

# Unrestricted Document Pack

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HEAD OF PAID SERVICE'S OFFICE  
HEAD OF PAID SERVICE  
Richard Holmes

19 February 2019

Dear Councillor

You are summoned to attend the meeting of the;

## **OVERVIEW AND SCRUTINY COMMITTEE**

on **WEDNESDAY 27 FEBRUARY 2019 at 7.30 pm.**

in the Council Chamber Maldon District Council Offices, Princes Road, Maldon.

A copy of the agenda is attached.

Yours faithfully



Head of Paid Service

### COMMITTEE MEMBERSHIP

#### CHAIRMAN

Councillor M W Helm

#### VICE-CHAIRMAN

Councillor R P F Dewick

#### COUNCILLORS

I E Dobson  
P G L Elliott  
M S Heard  
N R Pudney  
S J Savage  
Miss S White

Please note: Limited hard copies of this agenda and its related papers will be available at the meeting.  
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### **Maldon District Council's Corporate Goals**

- Strengthening communities to be safe, active and healthy;
- Protecting and shaping the District;
- Creating opportunities for economic growth and prosperity;
- Delivering good quality, cost effective and valued services;
- Focusing on key projects.



**AGENDA**  
**OVERVIEW AND SCRUTINY COMMITTEE**  
**WEDNESDAY 27 FEBRUARY 2019**

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1. **Chairman's notices (please see overleaf)**
2. **Apologies for Absence**
3. **Minutes of the last meeting** (Pages 5 - 10)

To confirm the Minutes of the meeting of the Overview and Scrutiny Committee held on 9 January 2019 (copy enclosed).

4. **Public Participation**

To receive the views of members of the public on items of business to be considered by the Committee (please see below):

1. A period of ten minutes will be set aside.
2. An individual may speak for no more than two minutes on a specific agenda item, the time slots to be allocated on a "first come first served" basis.
3. Participation may take the form of a statement, or alternatively a question to be addressed to the Chairman. There will be no discussion on questions put unless it is formally moved. In line with the current scheme applied to other Committees, the questions must:
  - not be defamatory, frivolous, vexatious or offensive;
  - not be the same or substantially the same as another question to the same meeting or anything so put in the last six months;
  - not involve the disclosure of confidential or exempt information.
4. Anyone wishing to speak must notify the Committee Clerk between 7.00pm and 7.20pm prior to the start of the meeting.

5. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-8 inclusive of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

6. **Presentation from the Clinical Commissioning Group**

To receive a presentation from the Clinical Commissioning Group (CCG), with regard to the following topics as set out in the work programme:

- Primary Care Provision in the Maldon District;
- General Practitioner (GP) Recruitment.

Guest Speakers:

Dr Julie McGeachy – The Dengie Medical Partnership

Daniel Doherty – NHS Mid Essex CCG

James Wilson - NHS Mid Essex CCG

7. **Section 106 Agreements** (Pages 11 - 42)

To consider the report of the Director of Strategy, Performance and Governance, (copy enclosed).

8. **Review of Performance - Quarter 3 2018/19** (Pages 43 - 72)

To consider the report of the Director of Strategy, Performance and Governance, (copy enclosed).

9. **2018/19 Programme of Work Update** (Pages 73 - 78)

To consider the report of the Director of Resources, (copy enclosed).

10. **Any other items of scrutiny Members wish to consider**

11. **Any other items of business that the Chairman of the Committee decides are urgent**

## **NOTICES**

### **Sound Recording of Meeting**

Please note that the Council will be recording any part of this meeting held in open session for subsequent publication on the Council's website. At the start of the meeting an announcement will be made about the sound recording. Members of the public attending the meeting with a view to speaking are deemed to be giving permission to be included in the recording.

### **Fire**

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### **Health and Safety**

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### **Closed-Circuit Television (CCTV)**

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**MINUTES of  
OVERVIEW AND SCRUTINY COMMITTEE  
9 JANUARY 2019**

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**PRESENT**

Chairman	Councillor M W Helm
Councillors	I E Dobson, P G L Elliott, M S Heard, S J Savage and Miss S White
In attendance	Councillor H M Bass

**721. CHAIRMAN'S NOTICES**

The Chairman drew attention to the list of notices published on the back of the agenda.

**722. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R P F Dewick and N R Pudney.

**723. MINUTES OF THE LAST MEETING**

**RESOLVED**

- (i) that the Minutes of the meeting of the Committee held on 21 November 2018 be received.

**Minute No. 638 – 2018 / 19 Programme of Work**

In response to a question regarding the attendance of the Police, Fire and Crime Commissioner (PFCC), Members were advised that a letter had been sent to the Select Committee and a Member briefing with the PFCC had been arranged for 7 February 2019.

Councillor M S Heard questioned that at the last meeting he had requested that a letter also be sent to the Fire Service and he proposed that this be checked and clarified at the next meeting of the Committee. In response the Director of Resources advised that Officers would check the recording of the last meeting.

**RESOLVED**

- (ii) that subject to the above clarification to be reported back to the Committee, the Minutes of the meeting of the Committee held on 21 November 2018 be confirmed.

## **724. PUBLIC PARTICIPATION**

There was none.

## **725. DISCLOSURE OF INTEREST**

Councillor S J Savage sought clarification in respect of the presentation from the Department for Work and Pensions and on receipt of this advised that he did not have an interest to declare.

## **726. DWP SERVICE DELIVERY / JOBCENTRE PLUS**

The Chairman introduced Mr Dave Cope, District Operations Manager for the Department for Work and Pensions (DWP) in Essex.

Mr Cope proceeded to provide the Committee with a verbal update. Information provided included:

- Universal Credit: Universal Credit (UC) full service was now being offered. UC was replacing six previous benefits including Housing benefit, Working Tax Credit with one application process encompassing all. The new system was applicable to new claims only with current claims following a migration process. Automatic migration had been paused and as a result it may be that existing benefit holders would not be migrating over the UC this year.

Mr Cope outlined a number of exceptions to which UC would not apply and reported that since its initial going live in December 2018 120 people had been identified for UC.

- Maldon District: Mr Cope outlined the service provided to the Maldon District and explained that a sustainable solution to extend the service geographically across the District had not yet been identified. A review of resourcing of the Maldon service was being undertaken and Mr Cope indicated that in his opinion more resources may be required. It was noted that the aim was to give as many people in the Maldon District the easiest possible route to intervention.
- Online chat facility – The DWP would be developing an online chat facility, similar to those used by other large organisations, to assist and improve the service provided to customers.

Councillor I E Dobson joined the meeting during this item of business.

Councillor S J Savage declared a non-pecuniary interest in this item of business.

In response to a number of questions raised the following additional information was provided:

- Mr Cope explained how UC was integration of a government system and if a person was working their employer was legally required to report earnings to the HMRC (Her Majesty's Revenues and Customs) which would feed in the UC system.
- In respect of Fraud the majority of this work was carried out by data matching. The Director of Resources advised that the Council had to provide National

Fraud Initiative data returns every December / January and the Government then sent a list of matches back which then had to be individually reviewed.

- Mr Cope referred to flexibility and how a number of changes had been made to working arrangements to move away from concentrating on those that can easily be helped to addressing those persons who have complex needs and UC provided the flexibility to do this.
- Members were informed that there were delays at the start of a claim process. Payments for UC were made monthly to try and align it more to being in work than the traditional system. The problem with this was that the first payment was not due for a month once a claim have been made, however there were advanced payment options and exceptions which could be applied. Mr Cope referred to the support available to customers through the Citizen Advice Bureaus (CAB) and Local Authorities.
- Mr Cope highlighted the main differences between the old system and the new UC and reported that a number of customers found the new system very straightforward. Monthly budgeting was essential as customers were paid directly whereas previously the DWP had, for example, paid rent directly to landlords. It was noted that agency work was encouraged under the new UC. It was essential for all customers to have photographic identification (ID) and the DWP provided assistance for those not in possession of this.
- In respect of sustainability, the UC business case was based on the billions it would save because it sought to incentivise work. Mr Cope informed Members that it was virtually impossible to be better off on benefits if a customer was on UC.
- It was explained that second properties were identified through data matching. UC was also designed as a joint claim, and if a customer had a partner (notified to the DWP) they would also have to claim.
- Tax credits were to be phased out as UC was rolled out fully.
- The Service to those residents in the rural areas such as the Dengie was raised and in response Mr Cope highlighted that previous strict requirements for a customer to attend an office on a set date and time were given flexibility under UC. In light of this work was being undertaken to identify alternative interventions, such the use of skype. It was reported that a new Government IT project would assist in providing the hardware required by Officers to implement this.
- The DWP had recently contracted the CAB to provide a “help to claim” service to assist customers getting online and with debt advice. Funding for this service had been previously been given to Local Authorities but it was noted that the majority contracted this to the CAB.
- The Group Manager - Customers referred to the service provided by the DWP to the most vulnerable residents of the Maldon District alongside work with a number of other partners including, the CAB, Home Start, One Support, Drug and Alcohol Services. The Group Manager - Customers confirmed that the Council was committed to work with the DWP to continue to have co-location at the Council offices and build upon the service offered.
- UC included a youth obligation and therefore those under 25 engaging with the DWP received intensive support from day one. Mental health was a huge aspect and the DWP engaged with as many partners as possible. It was noted that youth unemployment had dropped in the last few years.

The Chairman thanked Mr Cope for attending the meeting and his informative presentative.

## **727. 2018 / 19 PROGRAMME OF WORK UPDATE**

The Committee received the report of the Director of Resources confirming the Committee's Work Programme for 2018 / 19, attached as Appendix 1 to the report.

Councillor M S Heard declared a non-pecuniary interest in this item of business as he was employed by the Essex Police Authority.

The Director of Resources went through each item detailed on the 2018 / 19 programme of work and provided Members with an update in respect of the scrutiny items. In response to a number of questions the following information was provided:

- Provision of Healthcare Services including the recruitment and retention of GPs - A Member raised concern that the word 'invite' within the scope of the scrutiny was incorrect and should be changed to refer to invitation.
- Monitoring of the Organisational Change Programme – It was noted that at the next meeting of this Committee there would be an update from the Gateway Review suggesting that the Council was ready for a piece of work and ready to do some further scrutiny on this.
- Review of Fire and Rescue Service provision in the Dengie - The Director of Resources advised that if an acknowledgement to the letter sent by the Council to the Select Committee had not been acknowledged by Friday 11 January 2019 Officers would write to them again.

The Director of Service Delivery advised that the letter was sent to the Select Committee on 14 / 15 December 2018 with a copy only recently being sent to the Police, Fire and Crime Commissioner (PFCC). Members were informed that in response to a press enquiry the Chairman of this Committee had issued a statement highlighting the issue of the non-attendance by the PFCC to a meeting of this Committee.

- Dealing with Waste Water - Councillor Miss S White provided an update in respect of Anglian Water and its proposal to increase sewage capacity in Latchingdon. At this point, Councillor S J Savage provided information regarding the need for a licence and public / press awareness when discharging into a river. This was noted by the Director of Resources.
- Jobcentre Plus - It was agreed that following the presentation by the Department for Work and Pensions at this meeting this item of scrutiny be removed from the 2018 / 19 Programme of Work.

**RESOLVED** that subject to the amendment, as detailed above, the contents of the report be noted.

## **728. TREASURY MANAGEMENT, INVESTMENT AND CAPITAL STRATEGIES FOR 2019/20**

The Committee considered the report of the Director of Resources, the purpose of which was to comply with the Chartered Institute of Public Finance and Accountancy (CIPFA)



revised Code of Practice for Treasury Management's requirement for regular scrutiny of Treasury Management Strategy and Practices.

The Director of Resources advised Members that the Treasury Management strategy (Appendix 1 to the report) had been updated in line with statutory requirements and good practice, having regard to the council's financial position and the advice of the Council's external treasury advisor, Arlingclose Ltd. The supporting Treasury Management Practices was attached at Appendix 2 to the report.

The report was due to be considered by the Finance and Corporate Services Committee at its meeting on 29 January 2019.

The Director of Resources advised that Arlingclose had offered to give a presentation to this Committee or a combination of this Committee and the Finance and Corporate Services Committee providing details of economic context, background, potentially BREXIT and the effects around the Council's Treasury Management Strategy and Investments. It was agreed that this presentation should be offered to a joint meeting of this Committee and the Finance and Corporate Services Committee. In response to a question, the Director of Resources agreed to amend the Treasury Management Strategy highlighting those areas specifically relating to Maldon along with specific choices and forward this to Members for discussion at the presentation.

The Committee complimented the Director of Resources on the comprehensive report and its appendices which provided more information than that received in previous years.

## **RESOLVED**

- (i) that the Treasury Management Strategy and Practices be noted;
- (ii) that a presentation on Treasury Management from Arlingclose Ltd, the Council's external treasury advisor, be arranged for this Committee and the Finance and Corporate Services Committee.

## **729. ANY OTHER ITEMS OF SCRUTINY MEMBERS WISH TO CONSIDER**

Councillor S J Savage drew Members' attention to the Minutes of the last Overview and Scrutiny Committee (acting as the Crime and Disorder Committee) regarding council tax precepts. He requested an item of scrutiny to look at the council tax base and monies brought in for new builds outside of the tax base. In response the Director of Resources advised Members of an email sent to all Members on 27 December 2018. She outlined the precept process and advised that Town Councils were not major preceptors as they did not share in either the risk for non-payment or the rewards. The Director provided further detailed information regarding this and sought clarification on the actual scrutiny requested. Councillor Savage provided further information regarding his request and sought a report from the Director of Resources. The Director of Resources proposed that she met with Councillor Savage and the produce a report on this area. She also suggested that this information be shared with the Parish / Town Clerks to ensure that they were clear in what information they were providing to Parish / Town Councillors.

The Director of Resources reminded Members of a suggestion at the last Council meeting for this Committee to consider scrutinising the Dawn Barge Trust, the level of funding given, arrangements in place and the ongoing benefits that the Council received. Then in addition, on a broader scale what the Council did when it awarded grant funding and how this and benefits were tracked in the long term. It was agreed that this item of scrutiny be added to the 2018 / 19 Programme of Work and that the Director of Resources would bring a summary to the next meeting of the Committee.

**RESOLVED** that the items detailed above be added to the 2018 / 19 Programme of Work.

There being no further items of business the Chairman closed the meeting at 8.50 pm.

M W HELM  
CHAIRMAN



## **REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

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**to  
OVERVIEW AND SCRUTINY COMMITTEE  
27 FEBRUARY 2019**

### **SECTION 106 AGREEMENTS**

#### **1. PURPOSE OF THE REPORT**

- 1.1 This is the six monthly report to provide Members with an update on Section 106 infrastructure projects. It sets out the progress on section 106 projects delivery by Maldon District Council, NHS England and Essex County Council.

#### **2. RECOMMENDATION**

- (i) Members are asked to give their views and comments on the information in this report.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 Overview and Scrutiny Committee on 3 October 2018, suggested an update on all projects for Section 106 funding. This report will cover the following issues;

- Update on section 106 Infrastructure Delivery Programme;
- Section 106 Policy Development.

##### **3.2 The Maldon District Council's S106 Projects**

##### **3.2.1 Allotment (*see APPENDIX A, project A1-A6 and APPENDIX B(i) Forecasted Allotment Contributions*)**

- 3.2.1.1 The Council has secured 0.46 hectare of onsite allotment in South Maldon for the local community. The Council has also secured £14,520 for allotments in South Maldon and it is estimated to be received in 2022/23. It is not feasible to create an independent allotment land for the local residents due to the small amount of contributions secured. The current proposal is to create allotment areas for school children within the school site, so they can utilise it to provide valuable education. Thorough consultation is to be carried out in 2021/22 to ensure that the local community has an input into the spending of the allotment contributions.

- 3.2.1.2 The Council has secured 0.5 hectare of onsite allotment land for the local residents in Heybridge. Monetary contribution of £11,647 is expected to be received around 2021/22 and consultations are to be conducted in 2020/21. The current proposal is similar to South Maldon; create allotment areas within school sites in Heybridge for

the children. Ultimately the consultation would indicate whether the local community and schools are interested in allotment projects in Heybridge.

3.2.1.3 There is provision of 0.5 Hectare of onsite allotment in Burnham on Crouch. The Council has secured £8000 through S106 agreement and proposes to secure approximately £4000 from site S2k North of Burnham on Crouch. The monetary contribution of £12000 will be passed to Burnham Town Council for maintenance of allotments in Burnham on Crouch. It will be transferred through the formal process of releasing the funds. The Town Council will be informed as soon as the funds become available.

**3.2.2 Youth Facilities** (*see APPENDIX A project YF1-YF5 and APPENDIX B(ii) Forecasted Youth Facilities' Contributions*)

3.2.2.1 The monetary contribution of £541,667 from site S2a Land South of Wycke Hill and Limebrook Way which is estimated to be received in 2021/22. The Council's Leisure and Liveability team have carried out consultation to identify the possible youth projects that are in demand by the local community.

3.2.2.2 The current proposal is to build a Community Hall onsite for activities such as yoga, fitness, youth club, judo, dance, training youth etc. as well as an onsite Adi zone – outdoor fitness and boot camp equipment for all ages, MUGA -650 sqm ball court area for 5 a side football, tennis, basketball, netball and hockey and onsite outdoor Table Tennis for all ages. A Youth shelter for poor weather conditions and to encourage social gatherings will also be provided and is very common practice in new developments. The resurfacing of tennis courts in Promenade Park will use up the remaining contributions.

3.2.2.3 The Council has also secured £203,125 in South Maldon for youth facilities from sites S2b Wycke Hill North and S2c Land East of Wycke Hill. The idea is to improve the West Maldon Community Centre but a consultation is to be carried out in 2023 to establish the local community demand and the feasibility of the project.

