas-heated home in Great Britain, using a gas price of 7.4p/kWh and electricity price of 28.3p/kWh (based on April 2022 price cap). Water savings are based on average occupancy. This household is projected to spend a total £1,970 on energy annually, including standing charge. Figures updated March 2022.

<https://energysavingtrust.org.uk/hub/quick-tips-to-save-energy/>

**Carbon Brief analysis say that if all households turn down their thermostats by one degree it would eliminate the need for Russian gas**

## WASTE

### Uttlesford



**Local litter - Dunmow bypass**

On my last local walk and in aid of the **Great British Spring Clean**, I decided to pick up some litter, along the way. My walk brought me out onto the Dunmow bypass. I was disappointed to see, that litter

had been discarded in a lovely small woodland. Many public walkways are on private land and it's disheartening to know that we are allowed this privilege and that some people display no thought towards the landowner or the surrounding biodiversity. The roadside verge was no better. Glass & plastic bottles, cans and paper had been most likely been thrown out of a passing car. It takes very little effort to carry a spare bag in your car (for unwanted rubbish) and put it your grey bin. I only collected a small section of the Dunmow bypass and in my village but several days later, there was litter tossed in the same location! When our Waste Officers can visit schools to discuss waste and the importance of recycling, we can ask students their thoughts on what we can do as a district, to raise awareness of the harm litter can have on the surrounding environment and our local wildlife. I'm very grateful to our local litter community groups and the many individuals who spend their own time, picking up local litter. Thank you for trying to keep our district clean and green.

### Uttlesford recycling rates

2020/21 Total % waste types	Tons	% of total	2021/22 Total % waste types	Tons	% of total
Food Waste	3298	9.56%	Food Waste	3069	11.04%
Garden Waste	3959	11.47%	Garden Waste	4300	15.47%
Recycling (Green bin)	11075	32.10%	Recycling (Green bin)	7416	26.68%
Residual (Grey bin)	15599	45.21%	Residual (Grey bin)	12272	44.16%
Street Sweepings	574	1.66%	Street Sweepings	734	2.64%
<b>TOTAL:</b>	<b>34505</b>	<b>100.00%</b>	<b>TOTAL:</b>	<b>27791</b>	<b>100.00%</b>

The amount of cardboard packaging materials during 2020/21 increased, as a result of more online shopping. The quantity of food waste generated within the district has also grown and both changes are thought to be connected to changing consumer habits during the pandemic.

### Great British Spring Clean 25 March – 10 April.

Keep Britain Tidy estimates that two million pieces of rubbish are dropped every day across the country, which equates to 23 items of rubbish being dropped every second. The organisation also found that **taxpayers are paying out £1bn every year to cover the cost of street cleaning**, while the RSPCA announced recently, they receive an average of 14 calls a day about wildlife harmed by litter, but it acknowledges that the actual number of animals affected by rubbish is likely to be much higher.

### Reuse plastic bottles



[oshbottle.com/blogs/fosh/60-ways-to-reuse-plastic-bottle](https://oshbottle.com/blogs/fosh/60-ways-to-reuse-plastic-bottle)

### Plastic Packaging Tax

You will need to pay Plastic Packaging Tax if you have manufactured or imported plastic packaging components which contain less than 30% recycled plastic. <https://www.gov.uk/guidance/check-if-you-need-to-register-for-plastic-packaging-tax>

## PLANNING & DEVELOPMENT

### Uttlesford

#### Local Plan

Uttlesford District Council is working hard to develop a new Local Plan that will shape how the district grows and is protected over the coming decades.

Officers are now developing and compiling a raft of evidence, including heritage, landscape, infrastructure and employment, and are working with members, expert consultants and colleagues at Essex County Council on the next draft of the Local Plan - known as the **Regulation 18 Local Plan** - which will go out to wider consultation in the summer. This is the next opportunity for the public to comment.

Residents are encouraged to find out more about the local plan or sign up to receive regular updates by subscribing to the e-newsletter service - visit [www.uttlesford.gov.uk/new-local-plan](http://www.uttlesford.gov.uk/new-local-plan).

