

CABINET MEETING

Monday 3rd December 2012

PUBLIC APPENDICES

Report Number	Report	Pages
6a	<p>Second Quarter Performance Management Report 2012/13</p> <ul style="list-style-type: none">• Second Quarter Performance Management Report – 1st July to 30th September 2012	1 to 24
11a	<p>To receive a recommendation from the Local Development Framework Cabinet Sub-Committee – 7th November 2012 – Amendments to the draft Masterplan for the Premdor/Rockways Site at Sible Hedingham</p> <ul style="list-style-type: none">• Report to Local Development Framework Sub-Committee – 7th November 2012.	25 to 27
12a	<p>Minutes of the Local Development Framework Sub – Committee of 7th November 2012.</p>	28 to 35

Second Quarter Performance Management Report

1st July to 30th September 2012



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Section 1: Introduction and Summary






Purpose of the Report

The purpose of the report is to demonstrate the performance of the Council at the end of the second quarter in relation to the publication of 'Our plans for the District 2012/2013'. This sets out the key activities and measures used to check our performance for the year and along with the new Corporate Strategy 2012-2016 sets out the priorities we are working towards. Further detail is given in relation to an evolving set of business performance indicators covering finances, customer focus, our people and health and safety.






This report does not contain details of the numerous activities ongoing in each service area that also contribute to delivering what is important and will make a difference to all in the district. Full details of all projects and local and national indicators used to measure the outcomes are available upon request.

Summary of the Corporate Projects current position for the second quarter

The following table provides updates for the second quarter in relation to the key activities in 'Our plans for the District 2012/2013'




Corporate Priorities	Status of projects and actions				
					
Place	0	6	1	0	0
People	1	6	1	1	0
Prosperity	1	9	0	0	0
Performance	1	4	1	0	0
Partnership	0	8	0	0	0
TOTAL	3	33	3	1	0

KEY:




-  Project completed
-  Project on target
-  Project scope/target date requires attention
-  Project requires amendment
-  Project aborted/closed

Summary of the Performance Indicators position for the end of the second quarter

The following table shows the performance for the end of the second quarter in relation to the quarterly reported Performance Indicators that have targets set as defined in 'Our plans for the District 2012/2013'.

Corporate Priorities	Status of indicators			
				Data Only
Place	2	2	0	0
People	2	0	1	0
Prosperity	3	0	0	0
Performance	3	2	2	1
TOTAL	10	4	3	1

KEY:

-  Performance Indicator has achieved target
-  Performance Indicator is up to 5% below target
-  Performance Indicator is 5% or more off target

Summary Position

The second quarter of the year has been very challenging which has impacted on performance. Some key areas of the business are experiencing increased demand on their services as they work to mitigate the impact of the welfare reform being introduced in April. There has also been a reduction in resource due to increased sickness in some areas which has meant delays in processing times within the customer facing areas of the authority.

The recent public satisfaction survey results has also shown a marginal reduction in satisfaction with parks and open spaces and the public's perception of whether the Council provides value for money. All the other satisfaction results have improved since the survey carried out last year and the overall results are excellent achieving high scores all round. The satisfaction surveys are continuing and will be analysed again at the end of the year.

The majority of projects are performing well with the successful transfer of the management of our leisure facilities to Fusion and winning the second round of the Mary Portas funding receiving £86,500 to rejuvenate shopping areas in Braintree. The weekly food waste service has now been rolled out to the remainder of the district providing everyone with the opportunity to recycle their food waste with the potential to divert 5,000 tonnes of food waste away from landfill a year

There is room for improvement in some key areas of the business and we need to ensure that we strive to deliver our corporate objectives whilst focusing our resources maximise benefit to the community and businesses in the months ahead.



Our Priorities

- Keep our district clean and tidy
- Protecting our environment
- Provide green space for everyone to enjoy

Project description and comments	Target Date	Status
Improve the appearance and visual impact of the key gateways leading into our towns and villages	March 2013	
Environmental and utilities surveys have been completed and once the results are received, the design proposals will be submitted to Essex County Council. Any overgrown sites will be cut down ready for planting.		
Reduce the number of households in fuel poverty by working with national organisations to reduce energy costs and installing energy saving measures in domestic properties	March 2013	
Essex Energy Partnership is developing a Green Deal/ECO programme to enable many households to make energy efficient improvements.		
Encourage households to produce less waste and recycle more	March 2013	
A further 16,400 households were included in the food waste recycling service in September providing almost everyone who lives in the district with the opportunity to recycle their food waste.		
Expand the anti-litter campaign with a focus on litter thrown from cars	March 2013	
The campaign has been presented to the Essex Cleaner Group to consider a county wide campaign. Since April, there have been 157 cases of car litter reported resulting in 64 fixed penalty notices		
Work with schools and local communities to encourage more people to take pride in their neighbourhoods and to actively get involved in keeping their local areas clean	March 2013	
A number of schools took part in the 'cleanest school in the district' competition. Rickstones secondary school in Witham won the competition by demonstrating a clear commitment to reducing litter by introducing procedures to tackle the problem.		
Work with Southview school and the local community to provide a community orchard and allotments	April 2013	
The project is experiencing set backs due to vandalism on the site in August which caused a serious amount of damage, and lack of personnel at the school to take a lead on the project. A fundraiser will be appointed to assist in raising additional funds required to install the equipment for the area to be used fully by the school and local community		
Complete the Halstead River Walk pathway	March 2013	
The contract for the construction of the River Walk has now been awarded and the works will commence on site shortly.		



Our Priorities

- Support vulnerable people in our community
- Promote safe and healthy living
- Encourage flourishing communities

Project description and comments	Target Date	Status
Increase our support to vulnerable people to enable them to stay in their own homes	March 2013	
In total, 42 grants have been issued since April totalling over £250,000. The additional support for this project has seen the waiting list reduced by 20%.		
Develop the Community Transport Service further by increasing passenger numbers and journeys, with a focus on vulnerable people living in the most isolated areas	March 2013	
Profiling helped identify groups of vulnerable and isolated people who could potentially benefit from the Community Transport scheme and details have been sent out. Since April the scheme has seen an 8.75% rise in the number of passenger journeys compared with last year.		
Work in partnership with other agencies to tackle 'rogue traders' who prey on vulnerable people	March 2013	
The first part of the project to tackle rogue traders is about to be launched.		
Improve three play areas across the district providing new equipment and fencing to Bramble Road Witham, Fisher Field Braintree and Riverside Braintree	March 2013	
Orders have been placed for works to two of the play areas. Consultation is currently in progress with residents for the third play area.		
Create a skate park in Silver End	March 2013	
The skate bowl opened in the Summer 2012 and is being very well used. The park will formally be launched in October.		
Install play equipment at Witham Town park	April 2012	
New play equipment has now been installed for a wide range of ages and abilities as well as for those with disabilities which has been much improved this important town centre park.		
Continue to build Witham Leisure Centre	December 2013	
Cabinet approved the decision to award the contract to Barr Holdings Ltd. Work is ongoing with Essex County Council to finalise the lease for the land. Secretary of State consent is required and is currently being sought.		
Complete John Ray Park cycleway	October 2013	
The project has been delayed due to the need to redesign and replace the footbridge. This will impact on the works to provide the footpath and cycleway.		
Support and Monitor the projects selected for Mi Community funding	March 2013	
Monitoring continues and all the projects are progressing satisfactorily.		



