

10 September 2025



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Essex CM9 5DL

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APOLOGIES: Committee Services  
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CHIEF EXECUTIVE  
Doug Wilkinson

Dear Councillor

You are summoned to attend the meeting of the;

**PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE**

on **THURSDAY 18 SEPTEMBER 2025 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. Public participants wishing to speak remotely at a meeting can continue to do so via Microsoft Teams.

To register your request to speak / attend in person please complete 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

Chief Executive

**COMMITTEE MEMBERSHIP:**

CHAIRPERSON	Councillor W Stamp, CC
VICE-CHAIRPERSON	Councillor N D Spenceley
COUNCILLORS	M G Bassenger D O Bown S J Burwood J C Hughes M G Neall R G Pratt U C G Siddall-Norman M E Thompson
INDEPENDENT PERSON (non-voting)	Mr Derek Smith

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**AGENDA**  
**PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE**  
**THURSDAY 18 SEPTEMBER 2025**

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1. **Chairperson's Notices**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 10)

To confirm the Minutes of the Performance, Governance and Audit Committee held on 17 July 2025 (copy enclosed).

4. **Matters Arising** (Pages 11 - 12)

To note the Matters Arising from the last meeting of the Committee.

5. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B 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. **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](http://www.maldon.gov.uk/publicparticipation).

7. **Corporate Performance - Quarter 1** (Pages 13 - 48)

To consider the report of the Chief Executive, (copy enclosed).

8. **Review of Corporate Risk - Quarter 1** (Pages 49 - 60)

To consider the report of the Chief Executive, (copy enclosed).

9. **Annual Governance Statement Actions Update** (Pages 61 - 64)

To consider the report of the Chief Executive, (copy enclosed).

10. **Balance Scorecard Exemptions Report** (Pages 65 - 86)

To consider the report of the Chief Executive, (copy enclosed).

11. **S106 Obligations and Infrastructure Funding Statement 2024 / 25** (Pages 87 - 116)

To consider the report of the Assistant Director: Planning and Implementation, (copy enclosed).

12. **UK Shared and Rural England Prosperity Funds** (Pages 117 - 122)

To consider the report of the Chief Executive, (copy enclosed).

13. **Health and Safety Update - Quarter One 2025 / 26** (Pages 123 - 132)

To consider the report of the Deputy Chief Executive, (copy enclosed).

14. **Council Constitution - Planning Appeals Protocol** (Pages 133 - 140)

To consider the report of the Chief Executive, (copy enclosed).

15. **Recommendation from the Overview and Scrutiny Committee - Planning Enforcement**

To consider the following recommendation to this Committee coming forward from the Overview and Scrutiny Committee meeting on 4 September 2025:

“that the Performance, Governance and Audit Committee consider reviewing Planning Enforcement as part of its performance monitoring.”

The Overview and Scrutiny Committee has suggested Enforcement data is monitored as part of the Council's performance reports, following a watching brief item they have, and with concerns around resource in the area.

16. **Any other items of business that the Chairperson of the Committee decides are urgent**

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## **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**

We do not have any fire alarm testing scheduled for this meeting. In the event of a fire, a siren will sound. Please use either of the two marked fire escape routes. Once out of the building please proceed to the designated muster point located on the grass verge by the police station entrance. Please gather there and await further instruction. If you feel you may need assistance to evacuate the building, please make a member of Maldon District Council staff aware.

### **Health and Safety**

Please be advised of the different levels of flooring within the Council Chamber.

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

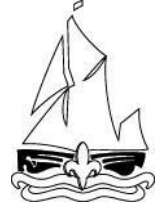
Meetings held in the Council Chamber are being monitored and recorded by CCTV.

### **Lift**

Please be aware, there is not currently lift access to the Council Chamber.







**MINUTES of  
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE  
17 JULY 2025**

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**PRESENT**

Chairperson	Councillor W Stamp, CC
Councillors	M G Neall, U C G Siddall-Norman, M E Thompson, J Driver (Substitute for N D Spenceley), S J N Morgan (Substitute for R G Pratt) and N J Swindle (Substitute for S J Burwood)
Independent Person	Mr Derek Smith

**161. CHAIRPERSON'S NOTICES**

The Chairperson welcomed everyone to the meeting, including Ms Emma Larcombe, Director of KPMG (the Council's External Auditors) and Mr Aaron Winter from BDO (Internal Audit). He then went through some general housekeeping arrangements for the meeting.

**162. APOLOGIES FOR ABSENCE AND SUBSTITUTION NOTICES**

Apologies for absence were received from Councillors M G Bassenger, D O Bown, S J Burwood, J C Hughes, R G Pratt and N D Spenceley.

In accordance with notice duly given it was noted that Councillor N J Swindle was attending as a substitute for Councillor Burwood, Councillor S J N Morgan as a substitute for Councillor Pratt and Councillor Driver as a substitute for Councillor Spenceley.

**163. MINUTES OF THE LAST MEETING**

**RESOLVED** that the Minutes of the meeting of the Committee held on 5 June 2025 be approved and confirmed.

**164. MATTERS ARISING**

The Chairperson proposed that the matters arising be noted. She requested an update at the next meeting on the number of Members who had received General Data Protection Regulations (GDPR) training. In response to a question from the Chairperson, Mr Smith the Independent Person confirmed receipt of the information he had requested at the last meeting.

The Committee noted the matters arising from the last meeting.

## **165. DISCLOSURE OF INTEREST**

There were none.

## **166. PUBLIC PARTICIPATION**

No requests had been received.

## **167. PLAN FOR THE AUDIT OF THE ACCOUNTS FOR THE FINANCIAL YEAR 2024 / 25**

The Committee considered the report of the Chief Finance Officer (CFO) presenting the draft plan (attached at Appendix 1 to the report) provided by the appointed External Auditor (KPMG) for their annual review of the accounts for 2024 / 25. It was noted that the key findings and recommendations from the review would be presented later in the year before the External Auditor issued their opinion on the Statement of Accounts.

The report provided background information in relation to Local Government External Audit and it was noted that local authorities were required to publish their financial statements and audit reports by a legislative 'backstop' date which for the 2024 / 25 financial year was 27 February 2026. This backstop had been necessitated by the accumulation of accounts where an opinion was not provided by the External Auditor.

The Council's accounts for 2024 / 25 had been prepared in advance of the deadline and were published on 30 May 2025 ahead of the 30 June deadline. The report highlighted the proposed timetable for the audit of the 2024 / 25 accounts, and it was noted that the proposed audit opinion would not be signed off until February 2026.

The CFO took Members through his report, highlighting key issues and areas of focus for the Council. It was noted that in the year referenced in paragraph 3.4 should read 2024/15. The CFO handed over to Emma Larcombe, Director of KPMG (the Council's External Auditors) to present her draft plan for the audit review of the accounts 2024/25 (Appendix 1 to the report). She highlighted how it was essential to look ahead to the work planned as part of the audit and drew Members' attention to specific areas including:

- Risk – including her initial assessment on areas of risk in relation to the valuation of land and buildings. It was noted that KPMG would be engaging with its own internal valuation specialist and carrying out sample checking on assumptions used.
- Management override of controls
- Pensions liability – KPMG had a specialist pensions team who had started work on this.
- Adoption of IFRS16 – a new accounting requirement.
- Value for Money (VFM)
- Fees – It was noted that these were set by the Public Sector Audit Appointments and considered reasonable for the statutory audit and VFM work required. Ms Larcombe informed the Committee that the fees did not include any work regarding rebuilding of assurance and were based on the assumption that there were no significant VFM risks and assumptions.

Ms Larcombe advised that assuming they received all the information required from the Council they would expect to complete all tests on 2024 / 25 figures and were expecting to report back on these procedures at the end of year.

A lengthy debate ensued and in response to a number of comments raised by Members, the following information was provided by Officers:

- In response to the comment on page 5 of Appendix 1 that External Audit did 'not plan to place any reliance' on the work on Internal Audit, Ms Larcombe explained to rely on Internal Audit work required additional work, reperforming checks etc. and was not something commonly done across the audit sector because of the auditing standard requirements. She took Members through the work they did with Internal Audit and commented on its value in relation to Value for Money.
- Valuation of Land and Buildings – in response to a comment regarding this area being identified as a significant risk in Appendix 1, the Deputy Chief Executive confirmed that Officers were satisfied that in respect of the valuation of land and buildings the Council had a definitive and comprehensive list. He explained that the Council had recently been through a process of updating the list of all its assets and property. The Assistant Director - Customer Services and Operations advised that as well as the rigorous process the Council had been audited on this, and the Internal Auditors report was due to be considered at this meeting.

The CFO commented that a lot of work regarding third party estimates had taken place and there was a complex series of transaction in the background to translate assets into a value that could be used in the accounts.

The Assistant Director explained that as part of the asset review, Officers had visited each asset, taken photographs and a full inventory. As far as possible the Assets Register was considered 100% accurate and had been reported to the Strategic Assets Working Group. The Working Group was then going through a process of reviewing, prioritising the assets for improvement, disposal etc. It was confirmed that due to its confidential nature this information would not be available online, however if Members had particular concerns they could highlight them to Officers.

- In response to a comment about the External Auditor fees, Ms Larcombe explained how the work carried out by External Audit had expanded and changed over the years and the time to deliver an audit was not a lot longer than it used to be. She referred to ISA315 which was a change to auditing standards, with greater work around IT now required. It was noted that the baseline fee increased across all Local Government bodies. Members were reminded that the Audit fee was set nationally.
- Mr Smith, Independent Person raised several concerns relating to the delays and issues that the Council had seen in respect or audit. In response Ms Larcombe provided some background information and highlighted the work being done by KPMG, how a number of audits had been caught up and their focus for 2025 / 26. As set out in Appendix 1 she was envisioning that they will have completed the vast amount of audit work by the end of November 2025 and a draft report would be brought forward to the Committee at this point. Ms Larcombe stated that along with the CFO she was committed to getting things working again. In response the CFO suggested that the Committee consider inviting Ms Larcombe to the Committee on a more regular basis and this would be picked up outside of the meeting.

In conclusion the Chief Executive thanked Ms Larcombe for her responses and reassurances of the work that KPMG were going to do with Maldon to get to a position where Maldon did not have disclaimed accounts over the coming year(s), and he appreciated the initial engagement. He highlighted the need to work together to get positive results.

The Chairperson then moved the recommendations set out in the report. These were duly seconded and agreed.

## **RESOLVED**

- (i) That Members considered and commented on the DRAFT – KPMG External Audit Plan and Strategy for the year ended 31 March 2025 (Appendix 1 to the report);
- (ii) That Members discussed the context of the performance framework for external audit;
- (iii) That Members considered the compensating controls in place to provide assurance on financial reporting, in lieu of a robust external audit approach;
- (iv) That Members considered the evidence presented in the report including the context of the current plan from the external auditor for the audit of the 2024/25 accounts, its sufficiency and robustness; the pressures cited by external auditors compared to those experienced in local government finance teams; the rationale provided by KPMG for their proposed timetable to February 2026, given the clear guidance issued by the National Audit Office (NAO).

## **168. INTERNAL AUDIT REPORTS**

The Committee considered the report of the Chief Financial Officer and associated Internal Audit reports from BDO LLP, attached on the agenda as follows:

- 8a) Progress Report;
- 8b) Follow-Up of Recommendations Report;
- 8c) Asset Management Final Report (June 2025);
- 8d) Main Financial Systems 2024 / 25 Final Report (June 2025);
- 8e) Annual Report and Annual Statement of Assurance.

The Chief Finance Officer introduced his report, highlighting how the function of Internal Audit provided assurance on key aspects of the Council's services.

### **Progress Report**

Mr Aaron Winter (BDO LLP) presented his report to the Committee which provided an update on completion of the 2024 / 25 internal audit plan and commencement of the 2025 / 26 plan. It was noted that since the last report to the Committee three further reviews had been finalised and it was anticipated that the remaining two audits would be reported to the next meeting of this Committee.

### **Follow Up of Recommendations**

Mr Andrew Billingham (BDO LLP) presented the report and advised that the outstanding recommendations for 2021 / 22 and 2024 / 25 had been closed. In respect of 2023 / 24 one recommendation was now complete and a recommendation regarding Licensing categorised as 'overdue'. It was reported that Officers were progressing the Licensing recommendation and once the evidence had been

received BDO would be able to close it. Mr Winter referred to the positive position, with no other outstanding recommendations.

#### **Asset Management Final Report (June 2025)**

Mr Billingham presented the report advising that a review of the Council's Asset Management function had taken place and outlined the purpose of the review. It was noted that this review related to the controls in place and not the financial values. One medium and three low priority recommendations had been raised.

#### **Main Financial Systems 2024 / 25 Final Report (June 2025)**

Mr Billingham presented the report advising that a review of the Council's main financial systems for 2024 / 25 had taken place and outlined the purpose of the review. It was noted that a number of areas of good practice had been identified along with areas for moving forward.

#### **Annual Report and Annual Statement of Assurance**

Mr Winter presented the report which provided a summary of the work Internal Audit had undertaken for the year. It was noted that nine reviews had been completed, with limited assurance being given for two reviews. However, Mr Winter highlighted that the audits were risk focused and directed to some areas of risk or concern that might need improvement. He reported that the outcomes were positive with the Council receiving an overall assurance opinion for the year of moderate, which was a good result.

In response to a question regarding the Leisure Contract, Mr Winter advised that this was not an area which was on the Internal Audit Plan, however, if it was an area of concern or emerging risk, they could discuss this with Officers. The Chairperson asked the Chief Finance Officer to note this and keep it under review.

The Chairperson questioned why the management response to the detailed finding on reconciliation had not followed the recommendation from Internal Audit. In response, the Chief Finance Officer explained that Officers' rationale was that the valuation didn't need to be maintained on a regular basis as long as it was maintained no less than annually to properly inform the preparation of the accounts. The most important point was to ensure the Asset Register was up to date and therefore to avoid unnecessary burden on Officers, it was felt more efficient to focus time on the annual reconciliation.

#### **Internal Audit Reports Continued**

The Chairperson then moved the recommendations set out in the report, taking into consideration the earlier discussions. This was duly seconded and approved.

**RESOLVED** that the Committee approves the following Internal Audit reports:

- 8a) Progress Report;
- 8b) Follow-Up of Recommendations Report;
- 8c) Asset Management Final Report (June 2025);
- 8d) Main Financial Systems 2024 / 25 Final Report (June 2025);
- 8e) Annual Report and Annual Statement of Assurance.

The Chairperson thanked the Internal Auditors for their reports and attendance.

## 169. STATEMENT OF ACCOUNTS 2024 / 25

The Committee considered the report of the Chief Finance Officer presenting the 2024 / 25 Statement of Accounts (SoA) for Maldon District Council (Appendix 1 to the report), prior to the start of their review by the external auditor.

The report set out the Local Authority deadlines for publishing financial statements, including how the order of the statements and schedules was set out in the Code for Local Authority Accounts. A table within the report highlighted the key statements in the Council's 2024 / 25 accounts, together with commentary on the key issues.

The Chairperson referred to an information session that the Chief Finance Officer (CFO) had given on the SoA, and it was confirmed that a recording of this was available online for those unable to attend.

The CFO took Members through his report and paid credit to the previous Section 151 Officer (Mr Cookson) and the Interim Lead Finance Specialist (Mr Mulloy) for their work enabling the Finance team to prepare the SoA ahead of the deadline. He highlighted how the structure of the SoA was very prescriptive and there were many rules that had to be followed when compiling it. Members' attention was drawn to the narrative statement in the SoA which highlighted a number of key points along with notes 7b, 7c, 9a and 9b.

In response to question raised regarding the Hythe Quay desilting project, the CFO advised that this was future work and the SoA being presented relating to activities from April 2024 to March 2025. No reserves were being earmarked for this work because the costs had yet to be determined.

The Chairperson moved the recommendation set out the report. This was duly seconded and agreed.

**RESOLVED** that the Committee considered the 2024 / 25 Statement of Accounts.

There being no other items of business the Chairperson closed the meeting at 9.00 pm.

W STAMP, CC  
CHAIRPERSON

**Matters Arising from previous meetings of the Performance, Governance and Audit Committee**

Meeting Date	Item (Title of Report)	Action	Lead Officer	Response / Update	Action response date
16-Jun-24	Infrastructure Funding Statement	Details regarding the allotments at Handley Green to be provided to Councillor J Driver	Head of Service - Planning Policy and Implementation	Councillor Driver was emailed on 22 July 2024. <u>November 2024 update</u> – Officers have written twice to the developer for an update on the allotments. The allotments should be delivered when the housing is complete on Phase 1 (the phase in which the allotments lie). As the housing is well on the way to be delivered Officers will continue to pursue this for the delivery timetable and who will be taking over the management of the allotments.	05/12/24 – The Chairperson requested that this item remained on the matters arising list.
05-Jun-25	UK Shared and Rural England Prosperity Funds	In response to a request that when consulting with Ward Members, in the Heybridge, Maldon and Burnham-on-Crouch that consideration be given to including all Ward Members, Officers advised that they had noted this comment and would review the consultation of Ward Members	Lead Specialist Prosperity	Officers conducted a briefing with all related Ward Members to seek their support of the proposed projects which were then later approved.	02/09/25

**Matters Arising from previous meetings of the Performance, Governance and Audit Committee**

<b>Meeting Date</b>	<b>Item (Title of Report)</b>	<b>Action</b>	<b>Lead Officer</b>	<b>Response / Update</b>	<b>Action response date</b>
17-Jul-25	Matters Arising	The Chairperson requested an update on the number of Members who had received General Data Protection Regulations (GDPR) training	Assistant Director - Resources		
17-Jul-25	Plan for the Audit of the Accounts for the Financial Year 2024 / 25	That External Audit (Ms Larcombe) be invited to the Committee on a more regular basis.	Chief Finance Officer	Already in place – meetings with CFO and CX completed, forward engagement in place, Emma is expecting to attend all future PG&A meetings.	02/09/25
17-Jul-25	Internal Audit Reports - Annual Report and Annual Statement of Assurance	The Chairperson asked the Chief Finance Officer to keep the Leisure Contract under review, noting that Members could discuss this with Officers if they felt it was an area of concern or emerging risk.	Chief Finance Officer	Superseded by the Leisure Board which is now in place.	02/09/25





## REPORT of CHIEF EXECUTIVE

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To  
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE  
18 SEPTEMBER 2025

### CORPORATE PERFORMANCE – QUARTER 1

#### 1. PURPOSE OF THE REPORT

- 1.1 The Corporate Performance framework requires this Committee to undertake a quarterly review of the Thematic Strategies performance as assurance that performance is being managed effectively to achieve the corporate priorities as set out in the Council's Corporate Plan 2025 – 2028.
- 1.2 **APPENDIX 1** to this report provides an overview of the corporate plan performance as of the end of Quarter 1 (April – June 2025) (Q1).
- 1.3 Online versions of all previous performance reports are available to view on the [MDC Members SharePoint site](#).

#### 2. RECOMMENDATIONS

- (i) That Members review the information as set out in this report and **APPENDIX 1** with priority focus given to the Strategic Priority level performance.
- (ii) That Members confirm they are assured through this review that corporate performance is being managed effectively.

#### 3. SUMMARY OF KEY ISSUES

- 3.1 Following the adoption of the Corporate Plan 2025 –2028 in December 2024 a full review of the Corporate Performance reporting has taken place. This has resulted in a new look and feel of the report, as well as a new aligned suite of performance indicators.
- 3.2 All indicators have been classified into groupings to give further definition as to the type of indicator (Measure V Deliverable) and the responsibility that Maldon Council has over the performance trajectory (Control V Influence)
- 3.3 The new design of the report has been analysed using an array of vision and colour impairment tools to aid accessibility.
- 3.4 Any concerns affecting the corporate priorities are set out in **APPENDIX 1** at priority level, with all supporting data evidencing the priority performance illustrated thereafter.

- 3.5 Overall work is progressing positively for all priorities, and the performance delivery of the corporate plan is on-track, there are some conditional elements identified which are not currently a concern.

Priority	Overview	Concerns	Indicators at risk
Supporting our communities	On track	Not applicable (N/A)	None
Investing in our District	On track	N/A	None
Growing our economy	On track	N/A	None
Protecting our environment	On track	N/A	None
Provide good quality services.	On track	N/A	None

## 4. CONCLUSION

- 4.1 All the reported performance measures are on track at Q1 despite varying influences and resource constraints.
- 4.2 Where negative impacts to performance are seen, priority and focused recovery work will progress to bring measures back on track.

## 5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

- 5.1 It is important that performance is monitored and managed effectively, to ensure that Maldon District Council progresses towards and/ or achieves the priorities.

## 6. IMPLICATIONS

- (i) **Impact on Customers** – Performance management covers the monitoring of corporate priorities. The Corporate Plan includes delivery for our customers.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk (including Fraud implications)** – If performance is not managed effectively by the Council, it puts the Council's corporate priorities delivery at risk and increases unnecessary exposure to potential, operational, reputational, or regulatory consequences.
- (iv) **Impact on Resources (financial)** – All performance management is undertaken within existing planned budgets.
- (v) **Impact on Resources (human)** – All performance management is undertaken within existing planned budgets.
- (vi) **Impact on Devolution and Local Government Reorganisation** – If performance is not managed effectively by the Council, it puts the Council's strategic delivery at risk and increases unnecessary exposure to potential, operational, reputational, or regulatory consequences.

Background Papers: None.

Enquiries to: Doug Wilkinson, Chief Executive.

# Corporate Performance Reporting

*Report Generated: August 2025*

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*'Where Quality of Life Matters'*



MALDON DISTRICT  
COUNCIL

## Priority & Indicator Overview

1. Supporting our Communities	2. Investing in our District	3. Growing our economy	4. Protecting our environment	5. Delivering good quality services
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Ontrack

Ontrack

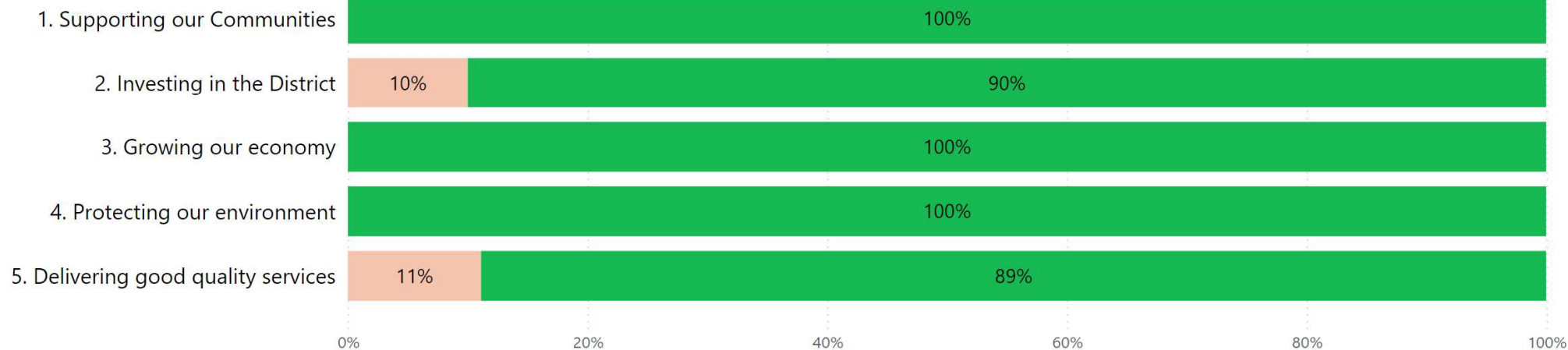
Ontrack

Ontrack

Ontrack

Indicator overview per priority

● Closer Monitoring ● Ontrack

Supporting our communities  
indicators

6

Investing in our district  
indicators

10

Growing our economy  
indicators

10

Protecting our environment  
indicators

12

Delivering good quality service  
indicators

19

## Priority - Supporting our Communities

RAG

Q1 25/26

Ontrack

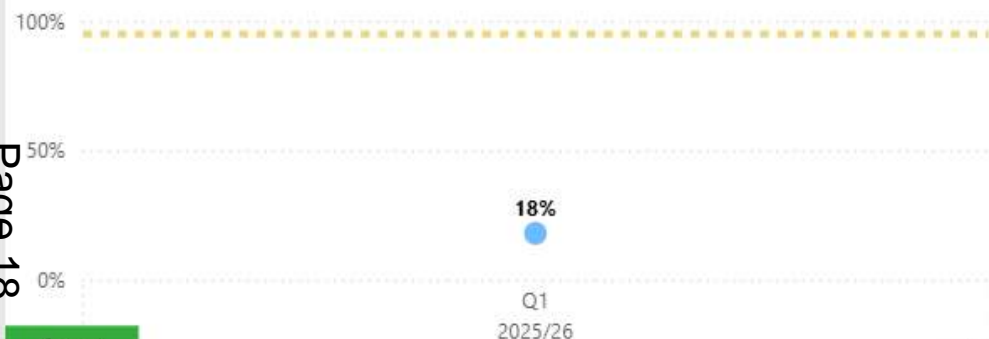
Overall, delivery against this priority is progressing well. Delivery of the One Maldon District Partnership action plan(OMDP) is on track but noting there are amendments to be undertaken in Q2 to align OMDP's work with the new community grant funding scheme. The first Asset Based Community Development(ABCD) case study is being developed as per the agreed timetable. Livewell funded activities are on track, as too is the delivery of partnership community events. Community safety actions are all on track.

Indicator	Status	Indicator Type	Responsibility
Delivery of One Maldon District, multi-agency partnership action plan including % of actions completed/on track to in year timescale	Ontrack	Deliverable	Influence
Initiatives that have been facilitated with Asset Based Community Development(ABCD) approach.	Ontrack	Deliverable	Control
Appropriate commission of physical and mental health activities/initiatives using the LiveWell funding. (% spend & How many did that deliver)	Ontrack	Measure	Control
Health & Wellbeing partner led opportunities delivered (incl attendance)	Ontrack	Measure	Influence
Community safety partnerships events delivered	Ontrack	Deliverable	Influence
Delivery of Maldon Community safety action plan	Ontrack	Deliverable	Influence

Continue to deliver the One Maldon District, 'multi-agency' partnership action plan. This already delivers our community festival U-fest and will deliver a 'Thriving Places' community engagement and funding scheme to local groups.

Delivery of One Maldon District, multi-agency partnership action plan including % of actions completed to in year timescale

Target: Quarterly plan progress & 95% completed to in year timescales



RAG Q1 25/26

**Ontrack** One Maldon District Partnership (OMDP) action plan remains work in progress as OMDP's grant delivery timeline is being aligned with the recruitment of new grant officer who will be in place by Q2 (July) and will play a key role in coordinating the grant funding process. 18% actions complete.

Using a resident and community engagement approach called Asset Based Community Development (ABCD) to roll-out health and wellbeing initiatives, and alliance funding to encourage and jointly deliver healthy activities.

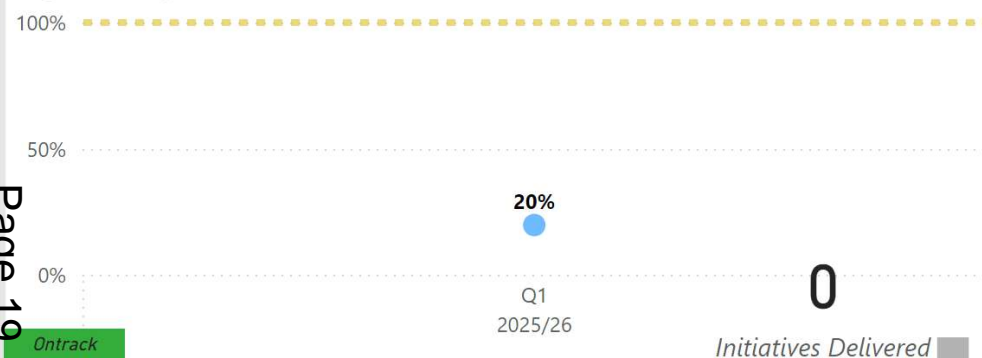
KPI	RAG	Q1 25/26	Target
Initiatives that have been facilitated with Asset Based Community Development(ABCD) approach.	Ontrack	First case study is One Maldon District Partnership (OMDP) thriving places programme. This will be to demonstrate strategic approach to embedding Asset Based Community Development(ABCD). External researchers from Centre for Thriving Places are working with project leads to produce a qualitative evaluation in July 2025. ABCD case study will be informed by the evaluation report.	4pa



Coordinate physical and mental health activities working with our leisure services partners, voluntary, community and sports partners to help vulnerable residents' wellbeing, particularly for our older residents and families needing support.

Appropriate commission of physical and mental health activities/initiatives using the LiveWell funding.

Target: 100% Spend



RAG Q1 25/26

**Ontrack** Discussions with ECC team progressing well, confirmed an uplift in funding expected for the district. Coordination and dissemination of funding to be included in new grant officer responsibilities.

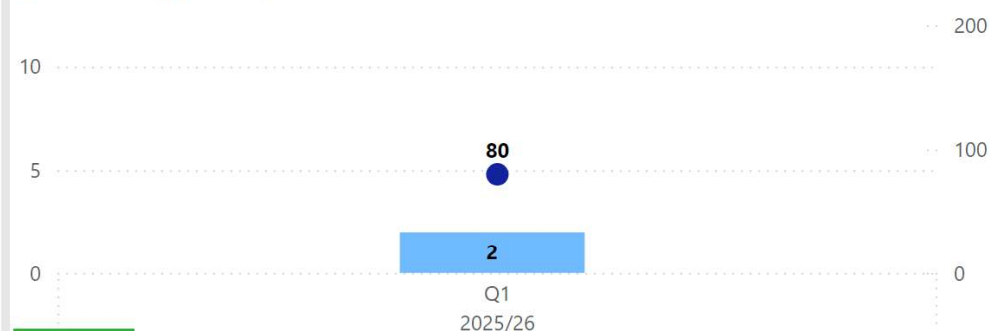
Delay in receiving this year's funding from ECC. Provisional expenditure of 20% of in-year budget agreed with grant applicants, and overall in-year budget remains on track.

Provide opportunities for residents to attend a community hub programme of events, and work with partners to promote information on a range of health and wellbeing topics, and cost of living help and support.

Health & Wellbeing partner led opportunities delivered and attended

Target: 10pa

● Events Held ● Attendance



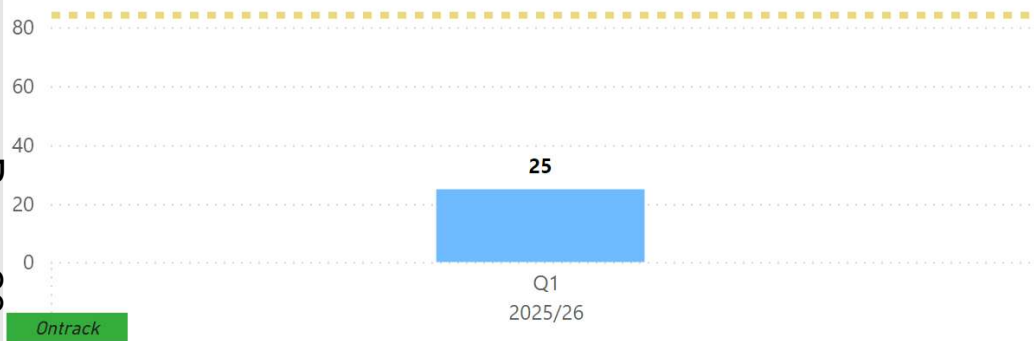
RAG Q1 25/26

**Ontrack** Two events held in Quarter 1:  
 1) Health and Work event at Maldon Town Hall on 1st May, with 14 partners providing information and support for 30 attendees.  
 2) Healthy Habit Hub for families and children at Blackwater Leisure Centre on 30th May, with 9 partners providing healthy activities support for 50 attendees.  
 New Health Improvement Officer now in post and is planning more One Maldon District Partnership (OMDP) events across the district

Promote community safety initiatives that are delivered through our Community Safety Partnership programme.

#### Community Safety Partnerships engagements and activities

Target: 84pa



KPI	RAG	Q1 25/26	Target
Delivery of Maldon Community safety action plan.	Ontrack	Plan agreed detailing projects and initiatives planned for the year. Currently on target and delivering.	Delivery to plan actions & timescales

RAG Q1 25/26

**Ontrack** The following targeted Community Engagements have been delivered alongside partners:

- Op Sceptre: Test purchasing (knives, vapes, alcohol) on Maldon High Street; awareness raising on knife crime and child exploitation.
- Op Stronghold: Community policing and anti-social behaviour (ASB) engagement.
- Op Henderson: Targeted engagement at taxi ranks and train stations in the Dengie area to raise awareness of child exploitation.
- Police Engagement: "Let's Talk" sessions and bike marking events.
- Neighbourhood Watch (NHW): Hosting and facilitating meetings, sharing intelligence with Essex Police.
- Essex County Fire & Rescue Service (ECFRS): Multiple engagement events, including Safe and Well visits and joint days with SERP (Safer Essex Roads Partnership).
- Fall Prevention Hubs: Delivered in partnership with CSP (Community Safety Partnership) and CVS (Council for Voluntary Services).
- Skate Park Opening: Community event to launch the new facility.
- Make Space for Girls: Consultation on skate park shelter design.
- Engagement with Year 8 Students: Educational or awareness-raising event.
- Mental Health Engagement Event: Likely focused on youth or community wellbeing.



## Priority - Investing in our District

RAG

Q1 25/26

Ontrack

Overall delivery of this priority is progressing well with majority of indicators reporting on track. Delivery of UKSPF programme, 25/26 events calendar and commercial projects are progressing well, along with internal and independent inspections of the play sites to support identifying maintenance & potential areas of investment. The timetable for the LDP review has been agreed and Council in June agreed two options to do further work on including highway modelling and site assessments. Regular funding meetings are still taking place with regard to S106. The 5 year housing supply indicator is reporting as 'Closer Monitoring' as it has yet to be agreed by Council. The Planning Policy Working Group(PPWG) has agreed a methodology update but this has to go to Council and does carry some risks with it that could impact on planning appeal decisions, these risks will be included in any Council report.

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Indicator	Status	Indicator Type	Responsibility
Enable investments into our open spaces & leisure equipment	Ontrack	Deliverable	Control
Five Year Housing Land Supply	Closer Monitoring	Measure	Control
Comply with the timetable in the Local Development Scheme to deliver the Local Development Plan Review by 2027	Ontrack	Deliverable	Control
Work with partners to make a case for inward investment.	Ontrack	Deliverable	Influence
Work with partners to improve travel options and lobby for infrastructure	Ontrack	Deliverable	Influence
Monitor all S106 agreements including any delivery, and publication of the infrastructure delivery statement	Ontrack	Deliverable	Control
Delivery of UK Shared Prosperity Fund projects 25/26 (Linked)	Ontrack	Deliverable	Control
Deliver commercial projects & workplan as identified by Strategic Asset Working Group(SAWG)	Ontrack	Deliverable	Control
Delivery of 25/26 event calendar (direct delivery costs, income & economical impact)	Ontrack	Measure	Control
Development and Adoption of the Culture Strategy	Ontrack	Deliverable	Control

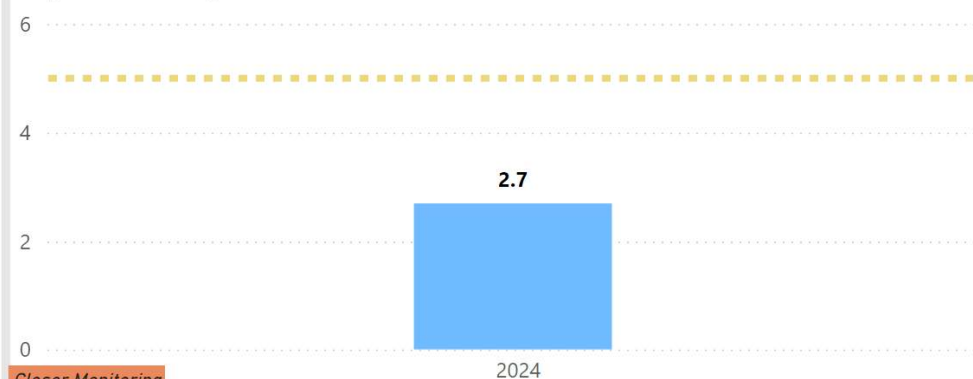
## Investing in our assets to update and install leisure equipment and improvements to open spaces and parks.

KPI	RAG	Q1 25/26	Target
Enable investments into our open spaces & leisure equipment	Ontrack	<p>Regular play inspections are carried out on play sites to identify when equipment requires repair, maintenance or replacing. Funding is sort for any equipment that needs to be replaced. Work has begun to identify funding</p> <p>As well as the information gathered from the play inspections, an independent review of play areas will shortly be undertaken to help inform when we can expect equipment to require replacing, it will also provide us with a project plan of the works should funding become available to renew the play equipment. In the meantime a concept for a new play area has been designed for West Maldon, which is currently being reviewed</p>	<p>Maintain &amp; enhance our parks and open spaces</p> <p>(Q1 Carry out regular play equipment inspections / Q2 Complete a project plan for the larger investment project, as required.</p> <p>Q3 Once agreed, implement the Promenade Park Management Plan</p> <p>Q4 Link the approved PPMP with the new culture and heritage strategy)</p>

## Delivering an updated Local Development Plan

### Five Year Housing Land Supply

Target: Minimum 5years



KPI	RAG	Q1 25/26	Target
Comply with the timetable in the Local Development Scheme to deliver the Local Development Plan Review by 2027	Ontrack	Following the Council meeting of the 17th June 2025 where it was agreed to test two options for growth work is now underway to do that. At the present time the timetable in the Local Development Scheme is being adhered to.	Delivery as per the published timescales & continuation of monthly Planning policy working group.

## Work with partners to make a case for inward investment.

KPI	RAG	Q1 25/26	Target
Work with partners to make a case for inward investment.	Ontrack	<p>Following discussions with the NHS and a housing developer, a letter of concern and request for action was sent by the Leader to the Secretary of State for Health concerning delays in securing a new health centre for North Heybridge. This would utilise S106 contributions to invest in the construction of the centre.</p> <p>Officers have contributed to the development of the new Extraordinary Essex website and Greater Essex Property Market Review, which was launched at UKREiif. The publication is aimed at a real estate audience, including property developers and investors, and will help engage with these audience.</p> <p>Additionally officers are supporting the development of a North Essex - Gateway to Growth Brochure which will be used for promoting inward investment opportunities as part of the North Essex Economic Board partnership. This brochure is in the drafting stages and will be issued later this year.</p>	<p>Quarterly Progress</p> <p>(Quarterly progress updates to NEEB board &amp; timely responses to inward investment queries)</p>

## Working with partners to improve travel options and lobby for infrastructure

KPI	RAG	Q1 25/26	Target
Work with partners to improve travel options and lobby for infrastructure	Ontrack	Work has begun with Essex County Council on the brief for the Highway Modelling of the Options for Growth approved at Council on the 17th June 2025.	<p>Quarterly Progress</p> <p>(Attendance quarterly to partnership meetings)</p>



## Ensuring effective negotiation and use of developer contributions

KPI	RAG	Q1 25/26	Target
Monitor all S106 agreements including any delivery, and publication of the infrastructure delivery statement	Ontrack	The Infrastructure Funding Statement(IFS) will be completed shortly and put on the agenda for the next Performance Governance & Audit Committee after that. Once approved it will be uploaded onto the Council website. The Government has just published a list of the 17% of Councils who have not published an IFS for 2022/23 - Maldon DC was not on the list	100% Implementation And Publish Yearly

## Delivering a UK Shared Prosperity Fund Investment Plan

KPI	RAG	Q1 25/26	Target
Delivery of UK Shared Prosperity Fund projects 25/26	Ontrack	<p>MHCLG have approved the submission of UKSPF/REPF forecasting for 25/26. Projects are now being delivered/further developed.</p> <p>The 25/26 UK Shared and Rural England Prosperity Fund programme reported to Performance, Governance and Audit Committee for the first time on 5 June. This confirmed that all projects are on track with the remaining projects being scoped to be agreed imminently. Further update reports will be brought to Performance, Governance and Audit Committee throughout the year.</p>	<p>Delivery of Plan to timescale</p> <p>(Quarterly committee progress updates/Government returns submitted by November)</p>

## Delivering commercial projects that benefit the district.

### Delivery of 25/26 event calendar

Target: Baseline delivery cost and income

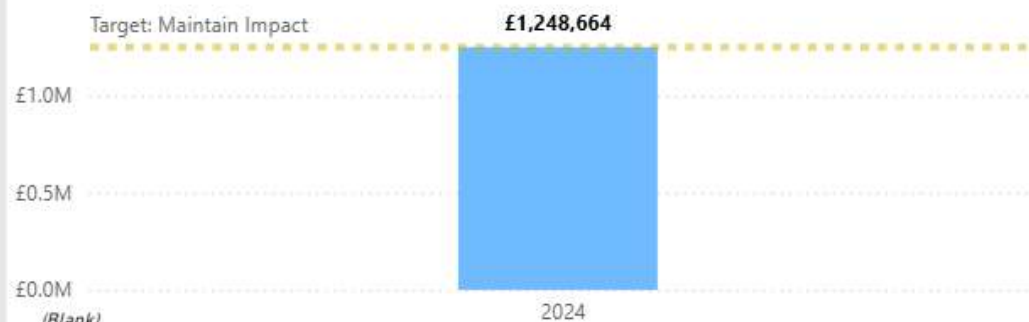
**Data will be available Q3/Q4**

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### Economic Value of Events

This is an approximate calculation of value brought to the Maldon District businesses through ticketed events only.



KPI	RAG	Q1 25/26	Target
Delivery of 25/26 event calendar	Ontrack	The events calendar continues to be delivered throughout the summer period with a pilot event (Christmas fair) expected in November/December 2025. Information is provided to members on events each month	Baseline data
Deliver commercial projects & workplan as identified by Strategic Asset Working Group(SAWG)	Ontrack	The strategic assets working group has met in March, May and scheduled to meet in July to further develop the projects and business cases deriving from this working group. In June a number of projects went forward to strategy and resources committee for funding approval which was approved allowing several projects to progress from concept to delivery. Details of each project are recorded and monitored within the Programme management Office and updates provided to the SAWG at each meeting. Projects have emerged for the groups as well as utilising the working group to provide a steer for a range of other projects included as part of the prom park management plan and rural England prosperity fund	Delivery to workplan timescales

## Developing a new culture strategy

KPI	RAG	Q1 25/26	Target
Development and Adoption of the Culture Strategy	Ontrack	Following a robust procurement process, Cultural Engine have now been appointed as the consultants to support the development and delivery of the Culture and Heritage Strategy.	Adoption by Q4 25/26 (Commissioned in Q1 25/26)

## Priority- Growing our Economy

RAG Q1 25/26

**Ontrack** Delivery of the priority and KPIs remain on track as evidenced by the statistical data in the report. The Supporting Local Business programme continues to sustain engagement with our business communities. Whilst not in person events took part in the first quarter, dates are scheduled for Q2. UKSPF and REPF delivery continue to be on track and detailed updates will be presented at PGA throughout the year. The marketing and communication campaigns for the year have been agreed by the team and include a mix of direct delivery and partnership opportunities. In April, the Saltmarsh Coast Walking Festival hosted its seasonal walks for Spring. 74 people took part on 7 walks across the district. The main festival dates have been set for 26th September to 5th October 2025 circa 41 walks plus evening entertainment being worked up. Tourism action plan for 25/26 has been agreed focussing on the themes of; Developing projects, Promoting tourism, Representing the area and Working with partners. Officers continue to support the development of the North Essex Growth plan which will develop alongside the Devolution work over the coming months.

