

# **CABINET AGENDA**

**Monday, 14th March 2022 at 7.15pm**

**Council Chamber, Braintree District Council, Causeway House, Bocking  
End, Braintree, CM7 9HB**

Members of the public will be able to view and listen to this meeting via YouTube.  
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**Members of the Cabinet are requested to attend this meeting to transact the business set out in the Agenda.**

**Overall Strategy**

**Innovative Environment**

Finance and Corporate Transformation

Climate Change and The Environment

Operations and Commercialisation

**Connecting People, Places and Prosperity**

Economic Growth

Housing, Assets and Skills

Planning and Infrastructure

**Supporting Our Communities**

Health and Wellbeing

Communities

Councillor G Butland (Leader of the Council)

Councillor J McKee

Councillor Mrs W Schmitt

Councillor R van Dulken

Councillor T Cunningham (Deputy Leader)

Councillor K Bowers

Councillor Mrs G Spray

Councillor P Tattersley

Councillor F Ricci

**Invitees:** Councillors J Abbott, Mrs J Pell and D Mann are invited to attend as Group Leaders

Members unable to attend the meeting are requested to forward their apologies for absence to the Governance and Members Team on 01376 552525 or email [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk) by 3pm on the day of the meeting.

A WRIGHT  
Chief Executive

## **INFORMATION FOR MEMBERS – DECLARATIONS OF MEMBERS' INTERESTS**

### **Declaration of Disclosable Pecuniary Interests (DPI), Other Pecuniary Interests (OPI) or Non-Pecuniary Interests (NPI).**

Any Member with a DPI, OPI or NPI must declare the nature of their interest in accordance with the Code of Conduct. Members must not participate in any discussion of the matter in which they have declared a DPI or OPI or participate in any vote, or further vote, taken on the matter at the meeting. In addition, the Member must withdraw from the Chamber where the meeting considering the business is being held unless the Member has received a dispensation from the Monitoring Officer.

### **Public Question Time – Registration and Speaking:**

The Agenda allows for a period of up to 30 minutes for Public Question Time.

Members of the public wishing to participate are requested to register by contacting the Governance and Members Team on 01376 552525 or email [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk) by midday on the second working day before the day of the Committee meeting. For example, if the Committee meeting is due to be held on a Tuesday, the registration deadline is midday on Friday, (where there is a bank holiday Monday you will need to register by midday on the previous Thursday). Public Question Time speakers may participate in person or virtually. Speaker preference must be indicated upon registration.

The Council reserves the right to decline any requests to register for Public Question Time if they are received after the registration deadline.

All questions or statements should be concise and should be able to be read within 3 minutes allotted for each question/statement.

The Chairman of the Committee has discretion to extend the time allocated for public question time and to amend the order in which questions/statements are presented to the Committee.

### **Public Attendance at Meetings:**

Public attendance is welcomed, but is subject to restrictions due to the Council's arrangements for keeping Causeway House Covid secure and visitors safe.

Public attendance is limited and will be on a first come first served basis with priority given to Public Registered Speakers. In order to maintain safe distances, the Council may have to refuse entry to members of the public. The public may not be able to sit in the Council Chamber, but will be able to observe the meeting from a public gallery through a large screen. Alternatively, the Council meetings are webcast and are available via the Council's YouTube Channel and can be viewed by the public as a live broadcast, or as a recording following the meeting.

Public speakers and public attendees are required to attend on their own, and where possible only one representative of any community group, family household or Company should attend. Members of the public intending to come to Causeway House to observe a meeting are recommended to watch the meeting via the webcast, or to contact the Governance and Members Team to reserve a seat within the public gallery.

### **Health and Safety/COVID:**

Causeway House is a Covid secure building and arrangements are in place to ensure that all visitors are kept safe. Visitors are requested to follow all instructions displayed at Causeway House or given by Officers during the course of their attendance. All visitors will be required to wear a mask or face covering, unless an exemption applies.

Anyone attending meetings is asked to make themselves aware of the nearest available fire exit. In the event of an alarm you must evacuate the building immediately and follow all instructions provided by staff. You will be directed to the nearest designated assembly point until it is safe to return to the building.

**Documents:** Agendas, Reports and Minutes can be accessed via [www.braintree.gov.uk](http://www.braintree.gov.uk)

**Data Processing:** During the meeting the Council will be collecting performance data of participants' connectivity to the meeting. This will be used for reviewing the functionality of MS Teams/Zoom and YouTube as the Council's platform for virtual meetings and for monitoring compliance with the legal framework for Council meetings. Anonymised performance data may be shared with third parties.

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**Mobile Phones:**

Please ensure that your mobile phone is switched to silent during the meeting in order to prevent disturbances.

**Webcast and Audio Recording:**

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**Comments and Suggestions:**

We welcome comments to make our services as efficient and effective as possible. If you have any suggestions regarding the meeting you have attended, you can send these to [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk)

<b>PUBLIC SESSION</b>		<b>Page</b>
<b>1</b>	<b>Apologies for Absence</b>	
<b>2</b>	<b>Declarations of Interest</b>	
	To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.	
<b>3</b>	<b>Minutes of the Previous Meeting</b>	
	To approve as a correct record the minutes of the meeting of the Cabinet held on 7th February 2022 (copy previously circulated).	
<b>4</b>	<b>Public Question Time</b>	
	(See paragraph above)	
<b>5</b>	<b>FINANCE AND CORPORATE TRANSFORMATION</b>	
<b>5a</b>	<b>Servers and Infrastructure Upgrade</b>	<b>6 - 10</b>
<b>5b</b>	<b>Third Quarter Performance Management Report 2021/22</b>	<b>11 - 44</b>
<b>6</b>	<b>ECONOMIC GROWTH</b>	
<b>6a</b>	<b>Witham and Halstead Town Centre Public Realm Improvements</b>	<b>45 - 50</b>
<b>6b</b>	<b>To agree the Award of three skills programmes for the North Essex Economic Board (NEEB) via a SELEP</b>	<b>51 - 55</b>
<b>7</b>	<b>PLANNING AND INFRASTRUCTURE</b>	
<b>7a</b>	<b>Open Spaces Supplementary Planning Document – Open Spaces Action Plan</b>	<b>56 - 110</b>
<b>8</b>	<b>Urgent Business - Public Session</b>	
	To consider any matter which, in the opinion of the Chairman, should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.	

## **9 Exclusion of the Public and Press**

To agree the exclusion of the public and press for the consideration of any Items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972.

## **PRIVATE SESSION**

### **10 FINANCE AND CORPORATE TRANSFORMATION**

#### **10a Servers and Infrastructure Upgrade**

### **11 Urgent Business - Private Session**

To consider any matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency.

## Agenda Item: 5a

<b>Report Title:</b> Servers and Infrastructure Upgrade	
<b>Report to:</b> Cabinet	
<b>Date:</b> 14 <sup>th</sup> March 2022	<b>For:</b> Decision
<b>Key Decision:</b> Yes	<b>Decision Planner Ref No:</b> DP/2022/3
<b>Report Presented by:</b> Councillor J McKee, Cabinet Member for Finance and Corporate Transformation	
<b>Enquiries to:</b>  Cherie Root, Corporate Director (Operational)  Paul Reid, ICT & Facilities Manager	

### Confidential Appendix

This report has a confidential appendix which is not for publication as it includes exempt information falling within paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

## 1. Purpose of the Report

- 1.1 Braintree District Council (the Council) relies on technology in order to deliver services, and the wide variety of functions that the Council operates requires a range of ICT solutions and services to support it. ICT services are operated as a hybrid model, with a range of cloud hosted applications and Software as a Service (SaaS) solutions which are used by members and officers. There are also some services and equipment which are hosted on site.
- 1.2 In 2022/23 the organisation is due to replace a large number of onsite hosted assets, predominantly server infrastructure to support systems. During 2021 the ICT team worked with vendors and consultants to look at options for the replacement of this infrastructure, including architecture required, solutions needed and hosting options for systems.

## 2. Recommendations

- 2.1 It is recommended that Cabinet;
  - 2.1.1 Agree that the Council continue to operate a hybrid model and take steps to replace the server infrastructure.

- 2.1.2 Agree that the Council undertake the appropriate procurement process for the provision of the replacement of the Council's server infrastructure in line with the budget set out in the Confidential Appendix.
- 2.1.3 Delegate authority to the Corporate Director (Operational) to award the contract at the conclusion of the procurement process, provided the contract is within the approved budget as set out in the Confidential Appendix.

### **3. Summary of Issues**

- 3.1 The Council's current server infrastructure equipment was commissioned by Capita in July 2015, and was installed shortly after. This equipment will reach its end of life during 2022. Although it will be possible to use the equipment beyond this date, in doing so this increases the risk of equipment failure and could be costly in terms of working time lost, recovery and maintenance if any failures were to occur.
- 3.2 As a result it is necessary to ensure that the Council has full resilience within its server infrastructure and needs to look to its replacement. The equipment that would need to be replaced primarily covers the servers, the data storage facility and the backup system.
- 3.3 The option to retain the server room and upgrade the servers, storage and backup system is considered to be the optimum solution for the Council at present. The reasons for this are outlined in further detail in section 4 of this report but in summary, this is considered to be the most financially efficient solution for the Council at this time, whilst remaining resilient and allowing us to continue to make use of cloud hosted and onsite hosted systems as appropriate.
- 3.4 The continuation of this hybrid approach would allow the Council to continue to review Applications aligned to their contract expiry to make decisions on a case by case basis working with other Local Authorities within the Essex OnLine Partnership and suppliers.
- 3.5 The Council would be looking to undertake a full procurement process, which would commence during the early part of 2022/23 financial year. As part of the Council's procurement strategy, it will in the first instance look to see if there are any Frameworks available through which the Council would be able to call off the required contracts for the services. If a Framework is not available then the Council will look to run a full procurement exercise. Both approaches will be supported by a specification and will set out the award criteria to ensure that the Council is able to achieve value for money and ensure that any contracts awarded are within budget.
- 3.6 At the end of the procurement process, the Council would need to move forward with the project to ensure there is no unnecessary delay, and to ensure that it minimises any risk of failure of the current equipment. Therefore

Cabinet is asked to delegate authority to the Corporate Director (Operational) to award the contract to the successful bidder at the conclusion of the procurement process, provided that the successful bid is within the approved budget, as set out in the Confidential Appendix.

- 3.7 The Council would be looking for implementation of the new server and associated infrastructure to be completed during late 2022/23.
- 3.6 The recommendations set out in this report will help the Council to deliver the following Corporate Objectives:
- A high performing organisation that delivers excellent and value for money services;
  - Delivering better outcomes for residents and businesses and reducing costs to taxpayers.

#### **4. Options**

##### **Option 1 – Continue to operate a hybrid model and to replace server infrastructure**

- 4.1 The approach in the Council's current Digital Strategy has been to use a hybrid model with a gradual move to the cloud where appropriate, and officers would recommend that this continues to be the least risk cost effective option.
- 4.2 Equipment due to reach end of life would be replaced and the Council would continue to operate a hybrid model of hosting with both on premises hosted systems and cloud based systems used to ensure maximum benefit to users without significantly increasing revenue costs of operating these systems
- 4.3 The benefits of the hybrid model are that the Council can achieve some of the benefits of moving to the cloud, where it adds value to the service delivered and achieves a financial benefit, whilst minimising some of the disruption and costs associated with a move to the cloud for other systems where a demonstrable service or financial benefit has not been established at this time.
- 4.4 The Council worked with external consultants, suppliers and other Local Authorities to review hybrid and cloud options and identified that a continued hybrid option would be the most appropriate for the Council at this time. As part of this review consideration was given to activity in the wider market, and the move that a number of public and private sector organisations are now making to repatriate some of their systems from public cloud back to on premise solutions. Reasons for this include revenue costs of managing solutions, application dependencies and the fact that cloud based solutions have not given them the benefits originally intended, particularly for primary workloads which are accessed regularly.
- 4.5 As each system is considered for renewal there would continue to be consideration given to management and hosting options as part of the overall



review. There will also be continued research into developing technologies to ensure that these are understood and opportunities taken to make use of this where appropriate, through our shared work with Essex OnLine Partnership and engagement with the market.

### **Option 2 – Migrate all services to the cloud**

- 4.6 A full migration of the Council's primary data store to the cloud was considered but there are a number of Applications that are widely used within the Council that are deemed currently unsuitable to move to the cloud at this time due to the technologies used and the costs that would be incurred in doing so. These Applications are still considered to be market leaders, have strong functionality and are well used by services, but the software vendors have taken strategic decisions about the way that their software is deployed.
- 4.7 Other Essex Local Authorities who have taken the decision to move their Primary data store to the cloud either did not use these particular Applications; have implemented a business change project to remove these Applications from use; or did so due to a physical building reorganisation that did not include space for an on premise data centre.
- 4.8 Moving to the cloud on these Applications or replacing with alternative cloud based solutions would not be achievable within the timeframes required for the equipment upgrade and would therefore increase the risk of service failure in the interim.
- 4.9 Consultants have advised that cloud can be quite an expensive method of delivering workloads which consume a consistent level of resource, or which are growing at a mostly predictable rate over a number of years. This means that once the cost of repackaging applications and implementation is included, the total cost of ownership will not be able to compete with a modern on premise infrastructure. Also, many vendors of operating systems, applications and databases are changing their business and charging model in relation to cloud based services to ensure that they continue to preserve their income. This has eroded some of the financial benefits that early adopters of cloud initially achieved.

### **Option 3 – Do Nothing**

- 4.10 The current equipment was commissioned for the Council in July 2015. The equipment will reach end of life during 2022.
- 4.11 To do nothing is considered to be a high risk option as the risk of failure of the current equipment is too high and the recovery costs in the event of a failure could be as much as the costs for replacement. In addition, the time taken to recover failures is difficult to predict, but it will be likely to cause significant disruption to services, potential data loss and the resources and skills need to rectify would be expensive.

## **5. Financial Implications**

- 5.1 On 21<sup>st</sup> February 2022, as part of its annual budget setting meeting full Council approved the budget for the Server and Infrastructure upgrade. Further details are set out in the Confidential Appendix.