Our Priorities

- Boost employment skills and support business
- Promote and improving our town centres
- Securing appropriate infrastructure and housing growth

Project description and comments	Target Date	Status
Organise events to provide local support to NEETs	March 2013	
A careers event was sponsored by Braintree District Council on the 25 th September in Earls Colne.		
Provide further places on the modern apprentice scheme	March 2013	
Short-listing has been completed and an assessment centre held. Five places have been offered to applicants and second interviews are taking place for other vacancies.		
Establish Town Centre improvement Design for Braintree and Witham	March 2013	
Town teams have been established to engage with businesses and assist with the monitoring and delivery of town centre projects.		
Complete improvements to Sandpit Lane and start work on St Michaels Fountain	March 2013	
Following discussions with Sandpit Lane stakeholders, drawings are being revised. Funding for both sites has been established and costings are now being drawn up.		
Introduce initiatives to assist businesses in the Town Centres	March 2013	
Braintree secured £86,500 from the Mary Portas funding which will be used to support and encourage retailers. The indi card has been launched providing offers and discounts in shops and businesses across the district.		
Work in partnership with the developer on the land behind the Town Hall	March 2013	
A development agreement has been exchanged with Henry Boot Developments Ltd in June 2012. Henry Boot are working on securing pre-lets for the scheme before preparing and submitting a planning application.		
Work in partnership with owners of the Newlands Centre	March 2013	
The Council met with the new owners to discuss various redevelopment and regeneration options and opportunities. They are currently carrying out a light refurbishment of the shopping centre and are looking for potential tenants to anchor a redevelopment scheme.		
Spring clean the Town centres	March 2013	
A deep clean of all pavements in Halstead, Witham and Braintree Town Centres took place in April. The street furniture has been reviewed and a maintenance programme set up to replace furniture and bins.		
Provide 50 affordable homes across the District	March 2013	
33 affordable homes have been provided since April this year.		
Bring 55 empty homes back in to use	March 2013	
Empty Home Rescue scheme has been successfully launched with Colne Housing in September and 10 properties are currently being considered.		



Our Priorities

- Provide value for money
- Deliver excellent customer service
- Improving our services through innovation

Project description and comments	Target Date	Status
Achieve the Customer Service Excellence Standard for our key services		
All services continue to work on the criteria of the standard and two service areas had there pre-assessments and are now working through areas of improvement for the full assessment later this year. It has been agreed to extend the project due to the impact of the Welfare reforms on a number of service areas in the Council.	September 2013	
Ensure our services continue to be fit for purpose and offer value for money by undertaking a programme of Efficiency Reviews		
Business Efficiency reviews for this year are underway. The Efficiency Review board are monitoring progress on a bi-monthly basis. The next review meeting will take place in November.	March 2013	
Assess and understand the implications of the Governments proposed Business Rates Retention scheme		
An initial report on the principles of the proposed scheme will be presented to Cabinet in October.	December 2012	
Localisation of the Council Tax Benefit scheme		
The public consultation period on the proposed Local Council Tax Support Scheme closed in September 2012 with 316 responses received. The responses are currently being analysed and will be reported to Cabinet in October.	December 2012	
Implement the new leisure contract to deliver a customer focused, accessible and cost effective leisure service		
The management of the leisure centres across the district has been successfully transferred to the new contractor Fusion Lifestyle. Fusion will be investing in new fitness equipment and aims to create more opportunities to get more people active and enjoying sport and exercise.	September 2012	
Increase customer satisfaction with business and citizens using regulatory services		
Customer satisfaction surveys sent to all transacting businesses with Environmental Services and the results will be available in the next quarter	March 2013	



The majority of our services and improvements are provided in partnership with others, whether it is with community groups, voluntary organisations, public sector or private sector organisations.

Project description and comments	Target Date	Status
Lobby for A120 improvements and a Braintree rail loop through the South East Local Enterprise Partnership	March 2013	
An event was held on 11 th September 2012 launching the Braintree loop socio/Economic study.		
Work with local doctors and other health partners to develop and improve local health services	March 2013	
The 'whole system approach' to public health will be introduced to the organisation via a cabinet workshop. The three priorities for the district will be low educational attainment, fuel poverty, and hip fractures.		
Work with our partners to deliver better outcomes for residents through the county wide Community Budget programme and a neighbourhood budget pilot in Witham	March 2013	
Actively engaged in county wide Community Budget programme and initial scoping work has identified key partners for neighbourhood budget pilot in Witham.		
Work with our community safety partners and the new Police and Crime Commissioner to make our district safer	March 2013	
Representatives from six authorities and community safety partnerships have met to explore the possibility of developing a North Essex Partnership to facilitate working with the Police and Crime Commissioner when elected.		
Work with water companies and the Environment Agency to increase resilience to drought by promoting efficient use of water across the district	March 2013	
Developing a water saving scheme with Anglian Water which is designed to reduce water consumption in domestic dwellings. BDC and Greenfields received the runner up award in the recent UK water efficiency awards.		
Work in partnership with businesses across the district to create economic growth and new jobs	March 2013	
A district business event was sponsored by Braintree District Council in July providing networking opportunities, seminars and a large exhibition area where over 30 businesses exhibited.		
Work in partnership with retailers and town centre stakeholders to attract new businesses to our towns and increase footfall	March 2013	
The indi card was successfully launched in September providing a variety of discounts and offers from retailers in Braintree, Halstead and Witham.		
Response to Localism Act and Localism Framework	March 2013	
Approval granted at September Cabinet on two new community rights procedures Transfer of two pieces of land to Witham Town Council has been approved subject to final negotiations on funding. The Rural Community Council for Essex is working with parishes and communities on behalf of Braintree District Council.		

Section 3: Managing the Business







Performance Indicator Overview

The information in the table below details the performance for the end of the second quarter based on the basket of performance indicators detailed in 'Our plans for the District 2012/13'. Not all performance indicators have targets set and the outturn figures are for information purposes only.

A sample of performance indicators have been checked to ensure data quality.
















At the end of the second quarter:

The following table shows how the quarterly outturn figures at the end of the second quarter in 2012/13 compared with the performance at the end of the second quarter in 2011/12.

Trend compared with last year		Status of indicators				
					Data Only	<i>TOTAL</i>
	Performance has improved	6	3	0	0	9
	Performance has deteriorated	2	1	3	0	6
	Performance is the same	0	0	0	0	0
	New Performance Indicator	2	0	0	1	3
<i>TOTAL</i>		<i>10</i>	<i>4</i>	<i>3</i>	<i>1</i>	<i>18</i>

Our Performance Indicators in Detail

Performance Indicator	2012/13							Comments
	Q1 Outturn	Q2 Outturn	Q3 Outturn	Q4 Outturn	Target for the Quarter	Status at the end of the Quarter	Compared with this time last year	
Place								
Percentage of land that falls below cleanliness standards for litter	n/a	3%			9%			Recorded 3 times a year – July, November and March
Percentage of household waste sent for reuse, recycling and composting	60.57%	60.40%			58%			Outturn figures to be confirmed by Essex County Council
Percentage of fly tips cleared within 24 hours of being reported	100%	98.45%			100%			This represents 191 out of 194 fly tips cleared within 24 hours of being reported
Public Satisfaction with parks and open spaces	n/a	81%			85%			Surveys are continuing.
The number of households supported by installing energy saving measures	Annually reported indicator						New indicator	
The number of households and business assisted to install water efficiency measures	Annually reported indicator						New indicator	
People								
Number of customers using our leisure centres	264,864	188,945			242,500			Fusion has taken on the management of the leisure facilities with effect from the 1 st September. More robust monitoring of the number of users will be developed over the next year. Notley sports centre is now managed by Notley High School and not Fusion.
Number of passenger journeys on the Community Transport Scheme	15,624	14,658			14,500			
Percentage of Mi Community projects successfully completed	Annually reported indicator						New indicator	
Number of prosecutions against 'rogue trading'	5	4			3		New indicator	
Prosperity								
Number of empty homes in the district returned to use	20	20			14			
Number of affordable homes delivered	14	19			17			
Number of young people assisted into education, employment or training through council and partnership schemes	Annually reported indicator							
Percentage of empty shops in the district	Annually reported indicator							