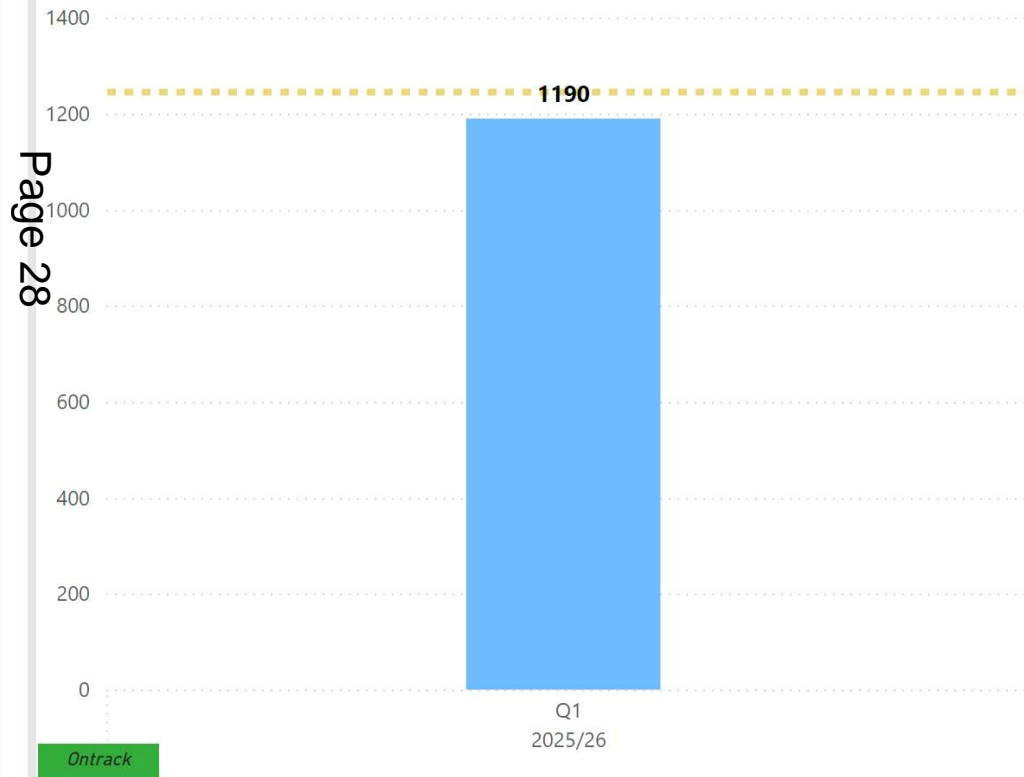
Page 27

Indicator	Status	Indicator Type	Responsibility
Number of business events (Delivered by supplier & partners)	Ontrack	Measure	Control
Total number of businesses reach by each activity (Delivered by supplier & partners)	Ontrack	Measure	Control
Total number of direct to business engagements distributed (business newsletter)	Ontrack	Measure	Control
Total number of subscribers to business communication channels (Delivered by supplier & partners)	Ontrack	Measure	Control
Opportunities for grants training and support within the direct to business engagement (business newsletter)	Ontrack	Measure	Control
Delivery of UK Shared Prosperity Fund projects 25/26	Ontrack	Deliverable	Control
Delivery of defined Tourism Group action plan.	Ontrack	Deliverable	Control
Number of campaigns delivered	Ontrack	Measure	Control
Reach of tourism social media platforms	Ontrack	Measure	Influence
Contributing to North Essex Council Growth plan.	Ontrack	Deliverable	Influence

Delivering the 'Supporting Local Business' programme to engage and support businesses across the district.

#### Total number of subscribers to business communication channels

Target: 20% Growth



3

Business Newsletters

Target: 12pa

0

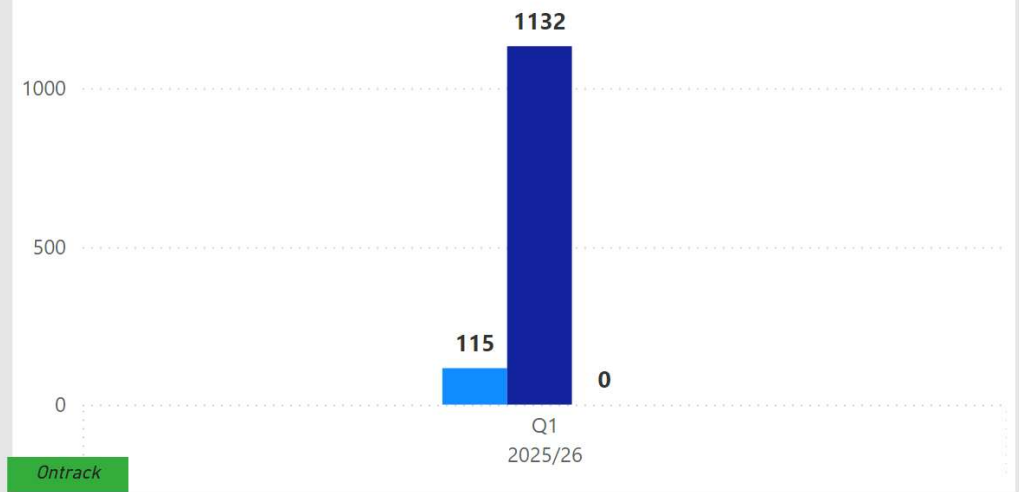
Business events

Target: 4pa

#### Total businesses reach by each activity

Target: Maintain Engagement

● Newsletter link clicks ● Newsletter Displays ● In Person Activities

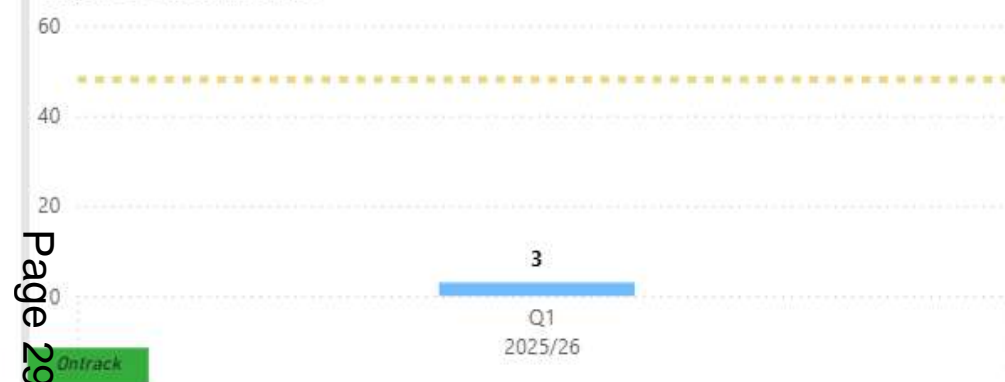




## Working with our partners to promote grants, training, and support schemes to local businesses and residents

### Opportunities for grants training and support within the direct to business engagement

Target: 48 opportunities pa



## Continuing to deliver the UK Shared Prosperity Fund investment plan

KPI	RAG	Q1 25/26	Target
Delivery of UK Shared Prosperity Fund projects 25/26	Ontrack	<p>MHCLG have approved the submission of UKSPF/REPF forecasting for 25/26. Projects are now being delivered/further developed.</p> <p>The 25/26 UK Shared and Rural England Prosperity Fund programme reported to Performance, Governance and Audit Committee for the first time on 5 June. This confirmed that all projects are on track with the remaining projects being scoped to be agreed imminently. Further update reports will be brought to Performance, Governance and Audit Committee throughout the year.</p>	<p>Delivery of Plan to timescale</p> <p>(Quarterly committee progress updates/Government returns submitted by November)</p>

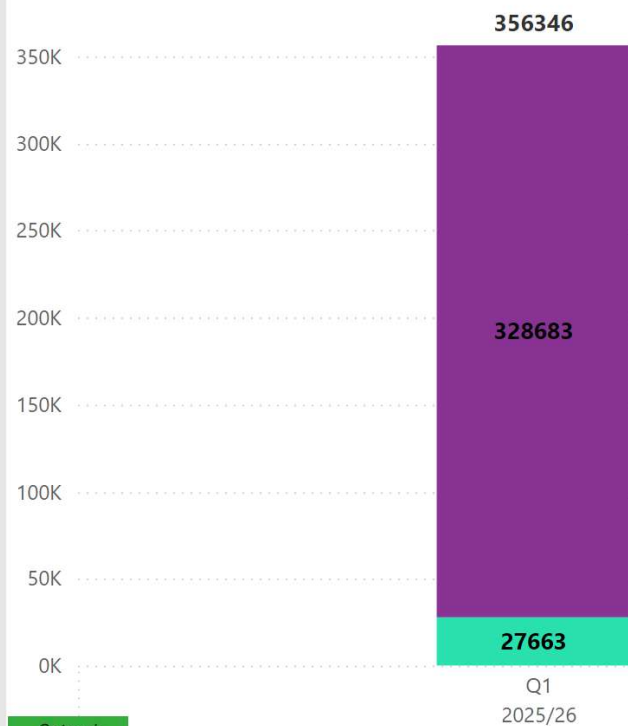
## Delivering the Maldon District Tourism Group action plan

KPI	RAG	Q1 25/26	Target
Campaigns delivered.	Ontrack	The eight campaigns have been set for the year and grouped together in accordance with their activity to provide accurate monitoring data. The campaigns that have been progressed in Q1 are: - Saltmarsh Coast Walking Festival - Collaborative and Partnership Working - Events - Promenade Park	8 delivery per year
Delivery of defined Tourism Group action plan	Ontrack	The Maldon District Tourism Group met on 24 June for its first meeting of the new financial year. The Tourism Action Plan has reviewed and updated to ensure it reflects the needs of the sector and consumers. This has been approved by the Chair of the group, and will now be delivered throughout the year with officers also scheduling regular group meetings	Quarterly progress  ((Q1) Setting 25/26 tourism action plan/ (Q2) Delivery of Saltmarsh Walking Festival / Ensure regular Tourism Group Meetings)

### Reach of social media platforms

Target: Establish a baseline

Instagram Facebook



Ontrack

Working with our local authority partners to develop and deliver the North Essex Economic Board Strategy and the North Essex Councils' Growth Plan.

KPI	RAG	Q1 25/26	Target
Contributing to North Essex Council Growth plan.	Ontrack	<p>Officers attended workshops in Q1 to progress the North Essex Growth Plan Work. The document sets our themes, priorities and a list of projects which has been shared with the Chief Executives. It is also being mapped to the functions and powers of the future Mayor and Mayoral Combined Authority. MDC officers have provided input across the Spatial Planning, Jobs and Economy and Inclusive Growth themes, as well at the overall approach.</p> <p>The Growth plan is at a stage whereby enough information has been provided to shape a draft, this will align with Devolution work throughout the Summer. Unlikely to meet again to review until Sept.</p>	<p>Defined plan by Q4 25/26</p> <p>(Ensure MDC representation to each workshop)</p>

## Priority - Protecting our environment

RAG Q1 25/26

**Ontrack** Delivery against this priority is progressing well, with all KPIs on track. The revised 2025–2028 Climate Action Strategy and Action Plan has been drafted, positively received, and is scheduled for consideration in October. Thirteen community climate initiatives were delivered in partnership in Q1. Carbon reduction work continues, with energy and fuel data being collated to support reporting and demonstrate progress. The Electric Vehicle Charging Strategy is in delivery. Climate and environmental training has reached 62% of staff. Maldon is supporting a renewable energy study with the North Essex Councils Climate Partnership. Waste and recycling initiatives are advancing, and 0.57 hectares of open space have been approved in planning applications. Air quality work also continues, including DEFRA grant evaluation and development of the 2025 Action Plan.

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Indicator	Status	Indicator Type	Responsibility
Finalise and deliver the climate action plan.	Ontrack	Deliverable	Control
Reduction of accounted carbon emissions	Ontrack	Measure	Control
Support progress of Electric Vehicle Charging	Ontrack	Deliverable	Influence
Annual completion of Staff & Members training	Ontrack	Measure	Control
Collaborate with the North Essex Climate Partnership on proposals that support the Maldon District reduce carbon emissions	Ontrack	Deliverable	Influence
Number of community climate initiatives and engagements	Ontrack	Measure	Control
Percentage break down of waste & recycling	Ontrack	Measure	Influence
Total KG per household for residual, food and recyclable waste (excluding garden waste)	Ontrack	Measure	Influence
Delivery of simpler recycling programme	Ontrack	Deliverable	Control
Environmental enhancements secured through planning & enforcement services	Ontrack	Deliverable	Influence
Community reports investigated/resolved to preserve the local environmental	Ontrack	Measure	Control
Delivery of the Air Quality Management Area (AQMA) Action Plan	Ontrack	Deliverable	Control



## Delivery of Annual Climate Change Plan

KPI	RAG	Q1 25/26	Target
Finalise and deliver the climate action plan.	Ontrack	Climate Action Strategy and action plan (CASAP) drafted and presented to member working group, that was well received. Next will be an update to CLT and then the CASAP is due to go to Council in September 2025.	Quarterly progress to action plan timescales  (Develop & adoption of new action plan & Progress reporting to net zero working group quarterly)

## Taking steps to reduce the Councils 'Carbon Footprint'

### Reduction of accounted carbon emission tonnage

Target : Reduction in emissions each year



RAG Q1 25/26

Ontrack	Currently compiling energy and fuel consumption data for our operations for 2024–2025. Freshservice requests for energy data have been completed. Some fuel records are handwritten and require manual entry into Excel, which is proving time-consuming. Once all data is gathered, officers plan to use the LGA Carbon Accounting Tool for reporting. This will help identify any carbon reductions compared to the 2022/2023 baseline.
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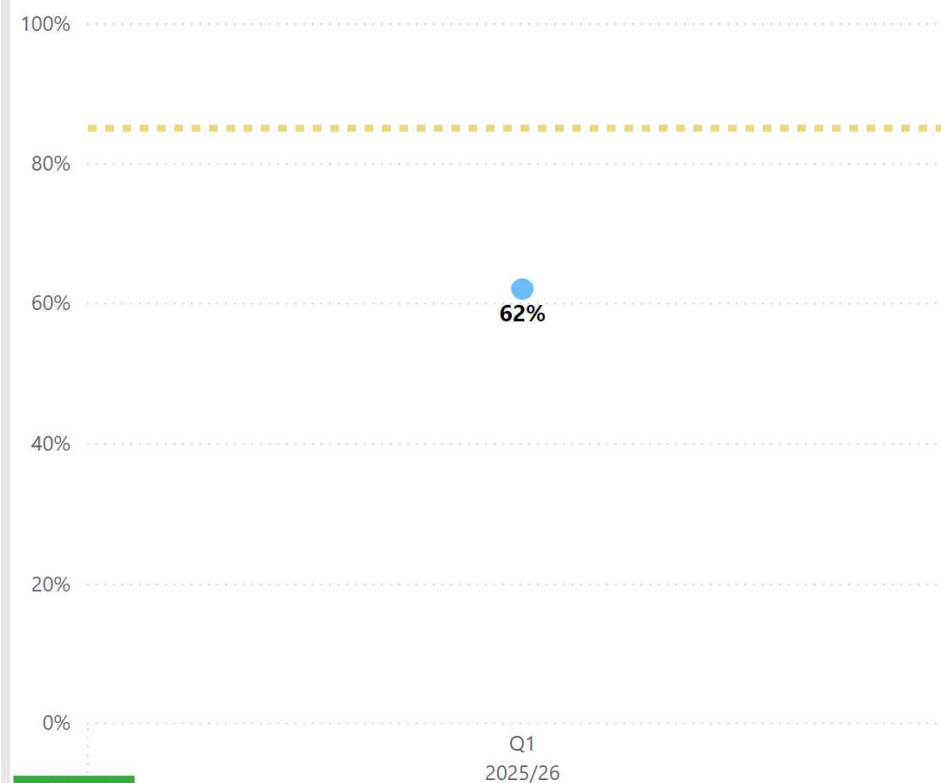
## Supporting the implementation of the Electric Vehicle Charging

KPI	RAG	Q1 25/26	Target
Support progress of Electric Vehicle(EV) Charging	Ontrack	<p>EV strategy completed and adopted, now in delivery phase. Developing a Project-on-a-Page for public EV charging, including an options appraisal. Currently reviewing information provided by Essex County Council for the LEVI project. Mapping car park location and assessing car park sites. Attended a meeting with the Plume Academy regarding a potential site for EV chargers.</p> <p>EV charging points will be included in the leisure centre developments with instillation's at the Blackwater leisure centre and Dengie100. The timescales for delivery of this is not yet known.</p>	Quarterly progress

## Training staff and members to become climate literate

## Completion of staff &amp; members Climate E-learning module: Introduction to climate change

Target : 85%



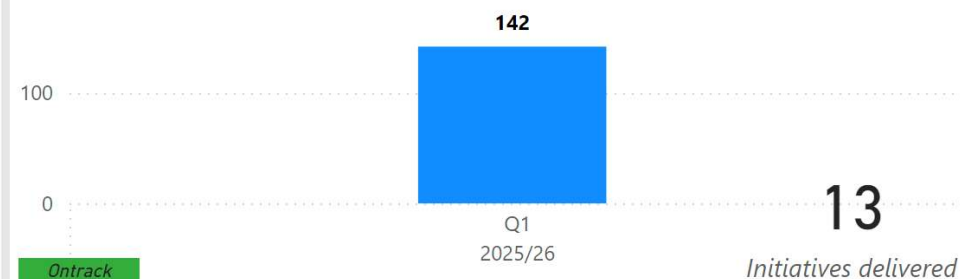
## Working with North Essex Climate Partnership to reduce countywide carbon emissions

KPI	RAG	Q1 25/26	Target
Collaborate with the North Essex Climate Partnership on proposals that support the Maldon District reduce carbon emissions	Ontrack	Officers attended a workshop to explore the feasibility and financial viability of a North Essex energy generation project, focused on installing solar PV and other renewable energy technologies on council-owned assets across the region. Provided Maldon District Council's contribution to the feasibility study, which will be progressed by the Greater South East Net Zero Hub.	Quarterly collaboration

## Helping our communities take climate action

### Community climate initiative engagements

Target: 35 initiatives pa (baseline engagements)



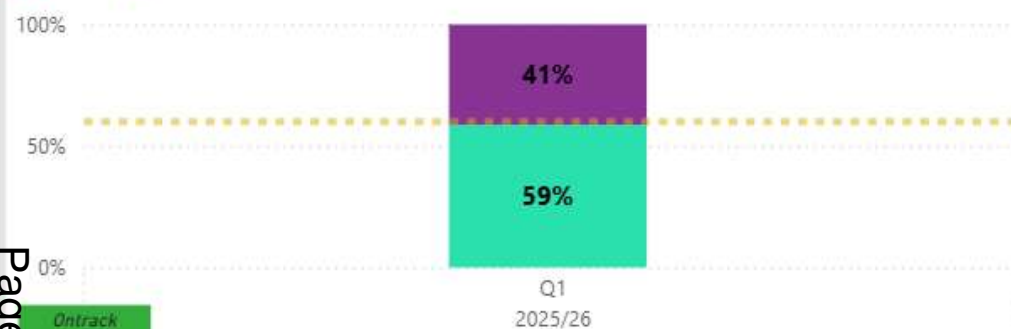
RAG	Q1 25/26	Target
Ontrack	<p>Email Campaigns: 6 targeted email engagements promoted 9 climate action initiatives, reaching 78 recipients and generating 12 responses.</p> <p>Climate Action Newsletter: A further 7 initiatives were promoted via the newsletter, which was distributed to 123 subscribers. It achieved a 60.16% open rate (74 opens), with 1 unsubscribe and no bounces.</p> <p>Community Engagement: 2 new Climate Action Friends</p> <p>Digital Platforms: 8 posts promoting 2 initiatives, Clean Air Day and Community Climate Action group recruitment, which had 54 interactions</p>	35 initiatives per year

## Helping to reduce waste and recycling more

### Percentage break down of waste & recycling

Target: Minimum of 60% Recycling

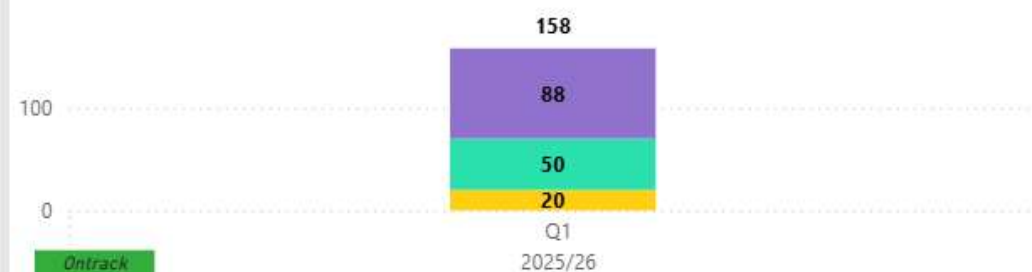
● Recycling ● Residual



### Total KG per household for residual, food and recyclable waste (excluding garden waste)

Target: Household reduction of residual waste

● Food waste ● Recyclable waste ● Residual waste



KPI	RAG	Q1 25/26	Target
Delivery of simpler recycling programme	Ontrack	<p>Delivery of simpler recycling programme is progressing;</p> <p>Garden Waste: Suez trial starting to look at tonnage and mileage for existing customers Letter sent out to 104 existing customers on small vehicle route to advise that trial is starting 1st July and garden waste will collected separately. Mid July expression of interest invites will be sent out to all other isolated/restricted access properties and are to be returned by mid-August to feed into routing</p> <p>Flexible Plastics: Feedback from Essex Recycling is good and no issues with sorting flexibles with existing pink sack Recyclage. They have advised that they are happy for MDC to extend the service to a further 10,000 properties (2nd tranche). No negative feedback from Suez on vehicle capacity in the trail areas. Second tranche start date to be discussed at Waste, Task &amp; Finish Group on 20th May. Discussion with Suez on how to communicate to 2nd tranche - Suez to get costs for bin stickers and bin hangers. 2nd Tranche routes to agree by end of July and communicated to ward members.</p> <p>Food Waste: The flats review has been done and the project will fully start when the Project Administrator is in post from 8th August. Vacancy for Project Administrator currently being recruited too</p>	Delivery by Q4 25/26

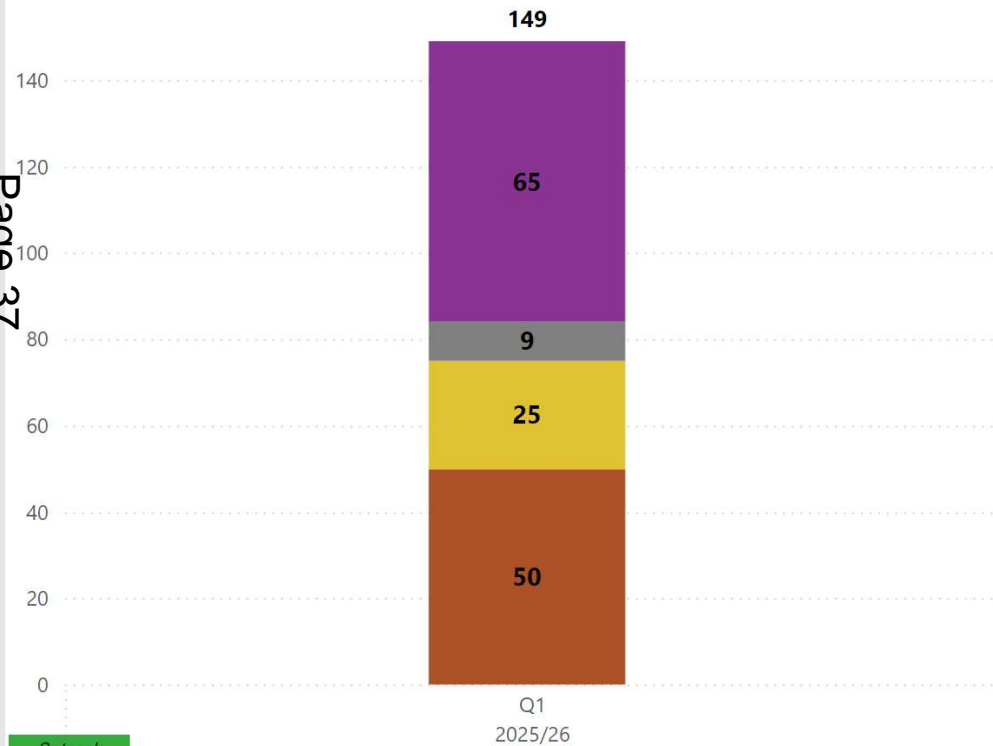


## Taking action to preserve and enhance the environment

### Community reports investigated/resolved to preserve the local environmental

Target: Continue to act on community reports

Abandoned Vehicles Littering offences Dog Fouling Offences Fly Tip Removals



### Costs for flytip removal

Q1

£4,333.00

Fly tip Costs

KPI	RAG	Q1 25/26	Target
Enviromental enhancements secured through planning & enforcement services	Ontrack	We approved 0.57ha of open space in April 2025	Quarterly progress  (Baselining the data)

## Implementing measures to improve local air quality

KPI	RAG	Q1 25/26	Target
Delivery of the Air Quality Management Area (AQMA) Action Plan	Ontrack	<p>Evaluation of the DEFRA air quality grant project continues. The newly combined Net Zero and Air Quality Members working group met for the first time and Terms of Reference are being worked on. Officers to arrange a meeting of the Air Quality Action Plan (AQAP) steering group which needs to sit outside of the members working group and involve a wider range of internal and external partners. Aside from the DEFRA grant evaluation, no specific work towards the 2020-2025 AQAP is ongoing, pending development of the new 2025 AQAP.</p> <p>Inception meeting for the AQAP steering group is being planned for September to commence the development of the new 2025 AQAP.</p>	To AQMA Action Plan Timetable

## Priority - Delivering good quality services

RAG

Q1 25/26

Ontrack

Good progress continues to be made with this priority. At the end of Q1 most services were reporting as green (8), and those that reported as Amber (4)/red (1) were predominantly due to resource pressures. Our Customer Service team continue to provide a good level of service, both telephone and face to face in line with service levels expected following the change to resource levels. Our performance Improvement Team continues to support system improvements, using a matrix approach to inform priority projects, and ensure CLT and Assistant Directors are involved in both project prioritisation, and monitoring of the programme through the Project Management Office (PMO)

## Priority - Delivering good quality services

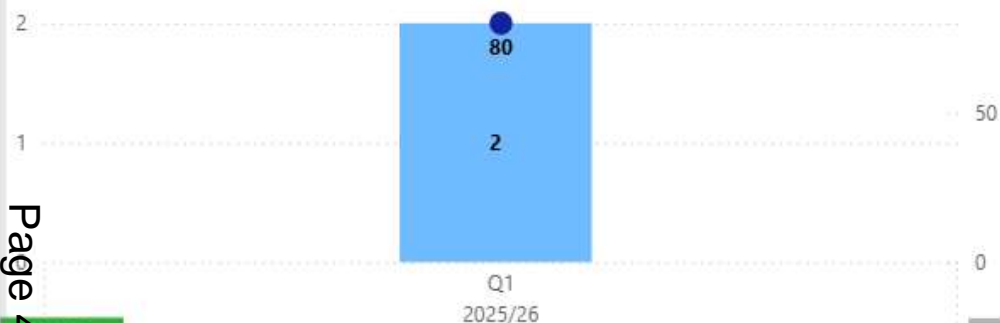
Indicator	Status	Indicator Type	Responsibility
Health & Wellbeing partner led opportunities delivered (Linked)	Ontrack	Measure	Influence
Delivery of Outreach programmes	Ontrack	Deliverable	Control
Online 'contact us' enquiries & phone enquiries responded to at first point of contact.	Ontrack	Measure	Control
Number of online service forms submitted	Ontrack	Measure	Influence
Percentage of phone calls handled	Ontrack	Measure	Control
Delivery of One Maldon District, multi-agency partnership action plan (linked)	Ontrack	Deliverable	Influence
Opportunities delivered with partners to support access and delivery of our services	Ontrack	Deliverable	Influence
Delivery of collaborative working with housing partners	Ontrack	Deliverable	Influence
Regular assessments of affordable housing delivery compared affordable housing need	Closer Monitoring	Measure	Influence
Affordable housing units secured through planning policy	Closer Monitoring	Measure	Influence
Programmed Food Hygiene Inspections due & completed (%)	Ontrack	Measure	Control
Licenses issued within statutory timescales. (%)	Ontrack	Measure	Control
Completion of environmental permit inspections (%)	Ontrack	Measure	Control
Number of Shellfish/private water sampling completed, % of samples that required follow up/regulatory action	Ontrack	Measure	Control
Number of environmental protection service requests investigated and resolved.	Ontrack	Measure	Control
Proactive activity supporting public Health & Safety in our public areas	Ontrack	Deliverable	Control
Review & improve customer feedback process	Ontrack	Deliverable	Control
Number of process improvements delivered	Ontrack	Measure	Control

## Provide help and support to our most vulnerable people

### Health & Wellbeing partner led opportunities delivered and attended

Target: 10 per year

● Events Held ● Attendance



RAG Q1 25/26

Ontrack

Two events held in Quarter 1:

- 1) Health and Work event at Maldon Town Hall on 1st May, with 14 partners providing information and support for 30 attendees.
- 2) Healthy Habit Hub for families and children at Blackwater Leisure Centre on 30th May, with 9 partners providing healthy activities support for 50 attendees.

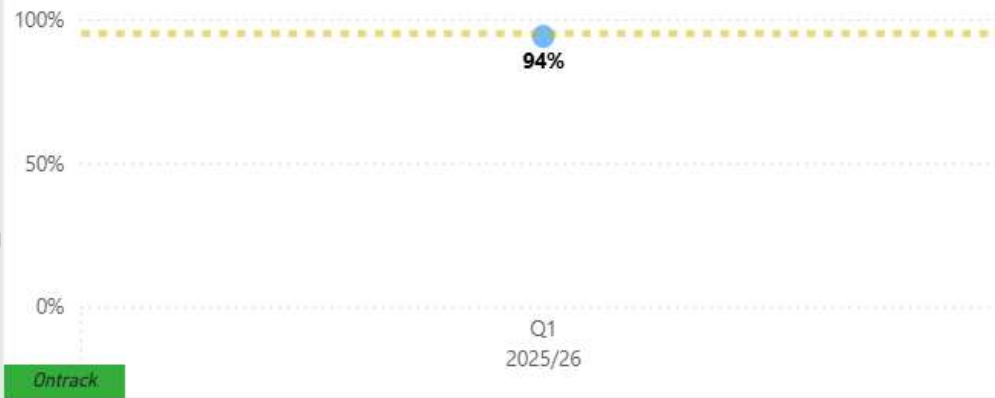
New Health Improvement Officer now in post and is planning more OMDP events across the district throughout the remainder of the year.

KPI	RAG	Q1 25/26	Target
Delivery of Outreach programmes	Ontrack	This KPI needs to be developed with the manager of the service.	Quarterly Progress

Providing online services for most of our customers, whilst also provide telephone and in person support when it is needed.

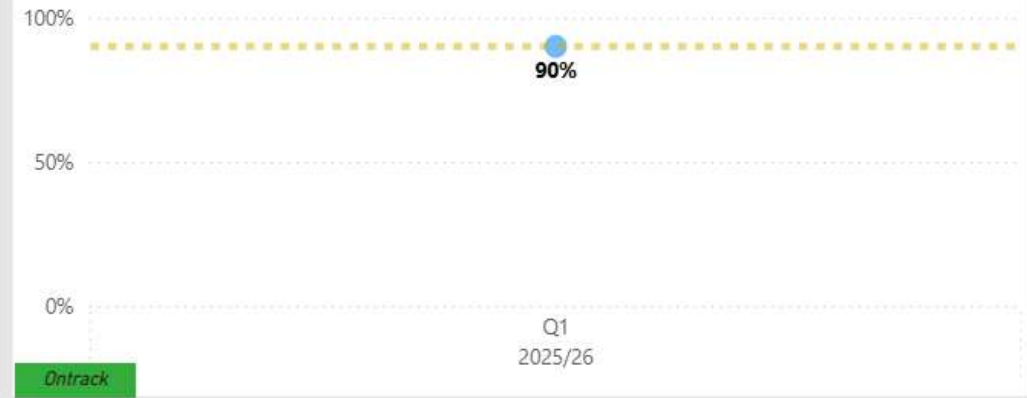
Percentage of phone calls handled

Target: 95%



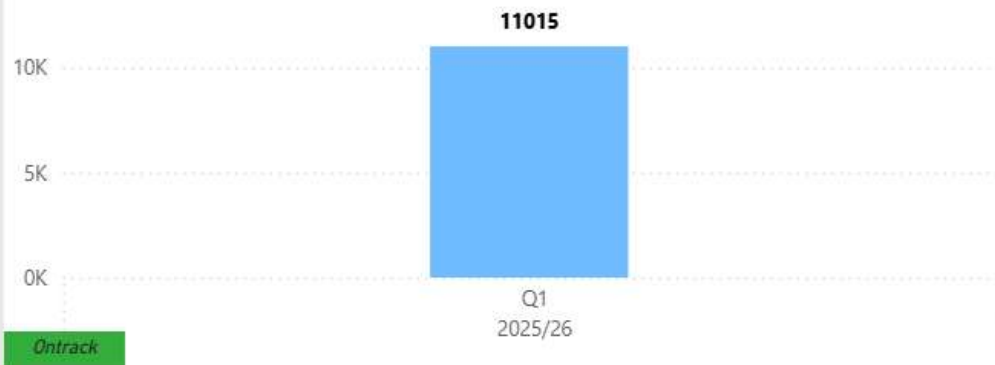
Phone enquiries responded to at first point of contact

Target: 90%



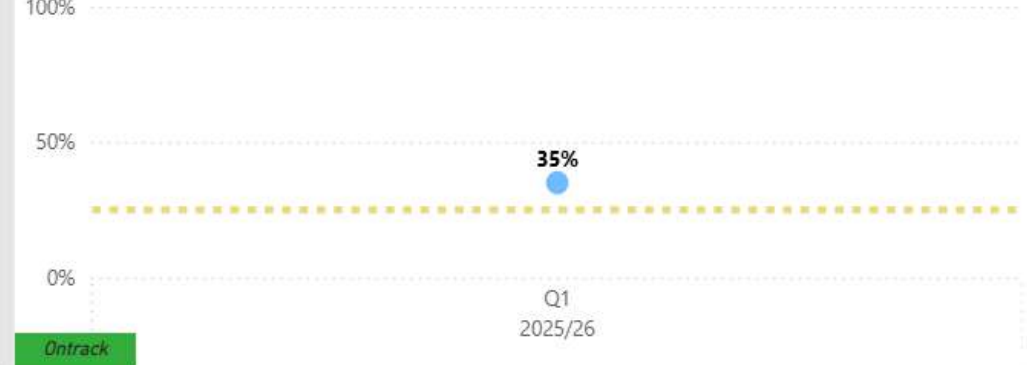
Number of online service forms submitted

Target: Increase form usage



Online 'Contact us' enquiries responded to at first point of contact

Target: 25%





## Giving help and support to our residents by working well with our local partners

KPI	RAG	Q1 25/26	Target
Opportunities delivered with partners to support access and delivery of our services	Ontrack	<p>Significant progress in enhancing access to and delivery of our services through a range of strategic partnerships.</p> <p>The development of the Community Safety Hub brings together key partners including Essex Police, South Essex Parking Partnership (SEPP), Maldon District Council officers as well as working with the Department for Work and Pensions (DWP), and Citizens Advice. This collaborative approach has enabled us to deliver more joined-up support to residents, improve visibility and responsiveness in the community, and host targeted community safety events that address local concerns. Internally, our contractor partnerships have supported streamlined service delivery and a culture of continuous improvement, helping us to deliver more efficient and customer-focused outcomes.</p> <p>Additionally Capitol (Public Conveniences) recently won the contract for Public Conveniences following a thorough tender/procurement process. The SLA with Chelmsford City Council (Licensing) was renewed and amended to include more robust KPIs, allowing for better performance management. Our new Head of Environmental Health, Waste &amp; Climate Action is actively working with our partners to ensure value for money is achieved and new opportunities are explored.</p>	Baseline Data

KPI	RAG	Q1 25/26	Target
Delivery of One Maldon District, multi-agency partnership action plan	Ontrack	One Maldon District Partnership (OMDP) action plan remains work in progress as OMDP's grant delivery timeline is being aligned with the recruitment of new grant officer who will be in place by Q2 (July) and will play a key role in coordinating the grant funding process. 18% actions complete.	Quarterly Progress

## Working with partners to find solutions to support the high demand for affordable housing

Affordable housing units secured through planning policy (2014 onwards)

Target: Sites to provide up to 40% of affordable housing units(only on sites over 10) to ensure minimal house gap

**Data not yet available.**

**(Blank)**

Housing Gap %

Closer Monitoring

RAG

Q1 25/26

Closer  
Monitoring

Housing monitoring will be reported in Q2

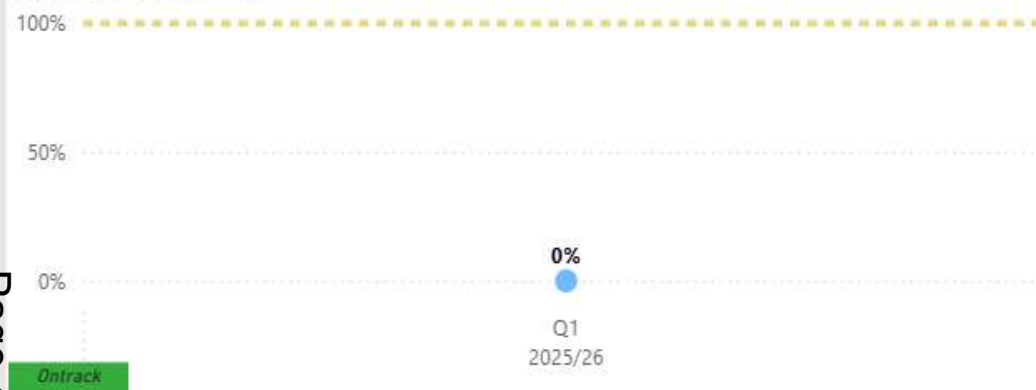
KPI	RAG	Q1 25/26	Target
Regular assessments of affordable housing delivery compared to affordable housing need	Closer Monitoring	In Quarter 1 Eight Affordable Rented New Build properties were delivered. From regular reviews of the Housing Register and in line with the Local Housing Needs Assessment 2021 the greatest need for 3 bed rented housing is still evident. Discussions with Developers and Consultation Responses to Planning Applications, Strategic Housing are regularly requesting a higher than stated % of 3 bed rented homes on new build developments with the additional request for 1 bed bungalows for rent for older people to assist with a churn in the social stock with the possibility of older people downsizing to release 3 and 4 bed social rented homes for re let. Noted as Amber as acknowledgement as Market Delivery of Affordable Housing is slow, however, there is work being undertaken by Strategic Housing through Planning/Planning Consultation to ensure affordable housing is secured to meet the ongoing need.	Review minimum of twice yearly
Delivery of collaborative working with housing partners	Ontrack	A quarterly meeting has recently taken place and the agenda covered the following: <ul style="list-style-type: none"> <li>• Maldon update on devolution plans</li> <li>• CHP update on upcoming development projects</li> <li>• Maldon update on current housing demand and local pressures/operational issues</li> </ul> Progress will also be monitored through our Strategic Housing Working Group meetings.	Quarterly Progress



## Supporting businesses to meet legislation requirements and maintain standards

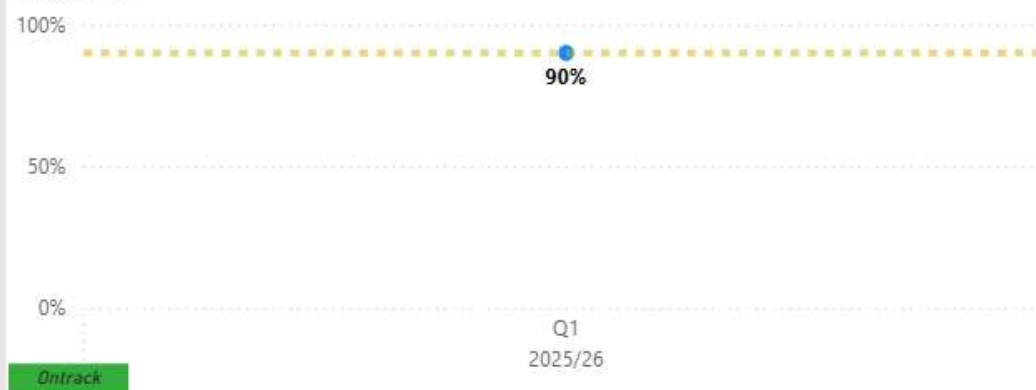
### Completion of environmental permit inspections (%)

Target: 100% by year end



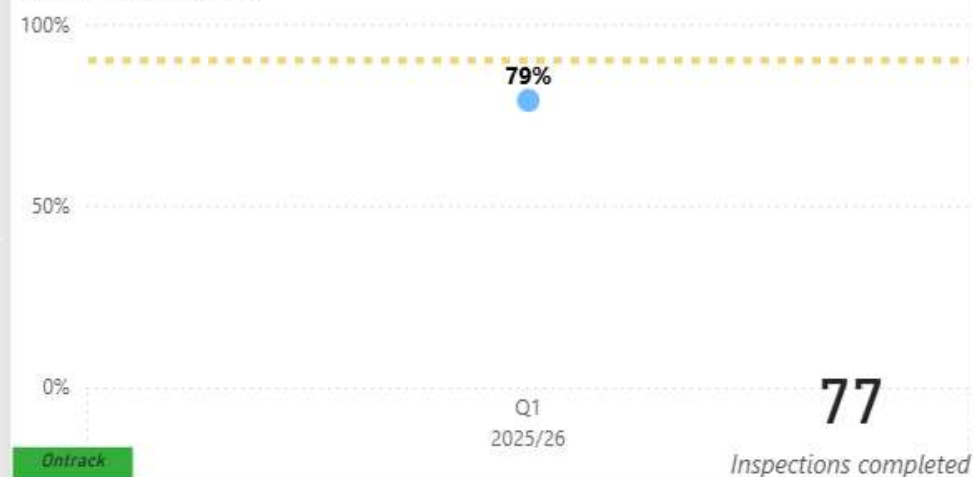
### Licenses issued within statutory timescales. (%)

Target: 90%



### Programmed Food Hygiene Inspections due & completed

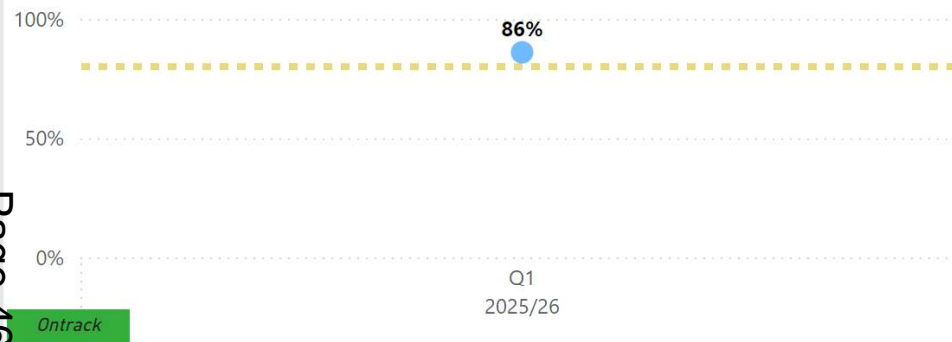
Target: 90% by year end



## Protecting public health and safety

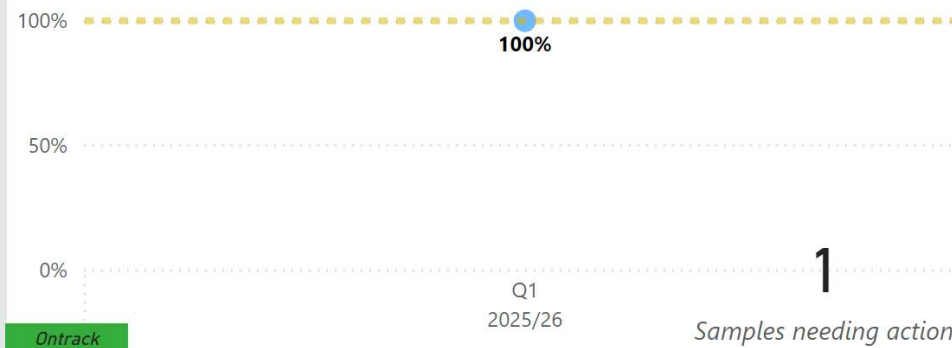
Environmental protection service requests investigated and resolved within time.

Target: 80%



Shellfish/private water sampling completed (%)

Target: 100%



KPI	RAG	Q1 25/26	Target
Proactive activity supporting public Health & Safety in our public areas.	Ontrack	Continuing to receive and monitor accident and incident reports from MDC public areas. Work on H&S inspection schedule with Asset Coast & Countryside team. H&S Officer also in attendance of Safety Advisory Group (SAG) meetings for events. Risk Assessments also carried out on Prom Park sandpit area.	Quarterly Progress

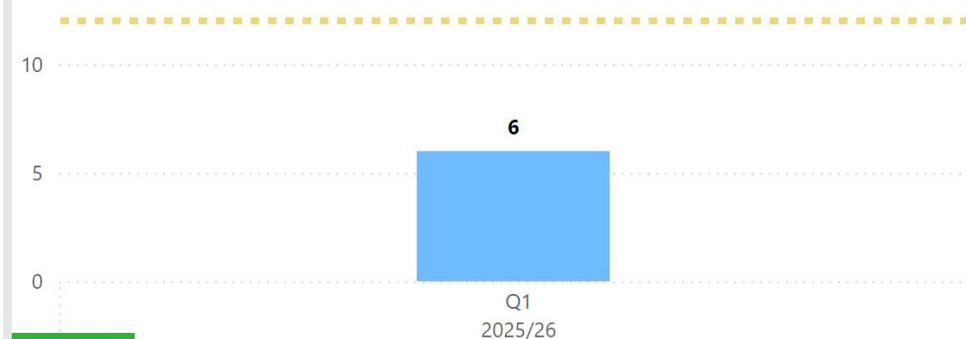
## Continuously listen and strive to improve the customer experience

KPI	RAG	Q1 25/26	Target
Review & improve customer feedback process	Ontrack	We are now gathering and reviewing all customer feedback within the Customer team to identify common themes and trends. This work helps us highlight quick-win business improvements and inform longer-term changes. The Customers teams resource and skill set is supporting this initiative, both in analysing feedback and exploring opportunities to build training and first-point-of-contact resolution into the team's processes.	Q3 25/26

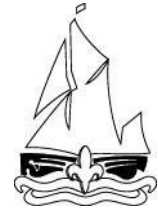
## Improving the effectiveness of the services we deliver both internally and externally

## Number of process improvements delivered

Target: 12 process improvements delivered per year



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## REPORT of CHIEF EXECUTIVE

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to  
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE  
18 SEPTEMBER 2025

### REVIEW OF CORPORATE RISK – QUARTER 1

#### 1. PURPOSE OF THE REPORT

- 1.1 The Risk Management Policy requires this Committee to undertake a quarterly review of the Corporate Risk Register as assurance that the corporate risks are being managed effectively.
- 1.2 Online versions of all previous risk reports as well as the live Risk Dashboard and the Risk Management Policy are available to view on the [MDC Members SharePoint site](#).

