

APOLOGIES Committee Services
Email: Committee.clerk@maldon.gov.uk

DIRECTOR OF STRATEGY,
PERFORMANCE AND
GOVERNANCE
Paul Dodson

17 May 2022

Dear Councillor

You are summoned to attend the meeting of the;

STRATEGY AND RESOURCES COMMITTEE

on **WEDNESDAY 25 MAY 2022 at 7.30 pm**

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

Please Note: All meetings will continue to be live streamed on the [Council's YouTube channel](#) for those wishing to observe remotely. As well as physical attendance public participants wishing to speak remotely at a meeting can do so via Microsoft Teams.

To register your request to speak please submit a [Public Access form](#) (to be submitted by 12noon on the working day before the Committee meeting). All requests will be considered on a first-come, first-served basis.

A copy of the agenda is attached.

Yours faithfully



Director of Strategy, Performance and Governance

COMMITTEE MEMBERSHIP:

CHAIRMAN	Councillor S White
VICE-CHAIRMAN	Councillor M F L Durham, CC
COUNCILLORS	M G Bassenger Mrs P A Channer A S Fluker K M H Lagan N G F Shaughnessy R H Siddall W Stamp, CC C Swain Mrs M E Thompson





AGENDA STRATEGY AND RESOURCES COMMITTEE

WEDNESDAY 25 MAY 2022

1. **Chairman's Notices**
2. **Apologies for Absence**
3. **Minutes of the Last meeting** (Pages 5 - 18)

To consider the Minutes of the Strategy and Resources Committee held on 3 February 2022 (copy enclosed).

4. **Disclosure of Interest**

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

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

5. **Public Participation**

To receive the views of members of the public, of which prior notification in writing has been received (no later than noon on the Tuesday prior to the day of the meeting).

Should you wish to submit a question please complete the online form at:
www.maldon.gov.uk/publicparticipation.

6. **Notice of Motion**

To consider the following Motion which has been referred to this Committee by the Council.

In accordance with notice duly given under Procedure Rule 4, Councillor A S Fluker to move the following Motion, duly seconded by Councillor R P F Dewick and M W Helm:

Motion Two

Preamble:

With regards the Planning Cost Decisions awarded against the Council reference, Appeal Ref/APP/X1545/W/21/3281036, Appeal Ref/APP/X1545/W/21/3283478, Appeal Ref APP/X1545/C/21/3275000 and others.

For the municipal years 22/3, 23/4 and 24/5 the Council is forecasting significant shortfalls in its budgets. The cost decisions referred to above and others along with legal and professional fees incurred by the Council when defending appeals will substantially increase unaccounted expenditure and therefore widen the budget gaps further. As a result of these additional costs the Council will need to draw down and use its cash reserves, public funds to enable it to continue to provide services to residents.

Motion to Council:

With regards fiscal propriety, public interest, and value to customers the Director of Resources in his role under S151 Local Government Act 1972 brings forward an Autumn Budget for consideration by Council.

7. **Supplementary Estimates, Virements, Procurement Exemptions and Use of Reserves: 1 January - 31 March 2022** (Pages 19 - 22)

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

8. **Maldon District Gateways Signage** (Pages 23 - 26)

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

9. **UK Shared Prosperity and Levelling Up Funding Opportunities** (Pages 27 - 34)

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

10. **Appointment of Representatives on Outside Bodies and Working Groups** (Pages 35 - 36)

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

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

12. **Exclusion of the Public and Press**

To resolve that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

13. **Additional Funding for Street Cleansing and Litter Collection** (Pages 37 - 44)

To consider the report of the Director of Service Delivery (copy enclosed).

14. **Land Purchase Project - New Option Agreement Terms** (Pages 45 - 50)

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

NOTICES

Recording of Meeting

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session.

Fire

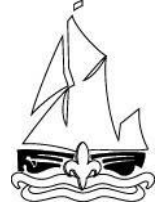
In the event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

Health and Safety

Please be aware there is a step up when you enter the Council Chamber.

Closed-Circuit Televisions (CCTV)

Meetings held in the Council Chamber are being monitored and recorded by CCTV.



**MINUTES of
STRATEGY AND RESOURCES COMMITTEE
3 FEBRUARY 2022**

PRESENT

Vice-Chairman Councillor C Swain
(in the chair)

Councillors Mrs P A Channer, M F L Durham, CC, A S Fluker,
K M H Lagan, S P Nunn, N G F Shaughnessy, W Stamp, CC,
Mrs M E Thompson, Miss S White and E L Stephens

Substitute Member Councillor E L Stephens

In attendance Councillor C Morris

485. CHAIRMAN'S NOTICES

The Chairman welcomed everyone to the meeting and went through some general housekeeping arrangements for the meeting.

486. APOLOGIES FOR ABSENCE AND SUBSTITUTION NOTICE

An apology for absence was received from Councillors R H Siddall and in accordance with notice duly given Councillor E L Stephens was attending as a substitute for Councillor Siddall.

487. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes of the Strategy and Resources Committee held on 6 January 2022 be approved and confirmed.

488. DISCLOSURE OF INTEREST

Councillor W Stamp disclosed a non-pecuniary interest as a Member of Essex County Council and in relation to Agenda Item 15 - Partner Update - Active Essex.

Councillor M F L Durham disclosed a non-pecuniary interest as a Member of Essex County Council.

Councillor K M H Lagan disclosed a non-pecuniary interest in relation to Agenda Item 8 - Discretionary Fees and Charges Report 2022 / 23 following conversations and correspondence from some of the stakeholders regarding this issue.

Councillor S P Nunn disclosed a non-pecuniary interest in relation to Agenda Item 8 - Discretionary Fees and Charges Report 2022 / 23 as he was acquainted with some of the individuals connected with the barge operation. Councillor Nunn advised that he

had raised the issue with the Lead Legal Specialist and Monitoring Officer because of a dispensation from last year and the Officer had advised he was satisfied that other than a non-pecuniary interest Councillor Nunn had no further interest to declare.

489. PUBLIC PARTICIPATION

No requests had been received.

490. SUPPLEMENTARY ESTIMATES, VIREMENTS, PROCUREMENT EXEMPTIONS AND USE OF RESERVES

The Committee considered the report of the Director of Resources reporting Virements and Supplementary Estimates agreed under delegated powers. The report also informed on procurement exemptions granted and the use of reserves.

It was noted that there were no virements or use of Reserves, one supplementary estimate and three procurement requests agreed. The details of these were set out in the report.

In response to a question regarding Procurement Exemptions 2 and 3, as detailed in the report, the Director of Resources explained why he had considered that they represented good value for money.

Councillor A S Fluker proposed that the recommendations as set out in the report be agreed. This proposal was duly seconded and agreed by assent.

RESOLVED

- (i) That the Supplementary Estimate as detailed in paragraph 3.4.1 of the report be noted;
- (ii) That the Procurement Exemptions as detailed in paragraph 3.5.1 of the report be noted.