## **6. Legal Implications**

- 6.1 The Council will conduct the procurement process in accordance with its Procurement Procure Rules and all relevant legislation.
- 6.2 At the conclusion of the procurement process, the Council will enter into a contract with the successful bidder, ensuring that all relevant provisions are covered for the conclusion of the installation of the server and associated infrastructure.

## **7. Equality and Diversity Implications**

- 7.1 Section 149 of the Equality Act 2010 creates the public sector equality duty which requires that when the Council makes decisions it must have regard to the need to:
- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act
  - (b) Advance equality of opportunity between people who share a protected characteristic and those who do not
  - (c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.
- 7.2 The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).
- 7.3 The Equality Impact Assessment indicates that the proposals in this report will not have a disproportionately adverse impact on any people with a particular characteristic.

## **8. Appendix**

- 8.1 Confidential Appendix.

## **9. Background Papers**

- CH Server Infrastructure Upgrade Business Case.

<b>Report Title:</b> Third Quarter Performance Management Report 2021/22	
<b>Report to:</b> Cabinet	
<b>Date:</b> 14 <sup>th</sup> March 2022	<b>For:</b> To Note
<b>Key Decision:</b> No	<b>Decision Planner Ref No:</b> DP/2021/35
<b>Report Presented by:</b> Councillor J McKee – Cabinet Member for Finance and Corporate Transformation	
<b>Enquiries to:</b> Tracey Headford, Business Solutions Manager. <a href="mailto:tracey.headford@braintree.gov.uk">tracey.headford@braintree.gov.uk</a> ext 2442	

## **1. Purpose of the Report**

- 1.1 The purpose of the report is to summarise the performance of Braintree District Council (the Council) at the end of the third quarter (October 2021 to December 2021).

## **2. Recommendations**

- 2.1 Cabinet to note the performance of the Council for the third quarter (October 2021 to December 2021).

## **3. Summary of Issues**

- 3.1 The Council keeps a record of its performance which is reported to Cabinet every quarter for consideration and noting.
- 3.2 This is the first report reporting again the new Bouncing Back Together document and will reflect on the progress of the actions required to help our District recover and grow over the next few years.
- 3.3 As at the end of the December, a total of two projects are complete with 51 projects on track and progressing well. Ten projects have an amber status due to a number of projects experiencing delays due to supply chain issues impacting on some of our larger projects pushing back completion dates or resource issues and prioritisation of workloads.
- 3.4 Targets have not been set for all our performance indicators due to the disproportionate impact of the pandemic. For the targets that remain, eight performance indicators have met or exceed target and five performance indicators have missed their target. Three have missed target by less than 5% and two have missed their target by more than 5%. The areas of underperformance are in relation to the percentage of invoices paid within 30 days (<5%), the collection rate for Council Tax (<5%), the collection rate for Business rates (<5%), recycling rates (>5%) and waiting times for disabled facility grants (>5%).

3.5 There are a number of key achievements to highlight as follows:

- A high street improvement scheme was launched in December 2021 to improve the look and feel of shopfronts on our High Streets
- Successfully delivered the Braintree Christmas light switch on – the first big event to make the most of the new pedestrianised area
- Launched the Council's Climate change strategy during COP26 week with a number of climate change action videos demonstrating how businesses, residents, schools, community groups and individuals are working to tackle climate change across our district
- Worked with Parish Councils, Town Councils, Schools, Community and Voluntary groups to plant a total of 18,700 native trees and 73,000 bulbs across the District
- Worked with Community 360, to provide activities and a nutritious meal to more than 440 children supporting their families during the winter school holidays
- I-Construct, a £2.3 million centre of excellence for construction innovation, opened for business
- Two additional Business Adaptations Grants funding were delivered distributing a total of £479k in time for Christmas. The Council was able to offer the additional grants as other local authorities declined the funding.
- A further 111 affordable homes were delivered in the third quarter taking the total for the year to 301.

3.6 The Finance section of the report provides an updated review of the financial position for the year. It examines the latest forecast for spending on day-to-day service provision compared to the budget for the year. Also included is a summary of treasury management activities; projected movements on the General Fund balance; and a summary of spending to date on capital projects. An update is also provided on the financial impact arising from the current COVID-19 pandemic.

3.7 The outturn financial position for the third quarter is as follows:

- Taking into account the projected impact of Covid and variations to the base budget, the net budget position forecast for the year is a positive variance of £699k.
- The estimated budget impact of the pandemic in 2021/22 is £868k. This is expected to be offset by funding received from government currently leaving a balanced position.
- The forecast position regarding the base budget is a positive variance of £699k.
- The proposals for the 2022/23 budget included £367k of savings that are reflected in the projected outturn as these were considered to be ongoing.
- After taking into account other planned movements in balances, the projected change in General Fund balances is an increase of £191k

- Expenditure of £21.8m on capital projects up until the end of December, with spending mainly being incurred on: Horizon 120 business park infrastructure, now completed; the new Horizon 120 Enterprise Centre; I-Construct; Manor Street regeneration scheme; Town Centre improvements and the Halstead Leisure Centre artificial grass pitch

#### **4. Options**

- 4.1 There are no options to consider as a result of this report.

#### **5. Next Steps**

- 5.1 The performance report will go to Performance Management Scrutiny Committee for consideration on the 23<sup>rd</sup> March 2022

#### **6. Financial Implications**

- 6.1 The report provides an update as to the financial position as at the end of the December 2021 covering the revenue and capital outturn for this period.

#### **7. Legal Implications**

- 7.1 There are no legal implications arising from this report

#### **8. Other Implications**

- 8.1 There has been some impact due to the Covid-19 pandemic and the report will include detail of the Council's response. Information is included on how we intend to support residents, communities and businesses moving forward. A summary of complaints received each quarter, analysed by outcome (justified, partially justified or not justified) is provided.
- 8.2 The Enhancing our Environment priority has a number of actions that are designed to have a positive impact on the environment and climate change.

#### **9. Equality and Diversity Implications**

- 9.1 Section 149 of the Equality Act 2010 creates the public sector equality duty which requires that when the Council makes decisions it must have regard to the need to:
- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act
  - (b) Advance equality of opportunity between people who share a protected characteristic and those who do not
  - (c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.
- 9.2 The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual

orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).

- 9.3 Equalities and diversity issues are considered fully in the Council's key projects. Where appropriate, an equality impact assessment is prepared and considered for any key projects identified.

## **10. List of Appendices**

- 10.1 Appendix 1 – Third Quarter Performance Management Report 2021/22

## **11. Background Papers**

- 11.1 Previous performance reports are published on our website once noted by cabinet. They are published at <https://www.braintree.gov.uk/directory/30/our-performance/category/577>

# Third Quarter Performance Management Report

1st October 2021 to 31st December 2021



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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 third quarter in relation to the publication of 'Bouncing Back Together', our plan for the district up to March 2023. This sets out the key activities being implemented to deliver our corporate priorities and summarises the measures in place by aligning key performance indicators to our priorities within the Corporate Strategy 2020 – 2024. Further detail is given in relation to a 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 performance indicators used to measure the outcomes are available upon request.

### Summary of the Corporate Projects current position for the end of the third quarter

The following table provides updates for the end of the third quarter in relation to our key activities




Corporate Priorities	Status of projects and actions				
					
Connecting People and Places	0	9	2	0	0
Enhancing our Environment	2	7	4	0	0
Supporting our Communities	0	16	1	0	0
Promoting Prosperity	0	9	2	0	0
Delivering and Innovating	0	10	1	0	0
<b>TOTAL</b>	<b>2</b>	<b>51</b>	<b>10</b>	<b>0</b>	<b>0</b>

#### KEY:




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

### **Summary of the Key Performance Indicators position for the end of the third quarter**

The following table shows the performance for the end of the third quarter in relation to key performance indicators

Corporate Priorities	Status of indicators			
				Data Only
Connecting People and Places	2	0	0	1
Enhancing our Environment	3	0	1	0
Supporting our Communities	0	0	1	3
Promoting Prosperity	0	0	0	3
Delivering and Innovating	3	3	0	2
<b>TOTAL</b>	<b>8</b>	<b>3</b>	<b>2</b>	<b>9</b>

#### **KEY:**

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

### **Summary Position**

This is the first report reporting again the new Bouncing back together document and will reflect on the progress of the actions required to help our district recover and grow over the next few years.

As at the end of the December, a total of two projects are complete with 51 projects on track and progressing well. Ten projects have an amber status due to a number of projects experiencing delays due to supply chain issues impacting on some of our larger projects pushing back completion dates or resource issues and prioritisation of workloads.

Targets have not been set for all our performance indicators due to the disproportionate impact of the pandemic. For the targets that remain, eight performance indicators have met or exceed target and five performance indicators have missed their target. Three have missed target by less than 5% and two have missed their target by more than 5%. The areas of underperformance are in relation to the percentage of invoices paid within 30 days (<5%), the collection rate for Council Tax (<5%), the collection rate for Business rates (<5%), recycling rates (>5%) and waiting times for disabled facility grants (>5%).

We will continue to monitor our performance whilst focusing on the support required in the recovery of our district.



## Section 2: Delivering our Corporate Strategy

# CONNECTING PEOPLE AND PLACES








### Actions carried out by Braintree District Council

Project description and comments	Status
<b>Adopt the Braintree District Local Plan providing a vision for the future growth of the district</b>	
The main modifications to Section 2 of the Local Plan alongside an updated Sustainability Appraisal and Habitats Regulation Assessment were published for consultation on the 6th December 2021 for 7 weeks. Comments received during this period will be forwarded to the Inspectors for consideration in coming to their final recommendations on legal compliance and soundness of the Section 2 Local Plan before the Council can proceed to its formal adoption.	
<b>Rejuvenate Braintree town centre by completing the Victoria Square development providing a Livewell health hub, 35 apartments, a hotel, bus interchange and public open space</b>	
Construction of the Victoria Square development continues despite delays in the supply chain impacting on the proposed completion of the development which has been pushed back to February 2022. Negotiations in respect of the lease for the Livewell Hub are ongoing. The new bus interchange will open to passengers on the 2 <sup>nd</sup> January 2022.	
<b>Continue to support the safe return to our town centres and help build back together from the pandemic using the Welcome Back fund and other available funding</b>	
The Welcome Back Fund is funding pedestrianisation wayfinding maps and events in the three town centres. Funding is also being used to encourage residents to get outside and be active, including exploring equipment at the discovery centre and developing a series of geocache locations near rural businesses. A high street improvement scheme was launched in December 2021 to improve the look and feel of shopfronts on our High Streets. The grants will cover the cost of labour up to the value of £1,000 and will support practical measures such as cleaning, general exterior repairs and renovation. Expressions of interest has been very high and a number of applications are being received.	
<b>Deliver events in Braintree town centre to increase footfall and support local retailers taking advantage of the newly pedestrianised town centre</b>	
The Braintree Christmas Light switch on event took place on the 20th November and was hailed a festive success. This was the first big event to really make the most of the new pedestrianised area. The event filled the town centre with more than 50 market stalls for people to browse alongside live festive entertainment. Other festivities took place throughout the day. Further Christmas street markets were held on the 4th December and the 18th	

December. Dates for street markets in 2022 will be considered in the new year.	
<b>Deliver physical improvements to the town centres of Witham and Halstead</b>	
Work will continue in earnest in the new year to finalise the proposed improvements to the town centres of Witham and Halstead. This will involve undertaking consultation with local businesses and residents on the proposed physical improvements before appointing contractors to carry out the required works.	
<b>Develop a new Housing Strategy setting out how the Council will support the availability of good quality homes which best meet the needs of the current and future residents</b>	
The development of the new Housing Strategy has been delayed due to focusing resources on supporting the increased demand on the Housing Service. A new Head of Service was appointed in November following the retirement of the previous Head of Service and they will review the resources required to deliver the strategy in the new year.	

## Actions carried out in partnership with others




Project description and comments	Status
<b>Continue to work with our partners on the planning decisions of strategic highway schemes for the A12, A120 and A131 Chelmsford Bypass</b>	
A statutory consultation on the proposed dualling of the A120 between Galleys Corner and Junction 23 south of Kelvedon took place in the summer and further changes were made to the proposals following feedback received. A further consultation was launched in November running until the 19 <sup>th</sup> December on the revised scheme. The feedback received will be reviewed and compiled into a consultation report which will form part of the planning application for a Development Consent Order due to be submitted to the Department for Transport in 2022. Elected Councillors have re-enforced their support for the proposed route during the consultation period.	
<b>Work with partners including Essex Highways on the delivery of our Cycling Strategy and implementation plan which includes developing integrated, high quality cycle routes that are safe to use and connected across our district</b>	
A communications plan has been developed to encourage residents and businesses to utilise cycling within the district. Cycle maps for the district including family friendly routes and tourist routes are being developed and hope to be launched in Spring 2022. Funding for businesses to invest in cycle storage facilities at their workplaces was launched in November 2021 in a bid to encourage more people to cycle to work.	
<b>Introduce the new Digital Demand Responsive Transport service, linking Horizon 120, with a fleets of electric mini-buses, to surrounding areas and central Braintree</b>	
The digital demand responsive transport service linking Horizon 120 with a fleet of electric minibuses is due to commence in February 2022.	
<b>Continue to support and monitor Superfast Essex in the delivery of Superfast Broadband across the district</b>	
The Braintree district is currently at 95% of premises able to access superfast broadband and is forecast to reach 99% coverage within 3 years. The district wide take up of superfast broadband is currently at 30%.	
<b>Facilitate the delivery of a purpose-built medical centre in Sible Hedingham</b>	
Council lawyers have been instructed to transfer the land which is registered to the Council to One Medical.	

