

**Funding Letter**

Received 02-10-2019

Dear Georgina

Further to our discussions in August and the recent written correspondence, I write to agree with the level of resources to be provided to Maldon in 2019. This recognises that we will have a detailed discussion in November 2019 to look ahead and agree resources in 2020 onwards.

In August we verbally agreed that we will fund your officers' time spent engaging in the schedule of meetings during September to December 2019 (inclusive), up to a monthly cap of £14,995. This is calculated on the basis of the attendance of up to two officers per meeting, each spending up to 1.5 days of their time (i.e. 0.5 days' preparation, 0.5 days' attendance and 0.5 days' follow up) per meeting; applying the hourly rates (i.e. £85) set out in Essex County Council's framework for planning performance agreements. It assumes up to seven meetings per month - transport modelling, transport strategy, socio-economics, main development site, associated developments, planning oversight and communications. This equates to £1,785 per officer, per meeting as a maximum, although we would only be charged for time spent by officers up to the maximum. We will require evidence of the time spent by each officer on a timesheet basis, in support of each invoice. We have also made some provision for your time per month (up to £2,500), to engage with the Bradwell B Project team, again on a time spent basis demonstrated via timesheets. This was the basis on which a letter was issued.

Further to our discussion, and by way of an instruction to Andrew, the fee arrangement will allow for MDC to also bill us for costs incurred in September for up to £5,130. This is in addition to your costs that you can recoup during October to December (inclusive), which is covered by our email exchange below, plus reasonable travel expenses.

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