#### 2. RECOMMENDATIONS

- (i) That Members review the Corporate Risk Register in **APPENDIX 1** and provide comment and feedback for consideration;
- (ii) That Members review progress of the Corporate Risk Mitigating actions in **APPENDIX 2** and provide comment and feedback for consideration;
- (iii) That Members are assured through this review that corporate risk and is being managed effectively;
- (iv) That Members challenge risk where the Committee feels that the Council's corporate goals may not be achieved.

#### 3. SUMMARY OF KEY ISSUES

- 3.1 **APPENDIX 1** shows a summary and detailed table of the Corporate Risk Register, the latest ratings and officer commentary. The control strength of each risk as including any active mitigating actions. Note: Risk controls are an *embedded* action / process that help control or minimise the likelihood and/or impact of the risk.
- 3.2 In June 2025 the Corporate Risk Policy was refreshed and adopted; amendments included simplifying the document, setting a target risk score and a corporate response to each risk. This has enabled a detailed review of the risk register considering the policy changes.
- 3.3 Risk 11 - Uncertainty of the cost of living crisis impacts - **Closure recommended** due to the risk originating from when the impact on the Council from high and rising inflation was unknown. However now there is more national economical certainty and any impact has been managed within the services, which will continue.

- 3.4 **Rating Changes:** Risk 4 - Damage caused to the Council's reputation associated with delays to planned infrastructure delivery in the District by third parties which was due to mitigate approved development - Rating decreased based on risk policy grading guidance, where the level of reputational impact would be of a local coverage where likelihood of this would not be certain or constant.
- 3.5 As of Q4 2024/25 the corporate risk process has fully migrated to a new internal monitoring system, whilst all risks and supporting detail have been migrated like for like some IDs may have changed when comparing to historic reports.
- 3.6 Service level risks are identified and monitored in Service Plans by the relevant Service Plan Owners. They may then be escalated as a corporate risk, if deemed appropriate and necessary, to committee level for consideration.

#### **4. CONCLUSION**

- 4.1 Overall, no major Corporate Risk concerns have been raised. Work continues to ensure all risks are mitigated, and where possible, working towards their closure.
- 4.2 All Risk Management criteria is set out in the Risk Management Framework.

#### **5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028**

- 5.1 It is important that risk is monitored and managed effectively, to ensure that Maldon District Council progresses towards and/ achieves its stated priorities.

#### **6. IMPLICATIONS**

- (i) **Impact on Customers** – Those risks in the Corporate Risk Register are defined as having a wider impact on our customers and delivery. The monitoring and mitigation of these will reduce the impact on customers.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk (including Fraud implications)** – If risk is not managed effectively by the Council, it puts the Councils strategic delivery at risk and increases unnecessary exposure to potential, operational, reputational, or regulatory consequences.
- (iv) **Impact on Resources (financial)** – All risk management is undertaken within existing planned budget. Exceptions being for a potential enactment of a recommendation outside of pre-defined resource.
- (v) **Impact on Resources (human)** – All risk management is undertaken within existing planned budget. Exceptions being for a potential enactment of a recommendation outside of pre-defined resource.
- (vi) **Impact on Devolution and Local Government Reorganisation** -If risk is not managed effectively by the Council, it puts the Councils strategic delivery at risk and increases unnecessary exposure to potential, operational, reputational, or regulatory consequences

Background Papers: None.

Enquiries to: Doug Wilkinson, Chief Executive Officer.

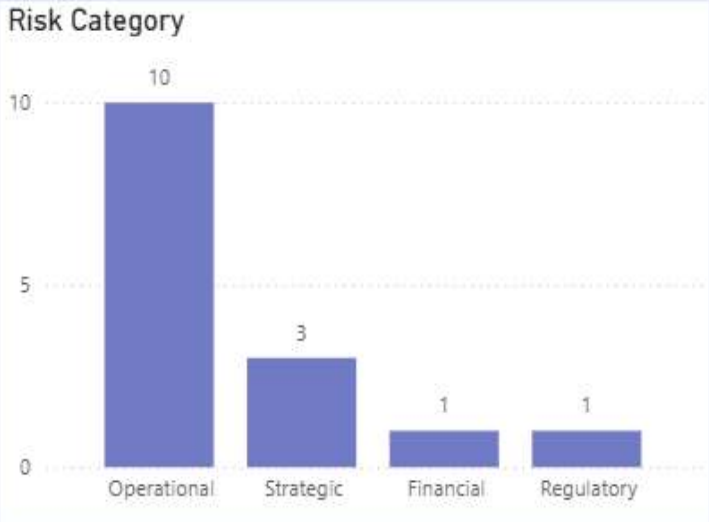
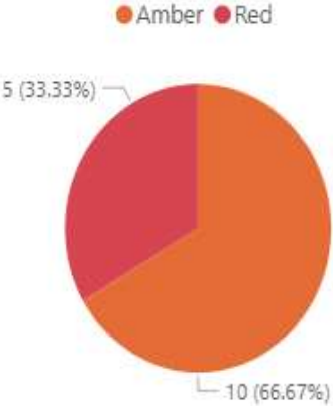


Corporate Risk Register

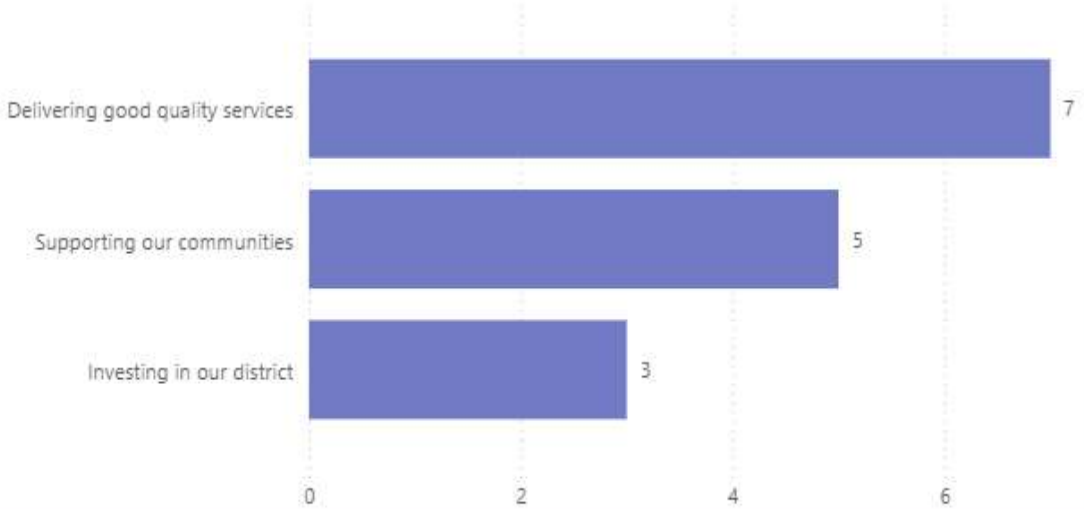
15  
Active Risks

5  
Mitigating Actions

Tolerance Split



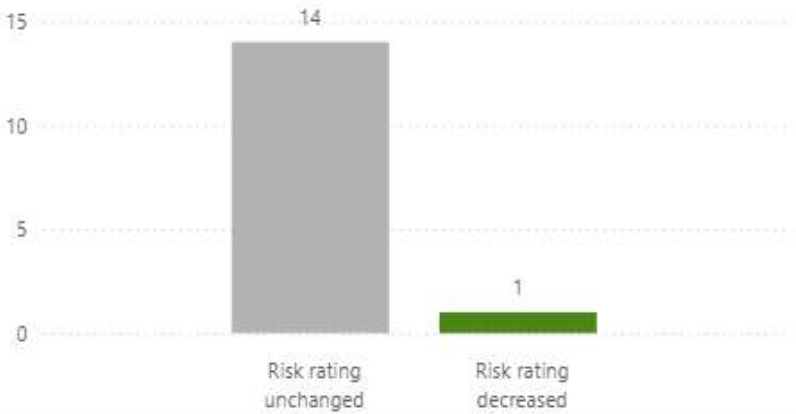
Priority Risk



Risk Control Strength



Rating Direction



## Acronym Table


Acronym	Term
ASB	Anti-Social Behaviour
CLT	Corporate Leadership Team
DSRO	Designated Safeguarding Reproting Officer
ECC	Essex County Council
ESAB	Essex Safeguarding Adults Board
ICO	Information Commissioners Officer
KPI	Key Performance Indicator
LDP	Local Development Plan
LGA	Local Government Review

Acronym	Term
MHCLG	Ministry of Housing, Communities and Local Government
MDC	Maldon District Council
MTFS	Medium Term Financial Strategy
OMD	One Maldon District
RP	Registered Provider
SIRO	Senior Information Risk Owner
UKSPF	UK Shared Prosperity Fund
YHLS	Year Housing Land Supply

Risk ID	Risk	Likelihood	Impact	Overall Risk Rating	Rating Direction	Recent Update	Control Strength	Year Raised
5	Failure to maintain a 5 year housing land supply	5	5	25	Risk rating unchanged →	Q1 25/26 - The 5YHLS stands at 2.7 years under the Council's approved 5YHLS Methodology, taking into account changes made by the National Planning Policy Framework update in Dec 2024. This means the NPPF's titled balance is engaged to planning applications for housing, which means LDP policies which restrain or control development such as S1, S2 and S8 and made Neighbourhood Plans can be regarded as out of date or carry less weight in determining planning applications and appeals. Maldon District's housing target can move and this position can get better or worse, in-year when affordability ratios are updated by the Government. Monitoring of 5YHLS will occur in-year when officers are required to support in-year data updates for the planning appeal process. Officers and the Planning Policy Working Group have been reconsidering the 5YHLS Methodology to ensure it is fit for purpose at optimising the land supply from available sites in the District; it will be brought to Council for approval in Q2 25/26.	Good	2017/18
6	Failure to meet the affordable housing need	4	5	20	Risk rating unchanged →	<p>Q1 25/26 - The Planning department continue to monitor the KPI to show affordable housing delivery against the LDP targets and what Registered Providers or developers are delivering around the District on an annual basis. The LDP Review's update to the District's Local Housing Needs Assessment and Economic Viability Study are underway to examine the scale, size and types of housing needed in the District and the viability of policy requirements including affordable housing.</p> <p>The Housing department is working closely with colleagues in Planning Policy and Development Management to engage with developers early on, using data from the LDP, SHNA and Housing Register to inform housing need. Funding has been identified to bring in a Strategic Housing Lead on a 12-month fixed-term contract to produce a new Housing Strategy and supporting suite of documents. This will set out how MDC applies a rigorous and data led approach, engaging with all key stakeholders to define the Council's key priorities to meeting housing need, building stronger integration with planning, health and regeneration functions in the process. It is anticipated this post will be filled by October.</p>	Good	2016/17

Risk ID	Risk	Likelihood	Impact	Overall Risk Rating	Rating Direction	Recent Update	Control Strength	Year Raised
8	Unable to recruit and retain staff with specific skills sets in specialist areas to meet the demands of the service	4	4	16	Risk rating unchanged	→ Q1 25/26 - Recruitment continues to be a challenge for many specialist roles. Specifically the recruitment market for Building Control Officers following the changes to the regulations around Building Control Officers. We are using the interim market to support the department but the associated costs have increased significantly. We continue to support Development Management with interim officers and are moving at the end of Q1 towards advertising through the agreement developed with ECC for advertising permanent planning roles.	Fair	2015/16
10	Inadequate staffing structure and resource for resilience	4	4	16	Risk rating unchanged	→ Q1 25/26 - Transformation Proposals to Council in August will seek to address any continuing challenges.	Fair	2021/22
12	Lack of Temporary Accommodation & Social Housing to cope with demand	4	4	16	Risk rating unchanged	→ Q1 25/26 - There is a significant and ongoing risk associated with the lack of available Temporary Accommodation (TA) and Social Housing, driven by increasing national and local housing demand. Despite these stark challenges, our TA numbers have remained relatively static, reflecting effective management of existing placements and preventative measures. However, the underlying pressure on housing services remains high, with limited housing supply continuing to threaten our ability to meet statutory duties.	Fair	2022/23



Risk ID	Risk	Likelihood	Impact	Overall Risk Rating	Rating Direction	Recent Update	Control Strength	Year Raised
4	Damage caused to the Council's reputation associated with delays to planned infrastructure delivery in the District by third parties which was due to mitigate approved development.	4	3	12	Risk rating decreased	 <p>Q1 25/26 - With the exception of investment in existing open spaces and play areas, MDC is not responsible for delivering and/ or providing much of the other infrastructure needed to support the delivery of the District's approved growth; instead it must seek to use its position to influence and hold other organisations to account for that committed delivery. MDC does however still have a very important role in securing developer contributions (S106) from relevant schemes where a likely impact on infrastructure can be evidenced, to justify suitable mitigation investment where a grant of permission could then be deemed acceptable. Whilst development is visibly occurring in the District, it has not been at the much faster pace forecast in the LDP in 2017. This is one of the reasons why there has been a knock on effect on the payment triggers for many S106 thematic funds. This money will come when the triggers are met, but this is leading to a slowing in the pace of infrastructure delivery on the ground and can, seem to the public, as though development in the District is not securing/providing infrastructure upgrades, despite the lawful process being followed by developers and MDC/ECC. MDC continues to secure S106 contributions and it is robustly monitoring them to ensure when sums are owed they are being paid and if not debt recovery action will be followed-up. This is reported annually to PGA Committee in the Infrastructure Funding Statement. MDC's Infrastructure Delivery Plan remains under review as part of the LDP Review and officers are proactively engaging with infrastructure providers (e.g. ECC Highways and Education and the NHS, etc.) to keep track of projects being planned in the District that were expected to be delivered between 2014 and 2029 (the LDP period). This engagement helps ensure work is started through their organisation's capital investment business case procedures to design and programme works to improve local services or facilities as as quickly as possible. Officers remain alert to national spending reviews that could impact on budgets of third parties and possible Government funding and will remain in discussions with all partners such as ECC, Homes England and Department for Transport to take advantage of other funding opportunities and options if they arise. Specifically, the Council wrote to the Secretary of State for Health in June 2025 with concerns about how the the District Valuer and NHS England rules were impacting on bringing local health centres forward.</p>	Good	2014/15



Risk ID	Risk	Likelihood	Impact	Overall Risk Rating	Rating Direction	Recent Update	Control Strength	Year Raised
16	Failure to engage and prepare to be ready for any impact of Local Government Review	3	4	12	Risk rating unchanged →	Q1 25/26 - A LGR Member Working group has been set up to provide more regular updates to members and a SharePoint folder to enable sharing of all documents and information. We continue to engage MHCLG, Essex County and other districts in the development of business cases	Fair	2024/25
17	Failure to provide adequate building safety and access systems	3	4	12	Risk rating unchanged →	Q1 25/26 - Proposals were taken through Committee and Council process to update systems, based on the identified risks. Entry system and Fire System updates approved by Members and will now progress. Risks remain the same until work undertaken.	Fair	2025/26
1	Failure to safeguard children and vulnerable adults	2	5	10	Risk rating unchanged →	Q1 25/26 -In person safeguarding training delivered to front line staff, to enhance e-learning. -Additional Designated Safeguarding Officer fully trained. -New procedure introduced to identify a daily Duty Safeguarding Officer, making it simpler for staff to get direct access to a DRSO for advice/ guidance and reporting, and to increase resilience. -Attendance at Essex Safeguarding Board to prepare for Section 11 Audit later in year. -Internal Audit due to start Q2.	Good	2012/13
9	Failure to plan and deliver balanced budgets over the medium term	2	5	10	Risk rating unchanged →	Q1 25/26 - The outturn 24/25 confirmed as £853k underspend (June S&R). Accounts have been prepared (pre-audit) ahead of the deadline and presented to PG&A (July). An early insight into 25/26 forecast has been provided to S&R (July) for P2 and P3 is in hand. These are all positive and demonstrate that the financial management infrastructure is in place and effective, and that the authority is positioned well to manage financial risks through the course of the year.	Good	2008/09
11	Uncertainty of the cost of living crisis impacts	3	3	9	Risk rating unchanged →	Q1 25/26 - The work and oversight of conditions and emerging issues continues as per the Q4 update. Recommended closure and for impacts to be managed by individual services when they arise.	Good	2022/23

Risk ID	Risk	Likelihood	Impact	Overall Risk Rating	Rating Direction	Recent Update	Control Strength	Year Raised
14	Changes in national policy from the new government leading to uncertainty of impacts to project and service delivery.	3	3	9	Risk rating unchanged →	Q1 25/26 - Regular communications continue with Government departments and regional groups at both Chief Officer and Member levels. Discussions and awareness in place within leadership team of Members and CLT+, as information is released, assess impacts. CLT+ continue to monitor and brief members accordingly	Fair	2024/25
2	Failure to target services and influence partners with the aim of having an effective outcome on the identified health and wellbeing needs of the vulnerable population	2	4	8	Risk rating unchanged →	Q1 25/26 - The risk rating remains unchanged due to our continued strong working relationships with district and regional partners. We continue to work in partnership to support our most vulnerable residents with Mid Essex Alliance, One Maldon District, Maldon District Community Forum, Livewell Board and Integrated Neighbourhoods.	Excellent	2016/17
3	Failure to influence Community Safety partners to address the key areas of public concern (including rural crime) and the negative perception of crime	2	4	8	Risk rating unchanged →	Q1 25/26 - The Maldon Community Safety Partnership is performing well with good engagement from partners. Pro-active work with schools and young people through Make Space For Girls is being built into skate park developments and wider spaces at Parks, and engaged funding through UKSPF and REPF. Community Safety also strongly represented and supported through the One Maldon District Partnership.	Good	2017/18
7	Failure to protect personal or commercially sensitive data	2	4	8	Risk rating unchanged →	Q1 25/26 - Record of Processing Activities (ROPA) now completed. Members were reminded of training which has resulted in more completing the course. Monthly meetings with Senior Information Risk Officer (SIRO) continuing Implementation of SOC improved security monitoring in relation to IT hacking attempts.	Good	2009/10

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## Mitigating Actions

Multiple selecti... ▼

Risk ID	Risk	ActionID	Action	Completion Date	Status	Recent Update
2	Failure to target services and influence partners with the aim of having an effective outcome on the identified health and wellbeing needs of the vulnerable population	11	Develop strategic approach and formal action plan through One Maldon District Partnership.	30/03/2026	On track	Q1 25/26 - Mitigating action being progressed, no issues to raise.
4	Damage caused to the Council's reputation associated with delays to planned infrastructure delivery in the District by third parties which was due to mitigate approved development.	12	Writing to the Government individually, or collectively as a group of local authorities at national infrastructure funding decisions, or local delays caused by national controls in Government departments, such as NHS England or National Highways.	13/07/2025	Complete	Q1 25/26 - The Council wrote to the Secretary of State for Health in June 2025 with concerns about how the the District Valuer and NHS England rules were impacting on bringing local health centres forward.
5	Failure to maintain a 5 year housing land supply	5	Review the 5YHLS Methodology with the Planning Policy Working Group to ensure it remains robust for the local planning authority's use in the Maldon District.	29/09/2025	On track	Q1 25/26 - The 5YHLS has been reviewed by the Planning Policy Working Group and will be presented to Council for approval by Q3 2025/2026.
6	Failure to meet the affordable housing need	6	Review the Local Housing Needs Assessment and Economic Viability Assessment to determine local needs of size and type of residential dwellings and how viable affordable housing secured through the planning system is in the District.	30/08/2025	On track	Q1 25/26 - The Local Housing Needs Assessment(LHNA) draft has been completed, officers are checking it and there is a meeting arranged with members in August. The final document will then be completed. The Economic Viability Assessment draft is due very shortly with a completed document by the end of August.



Risk ID	Risk	ActionID	Action	Completion Date	Status	Recent Update
8	Unable to recruit and retain staff with specific skills sets in specialist areas to meet the demands of the service	2	<ul style="list-style-type: none"> <li>- LGA Essex Town Planning Workforce Capacity Review Project</li> <li>- Participation &amp; delivery of Essex Planning Officer Association Recruitment and Retention project</li> <li>- Introduce a Graduate level programme at MDC linked to day release study</li> <li>- Consider retention payments or Market Supplements for more sought after roles, or where there is failure to recruit repeatedly</li> <li>- Consider alternative professional skills supply models to move away from routine agency supply</li> </ul>	31/10/2025	On track	<p>Q1 25/26 - The mitigation remains multi-faceted with further tweaks to the Planning &amp; Implementation department's structure being undertaken to provide a solid basis for recruitment of new and retention of existing staff. MDC is one of five Essex Local Planning Authorities that is part of the Essex Planning Officers Association's (EPOA) Recruitment and Retention Task &amp; Finish Group. Via EPOA we have also met MHCLG to discuss the findings of national Planning Skills Survey. Our retention model has changed to recognise the value of training and learning whilst working in a planning job, including two Apprenticeships now underway in Development Management, one further applied for to start Sept 2025 and one further role in Planning Enforcement/ Planning Policy which enable a rotational scheme for the junior planning officers to ensure they get better level of professional development across the planning disciplines. We consider offering retention payments or market supplements for harder to fill positions, however these being limited corporately to 15% feels too low and does not offer us much of an edge; in discussions with another Essex authority they do not have a limit and this means their negotiating power is stronger. Work has advanced with ECC to fulfil a longer term secondment arrangement for Principal/Senior, more experienced planners via a Workforce Supply Agreement. We remain engaged with Local Authority Building Control to seek national and regional action on the shortage of qualified and registered Buildings Inspectors; however MDC has already lost two junior Inspectors following qualification and many Essex Councils report similar stories. We have reviewed arrangements with neighbouring Councils to see if there are things we can do together to provide greater resilience to each other, however it is complicated by Councils not wanting to lose Building Control income.</p>





## REPORT of CHIEF EXECUTIVE

to  
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE  
18 SEPTEMBER 2025

### ANNUAL GOVERNANCE STATEMENT ACTIONS UPDATE

#### 1. PURPOSE OF THE REPORT

- 1.1 To update the Committee on the actions identified in the Annual Governance Statement (AGS).

#### 2. RECOMMENDATION

That the Committee reviews the Annual Governance Statements table and updates below and challenges where necessary.

#### 3. SUMMARY OF KEY ISSUES

- 3.1 The AGS in its current format was approved by the Performance, Governance and Audit Committee (PGA) on 10 June 2021. In line with the Chartered Institute of Public Finance and Accountancy (CIPFA) best practice, it is reflective of governance matters and forward looking about where we could make improvements.
- 3.2 The report has an updated action plan for the year looking forwards and the Committee agreed that progress on the actions would be reported to and reviewed by the Committee.
- 3.3 The Action Plan is held on the Council's SharePoint system and updated by responsible officers.
- 3.4 The Actions Highlighted in Grey have been previously reported as **completed**.
- 3.5 The current table of actions and officer updates are detailed below for Member consideration.

Title	Owner	Status	Target Completion	Commentary
Draw out and link all of our policies and their objectives through a review of the Local Development Plan (LDP) (e.g., corporate plan, climate change)	Assistant Director - Planning and Implementation	Ongoing	31/12/2027	Quarter 1 (Q1) - Work is progressing on the LDP Review to ensure the planning policy framework for the district can be updated to cascade and interpret national, regional and local policies and any new legal requirements as required.

<b>Title</b>	<b>Owner</b>	<b>Status</b>	<b>Target Completion</b>	<b>Commentary</b>
Build engagement and information sharing with Parish Councils as part of the Local Development Plan review work through the new Parish and Town Council Engagement Forum	Assistant Director - Planning and Implementation	Ongoing	01/09/2026	Q1 - The Planning and Implementation department continues to respond to requests from Town and Parish Councils for subject specific briefings and Neighbourhood Plan support, including Maldon Town Council more recently. The department now features as a standing item at the relaunched Maldon District Parish and Town Council Forum and has had positive feedback for future agenda items. As necessary, formal letters are also being sent periodically to all Parish and Town Councils to help inform and advise on Neighbourhood Planning and any changes to national planning policy that may impact Parishes.
Decision Making Accountability (DMA) methodology work, supported by the Local Government Association (LGA) to review the Council's organisation and decision making processes	Chief Executive	Ongoing	31/03/2026	Q1 - As well as LGA review and governance, there has been wider legislative changes, the Planning and Infrastructure Bill's proposals to end area planning committees, have a maximum number of members on a planning committee and introducing a certification for planning committee members. A government letter indicating that Committee systems will cease to exist in preference for a Cabinet system of governance, and we are tracking these developments and ensuring governance and decision making is addressed accordingly
Consider the impact of any Local Government Review (LGR) and arrangements for restructure	Chief Executive	Ongoing	31/03/2026	Q1 - Business cases are currently being developed for LGR and will be submitted on 26/09/25 we will then await Government decision

Title	Owner	Status	Target Completion	Commentary
Refresh the risk management framework	Assistant Director - Programmes, Performance and Governance	Complete	31/07/2025	Q1 - 5 June 2025 PGA meeting approved the revised risk management framework, incorporating best practice and suggestions that have been made in audits.
Manager training to support awareness and capacity for Equality Impact Assessments (EQIAs)	Assistant Director - Resources	Complete	01/07/2025	Q1 - EQIA training provider sourced, and training delivered to managers in Quarter 1.

#### 4. CONCLUSION

- 4.1 The information provided gives progress updates against the key actions defined in the AGS.

#### 5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

- 5.1 Good governance will enable delivery of strategic priorities going forwards.

#### 6. IMPLICATIONS

- (i) **Impact on Customers** – Not applicable (N/A)
- (ii) **Impact on Equalities** – N/A
- (iii) **Impact on Risk (including Fraud Implications)** – Good governance will help minimise our corporate risk for the future.
- (iv) **Impact on Resources (human)** – The monitoring and delivery of this item is provided within existing resources.
- (v) **Impact on Resource (Financial)** - The monitoring and delivery of this item is provided within existing resources.
- (vi) **Impact on Devolution / Local Government Reorganisation** - Good governance supports the delivery of strategic goals, corporate priorities and quality services

Background Papers: None.

Enquiries to:

Cheryl Hughes, Assistant Director - Programmes, Performance and Governance.

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## REPORT of CHIEF EXECUTIVE

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to  
PERFORMANCE GOVERNANCE AND AUDIT COMMITTEE  
18 SEPTEMBER 2025

### BALANCE SCORECARD EXCEPTIONS REPORT

#### 1. PURPOSE OF THE REPORT

- 1.1 To report exceptions to operational service reporting for Committee review and discussion.
- 1.2 The Corporate Performance and Governance framework requires this Committee to be given visibility of any identified Balance Scorecard Key Performance Indicators (KPI) that have met their threshold, supported by an action plan to ensure targets are met. This gives assurance that Operational performance is being managed proactively and effectively.
- 1.3 To give visibility of statutory planning performance as well as appeals information.

#### 2. RECOMMENDATIONS

- (i) That the Committee review and comment on exceptions to service reporting provided in this report;
- (ii) That Members note the additional performance in **APPENDIX 1**;
- (iii) That Members confirm they are assured through this review; Operational performance is being managed effectively.

#### 3. SUMMARY OF KEY ISSUES

- 3.1 Services have been monitoring performance data, and officers have centralised this into an internal 'Balance Scorecard' that is reviewed monthly by the Extended Leadership Team to operationally track our performance.
- 3.2 The following indicators were exceptions in the last report but have since been removed due to performance now being back on target.
  - Number of food hygiene inspections outstanding
  - Invoices within 30 days
  - Two Service monthly reporting compliance (Commercial and Assets, Coast & Countryside)



3.3 The following KPIs are reporting as exceptions and are ***underperforming***, covering the period of January to June 2025

Area	Measure	Current Data	Target	Explanation	Action
Across Authority	Service plan Red, Amber, Green (RAG) ratings	1 Red 4 Amber (Out of 13)	Not Applicable (N/A)	<p>Risks and issues are reported monthly to the Corporate Leadership Team (CLT) through highlight reports.</p> <p>Out of 13 services, 1 service was reporting as Red (<i>Commercial</i>) and 4 services reporting as Amber (<i>Finance, Housing &amp; Community Safety, Development Management &amp; Building Control and Planning Policy &amp; implementation</i>)</p> <p>Issues that are causing the Red and Amber reporting are:</p> <ul style="list-style-type: none"> <li>• Staff vacancy/sickness and impact to delivery</li> <li>• New projects or government requirements impact to Business as Usual (BAU)</li> <li>• Decision making impacts on planned delivery.</li> </ul>	<p>To support red and amber services back to a green rating the following actions are being progressed.</p> <ul style="list-style-type: none"> <li>• Management of resourcing gaps via officer recruitment and working to bring back staff from long term sickness</li> <li>• Prioritising officer workload to accommodate influx of demand.</li> <li>• Regular service reviews with management to track prioritisation, impacts and service delivery.</li> <li>• Meetings are taking place with both internal and external stakeholders to ensure progress and resolutions are sought where decisions are impacting delivery timescales</li> </ul>
Across Authority	Service plan monthly reporting compliance	4 out of 13 areas	Non-compliance (twice in a 6 monthly period)	<p>Of the 12 service plan areas, four have missed the reporting deadline on two or more reporting months between January and June 2025</p> <p>(<i>Customer Services / Community Engagement. / Development Management &amp; Building Control / Finance</i>)</p>	<p>Assistant Directors (ADs) are responsible for the delivery of the monthly highlight reporting.</p> <p>Areas of non-compliance are addressed as part of the Corporate Leadership team monthly meetings. Where repeat non-compliance has been seen, specific area discussions are taking place with</p>

Area	Measure	Current Data	Target	Explanation	Action
				<p>Annual leave and vacancies have contributed to compliance, as well as service pressures, with overall compliance for service plan reporting being 83% as of June 2025</p> <p><u>Note:</u> the areas that saw compliance improvement since the last report were Commercial &amp; Assets, Coast and Countryside</p>	appropriate management to identify cause and mitigate future misses
Across Authority	Overdue contact us cases	June: 49 Cases	Reduction &/minimal overdue cases	<p>There has been a steady increase of overdue contact us cases over the last 4 months due service area pressures</p> <p><u>Note:</u> There are two service areas that are impacting the upward trend of overdue cases; Development Management / Building Control, &amp; Coast and Countryside</p>	<p>The cases that are overdue as of June were shared with appropriate service areas for priority action. Additionally work continues with regular housekeeping exercises for historic cases, some of which were due to historic system issues.</p> <p>To ensure regular monitoring of cases being actioned within time, monthly Extended Leadership team meetings closely review the data and follow up with the relevant areas where cases are overdue for action, as well as individual service resource management.</p>
Strategy and Resources - Compliance	Data protection breaches	April – 1 May – 1	None	<p>One breach related to a posting error where two letters were placed in one envelope as part of a large bulk postal run.</p> <p>The second related to an error in inputting information into the computer system which resulted in</p>	A review was undertaken of the posting procedures which has been adjusted to ensure two staff members taking part in the process. This allows for matters to be checked. A reminder was given to all staff and additional training to advise news staff of the correct procedures.

Area	Measure	Current Data	Target	Explanation	Action
				a letter being sent to the wrong individual.	<p>While this was human error staff have been reminded of their obligations under data protection act legislation and the importance of checking data when it is first entered onto our systems.</p> <p>Staff have annual training on data protection requirements and where identified by line managers additional team training can be provided.</p>
Strategy and Resources – Resources	Sickness Levels	<p>Long term sick as of Q1: 4.98 days</p> <p>Short term sick as of Q1: 3.99 days</p> <p><u>Total:</u> 8.97 days</p>	8 days	<p>Quarter 1 results are slightly over target.</p> <p><b>Long Term Absence</b> 58% Full Time Equivalent (FTE) days lost long term absences (six employees)</p> <p>1 x Musculoskeletal – now returned to work 5 x Psychological – 3 x work related, 2 x non work related 2 have since returned to work, 2 left MDC and 1 ongoing absence.</p> <p><b>Short term absence</b> 38 employees were absent due to sickness in Q1.</p> <p>Supporting individual with long term condition which has caused frequent short-term absence (13% of total Q1 short-term absence -</p>	<p>HR continue to work closely with managers to manage sickness and do all they can to support staff and help them return to work or find more suitable employment.</p> <p>As can be seen in the narrative this continues to very effective for long term and short-term sickness.</p> <p>The current uncertainty around upcoming structural changes and Local Government Reorganisation (LGR) is causing anxiety and stress. Resilience training has been offered along with the continued Human Resources (HR) and manager support and the Employee Assistance Programme (EAP).</p> <p>The recruitment reviews underway to ensure vacancies are quickly covered should also help staff not feel the strain of teams that are not fully resourced.</p>

Area	Measure	Current Data	Target	Explanation	Action
				<p>there has been a significant improvement in Q2).</p> <p>Seeing an increase in short term absences related to Stress (work and non-work related), likely to be more apparent in Q2.</p>	

3.4 The following Key Performance Indicators (KPI) have been noted for **closer monitoring**.

Area	Measure	Current Data	Target	Explanation
Across Authority	Mandatory Staff Training. ( <i>E-Learning &amp; Boxphish</i> )	Boxphish: 85%  E-Learning: - Data Protection -80% - Equality & Diversity – 78% - Procurement – 73% - Safeguarding - 72% - Sexual harassment – 65% - Risk Management – 64% -Climate Change – 56% - Anti Fraud & Corruption – 47%	85% Completion Rate	<p>All Mandatory Learning is monitored monthly. Completion rates are provided broken down into Assistant Director areas and they are responsible for ensuring completion rates are always above 85%</p> <p>Boxphish completion rate is 85%, however there are areas which are not meeting the target (Finance, Leadership team, Members &amp; Customer Services and Operations)</p> <p>Ads are responsible for completion rate and CLT to ensure compliance</p> <p>E-Learning completion rates are underperforming with all modules not meeting set targets</p> <p>Staff and Members are regularly reminded of the importance of security and this training.</p> <p>ADs are responsible for completion rate and CLT to ensure compliance.</p>
Across Authority	H&S Service Actions	Not all services have reviewed the health and safety actions in their service plan	N/A	In June Extended Leadership Team meeting a direct action was given to all services to ensure their health and safety actions are updated / being progressed to ensure service specific activity.

#### 4. CONCLUSION

- 4.1 The exceptions reported in this paper are provided for Member review. Where thresholds have been met, the supporting action will be executed to enable KPI to be brought back on track

#### 5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 – 2028

- 5.1 It is important that performance is monitored and managed effectively, to ensure that Maldon District Council progresses towards and/ or achieves its stated priorities.

#### 6. IMPLICATIONS

- (i) **Impact on Customers** – Performance management covers the monitoring of key operational performance indicators to support customer service and delivery of our corporate plan which includes delivery for our customers.
- (ii) **Impact on Equalities** – None
- (iii) **Impact on Risk (including Fraud implications)** – If performance is not managed effectively by the Council, it puts the Council's corporate outcomes' delivery at risk and increases unnecessary exposure to potential, operational, reputational, or regulatory consequences.
- (iv) **Impact on Resources (financial)** – All performance management is undertaken within existing planned budgets.
- (v) **Impact on Resources (human)** – All performance management is undertaken within existing planned budgets.
- (vi) **Impact on Devolution and Local Government Reorganisation** -If performance is not managed effectively by the Council, it puts the Council's strategic delivery at risk and increases unnecessary exposure to potential, operational, reputational, or regulatory consequences

Background Papers: None.

Enquiries to: Cheryl Hughes, Programmes, Performance and Governance Manager





# Planning Performance Report

2024 Q4

2025 Q1

# PS1 Delta Essex Local Authority Summary

## 2024 Q4

Page 72

Local planning authority	Apps received	Apps decided	Apps withdrawn	Apps decisions delegated	Apps decisions delegated %	Apps given an extension of time
Brentwood	166	173	10	172	99%	116
Chelmsford	303	312	6	309	99%	54
Tendring	216	239	8	233	97%	45
Colchester	280	272	16	265	97%	96
Castle Point	87	91	3	88	97%	9
Southend-on-Sea	206	245	10	236	96%	116
Rochford	119	125	1	120	96%	47
Uttlesford	284	332	10	318	96%	115
Thurrock	182	178	10	170	96%	65
Braintree	230	239	19	228	95%	85
Basildon	188	184	12	173	94%	60
Maldon	110	119	5	106	89%	26
Harlow	61	55	5	46	84%	14

This data set provides a summary of information for a range of applications types.

**The overall delegated decision rate was 96% for England and 96% for the East of England for Q4**

# PS1 Delta Essex Local Authority Summary

## 2025 Q1

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Local planning authority	Apps received	Apps decided	Apps withdrawn	Apps decisions delegated	Apps decisions delegated %	Apps given an extension of time
Colchester	292	249	13	248	100%	83
Castle Point	147	112	5	111	99%	6
Rochford	122	111	2	110	99%	56
Thurrock	184	182	6	180	99%	68
Brentwood	210	176	9	174	99%	109
Chelmsford	396	294	7	289	98%	40
Uttlesford	318	297	22	290	98%	82
Maldon	123	84	3	81	96%	24
Basildon	182	166	8	158	95%	64
Braintree	289	205	23	194	95%	68
Southend-on-Sea	255	202	10	191	95%	105
Tendring	259	194	2	181	93%	42
Harlow	68	57	0	52	91%	17

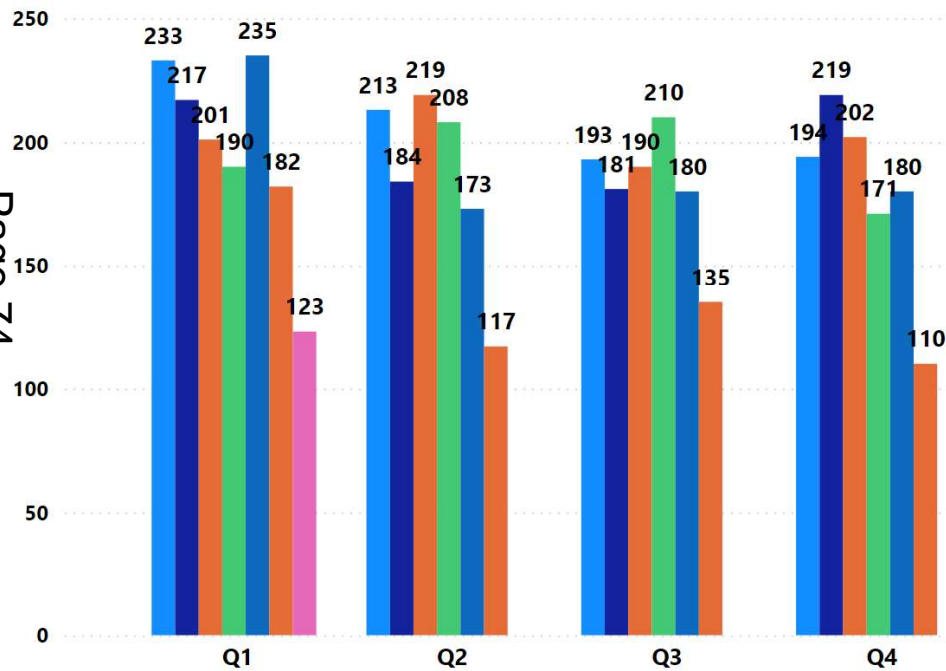
This data set provides a summary of information for a range of applications types.

**The overall delegated decision rate was 96% for England and 96% for the East of England for Q1**

# PS1 Delta Maldon

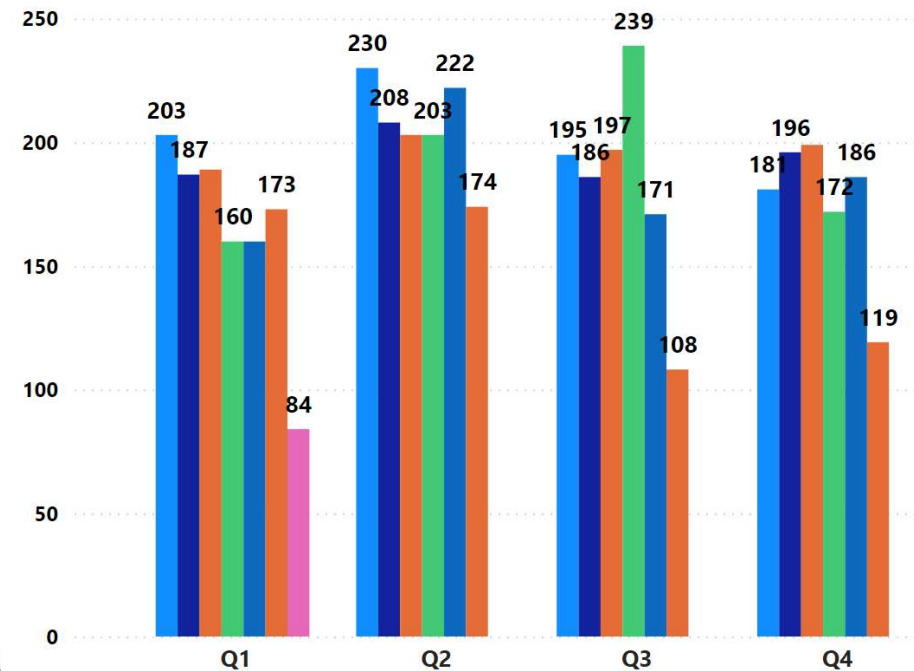
## Number of Applications Received

Year ● 2019 ● 2020 ● 2021 ● 2022 ● 2023 ● 2024 ● 2025



## Number of Applications Decided

Year ● 2019 ● 2020 ● 2021 ● 2022 ● 2023 ● 2024 ● 2025



This data set provides a Maldon ONLY overview for a range of applications received and decided

# PS2 Delta Essex Local Authority Summary

## 2024 Q4

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Local planning authority	Total decisions grand total (all)	Total granted grand total (all)	% Granted (all)	Total decided in time	% Decided in time (all)
Chelmsford	312	265	85%	274	88%
Colchester	272	225	83%	263	97%
Southend-on-Sea	245	202	82%	243	99%
Uttlesford	332	272	82%	238	72%
Braintree	239	191	80%	224	94%
Tendring	239	196	82%	220	92%
Thurrock	178	147	83%	174	98%
Brentwood	173	150	87%	163	94%
Basildon	184	147	80%	160	87%
Maldon	119	99	83%	108	91%
Rochford	125	98	78%	92	74%
Castle Point	91	70	77%	90	99%
Harlow	55	47	85%	50	91%

This data set covers applications decided, granted & whether they were decided in time for a range of applications, including residential & commercial applications.

**The UK percentage granted rate was 86%, and for decisions made in time was 90% for Q4**

**The East of England was 86% for both percentage granted and for decisions made in time was 90% for Q4**

**Maldon District Council Operational Target - >90%**



# PS2 Delta Essex Local Authority Summary

2025 Q1

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Local planning authority	Total decisions grand total (all)	Total granted grand total (all)	% Granted (all)	Total decided in time	% Decided in time (all)
Chelmsford	294	244	83%	271	92%
Uttlesford	297	222	75%	256	86%
Colchester	249	189	76%	242	97%
Southend-on-Sea	202	177	88%	201	100%
Braintree	205	181	88%	197	96%
Tendring	194	168	87%	182	94%
Thurrock	182	146	80%	174	96%
Brentwood	176	145	82%	167	95%
Basildon	166	137	83%	133	80%
Castle Point	112	88	79%	112	100%
Rochford	111	87	78%	85	77%
Maldon	84	73	87%	73	87%
Harlow	57	45	79%	52	91%

This data set covers applications decided, granted & whether they were decided in time for a range of applications, including residential & commercial applications.