# ENHANCING OUR ENVIRONMENT






## Actions carried out by Braintree District Council

Project description and comments	Status
<b>Carry out air quality reviews in known air pollution hot spots across the district to improve the knowledge of local air quality and the proposed actions to take</b>	
Additional diffusion tubes have now been cited in Head Street, Halstead with extensive monitoring of the air quality taking place to see if it exceeds the set threshold values.	▶
The Council has drafted an invitation to quote for consultants to undertake a review of air quality in the district and this will be sent out in the new year. It is expected that a full report will be provided within four months of appointing consultants.	▶
<b>Provide replacement litter bins along the A120 and A12 to keep laybys litter free and our district clean and tidy</b>	
Delivery of this project has been delayed owing to issues with the supplier and availability of the bins. This is now expected to complete in March 2022.	▲
<b>Continue to deliver campaigns and work with our communities to</b>	
<ul style="list-style-type: none"> <li>• Reduce litter, keeping our district clean and tidy</li> <li>• Reduce waste and increase recycling</li> <li>• Improve awareness and understanding of climate change</li> </ul>	
The Cleaner Essex Group met in the third quarter to discuss topics and dates for campaigns in 2022 around reducing litter and keeping our district clean and tidy. Litter will be a priority followed by fly-tipping	▶
During the third quarter, campaigns were launched to encourage residents to reduce waste and increase recycling through Eco-Christmas messages running from the 1st December through to the 13th January. The Campaign included 27 individual posts and four videos	▶
The Councils Climate Change Strategy was launched during COP26 week in November with videos from the Council, residents, businesses, community groups and schools on how they are tackling climate change. Additional messaging in the lead up to Christmas focussed on meal planning, real tree vs artificial trees, shop local, perfect portions, recipe tips, leftover tips and recycling.	▶
<b>Carry out drainage works at Braintree cemetery to eliminate flooding and increase burial capacity</b>	
Quotes for the drainage work at Braintree cemetery came back significantly more expensive than anticipated. We are now looking for a more cost effective drainage solution and the end date of the project is likely to change.	▲

<b>Carry out refurbishments to eight play areas across the district providing improved facilities for young people to enjoy</b>	
The contract to carry out improvements to play areas at Church Street in Bocking, Acorn Avenue in Braintree, Shaw Road in Witham and De Vere Road in Earls Colne has been awarded. Due to issues with supplies, the improvements are not expected to start until Spring 2022.	
<b>Consult with local residents and users of our skate parks at Weavers Park in Braintree and Spa Road in Witham around replacement of facilities</b>	
Face to face public engagement to establish preferred options has been impacted by the pandemic lockdowns during 2021 and will now take place in 2022	
<b>Create a garden of remembrance at Bocking cemetery providing a peaceful environment for families to visit</b>	
Following the publication in September 2021 of the concept designs for the garden of remembrance, the designs are now with the Councils procurement team to tender for the construction works.	

### **Actions carried out in partnership with others**

<b>Project description and comments</b>	<b>Status</b>
<b>Deliver actions set out in our Climate Change Strategy and Action Plan to achieve our long term aims of being a carbon neutral district</b>	
During COP26 in November the Council launched a number of climate change action videos demonstrating how businesses, residents, schools, community groups and individuals are working to tackle climate change across our district. In the third quarter, the council has been working on a number of projects to reduce its on carbon footprint and increase biodiversity. As reported on below, the council has involved residents and communities in tree and bulb planting and the Council has also planted more on council owned land, bringing the overall number of trees and bulbs planted to 18,700 native trees and 73,000 bulbs across the district. Ten schools across the district took part in a creative climate challenge to design art work showing how they feel about climate change. The art work can be viewed on the Councils climate change web pages and the art produced by the student will form part of a local exhibition for friends and family to see, The electric vehicle infrastructure is being completed at Horizon 120. This is an ongoing programme and as soon as new sites are constructed, the installation of additional rapid charging points will be installed in carparks. The Council is still waiting for updated government guidance in a number of areas following the Environmental Bill receiving Royal Assent in November 2021 and we continue to review our action plan to ensure it reflects the national picture and partnership working with Essex County Council	
<b>Involve residents and communities in tree and bulb planting across the district</b>	
A high number of applications were received for planting packages. In total, over 41,000 bulbs and nearly 5,000 tree whips were handed out to Parish and Town Councils, Schools, Colleges, Charities and local community and voluntary groups.	
<b>Complete our trial of anti-litter signage and continue to deter people from littering along highway verges</b>	
The trial of the anti-litter signage closed in November 2021 after a year of strategically placing signs along the highway network. During the trial, there was a reduction in the litter discarded along the highway verges and the merits of the signs were clear. The results will be discussed with Essex Highways and discussions will take place to see if the signs are to become a permanent arrangement across the district.	



# SUPPORTING OUR COMMUNITIES



## Actions carried out by Braintree District Council




Project description and comments	Status
<b>Replace the artificial grass pitch at Braintree Sports and Health Club</b>	
A funding agreement is being drafted with Tabor Academy aiming for works to be carried out in the summer holidays. The tender exercise will commence in February 2022 to procure the project management company.	▶
<b>Carry out physical improvements to Braintree Sports and Health club and Halstead Leisure Centre</b>	
The improvements to the sports hall and studio floor at Braintree sports and health club are subject to the agreement of capital funds being agreed by Full Council in February 2022.	▶
The replacement of the boilers and building plant management systems at Braintree sports and health club are underway and should be completed in February 2022.	▶
The refurbishment of the wet and dry changing facilities at Halstead Leisure centre are subject to the agreement of capital funds being agreed by Full Council in February 2022.	▶
<b>Revitalise our Community Transport scheme and increase the number of volunteers</b>	
A total of 21 volunteer drivers have been recovered across the service including one new volunteer. Passenger journeys continue to increase with a total of 6,522 passenger journeys undertaken in the third quarter providing transport to booster vaccinations, food bank parcel deliveries, appointments, shopping and social activities.	▶
<b>Deliver the Braintree District Volunteer Awards to recognise the contribution volunteers make in our district</b>	
The volunteer awards are due to take place in June 2022. Initial discussions have taken place with regards to organisation of the event. A social media campaign will be launched in the new year.	▶
<b>Continue to work with communities to influence the planning of the area in which they live through the development of local neighbourhood plans</b>	
There are five completed plans in the District at Bradwell, Hatfield Peverel and Cressing, The Salings and Coggeshall. The Kelvedon Neighbourhood Plan has completed its examination and will go to referendum in the new year. A further six Plans are underway in the District at Feering, Great Yeldham, Great Bardfield, Stisted and Toppesfield, as well as the joint plan at Bures/Bures St Mary.	▶
<b>Set up a young people's panel to encourage more young people to have their say on things that matter to them</b>	
A discussion sheet is being compiled to assess which topics are important to young people at the present time and to see what has changed since our last engagement. Visits into schools will commence in line with the schools protocols on visitors as some are still reluctant to have outside visitors whilst pandemic numbers are high.	▶

<b>Continue to deliver our LiveWell programme, focussing on:</b> <ul style="list-style-type: none"> <li>• Supporting children and their families to have the best start in life</li> <li>• Supporting older people to age well</li> <li>• Supporting children and adults to have good mental health</li> <li>• Tackling obesity in adults and children</li> <li>• Reducing hip fractures in over 65's</li> </ul>	
<p>The health and wellbeing panel are reviewing the priorities of the health and wellbeing board and information is currently being collated by partners to help understand the changes required. A number of activities continue to be delivered under the Livewell programme including organised walks, fitness classes for people with health conditions, seated exercise classes, dance lessons, weight management sessions and meet up Mondays and Tuesdays. A mental health workshop took place in October with a range of partners. A comprehensive presentation was given by the Mid Essex Alliance regarding the transformation programme for adult mental health together with a presentation on Mental Health Support Teams in Schools. A Dementia Friendly Music Train organised in partnership with the Community Rail Partnership took place in December involving 40 guests travelling by train from Witham to Braintree accompanied by a musician. Each attendee received a bag of information when leaving the event about local services and the support that is available to people living with Dementia and their carers.</p> <p>A number of schools are willing to re-engage with the Livewell Child project following the pandemic and we will be looking to streamline the projects focussing on tackling factors surrounding obesity, nutrition, physical activity and mental health. Schools will be matched with a relevant project.</p>	▶

### **Actions carried out in partnership with others**

<b>Project description and comments</b>	<b>Status</b>
<b>Work with Community 360 and Active Essex to provide support to children and families who need it during school holiday periods through the provision of activity sessions</b>	
A total of 10 clubs across the district saw more than 440 children attend the clubs during the winter school holidays providing children with various activities and a nutritious meal.	▶
<b>Continue to work with Community 360 to promote volunteering opportunities and support the voluntary sector</b>	
Plans for a volunteering campaign have been put on hold due to the work Community 360 have been doing around vaccination sites and the need to recruit volunteers to support this.	▲
<b>Continue to develop a range of initiatives to address social isolation and loneliness across the district</b>	
A 'Here to Help' newsletter was distributed to over 800 residents providing information on activities and services in the area such as seated exercise, scams, useful contacts, helplines, befriending, mental health, home safety and the handyman service among many other initiatives and services. Sunday Cinema at Witham library organised by the community launched in December showing Mama Mia. Film showings will continue once a month on Sundays through to the Spring. The Braintree District Social Isolation and Loneliness Forum met in December to update their action plan. Discussions also took place regarding initiatives for Loneliness Awareness Week (13 – 17 June).	▶
<b>Continue to work with Essex County Council on the Governments 'Next Steps Accommodation Programme' on initiatives to prevent rough sleepers returning to the streets</b>	
Work continues on two projects to provide additional accommodation for those moving off the streets and providing a pathway to independent living.	▶
<b>Continue to raise awareness through the Community Safety Partnership of hidden harms such as exploitation and domestic abuse</b>	
The Local Exploitation Group have identified two areas of Witham that are causing concern in relation to children & young people going missing and exploitation. The areas will be targeted through detached youth work in the areas, training and awareness for local businesses and community organisations. Braintree District Council supported #WhiteRibbonDay and	▶




#MakethePromise in November 2021 to help end violence and abuse against women and girls.	
<b>Work with the integrated care system and Health and Wellbeing panel to understand local health inequalities and develop the role of Primary Care Networks to support and improve the health of our communities</b>	
Officers from the Council attended the Mid Essex Alliance meeting where they advised that they are joining the Integrated Care System Population Health and Place Development Programme funded by NHS England and NHS Improvement in partnership with the Local Government Association. This programme will help the Mid Essex Alliance access action-focused, expert support to embed and accelerate the way we deliver health and wellbeing outcomes to residents in our district. As part of this we have completed two surveys, a relational audit looking at partnership working and a place diagnostic looking at current practices. The Alliance have also identified a budget to raise awareness of suicide prevention across Mid Essex, a plan will be developed in relation to this.	
<b>Work with our leisure providers to get people back into activity improving their physical and mental health</b>	
Meetings have taken place in December with leisure providers and officers from the Council to get more people referred into activity through various referring agents such as primary care networks and cardiac rehab. We have signed up to the 'love to ride' initiative to encourage people of all ages and abilities to get on their bike and become more active. As covid is still impacting on participation levels at our leisure centres, the focus has been on increasing outdoor activities and the capacity of sport pitches. A new park run was launched at Markshall in Coggeshall in November which has seen a high number of people attending.	
<b>Engage with school age children and young adults through careers, jobs and apprenticeship fairs to inspire young people to raise their aspirations</b>	
The Council are working in partnership with Essex County Council to deliver a jobs fair in March 2022. This will take place virtually via Lean Live, which will allow employers to broadcast their job vacancies and do live interviews.	

# PROMOTING PROSPERITY







## Actions carried out by Braintree District Council

Project description and comments	Status
<b>Continue with the development of Horizon 120 Business and Innovation Park creating up to 2,000 high quality jobs</b>	
The Horizon 120 Business and Innovation Park continues to be developed with 15 acres remaining within Phase 1.	
<b>Complete the Horizon 120 Enterprise Centre providing space for conferences and events as well as serviced offices, café and public plaza for start-up companies and SME's</b>	
Delays with glazing & aluminium in October were resolved in November however, this may impact on practical completion pushing this back to June 2022.	
<b>Develop the Witham Enterprise Centre providing small industrial units for startup companies and SME's</b>	
A transport consultant has been appointed and negotiations have started with Essex County Council concerning adoption of the Haul road off Hatfield Road.	
<b>Complete the I-construct innovation centre supporting the development of SME's in the construction sector</b>	
I-Construct, a £2.3 million centre of excellence for construction innovation, has opened for business. Building work finished in December, 15 months after it began. The two-storey building consist of a technology suite, exhibition space, conference facilities and informal meeting areas. It is home to a team offering one-to-one mentoring, grant schemes and advice to small and medium sized firms connected to the construction industry. The business support programme at the hub will be run by the Haven Gateway Partnership and will serve businesses across Essex, Kent and East Sussex. The programme will support over 350 businesses and create up to 130 jobs. An official ceremony to mark the opening will be held in the New Year.	
<b>Refresh our Plan for Growth to identify future priorities and deliver the outcomes of the associated Action Plan</b>	
The appointed consultant has failed to provide the primary research within the project timescale. Until the material is received and the quality is assessed the timing of the work cannot be set.	
<b>Deliver campaigns to promote Braintree District as a place to invest in, live in and visit</b>	
The #LoveBraintreeDistrict Shop Local campaign was launched in December to encourage shoppers to support independent businesses and traders in the run up to Christmas. A video was launched featuring 11 businesses from across the district. The campaign generated over 123,000 impressions, 10,000 engagements, 22,000 video views and 121 posts across social media. Feedback from businesses featured said they believed the campaign made a difference	

for their sales during December. The Christmas markets were promoted across social media channels and the Gingerbread trail let families explore Braintree town centre to find the 27 gingerbread characters that have been hidden in windows of shops and businesses. People were encouraged to share their photos of them completing the trail and exploring the town on social media.	
<b>Support individuals back into employment by addressing barriers and providing tailored support and access to training</b>	
As of the end of December we have a caseload of 63 individuals, 9 new starts with 15 social justice outcomes being achieved. A full list of contact details for all work coaches has been requested from Braintree & Witham Job centres	

## Actions carried out in partnership with others






Project description and comments	Status
<b>Rise to the economic challenges by working in partnership with members of the North Essex Economic board to provide support to businesses and create opportunities to boost growth</b>	
The business support programmes have been contracted and are in the mobilisation phase. The digital skills work is close to entering the mobilisation phase and work to support green industries is being led by Maldon District Council and will be going out to tender in the new year. There is a small amount of funding remaining which is currently being investigated for spend on suitable projects prior to the end of March 2022.	
<b>Continue to develop the business support offer for the construction sector as part of the I-construct innovation centre</b>	
A pipeline of contacts for businesses in the Braintree District who are from the construction industry or the supply chain, has been provided to Haven Gateway Partnership to promote the offer of I-Construct. A promotional bag of business support information and an invite to the launch of I-construct was provided to all relevant businesses on Springwood industrial estate and officers in the Economic Development Team have worked with the Asset Management Team to agree a discount for room rentals for springwood industrial estate businesses to access I-construct.	
<b>Continue to provide signposting to business support, advice and suitable grants</b>	
£665,000 of additional Business Adaptations Grant funding was allocated to the Council after being advised that other local authorities had declined the funding. As such, an additional two rounds of Business Adaptations Grants have been delivered in the third quarter and the remaining Additional Restrictions Grant funding has been allocated to the Business Adaptation Grants distributing a total of £479k in time for Christmas. Any remaining applications being processed will be paid out in the first week of January.	
<b>Ensure residents have access to the skills programmes and education they need to access employment opportunities including in new and expanding sectors</b>	
Key research is being undertaken to identify skills gaps and education programmes. The findings will inform both the Essex Skills plan and Braintree Plan for Growth. A meeting for the Essex Skills Plan working group will take place in January 2022 with Essex County Council, skills providers and key stakeholders to discuss how we can identify and fill skills gaps within the County and identify the emerging priorities for change.	

