

Corporate Plan Delivery Plan 2020/21: Annual Progress Report

Vision: Making Uttlesford the best place to live, work and place



| Theme 2: Active Place-Maker For Our Towns And Villages | | | | | |
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| We Will: | Activities | Outputs/Milestones | Resources | Lead CM/ Officer | Change due to Covid-19 |
| 1. Masterplan our new communities for and with residents | | | | | |
| <i>a. Use Locally Led Development Corporations to deliver sustainable new settlements</i> | Consider way forward for the Local Plan: Decide whether to withdraw the plan or seek to continue with examination of the submitted plan. Complete | Approve new PID and Local Development Scheme by Oct 20 Achieve milestones for 20/21 in new LDS | Within existing resources | Portfolio Holder for Planning and the Local Plan/Assistant Director of Planning | No further changes identified subject to general caveat |
| <i>b. Provide the greatest level of influence and protection for communities adjacent to new settlements</i> | Commence work on a new plan. | | | | |
| <p><u>Progress Update:</u> In April 2020, the Council made the decision to withdraw the Local Plan. A new Local Plan process was immediately started, and a new Local Development Scheme (LDS) agreed with a detailed project plan and risk register sitting behind it. New governance arrangements have now been put in place, including a Local Plan Leadership Group, a specific Local Plan Scrutiny Committee and a Strategic Infrastructure Delivery Group. These new arrangements are already up and running and are positively shaping the preparation of the new Local Plan. A new Engagement Strategy has been agreed with a focus on ensuring that local people, businesses and interest groups are appropriately represented at all stages of the drafting of the new Local Plan. This includes pro-active engagement with groups such as through the Community Forum and the Town and parish Councils.</p> | | | | | |
| 2. Support our towns and villages to plan their neighbourhoods | | | | | |
| <i>a. Deliver an outstanding planning and place-making capability with the right capacity to</i> | External reviews of pre-application processes, potential of planning obligations and engagement | Final report conclusions by December 20 Improvement plan approved by March 21 | Within existing resources and £55k for planning review work (as part of | Portfolio Holder for Planning and the Local Plan/Assistant | No further changes identified subject to general caveat |

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| <i>create quality outcomes with and for all our communities</i> | of town and parish councils and wider organisational review of the planning function | | EELGA larger programme) | Director of Planning | |
| Progress Update: The EELGA Peer Review Group is currently still working with officers and members to complete its Improvement Plan. Additional elements of work have been added to the project and so it is now anticipated that a final Plan will be completed by end March 2021. | | | | | |
| <i>b. Facilitate Neighbourhood Planning across the district through strong engagement with and support of all town and parish councils</i> | Officers to work pro-actively with Parishes to encourage more Neighbourhood Plans to be instigated and subsequently “made” to help communities shape their own areas. | Support 8 neighbourhood plans already underway. Facilitate one workshop for areas not yet commenced NHP to promote benefits | Within existing resources Neighbourhood planning groups are encouraged to use resources of RCCE and £50,000 allocated by UDC | Portfolio Holder for Planning and the Local Plan/Assistant Director of Planning | No further changes identified subject to general caveat |
| Progress Update: The Council continues to work pro-actively and support the preparation of new and existing Neighbourhood Plans across the District | | | | | |
| <i>c. Implement policies which create better homes and neighbourhoods that meet or exceed national standards</i> | Explore potential for PPGs having regard to the work required and weight that can be attached. | Interim Planning Policy Guidance to set out the Council’s expectations for high quality new homes and higher open and green space standards in new developments by 31 Dec 20. | Within existing resources | Portfolio Holder for Planning and the Local Plan/Assistant Director of Planning | No further changes identified subject to general caveat |
| Progress Update: In advance of the emerging new Local Plan, an Interim Climate Change Planning Policies Guidance document has now supported by ECC as good practice and have been endorsed by Cabinet in February 2021. These policies, while not having any statutory weight, will prove beneficial when officers are liaising with developers proposing new developments in Uttlesford. The Interim Policy Guidance demonstrates how new development can make positive contributions to addressing climate change issues in Uttlesford and so officers will be asking developers to show how their proposals have taken the policies on board. The extent to which the policies have been addressed will be reported to Planning Committee. With regard to the issues around higher open space and green space issues, it has not been possible to prepare policies on this due to other pressing commitments relating to the need for officers to focus on the preparation of the new Local Plan. | | | | | |