#### Biodiversity Net Gain

Biodiversity Net Gain is an approach to development that leaves biodiversity in a better state than before. Where a development has an impact on biodiversity it encourages developers to provide an increase in appropriate natural habitat and ecological features over and above that being affected in such a way it is hoped that the current loss of biodiversity through development will be halted and ecological networks can be restored.



[https://www.iceniprojects.com/wp-content/uploads/2022/03/220310\\_Biodiversity-Net-Gain-Briefing-Note\\_v1\\_pages.pdf](https://www.iceniprojects.com/wp-content/uploads/2022/03/220310_Biodiversity-Net-Gain-Briefing-Note_v1_pages.pdf)

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## LATEST EQUALITIES UPDATE

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#### Community Listening Events

- **Menopause The Last Taboo** – 15<sup>th</sup> March 2022, lunchtime workshop facilitated by Lesley Salem Over The Bloody Mood, 80+ registered 30+ attended recording of the workshop available until 15<sup>th</sup> April 2022 for staff via the UDC Intranet. UDC staff also



- have access to the OTBM Menopause handbook via the intranet.
  - The 2<sup>nd</sup> **Celebrating Women event** scheduled for 22<sup>nd</sup> March 2022, which included presentations from Next Chapter a Domestic Abuse charity, Snapping The Stiletto on their Radical Women project and other work with Saffron Walden Museum, and Active Essex along with their This Girl Can Ambassadors , was unfortunately, cancelled due to poor take up, despite all the publicity across our social media platforms and newsletters.
  - **Conversations ongoing with Out House an LGBTQ+** organisation with the aim of putting on an interactive event which will focus on young people across Uttlesford.
- **Sign Language Week 14-20 March** was promoted via the UDC website and on social media platforms.
  - **The West Essex Inclusion project Buddy Up** was first introduced during the Celebrating Diversity Disabilities event in January, the project has now gone live, information has been shared across our social media platforms and can be found on our website <https://www.uttlesford.gov.uk/diversity-listening-events>.
  - **Essex Equality Network** met on 24<sup>th</sup> March 2022, scheduled to meet again in June 2022
  - **Essex Faith Covenant** met 21<sup>st</sup> February 2022, scheduled to meet again on 25<sup>th</sup> April 2022

#### **Armed Forces Covenant**

- The application for the ERS (Employer recognition Scheme) Silver Award has been drafted, with feedback received from EA - Regional Employer Engagement Director Kristina Carrington, the application would be submitted before the deadline 13<sup>th</sup> April 2022
- Essex Civilian Military Partnership Board scheduled for 20<sup>th</sup> April 2022
- Armed Forces Covenant Conference scheduled for 18<sup>th</sup> May 2022, Manchester

#### **Local Strategic Partnership**

- H&WB Board scheduled to meet 6<sup>th</sup> April 2022
- EEST met on 17th January 2022, next meeting scheduled for 28<sup>th</sup> April 2022
- C&F met on 3rd March 2022, next date to be confirmed
- CSP met on 10th March 2022, next meeting scheduled for 9<sup>th</sup> June 2022

## Uttlesford District Council 20 April 2022

### Written Questions to Members of the Executive and Committee Chairs

#### Answers to be published on 19 April 2022

**1. By Councillor Khan to the Leader of the Council and Lead Member for Uttlesford NORSE**

“The arrangement with Uttlesford NORSE brokered under the previous Conservative administration which commenced in 2020 to provide Uttlesford District Council with maintenance services of its Council Housing stock as well as repairs and cleaning services, has been subject to scrutiny by the incoming CEO following a failure by NORSE to complete services on time as well as report progress.

- Can the Lead Member who sits on the NORSE Partnership Board as a representative of Uttlesford District Council provide an explanation of why the matters of concern were not raised at earlier meetings.
- Can the Lead Member provide Council with information on value for money and quality of service delivered through the arrangement with Uttlesford NORSE.”

**2. By Councillor Dean to the Leader of the Council and Lead Member for Housing**

“I invite the Leader of Council, Cllr Petrina Lees, to fully and accurately inform this Council Meeting about the following observations by answering the single question below.