# DELIVERING AND INNOVATING




## Actions carried out by Braintree District Council

Project description and comments	Status
<b>Through our Investment and Development Programme, continue to develop and implement a pipeline of projects focussed on reducing costs, improving efficiency, generating income and becoming more commercially focussed to deliver against the £1.6m financial gap over the next four years.</b>	
The Investment and Development Programme currently has a pipeline of £1.5m, of which £156k is captured within the Medium Term Financial Strategy. The ideas on closing the financial gap collected during 2021 continue to be reviewed. The initial ideas have been filtered to eight current ideas which are being considered through the programme. Monthly senior officer programme group meetings review the opportunities and consider how these will move forward. Monthly steering groups enable member scrutiny of the programme.	▶
<b>Refresh our Digital Strategy and action plan to address future demand and improve the way we use technology to deliver services</b>	
The digital strategy has been delayed due to resources being diverted to another major project. This will be picked up in the new year.	▲
<b>Encourage residents to transact with us on line by developing our website to allow customers to make bookings, track requests and sign up to receive council tax bills electronically</b>	
The digital services team have been working on a booking system that will work across venues where events can be held. Discussions have also taken place regarding booking sport pitches on line and this will be developed in the new year	▶
Residents who were linked to PDF Billing for their Council Tax bills have now been offered the opportunity to register for Open Portal. For anyone who has not registered, their accounts will be reverted back to paper billing. A social media campaign to sign up to Open Portal will start in the new year.	▶
<b>Develop a plan of community engagement to better understand the needs of our local communities</b>	
Information is being gathered along with statistical data to see if we should target specific areas for engagement. A list of events for 2022 is being compiled to see where we may be able to attend and engage with residents. The Community Engagement officer will be supporting the resident's consultation on replacement to facilities at the skate parks in Braintree and Witham.	▶
<b>Use customer information and feedback to improve services whilst working towards retaining the accreditation for customer service excellence</b>	








The assessment has been arranged for June 2022 and the assessor has advised of the areas of focus alongside the rolling programme of continuous improvement. Services will be contacted in the new year to gather the evidence required for the assessment.	
<b>Review the criteria for the discretionary business rates scheme for charitable and non-profit organisations</b>	
A notice period of one calendar year will be given with the annual bills due to be despatched at the beginning of March 2022. The new scheme for 2023 will need to be decided prior to September 2022, to allow time for businesses to apply.	
<b>Monitor changes to various legislation to understand the impact on services including but not limited to the Domestic Abuse Act 2021, Environmental Bill 2020 and Planning reforms</b>	
The Domestic Abuse Act became law in April 2021. Changes introduced by the Act include the extension of the homelessness priority need criteria to include anyone who becomes homeless as a result of domestic abuse. This will be picked up in the review of the Homelessness Strategy.	
The Environmental Bill received Royal Assent in November and we are currently awaiting the Government to formally announce the policy changes which is expected in Spring 2022 to enable the Council to understand the impact in relation to the Council's Waste Collection Service	
The Planning Policy team continue to consider the implications of the environment bill and planning reforms in particular the biodiversity net gain.	





### Actions carried out in partnership with others

Project description and comments	Status
<b>Work with Fusion to recover and develop leisure services following the pandemic ensuring the district has the right type and level of leisure provision to meet resident's needs</b>	
The Council continues to liaise with Fusion regarding participation levels which are increasing especially in relation to swim school but remain lower than anticipated in the third quarter due to the impact of the omicron variant. We are continuing to support Fusion through the difficulties caused by the pandemic through the National Leisure Recovery Fund	



## Section 3: Managing the Business

### Our Performance Indicators in Detail

Performance Indicator	2021/22						Comments
	Q1 Outturn	Q2 Outturn	Q3 Outturn	Q4 Outturn	Target for the Quarter	Status at the end of the Quarter	
CONNECTING PEOPLE AND PLACES							
Number of affordable homes delivered	91	99	111		37		
Percentage of superfast broadband coverage across the district	95%	95%	95%		n/a	n/a	
Cumulative number of homes granted planning permission (outline and full)	654	709	881		810		<i>This indicator reports cumulatively on the outline and full planning applications granted permission. Figures will fluctuate each quarter depending on the size of the applications. In the first quarter, one outline application counts towards 575 homes The breakdown between full and outline permissions since April through to the end of September are as follows: Full – 161 Outline 720</i>
ENHANCING OUR ENVIRONMENT							
Percentage of household waste sent for reuse, recycling and composting	53.63%	54.44%	46.62%		60%		<i>The total tonnage collected in this quarter is 579 tonnes lower than in the same period in 2020-21. This reflects the start of the garden waste suspension in December and a slight reduction in Dry Recycling, (567 tonnes) partly offset by a reduction in the overall residual waste tonnage (484 tonnes).</i>
Kilograms of residual household waste collected per household	117kgs	116kgs	110kgs		117kgs		
Percentage of land that falls below cleanliness standards for litter	n/a	7%	5%		6%		
Number and percentage of accessible non-hazardous fly tips on public land cleared within 24 hours of being reported	100% (198)	100% (205)	100% (172)		100%		
Number of residents assisted in installing energy saving measures	Annually reported						
SUPPORTING OUR COMMUNITIES							
Average waiting time for applicants on the Disabled Facilities Grant (calculated in days from point of	211 days	205 days	180 days		90 days		<i>The average waiting time is reducing. The DFG Team are beginning to be able to respond to work referrals as they are received since the backlog of applications caused by the lockdowns is now almost</i>

Performance Indicator	2021/22						Comments
	Q1 Outturn	Q2 Outturn	Q3 Outturn	Q4 Outturn	Target for the Quarter	Status at the end of the Quarter	
referral to approval)							<i>addressed. A number of applications have been delayed in this quarter due to the applicants themselves needing to isolate or being reluctant to schedule appointments due to the risk of catching the Omicron variant. Delays in obtaining building materials are ongoing.</i>
Participation levels across all our sports centres	91,643	135,223	137,813		n/a	n/a	
Participation of adults being active for 150 minutes per week	Annually reported						
Number of customers using out Handyman scheme	25	19	60		n/a	n/a	
Number of homelessness cases prevented	64	54	67		n/a	n/a	
PROMOTING PROSPERITY							
Percentage of people in the district claiming out of work benefits rate (aged 16 – 64)	4.3%	3.7%	3.2%		n/a	n/a	
Number of new business start-ups across the district	259	217	247		n/a	n/a	
Number of businesses that have contacted us for business support	191	451	387		n/a	n/a	
DELIVERING AND INNOVATING							
Percentage of calls resolved at first point of contact in the Customer Service Centre	73%	74%	71%		n/a	n/a	
Percentage of invoices paid within 30 days of receipt (cumulative)	97.08%	95.77%	96.49%		99.25%		<i>This indicator is now reported cumulatively to provide a better understanding of the position with paying invoices. Since the start of the financial year, 272 payments out of 7743 have been paid later than 30 days of receipt of the invoice. The target is being reviewed in light of organisational changes and the emphasis on services receipting goods.</i>
Number of people transacting with us online	39,311	32,278	29,569		n/a	n/a	
Time taken to process housing benefit/council tax benefit new claims	16.48 days	14.33 days	14.85 days		20 days		
Time taken to process housing benefit claim changes	5.59 days	4.64 days	3.67%		6 days		
Percentage of Stage	93.51%	94.83%	91.67%		90%		



Performance Indicator	2021/22						Comments
	Q1 Outturn	Q2 Outturn	Q3 Outturn	Q4 Outturn	Target for the Quarter	Status at the end of the Quarter	
1 complaints responded to within 7 working days							
Collection rate for Council Tax	30.10%	57.48%	84.70%		86.20%		<i>The target is based on the pre-Covid collection performance recorded in 2019. Against 2020/21 performance is marginally better and amongst Essex Authorities the rate being achieved is the highest for the period.</i>
Collection rate for Business Rates	25.80%	51.57%	81.77%		84.58%		<i>The target is based on the pre-Covid collection performance recorded in 2019. Performance is marginally down on 2020/21, the rebilling of accounts required due to the reduction in the expanded retail and nursery reliefs from 100% to 66% from July 2021 meant that payment plans for the remainder of the year had to be readjusted. Again, compared to other Essex Authorities the collection rate is the highest achieved for the period.</i>

## **Complaints**

The quarterly complaints analysis for the third quarter of 2021/22 is detailed below. This is compared with 2020/21 figures shown in brackets. The figures represent all three stages of the complaints process.

Complaint Category	Q1 2021/22	Q2 2021/22	Q3 2021/22	Q4 2021/22	TOTAL
Justified	51 (43)	67 (51)	39 (53)	(50)	(197)
Not Justified	82 (55)	68 (56)	45 (43)	(73)	(227)
Partially Justified	26 (19)	46 (22)	7 (19)	(28)	(88)
Not known	0 (0)	4 (0)	0 (0)	(1)	(1)
<b>Total</b>	<b>159 (117)</b>	<b>185 (129)</b>	<b>91 (115)</b>	<b>(152)</b>	<b>(513)</b>

## **Comments**

There has been a substantial reduction in the number of complaints received in the third quarter of 2021/22 compared to the previous quarters.

A lower number of missed bins has positively impacted on the number of complaints received in the operations service area. The majority of complaints received in the third quarter still relate to missed collections with parked cars, contaminated waste and missed assisted collections continuing to be the main reasons.

In the third quarter of 2021/22, of the 91 complaints received:

- 84 are stage one complaints
- 4 are stage two complaints
- 3 are a stage three complaints



### **A summary of Local Government Ombudsman (LGO) cases:**

In the third quarter of 2021/22, the LGO has received one new complaint enquiry in respect of the waste collection service which they declined to investigate after making initial enquiries with the Council.

The LGO have also declined to investigate a complaint from the first quarter in relation to the discretionary test and trace support scheme as there was no injustice to the complainant.

### **Our Organisation**

The following is a selection of our people performance measures:

<b>People: Indicators of Performance</b>	<b>Q1 21/22</b>	<b>Q2 21/22</b>	<b>Q3 21/22</b>	<b>Q4 21/22</b>	<b>Change on previous period</b>	<b>Yearly Target</b>
Total headcount	495	492	494		+2	-
Total staff FTE	446.07	441.97	443.2		+1.23	-
Level of employee turnover	3.03%	2.24%	2.63%		+0.39%	-
Number of leavers	15	11	13		+2	-
Number of starters	11	8	15		+7	-
Working days lost to sickness per employee	1.4 days	1.72 days	1.94 days		+ 0.22 day	8.0 days
Percentage of staff with nil sickness	84.8%	71.95%	60.53%		N/A Cumulative	-
Number of learning hours	1365.5	1556	2594		+ 1,038	-
Number of delegates	189	169	152		-17	-
Number of apprentices **	16	14	19		+5	-

<b>Year on Year Headcount Analysis</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
	470	464	466	481	492	499

\*\* BDC's apprenticeship programme runs throughout the year. The figures reflect various apprenticeships ranging from level 3 through to a degree level 6

## **Health & Safety**

The following is a selection of our health and safety performance measures. The data is for information purposes only.

Health and safety is a crucial responsibility of everyone within the organisation. This information is used to improve the management of health and safety of staff, our customers, residents and other non-employees we come into contact with. Monitoring is undertaken by the corporate health and safety committee and action plans will be put in place where necessary.