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| <i>d (i). Work with partners and stakeholders to deliver new sports, play and community facilities</i> | Explore potential for PPGs having regard to the work required and weight that can be attached. Explore where appropriate delivery through neighbourhood plans | Develop Interim Planning Policy Guidance to set out the Council's expectations for high quality new homes and higher open and green space standards in new developments by Dec 20 | Within existing Resources | Portfolio Holder for Planning and the Local Plan/Assistant Director of Planning | No further changes identified subject to general caveat |
| Progress Update: It has not been possible to prepare Interim Policies on open space due to other pressing commitments relating to the new Local Plan. Open and green space standards are key elements of the new local Plan and so policies will be developed as part of its statutory development process. The Council will support Neighbourhood Plans exploring options for such a policy where the evidence supports this approach. | | | | | |
| <i>d (ii). Work with partners and stakeholders to deliver new sports, play and community facilities</i> | Establish a reserve to enable the provision of three new large scale sports facilities across the district | Contribute the sum of £150,000 to the first facility in 2020/21 followed by a similar sum in each of 2021/22 and 2022/23 | £150,000 in 2020/21 | Portfolio Holder for Sports, Leisure, Education and the Arts / Assistant Director of of Housing, Health and Communities | No further changes identified subject to general caveat |
| Progress Update: New Grant Allocation Policy (Sports Provision - Major Projects) has been considered by Governance, Audit and Performance Committee and Cabinet, and adopted subject to minor changes to grant conditions. Allocation of grant of £150,000 for a new 3g pitch in Saffron Walden agreed in principle, subject to conditions of policy being met. | | | | | |
| 3. Secure greater benefits for our community from new development | | | | | |
| <i>a. Implement the Community Infrastructure Levy along with s106 to deliver strategic community projects and greater local benefit from development</i> | No work is scheduled on this priority for 20/21 | | | Portfolio Holder for Planning and the Local Plan/Assistant Director of Planning | |
| Progress Update: The preparation of a CIL is on hold until a clear strategy is agreed for the Local Plan in terms of where major development will be focussed. The associated Infrastructure Delivery Plan will also influence the CIL process and quantify the amounts needed to be generated to fund essential infrastructure. | | | | | |

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| <p><i>b. Increase the transparency of the Section-106 Agreement process and councillor engagement</i></p> | <p>Review the Scrutiny Committee's findings regarding major planning applications and planning obligations</p> <p>Engage with ward members and Parishes in relevant pre-application discussions to ensure that the local community's aspirations are considered from the outset in all larger planning applications (though may not always be deliverable).</p> | <p>Planning Obligations final report to Scrutiny March 2021</p> <p>Develop a clear process for engagement with local communities. Committee report templates to be reviewed to ensure that they are clearly understood.</p> <p>Scrutiny planning obligations review final report March 2021</p> | <p>Within existing resources</p> | <p>Portfolio Holder for Planning and the Local Plan/Assistant Director of Planning</p> | <p>No further changes identified subject to general caveat</p> |
| <p>Progress Update: A member task group is currently working on the preparation of a report to Scrutiny Committee in March to consider the development of S106s and how the community can be best engaged in their preparation and subsequent implementation.</p> | | | | | |
| <p><i>c. Ensure that strong Planning Enforcement holds developers to account</i></p> | | | <p>BAU: Work will continue in accordance with enforcement policy and within existing resources</p> | <p>Portfolio Holder for Planning and the Local Plan/Assistant Director of Planning</p> | |
| <p>Progress Update: The Planning Enforcement Team continues to work effectively in the expedient enforcing of planning enforcement matters as and when they arise. Officers aim to work as pro-actively as possible with the community and landowners in this regard.</p> | | | | | |
| <p><i>d. Require developers to be considerate of the communities in which they build</i></p> | | | <p>BAU: Standard conditions are applied and monitored within existing resources</p> | <p>Portfolio Holder for Planning and the Local Plan/Assistant Director of Planning</p> | |

Progress Update: Conditions relating to noise, hours of operation, wheel cleaning of lorries on site are applied and enforced in appropriate developments. As part of the pre-planning application process and preparation of Planning Performance Agreements, developers are also reminded of their obligations to existing communities.