1. OBSERVATION: In February 2020 (\*) – now over two years ago – Cllr Lees personally committed to deliver 183 council homes during the lifetime of this Council ending in May 2023. Little has been done to date to deliver that two-year old commitment both before and since she became Council Leader. Little progress has been made towards delivering that commitment by May 2023. Cllr Lees’ administration has not even created a policy and delivery plan for increasing the stock of Council-owned homes to meet or exceed Cllr Lees’ published target to achieve 183 new homes and to further “aspire to build more”.

2. OBSERVATION: There is evidence that Cllr Lees’ administration does not intend to deliver 14 council homes already agreed by the Housing Board and contained within the 2021/26 Housing Strategy on land that Uttlesford District Council owns at Auton Croft in Saffron Walden. There is further evidence that Cllr Lees and her R4U

colleagues have attempted to bypass proper Council processes to achieve their apparent negative objective of undermining the Housing Board's agreed objective.

3. OBSERVATION: Cllr Lees' R4U administration has not adopted the policy followed by the South Cambridgeshire District Council's Lib Dem administration to deliver 346 homes into Council ownership during the same 4-year period by bidding to buy affordable homes on development sites across its district.

NOTE: (\*) The minute C67 from the Council Meeting of 25 February 2020 sets out that: "Councillor Lees said she would commit to building 183 council houses over the next four years. She said the Administration would aspire to build more".

4. QUESTION: Are these observations true statements and, if so, what does Cllr Lees intend to change in the next 13 months to recover her administration's reputation by improving the Council's delivery of council housing for people living in Uttlesford who cannot afford to buy a home on the open market?"

**3. By Councillor Caton to the Cabinet Member for Economy, Investment and Corporate Strategy**

"Can Councillor Reeve please provide the Council with an update on progress of the development of the former Banana factory into the Little Canfield Business Park? Please include detailed information on:

- Timings regarding the Refuse service moving onto the site.
- Any tenancy agreements completed with businesses for the Business Park unit(s).
- Details on any plans to let out surplus office space in light of the likely reduction in staff numbers as a result of the Blueprint Uttlesford 2022-27 transformation programme.
- The total costs of the conversion and whether the project remains in budget."

**4. By Councillor Sell to the Cabinet Member for Planning**

"Can Councillor Evans, in his capacity as portfolio holder for Planning, provide an update on staffing in relation to the Planning Department, including details on the following, please:

- The current full time equivalent number of staff in the Planning Department;
- The staff turnover in the current financial year in the Planning Department;
- The vacant posts which are currently unfilled."

# Agenda Item 8

<b>Committee:</b>	Council	<b>Date:</b>	Wednesday
<b>Title:</b>	Planning Committee Working Group Recommended changes to the constitution		20 April 2022
<b>Report Author:</b>	Jeanette Walsh, Interim Planning Transformation Lead jwalsh@uttlesford.gov.uk		

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## Summary

1. On 07 December Full Council agreed to set up a Planning Committee Working Group (PCWG).
2. The working group was established in order to take responsibility for implementing of some of the recommended actions in the East of England Local Government Association (EELGA) Peer Review of Planning. The specific areas of focus are Member Development (related to planning) and Planning Committee.
3. The working group had meetings on meetings on 16/12/21, 17/02/22, 02/03/22 and 23/03/22. They specifically discussed and considered reports about changes to the Call in protocol for planning applications, Member Training requirements for Planning Committee, Amendments to the Constitution relating to Planning and the Scheme of Delegation and Changes to the Protocol for Public Speaking. The reports and minutes are public documents and there is a link in the background paper section to this report to that part of the UDC website where these documents are available to inspect.
4. The group have been mindful of the recommendations in the PEER Review report and have sought to improve the functionality of the Planning Committee and support timely decision making.
5. It should be noted that this is one strand of the work that the group is doing. They are continuing to meet and follow up and implement the pathway actions from the PEER review.
6. In relation to Recommendation 1, there is one change to the call in protocol. The working group agreed that in order to support officers with achieving the statutory deadlines for determination of applications the time for a request for an application to be called to planning committee should reduce from 5 weeks to 4 weeks. This would still allow for the 3 week publicity to expire and give time for Cllrs to consider whether to exercise their call in.
7. In relation to Recommendation 2, the working group has considered whether to agree a wording change to introduce a requirement that Cllrs who wish to sit on Planning Committee should attend a mandatory training session. The current wording which introduces the mandatory element of training also balances this with a requirement that training is offered on a more regular

basis during the year and that the programme of training would be in agreement with the Chair of Planning.