3.2.2.4 The Countryside Properties (developer) will be providing an onsite youth facility in Heybridge costing around £560,625. The specification will be drafted by the developer and the Council will have to approve the plan. In due course, there will be further discussion and consultation on the kind of youth facility. Contributions from site S2e North of Holloway and S2f Broad Street Green will be spent on Plantation Hall but consultation will be carried out to establish the needs of the community.

3.2.2.5 In Burnham-on-Crouch the Council has received £79,099 for youth facility which is to be utilised in improving the BMX bike circuit and improvements to tennis courts. There is approximately £166,000 to be received in around 2021/22 for youth facilities in Burnham-on-Crouch. Consultation is to be carried out immediately to obtain the relevant information to support the project.

**3.2.3 LEAPs (Locally Equipped Areas of Play) & NEAPs (Neighbourhood Equipped Areas of Play)** (*See APPENDIX A, project L&N1-L&N7 and APPENDIX B(iii) Forecasted LEAPs & NEAPs contributions*)

3.2.3.1 The Council has secured 3 Locally Equipped Areas of Play (LEAPs) and 1 Neighbourhood Equipped Play Area (NEAP) in south Maldon for the local residents.

There is also a monetary contribution of £34,560 from site S2b Wycke Hill North which is estimated to be received by 2022/23. The Council will carry out consultation in 2021/22 to identify the kind of improvements proposed by the community on play areas in West Maldon.

3.2.3.2 Consultation is being carried out on improvements to Promenade Park: a contribution of £52,830 has been allocated for the project. The project will upgrade the northwest of the park to form a modern LEAP. This project will also be funded by the Council's Capital Programme. This project will be implemented in 2019 and all preparation works are taking place.

3.2.3.3 Officers are still negotiating with the Countryside Properties site S2d North of Heybridge for the onsite provision of 3 LEAPs and 2 NEAPs instead of 5 LEAPs and a NEAP. Play areas will be used by the local residents in Heybridge. There are additional monetary contributions of £28,224 from site S2e North of Holloway and S2f Broad Street Green, which is estimated to be received in 2021/22. The Council aims to improve the Oak Tree Meadows play areas with the contribution. Consultation is scheduled for 2021/22 to obtain information on local communities demand for the play area.

3.2.3.4 Site S2i Chandlers and Creeksea will be providing 3 LEAPs onsite for the local residents. Site S2j Land south of Green Lane will provide a LEAP onsite in 2019. There are no monetary contributions for play areas in Burnham-on-Crouch.

#### 3.2.4 **Ecology** (See *APPENDIX A, Project E1*)

3.2.4.1 A contribution of £44,025 from Land West of Fambridge Road, North Fambridge will be provided to the Essex Wildlife Trust to maintain the Blue House Farm. The contribution is estimated to be received around 2021/22. Officers are discussing with the Trust the need for an action plan for the maintenance of Blue House Farm.

#### 3.2.5 **Affordable Housing Commuted Sum** (See *APPENDIX A, project AF1*)

3.2.5.1 The Council have received £406,425 as commuted sum for affordable housing. The Housing team is in discussion with a potential seller about acquiring land to provide social housing for the District. Officers will be reporting the progress of negotiations but it will be kept confidential until the Council has reached a meaningful agreement.

#### 3.2.6 **The Essex County Council – Plume School Expansion**

3.2.6.1 The Maldon District Council has provided details of the anticipated income (see **APPENDIX B(iv) Forecasted Education Contributions**) for the Plume School expansion to Essex County Council and the Plume Academy to support discussions on commencing the expansion work at a meeting between the partners. The cumulative anticipated S106 income demonstrates (see **APPENDIX B (iv) Forecasted Education Contributions**) that most of the funds will be available in 2022/23 and 2024/25.

3.2.6.2 Essex County Council and the Plume Academy had forecasted that the peak time for student numbers will be around 2022/23 for lower school and 2024/25 for upper school. Based on this information it is provisionally agreed that by 2022/23 the lower

school expansion work will be undertaken and the aim is to start upper school expansion by 2024/25.

### 3.2.7 **The NHS England – Health Care Projects** *(See APPENDIX A, project H1-H9 and APPENDIX B(v) Forecasted Health Care Contributions)*

3.2.7.1 Trinity Medical Practice improvements project is for digitalisation of records to increase the clinical capacity. The storage of clinical notes at the practice is currently having a detrimental impact on the ability to deliver adequate clinical services from already extremely constrained premises. The majority of notes were being stored off site at a cost to the practice. This project will carry out the scanning of all records; it will increase clinical capacity by means of the digitalisation of records which will enable greater utilisation of available space within the current practice premises. If the practice was to host all patients notes within the current practice premises it would take two clinical rooms out of use to utilise as a secure storage area.

3.2.7.2 The Maldon District Council has considered the project and approved the release of £30,001.44 to fund the improvement project. The Council has acquired all relevant information from NHS England as per S106 agreement and also completed S106 Funding Form to indemnify the Council for any breach that the party causes.

3.2.7.3 The funds are coming from Scotts Hill development, Southminster. This project meets the criteria sets out in the S106 agreement dated 11 June 2013. There is also an additional project being prepared by NHS England to increase the clinical space in the Trinity Medical Practice.

3.2.7.4 Officers are in regular communication with NHS England on sharing updated information such as S106 income received, due to receive and the purpose of these contributions (see **APPENDIX A Project H1-H9**). Maldon District Council is making sure that NHS England has all our S106 projects in their overall project plan for Essex.

3.2.7.5 Currently the following projects have been included for the District –

<b>Locality</b>	<b>Project Type</b>	<b>Brief Description</b>	<b>Strategic Objective</b>	<b>Priority</b>	<b>Delivery Year</b>
<i>Maldon St Peters</i>	<i>New Build</i>	<i>Replacement of community hospital which is now in critical state of repair. Co-location of primary care.</i>	<i>Provision of community services improvement of Primary care services.</i>	<i>Essential</i>	<i>2023</i>
<i>Maldon Heybridge</i>	<i>New Build</i>	<i>Relocation of 4 GP practices.</i>	<i>Population growth, community not currently catered for.</i>	<i>Essential</i>	<i>2020/21</i>

<i>Southminster Surgery (William Fisher)</i>	<i>New build</i>	<i>Replacement for undersized premises on expiry of lease</i>	<i>Lease running out site not capable of redevelopment.</i>	<i>Critical</i>	<i>2019/20 (dependent on fundability - single handed GP)</i>
<i>The Trinity Medical Practice Mayland</i>	<i>Records storage</i>	<i>Need to relocate records to accommodate additional GP.</i>	<i>Safety of records.</i>	<i>Critical</i>	<i>2018</i>

### 3.3 S106 Policy Development

- 3.3.1 The Government has carried out Technical Consultation on draft Community Infrastructure Levy (CIL) Regulation which proposes significant changes to reporting Section 106 obligation and the use of S106 & CIL contributions. The Government has decided to lift pooling restriction in all areas. Once enacted, the local authority will be able to secure contributions towards an item of infrastructure, regardless of how many planning obligations have already contributed to it.
- 3.3.2 The Regulations will allow the local authority to use both the CIL and section 106 to fund the same item of infrastructure. The Government proposes to remove CIL Regulation 123 which will give local authorities greater flexibility for funding infrastructure. Regulation 122 will allow the Local authority to apply a S106 monitoring fee, provided the sum paid fairly and reasonably relates in scale in kind to the development. However, the three planning obligation tests would still apply to Section 106 agreements meaning that contributions would need to be spent in the locality of the development. CIL could therefore be used to address District-wide infrastructure matters and/or help ‘top-up’ the pot for larger pieces of infrastructure where developer contributions are insufficient to deliver the project.
- 3.3.3 The Government propose that the Council publish an annual Infrastructure Funding Statement by 31 December each year. The report should state what has happened with the contributions received and how these contributions have been applied. The report should state the amount of contributions due to be received and how they are going to be applied in the following years. The Infrastructure Funding Statement will make the S106 and CIL process more transparent for residents and developers and will be available on the Council’s website.
- 3.3.4 **The matters to be included in the Infrastructure Funding Statement for each reported year are –**
- The total monies received for section 106 agreements
  - Details of non-monetary contributions secured under section 106 agreements
  - Total number of affordable housing units will be provided
  - The number of school places for pupils which will be provided and the category of school at which they will be provided
  - Provisions of infrastructure to be provided through highways agreement under section 278 of the Highways Act 1980

- Total monies which were spent during the reported year
- Summary of the items of infrastructure to which monies have been applied
- The amount of such monies spent on each item
- The amount of such monies applied to repay money borrowed, any interest, with details of the infrastructure items which that money was used to provide
- Monies applied in respect of monitoring in relation to the delivery of planning obligation
- Total monies received during any year and retained at the end of the reported year
- Estimated contributions to be received for the next 2 years

### 3.4 **APPENDIX A - Project and S106 Information**

- 3.4.1 Contains information such as project reference, where the contribution is coming from, what the contribution is for, current project in relation to the contribution (categorised as financial and non -financial contribution), contribution triggers for payment, amount of contribution due and received. It provides the background information for project planning and the location of the project. It provides the project leaders with the purpose of the contribution as stated in the legal agreement to ensure that the contribution is spent locally and for the correct infrastructure type.

### 3.5 **APPENDIX B – S106 Income Forecast**

- 3.5.1 Housing trajectory and section 106 triggers for each site have helped to plot the estimated time of receiving future payments. It is a live document and needs updating regularly to ensure accurate information is shared amongst officers in Maldon District Council, NHS England and Essex County Council. This document is likely to change depending on how quickly or slowly developers are building houses. It provides a platform to plan ahead and inspire NHS England and ECC to schedule the delivery of projects. This document also reflects the change with the housing numbers as it impacts on the education contribution.

## 4. **CONCLUSION**

- 4.1 The majority of the S106 projects due to start in 2021/22 are being planned so that the consultation is undertaken prior to receiving the monetary contributions and to ensure that officers are prepared with all background works to implement a project. Liaising with NHS England and Essex County Council with updated information on the money received, anticipated income and the purpose of these contributions is an essential part of this process.
- 4.2 There will be a dedicated officer in the NHS to monitor all S106 contributions in Essex and it is in our interest to ensure that the officer has all relevant information to plan for Health Care projects within the District. It is paramount that the Council keeps up to date information to encourage NHS England and Essex County Council to initiate projects such as highways, education and health care within the District.



## 5. IMPACT ON CORPORATE GOALS

- 5.1 The Work of the Overview and Scrutiny Committee supports the corporate goal of “Delivering good quality, cost effective and valued service”.

## 6. IMPLICATIONS

- (i) **Impact on Customers** – Scrutiny work may aid in improvements to service to the public by the Council and external authorities.
- (ii) **Impact on Equalities** – On and off site infrastructures will be provided through Section 106 to meet known national standard and will be available to all communities.
- (iii) **Impact on Risk – Most S106 agreements are** time limited by the developer in terms of allocating and spending the contribution. If a developer pays a contribution and the Council fails to provide the facilities within the time period specified the Council runs the risk that the developer might seek to clawback the contribution. The nearest clawback periods run until 2021 and programming has started to ensure that the risk of clawback is minimised.

Delays in getting projects underway as soon as possible after the contributions are received also lead to risks. Once the S106 contributions have been received they are not protected against cost inflation which can lead to insufficient funding to provide facilities in full. Therefore, the programme of works needs to be closely aligned to the receipt of the contributions and all the Maldon District Council’s projects need to be delivered on time to minimise the Council’s potential financial exposure.

- (iv) **Impact on Resources (financial and Human)** – The negotiation of Section 106 agreements is part of the planning services core budget. The developer pays the Council’s costs in drafting and completing the agreement. Where the Council delivers a project it needs to fully reflect the use of S106 and other funds for the on-going maintenance. For larger schemes the Council requires a local management organisation to be set up by the developer to avoid additional burden on the Council.
- (v) **Impact on the Environment** – Section 106 agreements are our current method for securing developer contributions to compensate and mitigate the impact of development on the local environment

Background Papers: None

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## APPENDIX A

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
A1	(S2a) Land South Of Wycke Hill And Limebrook Way <b>14/01103/OUT</b>	Provision of onsite Allotment (0.46 Hectare) specification as per Appendix 6	Taylor Wimpey and Crest Nicholson to provide allotment onsite	No monetary contribution	Completion of adjacent phase	£0.00	£0.00
A2	(S2b) Wycke Hill North <b>15/01327/out</b>	Towards the provision of allotments in the vicinity of the Development	Under consultation - to be spent on South Maldon School sites for allotment provision	sum of £14,520 Indexed from May 2014	50% contribution prior to first occupation of a Residential Unit Remaining 50% prior to first occupation of the 80th Residential Unit	£14,520	£0.00
A3	(S2d) Land At Broad Street Green Road, Maypole Road And Langford Road Great Totham/Heybridge Essex <b>15/00419/out</b>	Provision of onsite allotment (0.5 Hectares) specification as per Appendix 3 - To cover any construction, surfacing, fencing, equipment, litter bins and costs associated with designing, surveying, setting out and installation of allotment and associated facilities at the Allotment	Countryside Properties to provide allotment onsite	Allotment site Cost Cap - £49,460 sum of forty nine thousand four hundred and sixty pounds	Will be spent by CP for onsite allotment  The Owners shall provide the Allotment Site in accordance with the triggers set out in the Phasing Plan	£49,560	£0.00
A4	(S2e) Land North of Holloway Road <b>14/00990/OUT</b> &  (S2f) Land West Of Broad Street Green	(S2e) - Allotments Contribution towards the provision of allotment gardens within the area of the North Heybridge Garden Suburbs.	Under consultation -to be spent on Heybridge School sites for allotment	<b>S2e</b> -sum of (£4,720.00) Index linked  <b>S2f</b> - the sum of £6,926.65	<b>S2e</b> - Prior to occupation of 65th market dwelling  <b>S2f</b> - 33% contribution to be paid prior to first occupation of any	£11,647	<b>S2f - £2,735.90</b>

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
	Road <b>15/00885/FUL</b>	<b>(S2f)</b> Provision /maintenance of the North Heybridge allotments	provision		dwellings, prior to occupation of 50% of the dwellings further 33% will be paid and remaining balance will be paid prior to occupation of 80% dwellings		
<b>A5</b>	<b>(S2i)</b> Land Between Chandlers And Creeksea Lane Maldon Road Burnham-On-Crouch Essex <b>14/00356/ful</b>	Provision of onsite allotment (0.5 Hectares)	Barratt David Wilson Homes to provide onsite allotment	No monetary contribution	No trigger	£0.00	£0.00
<b>A6</b>	<b>(S2j)</b> Land south of Green Lane and north of Maldon Road, Burnham-on-Crouch <b>16/00093/FUL</b> & <b>(S2k)</b> North of Burnham on Crouch	<b>(S2j)</b> - Provision/maintenance of allotments in Burnham-on-Crouch <b>(S2k)</b> – To be agreed	Pass to Burnham Town Council for maintenance of allotment	<b>(S2j)</b> the sum of £8,000.00  <b>(S2k)</b> –to be agreed in the region of £4000	S2j - No to occupy more than 35% of the dwellings until the Allotment Contribution has been paid to the District Council  S2k – to be agreed	£12,000	£0.00
<b>YF1</b>	<b>(S2a)</b> Land South Of Wycke Hill And Limebrook Way <b>14/01103/OUT</b>	Provision of Youth facilities- can include skateboarding park and teen shelter, to be provided within and/or in the vicinity of the development	Onsite construction of Community Hall, Adi zone, MUGA (Multi use Gaming Area) and remaining funds will be	Sum of £541,667 indexed	50% Prior to first occupation of a residential unit, remaining 50% prior to first occupation of the 250th residential unit	£541,667	£0.00

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
			spent to improve Tennis Court in promenade park				
<b>YF2</b>	<b>(S2b)</b> Wycke Hill North <b>15/01327/out</b> & <b>(S2c)</b> Land East Of Wycke Hill <b>13/00763/OUT</b>	<b>(S2b)</b> - Provision of Youth facilities- can include skateboarding park and teen shelter, to be provided within and/or in the vicinity of the development <b>(S2c)</b> - Provision of teen shelters and skateboard facilities and access to shared community facilities to serve the South Maldon Garden Suburb Masterplan Area	Under consultation - Invest in West Maldon Community Centre	<b>(S2b)</b> – Sum of £162,500 & <b>(S2c)</b> –sum of £40,625	<b>(S2b)</b> - 50% contribution prior to first occupation of a Residential Unit Remaining 50% prior to first occupation of the 80th Residential Unit <b>(S2c)</b> - 50% Contribution prior to First Occupation, remaining 50% prior to occupation of more than 50% of the total number of residential dwelling units	£203,125	<b>(S2c)</b> £21,937.50
<b>YF3</b>	<b>(S2d)</b> Land At Broad Street Green Road, Maypole Road And Langford Road Great Totham/Heybridge Essex <b>15/00419/out</b>	Submit Youth Facilities Specification to the Council	Provision of Youth Facility by Countryside Properties Consultation to be carried out to identify the needs of the community	Youth Facilities Cost Cap - £560,625	Will be spent by CP for onsite Youth Facilities	£0.00	
<b>YF4</b>	<b>(S2e)</b> Land North of Holloway Road <b>14/00990/OUT</b> &	<b>(S2e)</b> Provision of a shelter for use by local teenagers; a skateboard facility and access to shared	Under consultation – could be spent in Plantation Hall	<b>(S2e)</b> sum of £54,167 & <b>(S2f)</b> sum of	<b>(S2e)</b> - Prior to occupation of 65th market dwelling <b>(S2f)</b> - sum of £522.62 per	£129,947	