4. Work with the airport on issues of concern to communities

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| <i>a. Seek a reduction in night flights</i> | | | BAU: respond to proposed changes within existing resources | Portfolio holder for Transport, Infrastructure and Stansted Airport/ Assistant Director Planning | |
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Progress Update: The Council will respond to the Government’s consultation on night flights in March 2021. An informal meeting of members has been set up to help coordinate the Council’s concerns and response.

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| <i>b. Implement programmes to reduce airport related village fly-parking</i> | Receive the recommendations from the Scrutiny Committee Task and Finish Group into fly parking | Final report of the T&F Group has been delayed. Cabinet will respond when the work is complete | Within existing resources | Portfolio holder for Transport, Infrastructure and Stansted Airport/ Assistant Director Planning | The significant reduction in air travel has alleviated this problem therefore work has been delayed but the position is being closely monitored as passenger numbers begin to increase. |
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Progress Update: A member task group has been set up to address the issue of airport related fly-parking. Regular reports have been considered by Scrutiny Committee. However, due to the impact of Covid 19 on air travel passengers, the fly-parking issue hasn’t emerged in 2020. It has been agreed, however, that the position needs to be regularly monitored to ensure measures are in place to address future issues once air passenger travel starts to increase.

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| <i>c. Work to secure investment in sustainable transport to and from airport, including for local workers</i> | | | BAU: Participation in Stansted Area Transport forum work will continue within existing resources | Portfolio holder for Transport, Infrastructure and Stansted Airport/ Assistant Director Planning | |
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Progress Update: Due to the impacts of Covid on air travel, this objective has not been prioritised. However, as passenger numbers begin to increase, this will need to be reconsidered.

5. Nurture employment and retail areas to create jobs and retain businesses

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| | A new ED strategy for Uttlesford will be required to reflect the economic shock caused by the Covid 19 outbreak; however, it is too soon to evaluate the impact sufficiently to ensure that the council can prioritise actions. It is therefore the intention to produce a recovery plan covering the next 18 months following which a new strategy maybe be appropriate. The recovery plan will look at all the sectors referred to below and propose clear actions to aid recovery. | | Within existing resources, including £100,000 annual Economic Development Action Plan budget. | Portfolio holder for the Economy and Investment/ Assistant Director Planning | |
| <i>a. Protect and grow our town centres as economic hubs</i> | See above | | | | |
| <i>b. Increase tourist spend</i> | See above | | | | |
| <i>c. Support the creation of amenities that stimulate and facilitates local businesses, such as enterprise zones, business parks, office blocks, industrial areas, and start-up hubs</i> | See above | | | | |
| <i>d. Support the expansion and promotion of key relevant employment sectors for the district</i> | See above | | | | |
| <i>e. Work with partners to promote the economic opportunities of the London - Cambridge Innovation Corridor, Stansted Airport and our main transport corridors</i> | See above | | | | |

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| <i>f. Work with the airport to increase local airport-based employment opportunities</i> | This work will be paused until the future requirements are understood. | | | Portfolio Holder for Infrastructure, Transport and Stansted Airport/Assistant Director of Planning | |
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Progress Update: An Economic Recovery Plan has been agreed by Council to tackle the pressing issues created by Covid 19 on local businesses. Initiatives such as “Click it Local” have been very well received and supported by the local community. The Council continues to work with strategic partners across Essex and the region to promote economic development initiatives that will help support local business survive the current economic conditions and thrive into the new post Covid world.