491. CAPITAL AND INVESTMENT STRATEGIES FOR 2022 / 23 AND MINIMUM REVENUE STATEMENT 2022 / 23

The Committee considered the report of the Director of Resources seeking Members' approval of the:

- Capital Strategy 2022 / 23 (attached as Appendix1 to the report);
- Capital Project Bids (Appendix 2 to the report);
- Investment Strategy (Appendix 3 to the report).
- minimum Revenue Provision (Appendix 4 to the report);

It was reported that the Capital Strategy had been prepared considering the future plans of the Council, ensuring that they were affordable and prudent. The Annual Investment Strategy had been updated in line with statutory requirements and good practice, having regard to the Council's financial position, wider strategies, plans and aims and the advice of the Council's external treasury advisor.

In response to questions raised regarding some of the Capital Project Bids detailed, the following information was provided by Officers:

- The purchase or leasing of vehicles by the Council was assessed on an individual case based on the type and use of the vehicle.
- Having reviewed all the options available in respect of replacement hot water boilers at the Blackwater Leisure Centre, the Council had chosen the most cost-effective option at this time. Within the next three years a review of the Leisure Centre would be taking place, and this would include consideration of how the building was heated as a whole, including alternative technologies that may be available at that time.
- Members were advised that a report into the condition of the Burnham-on-Crouch pontoon had been commissioned and Officers would look to identify the best value option for the pontoon to ensure it remained. A number of Members commented that the pontoon was an asset to Burnham-on-Crouch.
- For the proposed footpath at Promenade Park, materials to be used etc. would have been fully investigated and the best estimates achieved.

Councillor W Stamp proposed that the recommendations as set out in the report be agreed. This was duly seconded and agreed.

RECOMMENDED that the following are approved for 2022 / 23:

- the Capital Strategy (attached as Appendix 1 to the report);
- the Capital Project Bids (attached as Appendix 2),
- the Investment Strategy (attached as Appendix 3), and
- the Minimum Revenue Provision Statement (attached as Appendix 4).

492. DISCRETIONARY FEES AND CHARGES REPORT 2022 / 23

The Committee considered the report of the Director of Resources seeking Members' consideration of the fees and charges for 2022 / 23 that generated greater than £2,000. For those fees and charges that generated less than £2,000 delegation to the Director of Resources for their review and setting was sought.

The report advised that the proposed fees and charges for 2022 / 23 (set out in Appendix A to the report) had been based on policy decisions recently updated and agreed by this Committee at its last meeting. A summary of the changes proposed was set out in Appendix B.

It was noted following the last meeting of this Committee the fees and charged now included an increase to Promenade Park Coach Parking previously reported as 'no increase'. Appendix C set out proposals in relation to Hythe Quay Parking on which agreement to undertake further consultation was sought.

Councillor K M H Lagan provided the Committee with additional information regarding barge operators and charges on the Hythe Quay. He referred to the revenue that such businesses brought into the town through running heritage assets. Councillor Lagan proposed that recommendation (ii) be amended removing all text following "...Strategy and Resources Committee" and that the Council continued consultation with stakeholders.

Some debate ensued and in response to comments Councillor Lagan amended his earlier proposition, proposing that recommendation (ii) be amended to read "...implementing proposed new *Strategy of Fees and Charges* from 1 October 2022". This was duly agreed by assent.

Councillor A S Fluker referred to how the barge operators were businesses, and that the Council should not be seen to treat businesses differently. He proposed an amendment to recommendation (i) that the barge wharfage charges increase by the rate of inflation.

Following some discussion, Councillor Fluker amended his proposal to state from April 2023 the barge wharfage charges are increased by inflation every year. In response the Chairman advised Members that they should only be discussing increased fees for the next budget year and not those beyond. He then reminded the Committee of the original recommendation made by Councillor Fluker, to increase the barge wharfage charges by the rate of inflation for 2022 / 23 .

Councillor Lagan proposed that recommendation (i) as set out in the report be agreed without any amendment. This proposal was duly seconded.

It was confirmed at this point that Councillor Fluker's proposal had been seconded.

In accordance with Procedure Rule No. 13 (3) Councillor K M H Lagan requested a recorded vote. This was duly seconded.

In response to a question the Director of Resources clarified that if agreed, a rate of inflation increase of 3.2% would be applied as this was consistent with any other inflation related increases to the proposed fees and charges.

At this point clarification was provided in relation to the process for dealing with the proposed amendment to recommendation (i). The Chairman then put the proposed amendment in the name of Councillor Fluker, to increase the barge wharfage charges for 2022 / 23 by the rate of inflation, to the Council and the voting was as follows:

For the recommendation:

Councillors M F L Durham, A S Fluker, Mrs M E Thompson and Miss S White.

Against the recommendation:

Councillors K M H Lagan, S P Nunn, N G F Shaughnessy, R H Siddall, W Stamp and E L Stephens.

Abstention:

Councillors Mrs P A Channer and C Swain.

The motion was declared lost.

Councillor Lagan proposed that recommendation (i) as set out in the report be agreed. This was duly agreed by assent.

RECOMMENDED

- (i) That subject to recommendation (ii) the detailed Fees and Charges for 2022 / 23 as set out in Appendix A to the report be agreed;
- (ii) That the proposals around Hythe Quay Parking in Appendix C to the report be consulted on, and a separate report brought back to the Council via the

493. MEDIUM-TERM FINANCIAL STRATEGY 2022 / 23 TO 2024 / 25

The Committee considered the report of the Director of Resources presenting the revised Medium-Term Financial Strategy (MTFS) 2022 / 23 to 2024 / 25 (Appendix 1 to the report) to the Committee for recommendation to the Council.

It was noted that this MTFS built on the MTFS for 2021 / 22 to 2022 / 23 approved in February 2021 by the Council.

Appendix 2 to the report set out the specific details of budget growth items identified as being required to meet service demand and carry out Council policy. Members were advised that these had been scrutinised by the Strategy & Resources Committee and Finance Working Group.

The significant impact on the General Fund Balance was outlined in the report, however it was noted that there was a high level of uncertainty around these figures and ongoing government support which had not been factored in.

Members thanked the Director of Resources for his report and noted the advice given in respect of the need for the Council to have a sustainable and balanced budget. In response to a question, the Director advised he did not believe there would be further Covid specific funding and provided an update in respect of other grants and funding.

The budget gap for future years was discussed and it was suggested that the Council should undertake a review of assets, including the Council building to identify efficiencies and savings. In response the Director of Resources advised that the Corporate Projects Working Group was looking at a number of projects at this time, some of which were commercial. The potential options around the Council building were recognised and would be coming to Members for consideration in the future.

Members were advised that staff increases related to maintaining services and it was noted that this Committee and the Finance Working Group constantly reviewed expenditure items.

Councillor A S Fluker proposed that the recommendation as set out in the report be agreed. This was duly seconded and agreed by assent.