Performance Indicator	2012/13							Comments
	Q1 Outturn	Q2 Outturn	Q3 Outturn	Q4 Outturn	Target for the Quarter	Status at the end of the Quarter	Compared with this time last year	
Number of new business start ups in the district	Annually reported Indicator							
Number of people using Council owned car parks in Braintree, Witham and Halstead town centres	172,682	171,971			157,500		New Indicator	
Performance								
Percentage of enquiries resolved at first point of contact within the Customer Service Centre	87.67%	81.33%			85%			Under target due to some incorrect call code selections. This is being addressed with individuals and the team.
Time taken to process housing benefit/council tax benefit new claims	17.46 days	17.88 days			18 days			
Time taken to process housing benefit/council tax benefit change of circumstances	5.54 days	6.31 days			6 days			Performance was over target for the second quarter due to resourcing issues. The situation has been addressed with staff working on Saturdays to reduce the backlog.
Percentage of minor planning applications processed within 8 weeks	70.45%	76.06%			77%			54 out of 71 applications determined in 8 weeks
Number of stage 2 complaints received	11	6			Data Only	Data Only	New Indicator	
Percentage of stage 1 complaints responded to within 7 working days	95.3%	95%			90%			
Overall customer satisfaction with the way Braintree District Council runs things	n/a	91%			89%			
Percentage of residents who agree that Braintree District Council provides value for money	n/a	62%			67%			Surveys are continuing and performance will be judged on the end of year figure. The underperformance is being addressed by ensuring that we continue to better inform residents about the services we provide.

Customer Services & Views

The following is a selection of our customer service performance measures:

Customer Service: Indicators of Performance					
	Q1	Q2	Q3	Q4	Quarterly Target
Average telephone response time in the Customer Service Centre	16 seconds	13 seconds			15 seconds
Number of transactions carried out via the Council website	23,845	23,834			21,250
Number of unique visitors to the Council website	104,678	91,852			100,000
Percentage of avoidable contacts	n/a	14.7%			Data only

Customer satisfaction surveys

We continually seek to keep track of how our residents feel about us and the services we provide. In the past, the Governments national surveys such as the 'Place Survey' and the 'BVPI Survey' were used to monitor residents' satisfaction with Councils. Although these surveys are no longer compulsory, for us this information is still a high priority. Therefore we have introduced our own on-going satisfaction survey to gather feedback and comments from our customers. This consultation is continuous and the results are reviewed and published every six months.

Between April and September, 466 customers completed our survey. The results are as follows:

- ✓ 93% of residents are satisfied with the local area as a place to live
- ✓ 91% of residents are satisfied with the way Braintree District Council runs things
- ✓ 62% of residents agree that Braintree District Council provides value for money
- ✓ 76% of residents feel informed about the services and benefits available from Braintree District Council

The following results are regarding main services provided or supported by Braintree District Council

- ✓ 88% of residents are satisfied with the way public land is cleared of litter and refuse
- ✓ 91% of residents are satisfied with their waste collection service
- ✓ 81% of residents are satisfied with parks and open spaces
- ✓ 76% of residents are satisfied with the sports and leisure facilities
- ✓ 83% of residents are satisfied with council tax collection
- ✓ 78% of residents are satisfied with planning services for applications and decisions

Our next set of results will be published in our end of year report.

Complaints

The quarterly complaints analysis for 2012/13 is detailed below. This is compared with 2011/12 figures shown in brackets.

Complaint Category	Q1 2012/13	Q2 2012/13	Q3 2012/13	Q4 2012/13	TOTAL
Justified	85 (85)	82 (117)	(60)	(52)	(314)
Not Justified	101 (64)	97 (108)	(69)	(119)	(360)
Partially Justified	13 (16)	27 (16)	(14)	(16)	(62)
Not known	9 (0)	2 (0)	(0)	0 (0)	0 (0)
Total	208 (165)	208 (241)	(143)	(187)	(736)

Comments

The number of complaints received in the second quarter of the year is lower in comparison with the number of complaints received in the second quarter of 2011/12. The identified trends in complaints for the second quarter are as follows:

- High number of complaints received relating to missed waste collections due to the roll out of the food waste collection service to the remainder of the district
- Increase in the number of complaints relating to delays in service provided for replacement wheelie bins due to low stocks and a temporarily suspended service to ensure all new residents received their food waste bins. This issue has been rectified.

A summary of the local ombudsman cases for the first quarter period is: 3

There were three complaints received by the Local Government Ombudsman during the second quarter of 2012/13. For two of the complaints, there was no evidence of maladministration by the Council and the ombudsman declined investigating the third complaint due to receiving the complaint outside of the timescales and the complainant has the right of appeal which is the most suitable form of challenge.

Our Organisation

The following is a selection of our people performance measures:

People: Indicators of Performance	Q1 12/13	Q2 12/13	Q3 12/13	Q4 12/13	Change on previous period	Yearly Target
Total headcount	452	455			+ 3	-
Total number of posts	475	466			- 9	
Number of temporary staff	41	41			0	-
Total staff FTE	407.81	404.74			- 3.07	-
Permanent staff FTE	378.51	375.83			- 2.68	-
Temporary staff FTE	29.29	28.92			- 0.37	-
Level of employee turnover	1.68%	3%			+ 1.32	-
Number of vacant posts	6	5			- 1	-
Number of vacancies (FTE)	6	4.5			- 1.5	-
Number of temporary leavers	1	6			+ 5	-
Number of permanent leavers	7	8			+ 1	-
Number of starters	8	7			- 1	-
Working days lost to sickness per employee	1.39 days	1.81 days			+ 0.42	8.0 days
Number of learning days	765.50	784			+18.50	-
Average learning days per employee	1.69	1.72			+ 0.03	≥3.5 days
Number of apprentices	8	6			- 2	-

Year on Year Headcount Analysis	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12
	772	586	567	541	503	485

Health & Safety

The following is a selection of our Health and Safety performance measures. There are no targets; the data is for information purposes only.

Health & Safety: Indicators of Performance	Q1	Q2	Q3	Q4	
	(2011/12 figure in brackets)				
Total number of reported accidents/ incidents, calculated from:	21 (7)	17 (11)	(13)	(22)	
<i>a. Accidents/ incidents to employees</i>	17 (7)	13 (9)	(12)	(19)	The top category for Q2 was cuts.
<i>b. Accidents/ incidents to contractors</i>	2 (0)	1 (1)	(0)	(2)	
<i>c. Accidents/ incidents to non-employees</i>	2 (0)	3 (1)	(1)	(1)	
Time lost in days due to employee accidents/ incidents	39 (3)	7 (8)	(12)	(50)	The days off relate to two employees
Number of reported verbal/ physical incidents to employees	1 (1)	3 (0)	(1)	(0)	
Number of near miss incidents	1 (2)	0 (0)	(1)	(2)	
Number of Accidents/ incidents registered resulting in insurance/ compensation claim	3 (0)	2 (1)	(1)	(3)	Both claims are currently being investigated by the insurers
Number of claims settled	0 (0)	0 (0)	(0)	(0)	

Health and Safety Inspection

A recent accident triggered a health and safety inspection in our Waste and Recycling Service area. The report received is extremely positive receiving 'high' and 'good' on the risk assessment carried out. To receive such a glowing report for an operational service is high praise indeed from the Health and Safety Executive.

Managing our Business Key Performance Indicators

Financial Performance

The current projected outturn is a net spend of £15.524 million, compared with a budget of £16.159 million, giving a projected under spend of £635,090.

Summary:

The projected under spend of £635,090 equates to -4% against the budget, and is a combination of expenditure variances of minus £420,350, and net over achievement of income of £214,740. The position is higher than the under spend projected at the First Quarter of £425,710 by £209,380, the principal reasons for the change being: confirmed ICT contractual savings following due diligence; estimated under spend on community halls due to the expected completion of transfers to 3rd party management; increased income from expanded community transport services; and higher recycling credits and waste management performance grant.

After allowing for the budgeted transfer from balances of £525,185, the predicted net change on the General Fund balance is an addition of £109,905, giving a projected closing balance of £7.5 million at 31 March 2013.