<b>Health &amp; Safety: Indicators of Performance</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	
	(2020/21 figure in brackets)				
Total number of reported accidents/ incidents, calculated from:	8 (10)	7 (13)	9 (10)	(12)	
<i>Accidents/ incidents to employees</i>	6 (8)	6 (11)	8 (8)	(9)	<i>The most common reported accidents in the third quarter are slips, trips, falls and manual handling</i>
<i>Accidents/ incidents to contractors</i>	2 (2)	1 (2)	1 (1)	(3)	
<i>Accidents/ incidents to non-employees</i>	0 (0)	0 (0)	0 (1)	(0)	
Time lost in days due to employee accidents/ incidents	0 (0)	10 (5)	22 (18.5)	(16)	<i>The time lost relates to one incident of a broken hand as they were unable to carry out their duties</i>
Number of reported verbal/ physical incidents to employees	2 (2)	1 (4)	1 (1)	(0)	
Number of near miss incidents	0 (0)	0 (0)	0 (0)	(1)	
Number of Accidents/ incidents registered resulting in insurance/ compensation claim	2 (0)	1 (2)	3 (3)	(2)	
Number of claims settled	1 (1)	0 (1)	3 (1)	(1)	

## Financial Performance

### Executive Summary

- Taking into account the projected impact of Covid and variations to the base budget, **the net budget position forecast for the year is a positive variance of £699k.**
- The estimated **budget impact of the pandemic** in 2021/22 is **£868k.** This is expected to be offset by funding received from government currently leaving **a balanced position.**
- The forecast position regarding the **base budget** is a **positive variance of £699k.**
- The proposals for the 2022/23 budget included £367k of savings that are reflected in the projected outturn as these were considered to be ongoing.
- After taking into account other planned movements in balances, **the projected change in General Fund balances is an increase of £191k**
- **Expenditure of £21.8m on capital projects** up until the end of December, with spending mainly being incurred on: Horizon 120 business park infrastructure, now completed; the new Horizon 120 Enterprise Centre; I-Construct; Manor Street regeneration scheme; Town Centre improvements and the Halstead Leisure Centre artificial grass pitch

### Background

The Service Budget for 2021/22 is £15.4m. This amount was to be financed from a combination of: general government grants (£0.4m); business rates (£5m); and Council Tax (£10m). During the year service budgets may be updated in accordance with the Council's Budget and Policy Framework Procedure.

### General Fund Revenue Spending

The table below shows the projected outturn by service as forecast at the end of Quarter 3.

Service	Updated Budget £'000	Actual Spend £'000	Adverse (Positive) variance against Budget				RAG Status
			Staffing £'000	Other Exp. £'000	Gross Income £'000	Total £'000	
Asset Management	(2,477)	(2,524)	31	9	(87)	(47)	G
Community and Leisure	750	1,062	(57)	128	240	311	R
Corporate Management	1,496	1,487	(33)	16	8	(9)	G
Economic Development	216	197	-	(19)	-	(19)	G
Environment	776	799	59	41	(77)	23	A
Finance	1,511	1,541	(141)	187	(16)	30	A
Governance	1,210	1,134	(7)	(39)	(30)	(76)	G
Housing Services	956	918	-	(37)	(1)	(38)	G
Human Resources	358	357	(1)	-	-	(1)	G
ICT & Facilities	1,712	1,733	23	(2)	-	21	A
Marketing and Communications	614	582	(9)	(1)	(22)	(32)	G
Operations	6,341	6,018	(161)	247	(409)	(323)	G
Strategic Investment	23	23	-	-	-	-	G
Sustainable Development	1,024	1,071	(82)	84	45	47	A
<b>Service Total</b>	<b>14,510</b>	<b>14,398</b>	<b>(378)</b>	<b>614</b>	<b>(349)</b>	<b>(113)</b>	<b>G</b>
Corporate Financing	1,223	1,205	-	(38)	20	(18)	G
Efficiency target	(300)	-	300	-	-	300	
<b>Total Budget</b>	<b>15,433</b>	<b>15,603</b>	<b>(78)</b>	<b>576</b>	<b>(329)</b>	<b>169</b>	<b>A</b>
<b>Covid-19 general grant</b>						(555)	<b>G</b>
<b>Covid-19 specific grants &amp; income compensation</b>						(313)	<b>G</b>
<b>Net Total General Fund</b>						<b>(699)</b>	<b>G</b>

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

Changes in management structure means that Leisure Services has been transferred from Environment to Community Services and this change is reflected in the table above.

## Analysis of the Total Budget Variance

Except where specific expenditure is being incurred, it is difficult to be precise about the extent to which the budget variances set out above have arisen solely as a result of the Covid pandemic, therefore judgement has been used. As the pandemic has continued and society has had to adapt, it is recognised that there will be lasting consequences which will impact on the Council's activities and finances. It is likely that there remains economic implications that have yet to be realised as government support to individuals and businesses is withdrawn.

Reason for budget variance:	Adverse/ (Positive) variance against Budget				Net of Covid-19 grants £'000
	Staffing £'000	Other Expenditure £'000	Income £'000	Total £'000	
COVID-19	117	320	431	868	-
Base budget	(195)	256	(760)	(699)	(699)
<b>Projected Budget Variance</b>	<b>(78)</b>	<b>576</b>	<b>(329)</b>	<b>169</b>	<b>(699)</b>

In some service areas the response to Covid related requirements have been undertaken by staff reprioritising and/ or generally working increased hours. This element of the resource input to Covid is not quantified in the above analysis.

## Commentary on the impact on the budget due to the Covid-19 Pandemic

The budget impact from the Covid pandemic is estimated to be £868k, which is mainly as a result of the following areas:

- Increased costs and reductions in income expected to be incurred whilst providing support to the Council's leisure services to remobilise and recover following the multiple periods of national lockdown and other local restrictions. This includes putting in place measures to ensure that facilities continue to operate in accordance with the appropriate guidance and advice. The financial implications for these measures are reflected in the reported position for Community & Leisure. Partially offsetting the anticipated additional expenditure is a balance of funds that were received in 2020/21 following a successful bid to the National Leisure Recovery Fund.
- Anticipated reductions in fees and charges, primarily from off-street car parking, but also other services including Community Transport, the Town Hall Centre, and Markets. The Government committed to continue to provide compensation to local authorities at a rate of 75p in the £ for net losses across certain income streams where these exceeded 5% of the amount originally budgeted in 2020/21. At the present time the scheme is only expected to cover the period April to June, and for which a claim submitted for £108k has been included in the projections. It is inherently difficult to predict how demand and usage of facilities might continue to recover across the remainder of the year, and this aspect of the projections remain uncertain.
- Estimated reductions in non-fee income. This relates mainly to recoveries from local tax and housing benefit activities. Staff resources have continued to be prioritised towards administering Covid business rate reliefs and grants, and self-isolation payments. Recovery procedures were initially impacted by the limited capacity and availability of the courts to deal with applications for liability orders; however, recovery action has now resumed to some normality. Collection rates for both council tax and business rates remain below pre-pandemic levels, although based on information available at the end of December, collection rates were the highest amongst Essex authorities.

An additional £686k of emergency funding was allocated to the Council as part of the Local Government Finance Settlement for 2021/22, of which £555k has been taken into account in the projections in addition to a £131k transfer to the Covid Reserve. Additional funding has been received, including Contain Outbreak Management Funds, which are meeting the costs of various Covid-related activities that, in part, are being carried out by staff within the Environmental Services team with some back-fill arrangements in place. As indicated above, the Council has also made a claim under the Income Compensation Scheme and this has been reflected in the projections.

Taking into account the external funding received, the net position on Covid account is projected to be neutral; however, there is still a large degree of uncertainty for the last quarter of the financial year. The impact on some income streams is less than was reported at Q2, particularly car parking,

There are still some Covid related costs that might need to be recognised in future reports in relation to construction projects where contractors have indicated that claims may be submitted for increased costs due to time delays and additional expenditure caused by the pandemic and changes in government guidance on site operating procedures. The Council still holds a balance of Covid funds and if necessary will draw down on these to meet any claims agreed.

### **Commentary on Base Budget Variances**

#### **Staffing**

Staffing budgets include both directly employed staff, and bought-in/ agency staff, the latter being used where additional resources are required to meet increased service demands and/ or the need for specialist skills; to provide cover in cases of absence (e.g. vacancies, holidays, sickness, maternity etc.); or where in-house staff are assigned to work on other projects and priorities.

Across all service areas staffing budgets are projected to be underspent by £378k. The budget includes a corporate efficiency target of £300k, which is normally achieved from staffing, therefore, after taking this into account, it is currently projected that staff costs will be underspend by £78k.

The projections are based on known staff changes at the end of Quarter 3 and it is likely that further changes will become evident as part of the year-end review.

The main reasons for the projected staffing underspend within services are due to current vacant posts, organisational changes, and/ or efficiency savings.

#### **Other Service Expenditure**

Excluding the additional £320k of costs estimated due to Covid, there is a net overspend projected against the base budget of £256k, which is a combination of variances across all service areas, including:

- Housing Benefits – a complex area involving significant expenditure in benefits paid to claimants but also with subsidy received from government. The level of subsidy is subject to various claim types where the rate of subsidy provided can vary. It is currently projected that there will be a net additional cost (+£190k) based on current claim data. This cost can be subject to significant change and further investigation is being carried

out to identify how much of this increased cost may be attributable to temporary factors, as opposed to those that might have a more lasting effect.

- Increased Waste Management costs arising from the additional cost and replacement of wheelie bins due to district growth and breakages (+£70k). Higher fleet costs due to a combination of fuel price increases, maintenance costs and hired vehicles over the Christmas period (£66k). Higher charges from haulage contractors due to the fuel price and HGV driver shortages (+£35k).
- Higher maintenance charges and hired vehicle costs within Street Cleansing (+£34k).
- Additional costs are being incurred in relation to planning enforcement where legal costs are being incurred (+£45k), although the service is seeking to recover some of these costs.
- Recruitment costs in relation to corporate management changes (+£23k).
- Unbudgeted fees in relation to external costs being incurred by Landscape Services (+£35k).
- Additional external audit fees (+£52k) arising, partially from a new 'Use of Resources' requirement placed on auditors by the National Audit Office, and provision for increased costs relating to the 2019/20 external audit.

Within the overall position there are some areas where positive variances are projected:

- Payments to the Essex Pension Fund are lower than anticipated in relation to prior year discretionary benefits (-£55k).
- Recharges from Eastlight Community Housing for voids and repairs on temporary housing accommodation is projected to be lower than budgeted (-£34k), and there is a projected overall underspend on the rent support scheme used to assist people to access private rented housing (-£13k)
- Reduced operating costs at Cordons Farm including from less frequent emptying the interceptor tank as a result of improved drainage and favourable weather conditions (-£40k)
- There is an overall underspend projected within the Governance Service (-£28k), which is comprised of lower forecast expenditure on Members' allowances and expenses; and cost savings in Electoral Services, which is partially offsetting a reduction in Cabinet Office grant for Individual Electoral Registration.
- Reduction in costs in relation to services provided within Essex Libraries (-£28k).

The main changes from the overspend position reported at Q2 are higher costs within Operations, in particular Waste Management as detailed above.

### **External Income**

A significant proportion of the Council's budget is reliant on external income. Grants and subsidies from government, alongside income from business rates are major elements. These income streams are normally fairly predictable or fluctuate in response to compensating changes in expenditure. Where uncertainty exists this is managed via earmarked reserves, e.g. the business rate retention reserve. Other income is more susceptible to changes in external factors and service demand, and the projected position at this quarter for the outturn is summarised in the following table:

Service	Updated Budget	Joint Financing & Other Reimburs.	Sales, Fees & Charges	Rents & Service Charges	Other Income	Total	RAG status
		4,467	6,212	3,156	1,460	15,295	
	£000	Adverse (Positive) Variance £000 against Budget :					
Asset Management	3,385	-	(1)	(81)	(5)	(87)	G
Community & Leisure	534	(6)	240	-	6	240	R
Corporate Management Plan	10	8	-	-	-	8	A
Economic Development	-	-	-	-	-	-	G
Environment	883	21	(78)	-	(20)	(77)	G
Finance	2,037	80	-	-	(96)	(16)	G
Governance	197	(17)	(34)	-	21	(30)	G
Housing	41	-	(6)	6	(1)	(1)	G
Human Resources	-	-	-	-	-	-	G
ICT & Facilities	2	-	-	-	-	-	G
Marketing & Communications	123	-	3	-	(25)	(22)	G
Operations	5,482	(193)	(220)	22	(18)	(409)	G
Strategic Investment	300	-	-	-	-	-	G
Sustainable Development	1,741	(69)	114	-	-	45	A
<b>Service Total</b>	<b>14,735</b>	<b>(176)</b>	<b>18</b>	<b>(53)</b>	<b>(138)</b>	<b>(349)</b>	<b>G</b>
Corporate Financing	560	-	-	-	20	20	A
<b>Total Budget</b>	<b>15,295</b>	<b>(176)</b>	<b>18</b>	<b>(53)</b>	<b>(118)</b>	<b>(329)</b>	<b>G</b>
<b>Attributable to:</b>							
Covid-19 impact		(87)	495	23	0	431	R
Base budget		(89)	(477)	(76)	(118)	(760)	G

RAG Status: G = positive or nil variance, A = up to 5% adverse variance or <£50k, R = adverse variance greater than 5% and >£50k at Individual Business Plan level

The commentary above on Covid-19 provides an explanation of the income activities that have been most affected by the pandemic.

### Commentary on Base Budget income variances

The reasons for the projected overachievement of income of £760k against the base budget include:

- Higher income from the sale of mixed dry recycling material. The price paid to the Council for material is based on a basket of indices which are reviewed each quarter. The budget had assumed a basket price of £29 per tonne based on the position at that time. However, this increased at Q1 to £38 per tonne, rising to £62 for Q2, and £76 for Q3. It is anticipated that Q4 will increase further to £84 per tonne. With such sharp volatility, variances can alter significantly between quarters. Income is predicted to be £361k more than budget (up from £355k at Q2) with other recycling and disposal credits showing higher income of 55k.
- During the summer season the amount of green waste collected increased resulting in an additional £37k in compost credits for the year being predicted. The outturn position will be affected by the autumn collection tonnages and in particular March when tonnages can vary substantially according to weather conditions at that time.
- A number of administrative grants for Housing Benefits and Local Council Tax Support were not announced until after the budget was approved. The final determinations means that an additional £86k of income has been achieved.
- Whilst a number of service areas have continued to see a drop in fees and charges income, the Local Land Charges service is projecting an overachievement against budget of £33k. Demand for the service remained high during the first half of the year as

residential buyers were looking to benefit from savings on stamp duty. The demand for the service returned to pre-covid levels in quarter 3. Similarly, the Building Control service has also seen an increase in demand for services resulting in a higher level of income being predicted (+£43k), albeit some staffing difficulties means that increased costs are having to be incurred on short-term temporary staff.