RECOMMENDED that the updated Medium-Term Financial Strategy for 2022 / 23 to 2023 / 24 (as at 28 January 2021) attached as Appendix 1 to the report.

494. REVISED 2021 / 22 ESTIMATES, ORIGINAL 2022 / 23 BUDGET ESTIMATES AND COUNCIL TAX 2022 / 23

The Committee considered the report of the Director of Resources presenting:

- for noting, the Provisional Local Government Finance Settlement 2022 / 23 announced by the Government on 16 December 2021;
- the revised 2021 / 22 and original 2022 / 23 General Fund Revenue Budget estimate (attached as Appendices 1, 2 and 3 to the report);
- the proposed Council Tax increase for 2022 / 23 (attached as Appendix 1);

- the policy for the use of Reserves (attached as Appendix 4).

The report and associated appendices to the report outlined the following:

- the latest information on the provisional Local Government finance settlement 2022 / 23;
- revised General Fund revenue budget estimates 2021 / 22;
- original General Fund revenue budget estimates 2022 / 23;
- budget growth, savings and income generation in 2021 / 22;
- New Homes Bonus (NHB);
- Pension Fund deficit recovery;
- Essex Region Business Rates pool;
- an update on interest on investments;
- the Council Tax requirement for 2022 / 23;
- Council Tax £5 increase on 2021 / 22 Band D Basic amount of £207.40;
- General Fund balance and Revenue Reserves;
- Medium Term Financial Strategy (MTFS);
- risks to the Council's financial position.

The Director of Resources reported that due to the unknown impact of future changes to Local Government finance, it was proposed that the Council should take the opportunity to increase its financial base by increasing the average band D Council Tax by £5, the maximum allowed for by the government before a referendum was required.

The Chairman moved the recommendations as set out in the report and these were duly agreed by assent.

RESOLVED

- (i) That the main details of the Provisional Local Government Finance Settlement 2022 / 23 as set out in section 3.4 of the report be noted;

RECOMMENDED

- (ii) that the following be approved:
 - (a) the Revised 2021 / 22 and Original 2022 / 23 General Fund Revenue Budget Estimates (attached at Appendices 1 2 and 3 to the report);
 - (b) an average Band D council tax of £212.40 (excluding parish precepts) (£5 increase) for 2022 / 23 (attached at Appendix 1 to the report);
 - (c) policies on the designated use of financial reserves (attached at Appendix 3 to the report);
 - (d) maintain the current policy of a minimum general fund balance of £2,600,000;
- (iii) that the Council gives due regard to the Director of Resources' (Section 151 Officer) statement on the robustness of budgets and adequacy of reserves in attached at Appendix 5 to the report.

495. TREASURY MANAGEMENT STRATEGY 2022 / 23

The Committee considered the report of the Director of Resources presenting the Treasury Management Strategy 2022 / 23 (attached as Appendix 1 to the report) for approval by the Council. The supporting Treasury Management Practices were attached as Appendix 2 to the report.

It was noted that the Treasury Management Strategy had been updated in line with statutory requirements and good practice, having regard to the Council's financial position, links to wider strategies, plans & aims and the advice of the Council's external treasury advisor.

The Chairman put the recommendations as set out in the report, this was duly seconded and agreed by assent.

RECOMMENDED

- (i) That the Treasury Management Strategy 2022 / 23 be approved, along with the following amendments:
 - The counterparty limit for Operational Banking be increased from £2m to £3m to allow for larger value transactions to be managed within the counterparty limit, as per Table 3 at Appendix 1 to the report;
 - The sector limit for Money Market Funds be increased from £12m to £20m to allow for larger investment within this safe and flexible sector without exceeding the sector limit, as per Tables 3 and 4 at Appendix 1 to the report;
- (ii) That the Treasury Management Policy (TMP 5) amendment be noted as being brought into line with the Treasury Management Strategy as per TMP 5 at Appendix 2 to the report.

496. REVIEW OF MEMORIALS IN CEMETERIES, PARKS AND OPEN SPACES POLICY

The Committee considered the report of the Director of Service Delivery seeking approval of matters as part of the annual review of the Memorials in Cemeteries, Parks and Open Spaces Policy. An updated Policy was attached at Appendix C to the report.

The report highlighted some areas of the current policy where it was felt amendment / clarification was required. Particular attention was drawn to the proposed change to memorial benches set out in the report and the Officer provided further detail in respect of this.

It was noted that the report had been updated following the Strategy and Resources Committee meeting on 6 January 2022 and consultation with local Friends Groups had been sought. The Officer outlined the main changes, clarifying that if approved the new scheme would not apply retrospectively and only benches that had fallen into disrepair would be removed.

In response to questions raised, the following information was provided:

- Officers would ensure consultation with the Friends Groups continued and were looking to hold regular meetings with them.

- After a ten-year period or if a family did not want to continue to lease a plaque there were different options available for the plaques, these included returning the plaque to the family and displaying them in another memorial area;
- Recycled plastic benches would generally be used, although in certain areas the Council would be open to consultation and discussion with Friends Groups, such as places of historical interest and cemeteries.

The new scheme proposed more than one plaque on a bench, making it more affordable and accommodating more people. Members were informed there was high demand for benches and in some areas the Council had waiting lists.

Members were advised that Officers were looking at alternative initiatives for memorials and these would be brought to a future meeting of the Committee for consideration.

There was some discussion regarding introducing a fee structure for purchasing one plaque to stand alone on a bench, with the fee reducing down where there were multiple plaques on a bench. The Director of Service Delivery advised that allowing one plaque on a bench would result in the same situation currently faced by the Council.

The Chairman moved the recommendations as set out in the report. This was duly agreed. Councillor K M H Lagan asked that his dissent be recorded.

RECOMMENDED:

- (i) That the sale of benches as an individual item available for purchase, which are then installed in our Parks and Open spaces, cease;
- (ii) That a new scheme be introduced where customers can lease a plaque on a bench for ten-year periods;
- (iii) That the updated Memorials in Cemeteries, Parks and Open Spaces Policy (attached as **APPENDIX 1** to these Minutes) be agreed and implemented no later than 1 April 2022;
- (iv) That the new scheme be introduced with effect from 1 April 2022 and will not be applied retrospectively.

497. URGENT ITEM OF BUSINESS

The Chairman announced that in accordance with Section 100b(4) of the Local Government Act 1972 he had agreed to allow the Director of Resources to raise an urgent item of business seeking Members' approval of two policies following additional government funding received. Members were advised that it was necessary to consider and make a decision on this item prior to the next meeting of the Committee to provide urgent support to local businesses impacted by the Covid-19 Omicron variant.

498. ADDITIONAL RESTRICTIONS GRANT AND COVID-19 ADDITIONAL RELIEF FUND POLICIESAC

The Committee considered the urgent report of the Director of Resources seeking approval of two new policies to allow the distribution of grants and rates relief to businesses following additional government funding.