**The UK percentage granted rate was 87%, and for decisions made in time was 90% for Q1**

**The East of England was 86% for percentage granted and for decisions made in time was 91% for Q1**

**Maldon District Council Operational Target - >90%**

# PS2 Delta Essex Local Authority Summary

## 2024 Q4 - Granted % for Minor/Major/Other

Page 77

### Majors

Local planning authority	Total decisions major	Total granted major	% Granted (major)
Brentwood	2	2	100%
Chelmsford	8	8	100%
Harlow	3	3	100%
Rochford	3	3	100%
Tendring	12	11	92%
Basildon	11	10	91%
Uttlesford	10	9	90%
Colchester	9	8	89%
Southend-on-Sea	8	7	88%
Maldon	9	7	78%
Thurrock	8	6	75%
Braintree	9	6	67%
Castle Point	2	1	50%

### Minors

Local planning authority	Total decisions minor	Total granted minor	% Granted (Minor)
Colchester	55	48	87%
Chelmsford	75	62	83%
Uttlesford	109	88	81%
Southend-on-Sea	67	54	81%
Thurrock	51	41	80%
Basildon	38	30	79%
Tendring	77	59	77%
Brentwood	41	31	76%
Braintree	76	56	74%
Maldon	40	29	73%
Harlow	15	10	67%
Rochford	27	17	63%
Castle Point	12	7	58%

### Others

Local planning authority	Total decisions (other)	Total granted (other)	% Granted (Other)
Harlow	37	34	92%
Brentwood	130	117	90%
Maldon	70	63	90%
Chelmsford	229	195	85%
Thurrock	119	100	84%
Tendring	150	126	84%
Braintree	154	129	84%
Southend-on-Sea	170	141	83%
Uttlesford	213	175	82%
Rochford	95	78	82%
Colchester	208	169	81%
Castle Point	77	62	81%
Basildon	135	107	79%

This data set covers a split or Minor, Major or Other applications decided & granted

Source: PS1 Delta Dashboard

# PS2 Delta Essex Local Authority Summary

## 2025 Q1- Granted % by Major/Minor/Other

Page 78

### Majors

Local planning authority	Total decisions major	Total granted major	% Granted (major)
Basildon	4	4	100%
Brentwood	4	4	100%
Castle Point	1	1	100%
Harlow	3	3	100%
Rochford	2	2	100%
Southend-on-Sea	5	5	100%
Braintree	11	10	91%
Chelmsford	9	8	89%
Thurrock	7	6	86%
Maldon	4	3	75%
Uttlesford	4	3	75%
Tendring	6	4	67%
Colchester	8	4	50%

### Minors

Local planning authority	Total decisions minor	Total granted minor	% Granted (Minor)
Tendring	56	51	91%
Braintree	60	51	85%
Southend-on-Sea	67	56	84%
Castle Point	23	19	83%
Maldon	27	22	81%
Chelmsford	73	58	79%
Brentwood	41	31	76%
Thurrock	64	47	73%
Rochford	39	28	72%
Basildon	41	29	71%
Harlow	19	13	68%
Colchester	50	34	68%
Uttlesford	92	61	66%

### Others

Local planning authority	Total decisions (other)	Total granted (other)	% Granted (Other)
Maldon	53	48	91%
Braintree	134	120	90%
Southend-on-Sea	130	116	89%
Basildon	121	104	86%
Tendring	132	113	86%
Brentwood	131	110	84%
Chelmsford	212	178	84%
Thurrock	111	93	84%
Harlow	35	29	83%
Rochford	70	57	81%
Colchester	191	151	79%
Uttlesford	201	158	79%
Castle Point	88	68	77%

This data set covers a split or Minor, Major or Other applications decided & granted

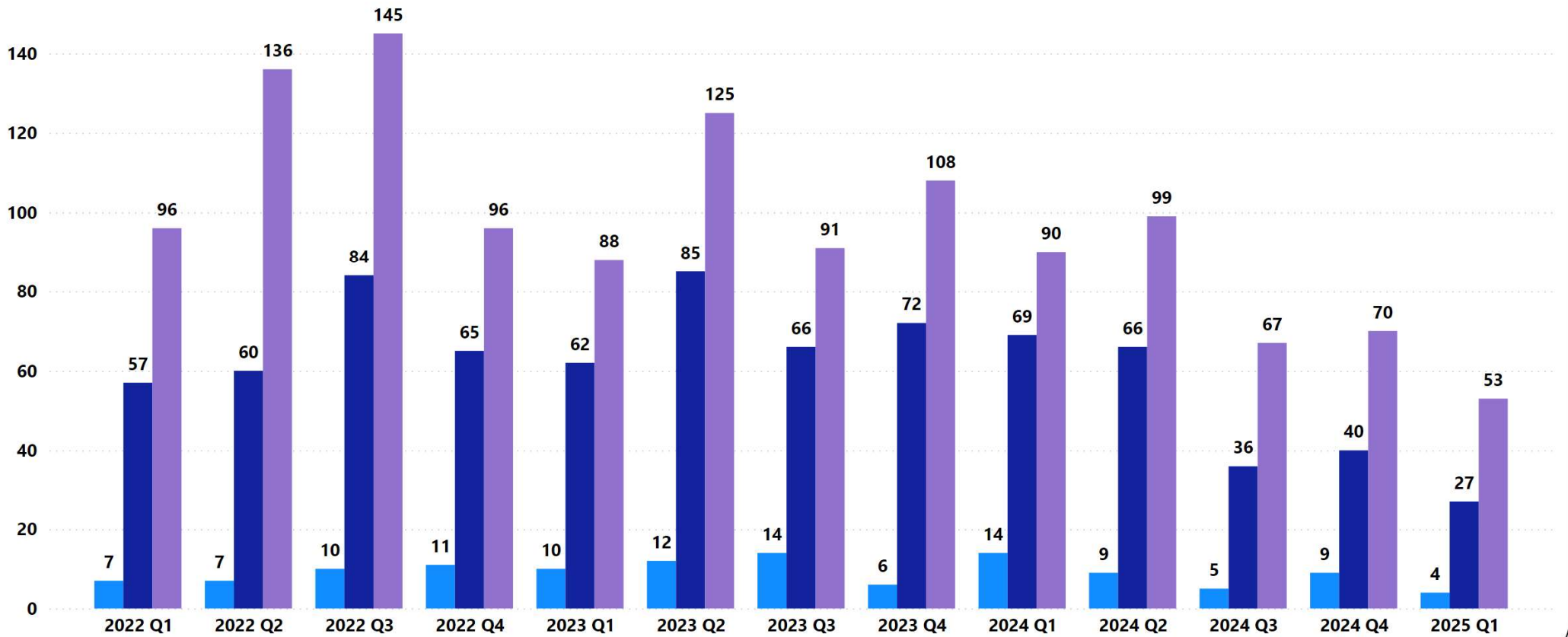
Source: PS1 Delta Dashboard

# PS2 Delta - Maldon

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Number of applications decided

● Total decisions major ● Total decisions minor ● Total decisions other





# PS2 Delta Essex Local Authority Summary

## 2024 Q4 In time % for Minor/Major/Other

### Major

Local planning authority	Total decisions major	Total decided in time Major	in time % Major
Basildon	11	11	100%
Brentwood	2	2	100%
Castle Point	2	2	100%
Colchester	9	9	100%
Harlow	3	3	100%
Rochford	3	3	100%
Southend-on-Sea	8	8	100%
Tendring	12	12	100%
Thurrock	8	8	100%
Uttlesford	10	10	100%
Braintree	9	8	89%
Chelmsford	8	7	88%
Maldon	9	7	78%

### Minor

Local planning authority	Total decisions minor	Total Decided in time Minor	in time % Minor
Castle Point	12	12	100%
Southend-on-Sea	67	67	100%
Colchester	55	52	95%
Thurrock	51	48	94%
Braintree	76	71	93%
Tendring	77	70	91%
Brentwood	41	35	85%
Maldon	40	34	85%
Basildon	38	32	84%
Chelmsford	75	60	80%
Rochford	27	20	74%
Harlow	15	11	73%
Uttlesford	109	63	58%

### Other

Local planning authority	Total decisions other	Total Decided in time Other	in time % Other
Thurrock	119	118	99%
Southend-on-Sea	170	168	99%
Castle Point	77	76	99%
Harlow	37	36	97%
Colchester	208	202	97%
Brentwood	130	126	97%
Maldon	70	67	96%
Braintree	154	145	94%
Tendring	150	138	92%
Chelmsford	229	207	90%
Basildon	135	117	87%
Uttlesford	213	165	77%
Rochford	95	69	73%

This data set covers a split of Minor, Major or Other applications decided & whether they were in time

Source: PS1 Delta Dashboard



# PS2 Delta Essex Local Authority Summary

## 2025 Q1 - In time % for Minor/Major/Other

### Major

Local planning authority	Total decisions major	Total decided in time Major	in time % Major
Basildon	4	4	100%
Braintree	11	11	100%
Brentwood	4	4	100%
Castle Point	1	1	100%
Colchester	8	8	100%
Rochford	2	2	100%
Southend-on-Sea	5	5	100%
Tendring	6	6	100%
Uttlesford	4	4	100%
Chelmsford	9	8	89%
Thurrock	7	6	86%
Maldon	4	3	75%
Harlow	3	2	67%

### Minor

Local planning authority	Total decisions minor	Total Decided in time Minor	in time % Minor
Castle Point	23	23	100%
Southend-on-Sea	67	66	99%
Braintree	60	58	97%
Colchester	50	47	94%
Chelmsford	73	67	92%
Thurrock	64	58	91%
Brentwood	41	37	90%
Harlow	19	17	89%
Tendring	56	50	89%
Uttlesford	92	73	79%
Basildon	41	31	76%
Rochford	39	29	74%
Maldon	27	20	74%

### Other

Local planning authority	Total decisions (other)	Total Decided in time Other	in time % Other
Castle Point	88	88	100%
Southend-on-Sea	130	130	100%
Thurrock	111	110	99%
Colchester	191	187	98%
Brentwood	131	126	96%
Braintree	134	128	96%
Tendring	132	126	95%
Maldon	53	50	94%
Harlow	35	33	94%
Chelmsford	212	196	92%
Uttlesford	201	179	89%
Basildon	121	98	81%
Rochford	70	54	77%

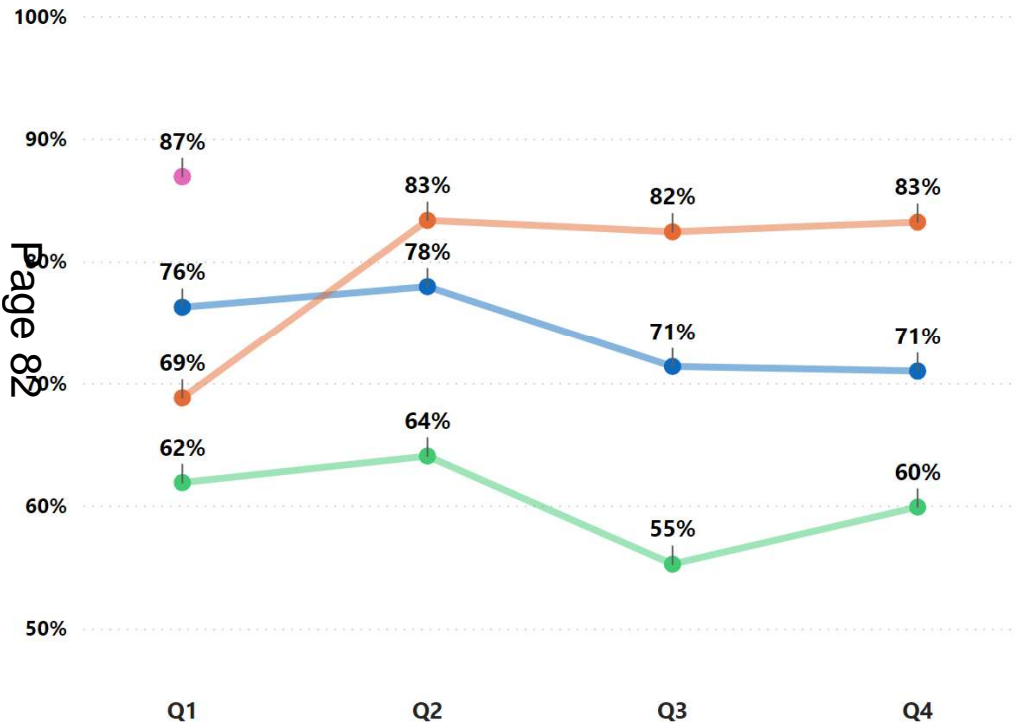
This data set covers a split or Minor, Major or Other applications decided & whether they were in time

Source: PS1 Delta Dashboard

# PS2 Delta - Maldon

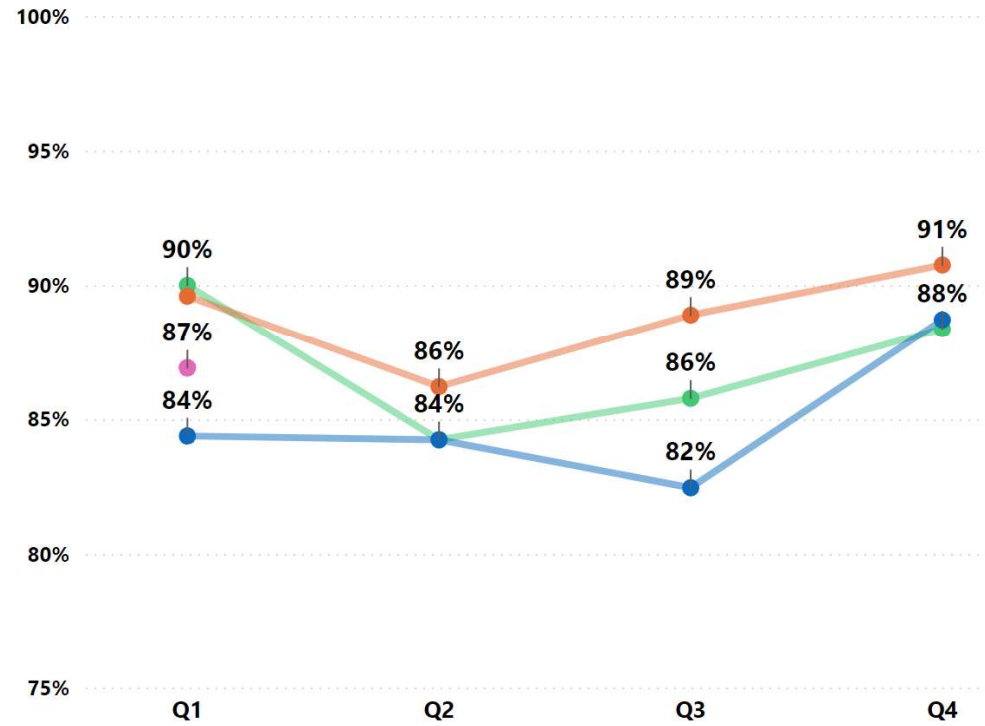
% of applications granted

Year ● 2022 ● 2023 ● 2024 ● 2025



% of applications decided on time

Year ● 2022 ● 2023 ● 2024 ● 2025

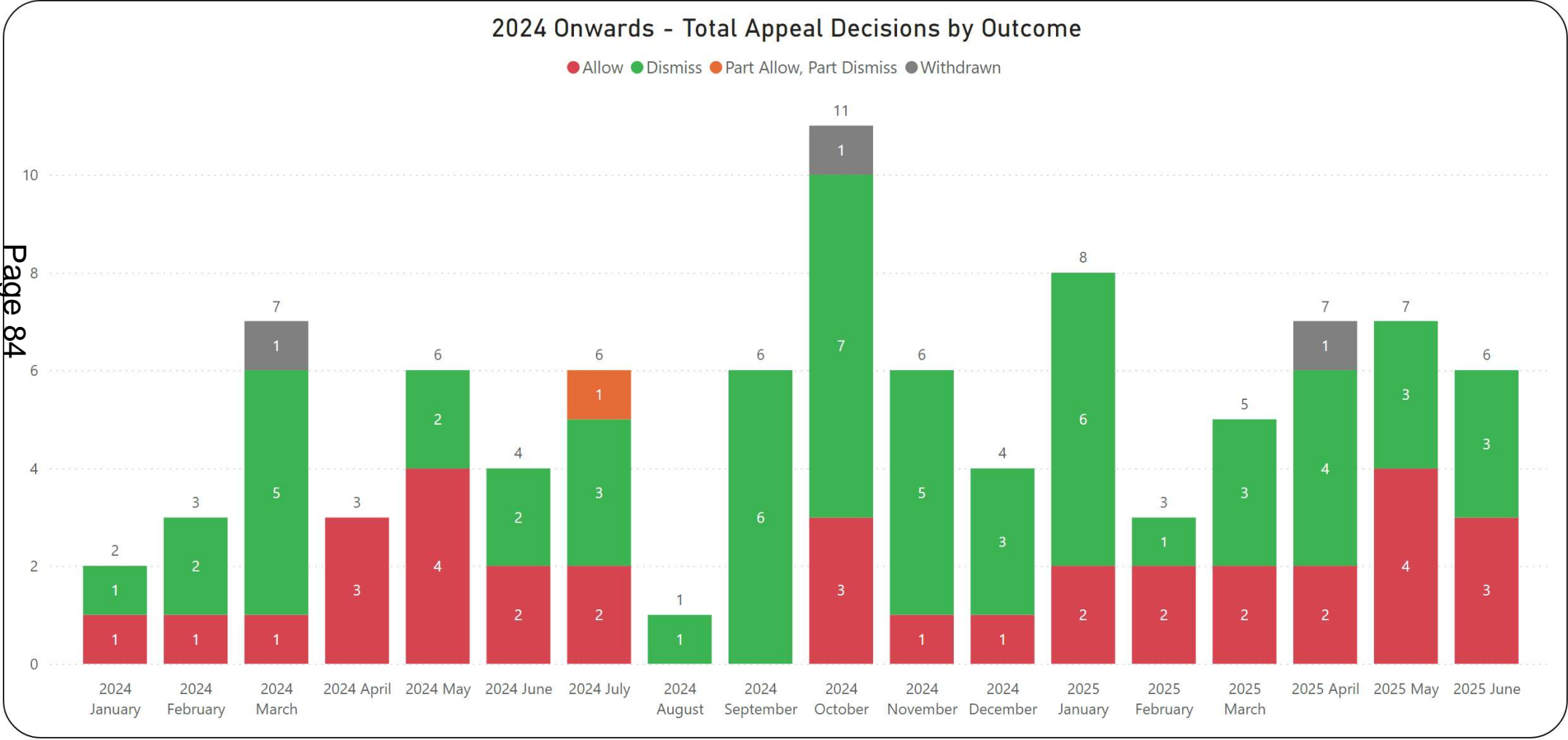


This data set covers Maldon ONLY applications decided split by Minor, Major or Other, along with granted % & decided in time % rates

# Appeals Data

# Appeals

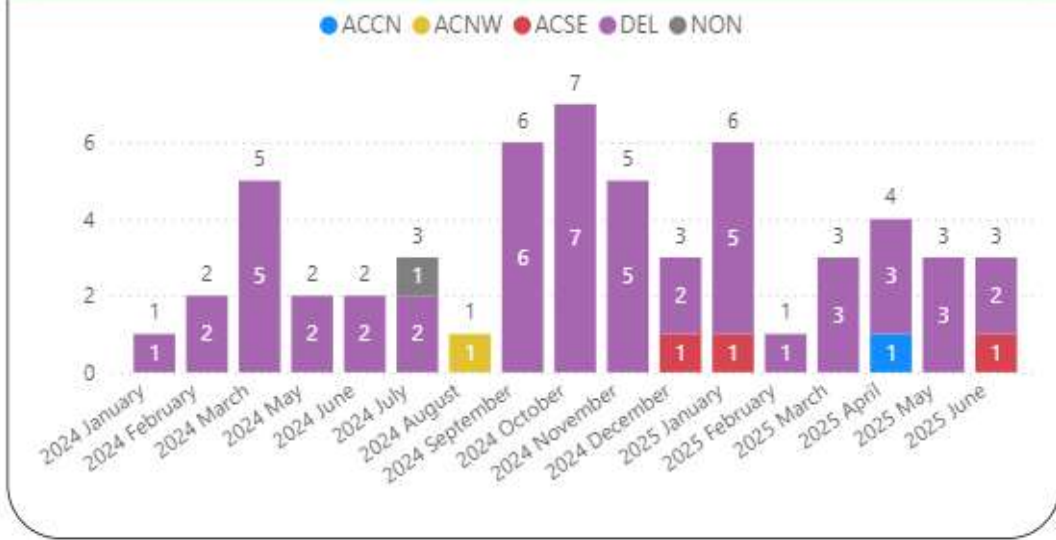
This section of the report covers appeal decisions received, any award costs & decisions source of recommendation



2024 Onwards - Allowed appeals by decision authority



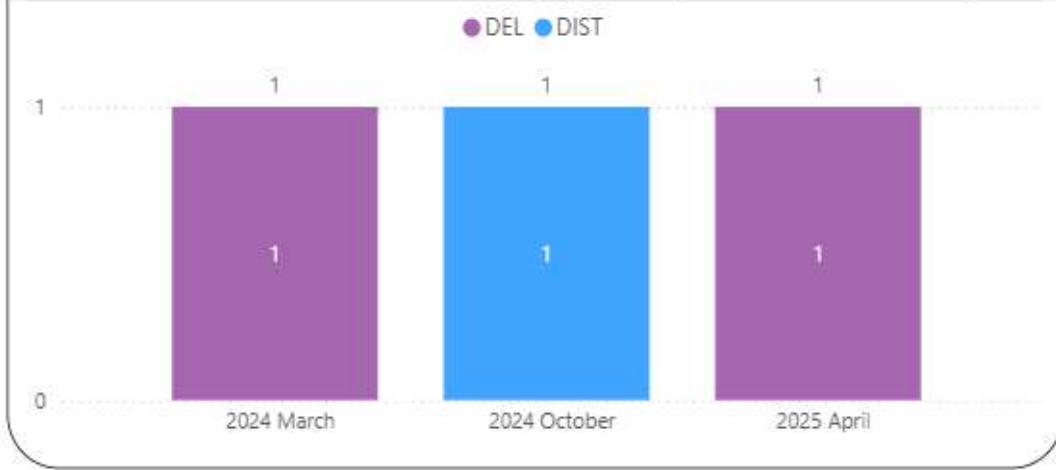
2024 Onwards - Dismissed appeals by decision authority



2024 Onwards - Part allowed Part dismissed appeals by decision authority



2024 Onwards - Withdrawn appeals by decision authority





# 2024 onwards - Cost information

## Costs for the **allowed** appeal decisions

### 2024

- **1** appeals had an application for a **full award of costs** by the appellants against MDC **allowed** - *Delegated Refusal*
- **1** appeals had an application for a **partial ward of costs** by the appellants against MDC **allowed** - *Delegated Refusal*
- **2** appeals had an application for a **full ward of costs** by the appellants against MDC **refused** - *Delegated Refusal*
- **1** appeals had an application for a **full award of costs** by the appellants against MDC **allowed** - *Delegated Refusal*
- **1** appeals had an application for a **full ward of costs** by the appellants against MDC **allowed** - *Delegated Refusal*

### 2025

- **2** appeals had an application for a **full ward of costs** by the appellants against MDC **refused** - *Delegated Refusal*
- **1** appeal had an application for a **full/partial ward of costs** by the appellants against MDC **refused** - *Delegated Refusal*
- **1** appeal had an application for a **full/partial ward of costs** by the appellants against MDC **refused** - *Northwest Committee overturned rec to approve*

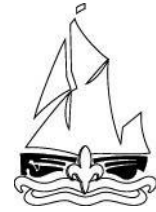
## Costs for the **dismissed** appeal decisions

### 2024

- **1** appeal had an application for a **full award of costs** by the appellant against MDC **refused** - *Delegated Refusal*
- **3** appeal had an application for a **full award of costs** by the appellant against MDC **refused** - *Delegated Refusal*

### 2025

- **1** appeal had an application for a **full award of costs** by the appellant against MDC **refused** - *Delegated Refusal*



**REPORT of  
ASSISTANT DIRECTOR - PLANNING AND IMPLEMENTATION**

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**to  
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE  
18 SEPTEMBER 2025**

**SECTION 106 PLANNING OBLIGATIONS AND INFRASTRUCTURE FUNDING  
STATEMENT 2024 / 25**

**1. PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to provide Members with an update on the monitoring of Section 106 (S106) planning obligations and to seek approval of the Maldon District Infrastructure Funding Statement for the financial year 2024/25 in accordance with the Council's legal duties which is to publish an Infrastructure Funding Statement (IFS) by December every year.

**2. RECOMMENDATIONS**

- (i) That the Committee considers the update on Section 106 planning obligations.
- (ii) That the Committee approves the Maldon District Council Infrastructure Funding Statement for the financial year 2024 / 25 for publication as set out in **APPENDIX 1**.

**3. SUMMARY OF KEY ISSUES**

- 3.1 As set out in the detail of **APPENDIX 1** the following funds were received and spent in regard to S106 planning obligations by Maldon District Council (MDC) during the financial year 2024 - 2025.

Funding received in 2024 / 25	£11,210.99
Funding Spent in 2024 / 25	£525,453.56

- 3.2 As of 31 March 2025, the Council is expecting a further £1,469,017.53 to be paid by developers for specific infrastructure requirements across the District. The triggers to collect the funding associated with the S106 agreements are being monitored in association with the function of monitoring housing commencements and completions in the District. Once these triggers are met, indexation is added to the original negotiated sum which accompanied the granting of planning permission, and the funding is invoiced to the developer. The table below shows the present position regarding all funding in its different categories (note this is up to 12 September 2025)

Type of funding	Amount Received	Amount Spent		Closing Balance	Amount left to Remit
Affordable Housing	£906,951.72	£896,951.72		£10,000.00	£47,199.00
Health	£885,593.07	£52,861.44		£832,731.63	£1,037,026.04
Open Space	£23,440.00	£23,440.00		£0.00	£0.00
Open Space (LEAPS&NEAPS)	£116,121.62	£63,291.62		£52,830.00	£34,560.00
Open Space (SUDS)	£0.00	£0.00		£0.00	£0.00
Open Space (Allotment)	£15,999.41	£8,000.00		£7,999.41	£14,520.00
Open Space/Ecology	£49,808.45	£49,808.45		£0.00	£0.00
Open Space (Sports)	£85,375.00	£85,375.00		£0.00	£0.00
Monitoring Environment	£0.00	£0.00		£0.00	£0.00
Ecology	£0.00	£0.00		£0.00	£139,177.40
Cycle/Footway	£16,000.00	£3,268.14		£12,731.86	£0.00
Youth Facilities	£940,815.30	£87,450.91		£853,364.39	£184,033.09
Monitoring	£51,293.69	£2,659.00		£48,634.69	£14,208.00
Legal Fees	£200.00	£0.00		£200.00	£0.00
Parking	£255,000.00	£255,000.00		£0.00	£0.00
<b>Total</b>	<b>£3,362,691.01</b>	<b>£1,544,199.03</b>		<b>£1,818,491.98</b>	<b>£1,471,215.11</b>

- 3.2.1 Please note that the figures in the above table are slightly different to **APPENDIX 1** because it reflects the S106 figures up to 10 September 2025.
- 3.3 During the financial year 2024/25 the Council did not have to refund developers any funding because the clawback date within the S106 agreements had been met without spending the relevant funding.
- 3.4 It is important to note that S106 contributions may only be spent on new facilities or improvements to facilities where the new development has, at least in part, contributed to the need for that facility or will have an impact on existing facilities. This means that funding will normally be invested in facilities based in the same locality or catchment area in which the contributing development is located unless it is contributing to the funding of strategic infrastructure.
- 3.5 The IFS only relates to S106 obligations for which MDC is legally responsible for ensuring compliance. It does not cover the following:
- Where Essex County Council (ECC) is the Local Planning Authority (LPA) (Minerals and Waste Applications); and/or
  - Where MDC determined the planning application, but where ECC is signatory of the S106 to the effect that it is directly responsible for compliance of its contributions; and/or
  - Section 278 highway work agreements between developers and ECC.
- 3.6 ECC is responsible for producing its own IFS for anything which it collects funding for and spends directly. It publishes these annually and the relevant webpage link is provided in **APPENDIX 1** for completeness.

## 4. CONCLUSION

- 4.1 **APPENDIX 1** attached to this report is the Maldon District IFS for the financial year 2024/25. If approved this statement will be published on the Council's website alongside a spreadsheet of all the S106 agreements and their clauses, and any associated funding attached to them.

## **5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028**

### **5.1 Supporting our communities**

- 5.1.1 Monitoring S106 agreements ensures that financial contributions are paid in an effective and efficient way, and they are then available to spend on infrastructure which will help the residents / businesses of Maldon District.

### **5.2 Investing in our District**

- 5.2.1 Failure to adequately monitor S106 contributions and the development that they are secured from could result in delayed payments. Failure to identify, design, consent and deliver affordable housing or infrastructure projects within timescales set in the S106 agreements could result in money needing to be returned to developers and the benefit not being realised, these funds go toward necessary infrastructure.

### **5.3 Protecting our environment**

- 5.3.1 S106 agreements are a legal mechanism to secure obligations to mitigate the impact of development in the District, which could include payments that can mitigate any harm on the environment with investment in related opportunities.

### **5.4 Delivering good quality services.**

- 5.4.1 S106 agreements are a legal mechanism to secure obligations to mitigate the impact of development in the District, which could include payments that can mitigate any harm on communities with investment in related opportunities.

## **6. IMPLICATIONS**

- (i) **Impact on Customers** – Failure to adequately monitor S106 contributions and the development that they are secured from could result in delayed payments. Failure to identify, design, consent and deliver affordable housing or infrastructure projects within timescales set in the S106 agreements could result in money needing to be returned to developers and the benefit not being realised, these funds go toward necessary infrastructure.
- (ii) **Impact on Equalities** – None. The IFS is a legal statement, not a policy/ service. The Local Development Plan (LDP) 2017 and LDP Review are subject to the provisions of the Equality Act 2010 and the council is subject to the Public Sector Equality Duty in its decision-making.
- (iii) **Impact on Risk (including Fraud implications)** – Failure to adequately monitor S106 contributions and the development that they are secured from could result in delayed payments. Failure to identify, design, consent and deliver affordable housing or infrastructure projects within timescales set in the S106 agreements could result in money needing to be returned to developers. Failure to publish an IFS by the end of December each year would result in the council failing its legal duties in this regard.
- (iv) **Impact on Resources (financial)** – Failure to adequately monitor S106 contributions and the development that they are secured from could result in delayed payments or monies needing to be returned to developers.

- (v) **Impact on Resources (human)** – Monitoring S106 and preparing the IFS is undertaken by the Planning Policy and Implementation Team with input from Finance. This decision does not impact on this resource.
- (vi) **Impact on Devolution / Local Government Reorganisation** – There is no impact on Devolution / Local Government Reorganisation.

Background Papers: None.

Enquiries to: Anne Altoft-Shorland, Head of Planning Policy and Implementation.



MALDON DISTRICT COUNCIL

# INFRASTRUCTURE FUNDING STATEMENT

2024/2025

01<sup>st</sup> August 2025

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## 1.0 Introduction

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1.1 Government guidance requires Maldon District Council, as a Local Planning Authority (LPA) to produce a yearly Infrastructure Funding Statement (IFS) not later than 31st December each year.

1.2 Planning Obligations, or S106 agreements are legal agreements entered into with developers and landowners to mitigate the impacts of a development proposal; they are also called Developer Contributions. Planning obligations can be agreed to mitigate the impact of unacceptable development to make it acceptable in planning terms. However, planning obligations must meet the following three legal tests if they are to constitute a reason to grant planning permission. They must be:

- necessary to make the development acceptable in planning terms; and
- directly related to the development; and
- fairly and reasonably related in scale and kind to the development.

1.3 LPAs can, in turn, decide whether to set a Community Infrastructure Levy (CIL) for their area, which is a fixed-charge levied on most new development to help fund identified infrastructure requirements. At the present time Maldon District Council does not operate a CIL Charging Schedule, so the IFS will only be reporting on S106 obligations.

1.4 Income from developer contributions is used to help fund the infrastructure needed alongside new development and this helps to maximise the benefits and opportunities from growth in the District. Infrastructure includes the delivery of affordable homes and other community facilities such as play parks, open space and youth facilities. The district also negotiates in conjunction with the Mid Essex NHS Integrated Care Partnership (formerly the Mid Essex NHS Clinical Commissioning Group) to achieve contributions towards health infrastructure improvements.

1.5 Essex County Council is responsible for collecting planning obligations for some of the other elements of the District's infrastructure where it is legally responsible for their delivery such as:

- Early learning and primary schools
- Secondary schools
- Highway improvements<sup>1</sup>
- Transport planning
- Improvements to cycling and walking routes – sometimes shared with Maldon District Council

Consequently, Essex County Council is responsible for producing its own IFS for anything which it collects funding for and spends directly<sup>2</sup>.

1.6 For completeness, set out at **Appendix B**, are details of all the S106 agreements relating to Maldon District.

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<sup>1</sup> Via Section 278 Agreements (Highway Act 1980)

<sup>2</sup> <https://www.essex.gov.uk/planning-land-and-recycling/planning-and-development/planning-advice-and-guidance/guidance>

2.0 Section 106 Income for 2024/25

2.1 S106 agreement income is collected with a view to delivering Maldon District’s Infrastructure Delivery Plan<sup>3</sup>, which accompanies the 2017 approved Maldon District Local Development Plan (LDP). The LDP can be found: [www.maldon.gov.uk/ldp](http://www.maldon.gov.uk/ldp).

Set out below in **Chart 1 and Table 1** is the total amount of funding received into the Council for the financial year 2024/25 broken down into its funding use. The total amount of funding in was £11,210.99.

Chart 1

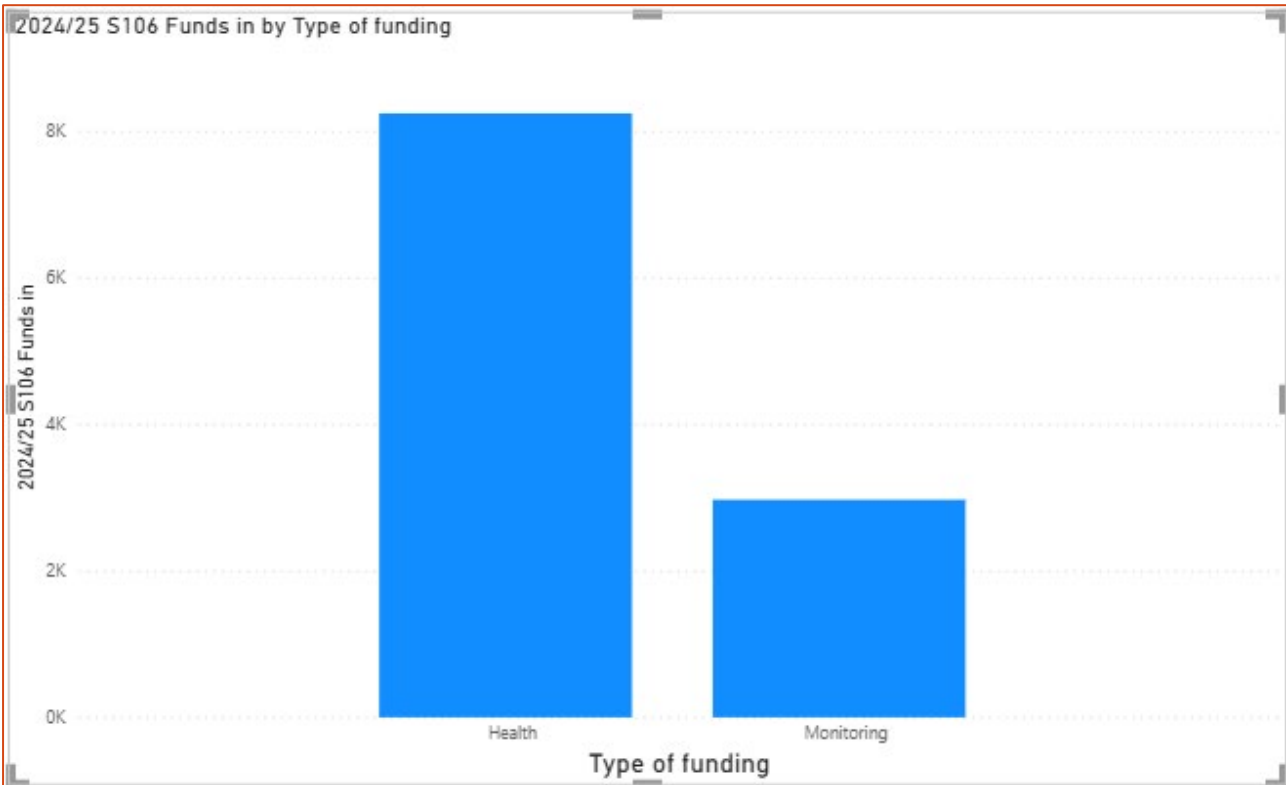


Table 1

Type of funding	2024/25 S106 Funds in
Health	8,241.99
Monitoring	2,969.00

<sup>3</sup> [https://www.maldon.gov.uk/info/7050/planning\\_policy/9810/infrastructure\\_delivery](https://www.maldon.gov.uk/info/7050/planning_policy/9810/infrastructure_delivery)

### 3.0 Section 106 Expenditure for 2024/25

3.1 The Council holds the funding from S106 agreements in reserves until it is either called for by a third-party organisation that needs it to invest in infrastructure within their control, or when the Council is in a position to spend the funding directly on that infrastructure, which would normally be when all the contributions have been collected. After the S106 legal agreement is signed when planning permission is granted, the Council does not have freedom over where this funding can be spent. The funding can only be spent on projects if they align with the terms of the relevant legal agreements.

Set out below in **Chart 2 and Table 2** is the total amount of S106 funding spent during the financial year 2024/25

Chart 2

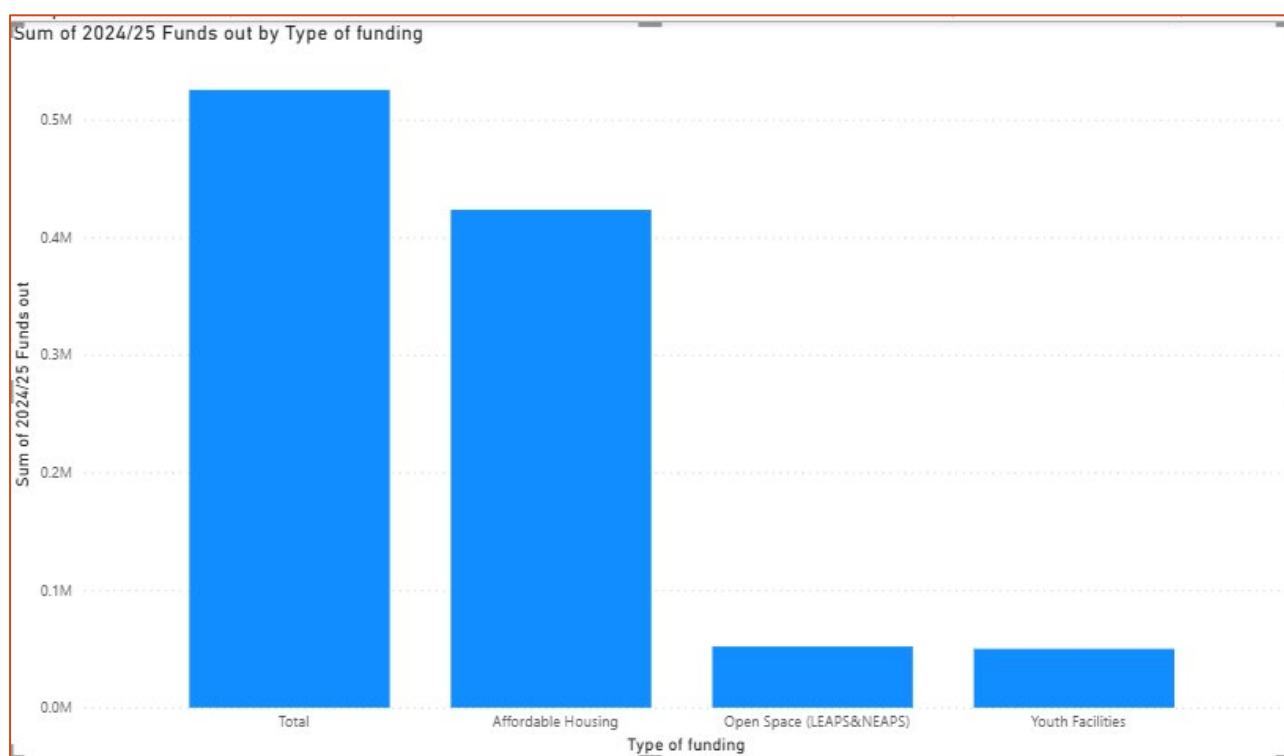


Table 2

Type of funding	2024/25 Funds out
Affordable Housing	£423,453.56
Open Space (LEAPS&NEAPS)	£52,000.00
Youth Facilities	£50,000.00
<b>Total</b>	<b>£525,453.56</b>



3.2 Table 3 sets out the expenditure details of the funds have been expended in 2024/25.

Table 3

Type of Funding	Amount	Project
Affordable Housing Projects	£423,453.56	These funds were spent on the purchase of Stephens House, Maldon for use as temporary housing accommodation.
Open Space (Leaps and Neaps)	£52,000.00	To fund works on the Galleon Play area in Promenade Park, Maldon
Youth Facilities	£50,000.00	Part of the funding to fund the Youth Facilities project in Maldon. A project which commenced in 2024/2025. Spend in 2025/2026 will be to complete the project and a project for Youth Facilities in Burnham on Crouch and West Maldon.
<b>TOTAL</b>	<b>£525,453.56</b>	

## 4.0 Total Funding Negotiated, Received and Spent Since 1992

4.1 The Council has, since 1992, negotiated a substantial amount of funding through S106 agreements and this section sets out how much has been received, how much has been spent and how much funding is yet to be remitted into the Council. It also sets out for what purpose that funding has been used for.

Chart 3

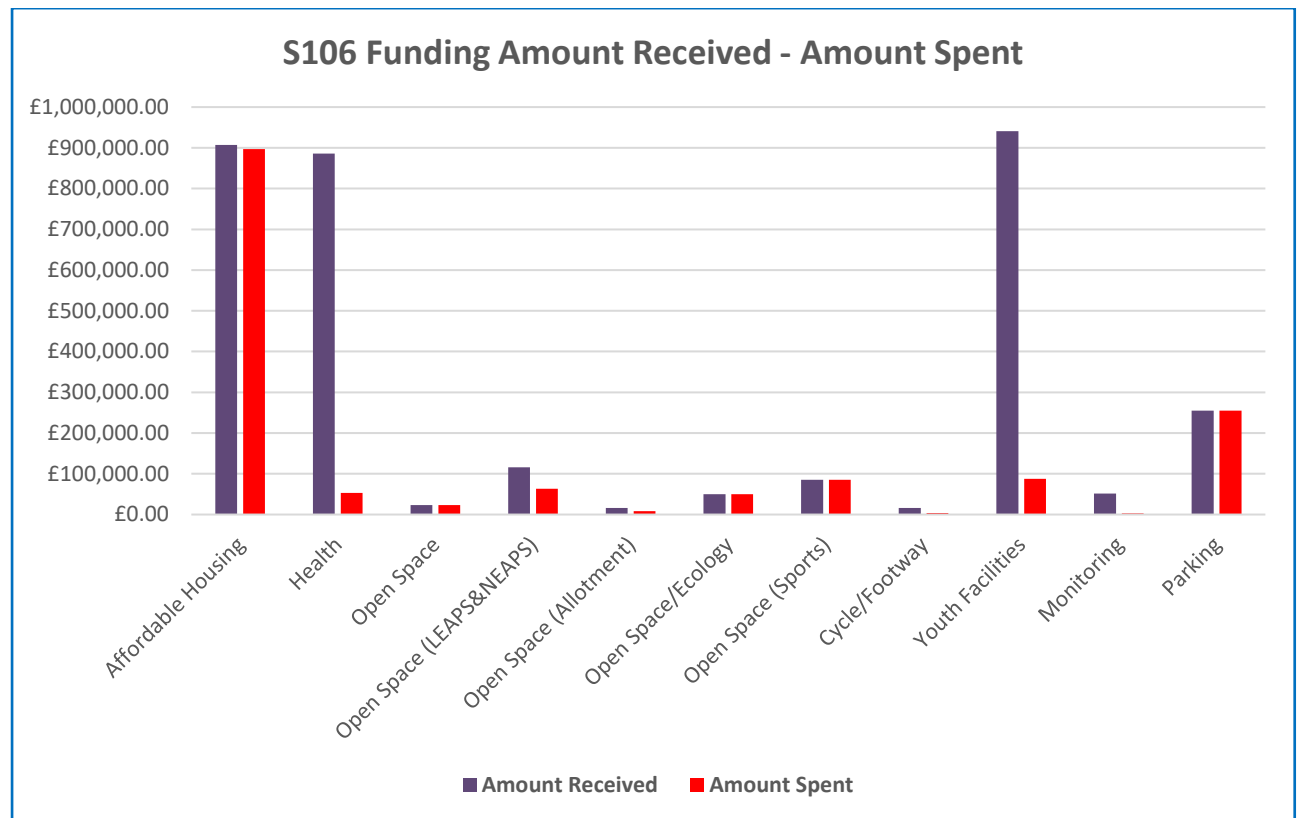


Chart 4

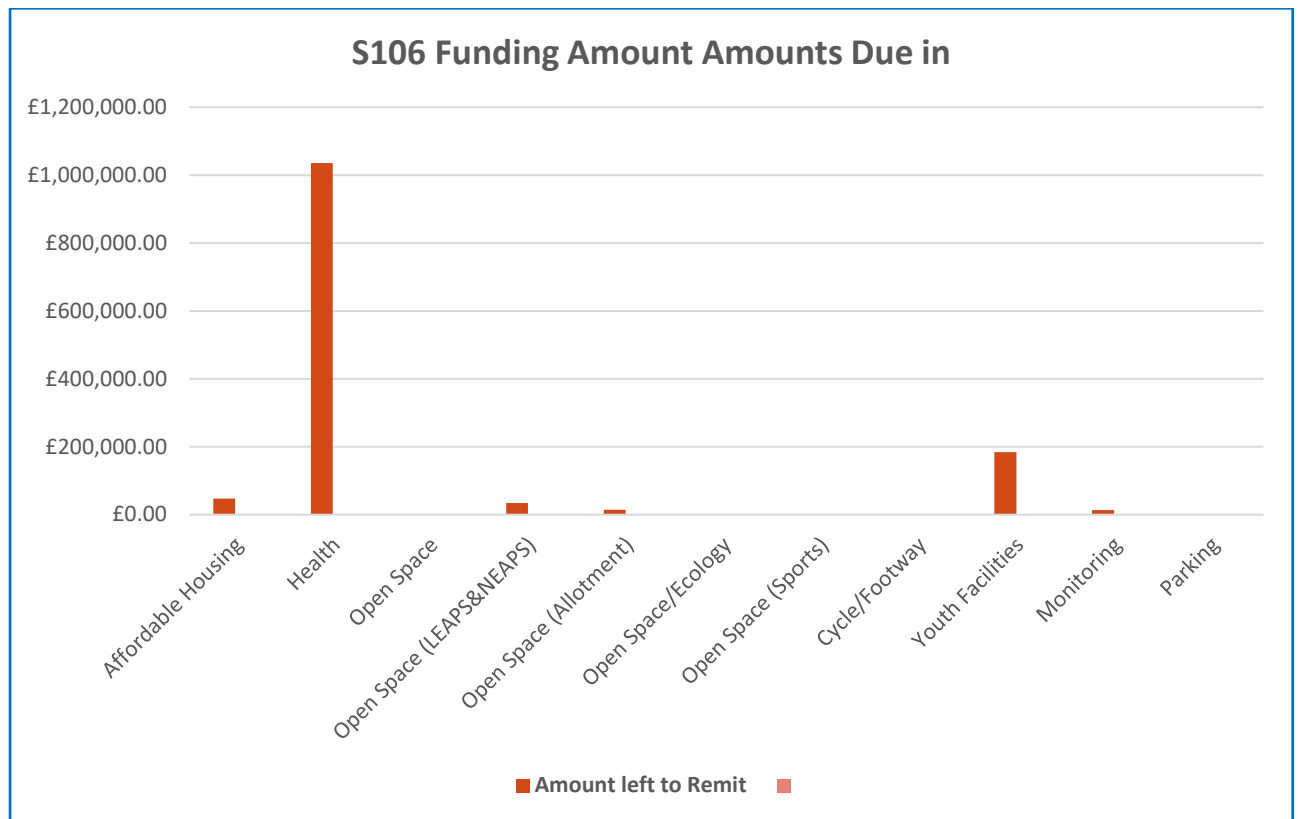


Table 4

Type of funding	Amount Received	Amount Spent	Amount left to Remit
Affordable Housing	£906,951.72	£896,951.72	£47,199.00
Health	£885,593.07	£52,861.44	£1,035,820.04
Open Space	£23,440.00	£23,440.00	£0.00
Open Space (LEAPS & NEAPS)	£116,121.62	£63,291.62	£34,560.00
Open Space (SUDS)	£0.00	£0.00	£0.00
Open Space (Allotment)	£15,999.41	£8,000.00	£14,520.00
Open Space/Ecology	£49,808.45	£49,808.45	£0.00
Open Space (Sports)	£85,375.00	£85,375.00	£0.00
Monitoring Environment	£0.00	£0.00	£0.00
Ecology	£0.00	£0.00	£139,177.40
Cycle/Footway	£16,000.00	£3,268.14	£0.00
Youth Facilities	£940,815.30	£87,450.91	£184,033.09
Monitoring	£51,293.69	£2,659.00	£13,708.00
Legal Fees	£200.00	£0.00	£0.00
Parking	£255,000.00	£255,000.00	£0.00
<b>TOTAL</b>	<b>£3,362,691.01</b>	<b>£1,544,199.03</b>	<b>£1,469,017.53</b>

## Refunded Funds

4.5 In the financial year 2024/25, the Council did not have to refund any funding to developers regarding S106 clauses going out of time.