- 8 In relation to Recommendation 3. the working group considered the existing scheme of delegation and received two reports about it. There are five changes that have been agreed. All of the changes are intended to increase the efficiency of the authority in dealing with minor applications and remove small applications from the agenda which do not need to be on the agenda.
- 9 In relation to Recommendation 4. the working group in considering any changes to the Protocol for Public Speaking were very mindful that the Protocol had been recently updated in 2020. Therefore, there is only one change. This change was considered to be sensible and part of best practice of and best practice. The change removes the right of an applicant to speak at Planning Committee where there is a recommendation for approval and there are no speakers against the recommendation for approval.
- 10 The report and recommendations were considered and agreed by the Governance, Audit and Performance Committee (GAP) at its meeting on [30 March 2022](#).

### **Recommendations**

- 11 **Recommendation 1**. That the changes to the call in protocol (exact wording) as set out in Appendix 1 should be approved as changes to the constitution.
- 12 **Recommendation 2** That the changes to Member Training Requirements (exact wording) as set out at Appendix 2 should be approved as changes to the constitution.
- 13 **Recommendation 3** That the changes relating to Planning and the Scheme of Delegation (exact wording) as set out in Appendix 3 should be approved as changes to the constitution.
- 14 **Recommendation 4** That the changes to the Protocol for Public speaking (exact wording) as set out in Appendix 4 should be approved as changes to the constitution.

### **Financial Implications**

- 15 None

### **Background Papers**

- 16 Agendas, reports and minutes of the [Planning Committee Working Group](#) and [GAP Committee](#) are publicly available on the UDC website.

### **Impact**

- 17

Communication/Consultation	A briefing note for Councillors will be organised should the recommendations be agreed by Full Council in April
Community Safety	None identified
Equalities	None identified
Health and Safety	None identified
Human Rights/Legal Implications	None identified
Sustainability	None identified
Ward-specific impacts	
Workforce/Workplace	None identified

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### Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
<p>There are limited risks associated with the changes to the constitution recommended in this report Risk.</p> <p>The actions and work of the group flows from recommendations following a PEER Review of the Local Planning Authority</p>	1	2	<p>The working group continues to be operational and is committed to continuous improvement and especially during a time of hybrid working wants to make changes to ways of working for the Committee. Any consequences of the changes to the constitution can be reviews by the group</p>

- 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

### Extract Part 5 Codes and Protocols

#### 2. Procedure for calling in an application

2.1. Any member of the council may call in an application which would fall to be dealt with by officers under delegated powers regardless of where the application site is situated within the District.

2.2. If a member is considering calling in an application for a site in a ward in respect of which that member is not a ward member then before calling in the application the member shall inform the member or members for that ward of the intention to do so.

2.3. A request for a planning application to be called in must be:-

2.3.1. In writing (including e-mail);

2.3.2. Made within (~~delete the number 5 and add the number 4~~) weeks of the validation date  
(which may be ascertained from the Council's website);

2.3.3. State if the application is to be called in if the officer recommendation is for approval or refusal (but not both);

2.3.4. Give valid planning reasons for requesting that the application be called in.



## Appendix 2

Current wording:

Officers will arrange training on planning issues. All members of the Council will be invited to attend. All members of the Planning Committee should attend.

To be replaced with:

**Officers will arrange an annual basic mandatory training session for Councillors who are members or substitute members of Planning Committee. This training must be undertaken before participating in decision making at Planning Committee. All members of the Council who are not on Planning Committee or a substitute member of planning committee will be invited to attend on a voluntary basis. Officers will arrange and offer (in consultation with the Chair of Planning) a programme of topic focussed training to run throughout the year. Topics to include review of decision made, visits to implemented schemes and updates on changes to planning law.**