Following additional resources announced in response to the Covid-19 Omicron variant funding of £145,623.74 had been awarded to the Council by the Government to provide grants to businesses. In addition, £914,862 had been awarded to fund a discretionary business rates relief scheme. An Additional Restrictions Grant (ARG) Policy (attached at Appendix 1 to the report) and a Covid-19 Additional Relief Fund (CARF) Policy (attached at Appendix 2) had been brought forward to allow the Council to support local businesses. It was noted that if the CARF policy was approved this would be appended to the Council's Discretionary Rate Relief Policy due to be considered by the Council at its next meeting.

In order to direct support towards those businesses most likely to have been impacted, the CARF policy included provision for a number of 'special category' businesses to be excluded. This list was set out at Appendix 3 to the report and Appendix 4 outlined the financial impact on different business sectors.

The Chairman moved the recommendations as set out in the report and these were agreed by assent.

RESOLVED

- (i) That the Additional Restrictions Grant policy at Appendix 1 to the report is approved and delegation is given to the Director of Resources in consultation with the Leader of the Council and Chairman of the Strategy and Resources Committee to amend the policy to respond to business need;
- (ii) That the COVID-19 Additional Relief Fund policy at Appendix 2 to the report is approved and delegation is given to the Director of Resources in consultation with the Leader of the Council and Chairman of the Strategy and Resources Committee to amend the policy to respond to business need.

499. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

500. PARTNER UPDATE - ACTIVE ESSEX

The Committee considered the report of the Director of Strategy, Performance and Governance seeking Members' support for delivery of an activity in the Maldon District. Members received a presentation from Active Essex regarding the proposed event scheduled to take place during 2022.

Members were supportive of the activity and further information was provided in response to a number of questions raised.

Councillor A S Fluker proposed that the recommendation as set out in the report be agreed. This was duly agreed by assent.

RESOLVED that the activity planned by Active Essex be noted and the Council's support in its delivery during 2022 be offered.

501. LEASE AGREEMENT

The Committee considered the report of the Director of Service Delivery seeking Members' agreement of a new 30-year lease. A copy of the draft lease and lease plan were attached as Appendices to the report.

The report provided detailed background information regarding the lease site and a detailed structural survey was attached at Appendix 3. It was noted that repairs to the building structure on the site were required and funding was being sought to assist with the costs. However, one of the conditions of such funding was that the organisation had a sufficiently long lease to justify the expenditure and this was the reason for the request for a 30 year lease being brought to Members.

Councillor A S Fluker declared a non-pecuniary interest in this item of business.

A debate ensued. Questions were raised in relation to the following clauses in the lease and it was agreed that the Director of Service Delivery would clarify the points raised with the Council's legal team prior to agreeing the lease:

- Clause 16 (Alienation) – it questioned whether the lease should specify that any change to whom the premises was used by should be subject to the permission of the landlord;
- Clause 19 – It was commented that the lease should detail the current condition of the premises to ensure it was always maintained to that particular level.

The Chairman put the recommendations set out in the report to the Committee subject to the Director of Service Delivery's clarification of the two clauses mentioned. This was duly agreed.

RECOMMENDED

- (i) That the Director of Service Delivery seek legal clarification in relation to Clauses 16 and 19 of the lease;
- (ii) That subject to (i) above the Council agrees a new lease for 30 years for the organisation outlined in the report;
- (iii) That in consultation with the Chairman of the Strategy and Resources Committee, the Director of Service Delivery be given authority to agree the annual rent figure in line with a current market valuation with annual Retail Price Index (RPI) adjustment.

There being no other items of business the Chairman closed the meeting at 9.59 pm.

C SWAIN
CHAIRMAN

Memorials in the Maldon District Policy 1st April 2022

Memorials provide a lovely way to remember loved ones lost. At Maldon District Council, we offer the following options that you may wish to consider within our cemeteries, Parks, and other specific locations around the District.

Please note, as a general rule Maldon District Council do not own the seawall in the District. Any requests for memorial benches on the seawall must be directed to the relevant Private Landowner.

Maldon District Council no longer offer the sale of memorial benches and all new benches installed are the property of the council. This policy will not be applied retrospectively to the sale of benches prior to April 2022.

Bench Plaques

8 x 2.5 inches / 20 x 63 cm maximum 90 characters for ten years = £600

Purchase of additional ten-year lease period = £500.00

Purchase of additional five-year lease period = £300.00

Plaques may be purchased to be installed on an available bench owned by Maldon District Council, for a period of ten years. There can be a maximum of three plaques per bench and full ownership of the bench will remain with Maldon District Council. Other members of the community will have the option of purchasing plaques for any available space on the bench in question.

After the lease period has expired, the bench space can be leased again, however this is not an automatic right and is subject to agreement of the Cemeteries Team. Where leases are not renewed the plaque will be removed and returned or placed on the memorial wall or pergolas at Maldon, Heybridge or Burnham on Crouch cemetery and the space offered to the next person on the waiting list.

Plaques are not permitted within woodland plantings or to be fixed to any tree.

Memorial Trees

The Council will limit the maximum number of memorial trees in the following key sites:

- Maldon Cemetery
- Heybridge Cemetery
- Burnham-on-Crouch Cemetery
- Promenade Park, Maldon
- Riverside Park, Burnham-on-Crouch

The Council encourages the planting of semi-mature native species. Any Individual tree planting application will be considered in the context of its proposed setting.

All tree plantings will be installed with a support stake, guard, and (if appropriate) watering system. Guards will be removed once the tree has outgrown the need or three years after planting, whichever occurs earliest.

Trees which fail within the first year of planting will be replaced on a one-time only basis at the Council's expense. Any further replacements will be at the expense of the applicant.

The Council accepts no liability for any tree and all tree plantings (individual or woodlands) will be subject to a standard grounds maintenance regime for the site in which they are planted.

Should a tree become diseased or damaged to the point of being unsafe, then - following appropriate assessment by a suitably qualified officer / professional - the Council reserves the right to remove any such tree without notification. Should this occur, all efforts will be made by officers to contact applicants / families.

After 10 years from original planting date, the Council reserves the right to consider any tree as part of its general tree stock, and as such will subject to standard Arboricultural or Woodland management practices. These works will, in general, be implemented with no notification to applicants and may include (but not be limited to):

- pruning o thinning o crown lift
- limb removal
- coppicing
- pollarding
- felling / removal. Should this last be deemed necessary by a qualified officer / professional, all efforts will be made by officers to contact applicants / families to inform them of actions and justification, and to arrange a replacement planting if so desired.

Cemeteries Only

Headstones, kerb sets and monuments

All applications for full burial and cremated remains monuments should be made by a NAMM registered memorial mason using the Memorial application form available on our website. All applications must be signed for by the Exclusive Right of Burial owner. Please see our website cemeteries / Exclusive right of burial for further information.