### Essex Coast Recreational Disturbance Avoidance and Mitigation Strategy (RAMS)

4.6 The Council also collects funding via S106 for the Essex Coast RAMs payments. The Strategy is a Supplementary Planning Document in the Maldon District (and elsewhere in Greater Essex) and it sets out a long-term strategic approach to lessen the impact of local housing development in Greater Essex on protected birds along the Essex coast. The Essex Coast RAMS aims to prevent bird and habitat disturbance from recreational activities. It does this through a series of mitigation measures, which encourage all coastal visitors to enjoy their visits responsibly. The fund is collected either via a S106 agreement or a legal deed called a Unilateral Undertaking (or UU) with all developers of new housing across Essex. A tariff is set every year and the funding is passed to Chelmsford City Council as the partnership administrator of the scheme on behalf of the partner local planning authorities.

Table 5 sets out the RAMs fees received, due and the spend since March 2021.

Table 5

RAMS	Due	Received
RAMS Fee Due	£262,005.28	£58,020.67
RAMS Monitoring £50	£7,550.00	£3,970.00
<b>TOTAL</b>	<b>£269,555.28</b>	<b>£61,990.67</b>
<b>TOTAL SPEND</b>		<b>£44,068.68</b>

For more information on the Essex Coast RAMS Strategy

[https://www.maldon.gov.uk/download/downloads/id/18981/rams\\_strategy.pdf](https://www.maldon.gov.uk/download/downloads/id/18981/rams_strategy.pdf)

## 5.0 Affordable Homes

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5.1 The Council's approved LDP Policy H1 encourages developers of schemes of more than 10 unit or 1,000sqm to build between 25% and 40% of their development in the District as affordable homes. The actual percentage will depend on the specific location of the development in the district and the viability of the scheme in financial terms. The Council encourages the affordable homes to be delivered on the individual development sites wherever possible, where they can be dedicated to households that need them. In some circumstances, this may not be possible and then an agreed financially equivalent sum of money (the amount paid for an Affordable Unit that is of the greatest

demand by the Local Housing Needs Assessment (formerly the Strategic Housing Market Assessment) at that point in time) may be paid as a contribution.

This important aspect of on-site provision represents a significant contribution to the number of new homes provided to meet the affordable housing need of the District.

What is meant by the term an “Affordable Home” is defined in the LDP and in the Annex 2 of the [National Planning Policy Framework](#)<sup>4</sup>.

In the financial year 2024/25, the Council was informed that the following new affordable homes were delivered in the District:

Affordable Rented Homes	88
Intermediate/Shared Ownership Homes	54
<b>Total Affordable Homes</b>	<b>142</b>

5.2 The total number of housing completions in 2024/25 was 400. Therefore, the 142 affordable housing completions represents approx. 35.5% per cent of the total number of new homes completed for the same period. Chart 5 below shows the amount of housing delivered in relation to the amount of affordable housing delivered since 2021/22.

Chart 5

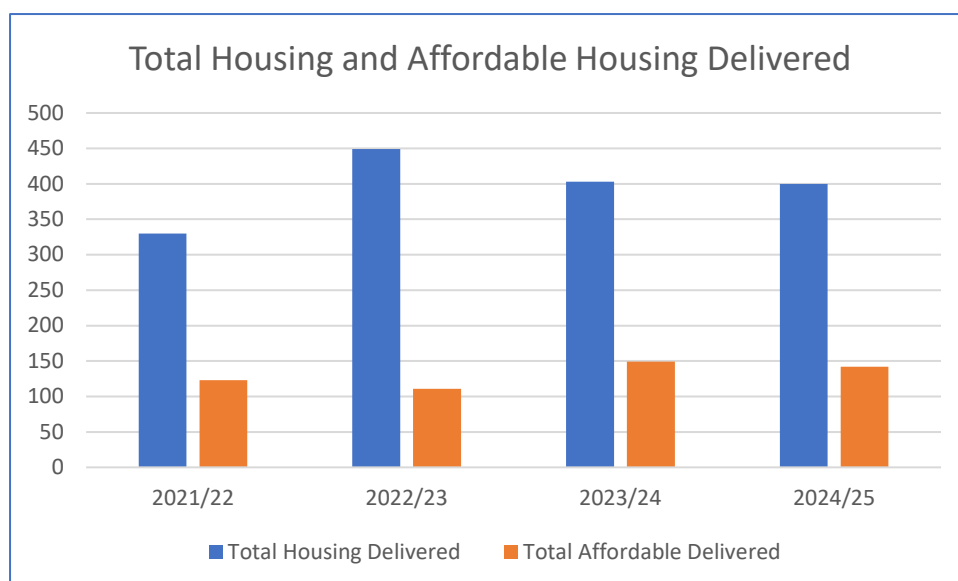
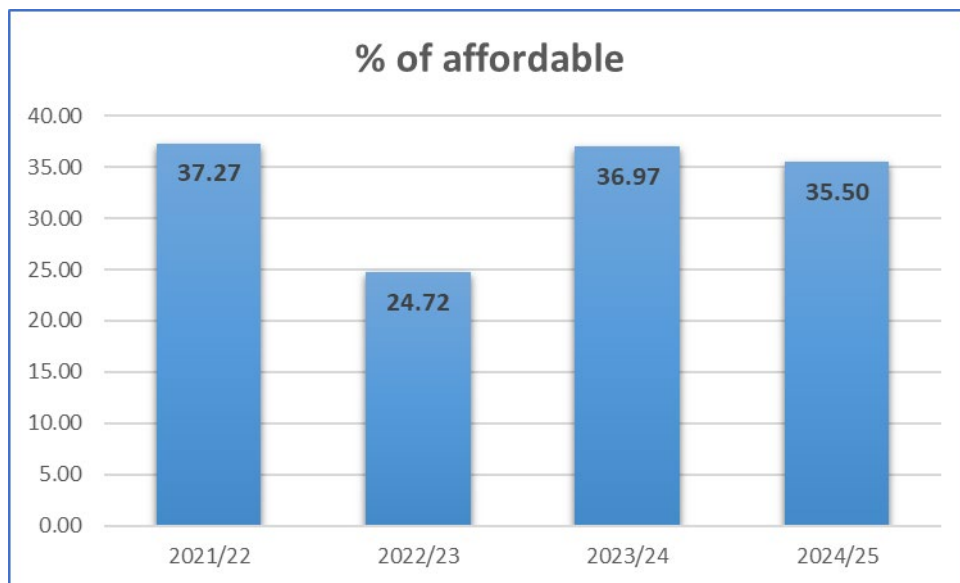


Chart 6 below shows the percentage of affordable housing delivered compared to market housing since 2021/22.

<sup>4</sup> Since the introduction of the Government’s First Homes Scheme in May 2021, the term may also include homes that are made available on the free market with a government subsidy for the first owners of new homes.



Chart 6



## 6.0 Governance

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6.2 The Council continues to liaise with Essex County Council on the delivery of its infrastructure (primary and secondary schools' expansion, early-years facilities, highways, etc.) to establish a better understanding of infrastructure upgrades and its project delivery timetables. This will not only provide a clearer picture of delivery but will assist in planning for new infrastructure within the LDP Review. Officers in general meet with ECC on a 6-weekly cycle and ensure that liaison is occurring when there is potential for combined or overlapping health and ECC infrastructure. Essex County Council produces its own Infrastructure Funding Statement, the details of which can be found on their website. [www.essex.gov.uk/planning-land-and-recycling/planning-and-development/planning-advice-and-guidance/guidance](http://www.essex.gov.uk/planning-land-and-recycling/planning-and-development/planning-advice-and-guidance/guidance)

6.3 In 2024, the Council appointed a Project Manager to deliver youth facilities and Open Space Local Equipped Area for Play (LEAPs) in the District using S106 funding collected from various developments in Maldon and Burnham. This project is now starting to come forward and will be completed in 2025/26.

6.4 In the interests of transparency, alongside this IFS and available to download from our website, is an MSEXcel spreadsheet of all the S106 agreements relating to the District. The spreadsheet sets out the funding due-in, received and spent and what each clause in the agreements relate to.

## APPENDIX 1 Appendix B

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Year	Status	Site Address	Ward	Parish	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposed set out in the Planning Approval	Code for Purpose	Clause Details	Settlement/Area where funds to be spent	Details of the Trigger	District Council (Y/N)	County Council (Y/N)	Total allocated amount	Indicative Amount	Type of contribution	Local Payment (Yes/No)	Agreement with Parish (Yes/No)	Amount paid to date	Amount paid to date	Date of Payment	Outstanding Amount	Notes on the Status of the Agreement	Financial Year of Spend	Financial Year of Spend	Financial Year of Spend	Financial Year of Spend	Financial Year of Spend	Other funds were spent	2020/21 Spent	2021/22 Spent	2022/23 Spent	2023/24 Spent	2024/25 Spent						
2017	Monitor	121J Land south of Green Lane and north of Malden Road, Burnham-on-Crouch	Burnham-on-Crouch North	Burnham North	05-May-17	S106	16/00095/FUL	Residential development comprising 180 dwellings, public open space, landscaping and associated infrastructure including drainage, footpath and cycleway and vehicular access from Southminster Road.	Monitoring	Monitoring the performance of the obligations pursuant to this agreement	Burnham-On-Crouch	prior to commencement	Y	N	£4,630.00		BC15		£4,630.00	£7,360.00		20-Nov-17	£4,630.00	2017/18																	
2017	Awaiting identification of project	121J Land south of Green Lane and north of Malden Road, Burnham-on-Crouch	Burnham-on-Crouch North	Burnham North	05-May-17	S106	16/00095/FUL	Residential development comprising 180 dwellings, public open space, landscaping and associated infrastructure including drainage, footpath and cycleway and vehicular access from Southminster Road.	Health	To be used by NHS England towards improvements at St Francis within Burnham-on-Crouch	Within Burnham-on-Crouch	Prior to commencement of the development in any phases other than Phase 1 of the Dwellings in that Phase to the District Council	Y	N	£19,040.00	£17.20	BC15		£19,022.80	£19,022.80		02-Jul-18	£19,022.80	2018/19																	
2017	Project commenced	121J Land south of Green Lane and north of Malden Road, Burnham-on-Crouch	Burnham-on-Crouch North	Burnham North	05-May-17	S106	16/00095/FUL	Residential development comprising 180 dwellings, public open space, landscaping and associated infrastructure including drainage, footpath and cycleway and vehicular access from Southminster Road.	Youth Facilities	Contribution towards lease shelters and services at Youth Facility within the Parish of Burnham-On-Crouch	Burnham-On-Crouch	Prior to the commencement of Development in any phases other than Phase 1 of the Dwellings in that Phase to the District Council	Y	N	£17,400.00	£3,240.00	BC15		£180,049.40	£75,116.40		02-Jul-18		2018/19																	
2017	Complete	121J Land south of Green Lane and north of Malden Road, Burnham-on-Crouch	Burnham-on-Crouch North	Burnham North	05-May-17	S106	16/00095/FUL	Residential development comprising 180 dwellings, public open space, landscaping and associated infrastructure including drainage, footpath and cycleway and vehicular access from Southminster Road.	Open Space (Allotment)	Provision/maintenance of allotments in Burnham-on-Crouch	Burnham-On-Crouch	Pay the amount prior to 30% of the site is occupied.	Y	N	£8,000.00				£8,000.00	£8,000.00		30-Aug-19	£8,000.00	2019/20		2022/23				14/01/21											
2017	Complete	121J Land south of Green Lane and north of Malden Road, Burnham-on-Crouch	Burnham-on-Crouch North	Burnham North	05-May-17	S106	16/00095/FUL	Residential development comprising 180 dwellings, public open space, landscaping and associated infrastructure including drainage, footpath and cycleway and vehicular access from Southminster Road.	AH	To meet housing needs	on site	See para 2 schedule 4, timing of occupation of affordable housing and market housing	Y	N							£21,533.00																				
2018	Project commenced	121J Land East Of Wyche Hill Malden	Malden West	Malden West	20-Oct-14	U1	13/00763/OUT/Appe/13145/A/14/221398	Outline planning permission for demolition of existing buildings and erection of up to 120 residential dwellings with associated vehicular access	Youth Facilities	Provision of teen shelter and skateboard facilities and access to shared community facilities to serve the South Malden Garden Suburb	South Malden	50% Contribution prior to First Occupation, remaining 50% prior to occupation of more than 50% of the total number of residential dwelling units	Y	N	£40,825.00	£3,342.47	BN	£0.00	£46,167.47	£46,167.47		15/02/2018 & 4/12/22	£0.00	2017/18																	
2018	Awaiting identification of project	121J Land East Of Wyche Hill Malden	Malden West	Malden West	20-Oct-14	U1	13/00763/OUT/Appe/13145/A/14/221398	Outline planning permission for demolition of existing buildings and erection of up to 120 residential dwellings with associated vehicular access	Health	Provision of additional health care facilities within 3 miles of the development	Within Malden West	50% Prior to Commencement, remaining 50% to be paid prior to first occupation	Y	N	£22,550.00	£1,872.64	BN	£0.00	£24,422.64	£24,422.64		26/09/2017 & 15/02/2018	£0.00	2017/18		2022/23			Various												
2018	Complete	121J Land East Of Wyche Hill Malden	Malden West	Malden West	20-Oct-14	U1	13/00763/OUT/Appe/13145/A/14/221398	Outline planning permission for demolition of existing buildings and erection of up to 120 residential dwellings with associated vehicular access	AH	To provide affordable housing units	on site	Prior to commencement. Affordable housing units are agreed with MDC	Y	N									£0.00	2017/18																	
2018	Awaiting identification of project	Land South Of Marsh Road Burnham-On-Crouch	Burnham-on-Crouch North	Burnham North	13-Nov-15	U1	16/00108/OUT	Outline planning application for the provision of up to 75 dwellings, provision of public open space, a pavilion building, a new vehicular access from Pippin Road and a temporary head road access from Marsh Road	Health	The enhancement of healthcare facilities and services at Burnham Surgery	Burnham-On-Crouch	Upon commencement of development	Y	N	£24,000.00	£1,461.27	BN		£25,461.27	£25,461.27		10-Jan-18	£0.00	2017/18		2022/23			18/10/22												
2017	Complete	121J Land West Of Broad Street Green Road Heybridge Exes	Heybridge West	Heybridge West	16-May-17	S106	15/00885/FUL	Development for 145 residential dwellings with associated landscaping, open space, access, parking and ancillary infrastructure including pumping station.	Monitoring	Monitoring of the obligations pursuant to this agreement	Heybridge West	Prior to Commencement	Y	N	£6,443.00				£6,443.00	£6,443.00		20-Nov-17	£0.00	2017/18		2022/23			On-23												
2017	Awaiting identification of project	121J Land West Of Broad Street Green Road Heybridge Exes	Heybridge West	Heybridge West	16-May-17	S106	15/00885/FUL	Development for 145 residential dwellings with associated landscaping, open space, access, parking and ancillary infrastructure including pumping station.	Health	Use of the Health Care Facilities	Heybridge West	17% prior to occupation of any dwellings, 21% prior to occupation of 50% dwellings, remaining balance prior to occupation of 75% dwellings	Y	N	£47,720.00	£7,682.10	BC15		£55,402.10	£55,402.10		09-Sep-18	£0.00	2018/19																	
2017	Awaiting identification of project	121J Land West Of Broad Street Green Road Heybridge Exes	Heybridge West	Heybridge West	16-May-17	S106	15/00885/FUL	Development for 145 residential dwellings with associated landscaping, open space, access, parking and ancillary infrastructure including pumping station.	Open Space (Allotment)	Provision/maintenance of the North Heybridge allotment	Heybridge	25% 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	Y	N	£6,920.00	£1,072.70	BC15		£7,993.41	£7,993.41		09-Sep-18	£0.00	2018/19																	
2017	Complete	121J Land West Of Broad Street Green Road Heybridge Exes	Heybridge West	Heybridge West	16-May-17	S106	15/00885/FUL	Development for 145 residential dwellings with associated landscaping, open space, access, parking and ancillary infrastructure including pumping station.	Open Space (LAPSA/NAPAS)	Provision of Locally Designed Area for play and neighbourhood equipped area of Play	Heybridge	15% 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	Y	N	£18,794.00	£2,587.62	BC15		£19,281.62	£19,281.62		01/09/18	£0.00	2018/19		2022/23			04/06/22												
2017	Complete	121J Land West Of Broad Street Green Road Heybridge Exes	Heybridge West	Heybridge West	16-May-17	S106	15/00885/FUL	Development for 145 residential dwellings with associated landscaping, open space, access, parking and ancillary infrastructure including pumping station.	Youth Facilities	Provision of teen shelter and skateboard facilities and access to shared community facilities provided within the area of the Heybridge Parish Council	Heybridge	25% 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% of the dwellings	Y	N	£75,770.00	£11,671.81	BC15		£87,451.81	£87,451.81		09-Sep-18	£0.00	2018/19		2022/23			04/06/22												
2017	Complete	121J Land West Of Broad Street Green Road Heybridge Exes	Heybridge West	Heybridge West	16-May-17	S106	15/00885/FUL	Development for 145 residential dwellings with associated landscaping, open space, access, parking and ancillary infrastructure including pumping station.	Open Space	A recreational and amenity facility for members of the public in perpetuity or for use as part of the sustainable drainage system	on site	prior to occupation of 80% of dwellings of the relevant phase, prior to commencement S105 would have to be approved	Y	N							£0.00																				
2017	Complete	121J Land West Of Broad Street Green Road Heybridge Exes	Heybridge West	Heybridge West	16-May-17	S106	15/00885/FUL	Development for 145 residential dwellings with associated landscaping, open space, access, parking and ancillary infrastructure including pumping station.	AH	To meet the housing needs	on site	not more than 25% of the market dwellings that be occupied unless the developer has used reasonable endeavours to enter into contract with the RPS to deliver the disposal of 55% affordable dwellings, not more than 54% of the market dwellings shall be occupied unless the developer has used reasonable endeavours to enter into contract with the RPS to deliver the disposal of 65% affordable dwellings, (see agreement for more rigour)	Y	N					£491,567.00																						
2018	Complete	Land to East of 53 Burnham Road, Litchington	Althorne	Litchington	27-Apr-13	U1	14/01227/OUT	Outline planning application with all matters reserved for residential development	AH	To be for affordable housing purposes	District	Provide affordable housing and committed sum prior to occupation of 25% of the Market Dwellings	Y	N	£23,600.00	£1,323.38	BN		£24,923.38	£24,923.38		27-Jul-20	£46,230.00	2020/21		2022/23		2024/25	Various												
2018	Awaiting identification of project	Land west of Farnbridge Road, North Farnbridge	North Farnbridge	Purthugh	18-Mar-18	S106	14/01016/OUT	Outline application for up to 75 market and affordable dwellings, a village centre of up to 1000 sqm of flexible commercial and community floor space, a 1.8 ha village green and public open space.	Health	Enhancement of healthcare facilities and services at Anson Close Bring Surgery, South Wootton Farners (including the main Practice of Gingeana Surgery, South Wootton Farners) which serves the development	South Wootton	Upon commencement of development	Y	N	£17,900.00	£2,351.47			£20,251.47	£20,251.47		18-Mar-21	£0.00	2020/21																	
2018	Complete	Land west of Farnbridge Road, North Farnbridge	North Farnbridge	Purthugh	18-Mar-18	S106	14/01016/OUT	Outline application for up to 75 market and affordable dwellings, a village centre of up to 1000 sqm of flexible commercial and community floor space, a 1.8 ha village green and public open space.	Open Space/Ecology	all the production of an information booklet relating to the Blue House Farm nature reserve. B) the production and installation of interpretation boards and information signs within the Blue House Farm reserve. C) improvements to the existing ponds field/ground at Farnbridge road to include additional seating in consultation with North Farnbridge 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 5 year 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	North Farnbridge	Prior to commencement	Y	N	£44,021.00	£5,789.45			£49,809.45	£49,809.45		11-Mar-21	£0.00	2020/21		2021/22			14/09/21												
2018	Monitor for trigger	Land west of Farnbridge Road, North Farnbridge	North Farnbridge	Purthugh	18-Mar-18	S106	14/01016/OUT	Outline application for up to 75 market and affordable dwellings, a village centre of up to 1000 sqm of flexible commercial and community floor space, a 1.8 ha village green and public open space.	Open Space	Amenity Areas and open space to utilised solely for recreation land by the general public	on site	At the time of submission of the first application for reserved matters, not to be occupied 60% of the market housing before the expiry of any lease and open space, within one year transfer to a management company	Y	N							£0.00																				
2018	Complete	Land west of Farnbridge Road, North Farnbridge	North Farnbridge	Purthugh	18-Mar-18	S106	14/01016/OUT	Outline application for up to 75 market and affordable dwellings, a village centre of up to 1000 sqm of flexible commercial and community floor space, a 1.8 ha village green and public open space.	AH	To meet housing needs	on site	All Scheme will be approved prior to commencement, prior to occupation of 30 market dwellings, 15 of the affordable housing will be (a) constructed and are available for occupation (b) transferred to a Registered Provider, Prior to occupation of 44 of the Market Dwellings have been (a) constructed and are available for occupation and (b) transferred to a Registered Provider	Y	N							£0.00																				
2018	Complete	Manor Farm, Farnbridge Road, Farnbridge	North Farnbridge	Purthugh	11-Jan-16	S106	14/01016/OUT	Outline planning application for up to 30 dwellings	AH	To meet housing needs	on site	Agree scheme prior to commencement, prior to occupation of 9 market dwellings affordable housing will be constructed and available for occupation	Y	N							£0.00																				

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Year	Status	Site Address	Ward	Patch	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposal as set out in the Planning Approval	Code for Purpose	Clause Details	Settlement/Area where funds to be spent	Details of the Trigger	District Council V/N	County Council V/N	Total Estimated Cost (£)	Additional Amount (£)	Type of Indicators	Last Payment Date	Average cost with Information & Shared	Amount Received	Date of Payment	Outstanding Amount (£)	Percentage of total project cost to be met by the LSCN	Financial Year of Spend	Financial Year of Spend	Financial Year of Spend	Financial Year of Spend	Financial Year of Spend	Financial Year of Spend	Financial Year of Spend	Date the fund was spent	2020/21 Spent	2021/22 Spent	2022/23 Spent	2023/24 Spent	2024/25 Spent			
2015	Complete	Land adj Lime Tree Cottages, Tiptree Road, Great Brasted	Great Totham	Great Brasted	26-Oct-15	S106	15/01018/PUL & 14/01221/PUL	Enabling development proposal for the erection of 14 dwellings, new access, village green and associated amenity space	AH	To use for affordable housing purposes within the district	District	Prior to occupation	Y	N	£52,980.00	£948.00	RH		£52,948.00	£52,948.00	05-May-16	£0.00	2016/17								Apr-24				£0.00	£52,948.00			
2015	Complete	Land adj Lime Tree Cottages, Tiptree Road, Great Brasted	Great Totham	Great Brasted	26-Oct-15	S106	15/01018/PUL & 14/01221/PUL	Enabling development proposal for the erection of 14 dwellings, new access, village green and associated amenity space		Rebuilding Boundary wall	on site	Prior to Commencement	Y	N					£52,948.00	£52,948.00		£0.00																	
2015	Complete	Land adj Lime Tree Cottages, Tiptree Road, Great Brasted	Great Totham	Great Brasted	26-Oct-15	S106	15/01018/PUL & 14/01221/PUL	Enabling development proposal for the erection of 14 dwellings, new access, village green and associated amenity space		Wall works	on site	to be completed within 2 years of completion of the immediate enabling works and within 3 years of completion wall works	Y	N								£0.00																	
2015	Monitor for trigger	Pennyfold House/Lawns Farm, Plains Road, Great Totham	Great Totham	Great Totham	05-Nov-15	S106	14/00887/PUL	Demolition of existing barn and erection of a new single dwelling including new access onto Plains Road and change of use of land to residential (Use Class C3) (Landscape to and equalisation of dwelling agreement under reference 13/00072/PUL onto adjacent plot(s))	Restriction	To restrict the Land	on site	No trigger	Y	N								£141,548.00																	
2016	Awaiting identification of project	Land at Southminster Road, Burnham-on-Crouch (Land opposite Chapel) (Matthew Home)	Burnham On Crouch North	Burnham North	24-Mar-16	U0	14/00845/DUT	Up to 80 dwellings, land for the provision of a local shop (Use A1) and ancillary infrastructure, open space and access.	Health	Health care services to serve the development within Burnham on Crouch	Burnham On Crouch North	Prior to Occupation	Y	N	£26,340.00	£3,939.16	RH		£28,679.16	£28,679.16	15/06/2020, 12/6/21	£282,558.17	2020/21																
2016	Monitor for trigger	Land at Southminster Road, Burnham-on-Crouch	Burnham On Crouch North	Burnham North	24-Mar-16	U0	14/00845/DUT	Up to 80 dwellings, land for the provision of a local shop (Use A1) and ancillary infrastructure, open space and access.	Cycle/Roadway	Pedestrian/cycle link	on site	Prior to occupation of 50% of the dwellings Pedestrian and Cycle Link will be constructed	Y	N								£180,208.75																	
2016	Complete	Land at Southminster Road, Burnham-on-Crouch	Burnham On Crouch North	Burnham North	24-Mar-16	U0	14/00845/DUT	Up to 80 dwellings, land for the provision of a local shop (Use A1) and ancillary infrastructure, open space and access.	Open Space	To be used by general public	on site	Approving the scheme prior to commencement, prior to occupation of 50% of the dwellings on any phase of development, open space to be located on that phase, prior to occupation of 75% of the dwellings, open space management entity to be transferred	Y	N								£0.00																	
2016	Complete	Land at Southminster Road, Burnham-on-Crouch	Burnham On Crouch North	Burnham North	24-Mar-16	U0	14/00845/DUT	Up to 80 dwellings, land for the provision of a local shop (Use A1) and ancillary infrastructure, open space and access.	AH	To meet housing needs	on site	Prior to occupation of 75% market housing units on any phase of development, 75% AH will be constructed and transferred to Registered Provider. Prior to occupation of 95% NH all of AH located and Phase of development	Y	N								-£42,313.34																	
2015	Complete	Poultry House, Land at Spital Road, Malden	Malden West	Malden West	29-Jun-15	S106	14/00723/DUT	Outline application for seven dwellings	AH	To meet housing needs within the District	District	Prior to commencement	Y	N	£61,000.00	£496.00	RH		£61,496.00	£61,496.00	16-Feb-16	£0.00	2015/16			2021/22	2022/23	2023/24	2024/25	Various		£496.00	£39,939.12	£16,302.63	£2,063.85				
2017	Complete	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of 84 dwellings, with associated public open space and infrastructure.	Monitoring	Monitoring of the obligations pursuant to this agreement	on site	Prior to commencement	Y	N	£4,364.00				£4,364.00	£4,364.00	21-Feb-18	£0.00	2017/18																
2017	Awaiting identification of project	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of up to 100 dwellings, with associated public open space and infrastructure.	Health	Capital expenditure to provide new medical health facilities to improve and/or increase the provision (or capacity) of existing medical health care facilities to serve the North Heybridge Garden Suburb	North Heybridge	Prior to occupation of 65th market dwelling	Y	N	£32,480.00	£2,332.80			£34,712.80	£34,712.80	13-Feb-20	£0.00	2015/20																
2017	Monitor	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of up to 100 dwellings, with associated public open space and infrastructure.	Open Space	Provision and maintenance of open space	on site	Prior to commencement, submit Open space land plan and open space specification, the open space management plan and details of the management company to the council for approval, Prior to occupation of 80% of the dwellings Open space land has physically not out on site	Y	N								£0.00																	
2017	Complete	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of up to 100 dwellings, with associated public open space and infrastructure.	Open Space (Allotment)	Allotments Contribution towards the provision of allotment gardens within the area of the North Heybridge Garden Suburb	North Heybridge	Prior to occupation of 65th market dwelling	Y	N																									
2017	Complete	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of up to 100 dwellings, with associated public open space and infrastructure.	Open Space (LEAPS&LEAPS)	LEAPS and LEAPS contribution to worth the provision of all of NEAPS and LEAPS within the area of the North Heybridge Garden Suburb	North Heybridge	Prior to occupation of 65th market dwelling	Y	N																									
2017	Complete	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of up to 100 dwellings, with associated public open space and infrastructure.	Open Space (SU05)	Amenity Areas to be utilised as amenity areas in accordance of the agreement	North Heybridge	Prior to commencement, submit Open space land plan and Open space specification, the open space management plan and details of the management company to the council for approval, Prior to occupation of 80% of the dwellings Open space land has physically been put in	Y	N								£0.00																	
2017	Complete	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of up to 100 dwellings, with associated public open space and infrastructure.	Open Space (SU05)	Provision of SU05	on site	SU05 Management Scheme to be approved prior to commencement, SU05 certification prior to occupation	Y	N								£175,208.00																	
2017	Complete	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of up to 100 dwellings, with associated public open space and infrastructure.	Youth Facilities	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	Within Heybridge	Prior to occupation of 65th market dwelling	Y	N																									
2017	Complete	52(a) Land North of Holloway Road, Heybridge, Essex	Heybridge West	Heybridge West	27-Apr-17	S106	14/00990/DUT	Outline planning application with all matters reserved other than access for a residential development of 84 dwellings, with associated public open space and infrastructure.	AH	To meet housing needs	on site	Prior to occupation of 50% market dwelling, 50% affordable housing will be provided prior to occupation, 100% affordable housing to be provided prior to occupation of 50% market dwelling	Y	N								£0.00																	
2016	Complete	52(a) Land South Of Wyke Hill And Limebrook Way	Malden West	Malden West	01-Dec-16	S106	14/01103/DUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes E1, E2 and B8 use), a local centre (Use Classes A1-A3, B1A, C2, C3, D3 and D2 use), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	Monitoring	Monitoring and reviewing compliance with this deed	on site	Upon commencement of development	Y	N	£11,550.00					£11,550.00	01-May-20	£0.00	2020/21																
2016	Awaiting identification of project	52(a) Land South Of Wyke Hill And Limebrook Way	Malden West	Malden West	01-Dec-16	S106	14/01103/DUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes E1, E2 and B8 use), a local centre (Use Classes A1-A3, B1A, C2, C3, D3 and D2 use), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	Health	Health Care Facilities Contribution - improvements to health care facilities within the vicinity of the site including the improvements of Longfield Medical Centre and Backwater Medical Centre or such other facilities	Malden West	Prior to first occupation of 1500s residential unit	Y	N	£329,160.00	£60,687.30								£0.00	2022/23														
2016	Monitor	52(a) Land South Of Wyke Hill And Limebrook Way	Malden West	Malden West	01-Dec-16	S106	14/01103/DUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes E1, E2 and B8 use), a local centre (Use Classes A1-A3, B1A, C2, C3, D3 and D2 use), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	Misc	Arrangements for the on going management and maintenance of the development	on site	Deaf brief - Prior to first occupation of a residential unit	Y	N								£132,678.60																	

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Year	Status	Site Address	Ward	Parish	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposed set out in the Planning Approval	Code for Purpose	Clause Details	Settlement/Area where Funds to be spent	Details of the Trigger	MWD Council V/N	County Council V/N	Total Estimated Cost (£)	Amount given towards project (£)	Type of Infrastructure	LAP Payment Included	Ancillary Costs with Main plan e.g. new roads	Reserved Amount	Name of Applicant	Outstanding Amount - £	Outstanding Amount - % of total cost	Planned Year(s) of Spend	Planned Year(s) of Spend	Planned Year(s) of Spend	Planned Year(s) of Spend	Planned Year(s) of Spend	Planned Year(s) of Spend	Planned Year(s) of Spend		
2016	Complete	12[a] Land South Of Wyckhe Hill And Linsbrook Way	Malden West	Malden West	01-Dec-18	S106	14/T01103/DOUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes B1, B2 and B8 uses), a local centre (Use Classes A1-A5, B1A, C2, C3, D1 and D2 uses), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	Misc.	Connection Strategy - To facilitate the connection of the east and west area	on site	Prior to or concurrently with first Reserved Matter application for approval of connection strategy, owner of western site will implement the Connection Strategy from the date of first occupation on the western site	Y	N									£0.00									
2016	Complete	12[a] Land South Of Wyckhe Hill And Linsbrook Way	Malden West	Malden West	01-Dec-18	S106	14/T01103/DOUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes B1, B2 and B8 uses), a local centre (Use Classes A1-A5, B1A, C2, C3, D1 and D2 uses), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	Open Space (Allotment)	Provision of Allotment land on site	on site	Transfer Allotment to LMO prior to completion of the final residential unit in the phase of residential development adjacent to the Allotment Site	Y	N									£8.00									
2016	Complete	12[a] Land South Of Wyckhe Hill And Linsbrook Way	Malden West	Malden West	01-Dec-18	S106	14/T01103/DOUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes B1, B2 and B8 uses), a local centre (Use Classes A1-A5, B1A, C2, C3, D1 and D2 uses), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	Open Space (LEAP&NEAPS)	LAP, LEAP and NEAP on site	Malden west	Part of Reserved Matter Application - Prior to implementation of the phase in which the LAP LEAP or NEAP is to be included, details to be submitted and approved	Y	N									£11,788.00									
2016	Monitor for trigger	12[a] Land South Of Wyckhe Hill And Linsbrook Way	Malden West	Malden West	01-Dec-18	S106	14/T01103/DOUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes B1, B2 and B8 uses), a local centre (Use Classes A1-A5, B1A, C2, C3, D1 and D2 uses), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	Sports	To meet the needs of Green Infrastructure	on site	Prior to first occupation of the 300 th residential units to the west of the Malden Wick Nature Reserve	Y	N									£0.00									
2016	Project commenced	12[a] Land South Of Wyckhe Hill And Linsbrook Way	Malden West	Malden West	01-Dec-18	S106	14/T01103/DOUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes B1, B2 and B8 uses), a local centre (Use Classes A1-A5, B1A, C2, C3, D1 and D2 uses), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	Youth Facilities	Provision of the youth facilities within and/or in the vicinity of the development	South Malden	50% Prior to first occupation of a residential unit, remaining 50% prior to first occupation of the 250th residential unit	Y	N	£341,687.00	£87,954.70							£7,096,121	£8.00	2022/23				2024/25		£30,000.00	
																		£621,021.70	£621,021.70													
2016	Monitor for trigger	12[a] Land South Of Wyckhe Hill And Linsbrook Way	Malden West	Malden West	01-Dec-18	S106	14/T01103/DOUT	Outline application for up to 1000 dwellings, an employment area of 1.4 hectares (Use Classes B1, B2 and B8 uses), a local centre (Use Classes A1-A5, B1A, C2, C3, D1 and D2 uses), a primary school, two early years and childcare facilities, general amenity areas and formal open space including allotments, sports playing fields, landscaping, sustainable drainage measures including landscaped storage basins and SuDs features, vehicle access onto the existing highway network and associated infrastructure.	AH	To meet housing needs	on site	Complete 50% AH prior to occupation of 60% Market Link in respect of each phase. Complete 100% AH prior to occupation of 90% market units	Y	N									£0.00									
2014	Awaiting identification of project	12[g] Land off Park Drive Malden East	Malden East	Malden East	01-Oct-14	U0	14/00581/FUL	Erection of 131 dwellings with access from Park Drive, associated internal access roads, cycle way/footpaths, garaging, parking, open space and landscaping.	Health	Health Care Contribution - To expand existing, or provide new general practitioner medical surgeries that serve or will serve the resident within the development	Malden East	Prior to occupation of the first dwelling	Y	N	£43,080.00		CY		£43,080.00	£43,080.00			16-May-16	£0.00	2016/17							
2014	Awaiting identification of project	12[g] Land off Park Drive Malden East	Malden East	Malden East	01-Oct-14	U0	14/00581/FUL	Erection of 131 dwellings with access from Park Drive, associated internal access roads, cycle way/footpaths, garaging, parking, open space and landscaping.	Open Space (LEAP&NEAPS)	Improvement and enhancement of local equipped area (LEAP) in Promenade Park in Malden	Malden East	Prior to occupation of 50% of the dwellings	Y	N	£32,000.00	£80.00	CY		£32,890.00	£32,890.00			02-Nov-17	£0.00	2016/17		2016/19	2024/25	2018	£32,000.00		
2014	Complete	12[g] Land off Park Drive Malden East	Malden East	Malden East	01-Oct-14	U0	14/00581/FUL	Erection of 131 dwellings with access from Park Drive, associated internal access roads, cycle way/footpaths, garaging, parking, open space and landscaping.	AH	To meet housing needs	on site	Prior to occupation of 50% of market dwellings	Y	N									£0.00									
2018	Monitor	Stow Martin Aerodrome, Hackmans Lane, Purleigh	Purleigh	Purleigh	10-Apr-18	U0 - LBC Agreements	14/00610/PLN	Very the conditions set out in the grant of planning permission (09/000250)/FUL Change of use to B1 use)	LBC	Forming a committee	on site	No trigger	Y	N									£0.00									
2016	Awaiting identification of project	Theadshams Farm, Steple Road, Southminster, Essex CM0 7BD	Southminster	Southminster	07-Jul-16	U0	14/00613/DOUT	Creation of a new Northern bypass/Link Road. Conversion of Steple Road to a cul-de-sac. Residential development of approx. 3 hectares, for 94 houses in total, including 28 affordable houses, and all associated works. The provision of new Public Open Space. The allocation of 0.275 hectares of land reserved for the provision of a medical centre.	Health	Provision of health care projects within the GP catchment area of southminster	Southminster	Deposit prior to occupation	Y	N	£31,000.00								£11,000.00	£31,000.00	£0.00	2016/20						
2016	Complete	Theadshams Farm, Steple Road, Southminster, Essex CM0 7BD	Southminster	Southminster	07-Jul-16	U0	14/00613/out	Creation of a new Northern bypass/Link Road. Conversion of Steple Road to a cul-de-sac. Residential development of approx. 3 hectares, for 94 houses in total, including 28 affordable houses, and all associated works. The provision of new Public Open Space. The allocation of 0.275 hectares of land reserved for the provision of a medical centre.	Health (Medical centre)	Provision of healthcare facilities within the parish of Southminster	Southminster	Reserved matter application to include the location of medical centre, obtain PP prior to commencement	Y	N									£0.00									