- Higher forecast income from licensing of £27k from increased applications during the quarter. Given the nature of the income, consideration will need to be given to retaining this underspend in line with licensing legislation if the forecast materialises as expected.
- A higher level of occupancy within the commercial property portfolio and the effect of rent reviews, along with rental income from two properties in Halstead that were previously part of a proposed land disposal, means that income is projected to be higher than budget (+£86k)

Partially offsetting this increased income:

- A significant downturn in planning application and pre-application income was experienced in the second quarter; however, whilst there is still a projected shortfall this has reduced at Q3. In addition increase in Planning Performance Agreements of £45k compared to the previous quarter has reduced the shortfall. The revised forecast for the year is a net underachievement of income under Sustainable Development of £45k (At Q2 a shortfall of £154k was being predicted).

## **Treasury Management**

### **Investment activity**

The Council's treasury management activity to the end of the December is summarised in the table below:

Amount Invested at start of the year	Activity to the end December		Amount Invested at end of the quarter
	New Investments	Investments Matured	
£35.5m	£154.4m	£122.6m	£67.3m
Average amount invested for the period			£59.5m
Highest amount invested			£73.7m

The amount of cash under management during the first three quarters of the year is currently higher than last year given a large amount of cash currently due to be returned to central government. It is forecast, that the amount of cash balances will reduce significantly over the next quarter as capital investment expenditure continues to be incurred whilst income from Council Tax and business rates reduces in the last two months of the year. This will ultimately lead to lower cash balances available for treasury management.

### **Investment income and valuations**

Interest and dividends earned to the end of the quarter totalled £603k, which is equivalent to an annualised rate of return of 1.34%:



Investments	Average Amount Invested	Interest & Dividends Earned	Annualised Return %
Long-Term Pooled Funds	£19.0m	£594k	4.15%
Short-Term	£48.5m	£9k	0.03%
<b>Total</b>	<b>£59.5m</b>	<b>£603k</b>	<b>1.34%</b>

Investment income of £827k is projected for the year, which is £118k better than assumed in the budget. The original budget was reduced by £350k in light of the sharp falls in interest rates, expected reductions in dividends from pooled funds, and also taking into account the anticipated reduction in cash balances. This reduction in budget was to be met by using the Treasury Management earmarked reserve in 2021/22, therefore, the projected improvement in income for this year will result in less being required from the reserve.

The market value of shares and units in pooled funds at the end of December, was £21.8m, representing an unrealised gain of £2.8m over the amount originally invested.

### Investment portfolio

At the end of the quarter the Council's investment portfolio comprised the following:

- Long-term pooled fund investments £19m (allocated: £3m property fund; £13m equity funds; and £3m in diversified asset funds);
- Low volatility Money Market Funds (MMFs) £23m;
- Variable net asset value MMF £4m;
- Debt Management Office Account Facility £17m
- Non-UK banks - £3m
- Lloyds current account £1.3m.

### General Fund Balances

General Fund balances are held for the following reasons:

- As a contingency against unforeseen events
- To meet short-term or non-recurrent one-off costs that are not provided in the base budget and/ or are incurred to achieve future savings and efficiencies.

Based on the projected outturn set out above, the estimated movements on the General Fund balances are:

	<b>£'000</b>
<b>Balance at 1 April 2021</b>	<b>5,999</b>
Addition/(deductions):	
Budgeted reduction	(320)
Funding for one-off investment	(1,139)
Pension Fund triennial payment - repayment	823
Projected outturn variance at Q3	699
Earmarked Reserve Review (proposed)	128
<b>Estimated Balance at 31 March 2022</b>	<b>6,190</b>

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

- The approved budget included an anticipated reduction in balances of £320k.

- An allocation from General Fund balances was approved by Full Council in February 2021, to meet one-off budget requirements: £1m to be set aside to deal with the potential impact of Covid on services; £75k for the Councillor Community Grant Scheme; £7k for a Noise Level meter; and a total of £58k as provision for loss of income during the redevelopment of Manor Street.
- A one-off payment was made in 2020/21 to the Essex Pension Fund covering the period April 2020 to March 2023, which was part funded from General Fund balances. A repayment back into balances is being made in 2021/22 and 2022/23.
- During 2021/22 an earmarked reserve review was undertaken as part of the MTFS process identifying a total of £128k that was no longer required for the purpose it was set aside.
- The projected outturn variance for the year at Q3 is an overall positive variance of £699k. This has been shown as an addition to the General Fund balance; however, as part of the budget proposals for 2022/23 it has been recommended that the overachievement of recycling material income is transferred to a new earmarked reserve to manage future price/ tonnage risk. The actual amount to be transferred will be determined at the end of the financial year.

## **Risks and Assumptions**

The forecasts reflect service managers' "best estimate" of the predicted outturn for the year. Whilst the previous year outturn and trends in-year have been considered; the position continues to be uncertain due to the coronavirus pandemic. Whilst restrictions have now been lifted following the most recent Omicron variant, it will take some time to understand the lasting effects this will have on services.

Directors and service managers continue to scrutinise all expenditure commitments in light of the financial challenge required to balance the budget over the medium-term. External income is inherently difficult to predict as it is substantially demand led and impacted by external factors.

Planning application fee projections are based on the best information available regarding when developers are likely to submit planning applications for growth locations within the district. Previous experience has shown that this can change quickly and income can vary significantly. Income will be influenced by both the number and type of planning applications received.

Investment income is influenced by the overall level of cash balances held, which in turn are dependent upon the progress of the strategic investment programme and other capital projects, and the pace at which planned capital receipts are generated. Market sentiment will impact on the value of the long-term pooled fund investments; whereas general economic conditions in both the UK and globally will influence dividend returns. Whilst the Bank of England increased interest rates in December, it is still expected that they will remain at relatively low levels.

The income which is offset from costs incurred for the processing of recycling material collected from households is subject to regular review of the composition of material collected assessed across the whole of the Suffolk Waste Partnership contract, which the Council is party, and market indices for the sale of materials. As this quarter's report demonstrates, the market price for materials can fluctuate leading to significant changes to the budget position.

The original budget assumed that £478k of staffing costs can be recharged from the General Fund revenue account to capital projects. The actual amount recharged will depend on the extent to which projects progress and staff are working on activities that can properly be treated as capital under accounting rules, with any shortfall impacting the General Fund.

There are estimated amounts of income included in the projections where the final amounts will only be ascertained once grant and subsidy claims have been subject to post claim assurance reviews.

The projected outturn will be reviewed as part of the process for developing proposals for the 2022/23 budget and update to the Medium Term Financial Strategy.

### **Capital Investment**

The overall planned level of spending in the Council's approved capital programme is currently £42.7m. Delivery of a number of significant projects spans a number of years, therefore, the amount profiled to be spent in 2021/22 is almost £33m.

	<b>Profiled Spend 2021/22 £000</b>	<b>Actual Spend at Quarter 3 £000</b>	<b>Actual Spend at Quarter 3 % of Profile</b>
Horizon 120 Business Park infrastructure	3,850	3,114	81%
Horizon 120 Enterprise Centre	9,436	4,378	46%
Manor Street regeneration	13,024	9,654	74%
I-Construct Innovation Centre	1,506	1,338	89%
Town Centre improvements	1,081	1,230	114%
Industrial estate improvements	66	3	5%
Property planned maintenance	381	191	50%
Replacement vehicles and plant	269	96	36%
Information technology systems & equipment	473	50	11%
Play areas, parks and open spaces	253	61	24%
Cemetery improvements	5	-	0%
Paths, cycleways, and other infrastructure	19	11	58%
Operational equipment	187	90	48%
Sports and leisure facilities improvements	445	383	86%
Climate change initiatives	98	69	70%
Housing renovation & disabled facilities grants	898	622	69%
Capitalised interest	413	-	0%
Capital salaries	594	471	79%
<b>Total</b>	<b>32,998</b>	<b>21,761</b>	<b>66%</b>

Profiled spend on the programme for the current year has reduced by £4.8m, mainly due to delays caused by construction supply chain problems and other pandemic related issues.

The H120 project is funded by the receipts generated by the sale of serviced land plots. It is currently forecasted that these receipts will cover the cost of the project; however, this is subject to the risk of market fluctuations.

### **Capital resources**

The Council continues to receive interim payments in respect of the development of apartments at Victoria Square, which on completion will transfer to Eastlight Community Homes (Eastlight) and generate almost £6.6 million for the Council.

Under arrangements in place with Eastlight, 14 right-to-buy sales have been completed up to the end of the 3<sup>rd</sup> quarter generating circa £2m for the Council. Eastlight have advised that a further 33 applications are in progress and, therefore, based on past experience this would indicate

around 18 sales potentially completing this year. In total, there were 11 sales last year that raised £1.3m for the Council.

A total of £260k was generated by the VAT shelter agreement with Eastlight up to the end of the 3<sup>rd</sup> quarter.

The Council has also received £1.1m grant from the Better Care Fund, which will be used to fund expenditure on disabled facilities grants.

Staged claims are also being made to drawdown approved funding from European Regional Development Funds, which were awarded for the I-Construct project, and from the government's Getting Building Fund (via the South East Local Enterprise Partnership or SELEP) for the Horizon 120 Enterprise Centre. Just over £5m has been received to date, from total grant awards of £8m.

<b>Report Title:</b> Witham and Halstead Town Centre Public Realm Improvements	
<b>Report to:</b> Cabinet	
<b>Date:</b> 14 <sup>th</sup> March 2022	<b>For:</b> Decision
<b>Key Decision:</b> Yes	<b>Decision Planner Ref No:</b> DP/2021/41
<b>Report Presented by:</b> Councillor T Cunningham, Deputy Leader and Cabinet Member for Economic Growth	
<b>Enquiries to:</b> Emma Goodings, Head of Planning and Economic Growth <a href="mailto:Emma.goodings@braintree.gov.uk">Emma.goodings@braintree.gov.uk</a>	

## 1. Purpose of the Report

- 1.1 Braintree District Council (the Council) has allocated capital funding to deliver public realm improvements to the town centres of Halstead and Witham. The improvements set out in this report will ensure that the pedestrian journey through, and functional environments of, the town centres are improved and that footfall is able to increase for the benefit of local businesses and communities.
- 1.2 To deliver the public realm improvements, consultants were appointed to carry out initial condition surveys and review of the High Streets street furniture and highway layout providing recommendations for improvements with estimated cost implications. These estimated costs were used to gain approval for the additional budget needed and was approved by Full Council in February 2021 giving a total of £746,200.00 to deliver the project in both locations
- 1.3 This report now seeks approval to undertake a number of procurement exercises to take forward the works within Witham and Halstead town centres.

## 2. Recommendations

- 2.1 To carry out a tender exercise to:
  - 2.1.1 Appoint highway engineers to deliver a feasibility study which identifies opportunities to provide sections with a new highway layout in Witham Town Centre and Halstead Town Centre.
  - 2.1.2 Appoint design and build contractors to deliver, design, specification and seek agreement from Essex County Council as the Highway Authority for public realm improvements in Witham Town Centre.

2.1.3 Appoint design and build contractors to deliver, design, specification and seek agreement from Essex County Council as the Highway Authority for public realm improvements in Halstead Town Centre.

2.2 To delegate authority to the Corporate Director for Growth in consultation with the Cabinet Member for Economic Growth to award the contracts at the conclusion of the procurement process, provided the contracts are within the approved budget of £746,200.00.

### **3. Summary of Issues**

3.1 Town centres across the Country are facing challenges of the continued change in shopping habits and exacerbated by issues associated with the pandemic. Town centres are having to redefine themselves as not only retail hubs, but offering in person services and experiences and providing spaces for communities to come together and enjoy. Both Witham and Halstead Town Centres have significant appeal in terms of their historic built environment and existing independent and chain retailers and service providers but would benefit from improvements to the public realm to increase their attractiveness and accessibility to all.

3.2 This project therefore aims to deliver a series of public realm improvements to both Witham and Halstead Town Centres. The project is based on a number of consultation events and research with partners and stakeholders including the list below which provided the background evidence to the current project.

- Talk of the Town 2012
- GVA Town Centre Strategy 2014
- Backing Halstead 2015
- Backing Witham 2015
- Wayfinding Design 2016
- Highway Feasibility 2017/18

3.3 A specific condition survey was commissioned in 2019 where expert external consultants considered each of the town centres, and the interventions which could be made to improve the public realm and overall attractiveness and usability of the town centres.

3.4 Consultation with Witham Town Council and Halstead Town Council was undertaken in early 2021 and regular updates continue to be provided to the Town Councils. The Council worked with the Town Councils to review the condition survey findings and subsequent cost estimations provided to deliver the improvements outlined. Both Town Councils were asked to consider whether those projects listed were still a priority and to identify any areas missed. Officers of the Council met with Leaders from the Town Councils' appointed Sub-Groups on-site to review and discuss the plans and ensure their accuracy and appropriateness to the local area.

3.5 The Council does not own any of the land which is subject to these improvements, the land is owned by Essex County Council. As such their support is critical to the projects being able to be implemented. A review of

the Consultant's plans and Town Councils comments took place in 2021 with representatives of Essex County Council as the Highway Authority which highlighted that further feasibility and design work was needed for both Witham and Halstead around the potential changes to the road layout.