Memorial Plaques

6x4 maximum 70 characters £185

7x5 maximum 80 characters £195

Cast bronze plaques, inscribed to order, can be placed on

- The Maldon Woodland Memorial Wall, Maldon cemetery
- The Chapel wall at Heybridge cemetery
- The pagodas in Maldon and Burnham on crouch cemeteries

Plaques placed in these locations will be installed permanently.

Plaques on plinths

6x4 plaque on hardwood plinth £415

Plaques may be placed on hardwood plinths in designated areas for three years. After which time, they will be moved to one of the above locations where they will remain permanently.

Garden of Remembrance only

6x4 brass plaque on stake £185

7x5 brass plaque on stake £195

5 x 3 Perspex plaque on stake £55

Plaques on brass or Perspex stakes may be purchased for cremated remains plots in all three of our cemeteries in Maldon, Heybridge and Burnham-on-Crouch.

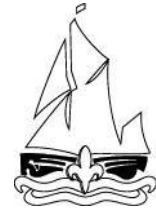
Please complete the online form in order that we may be able to process your application and discuss the availability of your option.

Memorabilia and Tributes

No memorial, tribute or memento such as vases, statues, solar lights, obelisks, flowers, wreaths, balloons or other ornamentation should be placed around a bench, tree or other location outside of a purchased formal burial plot. If this were to occur, the council reserves the right to remove and dispose of any such item.

Maldon District Council cemetery regulations points 60 – 71 clearly prescribe permitted tributes within cemeteries. The understanding of, and agreement with these terms and conditions is assumed upon the purchase of any burial plot.

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REPORT of DIRECTOR OF RESOURCES

to
STRATEGY AND RESOURCES COMMITTEE
25 MAY 2022

SUPPLEMENTARY ESTIMATES, VIREMENTS, PROCUREMENT EXEMPTIONS AND USE OF RESERVES: 1 JANUARY – 31 MARCH 2022

1. PURPOSE OF THE REPORT

- 1.1 To report Virements and Supplementary Estimates agreed under delegated powers where they are below the levels requiring approval by this Strategy and Resources Committee and seek approval where they are above the levels requiring approval by this Committee.
- 1.2 To inform the Committee of procurement exemptions that have been granted in the period.
- 1.3 To report on the use of Reserves during the period.

2. RECOMMENDATION

That the Procurement Exemptions as detailed in paragraph 3.4.1 be noted.

3. SUMMARY OF KEY ISSUES

3.1 Rules and Regulations

- 3.1.1 The approval and reporting arrangements in relation to virements and supplementary estimates are set out in the Financial Regulations and Financial Procedures. These are as follows:

Virements (movements) within the same directorate:

- Agreed by the relevant Director and the Director of Resources.

Virements between different directorate:

- Up to £20,000 – Director and Director of Resources
- Over £20,000 up to £50,000 - Director, Director of Resources in consultation with relevant Programme Committee Chairman; and reported to the next Strategy and Resources Committee;
- Over £50,000 - the Strategy and Resources Committee.

In addition, for the purposes of virements, salaries budgets are to be considered as a separate Directorate.

Supplementary Estimates

- Up to £20,000 – Director and Director of Resources in consultation with the Chairman of the Strategy and Resources Committee and the Leader and reported to the next Strategy and Resources Committee.
- Over £20,000 –Strategy and Resources Committee.

3.1.2 Procurement Exemptions and Use of Reserves

3.1.2.1 The Contract Procedure Rules provide information in relation to procurement exemptions. The exemption enables the council to waive any requirements within the contract procedure rules for specific projects.

3.1.2.2 Procurement exemptions should be signed by the Officer and countersigned by the Director of Resources and where appropriate the Chairman of the Strategy and Resources Committee

3.1.2.3 Delegation around the use of the Reserve was prescribed by the Council in June 2019. It stated that the Director of Strategy, Performance and Governance be authorised, in consultation with the Commercial Projects Board (superseded by the Corporate Projects Working Group) to approve any spend up to £10,000, subject to the details being reported to the Strategy and Resources Committee.

3.2 Virements

3.2.1 There were no reportable Virements during this period.

3.3 Supplementary Estimates

3.3.1 There were no new reportable Supplementary Estimates during this period.

3.4 Procurement Exemptions

3.4.1 The following Procurement Exemptions have been agreed.

Item	Amount	Description	Reason	Lead Officer
1	£12,000	Man v Fat football	To deliver a men's football weight loss and mental health programme in the District from 12/01/22. The programme will be delivered in partnership with Active Essex and Plume Academy. Active Essex are specialists in this field and through their "Find your active grant" funding protocol, Maldon District Council (MDC) has been awarded £6,000 to deliver their part of the programme.	Joshua Fulcher

Item	Amount	Description	Reason	Lead Officer
2	£17,892	Play Galleon	The contract is awarded to Lappset UK, the manufacturer and supplier of the Play Galleon to complete remedial and safety works to the structure and play elements of the entire equipment. Lappset have exclusivity over their product and parts so the contract cannot be awarded to anyone else.	Maintenance Officer
3	£10,000	Visit Essex Tourism Support	Funded by Additional Restrictions Grant (ARG), Visit Essex will provide specialist support to the tourism industry in the District. They are a public/private tourism partnership and the recognised destination management organisation in the county.	Lead Specialist Prosperity
4	£48,000	Social Enterprise Seed Fund	Funded by ARG, the contractor (Social Enterprise East of England) is a specialist in this sector and will co-design a programme which will create economic resilience and growth. They will also administer the programme and provide analysis and support to businesses. No other organisation has that expertise.	Lead Specialist Prosperity
5	£20,000	Business Support Navigation Services	Funded by ARG, the contractor (BEST Growth Hub) is another specialist organisation which will provide business support navigation services for at least 70 businesses in Maldon district.	Lead Specialist Prosperity
6	£30,000	Sensory Guide to Maldon District	Funded by ARG, the contractor Essex Cares Ltd was formed by Essex County Council to deliver sensory services within the county. This aligns to Maldon's requirements to train and audit at least 20 businesses for sensory accessibility and the subsequent production of 3 unique guides for visitors and residents with sensory impairments.	Lead Specialist Prosperity
7	£400 per month	Loomis cheque collection	This is an extra service added to an existing contract from March 2022. MDC are establishing a cheque paying in procedure with a local branch of NatWest. There will be no requirement for this service once MDC establish a working procedure and is satisfied it is working well.	Senior Community Engagement Co-Ordinator

3.5 Use of Reserves

3.5.1 There were no drawdowns from Reserves during this period.

4. CONCLUSION

4.1 The Committee is invited to note the procurement exemptions in paragraph 3.4.1 of this report.

5. IMPACT ON STRATEGIC THEMES

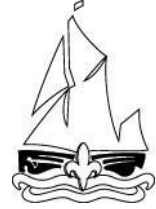
5.1 The adherence to the Financial Regulations and Financial Procedures contributes towards the corporate core values of being open and transparent, and accountable for our actions.