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
	<b>(S2f)</b> Land West Of Broad Street Green Road <b>15/00885/FUL</b>	community facilities provided within the area of the parish heybridge <b>(S2f)</b> Provision of teen shelters and skateboard facilities and access to shared community facilities provided within the area of the Heybridge Parish Council		£75,779.90	dwelling indexed (£75,779.90)		<b>S2f</b> £29,931.60
<b>YF5</b>	<b>(S2i)</b> Land Between Chandlers And Creeksea Lane Maldon Road <b>14/00356/ful,</b> <b>(S2j)</b> Land south of Green Lane and north of Maldon Road, Burnham-on-Crouch <b>16/00093/FUL,</b> <b>&amp;</b> <b>(S2k)</b> North of Burnham on Crouch	<b>(S2i)</b> - Provision of recreational shelters and/or skateboarding facilities and/or towards access to other community facilities within the Parish of Burnham on crouch <b>(S2j)</b> Contribution towards teen shelters skateboard facilities and access to shared community facilities within the Parish of Burnham-On-Crouch <b>(S2k)</b> –to be agreed	Under consultation – Could be spent on BMX bike circuit and Improvement to Tennis Court in Burnham	<b>(S2i)</b> sum of £97,500  <b>(S2j)</b> sum of £97,408.80  <b>(S2k)</b> - to be agreed, assumed £50,000	<b>(S2i)</b> Prior to occupation of 100th dwelling  <b>(S2j)</b> Prior to the commencement of Development in any relevant Phase to pay the Youth Facilities Contribution for the Dwellings in that Phase to the District Council  <b>(S2k)</b> - to be agreed	£244,908	<b>S2j</b> £79,099.20
<b>AF1</b>	Various sites within the District	Provision of affordable housing and/or the provision of social rented housing	Purchase of a land for affordable housing	From 7 sites – sum £469,025		£469,025	£406,425
<b>L&amp;N1</b>	<b>(S2a)</b> Land South Of	<b>(S2a)</b> Provision of 2 LEAPs	Taylor Wimpey	Worth		£0.00	£0.00

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
	Wycke Hill And Limebrook Way <b>14/01103/OUT &amp;</b>	and 1 NEAPs	and Crest Nicholson to provide onsite 2LEAPs and 1 NEAPs	£160,000  No monetary contributions			
<b>L&amp;N2</b>	<b>(S2b)</b> Wycke Hill North <b>15/01327/out</b>	Provision of a LEAP	DPE to provide a LEAP	Worth £40,000 No monetary contributions		£0.00	£0.00
<b>L&amp;N3</b>	<b>(S2b)</b> Wycke Hill North <b>15/01327/out</b>	provision of a Neighbourhood Equipped Area of Play (NEAP) in the vicinity of the Development;	Under consultation – could be spent on improvement to existing play area in West Maldon	Sum of £34,560 indexed	50% contribution prior to first occupation of a Residential Unit. Remaining 50% prior to first occupation of the 80th Residential Unit	£34,560	£0.00
<b>L&amp;N4</b>	<b>(S2g)</b> Park Drive 14/00581/ful	Improvement and enhancement of local equipped area (LEAP) in Promenade Park in Maldon	Imminent consultation– will be spent on Improvement to Promenade Park play area	Sum of £52,830	Prior to occupation of 50% of the dwellings	£52,830	£52,830
<b>L&amp;N5</b>	<b>(S2d)</b> Land At Broad Street Green Road, Maypole Road And Langford Road Great Totham/Heybridge Essex <b>15/00419/out</b>	Provision of 2 NEAPs and 3 LEAPs	Countryside to provide onsite LEAPs and NEAPs	Will re-evaluate the cost,  No monetary contributions	With the relevant phase	£0.00	£0.00
<b>L&amp;N6</b>	<b>(S2e)</b> Land North of Holloway Road	<b>(S2e)</b> NEAPS and LEAPS contribution towards the	Under Consultation	<b>(S2e)</b> sum of £11,520	<b>(S2e)</b> Prior to occupation of 65th market dwelling	£28,224	

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
	<b>14/00990/OUT &amp; (S2f)</b> Land West Of Broad Street Green Road <b>15/00885/FUL</b>	provision of NEAPS and LEAPS within the area of the North Heybridge Garden Suburbs  <b>(S2f)</b> Provision of NEAPs and LEAPs in accordance of the IDP within the North Heybridge Garden Suburb	needs to be carried out – could be spent on improvement to Play Area in Oak Tree Meadows	<b>(S2f)</b> -£16,704	<b>(S2f)</b> 33% to be paid prior to occupation of any dwellings on site, prior to 50% occupation further 33% contribution to be paid, remaining balance to be paid prior to occupation of 80% of the dwellings,		<b>S2e</b> £6,597.70
<b>L&amp;N7</b>	<b>(S2i)</b> Land Between Chandlers And Creeksea Lane Maldon Road Burnham-On-Crouch Essex <b>14/00356/FUL &amp;</b>  <b>(S2j)</b> Land south of Green Lane and north of Maldon Road, Burnham-on-Crouch <b>16/00093/FUL</b>	<b>(S2i)</b> Provision of 2 LEAPs - onsite  <b>(S2j)</b> Provision of a LEAP- onsite	Barratt David Wilson Homes to provide 2 LEAPs  Persimmon to provide a LEAP	<b>(S2i)</b> worth £80,000  Worth £40,000  No monetary contributions	With the relevant phase	£0.00	£0.00
<b>E1</b>	Land west of Fambridge Road, North Fambridge <b>14/01016/OUT</b>	a) The production of an information leaflet relating to the blue house farm nature reserve, the production and installation of interpretation boards and information signs within the Blue House	Maintenance of Blue House Farm	Sum of £44,025	Prior to commencement	£44,025	£0.00



Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
		Farm reserve. C) improvements to the existing parish field/playground at Fambridge road to include additional seating in consultation with North Fambridge Parish Council d) construction of a fence adjacent to public footpath 13 within the blue house farm nature reserve to contain walkers within the public footpath. e) monthly monitoring (for a 5year period) of bird numbers and species within the blue house farm nature reserve and the adjacent special protection area and monitoring of the recreational usage of the additional recreation footpaths throughout and on land adjacent to the site					
<b>H1</b>	<b>(S2c)</b> Land East Of Wyche Hill Maldon <b>13/00763/OUT</b>	Provision of additional health care facilities within 3 miles of the development	Under consultation	Sum of £22550	50% Prior to Commencement, remaining 50% to be paid prior to first occupation	£22,550	£24,222.64
<b>H2</b>	<b>(S2g)</b> Land off Park	To expand existing or	Under	Sum of	Prior to occupation of the	£43,080	£43,080

## APPENDIX A

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
	Drive Maldon Essex <b>14/00581/full</b>	provide new general practitioner medical surgeries that serve or will serve the resident within the development	Consultation	£43,080	first dwelling		
<b>H3</b>	Southminster West Business Park Scots Hill Southminster Essex <b>12/00437/out</b>	Provision of healthcare projects within the GP catchment area of Southminster	Digitalisation of records for the Trinity medical Practice	Sum of £33,600	Prior to occupation	£33,600	£33,600
<b>H4</b>	<b>(S2j)</b> Land south of Green Lane and north of Maldon Road, Burnham-on-Crouch <b>16/00093/FUL &amp;</b>  Land South of Marsh Road, Bloc <b>14/00108/out</b>	<b>(S2j)</b> To be used by NHS England towards improvements at GP Practices within Burnham-on-Crouch  <b>Pippins</b> -the enhancement of healthcare facilities and services at Burnham Surgery Foundry Lane Burnham on Crouch which serves the development	Under Consultation	<b>(S2j)</b> Sum of £59,040  <b>(Pippins)</b> sum of £24,000	<b>(S2j)</b> Prior to commencement of the development in any phases to pay the Health Care Facilities Contribution for the dwellings in that phase to the District Council  <b>(Pippins)</b> -Upon commencement of development	£83,040	<b>S2j</b> £43,416.42  £25,461.27
<b>H5</b>	<b>(S2a)</b> Land South Of Wycke Hill And Limebrook Way - <b>14/01103/OUT</b>	Improvements to health care facilities within the vicinity of the site including the improvements of Longfield Medical Centre and Blackwater Medical Centre or such other facilities	Under Consultation	Sum of £329,160	Prior to first occupation of 150th residential unit	£329,160	£0.00

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
H6	(S2b) Land North Wycke Hill Maldon 15/01327/Out	Improvements to health care facilities within the vicinity of the Site including the improvement of Longfield Medical Centre and Blackwater Medical Centre or such other facilities as shall be agreed between the parties (Land to be reserved and made available to NHS)	Under Consultation	Sum of £99,290	Prior to first occupation of the 50th Residential Unit	£99,290	0.00
H7	Land west of Fambridge Road, North Fambridge 14/01016/out	Enhancement of healthcare facilities and services at Anson Close Bring Surgery, South woodham Ferrers (including the main Practice at Kingsway Surgery, South Woodham Ferrers) which serves the development	Under Consultation	Sum of £17,900	Upon commencement of development	£17,900	£0.00
H8	(S2d) Land At Broad Street Green Road, Maypole Road And Langford Road Great Totham/Heybridge Essex	(S2d) Improvements to health care facilities within the vicinity of the Site or such other facilities or purposes as shall be agreed between the Parties	Under Consultation	(S2d) sum of £340,200	(S2d) within 30 Working Days of receipt of a written notice PROVIDED THAT the Healthcare Facility Option Period has not expired; or within 30 Working Days of expiry of the Healthcare Facility Option Period	£420,320	

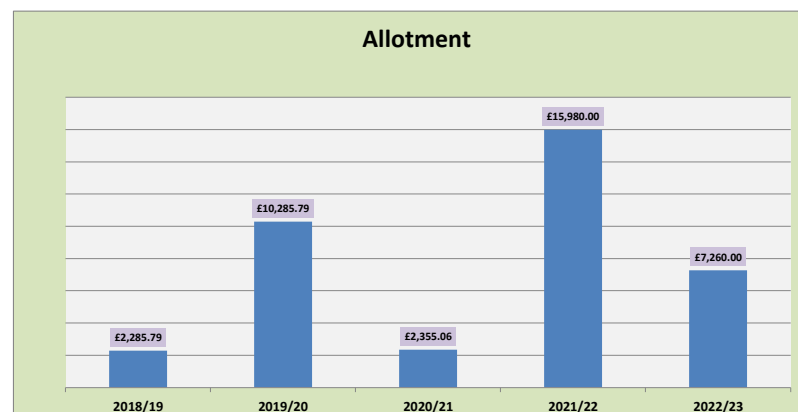
Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
	<p><b>15/00419/out</b> <b>(S2e)</b> Land North of Holloway Road, Heybridge, Essex <b>14/00990/OUT</b></p> <p><b>(S2f)</b> Land West Of Broad Street Green Road Heybridge Essex <b>15/00885/FUL</b></p>	<p><b>(S2e)</b> Capital expenditure to provide new medical healthcare facilities or improve and/or increase the provision (or capacity) of existing medical health care facilities to serve the</p> <p><b>(S2f)</b> Use of the Health Care Facilities Contribution towards improvement at the Blackwater Medical Centre and/or other NHS primary care health facilities which serves the North Heybridge Garden suburb</p>		<p><b>(S2e)</b> sum of £32,400</p> <p><b>(S2f)</b> sum of £47,720</p>	<p>PROVIDED THAT a leasehold interest for up to 20 years in the Healthcare Facility or within 30 Working Days of the grant of a leasehold interest for up to 20 years in the Healthcare Facility Site to NHS England (or its nominee).</p> <p><b>(S2e)</b> - Prior to occupation of 65th market dwelling</p> <p><b>(S2f)</b> 37% prior to occupation of any dwellings, 21% prior to occupation of 50% dwellings, remaining balance prior to occupation of 75% dwellings</p>		<b>S2e</b> £19,138.10
<b>H9</b>	<p><b>(S2i)</b> Land Between Chandlers And Creeksea Lane Maldon Road <b>14/00356/ful,</b></p> <p>Land at Southminster</p>	<p><b>(S2i)</b> Provision of additional capacity at the health centre within the Parish of Burnham on Crouch</p> <p><b>(Gladman)</b> Health care services to serve the</p>	Under Consultation	<b>(S2i)</b> sum of £67,480	<b>(S2i)</b> £40,480 ( forty thousand and four hundred and eighty pounds) to be paid prior to 18th occupation, remaining £27,000 (Twenty seven Thousand pounds) to be	£148,620	£0.00

Project No	Site/Planning Ref	Purpose	Projects	Financial	Trigger	Amount	Amount Received
	Road BoC <b>14/00108/OUT</b>  Theedhams Farm, Steeple Road Southminster <b>14/00613/out</b>  Land West Of Bridgemans Green Latchingdon Essex <b>15/00396/out</b>  & Land At Junction Of Steeple Road And Mill Road Mayland Essex <b>12/00452/out</b>	development within Burnham on Crouch <b>(Theedhams)</b> Provision of health care projects within the GP catchment area of southminster  <b>(Latchingdon)</b> Provision of resources to enhance healthcare at the Trinity medical Centre in Mayland  <b>(Mayland)</b> Provision of additional healthcare services arising directly from the development to be used within General Practitioner catchment areas of Mayland and Southminster		<b>(Gladman)</b> sum of £26,340  <b>(Theedhams)</b> sum of £31,000  <b>(Latchingdon)</b> sum of £16,800  <b>(Mayland)</b> sum of £7,000	paid prior to occupation of 100th dwelling  <b>(Gladman)</b> Prior to Occupation  <b>(Theedhams)</b> Deposit prior to occupation  <b>(Latchingdon)</b> Prior to occupation  <b>(Mayland)</b> Prior to occupation		

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Onsite Provision of allotment		Forecasted Allotment Contributions Per Year				2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Site/Planning Ref	Purpose	Financial Contribution	Trigger	Total Amount Due	Amount	Amount	Amount	Amount	Amount	Amount	Amount
(S2a) South of Limebrookway	Provision of onsite Allotment (0.46 Hectare) specification as per Appendix 6			£46,000.00							
(S2b) Wycke Hill North 15/01327/out	Provision of allotments in the vicinity of the development	sum of £14,520 indexed from May 2014	50% contribution prior to first occupation of a Residential Unit Remaining 50% prior to first occupation of the 80th Residential Unit	£14,520.00						£7,260.00	£7,260.00
(S2d) Land At Broad Street Green Road, Maypole Road And Langford Road Great Totham/Heybridge Essex 15/00419/out	To cover any construction, surfacing, fencing, equipment, litter bins and costs associated with designing, surveying, setting out and installation of allotment and associated facilities at the Allotment	Allotment site Cost Cap - £49,460 sum of forty nine thousand four hundred and sixty pounds	Will be spent by CP for onsite allotment The Owners shall provide the Allotment Site in accordance with the triggers set out in the Phasing Plan	£49,560.00							
(S2e) Land North of Holloway Road, Heybridge, Essex 14/00990/OUT	Allotments Contribution towards the provision of allotment gardens within the area of the North Heybridge Garden Suburbs	sum of four thousand seven hundred and twenty pounds (£4,720.00) Index linked	Prior to occupation of 65th market dwelling	£4,720.00						£4,720.00	
(S2f) Land West Of Broad Street Green Road Heybridge Essex 15/00885/FUL	Provision /maintenance of the North Heybridge allotments	the sum of £6,926.65 (six thousand, nine hundred and twenty six pounds and sixty five pence) Indexed to be used	33% contribution to be paid prior to first occupation of any dwellings, prior to occupation of 50% of the dwellings further 33% will be paid and remaining balance will be paid prior to occupation of 80% dwellings	£6,926.65		£2,285.79	£2,285.79	£2,355.06			
(S2i) Land Between Chandlers And Creeksea Lane Maldon Road Burnham-On-Crouch Essex 14/00356/ful	Provision of allotment on site			£50,000.00							
(S2j) Land south of Green Lane and north of Maldon Road, Burnham-on-Crouch 16/00093/FUL	Provision/maintenance of allotments in Burnham-on-Crouch	the sum of £8,000.00 (Eight Thousand Pounds) Indexed to be used	PP condition 7,8 and 12 as part of the open space details, No to occupy more than 35% of the dwellings until the Allotment Contribution has been paid to the District Council	£8,000.00			£8,000.00				
(S2k) North of Burnham on Crouch	Requires maintenance provisions			£4,000.00						£4,000.00	
<b>Total</b>				<b>£183,726.65</b>	<b>£0.00</b>	<b>£2,285.79</b>	<b>£10,285.79</b>	<b>£2,355.06</b>	<b>£15,980.00</b>	<b>£7,260.00</b>	

Year	Contributions (£)
2018/19	£2,285.79
2019/20	£10,285.79
2020/21	£2,355.06
2021/22	£15,980.00
2022/23	£7,260.00
<b>Total</b>	<b>£38,166.65</b>