6. Enforce good business standards in our district

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| a. Make sure that businesses and trades in our district meet the national standards and licensing required of them | | | BAU: Regulatory standards are applied, and enforced where necessary, in accordance with the enforcement policy, within existing resources | Portfolio Holder for Council and Public Services/Assistant Director of Housing, Health and Communities | |
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Progress Update: The Covid-19 pandemic has clearly necessitated changes to the way Environmental Health and Licensing services have engaged with businesses over the last 12 months. During the pandemic physical visits to premises have out of necessity been limited to high risk premises and those with potentially significant breaches of legislation. Wider engagement has therefore instead focused on supporting business by offering direct advice, linking in with stakeholder organisations such as the Saffron Walden BID, the Dunmow Town Team and Town and Parish councils or by signposting to available information sources This has served to promote awareness of an ever-changing regulatory and formal guidance landscape and assisted business and community in achieving and maintaining Covid compliance. This approach is likely to be maintained as we initially move into recovery phases but will rebalance as we eventually establish a form of normality. The licensing team operated in support of this approach and was amongst one of the first in the country to move to reinstate the issuing of licences to the Taxi trade and local business and continues to play a partner role in ensuring the adequacy of Covid controls and compliance.

7. Deliver more affordable homes and protect those in need in our district

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| <i>a. Increase the number of affordable homes delivered and different</i> | Develop a new Housing Strategy and supporting policies that details how the Council will develop, acquire | New Housing Strategy adopted by August 2021 (due to limitations on consultation events) | Within existing resources | Portfolio Holder for Housing, Youth and Health/Assistant | No further changes identified subject to general caveat |
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tenure options including social renting

and enable the supply of affordable housing

Develop a new Housing Revenue Account (HRA) Business Plan that confirms the capacity of borrowing through the HRA for the delivery of new council housing (including use of commuted sums, Right to Buy (RTB) receipts, loans and innovative funding models)

Regularly engage with local registered providers on their affordable housing delivery and identify barriers to further development, Ensure appropriate schemes deliver the required 40% affordable homes

Incentivise community-led housing programmes to increase the number of Community Land Trusts (CLTs) across the District, particularly within rural communities

Explore Homes England (HE) grant opportunities as they become available

New HRA Business Plan adopted by January 2021 to include the provision of 200 new homes subject to the business case.

Information on pipelines and barriers provided. Action taken to increase supply and remove Barriers

Grants policy reviewed resulting in an increase in grants awarded and delivery of CLTs by March 2023

HE Grant applied for and awarded on new build schemes

Director of Housing, Health and Communities

Progress Update: Work on new Housing Strategy delayed due to current situation but the draft document will be ready to be consulted on by spring with a view to adoption by end of the year. New Development Programme has identified all sites within HRA ownership and plans being progressed to planning with potential to deliver an additional 70 new council properties. Working with planning colleagues to identify other potential development opportunities. Homes England grant applied for and awarded on one development site. In discussions about future opportunities where RTB receipts cannot be used. Registered Provider and Council developments have had delays due to Covid-19 Pandemic.

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| <i>b. Refurbish our existing council homes to sustainable standards when required</i> | Continue with estate renewal and regeneration programmes whilst reducing the carbon footprint of those homes Improve home energy efficiency across the Council's housing stock | Increased number of council homes with low carbon features such as external wall insulation, solar panels and heat source pumps, that are healthy and affordable to run | To be costed within the new HRA business plan | Portfolio Holder for Housing, Youth and Health/ Assistant Director of Housing, Health and Communities | No further changes identified subject to general caveat |
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Progress Update: Work delayed pending release of government grants and review of HRA Business Plan.

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| <i>c. Reduce the number of empty homes</i> | Develop an Empty Homes Strategy | New Empty Homes Strategy adopted by 31 March | Within existing resources | Portfolio Holder for Housing, Youth and Health/Assistant Director of Housing, Health and Communities | No further changes identified subject to general caveat |
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Progress Update: The Environmental Health Service has reprioritised services to deal with additional duties imposed on the Council by the Covid-19 Pandemic. Due to a lack of resource the development of the Empty Homes Strategy & associated policy has been suspended.

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| <i>d. Ensure that landlords maintain high quality private sector housing conditions</i> | Review assistance available for landlords, including empty property owners | Revision of Housing Renewals Assistance Policy by 31 March | Within existing resources | Portfolio Holder for Housing, Youth and Health/Assistant Director of Housing, Health and Communities | No further changes identified subject to general caveat |
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Progress Update: The Environmental Health Service has reprioritised services to deal with additional duties imposed on the Council by the Covid-19 Pandemic. Whilst the service continues to investigate complaints and manage service requests to improve conditions in the private sector, a review of the assistance available to landlords has been suspended. This work will resume where resources allow.