6. IMPLICATIONS

- (i) **Impact on Customers** – A positive impact on users of the Play Galleon and customers of man v fat.
- (ii) **Impact on Equalities** – The production of a sensory guide to the district for residents and visitors with sensory impairments.
- (iii) **Impact on Risk** – None identified.
- (iv) **Impact on Resources (financial)** – As detailed in the report.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on the Environment** – None identified.
- (vii) **Impact on Strengthening Communities** – None identified.

Background Papers: None.

Enquiries to: Lance Porteous, Lead Finance Specialist.



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

**to
STRATEGY AND RESOURCES COMMITTEE
25 MAY 2022**

MALDON DISTRICT GATEWAYS SIGNAGE

1. PURPOSE OF THE REPORT

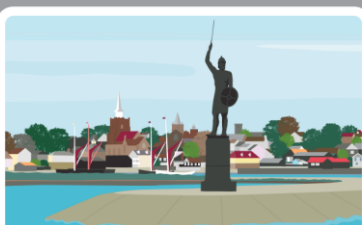
- 1.1 To seek approval from Members of the proposed new Maldon District Gateways Signs.

2. RECOMMENDATION

That Members approve the locations, designs and wording of the proposed Maldon District Gateways Signage and instruct Officers to develop this project, seek Essex Highways approval and investigate the how this can be funded, realised and sustained, aligned with UK Shared Prosperity Fund work.

3. SUMMARY OF KEY ISSUES

- 3.1 Members will be aware that 'district entry signs' are installed on roads entering the District. These signs vary in their size, age and condition, but are generally in a poor standard.
- 3.2 New options for boundary signing were introduced in the Traffic Signs Regulations and General Directions 2016. Local examples include the relatively new "Chelmsford City" signs which feature a picture of Highlands House.
- 3.3 Permissible options are limited, but a suite of signs presents an opportunity to enhance the brand, local pride and visitor experience for the area.
- 3.4 As part of the Covid Economic Recovery and Transformation (CERT) Programme, and in collaboration with Members on the Reset and Recovery Working Group, five proposed designs have been developed to celebrate the distinct identity of the area.
- 3.5 Options have been strategically chosen to highlight our assets and brand themes relevant to the available locations, as shown below.
- 3.6 A sixth design has also been drafted showing the town of Burnham-on-Crouch, however this is now envisaged as a Town Entry sign so was out of scope for the CERT commissioned work. This is also shown below for illustration only, and it is proposed this can also be considered as part of progressing the overall project.

Location	Text	Themes and Photo
B1012 from South Woodham Ferrers	MALDON DISTRICT Scenic Saltmarsh Coast	 MALDON DISTRICT Scenic Saltmarsh Coast
A414 from Danbury (and A12)	MALDON DISTRICT Timeless Saltmarsh Coast	 MALDON DISTRICT Timeless Saltmarsh Coast
B1019 from Hatfield Peverel	MALDON DISTRICT Historic Saltmarsh Coast	 MALDON DISTRICT Historic Saltmarsh Coast

Location	Text	Themes and Photo
B1022 From Tiptree	MALDON DISTRICT Vibrant Saltmarsh Coast	 MALDON DISTRICT Vibrant Saltmarsh Coast
B1026 from Salcott	MALDON DISTRICT Maritime Saltmarsh Coast	 MALDON DISTRICT Maritime Saltmarsh Coast
Entry to Burnham-on-Crouch (TBC)	BURNHAM-ON-CROUCH	

4. CONCLUSION

- 4.1 The creation and instillation of 'Place Branded' highways entry signs to the District would enhance our brand, local pride and visitor experience for the area.

5. IMPACT ON STRATEGIC THEMES

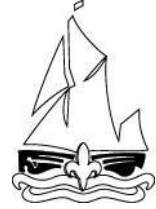
- 5.1 This project would support the council Prosperity theme by Enhancing and promoting the District's visitor economy and Place theme by Promote civic pride and maintain the District's environmental quality.

6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – None, no funding is being requested at this time.
- (v) **Impact on Resources (human)** – None.
- (vi) **Impact on the Environment** – None.
- (vii) **Impact on Strengthening Communities** – None.

Background Papers: Maldon District – District Entrance Signage.pdf

Enquiries to: Jack Ellum, Strategic Theme Lead – Prosperity.



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

**to
STRATEGY AND RESOURCES COMMITTEE
25 MAY 2022**

UK SHARED PROSPERITY AND LEVELLING UP FUNDING OPPORTUNITIES

1. PURPOSE OF THE REPORT

- 1.1 To inform Members of the new opportunities presented by the Government's UK Shared Prosperity Fund and Levelling-Up Funds.

2. RECOMMENDATIONS

- (i) That Members note the opportunity presented for investment in the District by the UK Shared Prosperity Fund and the Levelling-Up Fund and the Council's role in securing the investment and any administration; and
- (ii) that the use of any Government allocated preparatory funding to develop the Council's applications to both Funds be approved.

3. SUMMARY OF KEY ISSUES

3.1 UK Shared Prosperity Fund

- 3.1.1 The UK Shared Prosperity Fund (UKSPF) is part of UK Government's levelling-up agenda and will provide £2.6 billion of new funding for local investment by March 2025. All areas of the UK will receive an allocation via a funding formula rather than a competition; meaning it is a guaranteed investment. Funding will be allocated to Mayoral Combined, Greater London Authority and District / Unitary Local Authorities as a Lead Local Authority for their area.
- 3.1.2 The Department of Levelling Up, Housing and Communities (DLUHC) published pre-guidance on UK Shared Prosperity Fund on 2 February 2022. Further detailed guidance, and the funding allocations, were released on 13 April 2022. This confirms that Maldon District Council (MDC) has been allocated £1,000,000 to be spent by March 2025.
- 3.1.3 The fund is mix of revenue and capital which can be used to support the delivery of a wide range of local interventions to build pride-in-place and improve life chances. These can complement but cannot duplicate larger-scale projects funded through the £4.8bn Levelling Up Fund, the £220m Community Renewal Fund or the £5m Community Ownership Fund.
- 3.1.4 Funding will be tapered starting in 2022 / 23 to 2024 / 25 and has three investment priority objectives. Each place will be asked to set out measurable outcomes that reflect local needs and opportunities in delivering against these priorities.

UK Shared Prosperity Fund Investment Priorities		
Community and Place (2022 / 23 – 2023 / 24 – 2024 / 25)	Supporting Local Business (2022 / 23 – 2023 / 24 – 2024 / 25)	People and Skills (2024 / 25)
- Strengthening our social fabric and fostering a sense of local pride and belonging. - Build resilient and safe neighbourhoods.	- Creating jobs and boosting community cohesion by supporting local businesses. - Promoting networking and collaboration and stimulating innovation and growth. - Targeting support to help businesses grow – e.g. innovation, productivity, energy efficiency, low carbon and exporting.	- Boosting core skills and support adults to progress in work. - Supporting disadvantaged people to access the skills they need. - Funding local skills needs and supplementing local adult skills provision. - Reducing levels of economic inactivity and supporting those further from the labour market.