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Forecasted Youth Facilities Contributions Per Year					2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Site/Planning Ref	Purpose	Financial Contribution	Trigger	Total Amount of Contribution	Amount	Amount	Amount	Amount	Amount	Amount	Amount
(S2a) Land South Of Wycke Hill And Limebrook Way 14/01103/OUT	Provision of the youth facilities within and/or in the vicinity of the development	no more than Five Hundred and Forty One Thousand Six Hundred and Sixty Seven Pounds (£541,667) Indexed	50% Prior to first occupation of a residential unit, remaining 50% prior to first occupation of the 250th residential unit	£541,667.00			£270,833.50		£270,833.50		
(S2b) Land North And West Of Knowles Farm Wycke Hill Maldon Essex 15/01327/Out	Provision of the youth Facilities within and/or in the vicinity of the development	One hundred and sixty two thousand and six hundred and sixty seven pounds (£162,500) indexed	50% contribution prior to first occupation of a Residential Unit Remaining 50% prior to first occupation of the 80th Residential Unit	£162,500.00					£81,250.00		£81,250.00
(S2c) Land East Of Wycke Hill Maldon 13/00763/OUT & App/X1545/A/14/2213988	Provision of teen shelters and skateboard facilities and access to shared community facilities to serve the South Maldon Garden Suburb Masterplan Area	Sum of Forty Thousand Six Hundred and Twenty Five Pounds (£40,625)	50% Contribution prior to First Occupation, remaining 50% prior to occupation of more than 50% of the total number of residential dwelling units	£40,625.00		£20,312.50	£20,312.50				
(S2d) Land At Broad Street Green Road, Maypole Road And Langford Road Great Totham/Heybridge Essex 15/00419/out	To cover any construction, surfacing, fencing, equipment, litter bins and costs associated with design, surveying, setting out and installation of any youth facilities	Youth Facilities Cost Cap - £560,625 sum of five hundred and sixty thousand six hundred and twenty five pounds	Will be spent by CP for onsite Youth Facilities	£560,625.00			£560,625.00				
(S2e) Land North of Holloway Road, Heybridge, Essex 14/00990/OUT	Provision of a shelter for use by local teenagers; a skateboard facility and access to shared community facilities provided within the area of the parish heybridge	sum of fifty four thousand one hundred and sixty seven pounds (£54,167.00) index linked	Prior to occupation of 65th market dwelling	£54,167.00				£54,167.00			
(S2f) Land West Of Broad Street Green Road Heybridge Essex 15/00885/FUL	Provision of teen shelters and skateboard facilities and access to shared community facilities provided within the area of the Heybridge Parish Council	Heybridge Youth/Teen Facilities contribution - sum of £522.62 per dwelling indexed	33% contribution to be paid prior to first occupation of any dwellings, prior to occupation of 50% of the dwellings further 33% will be paid and remaining balance will be paid prior to occupation of 80% dwellings	£75,779.90		£25,007.37		£25,007.37	£25,765.17		
(S2i) Land Between Chandlers And Creeksea Lane Maldon Road Burnham-On-Crouch Essex 14/00356/ful	Provision of recreational shelters and/or skateboarding facilities and/or towards access to other community facilities within the Parish of Burnham on crouch	Financial contribution of £97,500 (ninety seven thousand five hundred pounds)	Prior to occupation of 100th dwelling	£97,500.00					£97,500.00		
(S2j) Land south of Green Lane and north of Maldon Road, Burnham-on-Crouch 16/00093/FUL	Contribution towards teen shelters skateboard facilities and access to shared community facilities within the Parish of Burnham-On-Crouch	the sum of £541.16 (Five Hundred and Forty One Pounds and Sixteen Pence) indexed for each Dwelling to be used by the District Council	Prior to the commencement of Development in any relevant Phase to pay the Youth Facilities Contribution for the Dwellings in that Phase to the District Council	£97,408.80	£16,234.80	£41,669.32	£33,010.76	£6,493.92			
Total				£1,630,272.70	£16,234.80	£86,989.19	£884,781.76	£85,668.29	£475,348.67	£0.00	£81,250.00

Year	Contributions (£)
2017/18	£16,234.80
2018/19	£86,989.19
2019/20	£884,781.76
2020/21	£85,668.29
2021/22	£475,348.67
2023/24	£81,250.00
Total	£1,630,272.70

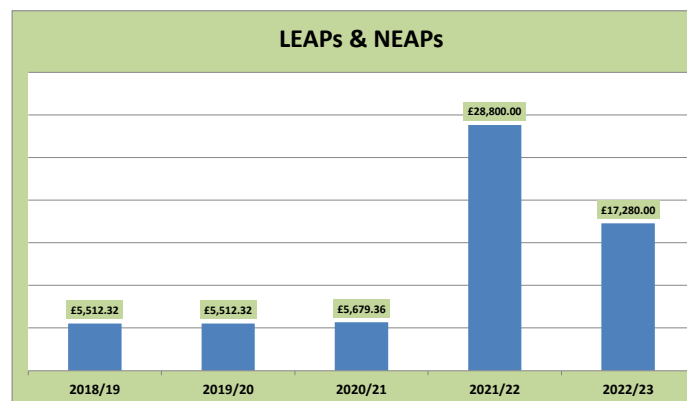


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## Forecasted LEAPs &amp; NEAPs Contributions Per Year

Site/Planning Ref	Purpose	Financial Contribution	Trigger	Total Amount Due	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
					Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount
(S2b) Wycke Hill North 15/01327/out	Provision of offsite NEAP	sum of £34,560 thirty four thousand five hundred and sixty pounds	50% contribution prior to first occupation of a Residential Unit. Remaining 50% prior to first occupation of the 80th Residential Unit	£34,560.00					£17,280.00	£17,280.00			
(S2e) Land North of Holloway Road, Heybridge, Essex 14/00990/OUT	NEAPS and LEAPS contribution to wards the provision of NEAPS and LEAPS within the area of the North Heybridge Garden Suburbs	the sum of Eleven Thousand Five Hundred and Twenty Pounds (£11,520) Index Linked	Prior to occupation of 65th market dwelling	£11,520.00					£11,520.00				
(S2f) Land West Of Broad Street Green Road Heybridge Essex 15/00885/FUL	Provision of NEAPS and LEAPS in accordance of the IDP within the North Heybridge Garden Suburb	Heybridge Neaps/Leaps contribution - the sum of £16,704.0 (sixteen thousand seven hundred and four pounds) Indexed to be used	33% to be paid prior to occupation of any dwellings on site, prior to 50% occupation further 33% contribution to be paid, remaining balance to be paid prior to occupation of 80% of the dwellings,	£16,704.00		£5,512.32	£5,512.32	£5,679.36					
(S2g) Park Drive 14/00581/ful	Improvement and enhancement of local equipped area (LEAP) in Promenade Park in Maldon	the sum of £52,000 (fifty two thousand pounds) Indexed	Prior to occupation of 50% of the dwellings	£52,830.00	£52,830.00								
<b>Total</b>				<b>£115,614.00</b>	<b>£52,830.00</b>	<b>£5,512.32</b>	<b>£5,512.32</b>	<b>£5,679.36</b>	<b>£28,800.00</b>	<b>£17,280.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>

Year	Contributions (£)
2017/18	£52,830.00
2018/19	£5,512.32
2019/20	£5,512.32
2020/21	£5,679.36
2021/22	£28,800.00
2022/23	£17,280.00
<b>Total</b>	<b>£115,614.00</b>

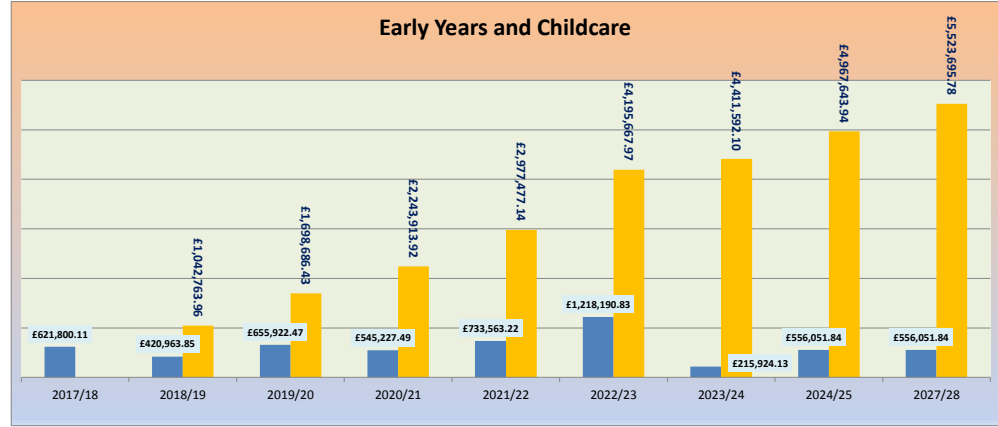


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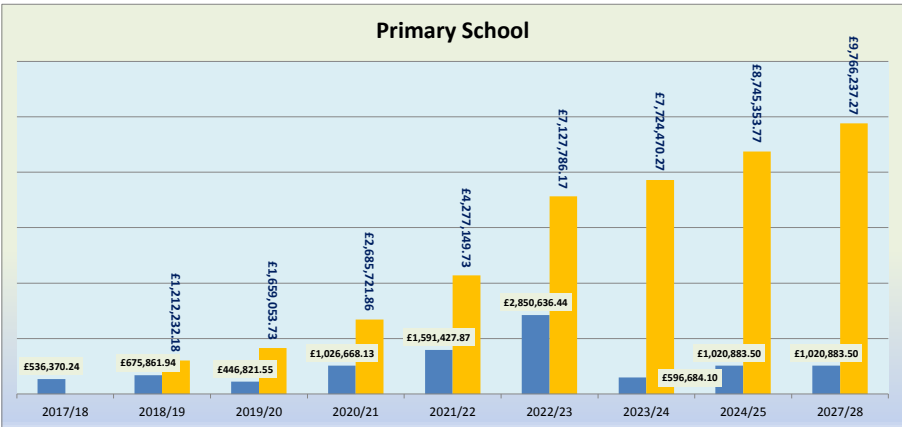
Forecasted Education Contributions per Year					2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Site/Planning Ref	Purpose	Financial Contribution	Trigger	Total Amount of Contributions	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount
(S2a) Land South Of Wycke Hill And Limebrook Way 14/01103/OUT	Early Years and child care contribution Eastern Site	Early years and childcare pupil product multiplied by the cost generator of Eighteen Thousand Eight Hundred and Ninety one Pounds (£18,891)	5% Prior to commencement, 10% prior to Occupation of 5% Residential dwellings (34th unit), 40% prior to Occupation of 15% of residential dwellings (100th unit) , 40% Prior to occupation of 23.5% of residential dwellings (157th unit), 5% prior to Occupation of 32% Residential dwellings (214th unit)	£938,504.88		£46,925.24		£93,850.49	£375,401.95	£375,401.95	£46,925.24				
	Primary School contribution Eastern Site	Primary Pupil Product multiplied by cost generator of Fifteen Thousand Six Hundred and Sixty One Pounds (£15,661)		£2,593,461.60		£129,673.08		£259,346.16	£1,037,384.64	£1,037,384.64	£129,673.08				
	Secondary School contributions Eastern Site	Secondary Pupil Product multiplied by cost generator of Twenty Thousand Five Hundred and Eighty Two Pounds (£20,582)		£2,272,252.80		£113,612.64		£227,225.28	£908,901.12	£908,901.12	£113,612.64				
	Early Years and childcare contribution Western Site	Early years and childcare pupil product multiplied by the cost generator of Eighteen Thousand Eight Hundred and Ninety one Pounds (£18,891)	15% contributions on or prior to Commencement, 30% contribution prior to occupation of 5% of residential dwellings (17th unit), 30% contribution prior to occupation of 15% of the residential dwellings (50th unit), remaining 25% of contribution prior to occupation of 23.5% of residential units (79th unit)	£470,952.63		£70,642.89		£141,285.79	£141,285.79	£117,738.16					
	Primary School contribution Western Site	Primary Pupil Product multiplied by cost generator of Fifteen Thousand Six Hundred and Sixty One Pounds (£15,661)		£1,301,429.10		£195,214.37		£390,428.73	£390,428.73	£325,357.28					
	Secondary School contribution Western Site	Secondary Pupil Product multiplied by cost generator of Twenty Thousand Five Hundred and Eighty Two Pounds (£20,582)		£1,346,062.80		£201,909.42		£403,818.84	£403,818.84	£336,515.70					
(S2b) Land North And West Of Knowles Farm Wycke Hill Maldon Essex 15/01327/Out	Early Years Child care	Early years and childcare pupil product multiplied by the cost generator of Eighteen Thousand Eight Hundred and Ninety one Pounds (£18,891)	Twenty percent (20%) of the education contribution on prior to commencement Forty percent (40%) of the education contribution prior to occupation of 100th residential unit Forty percent (40%) of the education contribution prior to occupation of 200th residential unit	£422,497.22				£84,499.44		£168,998.89	£168,998.89				
	Primary School	Primary Pupil Product multiplied by cost generator of Fifteen Thousand Six Hundred and Sixty One Pounds (£15,661)		£1,167,527.55				£233,505.51		£467,011.02	£467,011.02				
	Secondary School	Secondary Pupil Product multiplied by cost generator of Twenty Thousand Five Hundred and Eighty Two Pounds (£20,582)		£1,022,925.40				£204,585.08		£409,170.16	£409,170.16				
(S2c) Land East Of Wycke Hill Maldon 13/00763/OUT & App/X1545/A/14/2213988	Early Years and Child care within South Maldon	the Net Early years and Childcare Pupil Product multiplied by the cost generator of Seventeen Thousand four hundred and seventy eight pounds (£17,478) adjusted by the percentage change by the Education Index	50% of the Education Contribution prior to First Occupation and the remaining 50% of the Education Contribution prior to first occupation of more than 50% of the total number of residential dwelling units	£127,414.62		£63,707.31	£63,707.31								
	Primary School Contributions within South Maldon	the Net Primary Pupil Product multiplied by the cost generator of Fifteen Thousand Six Hundred and Sixty One pounds sterling (£15,661) adjusted by the percentage change in Education Index		£380,562.30		£190,281.15	£190,281.15								
	Secondary School Contributions within South Maldon	the Net Secondary Pupil Product multiplied by the cost generator of Sixteen Thousand Four Hundred and Fifty Seven Pounds sterling (£16,457) adjusted by the education indexation		£266,603.40		£133,301.70	£133,301.70								
(S2d) Land At Broad Street Green Road, Maypole Road And Langford Road Great Totham/Heybridge Essex 15/00419/out	Early Years Child care	the Net Early years and Childcare Pupil Product multiplied by the cost generator of Seventeen Thousand six hundred and eight pounds (£17,608) adjusted by the percentage change by the Education Index	Paid in 3 instalments - 1st: prior to occupation of 250th Residential units, 2nd: Prior to occupation of the 500th Residential Units, 3rd: prior occupation of the 750th Residential Units	£1,668,155.51						£556,051.84		£556,051.84			£556,051.84
	Primary School	the Net Primary Pupil Product multiplied by the cost generator of Nine Thousand Six Hundred and Ninety Five pounds sterling (£9,695) adjusted by the percentage change in Education Index		£3,062,650.50						£1,020,883.50		£1,020,883.50			£1,020,883.50
	Secondary School	the Net Secondary Pupil Product multiplied by the cost generator of Twenty Thousand Five Hundred and Eighty Two Pounds sterling (£20,582) adjusted by the education indexation		£4,334,569.20						£1,444,856.40		£1,444,856.40			£1,444,856.40
(S2e) Land North of Holloway Road, Heybridge, Essex 14/00990/OUT	Early Years and Childcare contributions	Early years and childcare pupil product multiplied by the cost generator of Eighteen Thousand Nine Hundred and Fifty Six Pounds (£18,956)	10% deposit prior to occupation, 10% payment prior to 1st occupation, 40% deposit prior to occupation of 10% of the dwellings, 40% payment prior to 1st occupation of 10% of the dwellings. 50% deposit prior to occupation of 50% of the dwellings, 50% payment prior to first occupation of 50% of the dwellings	£126,246.96		£12,624.70	£50,498.78		£63,123.48						
	Primary School Contributions	Primary Pupil Product multiplied by cost generator of Nine Thousand Six Hundred and Ninety Five Pounds (£9,695)		£215,229.00		£21,522.90	£86,091.60		£107,614.50						
	Secondary School Contributions	Secondary Pupil Product multiplied by cost generator of Twenty Thousand Five Hundred and Eighty Two Pounds (£20,582)		£304,613.60		£30,461.36	£121,845.44		£152,306.80						
(S2f) Land West Of Broad Street Green Road Heybridge Essex 15/00885/FUL	Early Years Childcare Contributions	the sum of Two Hundred and Eleven Thousand Two Hundred and Ninety Three pounds and Forth Three Pence (£211,293.43) education indexation	Not later than 6 months after the commencement of development in any phase to pay 33% of the education contribution for the dwellings in that phase to the County Council, Not to occupy more than 33%of the dwellings in any phase until a further 33% of the education contribution for the dwellings in that phase has been paid to the county council, Not to occupy more than 66% of the dwellings in any phase until the whole of the education contribution for the dwellings in that phase has been paid to the County Council	£211,293.43	£69,726.83	£69,726.83		£71,839.77							
	Primary School Contributions	the sum of Four Hundred and Twenty One thousand seven hundred and twenty eight pounds and sixty two pence sterling (£421,728.62)		£421,728.62	£139,170.44	£139,170.44		£143,387.73							
	Secondary School Contributions	the sum of One Hundred and Fifty thousand pounds sterling (£150,000) education indexation		£150,000.00	£49,500.00	£49,500.00		£51,000.00							