Key Service Issues:

Key service issues that are contained within the projected outturn are:

Expenditure variances

- **Salaries** – across all services there is a projected salary under spend of £190,970 (or over -1% against a salary budget of £14 million). A corporate efficiency target was set at £337,960 for the year which is met primarily through savings made from staff turnover and other staff related efficiencies but also through other efficiencies and savings as merited below.
- **Leisure Management** –The award of a new leisure management contract commencing from 1 September 2012 will lead to a significant reduction in the cost of operating the Council's leisure facilities. This includes achieving a guaranteed return from investment to be made by the Council on new and improved health and fitness facilities. It is anticipated that savings against the current year budget will be around £526,000, after taking into account some one-off costs. The final under spend for the year may be impacted by any additional maintenance requirements at the Braintree Swim Centre which are currently being investigated.
- **ICT Contract** – The Medium Term Financial Strategy provided for savings following the joint procurement for ICT services which resulted in the appointment of CAPITA. The amount of the savings to be achieved was subject to "due diligence" which has now been completed and has resulted in a further £75,000 of on-going savings being indentified.
- **Corporate overheads** – projected savings of £57,500 are expected across a number of corporate budget heads including external audit fees, bank charges, telephony costs, and postages in excess of the reductions that had already been allowed in the original budget.
- **Fleet Management and Horticultural Services** – following the letting of a new vehicle supply and maintenance contract it is projected that savings of £48,700 will be made in the current year, with additional savings being projected on the net operating cost of

horticultural and parks services of £36,200. These projected savings more than offset the profiled savings of £78,390 built into the 2012/13 budget.

- **Housing services** - the cost of dealing with homelessness and other temporary accommodation needs is projected to be less than budget by £22,300. These services are demand-led and it is therefore difficult to be precise about future requirements.
- **Concessionary Fares** – a one-off reduction of £24,000 against the cost of taxi-tokens following the final financial reconciliation of the scheme which has ceased during 2011/12.

Income positive variances

Additional income above budget was received in the following areas:

- **Refuse & recycling** – An over achievement of income is predicted from the sale of recycling materials of £161,630. At the time of setting the budget the Council was negotiating the contract for sale of recycling materials and allowed a minimum £35 per tonne, however, currently around £50 per tonne is being achieved. Additional recycling credits of £81,400 are expected from Essex County Council to reflect the higher tonnages collected of green compost, street sweeping arisings, litter pickings, and bulky waste. Under the Inter-Authority Agreement (IAA) on Waste with Essex County Council the Council is rewarded financially for achieving improved recycling performance. The original recycling target under the IAA was 45% against which the Council has been improving performance – due in part to the food waste service - and is now aiming for a rate of 58% in the current year resulting in estimated reward grant of £44,150.
- **Development Control** – An over-achievement of £38,000 of fee income is projected, including £30,000 from an increase in statutory fees following an announcement by the Government proposing a 15% increase in fees assumed from November although this is subject to Parliamentary approval. The current projected fee income is £550,000, compared to the budget of £512,000 (reduced from a base budget of £632,000). In 2011/12 the outturn fee income was £479,000. However, this higher application fee income is offset by a small reduction in other income and a projected £32,400 over spend, mainly due to higher than provided planning appeal/ inquiry costs.
- **Community Transport** – the expanded community transport service providing shopper buses and hospital hopper services has resulted in a predicted over achievement of income of £30,000. The service has also continued to administer the concessionary fare scheme on behalf of Essex County Council for an additional six-months resulting in extra unbudgeted income of £13,500.
- **Other services** – a net over achievement of £20,760 is expected across a range of services, including; an additional £25,000 from the commercial property portfolio due to a reduction in void periods; £22,600 from local land registry searches; and a reduction in car parking income of £20,100 (after providing for an estimated £40,000 reduction in pay & display income due to the 10p parking promotion which Council agreed to extend until the end of March 2013).

Income negative variances

Although some service areas are experiencing increased income there are still a number of services where a shortfall is projected:

- **Building control** – Income continues to be depressed in this service area. The original budget allowed for a £50,000 reduction, however, based on achieving similar levels of income as last year (£300,000), a further shortfall of £75,800 is predicted. Where possible expenditure is being controlled to mitigate the position. A business efficiency review of the service is planned to commence in the near future.
- **Causeway House** – A net shortfall of £32,000 is expected due to the occupation of Causeway House by ECC being later than anticipated at the time of setting the budget. The reduced rental and service charge income (£56,100) is offset by a reduction in business rates and general maintenance (£24,100).
- **Town Hall Centre** – letting income is projected to be down against budget by £28,900, assuming a similar level being achieved as last year (£74,000 against a budget of £102,900). The future use and opportunities for the Centre is currently the subject of a review.

Offsetting the above expenditure and income variances the following matters are addressed:

- **Mayland House** – additional net operating costs, estimated to be £70,000, approved as part of the decision to pursue a single-let of the building.
- **Revenue contribution to capital** – a contribution of up to £124,000 for financing the additional capital spend on vehicles and containers required for the expansion of the food waste service to a further 16,400 properties. This cost will be recovered from the annual contributions from Essex County Council under the Inter-Authority Waste Agreement over the next few years.

Breakdown of Spend by Service Area

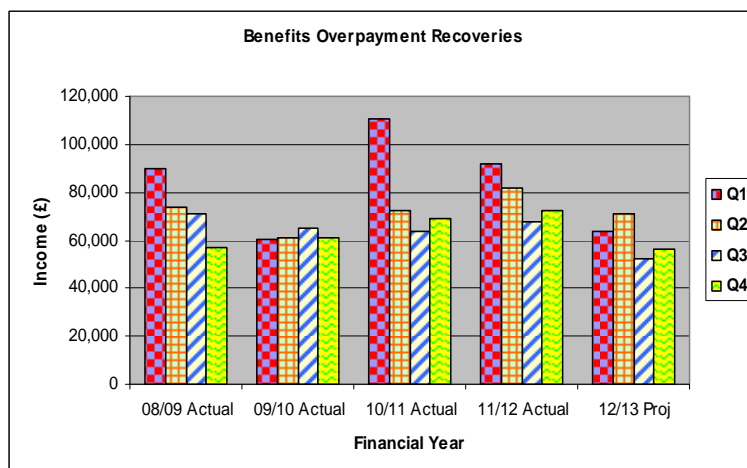
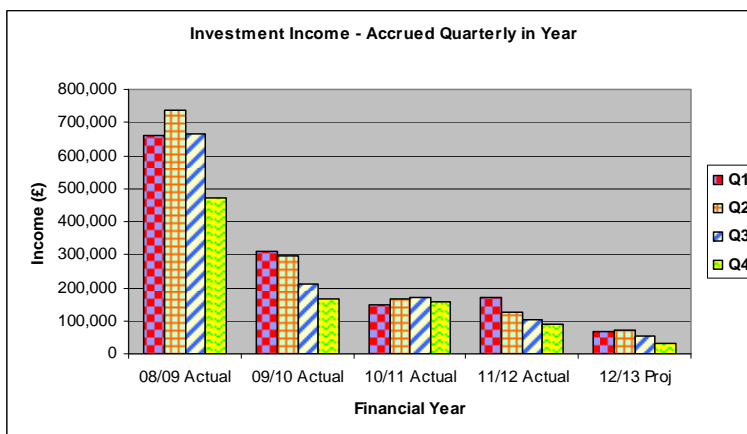
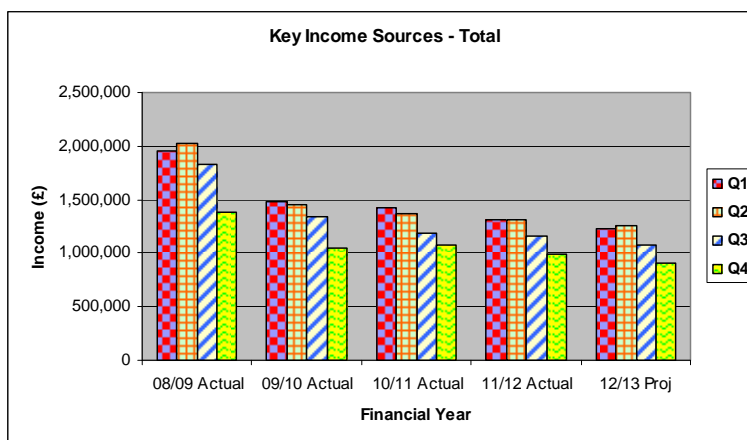
The following table provides a breakdown of the projected outturn by business plan service area.