Tapered Funding	2022 / 23	2023 / 24	2024 / 25
Maldon District (£1,000,000)	£59,019	£118,038	£822,942

- 3.1.5 Lead Local Authorities are expected to work with a diverse range of local and regional stakeholders, Members of Parliament (MPs), civil organisations, employer bodies, and businesses or business representative groups to achieve the outcomes from the funding's expenditure in their area. It will therefore be critical for the Council to develop the Investment Plan in collaboration with these bodies, making use of existing partnership arrangements where possible.
- 3.1.6 Lead Local Authorities will be responsible for developing and submitting an Investment Plan between 30 June 2022 to 1 August 2022; with the first payments expected to be made from October 2022. The funding period is between April 2022 – March 2025.
- 3.1.7 £20,000 is available to MDC to undertake initial preparatory work for the Fund, including developing its Investment Plan. This funding is in addition to the District's total funding allocation, but it will only be paid on sign-off of our Investment Plan; meaning the Council will have to recover it following initial expenditure.
- 3.1.8 As the Lead Local Authority, MDC will receive the District's allocation to manage, including assessing and approving applications, processing payments and day-to-day monitoring. Up to 4% of the £1m allocation by default can be used by MDC to undertake necessary fund administration, such as project assessment, contracting, monitoring and evaluation and ongoing stakeholder engagement. By exception, as a smaller local authority, with a smaller Fund allocation, we may need to use more than 4% of our allocation to successfully administer the Fund.
- 3.1.9 A further report will be brought to a future Committee outlining the proposals to manage, administer and monitor the fund.

3.2 Levelling-Up Fund

- 3.2.1 The UK Government's Levelling-Up Fund was announced by the Chancellor at the 2020 Spending Review. It is a fund jointly managed by HM Treasury, the Department for Levelling-Up, Housing & Communities and the Department for Transport. It is worth £4.8 billion and is intended to support capital investment projects in town centre and high street regeneration, local transport projects, and cultural and heritage assets which must be bid for via a competition.
- 3.2.2 The fund will focus investment on projects that require up to £20m of funding. There is however no minimum bid level. For higher-value transport schemes, there is also scope in securing investment in larger projects up to £50m by exception, but these will be subject to more detailed business case processes and will need to score highly overall across the bidding criteria. There are additional compliance requirements for the Public Sector Equality Duty and State Aid rules.
- 3.2.3 All bids should have the approval of the relevant authority responsible for delivering them / part of them (such as Essex County Council (ECC) for part transport schemes) and are expected to be based on consultation with a range of local stakeholders across the project's full geography, evidence of which has to be submitted as part of the application. MPs must also be consulted, although support from local MPs is not a necessary condition for a successful bid.
- 3.2.4 Within the Levelling-Up funding competition, the Government has organised local authorities into a modelled 'Index of Priority Places' which organised places into categories of significant need. This index considered a) the need for economic recovery and growth, b) the need for improved transport connectivity and c) the need for regeneration. Using this Index, local authorities were placed into either Category 1, 2 or 3; with Category 1 representing the highest levels of need. In 2021, only Harlow, Southend-on-Sea and Tendring were Category 1 authorities in Essex; with Maldon being ranked as Category 2.
- 3.2.5 Round 1 was opened in March 2021 and 305 bids were received, including one from MDC. This was prepared to fund the design and consenting costs for the South Maldon Relief Road, which is proposed in the statutory Local Development Plan approved in 2017, in order to make better use of S106 contributions collected and expected in the future to be used for the actual construction of the route. This bid had the support of John Whittingdale MP and Essex County Council as the highway authority. The bid was however unsuccessful, but useful feedback was provided to inform any future bids on this scheme, or others. For context, the only Essex authority successful in Round 1 was Southend-on-Sea, which was awarded £19.9m for infrastructure upgrades to coastal attractions.
- 3.2.6 Round 2 was announced in the 2022 Spring Statement and it continues to focus on capital investment in infrastructure that improves everyday life across the UK.
- 3.2.7 Within the Round 2 Prospectus however, Maldon District has moved from Category 2 in the Index of Priority Places to the higher priority Category 1, alongside another 14 local authorities. The Government has confirmed that this is one of the exceptional changes to the Index for Round 2 is as a result of one or more of the following: updated datasets, using two-year averages for some data; accounting for Covid-19 impacts and in some parts of the country and accounting for local government reorganisation.

- 3.2.8 The Levelling Up Round 2 Fund will run until 2024 / 25 and has the same three investment themes as in Round 1:

Levelling-Up Fund Investment Themes		
Transport	Regeneration and town centres	Culture
Including (but not limited to) public transport, active travel, bridge repairs, bus priority, local road improvements and major structural maintenance, and accessibility improvements.	Building on the Towns Fund framework to upgrade eyesore buildings and dated infrastructure; acquire and regenerate brownfield sites; invest in secure community infrastructure and crime reduction; and bring public services and safe, accessible community spaces into town and city centres.	Maintaining, regenerating, or creatively repurposing existing cultural, creative, heritage and sporting assets, or creating new assets that serve those purposes including theatres, museums, galleries, production facilities, libraries, visitor attractions (and associated green spaces), sports and athletics facilities, heritage buildings and sites, and assets that support the visitor economy.

- 3.2.9 As with Levelling Up Round 1, the Fund will focus investment in smaller scale, local projects that require less than £20m of funding. However, there is scope for investing in higher-value transport projects, by exception as before. Applicants may submit a bid for an individual project or a package bid, consisting of up to a maximum of three projects. Package and joint bids must clearly explain how their component elements are aligned with each other and represent a coherent set of interventions in a place. They can include a mix of projects from the Fund's three investment themes should the applicant choose to arrange them in this way.
- 3.2.10 Applicants must submit their full Round 2 bids, with all supporting documentation, by 12:00 noon Wednesday 6 July 2022. Local authorities can only have one successful bid for each of their allocated number of bids over the lifecycle of the fund. Future rounds have not been confirmed
- 3.2.11 Furthermore, to support the preparation and submission of high-quality bids, as a new priority Category 1 area, MDC will receive £125,000 of capacity funding. Officers met with Civil Servants representing DLUHC and Department for Business, Energy and Industrial Strategy who made it clear that any place receiving capacity funding, would be expected to submit a bid.
- 3.2.12 Work is now underway to determine the most appropriate way to resource a bid through the capacity funding up to the required Green Book standard. The submission of a bid will be based on delivering the cultural elements of the Central Area Master Plan, focusing on the waterfront, primarily at Hythe Quay with investment into council owned buildings (known as the river bailiff hut and classroom) for both commercial and community use. Improvements to the highway infrastructure and car park layout reducing vehicular movements with pedestrian walkway by the historic barges. This will ensure the quay is a safe visitor attraction. In addition to this improved wayfinding links by foot and cycle to the town centre would also be included as well as information in relation to the heritage and history of Maldon. Options are also being reviewed for Burnham-on-Crouch, taking into account the

local needs, importance of maritime heritage to the area and the assets already in place.