## APPENDIX 1 Appendix B

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Year	Status	Site Address	Ward	Purish	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposed as set out in the Planning Application	Code for Purpose	Clause Details	Settlement/Area where Funds to be spent	Details of the Trigger	District Council (Y/N)	County Council (Y/N)	Total Employment (2020)	Matured Investment (2020)	Type of Indicators	Levy Payment Interval	Average rate with Information & Services	Method of Assessment	Cost of Program	Outstanding Amount - £100k or less	Outstanding Amount - £100k or more	Financial Year	Financial Year Spent prior to 2021/22	Financial Year Spent post 2021/22	Financial Year Spent prior to 2022/23	Financial Year Spent post 2022/23	Financial Year Spent prior to 2023/24	Financial Year Spent post 2023/24	Financial Year Spent prior to 2024/25	Financial Year Spent post 2024/25	Data the fund was used	2021/22 Spend	2022/23 Spend	2023/24 Spend	2024/25 Spend	2025/26 Spend			
2016	Complete	Theodams Farm, Steple Road, Southminster, Essex CM8 7BD	Southminster	Southminster	07-Jul-16	OU	14/D0611/out	Creation of a new Northern Epping/Link Road. Conversion of Steple Road to a cul-de-sac. Residential development of approx. 3 hectares, for 94 houses in total, including 28 affordable houses, and all associated works. The provision of new Public Open Space. The allocation of 0.275 hectares of land reserved for the provision of a medical centre.	Open Space	Provide recreational and amenity facility for members of the public.	on site	Prior to commencement. At the time of submission of the reserved matters the open space specification and management plan for approval. Prior to occupation of 35% of the market dwellings open space will be physically set out.	Y	N									£0.00																		
2016	Complete	Theodams Farm, Steple Road, Southminster, Essex CM8 7BD	Southminster	Southminster	07-Jul-16	OU	14/D0611/out	Creation of a new Northern Epping/Link Road. Conversion of Steple Road to a cul-de-sac. Residential development of approx. 3 hectares, for 94 houses in total, including 28 affordable houses, and all associated works. The provision of new Public Open Space. The allocation of 0.275 hectares of land reserved for the provision of a medical centre.	AH	To meet housing needs	on site	Prior to completing 80th market dwellings, affordable housing will be constructed and available for occupation	Y	N									£0.00																		
2015	Complete	Land Opposite Beach Green, Tythe Road, Wickham Bishops, Essex	Wickham Bishops and Woodham	Wickham Bishops	28-Nov-15	S106	15/01151/FUL	New access onto Wilton and Tythe Roads and the erection of 27 dwellings and associated estate road, footpaths, garages, car parking spaces, public open space, loud and surface water drainage and landscaping.	Open Space	Recreational and amenity facility for members of the public in perpetuity	on site	Approval sought prior to commencement, prior to 30% occupation of market housing and 50% Air. Provide appropriate areas of open space	Y	N									£0.00																		
2014	Complete	94 South Street Tillingham Essex CM0 7TH	Tillingham	Tillingham	31-Jan-14	S106	11/00945/Ful & 12/00832/OUT	Erection of 27 dwellings (including 9 Housing Association units) with associated garages, parking areas, gardens, access and amenity areas.	AH	To meet the housing needs	on site	Prior to construction of 12 of the market dwellings, AH will be constructed and available for occupation	Y	N									£0.00																		
2014	Complete	Land At Junction Of Malden Road Church Street Goldanger Essex	Telsham O'Arcy	Goldanger	30-Jul-14	OU	13/00839/FUL	Change of use of land and proposed development of 14no. 1,2,3 & 5 bedroom dwelling and access drive	AH	To meet housing needs within the District	District	Pay within 14 days of commencement	Y	N	£100,000.00	£1,921.56	BCL		£100,921.56		24-Sep-15	£0.00	2015/16	2021/22	2022/23	2023/24	2024/25	Various	#####	#####	£300.00	£2,114.77	£100,407.88								
2013	Complete	Otby's Garage, Silece and Crawford, Fairfield Chase, Malden Essex CM3 4AH	Malden North	Malden North	12-Dec-13	S106	13/00153/FUL	Erection of 29 later living Retirement Apartments and communal facilities with associated access car parking and landscaping (Division of existing buildings)	Open Space	To meet housing needs within the District	District	£40,000 prior to commencement, £40,000 prior to first occupation and £20,000 prior to 15th occupation	Y	N	£100,000.00	£1,871.80	RH		£101,871.80		22-Apr-16	£0.00	2016/17	2020/21	2021/22	2022/23	2023/24	2024/25	Various	#####	#####	£85,391.00	£6,000.00	£191.53							
2017	Expired permission	Land Opposite 34 Hall Road Great Totham Essex	Great Totham	Great Totham	16-Feb-17	OU	16/00285/out	Residential development of 10 houses	Open Space	Amenity land to be enjoyed by members of the public	on site	At the time of submission of the reserved matters, approved by MDC prior to commencement	Y	N									£0.00																		
2017	Expired permission	Land Opposite 34 Hall Road Great Totham Essex	Great Totham	Great Totham	16-Feb-17	OU	16/00288/out	Residential development of 30 houses	AH	To meet the housing needs	on site	Approved AH prior to commencement, prior to occupation of 5 Market dwellings, owners to entered into agreement with approved body, prior to occupation of 15 market dwellings. All built and ready for occupation	Y	N									£0.00																		
2017	Monitor for trigger	Globe Meadow Adjacent King Georges Field Pavilion Station Road Southminster Essex	Southminster	Southminster	15-May-17	S106	16/00105/out (see also 20/00102/RHS)	Outline planning application for the provision of up to 15 dwellings, provision of public open space and a new vehicular access from Viarage Court	Open Space	On site open space for public and amenity land	on site	Agree at the time of RMA and prior to commencement, prior to occupation of 80% dwellings. Amenity and open space have been physically set out	Y	N									£0.00																		
2017	Monitor for trigger	Globe Meadow Adjacent King Georges Field Pavilion Station Road Southminster Essex	Southminster	Southminster	15-May-17	S106	16/00102/inq (see also 20/00102/RHS)	Outline planning application for the provision of up to 15 dwellings, provision of public open space and a new vehicular access from Viarage Court	AH	To meet housing needs	on site	Prior to transfer or occupation the owner will enter into agreement with an approved body, prior to occupation of 15th market dwelling. All will be built and ready for occupation	Y	N									£0.00																		
2016	complete	Land North West Of Silkhase Farm Lower Chase Althorne Essex	Althorne	Althorne	21-Nov-16	OU	16/00055/Ful	Re-use of an Agricultural Workers Dwelling approved at H12/MMA/14/01000	Restriction	Prescribe use of the land	on site	Prior to commencement	Y	N									£0.00																		
2017	Expired permission	The Old Engine Shed Station Road Malden Essex CM3 4LQ	Malden North	Malden North	07-Feb-17	OU	15/01285/out	Outline planning application with all matters reserved for 30.No B1 office units and 20.No 2 bedroom apartments	AH	To meet housing needs	on site	AH scheme approved 3 months prior to commencement, prior to occupation of 40% market dwellings. AH will be built and ready for occupation	Y	N									£0.00																		
2017	Complete	Land West Of Bridgemans Green Latchingdon Essex	Althorne	Latchingdon	13-Oct-15	S106	15/00396/OUT	Erection 12 detached, semi-detached and terraced dwellings and flats, lay out parking, amenity areas, estate road, footpaths and landscaping	AH	To meet housing needs	on site	AH scheme to be approved at the time of submission of RMA and prior to commencement, entered into agreement with RFP prior to occupation of 5th market dwellings. Prior to occupation of 10th market dwellings the AH dwellings will be built and ready for occupation.	Y	N	£16,000.00	£7,634.21	RH		£24,234.21		31/07/21	£24,234.21	2022/24																		
2017	Monitoring for trigger	Land West Of Bridgemans Green Latchingdon Essex	Althorne	Latchingdon	12-Oct-15	S106	15/00396/OUT	Erection 12 detached, semi-detached and terraced dwellings and flats, lay out parking, amenity areas, estate road, footpaths and landscaping	Open Space	Recreational and amenity facility for members of the public in perpetuity and the play area	on site	At the time of submission of the reserved matters, approved by MDC prior to commencement, prior to occupation of 80% dwellings the Open space land will be physically set out on site	Y	N									£0.00																		
2017	Complete	Land East Of Malrose Cottage Maypole Road Wickham Bishops Essex	Wickham Bishops and Woodham	Wickham Bishops	19-Nov-15	OU	15/00267/OUT	Outline planning application with some matters reserved for the residential development of 14 dwellings, garages and associated works.	AH	To use for affordable housing contributions purposes	District	Identify RFP prior to commencement, Agree to transfer AH to RFP prior to commencement, prior to occupation of 5 Market dwellings. AH will be built and ready for occupation prior to occupation of 14 market dwellings, contribution to be made prior to occupation of 10th market dwelling	Y	N	£39,000.00	£5,810.00	BCL		£44,810.00		23/12/21	£0.00	2017/22																		
2013	Complete	Former Cafes Laboratories Remembrance Avenue Burnham On Crouch Essex CM8 8HA	Burnham On Crouch	Burnham South	05-Oct-13	OU	12/01562/Ful	Demolition of former Cafes Laboratory and construction of 7no. townhouses and 7no. detached houses. Change of use of land to residential	AH	To use for affordable housing contributions purposes	District	Prior to commencement	Y	N	£84,000.00	£2,188.00	RH		£86,188.00		05-May-16	£3,438,369.03	2016/17	2020/21		2022/23	2023/24	2024/25	Various	#####	£0.00	£45,351.25	£27,836.00	£0.75							
2015	Complete	Healdens Farm Grove Farm Road Telsham O'Arcy Essex CM9 8YF	Telsham O'Arcy	Telsham O'Arcy	18-Sep-15	S106	12/00611/FUL	Proposed upgrade of poultry unit including demolition of four existing poultry sheds, erection of five replacement poultry sheds, office and 1 service buildings with associated equipment.	Highways	Highways/repair	Telsham O'Arcy	Prior to commencement	Y	N	£20,000.00	£1,448.51	B15		£21,448.51		30-Aug-18	£0.00	2018/19			2022/23															
2013	Expired permission	Land At Junction Of Steple Road And M88 Road Mayland Essex	Mayland	Mayland	06-Oct-13	S106	12/01452/out	Application for 10 bed single storey nursing home for full elderly people in the later stages of dementia	Health	Provision of healthcare services to be used within GP catchment area of Mayland and Southminster	Mayland and Southminster	Prior to occupation	Y	N																											
2009	Complete	Land Off Tait Avenue Mayland Essex	Mayland	Mayland	06-Apr-09	S106	07/00638/Ful	Erection of 34nos 2, 3 and 4 bedroom houses with associated parking and access.	Open Space (Sports)	Provision of a sports and community centre play area equipment and public art within the Parish of Mayland	Mayland	Prior to occupation of 12th Market dwelling	Y	N	£85,375.00	£85,375.00					19-Jun-12	£0.00	2012/13			2005/06															
2009	Complete	Land Off Tait Avenue Mayland Essex	Mayland	Mayland	07-Apr-09	S106	07/00638/FUL	Erection of 34nos 2, 3 and 4 bedroom houses with associated parking and access.	AH	To meet housing needs	on site	Prior to occupation of 10th market dwelling. 5 AH will be built, ready for occupation and transferred to Landlord, remaining 5 AH units will be built and ready for occupation prior to occupation of 1st market dwelling	Y	N									£0.00																		
2017	Awaiting identification of project	1231 Land Between Chandlers And Creslake Lane Malden Road Burnham-On-Crouch Essex	Burnham North	Burnham on Crouch North	11-Aug-17	S106	14/00354/FUL	Application for full planning permission for 380 homes (including 20 bungalows), new vehicular access onto Malden Road, the spine road through the development, green space, and associated infrastructure. Outline planning permission with all matters reserved (except for access) is sought for a 150-60 bed care home, a nursery school, 1.4 hectares of RL, B1, B2 and B8 with 0.65 hectares of allotments.	Health	Provision of additional capacity at the health centre within Burnham on Crouch	Burnham on Crouch	£40,401 forty thousand and four hundred and eighty pounds) to be paid prior to 12th occupation, remaining £27,000 (Twenty seven Thousand pounds) to be paid prior to occupation of 100th dwelling	Y	N	£67,480.00	£4,274.29					15th July 2019 and 11th October 2021	£28,286.19	2015/20		2022/23																
2017	complete	1231 Land Between Chandlers And Creslake Lane Malden Road Burnham-On-Crouch Essex	Burnham North	Burnham on Crouch North	11-Aug-17	S106	14/00354/FUL	Application for full planning permission for 380 homes (including 20 bungalows), new vehicular access onto Malden Road, the spine road through the development, green space, and associated infrastructure. Outline planning permission with all matters reserved (except for access) is sought for a 150-60 bed care home, a nursery school, 1.4 hectares of RL, B2 and B8 with 0.65 hectares of allotments.	Open Space	Recreational and amenity land to be enjoyed by members of the public	on site	Prior to commencement Open Space Specification, management plan, SUDS specification, management plan and allotment specification to be submitted. Prior to occupation. Open space specification, management plan, SUDS specification, management plan and the Allotments specification to be approved, use agreement for full details	Y	N									£20,616.44																		

## APPENDIX 1 Appendix B

Year	Status	Site Address	Ward	Patch	Date of Agreement Type of Agreement	Main Planning Ref	Proposal as set out in the Planning Approval	Code for Purpose	Close Details	Settlement/Area where Funds to be spent	Details of the Trigger	District Council V/N	County Council V/N	Total Development Costs (£)	Other than housing (£)	Major open spaces Type of Allocation	Land Payment Method	Average Cost per unit (£) - includes 8% overheads	Revised Amount	Date of Payment	Outstanding Amount - £	Financial Year of Spend prior to 2021/22	Financial Year of Spend post 2021/22	Financial Year of Spend prior to 2021/22	Financial Year of Spend post 2021/22	Financial Year of Spend prior to 2021/22	Financial Year of Spend post 2021/22	Date the funds were spent
2017	Project commenced	1221 Land Between Chesham And Crockra Lane Maldon Road Burnham-On-Crouch Essex	Burnham North	Burnham on Crouch North	11-Aug-17	S106	14/00336/FUL	Application for full planning permission for 200 homes (including 20 bungalows), new vehicular access onto Maldon Road, the spine road through the development, green space, and associated infrastructure. Outline planning permission with all matters reserved (except for access) is sought for a 50-60 bed care home, a nursery school, 1.4 hectares of E1, E2 and E8 with 0.65 hectares of allotments.	Youth Facilities	Provision of recreational facilities and/or club/shedding facilities and/or towards access to other community facilities within the Parish or Burnham-on-crouch	Burnham on Crouch	Prior to occupation of 1000n dwelling	Y	N	£97,000.00	£3,536.82	All in RP		£107,036.82	£107,036.82	11/10/21	£547,231.46	2021/22					
2017	Complete	1221 Land Between Chesham And Crockra Lane Maldon Road Burnham-On-Crouch Essex	Burnham North	Burnham on Crouch North	11-Aug-17	S106	14/00336/FUL	Application for full planning permission for 200 homes (including 20 bungalows), new vehicular access onto Maldon Road, the spine road through the development, green space, and associated infrastructure. Outline planning permission with all matters reserved (except for access) is sought for a 50-60 bed care home, a nursery school, 1.4 hectares of E1, E2 and E8 with 0.65 hectares of allotments.	AH	To meet housing needs	on site	Approve Affordable housing scheme prior to occupation. Prior to occupation of 60th Market dwelling. An on plot 50-67 will be completed and offered for transfer to RP prior to occupation of 100th market dwelling, remaining AH units will complete and offered for transfer to RP	Y	N							02.00							
2013	Awaiting identification of project	Southminster West Business Park Souths Hill Southminster Essex	Southminster	Southminster	12-Jun-13	S106	12/00437/out	Erect detached, semi-detached and terraced dwellings and flats and associated garages, lay out parking, amenity areas, estate roads, footpaths and landscaping	Cycle/Footway	Provision of pedestrian linkages between northern boundary of site to south hill down marked A on the plan and eastern boundary of the site to the public open space to the east as shown marked B on the plan	on site	Prior to commencement	Y	N	£16,000.00		not applied				23-Jan-14	02.00	2014/15			2017	£3,288.14	
2013	complete	Southminster West Business Park Souths Hill Southminster Essex	Southminster	Southminster	12-Jun-13	S106	12/00437/out	Erect detached, semi-detached and terraced dwellings and flats and associated garages, lay out parking, amenity areas, estate roads, footpaths and landscaping	Open Space [LEAPS&MPS]	Off site play space	Southminster	Prior to commencement	Y	N	£44,000.00		not applied				29-Jan-14	02.00	2014/15			2014/15		£44,000.00
2013	Awaiting identification of project	Southminster West Business Park Souths Hill Southminster Essex	Southminster	Southminster	12-Jun-13	S106	12/00437/out	Erect detached, semi-detached and terraced dwellings and flats and associated garages, lay out parking, amenity areas, estate roads, footpaths and landscaping	Health	Provision of healthcare projects within the GP catchment area of southminster	Southminster	Prior to occupation	Y	N	£33,000.00	£790.00	RPI				23-Sep-15	02.00	2017/16			2017/16		£30,000.48
2013	Complete	Southminster West Business Park Souths Hill Southminster Essex	Southminster	Southminster	11-Jun-13	S106	12/00437/out	Erect detached, semi-detached and terraced dwellings and flats and associated garages, lay out parking, amenity areas, estate roads, footpaths and landscaping	AH	To meet housing needs	on site	Approved AH at the time of submission of RMA and prior to commencement. Prior to completing 50 market dwelling to commence constructing AH dwellings, prior to completing 60 market dwelling the AH units will be built and ready for occupation	Y	N							£600,000.00							
2013	Complete	Southminster West Business Park Souths Hill Southminster Essex	Southminster	Southminster	12-Jun-13	S106	12/00437/out	Erect detached, semi-detached and terraced dwellings and flats and associated garages, lay out parking, amenity areas, estate roads, footpaths and landscaping	Open Space	Recreational and amenity land to be enjoyed by members of the public	on site	At the time of RMA to be submitted for approval and prior to commencement, prior to occupation open space land has been physically set out	Y	N							02.00							
2006	Complete	Heybridge Hall Chelot Site Half Road Heybridge Essex CM5 8NQ	Heybridge East	Heybridge East	21-Dec-06	S106	06/00482/FUL	Redevelopment of The Chelot Site for 124 dwellings. Public open space, landscaping, new highways and associated ancillary development.	AH	To meet housing needs	on site	7 AH to be provided and transferred to Most Homes or other RP. Prior to occupation of 40 Market Dwellings, 17 AH dwellings to be provided and transferred prior to 60 market dwellings or prior to 29-Feb-2009 whichever is the later	Y	N							£3,000.00							
2005	Complete	Heybridge Hall Chelot Site Half Road Heybridge Essex CM5 8NQ	Heybridge East	Heybridge East	21-Dec-06	S106	06/00482/FUL	Redevelopment of The Chelot Site for 124 dwellings. Public open space, landscaping, new highways and associated ancillary development.	Ecology	Management Works and Management plan for Heybridge Hall Lake habitats and species of nature conservation interest	Heybridge	To commence work no later than 30 September 2009	Y	N							02.00							
2005	Complete	Heybridge Hall Chelot Site Half Road Heybridge Essex CM5 8NQ	Heybridge East	Heybridge East	21-Dec-06	S106	06/00482/FUL	Redevelopment of The Chelot Site for 124 dwellings. Public open space, landscaping, new highways and associated ancillary development.	New Island	To create new opportunity for coastal birds within heybridge hall lake	Heybridge	To commence work no later than 30 September 2008	Y	N							02.00							
2002	Complete	84 - 88 Cross Road Malden Town Malden Essex	Malden South	Malden South	04-Oct-02	S106	02/00595/FUL	Erect 4 houses and 12 flats, form new drive access onto Cross Road and lay out parking and amenity areas	AH	To meet housing needs	on site	No trigger	Y	N							02.00							
2002	Complete	7 Purdy And Son Builders Yard Square The Heybridge Malden Essex	Heybridge West	Heybridge West	12-Feb-04	S106	02/01033/FUL	Erection of 17 dwellings with associated car parking	Open Space	Improvement of the publicly owned land at Elizabeth Way Heybridge or other similar publicly owned lands in the locality of the site	Heybridge	Prior to occupation	Y	N	£10,000.00						unknown	02.00	2004/05				£10,000.00	
2002	Complete	7 Purdy And Son Builders Yard Square The Heybridge Malden Essex	Heybridge West	Heybridge West	12-Feb-04	S106	02/01033/FUL	Erection of 17 dwellings with associated car parking	AH	To meet housing needs	on site	Prior to occupation	Y	N							£10,000.00							
1994	Complete	Elms Farm, Land South Of Holloway Road Heybridge Malden Essex	Heybridge West	Heybridge	07-Feb-94	S106	92/00703/out	Development of land for residential and open space use together with extension of Maldon by-pass, site access and site contouring associated with development	Open Spaces	Sport and recreation	on site	1. Transfer public open space area 1 (POS 1) prior to occupation of 1000n dwelling or the second anniversary of the operative date whichever event or date be the sooner. 2. Transfer Public open space (POS2) within three years of operative date. 3. Transfer public open space incorporate into open site, (POS 3) within 3 years of operative date	Y	N	£13,440.00						18/09/09	02.00	2009/10				£13,440.00	
1994	Complete	Elms Farm, Land South Of Holloway Road Heybridge Malden Essex	Heybridge West	Heybridge	07-Feb-94	S106	92/00703/out	Development of land for residential and open space use together with extension of Maldon by-pass, site access and site contouring associated with development	AH	To meet housing needs	on site	Prior to occupation of 1000n dwelling	Y	N							02.00							
1994	Complete	Elms Farm, Land South Of Holloway Road Heybridge Malden Essex	Heybridge West	Heybridge	07-Feb-94	S106	92/00703/out	Development of land for residential and open space use together with extension of Maldon by-pass, site access and site contouring associated with development	Community Centre	Use by the general public	Heybridge	Within 18 Months of the operative date	Y	N							02.00							
1997	Complete	Land South Of Queen Street Southminster Essex	Southminster	Southminster	23-Apr-97	S106	96/00655/out	Proposed development comprising housing (including affordable housing 1.3 acres) business park public open space and associated highway works	AH	To meet the housing needs	Southminster	Prior to occupation of 51st dwelling	Y	N							02.00							
1997	Complete	Land South Of Queen Street Southminster Essex	Southminster	Southminster	23-Apr-97	S106	96/00655/out	Proposed development comprising housing (including affordable housing 1.3 acres) business park public open space and associated highway works	Open Space	To provide recreational amenity and facility	Southminster	Within 18 months of commencement	Y	N							02.00							
2012	Complete	Cub House 36 Glen Crescent Malden Essex CM5 6HS	Malden North	Malden North	14-Dec-12	UD	12/00687/FUL	2no. wheelchair accessible single storey two bed semi-detached dwellings	Restriction	Information on commencement	on site	No trigger	Y	N							02.00							
2012	Complete	Rudley Oaks Chelmsford Road Purleigh Essex CM3 6QP	Purleigh	Purleigh	31-Oct-12	UD	12/00525/FUL & 13/00733/FUL	Two detached 3 bedroomed chalet style dwellings with garage and change of use of land to residential	Restriction	Use of commercial building	on site	No trigger	Y	N							02.00							
2014	Complete	Land Adjacent 47 Station Road Taffsbury Essex	Taffsbury O'Acry	Taffsbury West	07-Jan-14	S106	11/00739/FUL	Erection of 10 dwellings for 100% affordable housing including parking and associated landscaping	Restriction	Provision of affordable housing	on site	No trigger	Y	N							02.00							
2010	Complete	2 - 18 Maldon Road Goldhanger Essex CM5 8BA	Taffsbury O'Acry	Goldhanger	16-Mar-11	S106	10/00951/FUL	Demolition of 6 existing houses. Construction of 17 two and three bedroom houses with parking and landscaping	Restriction	To meet housing needs	on site	No trigger	Y	N							02.00							
2008	Complete	Southminster West Business Park Souths Hill Southminster Essex	Southminster	Southminster	05-Mar-08	S106	07/00851/FUL	Install railway and construct 11 No. residential units	Restriction	Use of Business units	on site	No trigger	Y	N							02.00							
2006	Complete	Site Of Charter House 82 - 108 Wards Road Malden Essex CM3 5DT	Malden East	Malden East	20-Jul-06	UD	06/00548/FUL & 07/00811/FUL	Demolition of disused accommodation complex and erection of twenty two flats	AH	To meet housing needs	on site	Prior to Occupation	Y	N							02.00							
2007	Complete	Quent Moton 127 - 129 High Street Malden Essex CM5 5BS	Malden West	Malden North	14-Mar-07	UD	04/00941/FUL	56 residential units comprising 441 bed apartments within existing building, 562 bed houses, 1043 bed town houses, 1341 bed apartments, 1462 bed apartments and 2040 bed apartments; 1 new class A1 retail unit, 1 new class A2/1A retail unit and one new class A2/A2/1A feature retail unit; change of use of existing showroom to 2 class A1 retail units including new shopfront	AH	To meet housing needs	on site	No trigger	Y	N							02.00							
2006	Complete	Land Adjacent Margate Chelmsford Road North Farnbridge Malden Essex CM5 0UJ	Purleigh	North Farnbridge	25-Feb-06	UD	04/00739/OUT	Erect terrace of three cottages to provide affordable housing and form access onto Chelmsford Road	AH	To meet housing needs	on site	No trigger	Y	N							£1,000.00							
2005	Complete	18 Spital Road Malden Essex CM5 6BS	Malden West	Malden North	15-Feb-05	S106	04/00626/FUL	Redevelopment of the existing site for the erection of 14 sheltered apartments plus house managers accommodation with associated car parking and landscaping	AH	Funding the provision of any affordable housing within the area of the Malden District	Malden	Prior commencement	Y	N	£221,423.81		RH		£221,423.81	£221,424.81	Unknown	02.00	2005/06				£221,424.81	



## APPENDIX 1 Appendix B

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Year	Status	Site Address	Ward	Parish	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposed as set out in the Planning Approval	Code for Purpose	Closure Details	Settlement/Area where funds to be spent	Details of the Trigger	District Council (%)	County Council (%)	Total Assigned Amount (£)	Outstanding Amount (£)	Information Amount	Type of Info-Gate	Last Payment Received	Ammount due with Information & Interest	Received Amount	Date of Payment	Outstanding Amount (£) by end of FY2020/21	Principal Year payments made	Principal Yearly Spend per £200k	Principal Yearly Spend per £200k	Principal Yearly Spend per £200k	Principal Yearly Spend per £200k	Principal Yearly Spend per £200k	Principal Yearly Spend per £200k	Principal Yearly Spend per £200k			
1997	Complete	Land Off Victoria Road Cold Norton Malden Essex	Purleigh	Cold Norton	29-Jan-97	S106	96/00501/FUL	Residential development comprising 12 detached houses and three elderly person bungalows 4	Open Space	Provision of green land	on site	Prior to occupation	Y	N																				
2002	Complete	Forge Garage 2 D'Arcy Road Tulsehoe Knights Essex	Tulsehoe D'Arcy	Tulsehoe Knights	07-Nov-02	S106	06/00045/OUT	Proposed residential development	Restriction	Use of the development	on site	No trigger	Y	N																				
1998	Complete	Land West Of The Drive Mayland Chelmsford Essex CM3 6GT	Mayland	Mayland	23-Apr-98	S106	96/00389/OUT	Erection of 25 detached houses (in conjunction with payment of committed sum) change of use of land for informal recreation/landscaping and land for formal recreation and dedication	Parking	Provision of community hall car park	Mayland	Prior to disposal of the Red Land or occupation of any dwelling, whichever shall first occur	Y	N	£200,000.00					£200,000.00	£200,000.00	05/02/19	£0.00	2018/19								£200,000.00		
1998	Complete	Land West Of The Drive Mayland Chelmsford Essex CM3 6GT	Mayland	Mayland	22-Apr-98	S106	96/00389/OUT	Erection of 25 detached houses (in conjunction with payment of committed sum) change of use of land for informal recreation/landscaping and land for formal recreation and dedication	Open Space	Provision of green land	on site	Prior to commencement	Y	N																				
1998	Complete	Land West Of The Drive Mayland Chelmsford Essex CM3 6GT	Mayland	Mayland	22-Apr-98	S106	96/00389/OUT	Erection of 25 detached houses (in conjunction with payment of committed sum) change of use of land for informal recreation/landscaping and land for formal recreation and dedication	Open Space	Provision of landscaped Yellow Land	Mayland	First available season following commencement of the development	Y	N																				£182,219.80
2000	Complete	Malden Works And Land Adjacent Maldon Road Litchingham Chelmsford Essex	Allthorne	Mundon	19-Jun-00	S106	96/00944/FUL	Construction of estate roads and provision of landscaping and use of land for industrial/business purposes	Highways	Estate Roads	on site	Prior to commencement	Y	N																				
2000	Complete	Malden Works And Land Adjacent Maldon Road Litchingham Chelmsford Essex	Allthorne	Mundon	19-Jun-00	S106	96/00944/FUL	Construction of estate roads and provision of landscaping and use of land for industrial/business purposes	Open Space	Landscaping	on site	Following the commencement of the development	Y	N																				
2001	Complete	St Lawrence Caravan Park Main Road St Lawrence Southminster Essex CM3 7LS	St Lawrence	St Lawrence	15-Nov-01	S106	96/00113/OUT	Proposed residential development replacement workshop/landservice and community centre with recreational amenity land	Highways	Highways agreement	on site	Prior to occupation	Y	N																				
2001	Complete	St Lawrence Caravan Park Main Road St Lawrence Southminster Essex CM3 7LS	St Lawrence	St Lawrence	15-Nov-01	S106	96/00113/OUT	Proposed residential development replacement workshop/landservice and community centre with recreational amenity land	Restriction	Use of the development	on site	No trigger	Y	N																				
1994	Complete	Site Of 22 Marsh Road Tilgham Southminster Essex CM3 7JZ	Tilgham	Tilgham	16-Mar-94	S106	96/00008/FUL & 95/00302/OUT	Erection of five two bedroom and four three bedroom dwellings	Restriction	Planning conditions	on site	No trigger	Y	N																				
2001	Complete	16 South Street Tilgham Southminster Essex CM3 7TH	Tilgham	Tilgham	17-Jul-01	S106	01/00313/FUL	Proposed detached dwelling house and garage	Highways	Footpath	on site	Prior to occupation	Y	N																				
2000	Complete	Glebe Woodham Road Stow Maries Chelmsford Essex CM3 6SA	Purleigh	Stow Maries	01-Jan-00	S106	95/00486/FUL	Proposed vehicular crossing	Highways	Visibility Splay	on site	Prior to commencement	Y	N																				
2001	Complete	R/O The Queens Head P.H., Maldon Road Bradwell-on Sea Southminster Essex	Bradwell-on-Sea	Bradwell-on-Sea	19-Jun-01	S106	00/00003/FUL	Proposed residential development of 7 no. detached houses and garages	Highways	One way traffic order	on site	No trigger	Y	N																				
2000	Complete	Hall Farm 5 Church Street Goldberger Malden Essex CM3 BA5	Talshurst D'Arcy	Goldberger	16-Mar-00	S106	95/00644/FUL	Erection of nine residential dwellings including new access road and associated highway works and alterations to the existing access to Hall Farm	Highways	Highways improvement work	on site	No trigger	Y	N																				
2000	Complete	Hall Farm 5 Church Street Goldberger Malden Essex CM3 BA5	Talshurst D'Arcy	Goldberger	16-Mar-00	S106	95/00644/FUL	Erection of nine residential dwellings including new access road and associated highway works and alterations to the existing access to Hall Farm	Open Space	Landscape and woodland scheme	on site	No trigger	Y	N																				
1993	Complete	Mungepp Farm Mungepp Chase Burnham-On-Crouch Essex CM8 8QD	Burnham On Crouch North	Burnham North	07-Aug-93	S106	93/00544/FUL	Extension of railway track creation of storage yard and change of use of trees buildings	Restriction	Use of the development	on site	No trigger	Y	N																				
	Complete	43 - 45 High Street Malden Essex CM3 5FF	Malden North	Malden North	09-Jun-13	UJ	12/00009/FUL	Change of use of premises from retail use (A1) into a public house (PA). Alterations to existing building, including formation of an internal mezzanine floor to accommodate electric provision of mechanical equipment; new hold in brick shaft to rear elevation; erection of 2m high fence; application of film to windows as indicated on drawings; infill of 2 no. existing windows to rear elevation; re-opening of arched doorway to front elevation and insertion of timber door in same; and various internal alterations as indicated on the drawings.	Misc	Employment scheme	on site	Prior to commencement	Y	N																				
1997	Complete	33 - 49 Market Hill Malden Essex	Malden North	Malden North	20-Mar-92	S106	95/00422/FUL	Demolition of existing studio flat garage and car ports. Erection of one and two bedroom dwellings with car parking, conversion of 2 existing flats to a single unit. Improve highway access. Provision of landscaped public open space. Revised details of infill unit adjacent to Hill flats.	Open space	Green land for public use	Malden North	Within 12 months of the completion of the first sales of a new unit	Y	N																				
1994	Complete	21 Market Hill Malden Essex CM3 8PZ	Malden North	Malden North	16-Nov-94	S106	94/00216/PP	Alterations to dwelling	Open Space	Regular Maintenance of certain trees	on site	No trigger	Y	N																				
1993	Complete	36 High Street Malden Essex CM3 5PN	Malden North	Malden North	16-Aug-93	S106	95/01021/FUL	New ground and first floor extension to rear of existing unit. Raising out works	Parking	Improvement and enlargement of car parking facilities	Malden North	No trigger	Y	N	£20,000.00					£20,000.00	£20,000.00		£0.00	1990/91								£20,000.00		
1993	Complete	18-19 Edwards Walk Malden Essex CM3 5PS	Malden West	Malden	18-Jun-93	S106	91/00136/FUL	Demolish covered way at rear of White Horse public house and erect two storey building	Parking	Improvement and/or enlargement of the said car parking facilities	Malden West	Prior to commencement	Y	N	£1,000.00					£1,000.00	£1,000.00		£0.00	1990/91									£1,000.00	
2000	Complete	Retal Units 9, C And D 63 High Street Malden Essex CM3 5EP	Malden North	Malden North	23-Dec-00	S106	05/00894/FUL	Change of use of former retail units to self contained housing	Restriction	Use of the development	on site	No trigger	Y	N																				
1992	Complete	Site Adjacent 14 Farnbridge Road Malden Essex	Malden South	Malden South	10-Feb-92	S106	92/00170/FUL	Demolition of existing brick outbuilding and construction of 3 story office building	Parking	Provision of further carparking facilities	Malden South	Prior to occupation	Y	N	£80,000.00					£80,000.00	£80,000.00		£0.00	1992/93									£80,000.00	
1996	Complete	Land Adjacent The Old Iron Works Fullbridge Malden Essex CM3 4LE	Malden North	Malden North	17-Feb-96	S106	96/00330/FUL	Erection of motorist's centre for sale and fitting of tyre exhausts brakes and other fast fit motorist repairs plus formation of 27 car parking spaces on adjacent land	Parking	Provision of Parking facilities	on site	Prior to commencement	Y	N																				
1992	Complete	Salit Marshes Church Road North Farnbridge Essex	Purleigh	North Farnbridge	23-Dec-92	S106	91/00929/FUL	Installation of barrier to protect marsh from erosion	Monitoring Environment	Monitoring the environmental impact of the development	on site	On demand	Y	N																				
1993	Complete	West Wick Marina Ltd (Salit Marshes) Church Road North Farnbridge Chelmsford Essex CM3 6LP	Purleigh	North Farnbridge	11-Nov-93	S106	92/00464/FUL	Proposed pathway within bound and alterations to south-east corner in meeting	Monitoring Environment	Monitoring impact of the development	on site	Within 14 days of demand	Y	N																				
1992	Complete	Old Gas Work Site High Street Malden Essex	Malden North	Malden North	24-Dec-92	S106	92/00309/FUL	Residential development of 18 houses and flats	Parking	Available for use by the public	Malden North	Prior to commencement	Y	N																				£200,000.00
1992	Complete	Old Gas Work Site High Street Malden Essex	Malden North	Malden North	25-Dec-92	S106	92/00309/FUL	Residential development of 18 houses and flats	Highways	Access road and paths	Malden North	Prior to commencement	Y	N																				£0.00
2017	Complete	Land On The East Side Hoozleigh Hall Lane Woodham Mortimer Essex	Woodham Mortimer	Woodham Mortimer	23-Feb-17	S106	17/00130/FUL	Erection of general purpose agricultural building to Vineyard (demolished proposal)	Restriction	Use of the development	on site	No trigger	Y	N																				£0.00
2001	Complete	Reversible House Farnbridge Road North Farnbridge Chelmsford Essex CM3 6NT	Purleigh	North Farnbridge	25-Feb-01	S106	01/00637/FUL	Proposed conversion of previously approved garage into granny annex	Restriction	Use of the development	on site	No trigger	Y	N																				£0.00
2014	Complete	Stow Maries Aerodrome, Hackmans Lane, Purleigh, Essex CM3 6BN	Purleigh	Purleigh	03-Dec-14	UBC Agreement 44	14/00783/HNA		UBC	Provides UBC	on site	No trigger	Y	N																				£0.00
1993	Complete	Gumery Court, Spital Road, Malden	Malden		29-Oct-93	S106	94AL/134/89		Restriction	Very agreement dated 27/12/1989	on site	No trigger	Y	N																				£0.00
2018	Complete	The Rect Southminster Road, Ashildham Essex CM3 7DZ	Tilgham	Ashildham	24-Jun-18	S106	18/00095/FUL & 17/00123/FUL	Erection of new bungalow and change of use of land to C3	Revocation	Revised planning permission	on site		Y	N																				£0.00
2018	Complete	Stow Maries Great War Aerodrome, Hackmans Lane, Purleigh, Essex CM3 6BN	Purleigh	Cold Norton	31-Oct-18	S106	18/00014/FUL	Variation of condition 18 & 14 on approved planning permission FUL/NAAL/09/00240 (Re-instatement of airfield and erection of 2no. aircraft hangars to match former buildings on site)	Monitoring	Monitoring the performance of the obligations pursuant to this agreement	on site	Within 28 days of the issue of a planning consent	Y	N																				
2018	Complete	Stow Maries Great War Aerodrome, Hackmans Lane, Purleigh, Essex CM3 6BN	Purleigh	Cold Norton	31-Oct-18	S106	18/00014/FUL	Variation of conditions 18 & 14 on approved planning permission FUL/NAAL/09/00240 (Re-instatement of airfield and erection of 2no. aircraft hangars to match former buildings on site)	MAACC	Forming a committee	on site	On going	Y	N																				£0.00

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Year	Status	Site Address	Ward	Patch	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposal as set out in the Planning Approval	Code for Purpose	Clause Details	Settlement/Area where funds to be spent	Details of the Trigger	District Council V/N	County Council V/N	Total Assigned Amount	Information Received	Type of Indicator	Last Payment Date	Average Cost per Unit of Information & Research	Allocated Amount	Date of Payment	Outstanding Amount - i.e. amount left to be paid in full by the end of the financial year	Outstanding Amount - i.e. amount left to be paid in full by the end of the financial year	Financial Year of Spend prior to 2020/21	Financial Year of Spend prior to 2021/22	Financial Year of Spend prior to 2022/23	Financial Year of Spend prior to 2023/24	Financial Year of Spend prior to 2024/25	Date the fund was spent	2020/21 spend	2021/22 spend	2022/23 spend	2023/24 spend	2024/25 spend	
2019	Complete	Land North Of Latchingdon Bowls Club, Burnham Road, Latchingdon Essex	Athorne	Latchingdon	24-Jan-19	S106	14/007293/U/LA	Full planning application for (1) the development of 41 homes, amenity space and a revised vehicular access from the Burnham Road, and (2) a new village hall and associated infrastructure, (no change is proposed to the existing village hall access)	Monitoring	Monitoring of the obligations pursuant to this agreement	on site	Prior to commencement	Y	N	£2,270.00				£2,270.00	£2,270.00		31/01/22	£0.00	2022/22											
2019	Monitor for trigger	Land North Of Latchingdon Bowls Club, Burnham Road, Latchingdon Essex	Athorne	Latchingdon	24-Jan-19	S106	14/007293/U/LA	Full planning application for (1) the development of 41 homes, amenity space and a revised vehicular access from the Burnham Road, and (2) a new village hall and associated infrastructure, (no change is proposed to the existing village hall access)	Open Space	Provision of open space	on site	Prior to the occupation of the first dwelling the management plan and spec. Must be laid out prior to the occupation of the 3rd dwelling.	Y	N								£0.00													
2019	Monitor for trigger	Land North Of Latchingdon Bowls Club, Burnham Road, Latchingdon Essex	Athorne	Latchingdon	24-Jan-19	S106	14/007293/U/LA	Full planning application for (1) the development of 41 homes, amenity space and a revised vehicular access from the Burnham Road, and (2) a new village hall and associated infrastructure, (no change is proposed to the existing village hall access)	Sports Pitches	Sports pitches upgrade	Latchingdon	Prior to occupation of any dwellings	Y	N								£0.00													
2019	Monitor for trigger	Land North Of Latchingdon Bowls Club, Burnham Road, Latchingdon Essex	Athorne	Latchingdon	24-Jan-19	S106	16/007293/U/LA	Full planning application for (1) the development of 41 homes, amenity space and a revised vehicular access from the Burnham Road, and (2) a new village hall and associated infrastructure, (no change is proposed to the existing village hall access)	Open Space (SUDS)	Surface water drainage system	on site	Prior to the occupation of the first dwelling & prior to occupation of 3rd dwelling.	Y	N								£16,560.00													
2019	Monitor for trigger	Land North Of Latchingdon Bowls Club, Burnham Road, Latchingdon Essex	Athorne	Latchingdon	24-Jan-19	S106	14/007293/U/LA	Full planning application for (1) the development of 41 homes, amenity space and a revised vehicular access from the Burnham Road, and (2) a new village hall and associated infrastructure, (no change is proposed to the existing village hall access)	Village Hall	Village hall redevelopment	Latchingdon	Prior to occupation of any dwellings	Y	N								£0.00													
2019	Monitor for trigger	Land North Of Latchingdon Bowls Club, Burnham Road, Latchingdon Essex	Athorne	Latchingdon	24-Jan-19	S106	14/007293/U/LA	Full planning application for (1) the development of 41 homes, amenity space and a revised vehicular access from the Burnham Road, and (2) a new village hall and associated infrastructure, (no change is proposed to the existing village hall access)	AH	To meet housing needs for the acquisition of affordable housing within the District	District	AH Scheme prior to occupation, committed sum prior to occupation of 1st market dwellings	Y	N	£47,200.00			£47,200.00				£0.00													
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch (phase 1)	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 Nos. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 1 No.55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Age Restriction	To prevent persons under the age of 55 from occupying identified accommodation	on site		Y	N								£0.00													
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch (phase 1)	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 Nos. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 1 No.55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	AH	To meet housing needs	on site	AH Scheme	Y	N	£0.00							£0.00													
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch (phase 1)	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 Nos. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 1 No.55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Open Space	Provision of local open space	On site	Commence planting no later than the season following the first occupation of a dwelling.	Y	N	£0.00							£0.00													
2019	Complete	Land North West of 2 Malden Road Burnham on Crouch (phase 1)	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 Nos. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 1 No.55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Employment	Submit a strategy for employment on the site. Jobs to be advertised in Burnham for a week then the District then wider. 4 training jobs on the site.	on site	When the first jobs are advertised.	Y	N	£0.00																				
2019	Complete	Land North West of 2 Malden Road Burnham on Crouch (phase 1)	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 Nos. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 1 No.55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Marketing	Submit a marketing strategy for the sale of the dwellings - 3 months within the district and a monthly schedule of sales to be sent to the Council.	on site	When the strategy is implemented	Y	N	£0.00																				
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, (phase 1)	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 Nos. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 1 No.55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Endowment provision	To support the local network	on site	The details of the bid/tender to be agreed in writing by the Council prior to the occupation of the 80th Open Market Dwelling.	Y	N	£0.00							£0.00													
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, (phase 1)	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 Nos. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 1 No.55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Health	Provision of a medical facility as per the planning permission shall be built.	Burnham on Crouch	On site at a time in writing with the LPA must be determined prior to the occupation of the first unit.	Y	N	£0.00							£0.00													

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Year	Status	Site Address	Ward	Parish	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposal as set out in the Planning Approval	Code for Purpose	Clause Details	Settlement/Area where funds to be spent	Details of the Trigger	District Council (Y/N)	County Council (Y/N)	Total Allocated (£000's)	Local Authority Contribution (£000's)	Malden District Contribution (£000's)	Type of Indicator	Last Payment Received (£000's)	A commitment with information & consent	Relevant Account	Date of Payment	Outstanding Amount (£000's)	Outstanding Amount - £100k or less (£000's)	Financial Year of Spend prior to 2020/21	Financial Year of Spend prior to 2021/22	Financial Year of Spend prior to 2022/23	Financial Year of Spend prior to 2023/24	Financial Year of Spend prior to 2024/25	Financial Year of Spend prior to 2025/26	Date the fund was spent	2020/21 Spent	2021/22 Spent	2022/23 Spent	2023/24 Spent	2024/25 Spent			
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Health	The medical practitioner must be available between 9 and 5 in personity.	Burnham on Crouch	When the medical facility is open	Y	N		£0.00								£0.00															
2019	Monitor	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Health	Financial contribution for the use of hospital or community health care facilities within the District of Malden	Malden District	Prior to the occupation of the first dwelling	Y	N	£61,666.00	£29,742.79	RPN		£25,000.00					£0.00															
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Health	Financial contribution for the use of general practitioner services within the area of Burnham	Burnham on Crouch	To be paid within 28 days of a written request by the Council within 5 yrs of completion in the event that the local GP surgeries are impacted by the development	Y	N	£61,666.00		RPN		£61,666.00				£0.00																
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Highways	A scheme shall be submitted for the construction of a footpath to the S1010 from the site. Construction of a footway on the south side of the S1010. Construction of 2 bus stops within and adjacent to the site.	Burnham on Crouch	There isn't one in the agreement.	Y	N																									
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Local Housing	To address a local housing need		All homes to be available for Malden residents for a three month period subject to a marketing strategy to be agreed with the Council prior to the commencement of the sales.	Y	N									£0.00																
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Medical centre	Health care facilities to serve the development with a general practitioner	on site	The medical centre to be completed and operational on a date to be agreed in writing and no market dwelling to be occupied until the opening date has been agreed with the Council.	Y	N									£0.00																
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Non-adopted Cycle Paths and Footways	To complement existing network	on site	Complete prior to the 9th Market dwelling and maintained in perpetuity thereafter.	Y	N									£0.00																
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Open Space	LAP	on site	LAP to be provided within the site prior to the occupation of the 80th open Market dwelling and maintained in perpetuity thereafter.	Y	N									£0.00																
2019	Monitor for trigger	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers apartments over, medical centre (GP, dental, optician, and dispensing chemicals), and construct single-storey office and Maintenance Buildings.	Open Space (Allotment)	Provision of Allotment land on site	on site	Allotments to be provided in their local community locations prior to the occupation of 70% of the dwellings in that community and maintained in perpetuity thereafter.	Y	N									£0.00																
2019	Monitor	Land North West of 2 Malden Road Burnham on Crouch, [Phase 1]	Burnham On Crouch North	Burnham North	30-Aug-19	S106	18/00443/DUT	Retirement community consisting of 103 No. one, two and three-bedroom bungalows, 1 No.70 bedroom two-storey care home building and 2 No. 55 bedroom two-storey assisted living apartment building including affordable housing. Ancillary community centre, shops with B&Q, key workers	RAMs	Mitigation of effect of development on local and regional wildlife sites	N/A RAMs payment	Prior to occupation	Y	N		£0.00																							