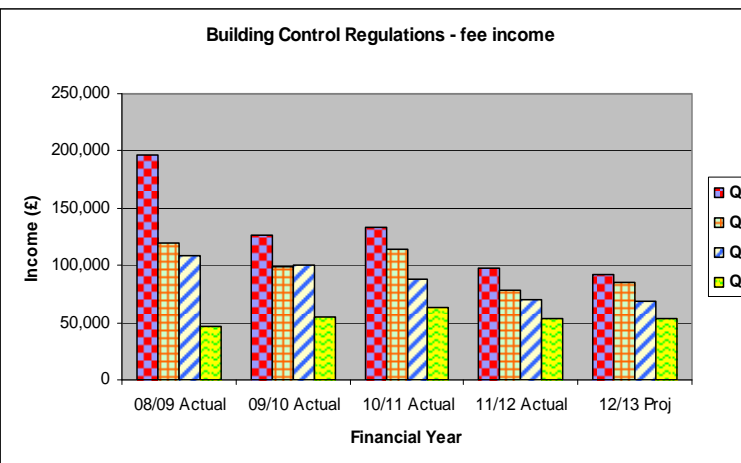
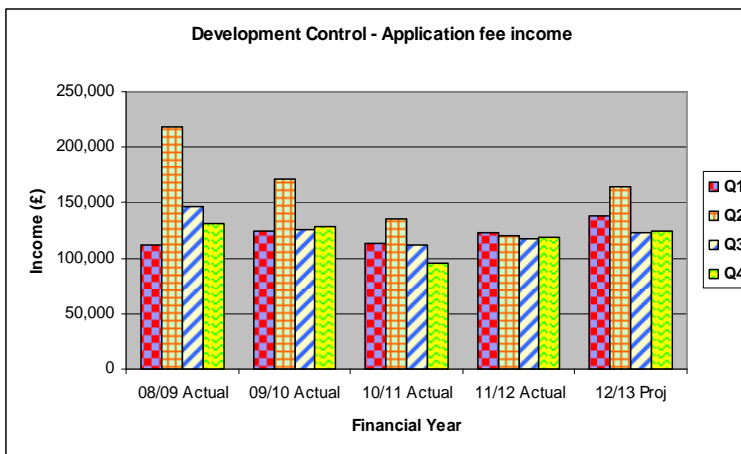
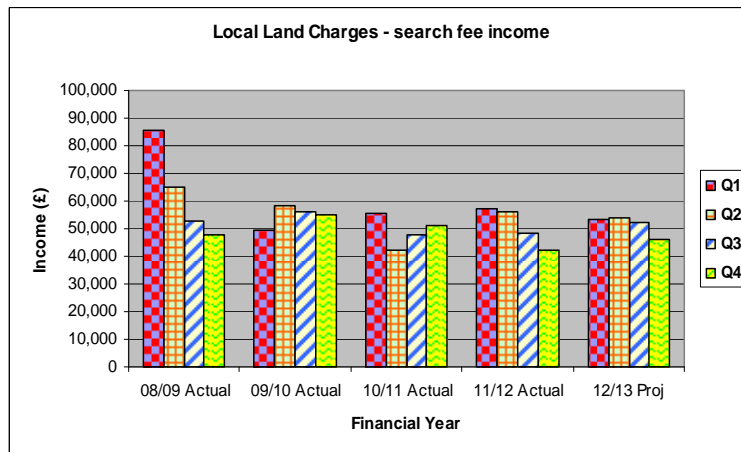
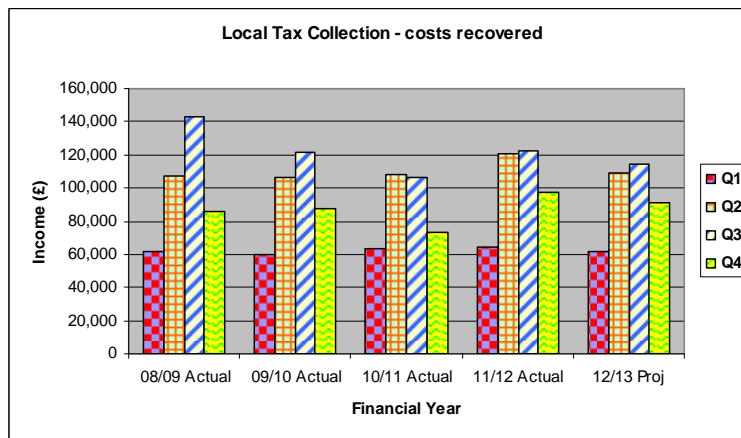
Business Plan	Original Controllable Budget £'000	Updated Controllable Budget £'000	Full year Net Spend £'000	Variance Exp. £'000	Variance Income £'000	Variance Adverse/ (Favourable) £'000	RAG Status
Business Solutions	1,844	1,871	1,780	(91)	-	(91)	-5%
Community Services	2,258	2,260	1,651	(589)	(20)	(609)	-27%
Corporate Management Plan	1,280	1,298	1,253	(45)	-	(45)	-4%
Environment	960	965	946	(108)	89	(19)	-2%
Financial Services	1,194	1,193	1,150	(62)	19	(43)	-4%
Housing Services	634	634	599	(32)	(3)	(35)	-6%
Operations	4,097	4,093	3,829	16	(280)	(264)	-7%
People & Democracy	1,652	1,606	1,567	(39)	-	(39)	-3%
Sustainable Development	606	605	685	95	(15)	80	13%
Service Total	14,525	14,525	13,460	(855)	(210)	(1,065)	-7%
Corporate Efficiency/ Vacancy Factor	(416)	(416)	-	416	-	416	-
Corporate Financing	2,050	2,050	2,064	19	(5)	14	1%
Total	16,159	16,159	15,524	(420)	(215)	(635)	-4%

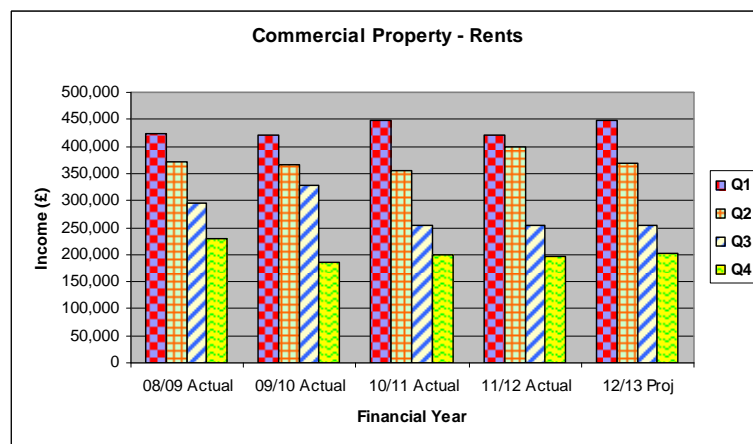
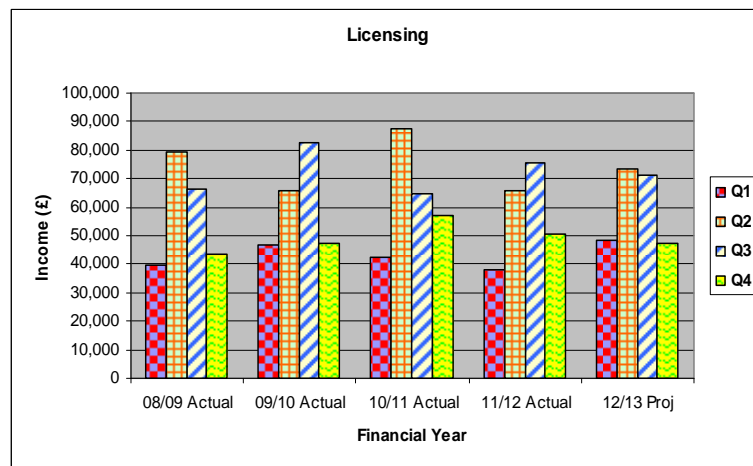
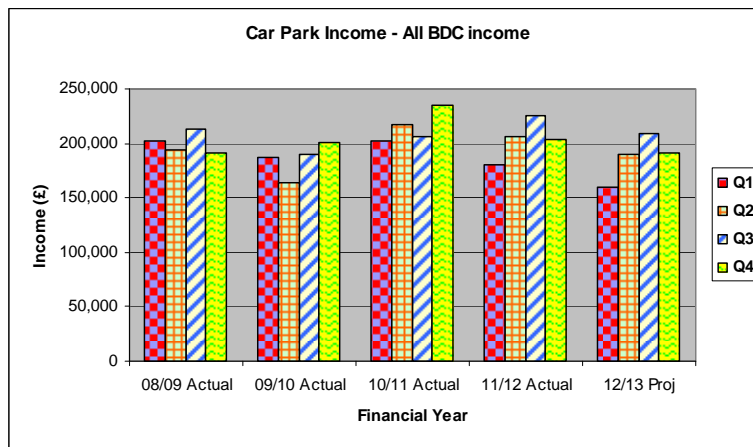
RAG Status: G = favourable or nil variance, A = up to 5% adverse variance, R = > 5% or £50k adverse variance