- 3.6 The proposal for Witham and Halstead are based on the recommendations of the Highways Authority and in consultation with the Town Councils. Officers will ensure that both Halstead and Witham Town Councils have the opportunity to review the tender packages prior to release, to ensure they accurately reflect the discussions that have taken place.
- 3.7 The proposals to be subject to a design and build tender for Witham Town Centre are;
- Replace a selection of the existing light columns to provide a consistent street furniture design approach across the key areas of Newland Street
  - Street furniture improvements, including replacement or maintenance of litter bins, benches and bollards
  - Based on the wayfinding survey, provide updated wayfinding signage at key locations to provide pedestrian and cycle information for local landmarks
  - Provision of cycle parking at key entrance points to the main High Street facilities
  - Review the current road signage update and replacement where appropriate working with partners Essex County Council Highways
- 3.8 The proposals to be subject to a design and build tender for Halstead are;
- Replace a selection of the existing light columns to provide a consistent street furniture design approach
  - Street furniture improvements, including replacement or maintenance of litter bins, benches and bollards
  - Based on the wayfinding survey, provide updated wayfinding signage at key locations to provide pedestrian and cycle information for local landmarks
  - Provision of cycle parking at key entrance points to the main High Street facilities
  - Review the current road signage update and replacement where appropriate working with partners Essex County Council Highways
  - Redesign of the paving and landscaping outside of the Post Office to remove the currently broken paving and increase seating planting opportunities in this area to improve its aesthetic and functional use.
- 3.9 Essex County Council identified further work to be undertaken on the highway elements of the public realm scheme which will be also subject to tender. In Witham these works are around three main areas. The feasibility of a 'No right turn' restriction into Maldon Road northwards from Newland Street to improve traffic flows through the Town. The expansion of Newlands Street footpath on the west side in and around the area of the Newlands Centre to provide

additional pedestrianised public space to facilitate ease of movement. The reconfiguration of the entrance to Guithavon Street to provide additional pedestrianised public open space to facilitate events.

- 3.10 In Halstead this work will be to consider delivery of “the consultant condition” study which looks to provide improved safety for pedestrians by providing a pedestrian refuge island crossing at the top of the High Street, near to the roundabout that provides a junction with the High Street, Head St, Market Hill and Parsonage Street in Halstead. The study will also include the potential of widening the footpath into the current parking spaces on the North West area of the High Street to provide additional public open space for events including markets.
- 3.11 The procurement will be undertaken in two separate lots, the first will be to procure a design and build contractor to manage the non-highway elements of the scheme and the second will be to undertake the additional Highways Feasibility Study. Suitable frameworks will be investigated for suitable consultants, but a full procurement exercise may need to be undertaken.
- 3.12 The report seeks the approval for the procurement of the packages as set out above and also seeks delegated authority to the Corporate Director for Growth, in consultation with the Cabinet Member for Economic Growth to approve the awarding of the contract to the successful bidder, providing that the works are in line with the budget.
- 3.13 The findings of the feasibility studies will confirm whether the highway works are feasible and at what cost. Further procurement will then be necessary to appoint contractors to undertake this work. If the feasibility study indicates that additional funding will be necessary then alternative funding sources will be investigated. This could include asking the Town Councils to make financial contribution towards the project.
- 3.14 The recommendations set out in this report will help the Council to deliver the following Corporate Objectives:
  - A sustainable environment and a great place to live, work and play;
  - A well connected and growing district with high quality homes and infrastructure;
  - A prosperous district that attracts business growth and provides high quality employment opportunities;
  - A high performing organisation that delivers excellent and value for money services;

#### **4. Options**

- 4.1 If the projects are not subject to external tender they could, in part, be developed using existing Council resources. This option is not being supported as it is likely to significantly increase the delivery times for this project and impact on the delivery of other public realm projects that the Council is seeking to undertake.



- 4.2 If Council does not support the projects identified within this report, then further work would need to be commissioned with external specialists and with stakeholders including the Town Councils to consider alternative programmes of works. This could include areas which the Town Councils have already identified but sit further down in their priority list.

## **5. Financial Implications**

- 5.1 The projects in the plan have been considered as part of the Council's Annual Budget setting process. Budgets were approved by Full Council on 21<sup>st</sup> February 2021 based on the initial estimated costs.
- 5.2 The original estimate included a standard percentage applied to the estimated capital costs for design work, tender process and contract management which is consistent with the Council's current approach.
- 5.3 It is important to note that the consultants estimated cost exercises were carried out prior to the events of Covid-19 and Brexit having a potential impact on construction costs. There is potential for the estimated costs of the projects to rise and that either a value engineering exercise or application for additional funds may be required from the Council or from third parties. This will be reviewed at the point of tender return and both Town Councils have prioritised the projects discussed in terms of viability and preference.
- 5.4 The budget based upon standard (MMHW) Method of Measurement for Highways Works in 2020.
- 5.5 In the case of the tender prices coming under the estimated budget both Town Councils have compiled a list of additional items to be included in the tender as provisional items, to be excluded or included in the contract as appropriate upon final budget agreement is reached. The procurement approach will enable bidders to provide separate pricing against these additional items.

## **6. Legal Implications**

- 6.1 There are no identified legal implications arising from the approval of the projects. As part of the project management process, there will be an ongoing assessment of any legal implications and all procurement awards will be supported by a contract signed by all parties.
- 6.2 All procurement will be undertaken in accordance with the Council's Procurement Procedural Rules and all relevant legislation.

## **7. Other Implications**

- 7.1 Any other implications to the Council, residents and businesses will be detailed as part of the business case as it is developed or the project management process for each project following the completion of these works

## **8. Equality and Diversity Implications**

- 8.1 Section 149 of the Equality Act 2010 creates the public sector equality duty which requires that when the Council makes decisions it must have regard to the need to:
- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act
  - (b) Advance equality of opportunity between people who share a protected characteristic and those who do not
  - (c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.
- 8.2 The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).
- 8.3 The Equalities and diversity issues are considered fully and where appropriate, an equality impact assessment is prepared and will include a designers risk assessment as part of the tendered works and considered for any key areas of the projects identified

## **9. List of Appendices**

None.

## **10. Background Papers**

Business Case – Witham and Halstead town centre public realm improvements (September 2020)

<b>Report Title:</b> To agree the Award of three skills programmes for the North Essex Economic Board (NEEB) via a SELEP framework agreement.	
<b>Report to:</b> Cabinet	
<b>Date:</b> 14 <sup>th</sup> March 2022	<b>For:</b> Decision
<b>Key Decision:</b> Yes	<b>Decision Planner Ref No:</b> DP/2022/4
<b>Report Presented by:</b> Councillor T Cunningham, Cabinet Member for Economic Growth	
<b>Enquiries to:</b> Penny Calder, Programme Manager ( <a href="mailto:penny.calder@braintree.gov.uk">penny.calder@braintree.gov.uk</a> )	

## 1. Purpose of the Report

- 1.1 This report seeks approval for Braintree District Council (the Council) to award three contracts for the provision of skills programmes for North Essex on behalf of the North Essex Economic Board.

## 2. Recommendations

- 2.1 It is recommended that the Council award three Contracts for the provision of skills programme across North Essex, via the South East Local Enterprise Partnership (SELEP) framework, as follows:
- 2.1.1 Lot 1 – A 1 year contract to Shaw Trust for a total value of £165,960.00;
- 2.1.2 Lot 2 – A 6 month contract to Tech Talent for a total value of £300,000.00; and
- 2.1.3 Lot 3 – A 1 year contract to We are digital for a total value of £81,360.00

## 3. Summary of Issues

- 3.1 The Council is a member of the North Essex Economic Board (NEEB), an informal economic partnership that brings together with Maldon District Council, Uttlesford District Council and Tendring District Council, Colchester Borough Council, Chelmsford City Council and Essex County Council to support the businesses and economy across the North Essex economic corridor. The Board has pooled money from its Additional Restrictions Grant (ARG) allocated from central government to spend together on supporting businesses through the pandemic (as sanctioned within the associated government guidance on ARG spending). NEEB is supported by a dedicated programme manager – Penny Calder who is based at Braintree, the role funded by NEEB. As part of a wider programme funded by ARG to support the North Essex economy, Tendring District Council has procured a programme of Energising Essex events on behalf of NEEB. Maldon District Council have tendered for a Low Carbon programme for business support and

Essex County Council have procured five business support programmes for NEEB. These programmes are now starting to be delivered.

- 3.2 In order to support businesses and individuals in North Essex, and to ensure that the full ARG allocation to the North Essex authorities is spent before the end of March 2022 (as stipulated by the government's ARG funding guidance) Braintree has agreed to procure three digital skills programmes on behalf of NEEB.
- 3.3 The three skills programmes have specifically been chosen to fulfil the need of digital inclusion that the North Essex Economic Strategy highlighted. The programmes are linked with North Essex's key sector growth opportunities. The three programmes link to the NEEB objective of developing a skilled and resilient workforce who are able to withstand pressures to the local economy.
- 3.4 From an economy-wide perspective of North Essex, a skilled workforce is essential to productivity growth. From an individual perspective, the ability to adapt and develop new skills is essential in driving opportunity, better pay and progression in work. Tech Talent and Shaw Trust will deliver industry specific training leading to a level 2 qualification.
- 3.5 The North Essex workforce skills profile has not kept pace with that of the rest of the country. Just 33% of the local workforce is qualified to NVQ4+, below the 38% qualified to this level nationally. This is a significant shortfall, which has been persistent over time. Addressing this skills deficit is also a key part of the Braintree Plan for Growth which identifies the link between skills and prosperity of individual households, but also that a highly skilled workforce allows existing businesses to grow and attracts new business to the area.
- 3.6 Braintree's Digital Strategy signifies that the digital age is changing what we do, how we work and how we communicate. The strategy has three main themes and the proposals here will greatly assist with the Digital District theme, providing digital skills for individuals and businesses. The We Are Digital programme also specifically targets residents in need of digital inclusion. Equipment such as tablets, laptops and sim cards will be provided to residents for those that lack any access, as well as training on how to use the equipment.
- 3.7 The digital programmes which are proposed are as follows:
  - We Are Digital - providing digital inclusion and training,
    - Enabling 120 residents to access basic digital training including equipment and connectivity. Multi-channel digital skills service (phone, remote trainer, 1:1 in-home and local group centre support) across North Essex.
  - Tech Talent - offering certified courses in IT qualifications and apprenticeships
    - Training for 120 residents to level 4 in software, data, cyber and cloud skills. Recognised certification upon completion of the course, graduates will be offered a pathway into entry-level jobs in the most in-demand roles as determined by cross sector

research on digital and tech skills gaps, through a programme of employer partnerships.

- Shaw Trust - working with learners to complete training and placements in businesses.
  - A training and skills programme for 120 residents, recently unemployed or redundant due the impact of COVID-19.
  - Focussed on key sectors such as construction, health & social care, logistics & manufacturing and customer service. On completion of the course learners will be offered a work place.

- 3.8 All three skills programmes are currently running in the SELEP region, they have promoted and gained interest from residents in the NEEB areas to attend the programmes. There is a waiting list of customers to join the programmes as soon as the contracts start and the spending of collective NEEB ARG monies on the programmes will allow their expansion in the NEEB area.
- 3.9 The South East Local Enterprise Partnership (SELEP) have put in place a framework agreement to provide Skills Training across three Lots in line with COVID-19 recovery approach. The framework will be in place for 12 months from 12th April 2021, with an option to extend for a further 12 months.
- 3.10 Public Sector Organisations associated with SELEP have access to the Framework and are able to Call Off as required.
- 3.11 Braintree has received a proposal from each of the providers, this has been shared with the NEEB Board who have confirmed their agreement to the award under the framework. Recognising that the NEEB Board are not a formal decision making body, Braintree District Council are progressing with the procurement of the contracts on the partnerships behalf.
- 3.12 Braintree will be expected to manage the call off and provider's following contract execution and service commencement and will manage the service according to the service levels and KPIs that NEEB (via the Officer Steering Group) sets.
- 3.13 The SELEP framework only has one provider in each lot and as part of this procurement process, the Council are awarding to all 3 suppliers directly.

Please see below the lots -

Lot 1	Lot 2	Lot 3
Shaw Trust Ltd.	Tech Talent Academy	We Are Digital

- 3.14 The contracts for the above three projects will be managed by the NEEB Programme Manager who will work with the providers to ensure a broadly even spread of outcomes/residents engaged across the NEEB area. However this will naturally also be led by the demand in each District.
- 3.15 Reporting against outputs of the programmes will be provided to the NEEB Officer Steering Group and the Board on a quarterly basis. The chairman of

the NEEB Officer Steering Group is the Council's Corporate Director (Growth), with membership of the Board consisting of Councillors appointed by each of the respective Authorities. Councillor Cunningham is the Braintree representative on the Board.

- 3.16 The three programmes will offer 360 residents in North Essex the opportunity to become more digitally included with job specific training and opportunities. We Are Digital programmes offers 60 learners the opportunity to be given kit and connectivity this includes tablets and sim cards for access to data. Tech Talent and Shaw Trust both run programmes that will lead to work placements and job opportunities. Shaw Trust in particular have an exclusive contract with Costa for employment/work placement opportunities.
- 3.17 Along with other support programmes already commissioned by NEEB, the skills programmes are designed to complement existing provision and increase the skills profile and inclusion within North Essex. Increasing the supply of industry-relevant qualifications, building on the success of innovative projects such as NEEB's business support programmes and encouraging greater specialist provision where it will meet local economic need. Supporting those who are already in the labour market to access new skills and adapt to changing technologies and working practices.
- 3.18 Once the delivery of the programmes outlined in this report are completed, there is at present no further funding of NEEB to commission new or additional pieces of work. The recent announcement of the government's Levelling Up strategy and the pre guidance on the Shared Prosperity Fund highlights the potential for the North Essex authorities to continue to work together through NEEB to ensure opportunities are maximised.
- 3.19 The recommendations set out in this report will help the Council to deliver the following Corporate Objectives:
- A prosperous District that attracts business growth and provides high quality employment opportunities;
  - Residents live well in healthy and resilient communities where residents feel supported;
  - A high performing organisation that delivers excellent and value for money services;
  - Delivering better outcomes for residents and businesses and reducing costs to taxpayers.

#### **4. Options**

- 4.1 The preferred option is for the Council to procure the three skills programmes through the above framework and make the associated awards. The funds used by the Council to procure are part of the ARG funding specifically allocated to the NEEB authorities as part of the government's Covid response.
- 4.2 If the Council does not go ahead with the procurement, residents across NEEB will lose the opportunity for: digital inclusion, employment prospects and to retrain through job loss. The funds from the six local authorities will not

be able to be spent by 31<sup>st</sup> March 2022 deadline and would need to be returned to central government.