(S2g) Park Drive 14/00581	Early Years Childcare Contributions	the sum of £168,525 (one hundred sixty and eight thousand pound) for Early years childcare contribution - to meet pupil place demand arising from the development	£168,508 prior to commencement, £164,508 prior to occupation of first dwelling, £164,509 prior to occupation of 50% of the dwellings	£168,525.00	£168,525.00										
	Primary school contributions	£325,000( Three hundred and twenty five thousand pounds) for Primary Education contribution - to meet pupil place demand arising from the development	£168,508 prior to commencement, £164,508 prior to occupation of first dwelling, £164,509 prior to occupation of 50% of the dwellings	£325,000.00	£325,000.00										
(S2i) Land Between Chandlers And Creekssea Lane Maldon Road Burnham-On-Crouch Essex 14/00356/ful	Early Childcare Contribution	First financial contribution of £61,256 (Sixty One Thousand Two Hundred and Fifty Six Pounds), Second Early Contribution of £200,000 (Two Hundred Thousand Pounds, Third Financial Contribution of £200,000 (Two Hundred Thousand Pounds)	First Contribution prior to occupation of 18th dwelling, Second Contribution prior to occupation of 75th dwelling, Third Contribution prior to occupation of 140th dwelling	£461,256.00			£153,752.00	£153,752.00	£153,752.00						
	Primary School Contributions	sum of One Hundred and Twelve Thousand Pounds (£112,000) indexed	£56,000 to be paid prior to occupation of 18 dwellings, remaining £56,000 prior to occupation of 100 dwellings	£112,000.00			£56,000.00	£56,000.00							
(S2j) Land south of Green Lane and north of Maldon Road, Burnham-on-Crouch 16/00093/FUL	Early Years Childcare Contributions	the early years and Childcare Pupil product multiplied by the cost generator of Twelve Thousand Three Hundred and Fifty Two Pounds sterling (£12,352.00)	50% Education Contribution will be paid prior to commencing first phase, remaining balance will be paid prior to commencing final phase to the County Council	£461,255.00	£230,627.50		£230,627.50								
	Primary School Contributions	the Primary Pupil Product Multiplied by the cost generator of Ten Thousand Eight Hundred and Thirty Three Pounds sterling (10,833.00)		£144,399.60	£72,199.80		£72,199.80								
Land South of Marsh Road 14/00108/OUT	Early Years Contributions	the Primary Pupil Product Multiplied by the cost generator of Eleven Thousand Eight Hundred and Sixty Five Pounds sterling (11,865)	50% on first occupation and remaining balance on occupation of 50% dwellings	£80,088.75		£40,044.38	£40,044.38								
	Primary/Early Years School Contributions	Primary Pupil Product multiplied by cost generator of Ten Thousand Four Hundred and Twenty Six Pounds (£10,426)		£234,585.00		£117,292.50	£117,292.50								
Land to East of 53 Burnham Road, Latchingdon 14/01227/OUT	Early Years Childcare Contributions	the early years and Childcare Pupil product multiplied by the cost generator of Fourteen Thousand Five Hundred and Nineteen Pounds sterling (£14,519)	Prior to commencement	£49,654.98	£49,654.98										
Land Opposite Beech Green, Tiptree Road, Wickham Bishops, Essex 13/01151/ful	Primary School	Provision of facilities for the education and/or care of children between the ages of 4 to 19 (both inclusive) within 3 miles of the development or such other education and/or childcare facility that in the opinion of the County Council best serves the Development including the reimbursement of capital funding for such provision made by the County Council in anticipation of the Education Contribution	Prior to commencement	£42,249.00			£42,249.00								
	Secondary School	Provision of facilities for the education and/or care of children between the ages of 4 to 19 (both inclusive) within 3 miles of the development or such other education and/or childcare facility that in the opinion of the County Council best serves the Development including the reimbursement of capital funding for such provision made by the County Council in anticipation of the Education Contribution	Prior to commencement	£42,788.00			£42,788.00								
Land At Junction Of Maldon Road Church Street Goldhanger Essex 13/00839/ful	Secondary School	Towards the provision of secondary school places	Pay within 14 days of commencement	£38,014.00	£38,014.00										
Former Cefas Laboratory Remembrance Avenue Burnham-On-Crouch Essex CM0 8HA 12/01062/ful	Early Years/Primary School	Provision of facilities for the education and/or care of children between the ages of 2 and 12 (both inclusive) within 3 miles of the development or such other education and/or childcare facility that in the opinion of the County Council best serves the Development including the reimbursement of capital funding for such provision made by the County Council in anticipation of the Education Contribution	Prior to commencement	£45,637.00	£45,637.00										
Land North of 48 Woodrolfe Road, Tollesbury 14/01202/OUT	Early Years	Early Years and childcare - Provision of facilities for education and/or care of children between the ages of 0 to 4 (both inclusive) in the Tolesbury Ward or such other education and/or childcare facility that in the opinion of the County Council best serves the Development including the reimbursement of capital funding for such provision made by the County Council in anticipation of the Early Years and Childcare Contribution	Prior to commencement	£57,628.80	£57,628.80										
Total				£25,067,762.25	£1,245,684.36	£1,625,610.91	£1,400,679.16	£2,458,524.82	£3,790,017.85	£7,168,270.65	£1,335,391.03	£3,021,791.74	£0.00	£0.00	£3,021,791.74

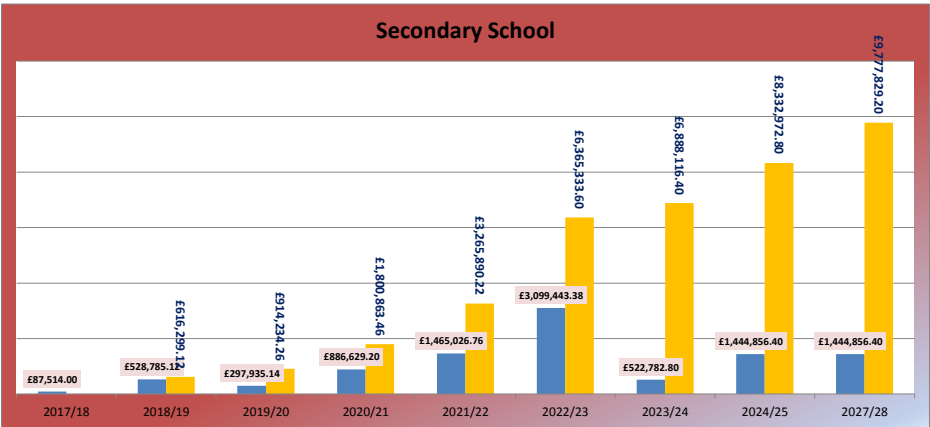
Early Years		
Year	Contributions (£)	Cumulative
2017/18	£621,800.11	
2018/19	£420,963.85	£1,042,763.96
2019/20	£655,922.47	£1,698,686.43
2020/21	£545,227.49	£2,243,913.92
2021/22	£733,563.22	£2,977,477.14
2022/23	£1,218,190.83	£4,195,667.97
2023/24	£215,924.13	£4,411,592.10
2024/25	£556,051.84	£4,967,643.94
2027/28	£556,051.84	£5,523,695.78
Total	£5,523,695.78	



Primary School		
Year	Contributions (£)	Cumulative
2017/18	£536,370.24	
2018/19	£675,861.94	£1,212,232.18
2019/20	£446,821.55	£1,659,053.73
2020/21	£1,026,668.13	£2,685,721.86
2021/22	£1,591,427.87	£4,277,149.73
2022/23	£2,850,636.44	£7,127,786.17
2023/24	£596,684.10	£7,724,470.27
2024/25	£1,020,883.50	£8,745,353.77
2027/28	£1,020,883.50	£9,766,237.27
Total	£9,766,237.27	



Secondary School		
Year	Contributions (£)	Cumulative
2017/18	£87,514.00	
2018/19	£528,785.12	£616,299.12
2019/20	£297,935.14	£914,234.26
2020/21	£886,629.20	£1,800,863.46
2021/22	£1,465,026.76	£3,265,890.22
2022/23	£3,099,443.38	£6,365,333.60
2023/24	£522,782.80	£6,888,116.40
2024/25	£1,444,856.40	£8,332,972.80
2027/28	£1,444,856.40	£9,777,829.20
Total	£9,777,829.20	



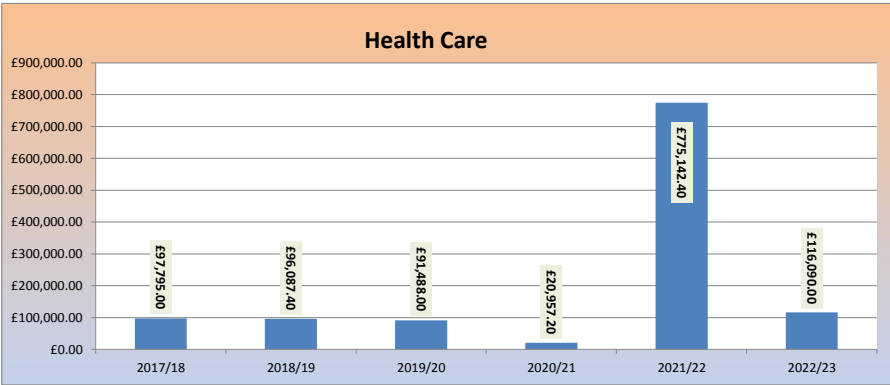
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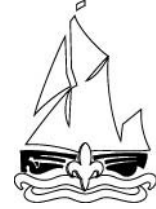
Forecasted Health Care Contributions Per Year

					2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Site/Planning Ref	Purpose	Financial Contribution	Trigger	Total Amount Due	Amount	Amount	Amount	Amount	Amount	Amount	Amount
(S2a) Land South Of Wycke Hill And Limebrook Way - 14/01103/OUT	Health Care Facilities Contribution - improvements to health care facilities within the vicinity of the site including the improvements of Longfield Medical Centre and Blackwater Medical Centre or such other facilities	Maximum of Three Hundred and Twenty Nine Thousand One Hundred and Sixty Pounds (£329,160), adjusted by RPI indexation	Prior to first occupation of 150th residential unit	£329,160.00					£329,160.00		
(S2b) Land North And West Of Knowles Farm Wycke Hill Maldon Essex 15/01327/Out	Improvements to health care facilities within the vicinity of the Site including the improvement of Longfield Medical Centre and Blackwater Medical Centre or such other facilities as shall be agreed between the parties (Land to be reserved and made available to NHS)	maximum of ninety nine thousand two hundred and twenty pounds £99,220	Prior to first occupation of the 50th Residential Unit	£99,290.00						£99,290.00	
(S2c) Land East Of Wycke Hill Maldon 13/00763/OUT & App/X1545/A/14/2213988	Provision of additional health care facilities within 3 miles of the development	Sum of Twenty Two Thousand Five Hundred and Fifty Pounds (22,550)	50% Prior to Commencement, remaining 50% to be paid prior to first occupation	£22,550.00	£11,275.00	£11,275.00					
(S2d) Land At Broad Street Green Road, Maypole Road And Langford Road Great Totham/Heybridge Essex 15/00419/out	Improvements to health care facilities within the vicinity of the site or such other facilities or purpose as shall be agreed between the parties - Healthcare Facility Option (see schedule4 for details)	£340,200 sum of three hundred forty thousand and two hundred pounds	of a written notice from the District Council or NHS England requesting payment of the Healthcare Contribution PROVIDED THAT the Healthcare Facility Option Period has not expired; or	£340,200.00					£340,200.00		
(S2e) Land North of Holloway Road, Heybridge, Essex 14/00990/OUT	Capital expenditure to provide new medical healthcare facilities or improve and/or increase the provision (or capacity) of existing medical health care facilities to serve the	sum of thirty two thousand four hundred pounds (£32,400) Index linked	Prior to occupation of 65th market dwelling	£32,400.00					£32,400.00		
(S2f) Land West Of Broad Street Green Road Heybridge Essex 15/00885/FUL	Use of the Health Care Facilities Contribution towards improvement at the Blackwater Medical Centre and/or other NHS primary care health facilities which serves the North Heybridge Garden suburb	the sum of £47,720.00 (forty seven thousand seven hundred and twenty pounds) indexed from the date of this agreement	37% prior to occupation of any dwellings, 21% prior to occupation of 50% dwellings, remaining balance prior to occupation of 75% dwellings	£47,720.00		£17,656.40		£10,021.20	£20,042.40		
(S2g) Land off Park Drive Maldon Essex 14/00581/ful	Health Care Contribution - To expand existing or provide new general practitioner medical surgeries that serve or will serve the resident within the development	the sum of £43,080 (forty three thousand and eighty pounds	Prior to occupation of the first dwelling	£43,080.00	£43,080.00						
(S2i) Land Between Chandlers And Creeksea Lane Maldon Road Burnham-On-Crouch Essex 14/00356/ful	Provision of additional capacity at the health centre within Parish of Burnham on Crouch	financial contribution of £67,480 (sixty seven thousand four hundred and eighty pounds) indexed	£40,480 ( forty thousand and four hundred and eighty pounds) to be paid prior to 18th occupation, remaining £27,000 (Twenty seven Thousand pounds) to be paid prior to occupation of 100th dwelling	£67,480.00			£40,480.00		£27,000.00		
(S2j) Land south of Green Lane and north of Maldon Road, Burnham-on-Crouch 16/00093/FUL	To be used by NHS England towards improvements at GP Practices within Burnham-on-Crouch	the sum of £328 (Three Hundred and twenty eight pounds) indexed from the date of This agreement for each dwelling	Prior to commencement of the development in any phases to pay the Health Care Facilities Contribution for the dwellings in that phase to the District Council	£59,040.00	£9,840.00	£25,256.00	£20,008.00	£3,936.00			
Land west of Fambridge Road, North Fambridge 14/01016/out	Enhancement of healthcare facilities and services at Anson Close Bring Surgery, South woodham Ferrers (including the main Practice at Kingsway Surgery, South Woodham Ferrers) which serves the development	sum of seventeen thousand nine hundred pounds (£17,900.00) adjusted by indexation	Upon commencement of development	£17,900.00		£17,900.00					
Land South of Marsh Road, BoC 14/00108/out	The enhancement of healthcare facilities and services at Burnham Surgery Foundry Lane Burnham on Crouch which serves the development	the sum of Twenty Four Thousand Pound (£24,000) based on the RPI indexation	Upon commencement of development	£24,000.00		£24,000.00					
Land at Southminster Road BoC 14/00108/OUT	Health care services to serve the development within Burnham on Crouch	the sum of £26,340 (twenty six thousand three hundred and forty pounds	Prior to Occupation	£26,340.00					£26,340.00		
Theedhams Farm, Steeple Road Southminster 14/00613/out	Provision of health care projects within the GP catchment area of southminster	the sum of £31,000 (thirty one thousand pounds	Deposit prior to occupation	£31,000.00			£31,000.00				
Land West Of Bridgeman's Green Latching don Essex 15/00396/out	Provision of resources to enhance healthcare at the Trinity medical Centre in Maryland	sum of sixteen thousand eight hundred pounds (£16,800.00) Indexed	Prior to occupation	£16,800.00						£16,800.00	
Land At Junction Of Steeple Road And Mill Road Maryland Essex 12/00452/out	Provision of additional healthcare services arising directly from the development to be used within General Practitioner catchment areas of Maryland and Southminster	sum of seven thousand and two hundred pounds (£7,000)	Prior to occupation	£7,000.00				£7,000.00			
Southminster West Business Park Scots Hill Southminster Essex 12/00437/out	Provision of healthcare projects within the GP catchment area of Southminster	the sum of thirty three thousand six hundred pounds (£33,600) indexed	Prior to occupation	£33,600.00	£33,600.00						
Total				£1,197,560.00	£97,795.00	£96,087.40	£91,488.00	£20,957.20	£775,142.40	£116,090.00	£0.00

Year	Contributions (£)
2017/18	£97,795.00
2018/19	£96,087.40
2019/20	£91,488.00
2020/21	£20,957.20
2021/22	£775,142.40
2022/23	£116,090.00
Total	£1,197,560.00



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## **REPORT of DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

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**to  
OVERVIEW AND SCRUTINY COMMITTEE  
27 FEBRUARY 2019**

### **REVIEW OF PERFORMANCE - QUARTER 3 2018/19**

#### **1. PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to supply Members with details of performance against targets set for 2018/19 and to ensure that progress is being achieved towards the overall corporate goals and objectives detailed in the Corporate Plan 2015-19 adopted by Council in February 2015, with the 2018/19 annual update approved by Council in February 2018.
- 1.2 Members should challenge performance or allocation of resources where the Committee feels that the Council's corporate goals have not or may not be achieved.
- 1.3 Where performance or progress is behind schedule or at risk, the reasons why need to be fully understood and decisions taken on what, if any, action is required to bring performance back on track.
- 1.4 The performance and risk information provided for each Directorate has been reviewed by the Directors to ensure progress is being achieved towards the corporate goals.

#### **2. RECOMMENDATIONS**

- (i) Members review the information as set out in this report and **APPENDIX 1** and their views and comments are sought.
- (ii) That Members review and/or scrutinise decisions made by, and the performance of, both Committees and Council Officers.
- (iii) That Members challenge performance or allocation of resources where the Committee feels that the Council's corporate goals may not be achieved.
- (iv) That Members question Members and Officers on decisions and performance, relating to comparisons with service plans and targets, or in respect of particular decisions, initiatives or projects.
- (v) That Members make recommendations to the Directors, the appropriate Committee and/or Council arising from the outcome of the scrutiny process.

### **3. SUMMARY OF KEY ISSUES**

3.1 As reported to and agreed by Council in February 2018:

- i. For 2018/19 CLT, in liaison with the service managers, identified and proposed the KCAs that will contribute to the achievement of the corporate goals and objectives. These KCAs are the “flagship” activities under each goal that the Council is committed to progressing or achieving in the year ahead and will provide a focus for the Council in delivering its priorities.

As key projects, the KCAs will be subject to the Council’s agreed project management methodology and the performance of which will be monitored at a corporate level with quarterly reports submitted both to CLT and this Committee.

- ii. For 2018/19, activities that are either central to our corporate goals, but delivery of which is more dependent on partnership working or have particular organisational significance for this coming year, are being differentiated from the KCAs. These will be designated as “service priorities”.