Income Streams

A significant proportion of the Council's budget is reliant on income. The following charts show the trend on the key income streams:







General Fund Balances

Based on the projected outturn set out above, the movement on the General Fund balance is as follows:

	£'000
Balance b/fwd at 1 April 2012 (including £4.515m previously accounted for as Housing Revenue Account)	7,390
Add:	
Projected under spend	635
Less:	
Budgeted withdrawal	(525)
Est. Balance at the year-end	7,500

Movements shown on the General Fund balance are in respect of:

- Projected full-year variance as per this quarter's review.
- The budgeted transfer from balances agreed when setting the 2012/13 Budget.

Risks and Assumptions to the Projected Outturn

The quarterly projections reflect the service managers' "best estimate" of the predicted outturn for the year. Previous year outturn and early trends in-year have been considered, however, as always, these are subject to changing circumstances and unforeseen events. Directors and service managers continue to scrutinise all expenditure commitments in light of the planned savings set out in the medium term financial strategy.

Service income levels are inherently difficult to predict as substantially they are demand led and impacted by external factors.

Capital spend for the year

The programme for reporting purposes is determined as follows:

	£'000s
Approved New Programme for 2012/13	3,280
Add:	
Projects approved in previous years where spending is profiled into the current year	3,244
Projects approved and profiled in-year	730
Less:	
Approved New Programme items where spending is profiled into future years	(831)
Programme for 2012/13	6,423

Approved in-year projects refers to the new vehicles and containers required for expansion of the food waste service to a further 16,400 properties (£124,000), contributions towards construction of a footbridge at Freeport (£514,000 - funded from Growth Area Funds and developer contributions) and Improvements to Halstead River Walk (£91,000) funded from developer contributions.

The capital programme is reported over two themes:

- General Fund Services – Spending on Council owned assets and supporting local communities through local area committee grants
- Housing investment – mainly spent on partnership schemes with social landlords, and providing disabled facilities grants and home improvements grants.

Progress with the delivery of the major capital projects is monitored regularly by Programme Boards, with the Local Development Framework Panel responsible for recommending priorities for use of Growth Area Funding.

The current spend against the programme for the year is as shown in the table below:-

	Programme 2012/13	Actual spend	Grants approved but not yet claimed	Budget Remaining	Spend/ Grants approved at end of Quarter %
	£'000	£'000	£'000	£'000	
General Fund Services	4,731	1,484	-	3,247	31.4%
Housing Investment	1,270	332	59	879	30.8%
Capital Salaries	422	211	-	211	50.0%
Total	6,423	2,027	59	4,337	32.5%

Actual spend under General Fund Services includes the final phase of the Causeway House refurbishment, including completion of the 2nd floor for lease to Essex County Council, 50% of the total contribution towards provision of the Freeport foot/ cycle bridge, development of the Silver End skateboard and BMX park, and vehicles and containers for the extension of the food waste service.

Housing investment includes £234,000 paid/ approved for private sector disabled facility and other home improvement grants, and £157,000 on supporting social housing schemes. A further £363,000 has been pledged “in principle” towards social housing schemes.

Capital resources

Sources of capital resources currently anticipated for the year is £450,000 from preserved right to buy (RTB) receipts, and £750,000 from the Council’s share of the VAT shelter established with Greenfields Community Housing (GCH). GCH have reported that there were 7 RTB sales completed to the end of September 2012, generating £262,000 for the Council. VAT shelter monies in the first half year totalled £306,000.

Amendments to the draft Masterplan for the Premdor/Rockways site at Sible Hedingham		Agenda No: 9
Corporate Priority:	Housing and Transport meet local needs, business is encouraged and local economy prospers and the environment is clean and green	
Report presented by:	Eleanor Dash	
Report prepared by:	Emma Goodings	
Background Papers: BDC Core Strategy 2011 LDF Sub Committee minutes 25.7.12 and 27.9.12 Email Correspondence from NHS dated 29 th November 2012 Revised Health Impact Assessment dated 26 th November 2012 Premdor/Rockways draft Masterplan August 2012 Public consultation responses on the Masterplan, including a petition.	Public: Yes	
Options: To approve or not approve amended site area for the health centre on the Premdor/Rockways Masterplan.	Key Decision: No	
Executive Summary: Following further correspondence from NHS Mid Essex, a revised Health Impact Assessment has been carried out on the Premdor/Rockways site and a revised area of land that would be required, if a new medical facility were to be built on the site, has been put forward of 0.25ha. The Masterplan, which was agreed by the LDF Sub Committee on the 27 th September, safeguards 0.2ha of land. Cabinet have referred this item back to the LDF Sub Committee to consider if the further 0.05ha of land can be safeguarded for the health facility, to be used if funding were to become available for it in the future.		
Decision: <ul style="list-style-type: none">• To approve an increase in the size of the land to be safeguarded for the health facility in the Premdor/Rockways Masterplan to 0.25 ha.• To request Planning Officers to work with the site agents to amend the Master Plan to take account of the proposed enlargement to the health facility site and the requested financial contribution to health provision.		
Purpose of Decision: To agree or not agree the Council's position on the Premdor/Rockways site Masterplan, which will inform the determination of planning applications received on the site.		
Corporate implications		
Financial:	Community benefits and infrastructure requirements will be linked to future development	
Legal:	The Masterplan and its consultation must be carried out in line with regulations, in order to be approved by the Council as planning guidance.	

Equalities/Diversity	Proposed development and protection of the environment will have an impact on equalities/diversity
Customer Impact:	The redevelopment of the site will have an impact on the residents, especially those that live in close proximity of the site
Environment and Climate Change:	The Masterplan proposes to develop the land in line with sustainability principles, including improvements to the local wildlife site
Consultation/Community Engagement:	The Masterplan has been the subject of a 4 week consultation. A public exhibition has been held and the document has been available on the Council's website
Risks:	That the Masterplan will not be approved by the Council which could delay a planning application for the site
Officer Contact:	Emma Goodings
Designation:	Senior Planning Policy Officer
Ext. No.	2511
E-mail:	emmgo@braintree.gov.uk

1. Background

1.1 At its meeting on the 27th September, the LDF Sub Committee recommended that Cabinet should approve the Masterplan for the Sible Hedingham Premdor/Rockways regeneration site. This Masterplan safeguarded 0.2ha of land for the provision of a new doctor's surgery, which was above the 0.18ha of land requested by the NHS in July 2012.