## Appendix 3

### Extract Section 2, Part 3 Responsibility for Function

#### ASSISTANT DIRECTOR PLANNING & BUILDING CONTROL

1. Carry out any functions laid out in the Schedule below, except for the determination of:
  - 1.1 Any application to implement permission otherwise than in accordance with conditions imposed by Committee, within 10 years of the grant of permission **where the application was accompanied by an Environmental Statement**
  - 1.2 Any application a member has called in for a planning reason within the agreed time period;
  - 1.3 Any application the granting of which would represent a departure from the Development Plan where the departure application is to be notified to the Secretary of State under the terms of the Town and Country Planning (Consultation) (England) Direction 2009
  - 1.4 ~~Approval of Major Applications (as defined by the GDPO) in Great Dunmow, Saffron Walden and Stansted and approval of applications of more than 5 dwellings elsewhere.~~ **Approval of major applications which fall into the category of a major application (as defined by the GDPO).**
  - 1.5 Any proposal involving the District Council either as applicant or landowner, either on its own, or jointly with another individual or body;
  - 1.6 **Any application where the applicant is an officer of the Council, an elected Member or a spouse, child or partner**
  - 1.7 Applications which would otherwise be delegated but which the Assistant Director Planning and Building Control considers should come before the Committee.
  - 1.8 **Any application for a Dead of Variation to a s106 Agreement which is an alteration to a Head of Term agreed by Planning Committee.**
- 2 Carry out all functions related to the enforcement of planning legislation contained in the Schedule ~~except that the issue of all~~

~~formal notices must be jointly authorised by the Assistant  
Director – Governance and Legal~~

## Appendix 4 – Extract Part 5 Codes and protocols.

### PROCEDURE FOR PARISH/TOWN COUNCIL REPRESENTATIVES/ MEMBERS OF THE PUBLIC ATTENDING MEETINGS OF THE PLANNING COMMITTEE

1. **Attendance by Parish/Town Councillors and Members of the Public**
  - 1.1 Town/parish councils and applicants/agents, objectors and supporters may make representations on all applications. **If an application is recommended for approval and there are no registered speakers against the application the applicant/agent will not have the right to make representations.**
  - 1.2 Two representatives of the town or parish council may also attend site visits. (see Procedure for Members' Site Visits above).
  - 2.3. The Town or parish council representative and members of the public may attend the meeting and speak on any application. They must register with the Democratic Services Officer at Uttlesford District Council (telephone 01799 510410) or email: [committee@uttlesford.gov.uk](mailto:committee@uttlesford.gov.uk) by 2pm on the day before the meeting. The order of speaking for each application will be as follows
    1. Non-committee member
    2. Supporters
    3. Objectors
    4. Town or parish council
    5. Applicant or Agent
  - 2.4 The town/parish council representative may speak for up to 5 minutes, members of the public may speak for up to minutes. Applicants and their representatives may speak for up to 15 minutes
  - 2.5 At the meeting those making representations should sit in the public area until the relevant item is to be considered.
  - 2.6 Those making representations should sit at the allotted desk alongside members to make their statement and having made their statement should then return to the public area (or leave the

meeting).

# Agenda Item 9

## **Member Motion: Provision for Remote and Hybrid Meetings**

**Full Council, 20 April 2022**

**Motion proposed by: Councillor Lees**

### **MOTION: Provision for Remote and Hybrid Meetings**

This Council supports the petition launched by ADSO and LLG on 5 January 2022 with regard to giving councils discretion in future to hold remote and hybrid meetings alongside in person meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.

## **Member Motion: River Pollution**

**Full Council, 20 April 2022**

**Motion proposed by: Cllr Pavitt**

**Seconded by: Cllr Gregory**

### **MOTION: River Pollution**

Council notes that it is evident from national reports that rather than less frequently, raw or partially-treated sewage is entering waterways at ever greater frequency.

This is of particular concern as we enter summer and people, especially children, play in the rivers.

Uttlesford is the source of 4 important rivers, two of which are classified as rare chalk streams including the iconic river Cam.

Sample testing and visual reports indicate that these rivers are polluted beyond legal limits.

Local authorities need support to protect public health and river ecology.

Council calls on the Chief Executive to write to Environment Secretary George Eustice asking that he boosts funding for the Environment Agency (EA) in order to support more inspections of rivers, water recycling centres and the performance of water companies in Uttlesford.

It would be appropriate for the EA's budget to be restored to pre-2010 levels to enable more prosecutions of offenders and for the EA to fund councils to develop schemes to stop pollutants entering rivers.

Signed: Councillor R Pavitt, Councillor N Gregory and Councillor C Criscione.