These will be subject to regular updates to established working groups and the relevant Programme Committees in addition to progress being reported half yearly to this and the Programme Committees.

3.2 **APPENDIX 1** to this report shows the status of all Key Corporate Activities, but additional comments are only provided for those activities and indicators/measures that are behind schedule, at risk or not on target to facilitate the effective scrutiny of performance.

### **4. IMPACT ON CORPORATE GOALS**

4.1 The Council stated its corporate goals and desired objectives in the Corporate Plan for 2015-19.

4.2 In turn, the Services agreed actions (Key Corporate Activities and Service Priorities) that they would take forward in 2018/19 to contribute to the achievement of these objectives. Performance indicators and measures were also established to monitor the impact of these actions and to provide evidence of achievements.

4.3 To ensure that Maldon District Council progresses towards or achieves the goals stated in the Corporate Plan, it is important that performance is monitored and managed effectively against targets and milestones.

4.4 As the Council is accountable to the community, it is also important that it is able to demonstrate it is monitoring and managing performance effectively.

## 5. IMPLICATIONS

- (i) **Impact on Customers** – Performance Management is about agreeing and achieving objectives and priorities, monitoring our performance against agreed targets and timescales, identifying opportunities for improvement, making necessary changes and ultimately delivering quality public services.
- (ii) **Impact on Equalities** – The Council aims to understand the needs of our staff and customers and making sure that our policies and services are designed to meet these needs and are implemented appropriately.

MDC is committed to providing equal opportunity of access to services and working towards developing communities that are free from discrimination.

Effective performance management will assist the Council in determining whether it is achieving this.

- (iii) **Impact on Risk** – If performance is not managed effectively by the Council at both Committee and management level, there is a risk that the Council will not achieve its stated priorities and objectives.
- (iv) **Impact on Resources (financial and human)** – If action is needed to bring key activities or indicators back on track to meet the targets set, a reallocation of resources may be required to ensure that objectives and priorities are achieved.
- (v) **Impact on the Environment** – None.

Background Papers: None

Enquiries to:

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Review of Performance 2018-19 Quarter 3 (Q3)



OVERVIEW & SCRUTINY COMMITTEE  
QUARTERLY REVIEW OF PERFORMANCE

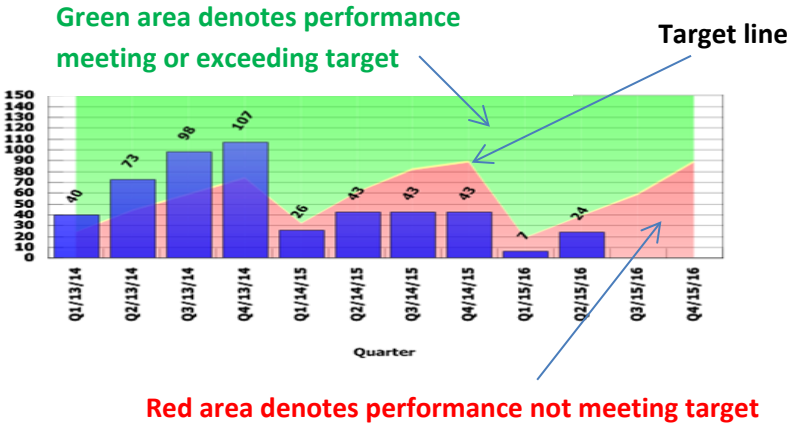
2018-19

QUARTER 3

Status Definitions for Key Corporate Activities

At Risk	There are issues which could impact the completion/ achievement of the Key Corporate Activity in the future
Behind Schedule	Target date for completion of the Key Corporate Activity , or milestones upon which activity depends, have not been met
On Track	Work progressing satisfactorily, milestones upon which the activity depends are being met and overall target for completion should be achieved
Completed	Key Corporate Activity completed – no further work required

Example Performance Indicator Graph



Review of Performance 2018-19 Quarter 3 (Q3)

**Corporate Goal - Strengthening communities to be safe, active and healthy**

Key Corporate Activities contributing to this goal - 1			
At Risk	Behind Schedule	On Track	Completed
		1	

Key Corporate Activities (KCAs)	Target Date	Status as at end of Q3	Comments for KCAs "At Risk" or "Behind Schedule"
Implement the Homelessness Reduction Act to prevent and relieve homelessness	March 2019	On track	



## Review of Performance 2018-19 Quarter 3 (Q3)

### Tracking Measures

The following are designated as “tracking measures” for which it is inappropriate to set targets as the Council has little control of performance, but establishing these measures will enable us to gauge the impact of our actions on the desired objectives outlined in the Corporate Plan.

Indicator	15/16 Actual	16/17 Actual	17/18 Actual	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative for the year 18/19
Level of reported crime	2,341 Incidents of all crime	2,422 Incidents of all crime	2,572 Incidents of all crime	601 Incidents of all crime	870 Incidents of all crime	854 Incidents of all crime	2,458 Incidents of all crime
ASB incidents	1,087	1,000	987	231	232	205	694
Solved rate	16.6%	16.9%	13.3%	10.2% (for the year to December)	8.9% (for the year to July)	9.8% (for the year to December)	9.8% (for the year to December)
Number of households where prevention of homelessness duty has been accepted	New indicator w.e.f. Q3 18/19					Not available	In common with many other authorities we have experienced difficulties with the IT system used to provide statistics to the Government. We have worked closely with the IT provider and hope to have access to a suite of reports by April 2019 that will enable us to provide figures for this tracker for 2018/19.
Number of households where relief of homelessness duty has been accepted	New indicator w.e.f. Q3 18/19					14	14
Number of households where full homelessness duty has been accepted	New indicator w.e.f. Q3 18/19					10	10
Number of households where homelessness has been successfully prevented	New indicator w.e.f. Q3 18/19					Not available	See comments above re current lack of standard reports.
No. of aids, adaptations and improvements implemented for older and disabled households by the Home Improvements Team	63	69	19	15	18	30	67

### Review of Performance 2018-19 Quarter 3 (Q3)

Indicator	15/16 Actual	16/17 Actual	17/18 Actual	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative for the year 18/19
No. of households where living conditions were improved through Council interventions	21	10	9	2	3	4	12
Overall no. of households within the Maldon District that have been assisted through the Ecoflex fund	New measure 18/19			New measure 18/19	3	Measured on a half yearly basis	
Number of food premises within the District whose Food Hygiene rating has improved through Council intervention	New measure 18/19			New measure 18/19	Measured on an annual basis		Not applicable
Participation in Active Maldon events targeted at: <ul style="list-style-type: none"> <li>• Frailty and old age</li> <li>• Obesity</li> <li>• Isolation</li> <li>• Mental Health</li> </ul>	New measure 17/18	New measure 17/18	See below	See below	See below	Measured on a half yearly basis	See below
<ul style="list-style-type: none"> <li>• My Weight Matters weekly management scheme – 7 sessions held (started in February 2018) – average of 13 participants per week</li> <li>• 15 led cycling rides – 238 participants</li> <li>• Body care – 14/19 schools engaged, 77 sessions held</li> <li>• Livewell Campaign – Event held at MDC offices – 16 exhibitors, 150 participants</li> <li>• 2 Xplorer orienteering courses – 226 participants</li> <li>• Walking football – average 14/weekly session</li> </ul>				<p style="text-align: center;"><b>Half year 2018/19</b></p> <ul style="list-style-type: none"> <li>• My Weight Matters weekly management scheme – average of 20 participants per week</li> <li>• Body care – 16/19 schools engaged, average 24 participants per session</li> <li>• Walking football – average 14/weekly session</li> <li>• Fitsteps – average 21/bi-weekly session</li> <li>• Music/movement – average 12/8 sessions a week</li> <li>• Club development workshops (2) – 19 clubs attended</li> <li>• Maldon &amp; District School Sports Association Annual Championships – mass primary school participation event with track and field competitions – 21 schools (405 pupils)</li> <li>• Maldon and District School Cricket Festival - 26 schools (236 pupils)</li> </ul>			

## Corporate Goal - Protecting and shaping the District

Key Corporate Activities contributing to this goal – 7				
Activity not being taken forward	At Risk	Behind Schedule	On Track	Completed
1	1	4	1	

Key Corporate Activities (KCAs)	Target Date	Status as at end of Q3	Comments for KCAs “At Risk” or “Behind Schedule”
Delivery of the strategic sites as set out in the adopted Local Development Plan for the Maldon District	Strategic Sites have varying timescales as set out in the adopted LDP	Behind schedule	<p>The benchmark timetable for the delivery of the LDP Strategic Sites is the Housing Trajectory set out in Figure 4 (page 24) of the approved LDP.</p> <p>Overall the delivery rate is behind schedule, although some sites are being delivered to the housing trajectory. Therefore the focus has been to work with developers to unlock barriers to commencement and ensure that permissions, in accordance with policy, are in place as early as possible so that delays are minimised.</p> <p>The following sets out the status of each site:</p> <p><b>Site 2a - South of Limebrook Way</b> The first reserved matters application has been approved for 200 dwellings on the Taylor Wimpey Site. In addition, approval has been given for the site infrastructure works. Work has now started on site. The first reserved matters application for the Crest Nicholson site is expected in Spring 2019. First completions are anticipated in 2019, which is a year later than the LDP housing trajectory.</p> <p><b>Site S2b - North of Wycke Hill</b> The S106 is nearing completion. As a land promoter led scheme the site will be marketed to a house builder prior to the submission of reserved matters. LDP anticipated the first homes to be delivered in 2019/20.</p> <p><b>Site S2c - South of Wycke Hill</b> Linden Homes are on site and first units are now occupied. This site is on schedule to be completed within the 5 year Housing Land Supply period.</p> <p><b>Site S2d - North Heybridge</b> Countryside has submitted amendments to the existing planning application, and it is expected to be considered by Council in January 2019. The</p>

## Review of Performance 2018-19 Quarter 3 (Q3)

			<p>application now includes an enhanced onsite SUDS and drainage scheme, which incorporates existing watercourses from the north of the site, which were previously captured (if required) and stored in the flood alleviation scheme. The revised SUDs and drainage should have the capacity and management systems in place to not increase the likelihood of flooding off site, but also not prejudice and be integrated with further off-site mitigation and alleviation measures. This site is behind schedule as the LDP anticipated first completions in 2018/19.</p> <p><b>Site S2e - Holloway Road</b> Bellway are on site and first completions due in 2018/19. This site is on schedule to be completed within the 5 year Housing Land Supply period.</p> <p><b>Site Sf - West of Broad Street Green Road</b> Persimmon on site - first completions due in 2018/19, one year behind the schedule in the LDP. However the development is to be completed within the 5 year Housing Land Supply period.</p> <p><b>Site S2g Park Drive</b> Development of 131 units is now complete.</p> <p><b>Site S2h Heybridge Swifts</b> This site is stalled. Its trajectory is outside of the 5-Year housing supply monitoring period so not critical at this point.</p> <p><b>Site S2i West of Burnham on Crouch</b> Planning permission has been granted for a S73 application for Barratt Homes/David Wilson Homes for 174 units and work has started on site. This site is behind schedule as the LDP anticipated a start in 2017/18 nevertheless it is expected to be completed in the 5 year Housing Land Supply period.</p> <p><b>Site S2j North of Burnham on Crouch West</b> Persimmon on site - aim to complete first units in 2018/19, which is one year later than anticipated. However the development is to be completed within the 5 year Housing Land Supply period.</p> <p><b>Site S2k North of Burnham on Crouch East</b> Taylor Wimpey has registered an option on this site to develop 90 units.</p>
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## Review of Performance 2018-19 Quarter 3 (Q3)

<p><b>Co-ordinate delivery, management and maintenance of strategic infrastructure</b></p>	<p><b>As set out in the Infrastructure Delivery Plan (2014 to 2029)</b></p>	<p><b>Behind schedule</b></p>	<p>The benchmark timetable for the delivery of the strategic infrastructure is set out in the Infrastructure Delivery Plan, which was updated as part of the Post Examination Modifications to the LDP, published in March 2017.</p> <p>Officers have put in place a mechanism for the programming, coordination and monitoring of infrastructure. This approach is being promoted with Essex County Council and NHS England. A report to Overview and Scrutiny Committee on 3rd October 2018 outlined the approach.</p> <p><b>South Maldon Garden Suburb</b></p> <p>S106 contributions have been made towards infrastructure from S2c Wycke Hill (south) in accordance with the S106 agreement. The S106 agreement for the Site South of Limebrook Way (1,000 units) has been signed. The delivery of much of the infrastructure is pegged to the delivery of homes (which is 1 year behind schedule) and the timing of payments e.g. towards the South Maldon Relief Road and the new school. Officers are working closely with ECC to ensure that when monies are received development of the infrastructure can take place without delay.</p> <p><b>North Heybridge Garden Suburb</b></p> <p>The Council is working with the developers and partners to secure a S106 agreement for infrastructure required to deliver Site S2d North of Heybridge. Developers' contributions have been received from Site S2f Broad Street Green Road for health facilities, play areas and allotments. Work has started on site S2e Holloway Road which is also subject to a S106 agreement.</p> <p>Elsewhere, infrastructure has been secured in accordance with the Infrastructure Delivery Plan and LDP through S106 agreements at Site S2j North of Burnham on Crouch for health facilities and youth facilities.</p> <p>The timing of delivery of infrastructure is dependent on the delivery of the related sites, due to the trigger mechanisms in the S106 Agreements.</p>
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## Review of Performance 2018-19 Quarter 3 (Q3)

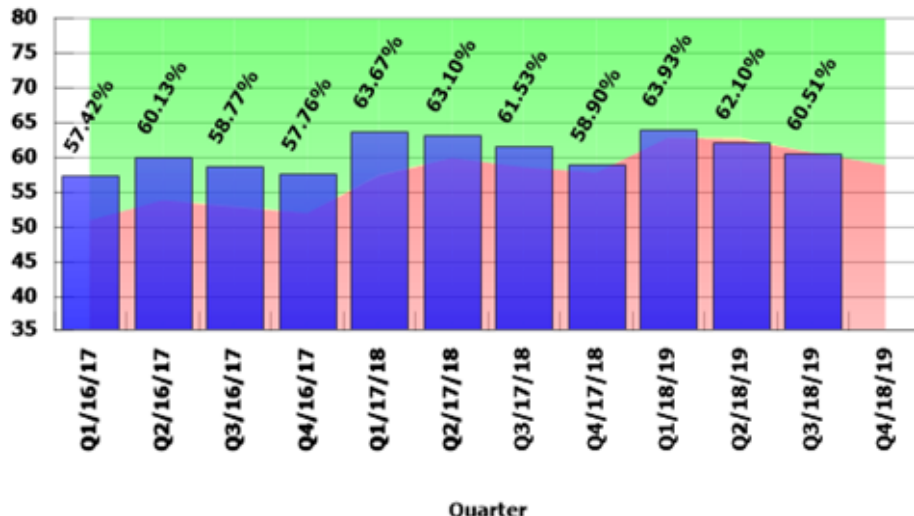
<p><b>Implement the Housing Strategy to meet the District's Housing need, specifically:</b></p> <p><b><i>For older people:</i></b></p> <ul style="list-style-type: none"> <li>- development of independent living schemes for older people in Burnham and Maldon</li> <li>- review Disabled Facilities Grants policy</li> </ul> <p><b><i>Affordable housing</i></b></p> <ul style="list-style-type: none"> <li>- progress Community Led Housing</li> <li>- implement proposals for investment if Housing Infrastructure Fund bid successful</li> <li>- assess need for Key Worker housing to support local economy</li> </ul> <p><b><i>Supported and temporary housing:</i></b></p> <ul style="list-style-type: none"> <li>- identify Registered Providers willing to develop supported housing in the District and establish sources for future revenue funding</li> <li>- explore potential to support conversion from commercial to residential where this would help meet need for temporary accommodation</li> </ul>	<p><b>March 2019</b></p>	<p><b>Behind schedule</b></p>	<p>The Housing Strategy has been subject to consultation including a meeting in January with interested parties.</p> <p>The consultation responses are now being considered, following which the Strategy will be submitted to the Planning and Licensing Committee and Full Council for adoption.</p> <p>Submission to Committee has missed the original target date due to the meeting with interested parties (which is best practice), but the Strategy will still be submitted this calendar year.</p>
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# Review of Performance 2018-19 Quarter 3 (Q3)

Key Corporate Activities (KCAs)	Target Date	Status as at end of Q3	Comments for KCAs "At Risk" or "Behind Schedule"
Influence and co-ordinate partners to prioritise and deliver flood relief projects for identified surface and coastal flooding risk areas in District	March 2019	North Heybridge Flood Alleviation Scheme <b>At risk</b>	<p><b>North Heybridge Flood Alleviation Scheme</b> - The Working Group continues to evaluate the options and is currently reviewing the modelling and costs for each option. Upon completion of this work the preferred options will be presented to the project workshop (scheduled January 2019) for a decision on the preferred option at this stage. The Environment Agency is clear that partnership contributions will be essential to fund the preferred option and will form part of on-going discussions. The status of this scheme remains "At risk".</p> <p><b>Brickhouse Farm Scheme (CDA 2)</b> - A new scheme was presented to Council on 20 December 2018 which was approved. Essex County Council has submitted a planning application to ECC for the scheme, decision to follow in Q4. County will be organising a public consultation event during Q4. Status is behind schedule, but the aim is to commence project within this financial year.</p> <p><b>West Maldon (CDA1)</b> - ECC have now formally noted that due to inadequate cost/benefit the scheme is unlikely to attract government funding and will not go ahead. The Council will continue to seek funding opportunities as they arrive.</p>
		CDA 2 Scheme Brickhouse Farm <b>Behind schedule</b>	
		CDA1 West Maldon <b>Not being taken forward</b>	
		CDA3 and Masterplan Area <b>On track</b>	

## Review of Performance 2018-19 Quarter 3 (Q3)

Indicators - For comparison purposes, where available, the figures for the previous year, for the same period in the previous year and the previous quarter are provided.

Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target achieved																										
Total household waste arising per household  <a href="#">Low performance is good</a>	824 kgs. per household	750 kgs. per household	Monitored on an annual basis				Not applicable																										
Residual household waste per household  <a href="#">Low performance is good</a>	339 kgs. per household	340 kgs. per household	Monitored on an annual basis				Not applicable																										
Percentage of household waste sent for reuse, recycling and composting (including separate green waste)  <a href="#">High performance is good</a>	58.93%	59%	57.8%	63.93%	56.85% (provisional)	60.51% (provisional)	At risk																										
<a href="#">Comment on current performance</a> The provisional cumulative figure for the year to date is slightly lower than the target for the end of Q3 (0.39% below target of 60.9%).  Figures are lower this year due to the very dry summer and a drop in garden waste.			 <table><caption>Percentage of household waste sent for reuse, recycling and composting</caption><thead><tr><th>Quarter</th><th>Percentage</th></tr></thead><tbody><tr><td>Q1/16/17</td><td>57.42%</td></tr><tr><td>Q2/16/17</td><td>60.13%</td></tr><tr><td>Q3/16/17</td><td>58.77%</td></tr><tr><td>Q4/16/17</td><td>57.76%</td></tr><tr><td>Q1/17/18</td><td>63.67%</td></tr><tr><td>Q2/17/18</td><td>63.10%</td></tr><tr><td>Q3/17/18</td><td>61.53%</td></tr><tr><td>Q4/17/18</td><td>58.90%</td></tr><tr><td>Q1/18/19</td><td>63.93%</td></tr><tr><td>Q2/18/19</td><td>62.10%</td></tr><tr><td>Q3/18/19</td><td>60.51%</td></tr><tr><td>Q4/18/19</td><td>56.85%</td></tr></tbody></table>					Quarter	Percentage	Q1/16/17	57.42%	Q2/16/17	60.13%	Q3/16/17	58.77%	Q4/16/17	57.76%	Q1/17/18	63.67%	Q2/17/18	63.10%	Q3/17/18	61.53%	Q4/17/18	58.90%	Q1/18/19	63.93%	Q2/18/19	62.10%	Q3/18/19	60.51%	Q4/18/19	56.85%
Quarter	Percentage																																
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### Review of Performance 2018-19 Quarter 3 (Q3)

Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target achieved																		
Average number of justified missed collections per collection day  Low performance is good	10.22	<10 per collection day	8.38	12.6	13.32	13.3	No																		
<u>Comment on current performance</u> Earlier in the year, there were concerns over the high level of routes not being completed, but this was addressed by the contractor supplying additional resources to the contract which has had a positive impact on performance.  Whilst the average number of justified missed collections per collection day for Q3 (13.32) is over the target of 10, performance has to be viewed against the total number of 16,613 collections per day - 99.9% of collections are deemed to be successfully collected.  The contract is closely monitored by the Waste Team with peaks and troughs in performance analysed and discussed with the contractors and monthly contract meetings held.  As reported recently to the Community Services Committee, many authorities do not report on missed waste collections, or only consider it to be a missed collection if it has failed to be picked up the following day or alternatively report the number of successful collections.  It is proposed, therefore, that if this indicator is retained for 2019/20, that the target should be reviewed and set at a more realistic figure.			<table><caption>Quarterly Performance Data</caption><thead><tr><th>Quarter</th><th>Value</th></tr></thead><tbody><tr><td>Q1/17/18</td><td>9.3</td></tr><tr><td>Q2/17/18</td><td>10.0</td></tr><tr><td>Q3/17/18</td><td>9.5</td></tr><tr><td>Q4/17/18</td><td>10.2</td></tr><tr><td>Q1/18/19</td><td>14.0</td></tr><tr><td>Q2/18/19</td><td>13.3</td></tr><tr><td>Q3/18/19</td><td>13.3</td></tr><tr><td>Q4/18/19</td><td>13.3</td></tr></tbody></table>					Quarter	Value	Q1/17/18	9.3	Q2/17/18	10.0	Q3/17/18	9.5	Q4/17/18	10.2	Q1/18/19	14.0	Q2/18/19	13.3	Q3/18/19	13.3	Q4/18/19	13.3
Quarter	Value																								
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Q3/18/19	13.3																								
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# Review of Performance 2018-19 Quarter 3 (Q3)

Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target achieved
<b>Quality of decision: % of total number of decisions on applications made during the assessment period overturned at appeal</b> Low performance is good	<b>6.15 %</b> (major applications)  <b>3.73%</b> (non major applications) (for the 2 year minus 9 months period as per MHCLG assessment re quality of decisions)	<b>8.5%</b> (for both major and non-major applications)	<b>7.5%</b> (major applications)  <b>4.0%</b> (non major applications) (for the 2 year minus 9 months period as per MHCLG assessment re quality of decisions)	<b>4.39%</b> (major applications)  <b>2.9%</b> (non major applications) for the 2 year minus 9 months period	<b>3.51%</b> (major applications)  <b>2.95%</b> (non major applications) for the 2 year minus 9 months period	<b>Not applicable</b>	<b>Yes</b>
<b>Total number of homes delivered</b> High performance is good	<b>166</b>	<b>310</b>	<b>Monitored on an annual basis</b>				<b>Not applicable</b>

# Review of Performance 2018-19 Quarter 3 (Q3)

<b>Total number of affordable homes delivered (through legal agreements and other means)</b> High performance is good	<b>25</b>	<b>130</b>	<b>Monitored on an annual basis</b>	<b>Not applicable</b>
<b>Total number of long term (i.e. longer than 6 months) empty homes in the District</b> Low performance is good	<b>194</b> as at 31/3/18 (of which 29 have been empty in excess of 5 years)	<b>Not applicable</b>	<b>Monitored on an annual basis</b>	<b>Not applicable</b>

# Review of Performance 2018-19 Quarter 3 (Q3)

Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target achieved
<b>Number of long term empty homes as a % of total stock</b>  *Source: MHCLG – Maldon: Total stock figure as at 1/4/2017 (28,070); Long Term Vacant properties as at 02/10/17 (213) England: Total stock figure as at 1/4/2017 (23,950,000); Long Term Vacant properties as at 02/10/17 (205,293)  <a href="#">Low performance is good</a>	0.76% *	< national average 2017 0.86%	Monitored on an annual basis				Not applicable

## Review of Performance 2018-19 Quarter 3 (Q3)

**Tracking Measures:** The following are designated as “tracking measures” for which it is inappropriate to set targets as the Council has little control of performance, but establishing these measures will enable us to gauge the impact of our actions on the desired outcomes outlined in the Corporate Plan.

Indicator	15/16 Actual	16/17 Actual	17/18 Actual	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative for the year 18/19
<b>Fly tipping</b> <ul style="list-style-type: none"> <li>• No. of incidents</li> <li>• % removed within standard time</li> </ul>	<ul style="list-style-type: none"> <li>• 214</li> <li>• 100%</li> </ul>	<ul style="list-style-type: none"> <li>• 381</li> <li>• 100%</li> </ul>	<ul style="list-style-type: none"> <li>• 472</li> <li>• 100%</li> </ul>	<ul style="list-style-type: none"> <li>• 112</li> <li>• 100%</li> </ul>	<ul style="list-style-type: none"> <li>• 91</li> <li>• 100%</li> </ul>	<ul style="list-style-type: none"> <li>• 105</li> <li>• 98%</li> </ul>	<ul style="list-style-type: none"> <li>• 314</li> <li>• 99%</li> </ul>
No. of reports received from the public re litter	38	26	20	4	5	5	18
No. of fixed penalty notices issued relating to litter offences	18	30	87	10	19	24	77
No of reports received from the public re dog fouling	50	74	58	20	3	14	28
No. of fixed penalty notices issued relating to dog fouling offences	12	10	9	2	0	4	4
No. of sites in District (out of 29) where NO2 levels exceed 90th percentile of National Air Quality annual mean objective	N/A	N/A	N/A	18	15	15	Not applicable
Average Levels of Nitrous Dioxide across the whole District	33.05µ/m <sup>3</sup>	29.60µ/m <sup>3</sup>	31.66µ/m <sup>3</sup> (For year to December 2017)	Monitored on an annual basis			Not applicable
Number of flood alleviation schemes implemented in the District as a result of grant funding/partnership working	New indicator 17/18	New indicator 17/18	0	Monitored on an annual basis			Not applicable
Number of households removed from flood risk as a result of schemes implemented	New indicator 17/18	30	0	Monitored on an annual basis			Not applicable
Affordable housing needs assessment	New indicator 16/17	130	520	Monitored on an annual basis			Not applicable
Number of people registered with the Council for housing in Bands A-C of the Council’s policy for determining Housing Need	New indicator 17/18	New indicator 17/18	Not applicable	202 (As at end of December 2017)	194 (As at end of September 2018)	193 (As at end of December 2018)	Not applicable
Number of properties available to offer those with a housing need during the quarter	New indicator 17/18	New indicator 17/18	Not applicable	48	37	66	Not applicable
Number of households in temporary accommodation at the end of the quarter	New indicator 17/18	New indicator 17/18	Not applicable	11 (As at end of December 2017)	14 (As at end of September 2018)	17 (As at end of December 2018)	Not applicable

## Corporate Goal - CREATING OPPORTUNITIES FOR ECONOMIC GROWTH AND PROSPERITY

Key Corporate Activities contributing to this goal - 12				
Not started	At Risk	Behind Schedule	On Track	Completed
5		2	5	

Key Corporate Activities (KCAs)	Target Date	Status as at end of Q3	Comments for KCAs "At Risk" or "Behind Schedule"
<b>Work with local businesses and agencies to prepare for/implement projects for the following Central Area Masterplan (CAMP) sites:</b> <ul style="list-style-type: none"> <li>a) Lower High Street</li> <li>b) Butt Lane Car Park</li> <li>c) Hythe Quay</li> <li>d) Maldon Riverside Path</li> <li>e) The Causeway Corridor</li> <li>f) North Quay Regeneration</li> <li>g) Former Wyndeham Heron premises</li> <li>h) Destination Hub – Promenade Park/Hythe Quay</li> <li>i) Promenade Park</li> </ul>	March 2019	a) Behind schedule	<b>Lower High Street</b> The Engagement Strategy was approved by Director of Strategy, Performance and Governance in December 2018. Wider Town Centre Regeneration Project with Project 1 Upper High Street, Project 3 Butt Lane Car Park and overall Parking Strategy for Masterplan Area plus Air Quality Management Area (AQMA) may now move forward in light of Declaration of the AQMA in late December 2018. An Action Plan has to be in place 1 year from date of declaration to reduce Nitrogen Dioxide levels on Market Hill which may impact on current traffic management and routes into the Town Centre.
		b) On track	
		c) Not started	
		d) Not started	
		e) Not started	
		f) Behind schedule	<b>Hythe Quay</b> Businesses and operators on Hythe Quay will be involved as part of the Engagement Strategy for CAMP Project 2 Lower High Street (KCA06a) and the link between Hythe Quay/Promenade Park with the Lower High Street.
		g) Not started	
		h) On track	
		i) Not started	The Engagement Strategy was approved in December 2018. Timelines and delivery dates to be advised.
			<b>Maldon Riverside Path</b> Engagement with Carr's Flour Mill and Maldon Crystal Salt Company have realised support for CAMP Project 5 for interpretation boards along the route and potential enhanced access to the riverside route when this project commences. An attractive walking and cycling route to the town other than by Market Hill (AQMA Declaration) will be via the Riverside Route from the Causeway Area to Town and vice versa. A town centre regeneration project incorporating Projects 1, 2, 3 and 4 plus considerations of the AQMA could kick start this project.

## Review of Performance 2018-19 Quarter 3 (Q3)

			<p><b>Causeway Corridor</b> Condition 24 to FUL/MAL/18/00407 (new 60-bed hotel on Aquila site) has secured delivery of the Strategic Landscaping and Public Realm Strategy for the Causeway Corridor prior to occupation of the hotel: The hotel development has not yet commenced to realise the Landscape Strategy for the Causeway Corridor. However, some improvements to highway infrastructure has commenced via the adjacent Aquila development with new railings and crossing points at Fullbridge which is part of the Causeway Corridor.</p> <p><b>North Quay Regeneration</b> Project 6 has gone behind schedule due to 'future model' requirements for project lead and inclusion of Projects 7 and 9 within scope of Project 6. Programme Timeline to be readjusted but same work delivered.</p> <p><b>Former Wyndeham Heron premises</b> Delivery of this project will be informed by the findings of the Causeway and Central Area Strategic Flood Risk Assessment, which should be completed by Summer 2019.</p> <p>The premises have recently been let on a short term lease to a local business. Officers will engage with the owners in 2019 to help produce a long term strategy for the site.</p> <p><b>Promenade Park</b> The Declaration of the AQMA and implementing the Parking Strategy for the Masterplan Area will kick start this project with the need for the Promenade Park Management Plan.</p>
Key Corporate Activities (KCAs)	Target Date	Status as at end of Q3	Comments for KCAs "At Risk" or "Behind Schedule"
Co-ordinate the delivery of an Enterprise Centre for the District	Outcome of Local Growth Funding decision March 2019	On track	
Identify and work with partners to implement the strategy to meet the skills need within the District	Strategy to be submitted for approval in March 2019	On track	
Develop a Planning Performance Agreement to mitigate the impact and maximise the benefits from the development of a new nuclear power station at Bradwell	Review in September 2019	On track	

## Review of Performance 2018-19 Quarter 3 (Q3)

**Tracking Measures:** The following are designated as “tracking measures” for which it is inappropriate to set targets as the Council has little control of performance, but establishing these measures will enable us to gauge the impact of our actions on the desired outcomes outlined in the Corporate Plan.

Indicator	15/16 Actual	16/17 Actual	17/18 Actual	Q3 17/18	Q2 18/19	Q3 18/19
<b>Within the District total number of employee jobs</b>  Source: NOMIS (ONS Business Register and Employment Survey)	19,000 2015	20,000 2016	21,000 2017	Monitored on an annual basis		
<b>Number of business enterprises within the District</b>  Source: NOMIS	3,270 (2015)	3,295 (2016)	3,400 (2017)	Monitored on an annual basis		
<b>Number of empty NNDR properties within the District</b>	187 (as at March 2016)	168 (as at March 2017)	166 (as at March 2018)	157 (as at December 2017)	178 (as at September 2018)	178 (as at December 2018)
<b>Growth in number of NNDR Properties during the year</b>	New indicator 18/19	New indicator 18/19	+9	Monitored on an annual basis		
<b>In year rateable value movement</b>	New indicator 18/19	New indicator 18/19	+ £392, 273	Monitored on an annual basis		
<b>Number/percentage of 16 – 18 year olds in the District not in employment, education or training</b> Source: ECC	80 (as at March 2016)  (16 – 19 year olds)	31 (as at March 2017) Equivalent to 2.1% of 16 – 18 year olds in the District not in employment, education or training	34 (as at March 2018) Equivalent to 2.4% of 16 – 18 year olds in the District not in employment, education or training	Monitored on an annual basis		
<b>Number of participants starting in apprenticeship schemes within the District</b> Source: DfE	540	480	170	Monitored on an annual basis		
<b>Total visitor spend in the District</b> Source: TIC – Economic Impact of Tourism report	£155.5m (2015)	£160.8m (2016)	£172.8m (2017)	Monitored on an annual basis		



## Review of Performance 2018-19 Quarter 3 (Q3)

### Corporate Goal - Delivering good quality, cost effective and valued services

Key Corporate Activities contributing to this goal - 6			
At Risk	Behind Schedule	On Track	Completed
		4	2

Key Corporate Activities (KCAs)	Target Date	Status as at end of Q3	Comments for KCAs "At Risk" or "Behind Schedule"
<b>Implement the ICT Strategy projects for 2018/19</b> <ul style="list-style-type: none"> <li>- Implement new telephony system</li> <li>- Upgrade e-mail system</li> <li>- Develop the 2019/23 ICT Strategy</li> </ul>	March 2019	New telephony system On track	
		E-mail system Completed	
		ICT Strategy Completed	
<b>Deliver the Future Model projects:</b> <ul style="list-style-type: none"> <li>a) Workforce Development Strategy</li> <li>b) Information Governance</li> <li>c) Commercial Investment</li> </ul>	March 2019	Workforce Development Strategy On track	
		Information Governance On track	
		Commercial Investment On track	

## Review of Performance 2018-19 Quarter 3 (Q3)

### Indicators

For comparison purposes, where available, the figures for the previous year, for the same period in the previous year and the previous quarter are provided.