## APPENDIX 1 Appendix B

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Year	Status	Site Address	Ward	Parish	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposed as set out in the Planning Application	Code for Purpose	Clause Details	Settlement/Area where Funds to be spent	Details of the Trigger	District Council (Y/N)	County Council (Y/N)	Total development cost (£m)	Infrastructure element cost (£m)	Type of Infrastructure	Local Payment Scheme Ltd?	A commitment with infrastructure & services	Matched Amount	Cost of Payment	Outstanding Amount - £m (to include any payments made)	Forward Rec'd Spent per 2022/23	Forward Rec'd Spent per 2023/24	Forward Rec'd Spent per 2024/25	Forward Rec'd Spent per 2025/26	Forward Rec'd Spent per 2026/27	Date the funded work starts	2022/23 Spent	2023/24 Spent	2024/25 Spent	2025/26 Spent	2026/27 Spent				
2019	Monitor for trigger	Site 21(a) Land at Broad Street Green Road, Maypole Road and Langford Road, Heybridge/Totham	Heybridge	Heybridge	14-Oct-19	S106	19/00741/DOUT and [15/00419]/out	Part outline/part detailed (hybrid) application for mixed use development including: (i) Residential development (Use Class C3) for up to 1136 dwellings including 30% as affordable housing (Outline) (ii) Residential Care for up to 120 beds (Outline) [(iii) "Neighbourhood" uses which may include retail, commercial, and community uses (Use Classes A1 and/or A2 and/or A3 and/or A4 and/or A5 and/or D1a and/or D1b) (Outline), (iv) Primary school and early years children facility (Use Class D1a) (Outline), (v) A relief road between Broad Street Green Road and Langford Road (Detailed element) (vi) Formal and informal open space (including any associated sports pavilion/cubhouse) (Use Class D2a) (Outline), (vi) Construction of initial gas and electricity sub-stations (Detailed), and landscaping, parking, servicing, utilities (other than as listed in item (vi) above), footpath and cycle links, on-site drainage, and infrastructure works (Outline).	Open space (LEAPS/BNEAPS)	Shall provide a LEAP and NEAP and transfer to either a LMO, SMC or an alternative body	on site	To be provided as per an agreed phasing plan.	Y	N										£0.00													
2019	Monitor for trigger	Site 21(a) Land at Broad Street Green Road, Maypole Road and Langford Road, Heybridge/Totham	Heybridge	Heybridge	14-Oct-19	S106	19/00741/DOUT and [15/00419]/out	Part outline/part detailed (hybrid) application for mixed use development including: (i) Residential development (Use Class C3) for up to 1136 dwellings including 30% as affordable housing (Outline) (ii) Residential Care for up to 120 beds (Outline) [(iii) "Neighbourhood" uses which may include retail, commercial, and community uses (Use Classes A1 and/or A2 and/or A3 and/or A4 and/or A5 and/or D1a and/or D1b) (Outline), (iv) Primary school and early years children facility (Use Class D1a) (Outline), (v) A relief road between Broad Street Green Road and Langford Road (Detailed element) (vi) Formal and informal open space (including any associated sports pavilion/cubhouse) (Use Class D2a) (Outline), (vi) Construction of initial gas and electricity sub-stations (Detailed), and landscaping, parking, servicing, utilities (other than as listed in item (vi) above), footpath and cycle links, on-site drainage, and infrastructure works (Outline).	Sports Pitches	To provide 3 11 wide pitches, 2 rugby pitches, 2 mini soccer pitches and changing facilities - transfer to a LMO, or SMC or nominated rep for a c.f.	on site	Prior to the phase in which the sports facilities are in the developer will submit details and carry out the construction as per the approval.	Y	N										£0.00													
2019	complete	Site 21(a) Land at Broad Street Green Road, Maypole Road and Langford Road, Heybridge/Totham	Heybridge	Heybridge	14-Oct-19	S106	19/00741/DOUT and [15/00419]/out	Part outline/part detailed (hybrid) application for mixed use development including: (i) Residential development (Use Class C3) for up to 1136 dwellings including 30% as affordable housing (Outline) (ii) Residential Care for up to 120 beds (Outline) [(iii) "Neighbourhood" uses which may include retail, commercial, and community uses (Use Classes A1 and/or A2 and/or A3 and/or A4 and/or A5 and/or D1a and/or D1b) (Outline), (iv) Primary school and early years children facility (Use Class D1a) (Outline), (v) A relief road between Broad Street Green Road and Langford Road (Detailed element) (vi) Formal and informal open space (including any associated sports pavilion/cubhouse) (Use Class D2a) (Outline), (vi) Construction of initial gas and electricity sub-stations (Detailed), and landscaping, parking, servicing, utilities (other than as listed in item (vi) above), footpath and cycle links, on-site drainage, and infrastructure works (Outline).	Open Space (SUDS)	Submit a scheme for a LMO to manage and administer SUDS, green and blue infrastructure on the site	on site	Prior to the occupation of the first residential unit	Y	N										£0.00													
2019	Monitor for trigger	Site 21(a) Land at Broad Street Green Road, Maypole Road and Langford Road, Heybridge/Totham	Heybridge	Heybridge	14-Oct-19	S106	19/00741/DOUT and [15/00419]/out	Part outline/part detailed (hybrid) application for mixed use development including: (i) Residential development (Use Class C3) for up to 1136 dwellings including 30% as affordable housing (Outline) (ii) Residential Care for up to 120 beds (Outline) [(iii) "Neighbourhood" uses which may include retail, commercial, and community uses (Use Classes A1 and/or A2 and/or A3 and/or A4 and/or A5 and/or D1a and/or D1b) (Outline), (iv) Primary school and early years children facility (Use Class D1a) (Outline), (v) A relief road between Broad Street Green Road and Langford Road (Detailed element) (vi) Formal and informal open space (including any associated sports pavilion/cubhouse) (Use Class D2a) (Outline), (vi) Construction of initial gas and electricity sub-stations (Detailed), and landscaping, parking, servicing, utilities (other than as listed in item (vi) above), footpath and cycle links, on-site drainage, and infrastructure works (Outline).	Youth Facilities	The developer shall provide the youth facilities in accordance with specifications and triggers set out in the phasing plan and transfer them to a LMO (need to refer back to the S106 on this one because there is a cost cap of £560,425.00	on site	Triggers will be in line with the phasing plan which will be approved in RM. Site to be transferred to either a LMO, or an alternative body	Y	N										£0.00													
2020	Complete	Site 21(a) Marsh Road, Burnham	Burnham On Crouch North	Burnham North	08-Dec-20	S106	<a href="#">AS01/2024/PA</a>	Residential development comprising the construction of 80 residential dwellings (Use Class C3), public open space, landscaping and associated infrastructure.	RAMS	Payment of RAMs	on site	Prior to the occupation of the first residential unit	Y	N	£11,361.00					£11,361.00		£11,361.00	£11,361.00	07/06/21	£0.00	2022/23		2023/24		31/05/23				£11,361.00			
2020	Awaiting identification of project	Site 21(a) Marsh Road, Burnham	Burnham On Crouch North	Burnham North	08-Dec-20	S106	<a href="#">AS01/2024/PA</a>	Residential development comprising the construction of 80 residential dwellings (Use Class C3), public open space, landscaping and associated infrastructure.	Health	Health contribution	on site	Prior to the occupation of the first residential unit	Y	N	£34,065.00					£34,065.00		£34,065.00	£34,065.00	07/06/21	£0.00	2022/23											
2020	Complete	Site 21(a) Marsh Road, Burnham	Burnham On Crouch North	Burnham North	08-Dec-20	S106	<a href="#">AS01/2024/PA</a>	Residential development comprising the construction of 80 residential dwellings (Use Class C3), public open space, landscaping and associated infrastructure.	Open Space	To provide local open space	on site	Prior to commencement submit a maintenance plan and no later than the 1st planting season after the 1st occupation beyond the final open space. Either appoint a LMO or manage the site in perpetuity.	Y	N									£0.00														
2020	Complete	Site 21(a) Marsh Road, Burnham	Burnham On Crouch North	Burnham North	08-Dec-20	S106	<a href="#">AS01/2024/PA</a>	Residential development comprising the construction of 80 residential dwellings (Use Class C3), public open space, landscaping and associated infrastructure.	AH	To provide 30 affordable housing units on the site.	on site	Not to permit 50% of the open market housing to be occupied before 50% of the affordable housing has been completed and not more than 80% of the open market housing before the affordable housing has been completed	Y	N								-£1.00															
2020	Monitor for trigger	Site 21(a) Land between Chandlers and Creech Lane, Malden Road, Burnham-on-Crouch	Burnham On Crouch North	Burnham North	21-Aug-20	S106	<a href="#">AS01/21/PA</a>	Erection of 36 dwellings, with associated off-street parking, public open space and landscaping (this is an additional number of houses to the main planning permission for this allocated site)	AH	Not less than 14 dwellings for affordable housing to be provided.	on site	Prior to commencement a plan for the affordable housing will be submitted. Not to complete 50% occupancy of the market dwellings before the AH housing is completed and have been transferred.	Y	N									£0.00														
2020	Complete	Site 21(a) Land between Chandlers and Creech Lane, Malden Road, Burnham-on-Crouch	Burnham On Crouch North	Burnham North	21-Aug-20	S106	<a href="#">AS01/21/PA</a>	Erection of 36 dwellings, with associated off-street parking, public open space and landscaping (this is an additional number of houses to the main planning permission for this allocated site)	AH	To pay a contribution equivalent to 0.4 of an affordable house to make up the contribution	on site	Not to complete 50% occupancy of the market dwellings before the AH housing is completed and have been transferred and the payment made.	Y	N	£60,800.00	£3,648.00	NH		£64,448.00		£64,448.00		24/06/23	£0.00	2023/23				2024/23	Apr-24					£64,448.00		



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Year	Status	Site Address	Ward	Patch	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposal as set out in the Planning Application	Code for Purpose	Clause Details	Settlement/Area where Funds to be spent	Details of the Trigger	District Council (Y/N)	County Council (Y/N)	Total Allocated (£000s)	Actual Spend (£000s)	Moderate Intensity	Typical Intensity	Low Intensity	Average per unit value added & shared infrastructure & services	Allocated Amount	Date of Payment	Outstanding Amount (£000s)	Financial Year of Expenditure	Financial Year of Expenditure	Financial Year of Expenditure	Financial Year of Expenditure	Financial Year of Expenditure	Financial Year of Expenditure	Financial Year of Expenditure	Financial Year of Expenditure	Financial Year of Expenditure		
2020	Monitor for trigger	Site 2(i) Land between Chandlers and Creekease Lane, Maldon Road, Burnham on Crouch	Burnham On Crouch North	Burnham North	21-Aug-20	S106	<a href="#">A1004718/PLA</a>	Erection of 36 dwellings, with associated off-street parking, public open space and landscaping (this is an additional number of houses to the main planning permission for this allocated site)	Open Space	To provide open space on the site.	on site	Prior to commencement submit and have approved an open space maintenance plan. Layout for open space to the first planting season following the occupation of a (first) dwelling.	Y	N									£0.00											
2020	Complete	Site 2(ii) Land between Chandlers and Creekease Lane, Maldon Road, Burnham on Crouch	Burnham On Crouch North	Burnham North	21-Aug-20	S106	<a href="#">A1004719/PLA</a>	Erection of 36 dwellings, with associated off-street parking, public open space and landscaping (this is an additional number of houses to the main planning permission for this allocated site)	Monitoring	To pay a monitoring fee	On site	Prior to commencement	Y	N	£350.00					£350.00	£350.00	24/10/23	£0.00	2022/23										
2020	Complete	Site 2(iii) Land between Chandlers and Creekease Lane, Maldon Road, Burnham on Crouch	Burnham On Crouch North	Burnham North	21-Aug-20	S106	<a href="#">A1004719/PLA</a>	Erection of 36 dwellings, with associated off-street parking, public open space and landscaping (this is an additional number of houses to the main planning permission for this allocated site)	RAMs	To pay a contribution of £4,320.32 plus education comprising £125.37 per Dwelling	Maldon District	prior to occupation of the first dwelling.	Y	N	£4,320.32	£271.31	RPN			£4,791.71	£4,791.71	24/10/22	£0.00	2022/23			2023/24			31/05/25		£4,791.71		
2021	Monitor for trigger	Tillingham Hall Farm, North Street, Tillingham, Essex	Tillingham	Tillingham	09-Mar-21	S106	<a href="#">A1004730/OUG</a>	Demolition of redundant agricultural buildings and erection of up to 24 No. residential dwellings with access.	Monitoring	Monitoring of the obligations pursuant to this agreement	on site	Sum Paid prior to commencement.	Y	N	£300.00					£300.00				£0.00										
2021	Monitor for trigger	Tillingham Hall Farm, North Street, Tillingham, Essex	Tillingham	Tillingham	09-Mar-21	S106	<a href="#">A1004730/OUG</a>	Demolition of redundant agricultural buildings and erection of up to 24 No. residential dwellings with access.	RAMs	To pay a contribution of £122.30 per dwelling (x24)	N/A RAMS payment	prior to occupation of the first dwelling.	Y	N																				
2021	Monitor for trigger	Tillingham Hall Farm, North Street, Tillingham, Essex	Tillingham	Tillingham	09-Mar-21	S106	<a href="#">A1004730/OUG</a>	Demolition of redundant agricultural buildings and erection of up to 24 No. residential dwellings with access.	AH	To provide 6 dwellings as affordable housing.	on site	No commencement without agreement of the Affordable Housing Scheme, thereafter no completion of the last open market dwelling without all the AH units being constructed and transferred	Y	N									£0.00											
2021	Monitor for trigger	Land at Hall Road, Great Tatham CM8 8NN	Great Tatham	Great Tatham	25-Aug-21	U1	<a href="#">A1004738/PLA</a>	The erection of 36 market and affordable units and comprehensive Landscaping accessed from the existing Hall Road access to the site	AH	To provide on site 40% AH comprised of 4 x 1 bed 2 person flats; 6 x 2 bed 4 person houses; and 2 x 3 bed 5 person houses	Y	Prior to the Commencement of Development to submit the Affordable Housing Scheme to the Council; Not to Commence the Development until the Council has approved the Affordable Housing Scheme in writing; Not to Occupy more than 5 of the Market Dwellings until the Scheme has entered into an agreement with an Approved Body for the transfer of the Affordable Housing; Not to Occupy more than 15 of the Market Dwellings unless and until such time as the Affordable Housing Dwellings have been:	Y	N							£0.00													
2021	Monitor for trigger	Land at Hall Road, Great Tatham CM8 8NN	Great Tatham	Great Tatham	25-Aug-21	U1	<a href="#">A1004738/PLA</a>	The erection of 36 market and affordable units and comprehensive Landscaping accessed from the existing Hall Road access to the site	Open Space	To provide Open Space on the site.	Y	5. Constructed and are available for Occupation Prior to the commencement the Amenity Areas Specification and the Amenity Areas Management Plan shall be submitted, amended as required and approved in writing. Not more than 50% market houses shall be occupied until the Amenity Areas shall have been provided in accordance with the approved Amenity Areas Specification. To maintain the amenity areas according to the AA Specification and not before the expiration of one year from the date of issue of the Amenity Areas Certificate to transfer the Amenity Areas to the Management Company	Y	N							£0.00													
2021	Complete	Land west of Farnbridge Road, North Farnbridge [additional 12 dwellings]	Furleigh	North Farnbridge	16-Nov-21	S106	<a href="#">A1005094/PLA</a>	Erection of 12 dwellings	AH	To provide 1 dwellings on site 3 rented and 2 shared ownership	Y	There doesn't appear to be one in the agreement	Y	N																				
2021	Complete	Land east of Farnbridge Road, North Farnbridge [additional 12 dwellings]	Furleigh	North Farnbridge	16-Nov-21	S106	<a href="#">A1005094/PLA</a>	Erection of 12 dwellings	Monitoring	To pay monitoring fee of £300 on commencement	Y	On commencement of development	Y	N	£350.00					£350.00	£350.00	24/10/23	£0.00	2023/24										
2022	Complete	Land on the north-west side of Woodroffe Road, Telfordbury	Telfordbury	Telfordbury	05-Sep-22	S106	<a href="#">A1007070/PLA</a>	The erection of 25 specialist housing units for older people	Travel Plan	Provision of a travel plan to be approved by ECC and then implemented	Y	Prior to occupation	Y	N																				
2022	Monitor for trigger	Land on the north-west side of Woodroffe Road, Telfordbury	Telfordbury	Telfordbury	05-Sep-22	S106	<a href="#">A1007070/PLA</a>	The erection of 25 specialist housing units for older people	Open Space	Lay out and maintain the open space	Y	See details in the notes section	Y	N																				
2022	Complete	Land on the north-west side of Woodroffe Road, Telfordbury	Telfordbury	Telfordbury	05-Sep-22	S106	<a href="#">A1007070/PLA</a>	The erection of 25 specialist housing units for older people	Misc	Provide an off-site drainage strategy and implement.	Y	Prior to commencement for the provision of the strategy and implement prior to occupation	Y	N																				
2022	Monitor for trigger	Land on the north-west side of Woodroffe Road, Telfordbury	Telfordbury	Telfordbury	05-Sep-22	S106	<a href="#">A1007070/PLA</a>	The erection of 25 specialist housing units for older people	AH	4 shared equity and 8 affordable rented propertiesTo release properties as per the market strategyTo pay a fee over/upon a shared equity sale goes through after the first sale.	Y	See details in the notes section	Y	N																				
2022	Monitor for trigger	Land on the north-west side of Woodroffe Road, Telfordbury	Telfordbury	Telfordbury	05-Sep-22	S106	<a href="#">A1007070/PLA</a>	The erection of 25 specialist housing units for older people	Health	To pay a health contribution for the benefit of Telfordbury within the District of Maldon	Telfordbury	Prior to occupation	Y	N	£10,810.00					£10,810.00				£10,810.00										
2022	Monitor for trigger	Land North West of 2 Maldon Road, Burnham on Crouch <a href="#">[show 1]</a>	Burnham On Crouch North	Burnham on Crouch North	21-Mar-22	S106	<a href="#">A1006079/OUG/AM</a>	Outline application to extend approved retirement community to north and east including additional affordable housing : erect 132No. one, two and three-bedroom bungalows, 100No. one, two and three-bedroom apartments in two-storey buildings, . and erect single-storey ancillary multi-use community building.	AH	To provide the affordable housing as per an agreed scheme.	on site	Prior to commencement a scheme to be agreed. No more than 35% of open market housing shall be occupied prior to completion of the affordable housing.	Y	N	£0.00	£0.00				£10,810.00														
2022	Monitor for trigger	Land North West of 2 Maldon Road, Burnham on Crouch <a href="#">[show 1]</a>	Burnham On Crouch North	Burnham on Crouch North	21-Mar-22	S106	<a href="#">A1006079/OUG/AM</a>	Outline application to extend approved retirement community to north and east including additional affordable housing : erect 132No. one, two and three-bedroom bungalows, 100No. one, two and three-bedroom apartments in two-storey buildings, . and erect single-storey ancillary multi-use community building.	Cycle/footway	Cycle club scheme		Prior to commencement submit details. Prior to occupation provide literature, electric charging points and Electric Bike. For 3 years every 6 months report to the council on the scheme.	Y	N	£0.00	£0.00																		
2022	Monitor for trigger	Land North West of 2 Maldon Road, Burnham on Crouch <a href="#">[show 2]</a>	Burnham On Crouch North	Burnham on Crouch North	21-Mar-22	S106	<a href="#">A1006079/OUG/AM</a>	Outline application to extend approved retirement community to north and east including additional affordable housing : erect 132No. one, two and three-bedroom bungalows, 100No. one, two, and three-bedroom apartments in two-storey buildings, . and erect single-storey ancillary multi-use community building.	Open Space	Provision of local open space	on site	Submit a scheme. Layout in the 1st planting season after occupation of a dwelling, issue a completion cert, against a management Co 9 months after.	Y	N	£0.00	£0.00																		
2022	Monitor for trigger	Land North West Of 2 Maldon Road Burnham on Crouch <a href="#">[show 2]</a>	Burnham On Crouch North	Burnham on Crouch North	21-Mar-22	S106	<a href="#">A1006079/OUG/AM</a>	Outline application to extend approved retirement community to north and east including additional affordable housing : erect 132No. one, two and three-bedroom bungalows, 100No. one, two, and three-bedroom apartments in two-storey buildings, . and erect single-storey ancillary multi-use community building.	Health	To pay a health contribution for the benefit of the District of Maldon	Within the District	Prior to the occupation of any dwelling.	Y	N	£114,370.00		RPN				£114,370.00													
2023	Monitor for trigger	Land North West of 2 Maldon Road, Burnham on Crouch <a href="#">[show 3]</a>	Burnham on Crouch North	Burnham on Crouch North	25-Aug-23	S106	<a href="#">A1006897/OUG</a>	Outline Application with all Matters of Detail Reserved for Future Determination (Except for Layout and Means of Access to the Site) to Extend Approved Retirement Community to North and East including Additional Affordable Housing: Erect 203 Dwellings Comprising 148No. One, Two and Three-Bedroom Bungalows, 50No. One, Two, and Three-Bedroom Apartments in Two-Storey Buildings.	Health	To pay a health contribution for use of primary healthcare services within the District of Maldon	Within the District	Prior to the occupation of the first dwelling	Y	N	£100,790.00		RPN				£100,790.00													
2023	Monitor for trigger	Land North West of 2 Maldon Road, Burnham on Crouch <a href="#">[show 3]</a>	Burnham on Crouch North	Burnham on Crouch North	25-Aug-23	S106	<a href="#">A1006897/OUG</a>	Outline Application with all Matters of Detail Reserved for Future Determination (Except for Layout and Means of Access to the Site) to Extend Approved Retirement Community to North and East including Additional Affordable Housing: Erect 203 Dwellings Comprising 148No. One, Two and Three-Bedroom Bungalows, 50No. One, Two, and Three-Bedroom Apartments in Two-Storey Buildings.	Ecology	Formalised Bird Habitat Mitigation Strategy to be provided prior to commencement and once approved the strategy shall be implemented. Each year confirmation will be provided that the strategy is being complied with	Burnham on Crouch	Prior to commencement for the provision of the strategy. For implementation the winter period following commencement and no properties are to be occupied and then every year for confirmation.	Y	N	£0.00								£0.00											

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Year	Status	Site Address	Ward	Patch	Date of Agreement Type of Agreement	Main Planning Ref	Proposal as set out in the Planning Application	Code for Purpose	Close Details	Settlement/Area where Funds to be spent	Details of the Trigger	District Council V/N	County Council V/N	Total Development Costs (£)	Other private sector costs (£)	Type of Infrastructure	Late Payment Interest	Average Cost per unit/m²/mile etc.	Revised Amount	Date of Payment	Outstanding Amount - £	Amount paid by other means than the Council	Planned Year of Spend	Planned Year of Spend	Planned Year of Spend	Planned Year of Spend	Planned Year of Spend	Planned Year of Spend	Planned Year of Spend	Planned Year of Spend	Planned Year of Spend		
2023	Monitor for trigger	Land North West of 2 Malden Road, Burnham on Crouch [chase 5]	Burnham on Crouch North	Burnham on Crouch North	25-Aug-23	S106	22/0887/DU/L	Outline Application with all Matters of Detail Reserved for Future Determination (Except for Layout and Means of Access to the Site) to Extend Approved Retirement Community to North and East including Additional Affordable Housing: Erect 203 Dwellings Comprising 149No. One, Two and Three-Bedroom Bungalows, 60No. One, Two, and Three Bedroom Apartments in Two-Storey Buildings.	Cycle/Pedway	Cycle club scheme	Burnham on Crouch	Prior to commencement submit details and phasing plan. Prior to occupation provide literature, electric charging points and electric bikes. For 3 years every 6 months report to the council on the scheme.	Y	N	£0.00				£0.00			£0.00											
2023	Monitor for trigger	Land North West of 2 Malden Road, Burnham on Crouch [chase 5]	Burnham on Crouch North	Burnham on Crouch North	25-Aug-23	S106	22/0887/DU/L	Outline Application with all Matters of Detail Reserved for Future Determination (Except for Layout and Means of Access to the Site) to Extend Approved Retirement Community to North and East including Additional Affordable Housing: Erect 203 Dwellings Comprising 149No. One, Two and Three-Bedroom Bungalows, 60No. One, Two, and Three Bedroom Apartments in Two-Storey Buildings.	Monitoring	Fee for monitoring the agreement	Burnham on Crouch	Prior to commencement pay the monitoring fee			£1,000.00				£1,000.00			£1,000.00											
2023	Monitor for trigger	Land North West of 2 Malden Road, Burnham on Crouch [chase 5]	Burnham on Crouch North	Burnham on Crouch North	25-Aug-23	S106	22/0887/DU/L	Outline Application with all Matters of Detail Reserved for Future Determination (Except for Layout and Means of Access to the Site) to Extend Approved Retirement Community to North and East including Additional Affordable Housing: Erect 203 Dwellings Comprising 149No. One, Two and Three-Bedroom Bungalows, 60No. One, Two, and Three Bedroom Apartments in Two-Storey Buildings.	Phasing	Phasing Plan should be submitted and approved. No development should commence until 2026H dwelling on phase 2 is completed. No development to commence until the medical centre, shops and mini bus service on phase 1 completed.	Burnham on Crouch	Prior to commencement and 2026H Dwelling - works on phases 1 and 2	Y	N	£0.00				£0.00			£0.00											
2023	Monitor for trigger	Land North West of 2 Malden Road, Burnham on Crouch [chase 5]	Burnham on Crouch North	Burnham on Crouch North	25-Aug-23	S106	22/0887/DU/L	Outline Application with all Matters of Detail Reserved for Future Determination (Except for Layout and Means of Access to the Site) to Extend Approved Retirement Community to North and East including Additional Affordable Housing: Erect 203 Dwellings Comprising 149No. One, Two and Three-Bedroom Bungalows, 60No. One, Two, and Three Bedroom Apartments in Two-Storey Buildings.	Air	To provide Air on site. 75% affordable rent and 25% intermediate - rounded up. All residents are to be over 50 years of age	Burnham on Crouch	Not to commence development until a Air scheme has been agreed. Not to go to occupancy of 60% of the market dwellings before all the Air is completed	Y	N	£0.00				£0.00			£0.00											
2022	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21st Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	Monitoring	To pay a monitorin fee on commencement of the development	Malden	To pay on commencements	Y	N	8,000.00				£8,000.00			£8,000.00											
2022	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21-Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	Air	Submit a scheme for affordable housing prior to commencement. Not to occupy 60% of market units of each phase until 60% of affordable built & 50% occupation of market housing until 500% of affordable built.	Malden	Prior to occupation of units and then numbers of units.	Y	N	£0.00				£0.00			£0.00											
2022	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21-Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	Health	Pay a contribution toward health facilities.	For use on the land for the community land use or Blackwater and Langfield Medical Centres.	Prior to the occupation of the 500 dwelling	Y	N	£99,230.00				£99,230.00			£99,230.00											
2022	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21-Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	Open space (LEAPS&NEAPS)	Pay a contribution toward a NEAP in the vicinity of the development.	Within the vicinity of the development	Prior to first occupation.	Y	N	£34,340.00				£34,340.00			£34,340.00											
2022	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21-Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	Open Space (Allotment)	Pay a contribution toward allotments in Maldon/Heybridge Area	In the Maldon/Heybridge Area	Prior to first occupation.	Y	N	£14,530.00				£14,530.00			£14,530.00											
2021	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21-Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	Youth Facilities	Pay a contribution toward Youth Facilities	Stabling/or in shed adjacent to or within the vicinity of the development. No more than 27.5of the cost of the provision not exceeding £162,500.00	50% prior to the first occupation and 50% prior to the 50th Occupation of the dwellings.	Y	N	£162,500.00				£162,500.00			£162,500.00											
2022	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21-Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	R&M	Pay a contribution towards the R&M project	District wide via the R&M project	Prior to the commencement of the development.	Y	N	£0.00				£0.00			£0.00											
2022	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21-Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	Misc	Appoint a LMO to manage the green infrastructure.	On site	Submit details prior to the first occupation.	Y	N	£0.00				£0.00			£0.00											
2022	Monitor for trigger	Site 20b) Land north & west of Knowles Farm, Wick Hill, Malden	Malden	Malden	21-Nov-22	S106	15/01327/DU/L	320 Houses, employment land, community uses, relief road to the north of the A14, landscaping, SUCh.	Open Space (Lap) & (DU)S	Submit details of a LAP or LEAP for each phase and implement on site.	On site	Prior to the implementation submit details of the relevant LAP or LEAP. Implement prior to the completion of the phase and retain	Y	N	£0.00				£0.00			£0.00											
2023	Monitor for trigger	Golf Driving Range, Burnham Road, Woodham Mortimer	Wickham Bishops and Woodham	Woodham Mortimer	01-Feb-23	S106	22/0648/DU/L	18 Dwellings	Health	To pay a health contribution toward medical services within the area of Woodham Mortimer	Within the area of Woodham Mortimer	Prior to first occupation	Y	N	£8,700.00				£8,700.00			£8,700.00											
2023	Monitor for trigger	Golf Driving Range, Burnham Road, Woodham Mortimer	Wickham Bishops and Woodham	Woodham Mortimer	01-Feb-23	S106	22/0648/DU/L	18 Dwellings	Air	To provide 3 Air units, 1 rental and 2 first homes.	On site	Prior to 50% occupation of market homes 50% Air will be provided and Prior to 80% of market homes occupied the other 50% of Air homes to be provided.	Y	N	£0.00				£0.00			£0.00											
2024	Monitor for trigger	Golf Driving Range, Burnham Road, Woodham Mortimer	Wickham Bishops and Woodham	Woodham Mortimer	01-Feb-23	S106	22/0648/DU/L	18 Dwellings	Monitoring	To pay a monitoring fee to monitor the development	on site	Prior to commencement	Y	N	£250.00				£250.00			£250.00											
2023	Monitor for trigger	Golf Driving Range, Burnham Road, Woodham Mortimer	Wickham Bishops and Woodham	Woodham Mortimer	01-Feb-23	S106	22/0648/DU/L	18 Dwellings	Open Space	Local Open Space provision - Spec and maintenance plan requires submitting. LOS requires laying out.	On site	Prior to construction LOS spec and maintenance plan needs to be submitted and approved. Layout LOS no later than the 1st planting season following occupation of the 1st dwelling.	Y	N	£0.00				£0.00			£0.00											
2023	Awaiting identification of project	Land west of Cemetery Chapel, Southminster Road, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	06-Feb-23	S06	23/0039/PLU/L	Erection of two dwellings	Air	To pay an affordable housing contribution to provide Air, financial, administrative and professional work to facilitate delivery.	District	Prior to commencement	Y	N	£136,200.00	£8,680.19			£144,880.19	£144,880.19	23/11/23	£0.00	2023/24			2024/25	Apr-24					£136,880.19	
2023	Complete	62 New Road, Telfordbury	Telfordbury East	Telfordbury	07-Jun-23	S06	22/0639/PLU/L	Proposed development of 17 dwellings	Health	To pay an health contribution	Within vicinity of the development	Prior to occupation	Y	N	£8,180.00	£141.99	RPN		£8,241.99	£8,241.99	11/07/24	£0.00	2024/25										
2023	Complete	62 New Road, Telfordbury	Telfordbury East	Telfordbury	07-Jun-23	S06	22/0639/PLU/L	Proposed development of 17 dwellings	R&M	To pay a R&M contribution		Prior to occupation	Y	N	£0.00				£0.00			£0.00											
2023	Complete	62 New Road, Telfordbury	Telfordbury East	Telfordbury	07-Jun-23	S06	22/0639/PLU/L	Proposed development of 17 dwellings	Monitoring	To pay a monitoring fee to monitor the development		Prior to commencement	Y	N	£100.00				£100.00	£100.00	11/07/24	£0.00	2024/25										
2023	Monitor for trigger	Limebrook Park East, Land south of Wyke Hill and Limebrook Way, Malden	Malden West	Malden	05-Jul-23	S06	22/0654/PLU/L&M	42 Residential dwellings with associated infrastructure	Monitoring	To pay a monitoring fee to monitor the development		Prior to commencement	Y	N	£250.00				£250.00			£250.00											
2023	Monitor for trigger	Limebrook Park East, Land south of Wyke Hill and Limebrook Way, Malden	Malden West	Malden	05-Jul-23	S06	22/0654/PLU/L&M	42 Residential dwellings with associated infrastructure	Health	To pay a health contribution	Within the vicinity of the development - Malden	Prior to occupation	Y	N	£28,800.00				£28,800.00			£28,800.00											
2023	Monitor for trigger	Limebrook Park East, Land south of Wyke Hill and Limebrook Way, Malden	Malden West	Malden	05-Jul-23	S06	22/0654/PLU/L&M	42 Residential dwellings with associated infrastructure	Air	To provide 12 affordable homes on the site (12 rented and 3 intermediate)	On site	Prior to occupation a scheme should be approved by the Council and then provision of the affordable housing units when not more than 80% of the market housing has been completed.	Y	N	£0.00				£0.00			£0.00											
2023	Monitor for trigger	Limebrook Park East, Land south of Wyke Hill and Limebrook Way, Malden	Malden West	Malden	05-Sep-23	S06	22/0654/PLU/L&M	42 Residential dwellings with associated infrastructure	Air	To provide 3 houses as first homes	On site	No first home shall be disposed of, before the Council confirms that the buyer meets the national criteria.	Y	N	£0.00				£0.00			£0.00											
2023	Monitor for trigger	Land adj to 5 Kings Road, Southminster	Southminster	Southminster	14-Sep-23	S06	22/0603/DU/L	7 Residential dwellings	Air	To provide 3 dwellings for affordable housing	On site	Not to permit completion of 3 open market homes until all the affordable housing has been constructed. Prior to this a scheme should be approved by the Council	Y	N	£0.00				£0.00			£0.00											
2022	Monitor for trigger	Land adj to 5 Kings Road, Southminster	Southminster	Southminster	14-Sep-22	S06	22/0603/DU/L	7 Residential dwellings	Air	To provide 1 dwelling as first home	On site	No first home shall be disposed of, before the Council confirms that the buyer meets the national criteria.	Y	N	£0.00				£0.00			£0.00											
2022	Complete	Land on the north west side of Woodcliffe Road, Telfordbury	Telfordbury	Telfordbury	05-Sep-22	S106	21/0070/PLU/L	The erection of 23 specialist housing units for older people	Monitoring	To pay a monitoring fee of £500		Prior to commencement	Y	N	£500.00				£500.00	£500.00	29/09/22	£0.00	2022/23										
2022	Monitor for trigger	Nightwood Centre, Steegle Road, Southminster	Southminster	Southminster	14-Apr-22	S106	20/0134/PLU/L	Conversion of building to form 11 flats, 2 maisonettes and the erection of 3 bungalows	Health	To pay a health contribution	Within the District	To pay the contribution prior to the occupation of any of the dwellings.	Y	N	£7,800.00				£7,800.00			£7,800.00											
2022	Monitor for trigger	Nightwood Centre, Steegle Road, Southminster	Southminster	Southminster	14-Apr-22	S106	20/0134/PLU/L	Conversion of building to form 11 flats, 2 maisonettes and the erection of 3 bungalows	Monitoring	To pay a contribution toward monitoring the agreement	Within the District	To pay the contribution prior to the occupation of any of the dwellings.	Y	N	£400.00				£400.00			£400.00											
2022	Monitor for trigger	Nightwood Centre, Steegle Road, Southminster	Southminster	Southminster	14-Apr-22	S106	20/0134/PLU/L	Conversion of building to form 11 flats, 2 maisonettes and the erection of 3 bungalows	Air	The owner shall provide financial details so that the Council can undertake a viability assessment to ascertain if the development should provide 30% Air.	N/A	Prior to the transfer of the 8th Dwelling	Y	N	£0.00				£0.00			£0.00											
2022	Monitor	Land east north east of Manor House, The Chase, Oxen Island, Heybridge	Heybridge	Heybridge	18-May-22	U0	21/01139B/DU/L	Erection of holiday accommodation with	Health	To pay a health contribution	Within the District	Within one year of the date of commencement - must notify commencement within 7 days.	Y	N	£17,000.00				£17,000.00			£17,000.00											

## APPENDIX 1 Appendix B

Year	Status	Site Address	Ward	Parish	Date of Agreement Signed	Type of Agreement	Main Planning Ref	Proposed use set out in the Planning Application	Code for Purpose	Clause Details	Settlement/Area where Funds to be spent	Details of the Trigger	District Council (Y/N)	County Council (Y/N)	Total Development Contribution	Infrastructure Funded	Type of Infrastructure	Local Payment Received	Amount paid for with Infrastructure & other costs	Amount Received	Cost of Payment	Outstanding Amount - (Total paid to date less total to be paid)	Financial Year of Spend prior to 2020/21	Financial Year of Spend prior to 2020/21	Financial Year of Spend prior to 2020/21	Financial Year of Spend prior to 2020/21	Financial Year of Spend prior to 2020/21	Financial Year of Spend prior to 2020/21	Date the funds were spent	2021/22 Spend	2022/23 Spend	2023/24 Spend	2024/25 Spend	2025/26 Spend			
2023	Complete	Maldon Hall Farm, Spital, Road, Maldon	Maldon	Maldon	28-Jul-23	S106	23/00058/P14/M	Removal of an agricultural occupancy condition on the headland farm and the placement of an agricultural occupancy condition on the Bearded Barn on the site.	Restriction	See column 1.	On site	On the signing of the agreement	Y	N	£0.00					£0.00			£0.00														
2024	Complete	Site 201 Land between Chandlers and Creekeas Lane, Maldon Road, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	10-Apr-24	S106	23/00056/P14/M	Erection of 376n. dwellings (including affordable housing) together with public open space, landscaping and associated works and infrastructure, including vehicular access, pedestrian links and drainage infrastructure.	RAMs	To pay a RAMs contribution of £156.76 per dwelling prior to commencement of the development	Across the District	Prior to commencement of the development.	Y	N	£0.00					£0.00			£0.00														
2024	Monitor	Site 201 Land between Chandlers and Creekeas Lane, Maldon Road, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	10-Apr-24	S106	23/00056/P14/M	Erection of 376n. dwellings (including affordable housing) together with public open space, landscaping and associated works and infrastructure, including vehicular access, pedestrian links and drainage infrastructure.	Health	To pay a health contribution to increase capacity of the primary care network for the area of Burnham on Crouch	Burnham on Crouch	Prior to the occupation of the first dwelling	Y	N	£18,400.00	£421.15	HP		£18,421.15			£18,400.00															
2024	Monitor for trigger	Site 201 Land between Chandlers and Creekeas Lane, Maldon Road, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	10-Apr-24	S106	23/00056/P14/M	Erection of 376n. dwellings (including affordable housing) together with public open space, landscaping and associated works and infrastructure, including vehicular access, pedestrian links and drainage infrastructure.	Open Space	Local Open Space provision - Spec and maintenance plan requires submitting. L25 requires laying out.	On site	Prior to commencement and following occupation	Y	N	£0.00					£0.00			£0.00														
2024	Complete	Site 201 Land between Chandlers and Creekeas Lane, Maldon Road, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	10-Apr-24	S106	23/00056/P14/M	Erection of 376n. dwellings (including affordable housing) together with public open space, landscaping and associated works and infrastructure, including vehicular access, pedestrian links and drainage infrastructure.	Monitoring	Pay a monitoring fee	Burnham on Crouch	Prior to commencement	Y	N	£800.00				£800.00	£800.00			£0.00	2024/25													
2024	Monitor for trigger	Site 201 Land between Chandlers and Creekeas Lane, Maldon Road, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	10-Apr-24	S106	23/00056/P14/M	Erection of 376n. dwellings (including affordable housing) together with public open space, landscaping and associated works and infrastructure, including vehicular access, pedestrian links and drainage infrastructure.	AH	Provide 13 affordable dwellings	On site	Not to allow occupation of 50% of the dwellings before all the AH have been constructed.	Y	N	£0.00					£0.00			£0.00														
2024	Monitor for trigger	Land at Coppings, Maldon Road, Latchingdon	Athorne	Latchingdon	23-Sep-24	S106	24/00138/D14/M	Development of 10 dwellings and associated infrastructure	Health	To pay a health contribution to benefit the patients within the primary healthcare network serving the site	Across the District	Prior to commencement	Y	N	£490.00		HP		£490.00			£490.00															
2024	Monitor for trigger	Land at Coppings, Maldon Road, Latchingdon	Athorne	Latchingdon	23-Sep-24	S106	24/00138/D14/M	Development of 10 dwellings and associated infrastructure	RAMs	To pay a RAMs contribution	Across the District	Prior to commencement	Y	N	£0.00		HP		£0.00			£0.00															
2023	Monitor for trigger	Land at Coppings, Maldon Road, Latchingdon	Athorne	Latchingdon	23-Sep-24	S106	24/00138/D14/M	Development of 10 dwellings and associated infrastructure	Submit an affordable housing scheme	On site	With the first RM application submit the scheme and not to commence on site until it is approved.	Y	N	£0.00					£0.00			£0.00															
2024	Monitor for trigger	Land at Coppings, Maldon Road, Latchingdon	Athorne	Latchingdon	23-Sep-24	S106	24/00138/D14/M	Development of 10 dwellings and associated infrastructure	AH	Delivery of affordable housing	On site	Not to permit occupation of 50% of the market dwellings unless the AH has been constructed, are available for occupation and have been transferred to a registered provider.	Y	N	£0.00					£0.00			£0.00														
2024	Monitor	Land at Coppings, Maldon Road, Latchingdon	Athorne	Latchingdon	23-Sep-24	S106	24/00138/D14/M	Development of 10 dwelling and associated infrastructure	Monitoring	To pay a monitoring fee	N/A	To pay the monitoring fee on the grant of planning permission	Y	N	£2,069.00				£2,069.00			£2,069.00															
2024	Monitor for trigger	Land at Indoevour Way, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	11-Oct-24	S106	24/00246/P14/M	Construction of 63 dwellings	RAMs	To pay a RAMs fee of £163.88 per dwelling	Across the RAMS strategy	Prior to occupation	Y	N	£0.00					£0.00			£0.00														
2024	Monitor for trigger	Land at Indoevour Way, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	11-Oct-24	S106	24/00246/P14/M	Construction of 63 dwellings	Health	To pay a health contribution to be used for primary health care in Burnham on Crouch area	Burnham on Crouch	Prior to occupation	Y	N	£21,100.00				£21,100.00			£0.00															
2024	Monitor	Land at Indoevour Way, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	11-Oct-24	S106	24/00246/P14/M	Construction of 63 dwellings	Monitoring	To pay a monitoring fee	N/A	To pay the monitoring fee prior to commencement	Y	N	£2,069.00				£2,069.00	£2,069.00			£0.00	2024/25													
2024	Monitor for trigger	Land at Indoevour Way, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	11-Oct-24	S106	24/00246/P14/M	Construction of 63 dwellings	AH	To provide 25 AH units in line with the approved scheme which should be approved prior to commencement. Submit and obtain approval of a local access specification and maintenance plan. Implement no later than the first planting season of the first occupation.	On site	Not to occupy 50% of the market housing prior to the completion of the AH housing and its transfer	Y	N	£0.00					£0.00			£0.00														
2024	Monitor for trigger	Land at Indoevour Way, Burnham on Crouch	Burnham on Crouch North	Burnham on Crouch	11-Oct-24	S106	24/00246/P14/M	Construction of 63 dwellings	Open Space		On site	Prior to commencement and no later than the first planting season of the first occupation.	Y	N	£0.00					£0.00			£0.00														
2024	Monitor for trigger	Land to the rear of 3 Church Road, Wickham Bishops.	Wickham Bishops and Woodham	Wickham Bishops	29-Apr-24	S106	24/00122/D14/M	Construction of 50 Dwellings	RAMs	To pay a financial contribution to the RAMs scheme £126.76 per dwelling index linked RPI	District wide via the RAMs project	Prior to occupation	Y	N	£0.00					£0.00			£0.00														
2024	Monitor for trigger	Land to the rear of 3 Church Road, Wickham Bishops.	Wickham Bishops and Woodham	Wickham Bishops	29-Apr-24	S106	24/00122/D14/M	Construction of 50 Dwellings	Health	To pay a contribution toward OP facilities	Within 2k of the development.	Prior to occupation	Y	N	£24,700.00					£24,700.00			£24,700.00														
2024	Monitor for trigger	Land to the rear of 3 Church Road, Wickham Bishops.	Wickham Bishops and Woodham	Wickham Bishops	29-Apr-24	S106	24/00122/D14/M	Construction of 50 Dwellings	Open Space	To lay out and maintain the local open space	On site	Prior to commencement - submit and have approved the open and maintenance plan. Start laying the L25 out no later than the 1st planting season following the occupation of a dwelling	Y	N	£0.00					£0.00			£0.00														
2025	Monitor for trigger	Broad Street Green Road and Langford Road	Haybridge East	Haybridge	12-Jan-25	S106	25/00123/P14/M	Care home development - 65 beds	Health	To pay a health care contribution	For the Blackwater medical centre inc Gauding St Surgery and Langford Med centre	Prior to 1st occupation	Y	N	£13,600.00				£13,600.00			£13,600.00															
2025	Monitor for trigger	Land bounded between Creekeas Lane and Maldon Road, Burnham on Crouch	Burnham on Crouch	Burnham on Crouch	28-May-25	S106	26/00100/P14/M	Erection of an additional 5 dwellings in connection with 24/00336/P14/M	RAMs	To pay a RAMs contribution	District wide via the RAMs project	Prior to occupation	Y	N	£491.38				£491.38			£491.38															
2025	Monitor for trigger	Land bounded between Creekeas Lane and Maldon Road, Burnham on Crouch	Burnham on Crouch	Burnham on Crouch	28-May-25	S106	26/00100/P14/M	Erection of an additional 5 dwellings in connection with 24/00336/P14/M	Health	To pay a contribution towards health provision	Within Burnham on Crouch	Prior to first occupation	Y	N	£1,206.00					£1,206.00			£1,206.00														
TOTALS															£4,594,354.66	£273,517.80	£0.00	£0.00	£4,776,963.76	£3,983,939.54	£2,085,978.00	£8,142,418.87															

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## REPORT of CHIEF EXECUTIVE

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to  
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE  
18 SEPTEMBER

### UK SHARED AND RURAL ENGLAND PROSPERITY FUNDS

#### 1. PURPOSE OF THE REPORT

- 1.1 To update Members on the progress of the UK Shared and Rural England Prosperity Funds for the allocation period 2025 / 26.