- 3.2.13 Further engagement work will be undertaken with the Cities and Local Growth Unit in DLUHC, other Level 1 Priority Places, key stakeholders, and partners to raise awareness, learn lessons and benchmark MDC's proposals and gain support for both the bidding and time-bound delivery should MDC be successful.

4. CONCLUSION

- 4.1 UKSPF and Levelling Up Round 2 present a significant opportunity for the District to support, through direct investment, in our economy, businesses, communities, cultural and heritage assets, regeneration and transport infrastructure and the Council should invest what is needed in making these opportunities successful.

5. IMPACT ON STRATEGIC THEMES

- 5.1 UKSPF supports the Council's **Place Outcomes** of: 'Promote civic pride and maintain the District's environmental quality', 'Work with partners to maintain and improve the District's resilience to the effects of climate change'; **Prosperity Outcomes** of 'Enabling future economic investment and new jobs', 'Supporting existing local businesses', 'Enhancing and promoting the District's visitor economy' and **Community Outcomes** of 'Building on the strengths of our communities and what they can do to support themselves and help each other to thrive'.
- 5.2 Levelling Up Fund supports the Council's **Place Outcomes** of 'Promote civic pride and maintain the District's environmental quality', 'Reduce impacts of waste disposal and pollution on the environment', 'Work with partners to maintain and improve the District's resilience to the effects of climate change', 'Deliver the housing the District Needs' and 'Deliver sustainable growth and new infrastructure through development'; **Prosperity Outcomes** of 'Enabling future economic investment and new jobs', 'Supporting existing local businesses', 'enhancing and promoting the District's visitor economy' and **Community Outcomes** of 'Building on the strengths of our communities and what they can do to support themselves and help each other to thrive'.
- 5.3 Both UKSPF and Levelling-Up also support our **Performance and Value Outcomes** of: 'Finance & Income', 'Governance', 'Performance' and 'Meaningful Engagement'.

6. IMPLICATIONS

- (i) **Impact on Customers** – For the UKSPF, any application process will be designed to enable community groups and businesses to engage with a fair bidding process to ensure there is significant customer benefit from its outputs. A successful bid to the Levelling-Up fund could deliver capital projects that end up being used by and benefit residents, businesses, special interest groups and visitors.
- (ii) **Impact on Equalities** – For the UKSPF, any application process will be designed to enable all community groups and businesses to engage with a fair bidding process to ensure there is significant customer benefit from its outputs. This process will meet the Public Sector Equality Duty. A successful bid to the Levelling-Up fund must demonstrate how it has considered the

Public Sector Equality Duty in delivering capital projects that end up being used by residents, businesses, special interest groups and visitors.

- (iii) **Impact on Risk** – With UKSPF, future spend is at risk, so it is vital that programme activity is aligned and adequately reported to the funder to ensure compliance. The programme will work to reduce the impact to the economy and communities from Covid19. The Council faces increased reputation risk if it fails to deliver to the expectations of stakeholders.

With Levelling Up Funds, as it is a funding competition, projects identified to be part of the bid, could remain undelivered in the event a bid is unsuccessful. The complexity of the bidding process and the assurances needed post award could increase pressures on resources or require people with different skills and this is a responsibility of our establishment to adequately manage. The council faces an increased reputation, financial and compliance risk if any of the projects within the fund are not delivered on time, or to budget.

- (iv) **Impact on Resources (financial)** – UKSPF Prospectus confirms that Local Authorities will be able to use a proportion of their allocation to undertake necessary Fund administration, such as project assessment, contracting and monitoring.

UKSPF and Levelling Up Round 2 provide a capacity allocation for the authority to undertake preparatory work to develop high quality funding submissions.

- (v) **Impact on Resources (human)** – The initial coordination work for UKSPF work will be undertaken by the Lead Specialist Prosperity for the remainder of their contract. The coordination will be reviewed and reallocated as necessary afterwards.

Levelling Up Round 2 Funding Bid is being coordinated by Strategy, Policy and Communications Manager given the investment priorities linked to place-based activities including transport, town centre regeneration and culture & heritage.

Both are being supported by resources drawn from the wider organisation, although depending on the complexity of the funding bids, it may be necessary to procure further specialist human resources to ensure the Council is able to submit a high-quality proposal and continue to deliver existing service priorities.

- (vi) **Impact on the Environment** – Interventions supported by UKSPF will need to take account of other local and national policies and priorities – including the government's commitment to reach Net Zero by 2050 and clean growth, and complement other UK, national or local provision. This will make sure that funding is effectively targeted.

Projects funded via Levelling Up Round 2 should be aligned to and support net zero goals, including those set out in the UK government's net zero strategy and sector-specific plans. Projects are encouraged to demonstrate low or zero carbon best practice; adopt and support innovative clean tech and/or support the growth of green skills and sustainable supply chains.

- (vii) **Impact on Strengthening Communities** – The projects funded by either fund will seek to ensure the Council strengthens engagement with communities to shape and deliver significant benefits from outputs.

Background Papers:

[UK Shared Prosperity Fund: pre-launch guidance](#)

[UK Shared Prosperity Fund: prospectus](#)

[Levelling Up Round 2 Prospectus](#)

[Levelling Up Fund Round 2: technical note; Annex H: List of new local authorities in Category 1 to receive capacity funding \(for England, Scotland and Wales applicants only\)](#)

Enquiries to:

UK Shared Prosperity Fund: Leanda Cable – Lead Specialist, Prosperity

Levelling Up Round 2: Matthew Winslow - Strategy, Policy and Communications Manager.

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

to
STRATEGY AND RESOURCES COMMITTEE
25 MAY 2022

APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES AND WORKING GROUPS

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to remind Members of the existing representatives on Outside Bodies and Working Groups and for new appointments to be made for 2022 / 23.

2. RECOMMENDATION

That the Committee appoints representatives to the bodies detailed below, for the ensuing municipal year.

3. SUMMARY OF KEY ISSUES

- 3.1 Members are asked to nominate representatives to serve on the following Outside Bodies and Working Groups, aligned to the Strategy and Resources Committee, for the ensuing municipal year.

Outside Bodies	Current Representatives
Places for People Liaison Committee	Councillors M F L Durham CC, and C Swain

Working Groups	Current Representatives
Car Parking Task and Finish Working Group (Minute 588 – 17/11/15)	Councillors R H Siddall, C Swain, Mrs M E Thompson and Miss S White
Equality, Diversity and Inclusion Officer Working Group (Minute 588 – 06/21)	Councillor R H Siddall
Waste Member Working Group (Previously Waste Member Task and Finish Working Group (Minute 945 – 27/03/18))	Councillors M F L Durham CC, K M H Lagan, R H Siddall and Miss S White

Background Papers: None.

Enquiries to: Committee Services.

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