2. Health Impact Assessment

2.1 The NHS have carried out a revised Health Impact Assessment based on the approved masterplan of approximately 230 dwellings and the approved alternative option, which could deliver around 200 homes and a 100 bed care home. They conclude that capital developer contributions of between £72,000 and £79,200 would be required from the site, to meet the health need arising from the new dwellings. They do not believe that the increase in patients from the development is sufficient to warrant funding for a replacement medical surgery, at this time.

2.2 Any new medical surgery to serve the residents of Sible Hedingham and Castle Hedingham would therefore need to be procured outside of this development process and subject to internal business case approval from the funding health authority. The PCT conclude in their correspondence that; *"I would like to confirm that at this stage there is no PCT approval for such a development"*

2.3 Following a question from the Parish Council regarding the amount of land that should be safeguarded, should a new medical surgery be procured in the future, they request that the Council should now revert to the earlier advice received in 2009 from the planning agents, to safeguard 0.25ha of land.

3. Conclusion

3.1 The revised Health Impact Assessment now requests a monetary contribution from the development, which had not previously been factored into the costings on this site, in addition to the extra land which will need to be safeguarded for a medical centre, to be procured outside of this process. To achieve these outcomes, officers will need to negotiate on other land-uses on the site and infrastructure that the site is providing, to ensure that the site can be viable and deliverable. These changes will need to be subject to viability testing and will require an amendment to the Master Plan. The amended Master Plan will need to be considered by the LDF Sub

Committee when it has been finalised and its viability has been checked. Officers are expecting to receive a planning application on the Premdor site shortly and will need to take account of these proposed changes to the Master Plan and associated viability issues in determining this application.

Recommendation

- **To approve an increase in the size of the land to be safeguarded for the health facility in the Premdor/Rockways Masterplan to 0.25 ha.**
- **To request Planning Officers to work with the site agents to amend the Master Plan to take account of the proposed enlargement to the health facility site and the requested financial contribution to health provision.**

Minutes

Local Development Framework Sub- Committee

7th November 2012

Present:

Councillors	Present	Councillors	Present
D L Bebb	Yes	Lady Newton	Yes
G Butland	Yes	W D Scattergood	Yes
A V E Everard	Yes	C Siddall	Yes
M C M Lager	Yes	M Thorogood	Yes
J M Money	Yes (from 7:18pm)	R G Walters	Yes

Councillors J E Abbott, E Bishop and R Ramage were also in attendance.

32 **DECLARATIONS OF INTEREST**

INFORMATION: The following interests were declared:

Councillor J E Abbott declared a non-pecuniary interest in Agenda Item 7 – Additional Housing Site Allocations, Witham as he was a member of Rivenhall Parish Council which had submitted representations.

Councillor G Butland declared a non-pecuniary interest in Agenda Item 5 – Site Allocations – Essex County Council Highways Comments as he was a Member of Essex County Council which had submitted representations.

Councillor M C M Lager declared a non-pecuniary interest in Agenda Item 6 – Employment Sites – Results of Viability Study and, in particular, references to Edith Borthwick School, Braintree as he was a Member of Essex County Council. Councillor Lager declared a non-pecuniary interest also in Agenda Item 7 – Additional Housing Site Allocations, Witham as he was a member of Witham Town Council which had submitted representations and as a member of the Constitutional Club.

In accordance with the Code of Conduct Councillors remained in the meeting and took part in the discussion, unless stated otherwise, when the respective matters were considered.

33 **MINUTES**

DECISION: The Minutes of the meeting of the Local Development Framework Sub-Committee held on 24th October 2012 were confirmed as a correct record and signed by the Chairman.

With reference to Minute 31, Councillor Scattergood reported that the Planning Committee at its meeting on 6th November 2012 had agreed that the Council's original hamlet policy (RLP16) should be retained within the Local Development Framework. This matter would be reported back to a future meeting of the Sub Committee for approval.

34 **QUESTION TIME**

INFORMATION: There were two statements made. Details of the people who spoke at the meeting are contained in the Appendix to these Minutes.

Principally, these Minutes record decisions taken only and, where appropriate, the reasons for the decisions. An audio recording of the meeting is available from Member Services.

35 **SITE ALLOCATIONS – ESSEX COUNTY COUNCIL HIGHWAYS COMMENTS**

INFORMATION: It was reported that Essex County Council Highways had been consulted on all sites which had been allocated in the draft Site Allocations Development Plan Document for 10 or more dwellings and on some of the employment sites that have been identified.

The comments from Essex County Council Highways were attached at Appendix 2 to the report. Particular concerns had been raised about sites BOB 20 - Falkland Court, Mountbatten Road, Braintree; HAS 35 - Land to rear of Hedingham Road/Head Street, Halstead; HAT 17 – Land off Bury Road, Hatfield Peverel; and HAT 14 – Land at and adjoining Waycott, Hatfield Peverel.

DECISION:

(1) That land to the rear of Hedingham Road/Head Street, Halstead (site HAS 35) be removed from the draft Site Allocations Development Plan Document because of concerns raised by Essex Highway Officers about access.

(2) That the promoter of site HAT 17, Sorrells Field, Hatfield Peverel be requested to demonstrate that the required visibility splays can be achieved to the satisfaction of Essex Highways and the Highways Agency.

(3) That the promoter of site HAT 14, land at and adjoining Waycott, Hatfield Peverel be requested to demonstrate that the required visibility splays can be achieved to the satisfaction of Essex Highways and the Highways Agency.

36 **EMPLOYMENT SITES - RESULTS OF VIABILITY STUDY**

INFORMATION: Members of the Sub-Committee were reminded that sites for employment uses had been allocated on the Proposals Map. These included existing, or new sites which the Council wished to protect for employment purposes to ensure

that there was an appropriate supply of sites in the District to meet economic growth and to provide jobs in accordance with the Core Strategy job target.

As part of the Site Allocations process, all the current employment allocations in the District had been reviewed by Officers in association with Lambert Smith Hampton. The purpose of the review had been to assess the attractiveness sites to occupiers and developers; the viability of sites for employment uses; and whether sites had a reasonable prospect of coming forward/continuing as an employment use.

The site assessments were set out in Appendix 1 to the Agenda report. The full review would be reported to the next meeting of the Sub Committee when Members would be asked to approve it as evidence.

DECISION:

(1). To approve the retention of employment designations (set out in the Local Plan Review) on the following sites:-

Land to the east of East Street, Braintree

Driberg Way Industrial Estate, Braintree

Vacant land to the north of Freeport, Braintree

Priors Way Industrial Estate and ACT depot, Coggeshall

Hunnable Estate, Great Yeldham

Factory units north and south of Factory Lane East, Halstead

Arla Dairy, Hatfield Peverel

Swanvale, Witham

It was agreed that the site at Broomhills Industrial Estate, Braintree be deferred to the next meeting of the Sub Committee for consideration along with retail issues affecting the site.

(2). To approve a new employment designation on the following site:-

NHS Building, Collingwood Road, Witham

(3). To allocate Deals Garage, Station Road and Industrial Estate, Kelvedon as a comprehensive redevelopment area.

(4). To not allocate the following sites for employment;

Tabor House, Braintree

Rayne Road sites, Braintree

Silks Way sites, Braintree

Land between B1018 and Long Green, Cressing

Witham Technology Centre and adjoining land, Witham

Glovers/Kerrys Motors, Newland Street, Witham

Salvation Army Hall, Newland Street, Witham

Kwik Fit, Newland Street, Witham

Motormania, Newland Street, Witham

Markham and Smith, Newland Street, Witham

Old Lynfield Motors and Petrol Station, Witham

Magistrates Court, r/o Newland Street, Witham

Hollingtons Factory, Coggeshall

Steve Price Transport, Appletree Farm, Cressing

Former IFF site, Liston

(5). That the former Eckard House site in Witham be allocated for car parking.