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| e. Ensure that services to protect vulnerable women and men who live in our district are accessible and appropriate | | | BAU – support is delivered and monitored under existing framework, within existing resources | Portfolio Holder for Housing, Youth and Health/ Assistant Director of Housing, Health and Communities | |
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Progress Update: Working closely with Next Chapter who are the commissioned service for DA. We supported a bid by Next Chapter which was successful. The bid will allow for a DA worker to work with the Housing Teams and the Safeguarding Officer to ensure a consistent approach to working with victims. This will also allow the opportunity of identifying gaps in the service and working together to resolve those issues. The Safeguarding Officer is working with police colleagues to evaluate local data of DA incidents to enable targeted projects/work to take place. The Community Safety Partnership and the Health and Wellbeing Board work with a range of agencies who assist in protecting our vulnerable residents in the District and projects are identified through the delivery plans of those groups.

8. Promote healthy lifestyles in diverse and inclusive communities

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| a. Work with partners, including the voluntary sector, to improve the general quality of life for residents, including for residents that experience social isolation, poor mental health, obesity, addiction and dementia | Deliver recommendations of the Uttlesford Health and Wellbeing Strategy Enhanced support provided by the voluntary sector Various civic pride events organised by Parish councils | Identified recommendations of the Uttlesford Health and Wellbeing Strategy implemented Additional grants to the voluntary sector Enhanced community spirit and sense of wellbeing | Within existing resources Public Health Grant funding £5k for dementia work £30,000 allocated in 2020/21 £15,000 allocated in 2020/21 | Portfolio Holder for Housing, Youth and Health/Portfolio Holder for Communities / Assistant Director of Housing, Health and Communities | No further changes identified subject to general caveat |
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Progress Update: The Health and Wellbeing Strategy continues to be delivered although engagement within the community has been difficult. The Health and wellbeing Team has established a ‘Let’s talk food group’ with appropriate partners. This group will:

- Tackle food poverty, diet-related ill health and poor access to affordable healthy food, and reduce fresh-food deserts within the district
- Increasing residents access to affordable, healthy food through socially innovative growing and eating programmes
- Build community food knowledge, skills and resources

The Health and Wellbeing team are working alongside residents and the Parish Council in Stansted Mountfitchet on project Touchpoint. This will be looking at reconnecting the community ‘through Asset Based Community Development principles, doing this with the community rather than to them!

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| <p><i>b. Continue to be an active partner of the Health and Wellbeing Partnership, to promote healthy lifestyles</i></p> | | | <p>BAU: The Council will continue to be an active partner of the Health and Wellbeing Partnership</p> | <p>Portfolio Holder for Housing Youth and Health / Assistant Director of Housing, Health and Communities</p> | |
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Progress Update: The Uttlesford health and Wellbeing Board meets on a regular basis and links in with the Essex Health and Wellbeing Board and Active Essex. A 'New Normal' booklet was produced to help people keep Healthy throughout the pandemic, looking at both physical and mental wellness. This booklet was delivered to all residents in the District. The Health and wellbeing pages on the UDC website are promoted on a regular basis. Strong links have been established with the CCG and NHS as part of the Integrated Care System (ICS).

Active Uttlesford (member of the H&W Board) has allocated funding below;

- £1,000 was allocated to Walden Netfit for the start-up costs of two walking netball sessions. One will take place in the evening and one in the daytime. This will commence in the New Year within Saffron Walden.
- £500 was allocated to Uttlesford School Sports Partnerships to match fund inclusive sport activity sessions for children with disabilities that currently can't access after school clubs.
- £2,000 for the activation of Radwinter Recreation Ground to provide short courses in: Walking and pictures, walking and writing, Boccia Ball, Nordic walking, Tai Chi, walking stories with children and parents and pump track sessions for girls.

The Health and Wellbeing Team are working with Epping Forest District Council to deliver the West Essex Strength and Balance service. A number of sessions were held when COVID restrictions were eased, however this project was put on hold when restrictions tightened and the second lockdown came into place. There are plans to continue when restrictions allow.