#### 2. RECOMMENDATION

That the Committee acknowledges the update provided on Maldon District's UK Shared and Rural England Prosperity fund allocations for 25 / 26 and continues to monitor the delivery.

#### 3. SUMMARY OF KEY ISSUES

- 3.1 In the Autumn Budget 2024, the Chancellor confirmed the continuation of UK Shared Prosperity Fund (UKSPF) for a further year, which will allow local authorities to invest in local growth, in advance of wider funding reforms.
- 3.2 A report was brought to the Strategy and Resources Committee on 23 January 2025, which granted delegated authority to the Corporate Leadership Team to identify projects for delivery in consultation with the Leader of the Council and the Chairperson of the Strategy and Resources Committee, under UKSPF.
- 3.3 That report also recommended to the Council 100% match funding of the UKSPF 2025 / 26 allocation be provided from the Council's Reserves. This recommendation was approved by the Council on 13 February 2025 (Minute No. 537 refers), meaning there is a total delivery fund of £654,292.
- 3.4 At the Council meeting on 3 April 2025, Members approved the proposed projects to be delivered detailed presented in the report. At the same meeting, an [Addendum](#) paper was presented outlining Maldon District's allocation for Rural England Prosperity Fund (REPF) 2025 / 26. Members granted delegated authority to the Chief Executive, in consultation with the Leader of the Council, Chairperson of the Strategy and Resources Committee, and Ward Members, to identify projects for delivery.
- 3.5 As required by the Ministry of Housing, Communities and Local Government (MHCLG), the Council submitted its forecast spend, outputs and outcomes for 25 / 26. MHCLG confirmed the submission had been accepted.
- 3.6 Of the £783,369 available budget, from UKSPF, REPF and the Council's match fund, £98,408.37 of actual spend has been incurred. Updates on the individual project progress is contained within **APPENDIX 1**.

- 3.7 Officers across the authority will continue delivery of the projects over the funding period, submitting the required MHCLG returns as required. Further progress updates shall be brought to the Performance, Governance and Audit Committee throughout the municipal year.

## **4. CONCLUSION**

- 4.1 UKSPF and REPF continues to present a significant opportunity for the District to support, through direct investment, in our economy, businesses and communities.

## **5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 28**

### **5.1 Supporting our communities**

- 5.1.1 The UKSPF and REPF investment priority of Communities and Place directly supports this through the theme of:

- Healthy, Safe and Inclusive Communities.

### **5.2 Investing in our district**

- 5.2.1 The UKSPF and REPF investment priority of Communities and Place directly supports this through the theme of:

- Thriving places.

### **5.3 Growing our economy**

- 5.3.1 The UKSPF and REPF investment priority of Supporting Local Business directly supports this through the theme of:

- Supporting local business.

### **5.4 Protecting our environment**

- 5.4.1 Projects delivered under UKSPF will aim to directly support the authority's Climate Action Strategy and Climate Action Plan.

## **6. IMPLICATIONS**

- (i) **Impact on Customers** – Any project delivered will be designed to benefit residents / businesses and ensure there is significant customer benefit from its outputs.
- (ii) **Impact on Equalities** – Projects will be delivered in accordance with the Public Sector Equality Duty.
- (iii) **Impact on Risk (including Fraud implications)** – Delivery will be reported through the Council's Project Management Office monthly, which records and reports risk. A separate Fraud Risk Assessment, issued by MHCLG, is maintained. The Council faces increased reputation risk if it fails to deliver to the expectations of stakeholders.



- (iv) **Impact on Resources (financial)** – The authority has agreement to use 6% of its revenue allocation to support the management and administration of the UKSPF programme. However, with the cost of doing business and supply chain pressures still being significant, it will be prudent to regularly assess projects to ensure viability and value for money. The Council has already committed to match 100% fund the UKSPF allocation and replenish REPF in 2026 / 27 from its own Reserves.
- (v) **Impact on Resources (human)** – The coordination work for UKSPF work will be undertaken by the Head of Economic Development. Project delivery will need to be well supported by resources drawn from the wider organisation. Project Managers have been identified and are required to report through the Project Management Office monthly.
- (vi) **Impact on Devolution / Local Government Reorganisation** – None, the funding is not affected by changes arising from Devolution and Local Government Reorganisation.

Background Papers:

**APPENDIX 1** – UK Shared and Rural England Prosperity Funds 2025 / 26 Project Delivery

[UK Shared Prosperity Fund 2025-26: Technical note - GOV.UK](#)

[Rural England Prosperity Fund: prospectus updates for 2025 to 2026 - GOV.UK](#)

[UKSPF 2025-26 allocations - GOV.UK](#)

[Rural England Prosperity Fund: Allocations 2025 to 2026](#)

Enquiries to: Leanda Cable, Head of Economic Development.

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## UK Shared and Rural England Prosperity Funds 2025/26 Project Delivery

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Project	Budget	Actual Spend	Funding Source	Project update
Ufest 2025	£4,000	£4,277.10	UKSPF	COMPLETED – <i>small overspend to be covered by underspend on Victory in Europe (VE) Day event</i>  UFEST was delivered on Friday 15 August. The core team was supported by volunteers across the Council and partners to deliver the Council's annual health and wellbeing festival. Attendance surveys are being reviewed and will identify areas where residents may need support in future.
Saltmarsh Fest 2025	£10,000	£1,916	UKSPF	2025 festival dates confirmed as 26 September to 5 October. A programme of 35 walks across the district has been developed along with complementary evening events.
Increase tourism budget	£12,000	£1,374.79	UKSPF	New promotional materials have been designed as part of the ongoing promotion of the district. Collaborative campaigns are being developed with partners alongside paid for marketing opportunities.
Culture and Heritage Strategy	£25,000	£25,000	UKSPF	Cultural Engine have been appointed as the consultants to support the development of this work. Engagement opportunities with organisations and stakeholders have commenced.
North Essex Economic Board Business Support	£26,675	£26,675	UKSPF	The Consortium have been appointed as the delivery body for the collaborative business support work. A schedule of events, training and coworking opportunities for businesses is currently being developed.
One Maldon District Partnership - Thriving Places Grant scheme	£60,000	£0	UKSPF	One Maldon District Partnership (OMDP) organisations will be submitting expressions of interest to deliver projects that directly contribute towards OMDPs Thriving Places priorities of: <ul style="list-style-type: none"> <li>• Access to services (including transport)</li> <li>• Community and Community Cohesion</li> <li>• Community Safety</li> <li>• Mental Health</li> <li>• Green Spaces</li> </ul>
VE Day Event	£3,000	£2,540	UKSPF	COMPLETED – as per previous report
99 Wood Road Community Supermarket Location	£20,000	£20,000	UKSPF	Refurbishment due for completion at the end of August with a formal launch due in September.
Management and Administration	£16,004	£9,866.82	UKSPF	Part of the funding has been utilised to increase the Tourism and Marketing Officer's hours to full time. This allows for supporting the delivery of Projects 2, 3 and 4.  The remainder will be utilised to implement the required branding for both UKSPF and REPF.

## UK Shared and Rural England Prosperity Funds 2025/26 Project Delivery

Project	Budget	Actual Spend	Funding Source	Project update
Community Grants Scheme – Where Quality of Life Matters	£200,000	£0	Maldon District Council 25/26 - 26/27	Guidance, application process and governance procedure is being developed by offices. Applications will be accepted during 1 September to 30 November 2025 from: <ul style="list-style-type: none"><li>• Town or Parish Councils within the Maldon District.</li><li>• Registered voluntary, community, or charitable organisations.</li><li>• Registered Social Enterprise.</li></ul>
Community Grants Officer post	£61,335	£6,758.66	UKSPF 25/26 Maldon District Council 26/27	Officer commenced their role on 7 July 2025 and has been working to support the delivery of Project 10.
Continued development of 'Secret Garden' at Promenade Park	£105,000 £93,000	£0 £0	UKSP REPF	Initial design has been provided by the contractor and are in the process of being costed.
Delivery of cultural event activities within the district	£25,000	£0	UKSPF Maldon District Council	Three events proposed across the district to be delivered in 25 / 26 covering, inclusive culture (Colourscape Promenade Park 30-31 August), a seasonal event and music.  These events will also provide engagement opportunities for the delivery of Project 4.
Temporary concession infrastructure Riverside Park	£18,038	£0	REPF	Improvements to the access & pathway (allowing for safe vehicular movements) and base for a temporary concession to stand. Contractor quotes awaited.
Her Space, Burnham on Crouch	£18,039	£0	REPF	Application has been submitted to the Police, Fire and Crime Commissioner to match fund the project. Engagement will commence once students return from summer break.
Project total	£697,091	£98,408.37		
Contingency	£86,278			
Total	£783,369			

UK Shared Prosperity Fund (UKSPF) Allocation - £327,146

Rural England Prosperity Fund (REPF) Allocation - £129,077

Maldon District Council Match Funding - £327,146



## REPORT of DEPUTY CHIEF EXECUTIVE

### PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE 18 SEPTEMBER 2025

#### HEALTH AND SAFETY UPDATE - QUARTER ONE 2025 / 26

#### 1. PURPOSE OF THE REPORT

- 1.1 To provide an update on Health and Safety (H&S) statistics and activity during Quarter One (1 April to 30 June) (Q1).

#### 2. RECOMMENDATIONS

- (i) That Members consider the accident and incident statistics and incidences of unacceptable behaviour reported;
- (ii) That Members consider progress of key health and safety themes (as per Section 3.2).

#### 3. SUMMARY OF KEY ISSUES

##### 3.1 Quarter 1 2025 / 26

- 3.1.1 There were three accidents and incidents, one near miss and three hazards reported during Q1. All staff-related accidents/incidents were of low severity. Four additional events were reported as accidents by Maldon District Council (MDC) first aiders. These, shown in grey in the table, were not deemed to be health and safety related (in terms of their cause and did not involve defects in MDC work practices or assets) but are included in order to demonstrate the work MDC officers do in assisting visitors and members of the public. One near miss involved driving whilst at work.

ACCIDENT/ INCIDENT REPORTS Q1 2025 / 26			
Event	Action	Note	Person
16/04/2025 (Incident) Assets Countryside and Coast Officer, reversing works vehicle (whilst trailer engaged) and hit another vehicle parked nearby – offsite incident at low speed (damage only)	Insurance company informed	Incident occurred offsite. Reversing on MDC property with a trailer requires a banksman. Transport procedure being reviewed	Employee
06/11/2025 (Accident) Member of staff received minor cut whilst erecting posters in the council offices. Defective fixing.	First aider informed. Wound cleaned and plaster applied		Employee

ACCIDENT/ INCIDENT REPORTS Q1 2025 / 26			
Event	Action	Note	Person
16/6/2025 (Incident) Parks team alerted to a small fire (intentional) in Millenium woods. Team attended with extinguisher.	Put out fire and gave advice to children who had started/were at the fire.	Community Engagement Officers (CEO's) requested to conduct further visits to the area. Fire pit removed by parks to discourage repeated events	Member of the public
11/04/2025 (First Aid) Elderly member of the public taken ill (presumably affected by high temperatures) in Promenade Park. Parks Team asked to assist re: first aid.	Ambulance summonsed	Incident not due to defective assets or working practices.  Staff member requested clarification of providing first aid. Guidance note drafted. <b>Not H&amp;S related.</b>	Member of the Public
09/06/2025 (First Aid) Member of the public visiting the Citizen's Advice Bureau (CAB) within the Council Offices reported chest pains.	MDC First aider attended and requested an ambulance be called	Person refused Ambulance but agreed to visit adjacent doctors' surgery. No first aid given. <b>Not H&amp;S related</b>	Member of the Public
23/06/2025 (First Aid) Member of the public fell whilst in Langford Village Hall car park. Requested First aid assistance from Parks team member nearby.	Parks team member supplied first aid materials for self-administering first aid.	Disposable gloves for first aider not available. Re-stock inspections requested. No defect with MDC asset or work processes. <b>Not H&amp;S related.</b>	Member of the Public
25/06/2025 (First Aid) Elderly Member of the public laying on the floor (accompanied) and not responding to bystanders. MDC first aiders requested to help.	Person helped up to feet. Believed to be case of dementia. No first aid given.	<b>Not H&amp;S related.</b>	Member of the public

NEAR MISS / HAZARD REPORTS Q1 2025 / 26			
Event	Action	Note	Person
01/04/2025 (Hazard) Potential overloading of sockets in meeting room due to set up of new desks	Raised with Facilities Officer. Sockets labelled "for computer use only". Longer term solution (hard wiring) scheduled		Employee
28-4-2025 (Near Miss) Whilst driving to site a Member of the Parks team nearly collided with an articulated lorry, which had crossed on to the wrong side of road.	Attempted to obtain number plate for the vehicle but not possible	No further action.	Employee



NEAR MISS / HAZARD REPORTS Q1 2025 / 26			
Event	Action	Note	Person
15/06/2025 (Hazard) Member of the public reported to CEO's that a large piece of metal had become stuck in the trees in Promenade Park	Tree taped off to prevent access. Council contractor instructed to investigate tree with cherry picker.	Large metal (rebar) recovered from the tree	Member of the Public
30/06/2025 (Hazard) Under stairs 'keep locked' cupboard in main reception left unlocked and accessible. Contents included combustible materials and spray cleaner	Key located and cupboard locked (Reception and Facilities Team Leaders informed) and later cleared.	Reception area checks conducted weekly by Reception staff, should record such occurrences.	Employee

- 3.1.2 There were three incidents of unacceptable behaviour reported all via the telephone. Two reported events were related, with the perpetrator impacting two members of staff. The details are withheld from this report, but the incident was considered particularly severe. A formal police report was made.

UNACCEPTABLE BEHAVIOUR REPORTS Q1 2025 / 26			
Incident	Action	Note	Method
10-6-2025 Member of the housing team experienced swearing and shouting from a customer with threats to attend the office if housing case was not dealt with.			Telephone
13-6-2025 Member of Customer Services (staff Member a) threatened by a customer with violence and threats to attend the office.	Police informed immediately due to seriousness of the incident.	Further precautions put in place as per procedure (details redacted).	Telephone
13-6-2025 Member of Customer Services (staff Member b) threatened by a customer with violence and threats to attend the office.	Police informed immediately due to seriousness of the incident.	Further precautions put in place as per procedure (details redacted). Same Incident as above.	Telephone

### 3.2 Health and Safety Actions

- 3.2.1 A number of actions are set out below. Work continues to progress these with all completed actions removed.

Subject	Action	Update / Progress
<b>Emergency Procedures</b>	(i) To revise and improve the fire and evacuation procedure at main MDC locations.	(i) Fire drills for depots to be scheduled. Visitor procedure for Parks depot now in place.

Subject	Action	Update / Progress
Unacceptable Behaviour	(i) To revise the policy (ii) To improve system for reporting Unacceptable behaviour	(i) New computer application reporting tool developed, tested and ready for roll-out. (ii) Accompanying procedure document near completion.
H&S Training	(i) To determine H&S training requirements (Corporate and Teams)	(i) All resources / tools in place. Appropriate training courses / modules require routine administration. To monitor.
Risk Assessment	(i) To implement a new risk assessment register / master list	(i) Central list for all risk assessments in use, received and documents saved. Additional risk assessments required have been identified as part of the exercise and are being written and reviewed. (ii) Corporate risk assessments now completed in draft. Reports required for additional resources required.
Lone Working	(i) To revise lone working procedure and to ensure implementation of appropriate hardware to support these measures.	(i) Details of revised procedure agreed. Report required concerning additional resources.
Audit / Inspection	(i) To ensure service teams and work locations across MDC is in compliance with H&S Legislation	(i) Mini-audit of Parks and Maintenance depots completed. Reports in preparation. (ii) Observation of working practices to be established by teams. Tools provided. Exploring potential use of computer applications to improve process and accessibility of the tools. <b>Reiterated as part of recent audit finding.</b> (iii) Draft schedule of site inspections proposed, with Teams for comment.

### 3.3 Health and Safety Groups

- 3.3.1 The Senior Managers group continues to meet every six weeks to progress and review performance on health and safety. Efforts continue to maintain accountability and the tracking of actions raised to this group. Routine updates from each service area are now conducted as part of these meetings.

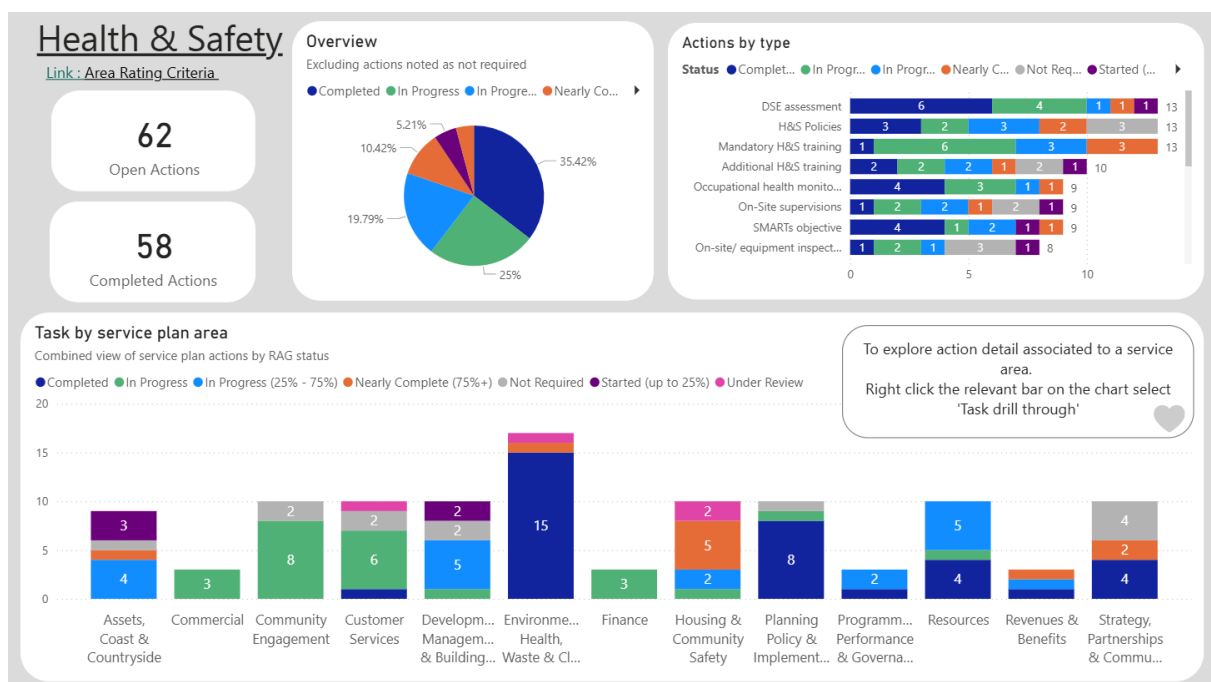
### 3.4 System Resources

- 3.4.1 Work continues to improve health and safety performance in a number of service areas. Resources for health and safety improvements have now been agreed with the Chief Finance Officer for the short term. Permission to spend has been given based on priority areas and estimated costs for 2025/26. Work will continue to determine how a ring-fenced health and safety budget may be allocated (corporately and within departments) in future. Further work will be required post organisational restructure.

Table of Departmental Health and Safety Activities vs Risk Grading

Risk Level	H&S Policies	Mandatory H&S training	DSE assessment	Risk assessment	SMARTs objective	Additional H&S training	On-site/ equipment inspections	On-Site supervisions	PPE issued where needed	Occupational health monitoring requirements
Low	✓	✓	✓	Under remit of Corporate H&S RA'S	H&S objectives available for use					
Medium	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
High	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Department defined performance against each assigned Health and Safety activity



Reporting Figures as of 28-8-2025

### **3.5 Fire Risk Assessments**

- 3.5.1 Fire risk assessments for the main offices and depots have now been completed and the actions are being reviewed. Items for the main offices are being considered alongside work being undertaken towards the installation of new fire protection and door access systems. An evacuation drill was performed at the main offices on 22 July 2025. This was outside of the reporting period but work carried out to plan this fell within the quarter. Further drills for the depots are now due.

### **3.6 Policies and Procedures**

- 3.6.1 A revised Health and Safety Policy has been presented to the Strategy and Resources Committee for approval. The Policy was approved subject to minor amendments, which have now been made. The Policy is expected to go live in October.
- 3.6.2 Efforts are underway to review and update all corporate policies and procedures that have expired. Those requiring minor amendments are largely completed, whilst those requiring more significant changes are being reviewed by policy working groups. The accompanying corporate risk assessments have now been revised, and drafts are ready for approval. Reports are required to secure further resources to support the improvements required.

### **3.7 Health and Safety Inspections**

- 3.7.1 Annual mini-audit inspections of the Council depots have been completed, and the reports are in preparation. A schedule of staff-led H&S inspections has been devised (along with inspection proformas) but consultation with the teams concerned are outstanding.

### **3.8 Legionella**

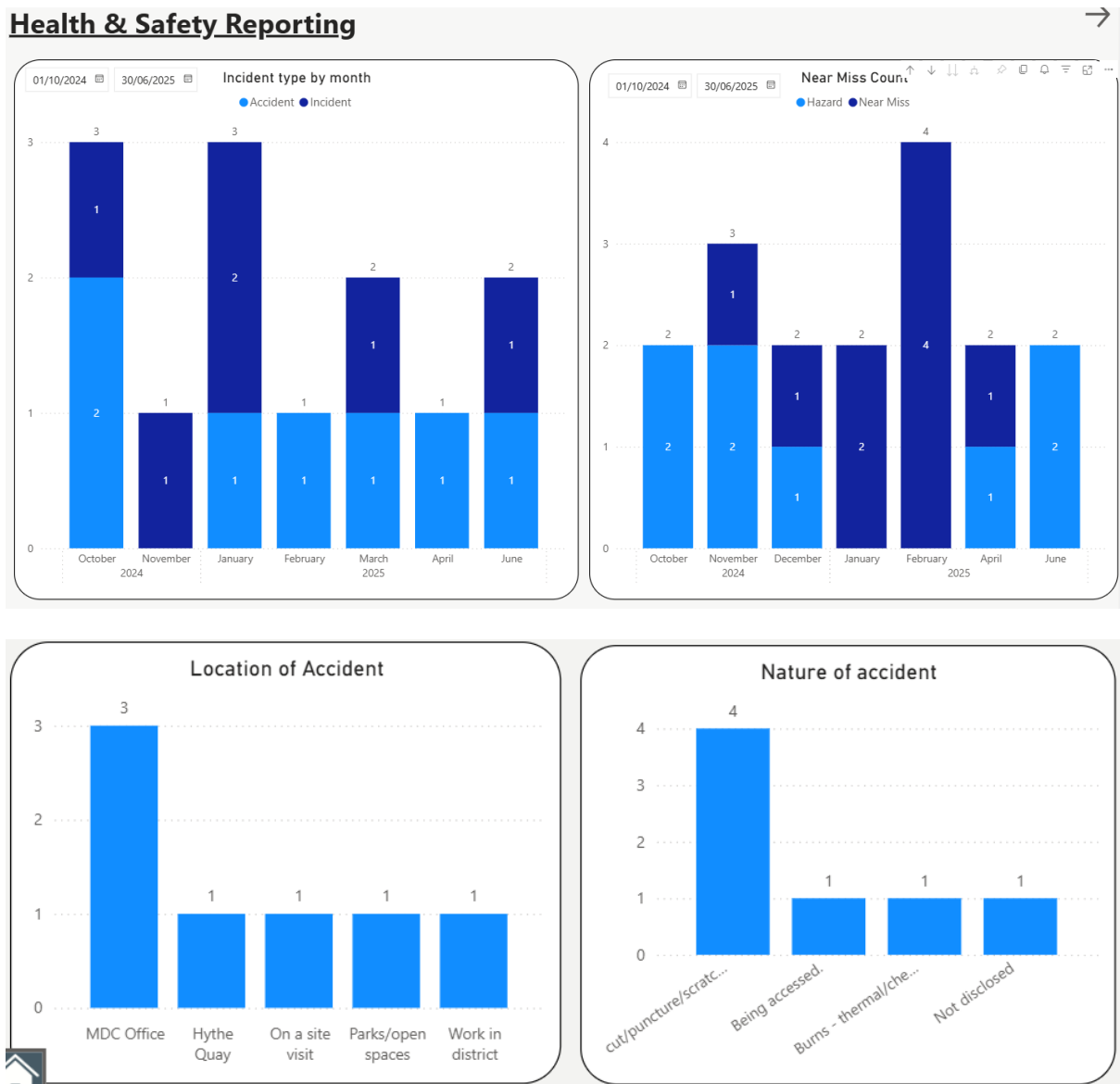
- 3.8.1 Routine work of the council's contractor continues. Items concerning legionella, identified as part of the mini-audit inspections (see Section 3.7 above) will be raised in the respective reports.

### **3.9 Training**

- 3.9.1 No corporate practical training sessions were completed in the period. Corporate training is planned for manual handling and ladder safety with refresher sessions for lone working, fire marshal and potentially, dealing with violent and aggressive behaviour. Costs are being gathered in agreement with discussions held with the Chief Financial Officer regarding the release of funds to support health and safety.
- 3.9.2 Safety training relating to the management of live events was received by the Leisure and Events Officer to improve their awareness on this topic. Two tool-box (safety) talks were conducted for teams in Assets Countryside and Coast. Coverage of the latter was provided in the One Team Briefing and on social media to tie into the Council's community water safety messages issued over the period.
- 3.9.3 Work continues to plan the roll out of tailored e-learning modules to specific teams. With a lead officer supporting this work leaving the authority, the work will need to be reassigned.

### 3.10 Accident-Near Miss Reporting

3.10.1 The number of accidents reported was low over the period. One minor accident was reported with no events recorded in May. The number of hazards and near misses reported are generally consistent with previous reporting periods.



### 3.11 Health and Safety Audit [Audit Actions 2024-2025 doc](#)

3.11.1 There were two targets for completion in the period. These concerned formulating a schedule for inspections and a Power BI report to monitor health and safety training.

3.11.2 An automated Power BI output now reports on the health and safety training that is administered as e-learning modules. This is reported monthly to Heads of Service and Assistant Directors. For practical health and safety training, such as sessions that are administered in-person on council or training premises, a training matrix is used by designated Managers to record the training needs of their teams. Checking of the matrix on a monthly basis is advised and Senior Managers are asked to report on their progress in the health and safety meetings that are held every six weeks. This action is considered closed.

3.11.3 For inspections of sites and/or equipment, a schedule of inspection frequencies has been devised. This action has been deferred to later in the year as more time is needed to discuss the proposals with different teams. Inspections are conducted on Council vehicles and in a limited number of areas/scenarios, but it is acknowledged that it requires expansion. Statutory inspections such as of lifting equipment or pressure vessels are considered outside of the scope of this action as they continue to be conducted by external specialist contractors.

3.11.4 The Health and Safety Policy has been presented to the Strategy and Resources Committee on two occasions. During its last review, Members recommended that the Council adopted the policy, subject to minor wording amendments. These have now been completed.

### 3.12 **Priorities going forward**

3.12.1 The priorities for the next quarter will be to continue to focus on tasks set out in the Audit Action Plan including work to review, and revise where necessary policies and risk assessments. Outside of the audit, work will be necessary to administer corporate and department-based (practical-led) health and safety training which was previously identified as a requirement or for which the refresher period has now expired. It is anticipated that organisational restructure will inevitably have some impact on health and safety focus, whilst roles and responsibilities are reassigned and discussions on a ring-fenced health and budget and how this is administered continue.

## 4. **CONCLUSION**

4.1 Accidents, near misses and incidents of unacceptable behaviour during Q1 2025 / 26 have been set out within this report.

4.2 Proactive work on the main health and safety themes continues and good progress is being made.

4.3 Additional health and safety improvements will continue to be implemented alongside close-out actions arising from the recent health and safety audit.

## 5. **IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028**

### 5.1 **Delivering good quality services.**

5.1.1 Good health and safety management of the workplace, for example, management of asbestos and legionella, helps provide a safer and healthier environment in which to live and work.

## 6. **IMPLICATIONS**

(i) **Impact on Customers** – Good health and safety management reduces the number of accidents and injuries to both customers and employees alike. Reduced staff absence resulting from work related injuries or ill health ensures a better service is provided to customers.

(ii) **Impact on Equalities** – None.



- (iii) **Impact on Risk (including Fraud implications)** – Poor management and insufficient investigation in health and safety can lead to accidents, injuries, occupational ill health or dangerous occurrences. This may result in avoidable sickness absence and these incidents may be investigated by the Health and Safety Executive (HSE). This could result in prosecution with fines or custodial sentences and an award of costs if found guilty by the courts. In addition, the HSE has adopted a “Fee for Fault” policy in which it recharges the cost of investigations if liability is identified. Civil claims by individuals could lead to significant cost to the Council, both financial and resources to manage. These could in turn lead to increased insurance premiums. It can also lead to poor publicity, reputational damage and impacts on staff morale.
- (iv) **Impact on Resources (financial)** – Currently there is no dedicated budget for Health and safety therefore all expenditure is being funded from limited contributions from other areas. Costs associated with the initiatives set out in the report and other future initiatives, will be considered as part of the budget round 2026 / 27.
- (v) **Impact on Resources (human)** – Compliance is dependent upon Managers completing their H&S actions within their service plans and having the time and resources to achieve this. The positive impact should be proactively preventing accidents and ill health, reducing reputational damage, personal injury and other associated costs.
- (vi) **Impact on Devolution / Local Government Reorganisation** - All employers, including local authorities are legally required to have a health and safety policy in place and are at risk of enforcement action if they fail to do so. Where authorities merge, details of the arrangements put in place for health and safety may need to change, but the general themes of policy (i.e. why, who and how the policy must be administered) will be broadly similar. It is anticipated that government re-organisation will lead to changes at an operational level which will be addressed using new procedures and supporting documentation when so required.

Background Papers: None.

Enquiries to: Paul Baccarini, Corporate Health and Safety Manager.

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## REPORT of CHIEF EXECUTIVE

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to  
PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE  
18 SEPTEMBER 2025

### COUNCIL CONSTITUTION – PLANNING APPEALS PROTOCOL

#### 1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to present to the Committee a reference and recommendation from the Overview and Scrutiny Committee.

#### 2. RECOMMENDATION

That the Committee endorses the revised and strengthened version of the Planning Appeals Protocol and adopts it for inclusion in the Council's Constitution.

#### 3. SUMMARY OF KEY ISSUES

- 3.1 The Overview and Scrutiny Committee at its meeting on 4 September 2025 received and considered reports from its Working Group on two scrutiny reviews of a planning nature. In both cases, the relevance and profile of the Planning Appeals Protocol was raised and the need for a strengthening of the Protocol featured in the Working Group's conclusions together with a recommendation that the Committee endorses a revised and strengthened Protocol for adoption and inclusion in the Council's Constitution. These recommendations were accepted by the Overview and Scrutiny Committee for reference to this Committee.
- 3.2 The Planning Appeals Protocol is an appendix to the Planning Guidance document in the Council's Constitution. The need for its strengthening of the Protocol centred on two main areas. First, apart from the fact that it was evident that the nominating a Member or Members to assist in the appeals process had not been a regular practice by the Planning Committees, greater clarity and understanding of the Nominated Member role was felt to be required. Another issue requiring greater clarity and understanding, in the context of Officers' role in managing and their involvement in the appeals process, was the position Planning Officers faced in defending a Committee decision contrary to their own professional opinion and recommendation, which potentially placed them in conflict with the Code of Conduct of their own professional body (the Royal Town Planning Institute (RTPI)).
- 3.3 A revised version of the Protocol has been prepared and is at **APPENDIX A** to this report. It was produced in time for the Working Group to have sight of it at its July meeting and was endorsed. The revised version addresses the issues raised in the two scrutiny reviews referred to above and additionally provides some commentary which acknowledges the potential value of the Nominated Member(s) being involved in any discussion / consultation undertaken as part of any Emergency Action / Decision required during the appeal process. While this cannot override what the Constitution separately provides in the Scheme of Delegation for such action /

decisions, it may help raise the profile of the Nominated Member's involvement in future similar situations. The Overview and Scrutiny Committee Members agreed with Officers that the profile of the Protocol itself will be raised by the refresh that adoption of a revised and strengthened version will provide.

#### **4. CONCLUSION**

- 4.1 The Overview and Scrutiny Committee has endorsed the conclusions of its Working Group, as an outcome from two scrutiny reviews, that it would be beneficial for a revised and strengthened Planning Appeals Protocol to be included in the Council's Constitution and has referred the matter to this Committee accordingly.

#### **5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028**

##### **5.1 Delivering good quality services**

- 5.1.1 Thorough good governance, improved decision-making, performance and efficiency will in turn will contribute to the quality of services provided, and functions undertaken by the Council.

#### **6. IMPLICATIONS**

- (i) **Impact on Customers** – None directly other than the implications of decisions on planning applications and resulting appeals.
- (ii) **Impact on Equalities** – Not applicable.
- (iii) **Impact on Risk** – Scrutiny reviews enable potential Corporate Risks to the organisation and their mitigation to be identified.
- (iv) **Impact on Resources (financial)** – Good governance in relating to planning decision-making will help minimise the risk of the award of costs against the Council associated with planning appeals being upheld.
- (v) **Impact on Resources (human)** – Not applicable.
- (vi) **Impact on Devolution / Local Government Re-organisation** – None.

Background Papers: None

Enquiries to: Stuart Jennings, Corporate Governance Project Officer.

## **MALDON DISTRICT COUNCIL PLANNING APPEALS PROTOCOL**

### **1. ROLE OF MEMBERS IN COMMITTEE PLANNING APPEALS**

#### **1.1 Householder Appeal**

- 1.1.1 The Member role is a collective Committee responsibility given that the critical factor with householder appeals, which do not involve providing any additional supplementary statements, is to ensure that the Committee's reasons for overturning Officer report recommendations are clear and based on sound planning reasons.

#### **1.2 Member Involvement in Written Representation, Informal Hearing and Public Inquiry Appeals**

- 1.2.1 Where the Committee overturns an Officer recommendation, including where the Constitutional Brake has been invoked, in addition to agreeing the reasons for refusal the Committee will be asked to identify which Member(s) should be involved with any subsequent appeal to help strengthen the defence of the Council's case, and even appear at an inquiry as part of the Council's team. The Member(s) nominated by Committee to engage with any subsequent appeal may include the Chairperson or Vice-Chairperson, or another Member having proposed or supported the decision. Members will need to be aware that officers may or may not support the reason(s) for refusal depending on whether they consider that there will be conflict between the reason(s) and Officers' professional opinion having regard to the local plan and any other material considerations as set out in the Officers report. In this respect, Officers will need to be aware that the services of an external consultant would be sought in a timely manner and in accordance with procurement rules.
- 1.2.2 Where Members are nominated it is important that they understand the nature of the specific role as set out below, and that their appearance at a hearing or inquiry will be wholly as a representative of the Council, as a whole, to support the case made around the Committee's decision. In cases where an external consultant is procured, they would work with that consultant, with the support of Officers.

#### **1.3 Written Representation Appeal**

- 1.3.1 Written representation appeals are the quickest and simplest appeals requiring Member involvement. They require a Statement of Case to be prepared and a site visit with the Planning Inspector but these appeals are usually for smaller scale development such as a single dwelling or change of use.
- 1.3.2 Where the Committee overturns the Officer recommendation the Nominated Member(s) will be engaged with the following:
- A letter will be sent to advise the nominated Member(s) about the appeal, the name of the case officer and/ or planning consultant and the date the Statement of Case is due;
  - The Nominated Member(s) should liaise with the Case Officer/ consultant, as required, to discuss the policies used to refuse the application, the content to provide the outline for the Council's Statement and cost claim (if relevant). Members' comments need to be made in writing to the Case Officer/consultant in order to ensure there is a clear audit trail of the input provided by the Nominated Member(s).
  - A written draft Statement of Case, with any necessary appendices will then be prepared by the Case Officer/consultant.

- The Nominated Member(s) will review the Council's draft Statement and make amendments where required and send back to the Officer/consultant.
- A final check by the Case Officer/consultant and/or Senior Management of any Nominated Member(s) amendments will be made to ensure the contents are focused on the reasons for refusal given at Committee and do not inadvertently, in the quest to defend the Council's decision, imply new reasons for refusal. In the event of any concerns of this nature, the Senior Manager will speak to the Nominated Member(s) and confirm in writing any subsequent changes that would be necessary to ensure the Statement of Case stays within its remit.
- The Nominated Member(s) will be advised of the date of the site visit in order to accompany the Case Officer/consultant and Planning Inspector.
- The Nominated Member(s) will be notified of any internal consultation involving the Chair of the relevant Planning Committee undertaken prior to any Emergency Action decision being taken under the Scheme of Delegation (General Powers), e.g. response to a time-limited request from the Planning Inspectorate.

#### **1.4 Informal Hearing Appeal**

1.4.1 Where the Committee overturns the recommendation the Nominated Member(s) will be engaged with the following:

- A letter will be sent to advise the Nominated Member(s) about the appeal, the name of the case officer and/or planning consultant and the date the Statement of Case is due;
- The Nominated Member(s) should liaise with the Case Officer/ consultant if required, to discuss the policies used to refuse the application, the content to provide the outline for the Council's Statement of Case and cost claim (if relevant). Member comments, where required will need to be made in writing and forwarded to the Case Officer/ consultant in order to ensure there is a clear audit trail of the input provided by the Nominated Member(s).
- A written draft Statement of Case, with any necessary appendices will then be prepared by the Case Officer or consultant.
- The Nominated Member(s) will review the Council's draft Statement and make amendments where required and send back to the Officer/consultant.
- A final check by the Case Officer/consultant and/or Senior Management of any Nominated Member(s) amendments will be made to ensure the contents are focused on the reasons for refusal given at Committee and do not inadvertently, in the quest to defend the Council's decision, imply new reasons for refusal. In the event of any concerns of this nature, the Senior Manager will speak to the Nominated Member(s) and confirm in writing any subsequent changes that would be necessary to ensure the Statement of Case stays within its remit.
- Prior to the hearing, a meeting will be held between the Member(s) and Case Officer/consultant, alongside any external witnesses and solicitor (where necessary) to consider the issues/ tactics and the appellant's case.
- The Nominated Member(s) will attend the Informal Hearing either in an observer capacity, or as part of the Council team.
- The Nominated Member(s) will be advised of the date of the site visit in order to accompany the Case Officer/ consultant and Planning Inspector.



- The Nominated Member(s) will be notified of any internal consultation involving the Chair of the relevant Planning Committee undertaken prior to any Emergency Action decision being taken under the Scheme of Delegation (General Powers), e.g. response to a time-limited request from the Planning Inspectorate.

## **1.5 Public Inquiry**

1.5.1 Where the Committee overturns the recommendation the nominated Member(s) will be engaged with the following:

- A letter will be sent to advise the Nominated Member(s) about the appeal, the name of the Case Officer and/or planning consultant and the date the Statement of Case is due.
- The Nominated Member(s) should liaise with the Case Officer/ consultant, to discuss the policies used to refuse the application, the content to provide the outline for the Council's Statement of Case and cost claim (if relevant). Member comments, where required, will need to be made in writing and forwarded to the Case Officer/ consultant to ensure there is a clear audit trail of the input provided by the Nominated Member(s).
- A written Statement of Case, with any necessary appendices will then be prepared by the Case Officer or consultant.
- The Nominated Member(s) will review the Council's draft Statement and make amendments where required and send back to the Officer/consultant.
- A final check by the Case Officer/consultant and/or Senior Management of any Nominated Member(s) amendments will be made to ensure the contents are focused on the reasons for refusal given at Committee and do not inadvertently, in the quest to defend the Council's decision, imply new reasons for refusal. In the event of any concerns of this nature, the Senior Manager will speak to the Nominated Member(s) and confirm in writing any subsequent changes that would be necessary to ensure the Statement of Case stays within its remit.
- Prior to the Public Inquiry, a meeting will be convened by the Council's legal representative between the Nominated Member(s), the Case Officer/consultant and any external witnesses / experts (where necessary) to consider the issues / tactics and the appellant's case.
- The Nominated Member(s) will attend the Public Inquiry either in an observer capacity, or as part of the Council team in presenting the case.
- The Nominated Member(s) will be advised of the date of the site visit in order to accompany the Case Officer/consultant and Planning Inspector.
- The Nominated Member(s) will be notified of any internal consultation involving the Chair of the relevant Planning Committee undertaken prior to any Emergency Action decision being taken under the Scheme of Delegation (General Powers), e.g. response to a time-limited request from the Planning Inspectorate.

## **2 MANAGEMENT OF THE PLANNING APPEAL PROCESS**

2.1 In managing the Planning Appeal process in the Council's control the Assistant Director: Planning and Implementation will:

- determine on a case-by-case basis, as early as possible where it would be necessary to either seek the Nominated Member(s) and/or an external

planning consultant to represent the Council at either an Informal Hearing or Public Inquiry.

- Where unreasonable behaviour by the appellant is considered to have taken place, wherever practical, seek to recover the Council's defence costs from appellants in preparing for and undertaking an appeal.
- Where Nominated Member(s) have not been selected, reserve the right to request Ward Member assistance in circumstances where local knowledge is paramount and invaluable to the appeal, including appeals that may arise from planning enforcement action or a refusal of a Certificate of Lawfulness.

### **3 THE ROLE OF OFFICERS**

- 3.1 In advance of hearings and inquiries, the Development Management Technical Support Team directly support the Planning Inspectorate to secure a suitable venue, including a secure office for the Inspector (if requested) and/or the appellant. On the day of hearings and inquiries, the team support the Inspector to ensure hearings and inquiries are held safely in accordance with any risk assessments and registration requirements, including assisting the public to observe either in the hearing or inquiry location or via any spillover space where capacity has otherwise been exceeded.
- 3.2 Planning Officers would normally appear as witnesses at planning appeals and other proceedings on behalf of the Council. The only exception would be in those instances where officers feel professionally conflicted having regard to the standards of their profession due to the reasons for refusal on an officer recommendation overturn. In some circumstances (such as where specialist evidence is required) it may also be necessary for other professional officers (such as Environmental Health) to attend, or for the Council to appoint specialist consultants to appear and give evidence for the Council's case.
- 3.3 In giving evidence, Planning Officers will present the best possible case on behalf of the Council, while complying with the Royal Town Planning Institute ("RTPI") Code of Professional Conduct. This Code requires that Planning Officers who are members of the Institute to not make statements purporting to be their own, but which are contrary to their bona fide professional opinion.
- 3.4 Planning and Legal Officers will support Members whether involved with the presentation of the Council's case or not, including those otherwise attending or wishing to make representations at appeals, and advise them in advance on how to prepare for speaking and/or delivering evidence.

### **4 THE ROLE OF MEMBERS AS PRIVATE INDIVIDUALS AND PARISH / TOWN COUNCILLORS**

- 4.1 In situations where Members have clearly demonstrated a 'closed mind' on a planning application prior to consideration by Committee, they will not be permitted to be involved in the determination of that application or the subsequent appeal statement or process. In this case, or where a Member does not support the Council decision irrespective of the type of appeal, a Member may decide to make their submissions to an appeal which will be in either a personal capacity only or in their role as a Town / Parish Councillor.
- 4.2 It may be that on occasions electors may expect that their Ward Member(s) will attend a hearing or inquiry to further represent their interests and view. This can be

seen as part of the democratic process, and a Ward Member wishing to do so should take the opportunity of first being fully briefed by Planning Officers on all the issues the subject of the appeal.

**5 REVIEW OF REASONS FOR REFUSAL**

- 5.1 On occasions during the course of an appeal, the Council may formally be requested by or on behalf of the appellant to reconsider its reasons for refusal. Any review shall be undertaken at the level the original decision was made and on report of the Assistant Director: Planning and Implementation only.
- 5.2 Where a Committee has not formally reconsidered its reasons for refusal, and there is insufficient time to do so, then in order to ensure the Council minimises its exposure to unreasonable behaviour cost awards against it, the Assistant Director: Planning and Implementation, in managing the appeal process, will act in consultation with the Leader of the Council, the Chairperson of the relevant Planning Committee and any Nominated Member(s).

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