(6). That land adjacent to Xpect Leisure, Springwood Drive, Braintree be allocated for education and employment uses.

(7). To discuss the findings of the report in relation to the Central Park site, Halstead and Hunwick Engineering, Factory Lane West, Halstead with Halstead Town Council and Halstead District Ward Councillors.

(8). To discuss the findings of the report in relation to the former Tanner's Dairy site, Sible Hedingham with Sible Hedingham Parish Council and Sible Hedingham District Ward Councillors

37 **ADDITIONAL HOUSING SITE ALLOCATIONS FOR WITHAM**

(Councillor J E Abbott (District Council Ward Councillor for Bradwell, Silver End and Rivenhall) attended the meeting and spoke on this item.)

INFORMATION: Members were reminded that on 24th October 2012 the Local Development Framework Sub-Committee had reviewed the extent to which the housing requirement set out in the Core Strategy had been provided for in draft site allocations so far. It had been reported that the only settlement in the District with insufficient housing allocated was Witham, which was 57 dwellings short of the amount required.

Members were advised that Officers had reviewed the allocations agreed previously by the Sub-Committee to determine if any of these could provide additional residential development. Officers considered that the partial redevelopment of Newlands Shopping Centre and redevelopment of Forest Road Community Hall could accommodate additional residential development and that Collingwood Road Constitutional Club and Dengie Close Community Hall could provide small scale residential schemes. These could provide a further 30 dwellings in total. It was considered also that there was potential to provide flats above the former Co-operative premises in Newland Street as part of its redevelopment.

The Employment Viability Review 2012 had identified some employment sites that were not considered viable for continued employment use, but were instead suitable for residential use. These included the offices at Sherbourne House, Braintree Road, Witham and Iceni House, Newland Street, Witham which were both vacant. This potential additional housing provision would meet the housing requirements for Witham as set out in the Core Strategy. The allocation of land off Conrad Road, Witham for housing would therefore be unnecessary.

DECISION:

(1) That the site of Sherbourne House, Braintree Road, Witham be allocated as a draft residential site of 10 or more dwellings.

(2) That the site of Iceni House, Newland Street, Witham be allocated as a draft residential site of 10 or more dwellings.

(3) That land off Conrad Road, Witham be not included within the town development boundary and not allocated for residential development.

SITE ALLOCATIONS AND DEVELOPMENT MANAGEMENT PLAN - DRAFT POLICIES ON COMMUNITY FACILITIES, AND SPORT, RECREATION AND TOURISM

(Councillor J E Abbott (District Council Ward Councillor for Bradwell, Silver End and Rivenhall) attended the meeting and spoke on this item on various matters).

INFORMATION: Consideration was given to a report setting out recommended draft policies and supporting text for the Site Allocations and Development Management Plan. The policies were in accordance with the National Planning Policy Framework (NPPF) and the adopted Core Strategy and they would replace the Local Plan Review policies once the Site Allocations and Development Management Plan had been adopted by the Council. The Plan, together with the Core Strategy and NPPF, would be used in the determination of planning applications. Public consultation on the draft policies and public examination by an independent planning Inspector would take place prior to adoption.

DECISION: That, subject to the draft Site Allocations and Development Management Plan being approved in its entirety by the Council for public consultation:-

The draft policies and supporting text on community facilities, and sport, recreation and tourism, as set out in the report, be approved for inclusion in the draft Site Allocations and Development Management Plan, subject to the following amendments:-

ADM 31 Educational Establishments

The Sub-Committee approved this Policy, subject to the word “genuinely” being amended to “declared” in paragraph A) and to paragraph C) being included within paragraph B).

ADM 33 Community Uses

The Sub-Committee approved this Policy, subject to the penultimate bullet point being amended to read “site of former Chipping Hill School, Church Street, Witham.”

ADM 34 Provision and Enhancement of Local Community Facilities

Consideration of this Policy was deferred pending the submission of information on the definition of “community facility”.

ADM 35 Retention of Local Community Services and Facilities

The Sub-Committee approved this Policy, subject to the Policy being renamed “Retention of Local Community Facilities” and to the word “faculties” being amended to read “facilities”. It was also agreed that the word “afford” in the Explanation should be amended to “afforded”.

ADM 36 Community Orchard and Community Woodland

The Sub-Committee approved this Policy, subject to “Community Woodland-Maldon Road, Witham” being amended to “James Cook Wood-Maldon Road, Witham”; and to the addition of “Community Woodland – Off Temple Lane, Silver End”.

ADM 37 Sports and Leisure Facilities

Consideration of this Policy was deferred pending a review of the wording.

ADM 38 Golf Courses and Driving Ranges

The Sub-Committee approved this Policy, subject to the inclusion of reference to external lighting and hours of use, and to the wording of paragraph 5) being reviewed.

ADM 39 Sports Causing Noise or Disturbance

The Sub-Committee approved this Policy, subject to the inclusion of a reference to external lighting.

ADM 40 River Walks/ Linear Parks and Disused Railway lines

The Sub-Committee approved this Policy, subject to the wording being amended to include "connections" instead of "links".

ADM 42 Tourist Development

The Sub-Committee approved this Policy, subject to the word "public" in paragraph b) being deleted.

Urgent Item

The Chairman agreed to consider the following matter as an urgent item in view of the need to approve the Master Plan for the Premdor/Rockways regeneration site, Sible Hedingham without further delay.

39 DRAFT MASTER PLAN FOR THE PREMDOR/ROCKWAYS SITE AT SIBLE HEDINGHAM - AMENDMENTS

INFORMATION: Members were reminded that on 27th September 2012, the Local Development Framework Sub-Committee had recommended that Cabinet should approve the Master Plan for the Sible Hedingham Premdor/Rockways regeneration site. This Master Plan safeguarded 0.2ha of land for the provision of a new medical surgery.

Members were advised that the NHS had carried out a revised Health Impact Assessment based on the approved Master Plan of approximately 230 dwellings and the approved alternative option, which could deliver around 200 homes and a 100 bed care home. The NHS had concluded that capital developer contributions of between £72,000 and £79,200 would be required from the site to meet the health need arising from the new dwellings.

Following a question regarding the amount of land that should be safeguarded if a new medical surgery was to be procured in the future, Sible Hedingham Parish Council had requested the District Council to revert to earlier advice received in 2009 and to safeguard 0.25ha of land for the new medical surgery. In the circumstances, Cabinet at its meeting on 29th October 2012 had asked the Sub-Committee to consider approving the safeguarding of a further 0.05ha of land within the Master Plan for the new facility.

In discussing this item, Members expressed concern that increasing the area required for the health facility could impact on the proposed work hub.

DECISION: That it be Recommended to Cabinet :-

- (1) That the area of land to be safeguarded for the health facility in the Premdor/Rockways, Sible Hedingham Master Plan be increased to 0.25 ha.
- (2) That the Planning Officers be requested to work with the site agents to amend the Master Plan to take account of the proposed enlargement to the health facility site and the requested financial contribution to health provision, subject to the Officers using their best endeavours to retain the area identified for the work hub.

The meeting commenced at 6.00pm and closed at 7.30pm.

Councillor R G Walters
(Chairman)

APPENDIX

LOCAL DEVELOPMENT FRAMEWORK SUB-COMMITTEE

7th NOVEMBER 2012

PUBLIC QUESTION TIME

Details of Questions Asked / Statements Made During Public Question Time

1. Statement Relating to Item 6 – Employment Sites - Results of Viability Study

Statement by Councillor Gill Massey, Chairman of Sible Hedingham Parish Council
c/o Adrian Corder-Birch, Clerk to Sible Hedingham Parish Council.

2. Statement Relating to Item 9 – Draft Master Plan for the Premdor/Rockways site at Sible Hedingham - Amendments

Statement by Councillor Gill Massey, Chairman of Sible Hedingham Parish Council
c/o Adrian Corder-Birch, Clerk to Sible Hedingham Parish Council.