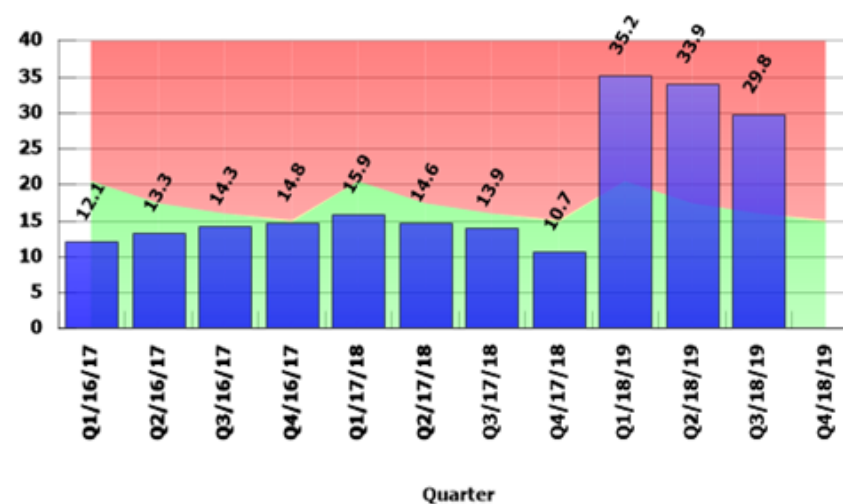
Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target
% of rentable assets let on estates portfolio	New indicator 18/19	95%	Monitored on an annual basis				Not applicable
Average rate of return on Treasury investments	New indicator 18/19	1.5%	Monitored on an annual basis				Not applicable
Time taken to process Housing Benefit/Council Tax Support new claims	10.72 days	15 days	12.49 days	32.94 days	29.81 days	20.5 days	No

Low performance is good

### Comment on current performance

Quarter 3 performance has seen continued improvement with a reduction from 32.94 days in Quarter 2 to 20.5 days.

While the additional measures put in place have had an impact it is unlikely the original target will be achieved in view of the additional demands that the service is likely to face as we embed significant service transformation.



### Review of Performance 2018-19 Quarter 3 (Q3)

Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target
Time taken to process Housing Benefit/Council Tax Support change of circumstances	5.09 days	6.5 days	8.69 days	12.69 days	10.41 days	12.39 days	No
<div>Low performance is good</div> <div>Comment on current performance</div> <div>Similar to performance for processing new claims, Quarter 3 performance has seen continued improvement with a reduction from 12.69 days in Quarter 2 to 10.41 days.</div> <div>While the additional measures put in place have had an impact it is unlikely the original target will be achieved in view of the additional demands that the service is likely to face as we embed significant service transformation.</div>							

Quarter	Days
Q1/16/17	5.9
Q2/16/17	7.9
Q3/16/17	7.7
Q4/16/17	5.0
Q1/17/18	10.4
Q2/17/18	8.4
Q3/17/18	8.5
Q4/17/18	5.1
Q1/18/19	13.7
Q2/18/19	13.2
Q3/18/19	12.4
Q4/18/19	12.4

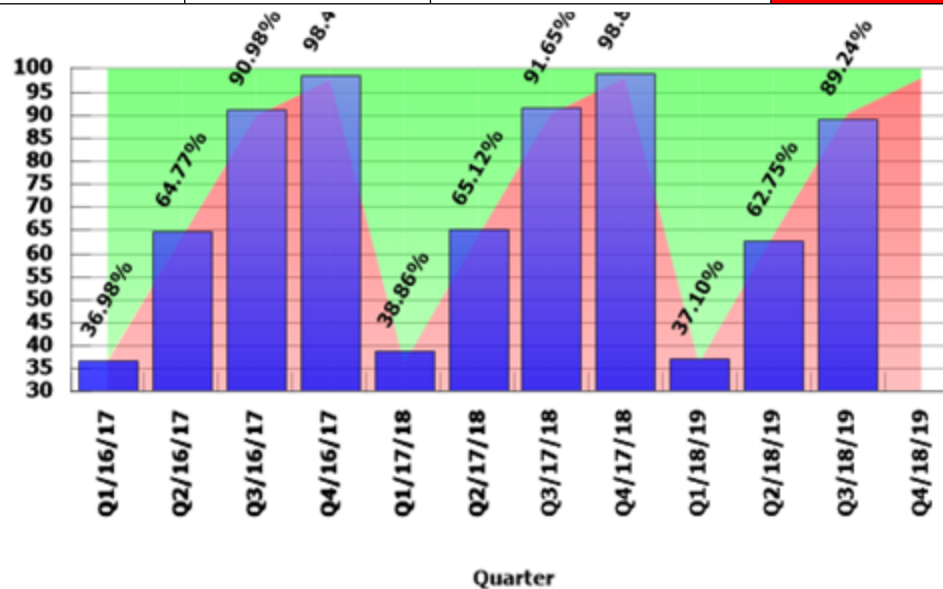
### Review of Performance 2018-19 Quarter 3 (Q3)

Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target
% Council Tax collected  <i>High performance is good</i>	98.45%	98.3%	28.16%	27.95%	28.25%	94.5%	Yes
% Business Rates collected  <i>High performance is good</i>	98.8%	98%	26.53%	25.65%	26.49%	89.24%	At risk

#### Comment on current performance

The collection rate is slightly below target primarily due to a change in occupier of one of our larger rate assessments, and a dispute with the occupier resulting in non-payment. We are currently taking action to recover the debt.

As a result the achievement of the annual target is at risk.



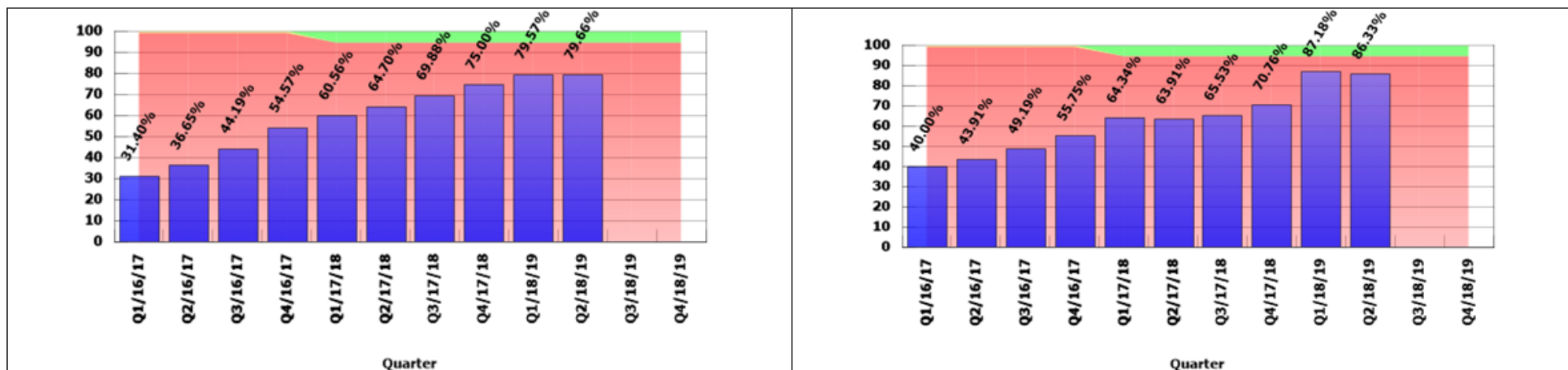
# Review of Performance 2018-19 Quarter 3 (Q3)

Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target
<b>Percentage of major planning applications determined within 13 weeks</b>  High performance is good	97.2%	90%	100%	94.12%	91.67%	92.5%	Yes
<b>Percentage of minor planning applications determined within 8 weeks</b>  High performance is good	97.8%	90%	100%	98.8%	97.73%	97.72%	Yes
<b>Percentage of other planning applications determined within 8 weeks</b>  High performance is good	98.16%	90%	99.19%	100%	100%	99.76%	Yes
<b>% of major planning applications acknowledged within 10 working days</b>  High performance is good	91.23%	95%	94.12%	90.91%	100%	97.78%	Yes

### Review of Performance 2018-19 Quarter 3 (Q3)

Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target
% of minor planning applications acknowledged within 5 working days <a href="#">High performance is good</a>	75%	95%	81.01%	79.76%	81.48%	80.23%	No
% of other planning applications acknowledged within 5 working days <a href="#">High performance is good</a>	70.76 %	95%	68.53%	85.42%	88.28%	86.92%	No
<b><u>Comment on current performance</u></b> These indicators were introduced in 2016/17 when there were issues within Planning and concerns raised by Members with the time taken to validate/acknowledge applications. Since then there has been a significant improvement in performance as follows:							
	2016/17		2018/19 (year to date)				
% of major planning applications acknowledged within 10 working days	89.47%		97.78%				
% of minor planning applications acknowledged within 5 working days	54.57%		80.23%				
% of other planning applications acknowledged within 5 working days	55.75%		86.92%				
Government guidance (Development Management – Good Practice Guide) in relation to validation suggests targets of: <ul style="list-style-type: none"><li>• 85% of applications validated within 6 working days and</li><li>• 95% of applications validated within 10 working days of receipt of the application.</li></ul>							
It was therefore proposed to, and approved by, the Planning & Licensing Committee that these indicators and targets will be amended to align with the Government guidance and will be introduced with effect from 2019/20.							
% of minor planning applications acknowledged within 5 working days			% of major planning applications acknowledged within 10 working days				

## Review of Performance 2018-19 Quarter 3 (Q3)



Indicator	17/18 Actual	18/19 Target	Q3 17/18	Q2 18/19	Q3 18/19	Cumulative For the Year 18/19	On track to achieve annual target
Average number of days lost per (Full Time Equivalent) FTE due to sickness  Low performance is good	10.86 days • 5.23 days short term absence • 5.63 days long term absence	8 days per FTE	3.17 days Per FTE  • 1.64 days short term absence • 1.53 days long term absence	1.51 days Per FTE  • 0.67 days short term absence • 0.84 days long term absence	2.10 days Per FTE  • 1.64 days short term absence • 0.46 days long term absence	5.74 days Per FTE  • 3.38 days short term absence • 2.36 days long term absence	Yes

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## **REPORT of DIRECTOR OF RESOURCES**

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**to  
OVERVIEW AND SCRUTINY COMMITTEE  
27 FEBRUARY 2019**

### **2018 / 19 PROGRAMME OF WORK UPDATE**

#### **1. PURPOSE OF THE REPORT**

- 1.1 The purpose of this paper is to provide an update on the work programme of this Committee for 2018 / 19.

#### **2. RECOMMENDATION**

- (i) That the contents of this report be noted.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 This report is for Members' information only.
- 3.2 The Committee has previously considered and agreed a programme of work for 2018/19; other issues have been added subsequently. **APPENDIX 1** provides an update on each of the agreed scrutiny topics.

#### **4. CONCLUSION**

- 4.1 The work programme for 2018 / 19 is progressing.

#### **5. IMPACT ON CORPORATE GOALS**

- 5.1 The work of the Overview and Scrutiny Committee supports the Corporate Goal of: "Delivering good quality, cost effective and valued services".

#### **6. IMPLICATIONS**

- (i) **Impact on Customers** – Scrutiny work may aid in improvements to service to the public by the Council and external authorities.
- (ii) **Impact on Equalities** – None identified.

- (iii) **Impact on Risk** – Recommendations arising from scrutiny could assist in mitigating corporate risks.
- (iv) **Impact on Resources (financial)** – Officer time in preparing the reports and supporting information.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on the Environment** – None identified.

Background papers: None.

Enquiries to: Emma Foy, Director of Resources, (Tel: 01621 875762).

## Overview and Scrutiny Committee

## 2018 / 19 Programme of Work

Scrutiny topic	Member Sponsor	Lead Officer	Scope of Scrutiny
<b>Provision of Healthcare Services including the recruitment and retention of GPs</b>	Councillor N R Pudney	Director of Service Delivery	<p><u>Primary Care Provision</u> The Clinical Commissioning Group (CCG) recently updated on progress in primary care provision in the Maldon District.</p> <p>Plans are progressing well for a new primary care facility in Southminster and the Blackwater Surgery in Maldon is wedded to relocation into the new integrated health hub, the strategic outline case for which is due for submission in the Autumn. Assurances have been given that the North Heybridge development will include a new primary care facility.</p> <p><u>GP Recruitment</u> There is a national agenda supporting the expansion of the primary care workforce and approaches to increasing capacity through streamlining clinical systems. Virtually all of our surgeries now have their books open and some have benefited from funding to support the investment required to develop their resilience.</p> <p>Representatives from the CCG and practices have offered to attend the Committee, or a separate meeting outside of the Committee to provide an update on this agenda. <b>Representatives from the CCG will attend the February 2019 meeting of this Committee</b></p>
<b>Section 106</b>	Councillor I E Dobson	Director of Strategy, Performance and Governance	<p>It was agreed that the Committee would receive an update on Section 106 Agreements on a six monthly basis.</p> <p>A detailed report was submitted to the Committee for its October 2018 meeting.</p> <p><b>An updated report will be presented at this meeting (February 2019)</b></p>

Scrutiny topic	Member Sponsor	Lead Officer	Scope of Scrutiny
<b>Internal and External Communication</b>	Councillor S J Savage  Councillor M S Heard	Corporate Leadership Team	<p>The Committee requested a review of the Council's approach to internal and external communications to include:</p> <ul style="list-style-type: none"> <li>• the email system;</li> <li>• telephone communication via the Council's contact centre;</li> <li>• how the Council can improve the website;</li> <li>• some examples of other authorities' approach to communication;</li> <li>• the Council's Digital strategy.</li> </ul> <p>A presentation was provided to the February 2018 meeting and a further report received by the Committee in March 2018.</p> <p>Staff have been reminded of the Council's standards regarding timescales for responding to customer communications through team meetings.</p> <p>The Monitoring Officer and Councillors Savage and Heard met to discuss email communication.</p> <p>Issues raised within this area of scrutiny are within the scope of the Future Model (FM) and significant investment is included within the project.</p> <p>It is not proposed to progress this area of scrutiny because the issues raised will be dealt with within the FM. Members have also agreed to monitor the FM throughout the delivery phase which will give an opportunity for scrutiny if required.</p>
<b>Monitoring of the Organisational Change Programme</b>	Councillor P G L Elliott  Councillor R P F Dewick	Director of Resources	<p>Following the decision by Council on 7<sup>th</sup> June 2018 to progress with Ignite's Future Council model, the Committee will monitor the implementation of this organisational change programme.</p> <p>An update on the implementation was provided to the Committee for its October 2018 meeting when it was agreed that Members will receive regular updates on the progress of the Council Transformation and that minutes of the Transformation Board will be available through the Modern.Gov application.</p>

Scrutiny topic	Member Sponsor	Lead Officer	Scope of Scrutiny
<b>Review of Fire and Rescue Service provision in the Dengie</b>	Councillor P G L Elliott	Director of Service Delivery	<p>Concern was raised that the Fire Authority was looking into closing fire stations within the Maldon District, i.e. Tillingham and Burnham-on-Crouch. It was noted that were this to happen the closest Fire Service to the Dengie would be located at South Woodham Ferrers.</p> <p>A scoping meeting took place between Officers and Members on Friday 31<sup>st</sup> August 2018.</p> <p>A public meeting with the Essex Police, Fire and Crime Commissioner took place on 8<sup>th</sup> January 2019. A private briefing for Members took place on 7<sup>th</sup> February 2019.</p>
<b>Dealing with Waste Water</b>	Councillor Miss S White	Director of Strategy, Performance and Governance	<p>The Committee raised concerns over the use of an experimental pumping system for foul water removal at new developments within the district, the lack of capacity at pumping stations, and the liability for any failure of foul water drainage which may occur.</p> <p>Members discussed the responsibility of foul water removal at new developments within the District and voiced frustration over conflicting reports from Anglian Water Authority (AWA). It was requested that Anglian Water attend a future meeting of the Committee and provide a report on the removal of foul water.</p> <p>Following on from the Committee's request, a meeting was held with Cllr. Miss S White which identified two issues and two work streams.</p> <ol style="list-style-type: none"> <li>1. The first is the consistency between Anglian Water Authority's consultation responses to planning applications and comments that have been made in meetings about capacity constraints; and</li> <li>2. the wider issue of the long-term adequacy of the sewerage and surface water drainage systems (combined in many areas) to cope with growth and storms.</li> </ol> <p>Officers have actioned the above matters as follows: The principle of a position statement has been requested from Anglian Water and officers are awaiting confirmation that this approach is feasible. The scope of such a statement will be agreed directly this is confirmed.</p> <p>A separate meeting has taken place with Essex County Council with regards to working in partnership to develop a district wide Water Cycle Study as a future project. In 2010 the Council commissioned a Scoping Water Cycle Study for Maldon Town &amp; Heybridge only. Any future Study will extend the area across the whole district and will be aimed at a strategic approach to the management of all water streams alongside any proposed growth for the Maldon district.</p> <p>The issues will be discussed further at the Coastal and Flooding meeting on 26<sup>th</sup> February 2019.</p>

## APPENDIX 1

Scrutiny topic	Member Sponsor	Lead Officer	Scope of Scrutiny
<b>Office accommodation and leases within the Maldon DC Offices</b>	Councillor S J Savage	Director of Resources	<p>It was requested that following the recent report, leases held by external companies working from the Council offices would be looked at and reported back to a future meeting of the Committee. It was noted that this would include previous lease holders, Moat Housing, and organisations that use the facilities for meetings.</p> <p>A report was provided to the November meeting, and clarifications have been provided by email.</p>
<b>Waste Contract – reliability of the contractor vehicles</b>	<p>Councillor R P F Dewick</p> <p>Councillor M S Heard</p>	Director of Service Delivery	<p>In response to questions raised, Members were advised that the waste contractor was being scrutinised following issues surrounding the reliability of vehicles and the impact on the delivery of service.</p> <p>Members were also seeking clarification/confirmation of where the District's recycling is sent to following processing.</p> <p>A detailed report was provided to the Committee for its October meeting which updated Members on the collection of waste within the District and addressed concerns surrounding contractor vehicles and the end destination of recycling. The Recycling and Recovery UK Regional Manager from Suez also attended the meeting.</p> <p>Following discussions at the meeting, the content of the report and actions being undertaken were noted. No further action on this scrutiny topic is required, although a watching brief will be maintained on performance.</p>