## **5 Financial Implications**

- 5.1 Funding will be provided via the NEEB agreement from already allocated parts of the Additional Restrictions Grant. Braintree's financial contribution to the skills programme is £115,000.00, the rest of the funds (£384,408.00) will be provided by the remaining NEEB partnership. Braintree will invoice the other members of NEEB for their financial contributions in February, once all funds have been received procurement can be completed in March. The skills programmes must be procured by 31<sup>st</sup> March 2022 or ARG funds will be returned to Government and the programme will not be procured.

## **6 Legal Implications**

- 6.1 The Council will be the procuring authority for these skills programmes and as such will be responsible for the tender and contract with the highlighted organisations to ensure that they deliver on the agreed KPIs.

## **7. Other Implications**

- 7.1 There are no other implications arising out of this report.

## **8. Equality and Diversity Implications**

- 8.1 Section 149 of the Equality Act 2010 creates the public sector equality duty which requires that when the Council makes decisions it must have regard to the need to:
- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act
  - (b) Advance equality of opportunity between people who share a protected characteristic and those who do not
  - © Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.
- 8.2 The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).
- 8.3 This proposal will not have a disproportionately adverse impact on any people with a particular characteristic.

## **9. List of Appendices**

None.

## **10. Background Papers**

None.

<b>Report Title:</b> Open Spaces Supplementary Planning Document – Open Spaces Action Plan	
<b>Report to:</b> Cabinet	
<b>Date:</b> 14 <sup>th</sup> March 2022	<b>For:</b> Decision
<b>Key Decision:</b> No	<b>Decision Planner Ref No:</b> DP/2021/44
<b>Report Presented by:</b> Councillor Mrs G Spray, Cabinet Member for Planning and Infrastructure	
<b>Enquiries to:</b> Alan Massow, Principal Planning Policy Officer	

## **1. Purpose of the Report**

- 1.1 This report introduces the 2022 edition of the Open Spaces Action Plan (OSAP). The OSAP is a table of outline proposals for the provision and enhancement of open spaces in Braintree District. Its purpose is to demonstrate the need for these and enables Council Officers to identify where financial contributions (being sought from Developers under the Open Spaces Supplementary Planning Document) are spent.
- 1.2 The Plan forms part of Braintree District Council (the Council) evidence base for securing planning obligations from Developers to enhance existing open spaces, or provide new ones. Adopting the Open Spaces Action Plan 2022 replaces the 2021 edition, updating the currently adopted information.

## **2. Recommendations**

- 2.1 To approve the Open Spaces Action Plan 2022, as set out in Appendix 1.

## **3. Summary of Issues**

### **Background**

- 3.1 The Open Spaces Supplementary Planning Document (SPD) was adopted in September 2009. It gives guidance to developers on the Council's approach to seeking planning obligations to mitigate open space provision and enhancement needs arising from new development. The document sets out what open space is required in terms of an area of land and financial contributions for different types of space.
- 3.2 The Council must supplement the SPD with evidence to demonstrate where a contribution will be spent, and this is the function of the Action Plan;
  - (a) The Action Plan provides transparency on the Council's open space aspirations,
  - (b) It underpins the Open Space SPD by indicating which schemes will be supported by Section 106 funds,



- (c) It is evidence to support development management in negotiations for new development,
- (d) It co-ordinates various Council functions in relation to open space and asset management,
- (e) It meets former Scrutiny Panel recommendations.

- 3.3 The OSAP lists those open spaces that require enhancement and new open spaces that would meet a recognised need. The table is primarily a tool to enable planning officers to direct funds to open space serving the Section 106 development. It will be made available on-line and accessible to developers and members of the public.

### **Format of the OSAP**

- 3.4 The OSAP largely consists of a table which sets out open space proposals by Wards and then Parish. For each open space or enhancement proposal the table shows an outline of proposed works to facilities that already exist or proposed work to provide new facilities (for example purchasing land for new public open space, or building a new play facility).
- 3.5 The table also shows open space deficits as identified by the Green Spaces Strategy (GSS) in 2008, the source of the entry such as a nomination from a Parish Council, if there has been any initial public input (letters or petitions received by a Parish Council for example) and the ownership details of the open space being referred to.
- 3.6 There is no ranking of open space proposals, as the likelihood of any proposal being implemented will depend on the availability of finance. The sources of funding of open space improvements include capital budgets of both public and private organisations, grants available from government and charitable trusts, and Section 106 receipts which can be sought from nearby developments. Because the actions proposed in the OSAP are reliant on those financial contributions, no time scales are given for the completion of the schemes.
- 3.7 The expiry dates for spending any existing or new Section 106 receipts will determine the priority for projects to progress throughout the year.

### **Consultation**

- 3.8 In order to undertake the yearly review of the OSAP consultation took place with Parish Councils, ward members and various internal consultees who are responsible for the provision of enhancements of open space within the District. Consultation took place between 5<sup>th</sup> November 2021 and 28<sup>th</sup> January 2022.
- 3.9 Responses were received from 48 parish councils and 1 sports group. These responses were considered by Officers and if appropriate and suitable, amendments and updates were added to the 2022 OSAP. Where possible officers have worked with those suggesting entries and suggested amendments to enable entries to be included from the 2021 version of the

OSAP can be seen in Appendix 2. Appendix 2 also provides details of entries which have been received but are not suitable for inclusion in the OSAP.

## **Conclusion**

- 3.10 The OSAP is updated yearly to support the Open Spaces SPD to ensure that the Council as Local Planning Authority can secure appropriate contributions for open space from developments in the vicinity. The OSAP has been subject to consultation with local Parishes and Ward Members who have provided information, alongside officers which provide an appropriate update to the Plan.
- 3.11 The recommendations set out in this report will help the Council to deliver the Corporate Objective relating to a sustainable environment and a great place to live, work and play.

## **4. Options**

An alternative option would be not to approve the 2022 OSAP and continue to use the 2021 version. However, this would result in the additional entries and amendments not being taken into account and result in the Plan becoming out of date and less effective. As a result, this is not the recommended option.

## **5. Next Steps**

If approved, the Open Spaces Action Plan 2022 will replace the current 2021 version.

## **6. Financial Implications**

The Open Spaces Action Plan helps secure planning obligations from Developers, bringing capital money into the Council at no cost.

## **7. Legal Implications**

The Council's planning function requires evidence of local open space needs to support the Open Spaces Supplementary Planning Document when negotiating planning obligations. This evidence is contained in the Open Spaces Action Plan, which will also strengthen the Council's position in defending legal challenge to planning decisions where a developer refuses to enter into a planning obligation for open space.

## **8. Other Implications**

- 8.1 There are no other implications arising out of the recommendations set out in the report.

## **9. Equality and Diversity Implications**

- 9.1 Section 149 of the Equality Act 2010 creates the public sector equality duty which requires that when the Council makes decisions it must have regard to the need to:

- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act

- (b) Advance equality of opportunity between people who share a protected characteristic and those who do not
  - (c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.
- 9.2 The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).
- 9.3 The Equality Impact Assessment indicates that the proposals in this report will not have a disproportionately adverse impact on any people with a particular characteristic.

## **10. List of Appendices**

- 10.1 Appendix 1 – Open Spaces Action Plan 2022.
- 10.2 Appendix 2 – List of Requested Changes.

## **11. Background Papers**

- 11.1 Open Space Supplementary Planning Document 2009.
- 11.2 Braintree Green Spaces Strategy 2008.



Braintree District Council

# Open Spaces Action Plan

## 2022



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## Introduction

The Open Spaces Action Plan sets out a list of outline proposals for the provision and enhancement of open spaces in Braintree District. Its purpose is to demonstrate the need for the provision and enhancement of open spaces and to enable Council officers to demonstrate where financial contributions being sought from developers under the Open Spaces Supplementary Planning Document will be spent.

The proposals are set out in a table which includes schemes identified for Council-owned open spaces, schemes identified by town and parish councils and other proposed open space enhancements for which as yet there are no outline details.

The Action Plan will be under continuous review and brought back to Members for endorsement annually. The proposals shown are effectively work in hand, requiring a detailed programme of works to be drawn up and, in some cases, master planning and public consultation.

It will inform the work programme of Landscape Services, Parks & Open Spaces and Planning Policy. Because the proposals are reliant on the availability of financial contributions, from grants and public sector resources in addition to Section 106 money, the timing of works will be dictated by the date at which sufficient financial resources are available.

Members are asked to support the programme of enhancements and provision as the basis for negotiating open space planning obligations.

The document is updated annually, producing a new adopted version each year, usually in the spring.

## Explanation of Column Headings

One of the aims we set out to achieve was to make the new Open Spaces Action Plan simple and easy to read. To do this we have set out columns with appropriate title headings to make it easier to find information. These columns are as follows:

- Ward – This shows what ward particular sites are in
- Parish – This shows what parish particular sites are in
- GSS Deficits – This shows any deficits in the area as listed in the Green Spaces Strategy (GSS)
- Location – This shows the name of the site, where it is and commonly has a GSS number (Shown in brackets)
- Improvements (to existing facilities) – Improvements needed to existing facilities e.g. bins, seating.
- Improvements (new facilities) – Improvements needed that are stand-alone facilities that don't currently exist e.g. changing facilities, play areas, land purchases etc.
- Record – (Of public input) This column is for any input the public have put in e.g. a poll.
- Source – Where the information has come from e.g. Parish Council
- Ownership – Who currently owns the land e.g. BDC Ownership
- Map ref – This column shows what map you can refer to, so you can find the location e.g. Green Spaces Strategy

[Please Note – the ‘old’ Ward / Local Committee Areas noted in the GreenSpaces Strategy 2008, are used in this document in relation to open space typologies and deficits, because they cannot be related to the ward boundaries relevant as of May 2015. These areas are noted in parenthesis, and will be updated once the GreenSpaces Strategy is replaced and the references within are to current ward boundaries]

## Contents

Ward	Page No.	Parish	Page No.	Parish	Page No.
Bocking Blackwater	6 & 45	Alphamstone	29 & 50	Hatfield Peverel	17, 18 & 47
Bocking North	6, 7 & 45	Ashen	28 & 50	Helions Bumpstead	9 & 46
Bocking South	7 & 45	Bardfield Saling	24	Kelvedon	24 & 49
Braintree Central and Beckers Green	7, 8 & 45	Belchamp Otten	28 & 50	Lamarsh	29 & 50
Braintree South	7 & 45	Belchamp St Paul	28 & 50	Liston	28 & 50
Braintree West	49, 15, 45 & 46	Belchamp Walter	28 & 50	Little Henny	29 & 50
Bumpstead	9, 10 & 46	Birdbrook	9 & 46	Little Maplestead	13 & 46
Coggeshall	10, 11, 12 & 46	Black Notley	14 & 46	Little Yeldham	28 & 50
Gosfield and Greenstead Green Ward	13 & 46	Borley	28 & 50	Middleton	29 & 50
Great Notley and Black Notley	14, 15 & 46	Bradwell	10 & 46	Ovington	28 & 50
Halstead St Andrew	15, 16 & 47	Bulmer	29 & 50	Panfield	35, 36 & 51
Halstead Trinity	16, 17 & 47	Bures Hamlet	29 & 50	Pebmarsh	32 & 50
Hatfield Peverel and Terling	17, 18, 19, 47 & 48	Castle Hedingham	19 & 48	Pentlow	28 & 50
Hedingham	19, 20 & 48	Coggeshall	11, 12 & 46	Rayne	25 & 49
Kelvedon and Feering	20, 24, & 49	Colne Engaine	30 & 50	Ridgewell	28 & 50
Rayne	24, 25 & 49	Cressing	26 & 49	Rivenhall	27 & 49
Silver End and Cressing	26, 27 & 49	Earls Colne	30, 31, 32, 32 & 50	Shalford	36 & 49
Stour Valley North	28 & 50	Fairstead	17 & 47	Sible Hedingham	20 & 48
Stour Valley South	29 & 50	Faulkbourne	17 & 47	Silver End	27 & 49
The Colnes	30, 31, 32, 33 & 50	Feering	20, 21, 22, 23, 24 & 49	Stambourne	42 & 51
Three Fields	33, 35, 36 & 51	Finchingfield	33 & 51	Steeple Bumpstead	10 & 46
Witham Central	36, 37 & 51	Foxearth	28 & 50	Stisted	12 & 46
Witham North	38 & 51	Gainsford End	43	Sturmer	10 & 46
Witham South	39, 40 & 51	Gestingthorpe	29 & 50	Terling	18, 19 & 48
Witham West	40, 41 & 51	Gosfield	13 & 46	Tilbury Juxta Clare	28 & 50
Yeldham	42 & 43	Great Bardfield	33, 34, 35, 36 & 51	Toppesfield	42, 43 & 51
		Great Henny	29 & 50	Twinstead	29 & 50
		Great Maplestead	13 & 46	Wethersfield	36 & 51
		Great Notley	14, 15 & 46	White Colne	32, 33 & 50
		Great Saling	24	White Notley	19 & 48
		Great Yeldham	42, 43 & 51	Wickham St Pauls	29 & 50
		Greenstead Green & Halstead Rural	13 & 46		



Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Bocking Blackwater			Weavers Park (10564)	Formal landscape design, signage including for walking/running and KM markers, art, seating and cycle parking.	Outdoor table tennis equipment. Small sided informal (MUGA).	None given	OSAP Version 1 & Essex FA	BDC Ownership	None
			Bocking Blackwater (from A131 to Bradford St including belt adjacent to A131 and two woodlands and linkages)	Tree Planting, art, biodiversity/ habitat creation, information/interpretation boards, cycle parking and signage including for walking/running and KM markers.	nil	None given	OSAP Version 1	BDC Ownership	None
			Fisher Field (10562)	Signage, surfacing, paths/cycleway and cycle parking.	nil	None given	OSAP Version 1	BDC Ownership	None
			John Ray Recreation Ground	Upgrade and improve facilities at the sports ground. Natural grass pitch improvements. Improvements to Changing Pavilion.	New 11v11 Floodlit 3G Football Turf Pitch	None given	BDC Officer. Essex FA	BDC Ownership	None
			Bridport Way Informal Space	Plant shrubs.	nil	None given	OSAP Version 1	BDC Ownership	None
(Bocking Blackwater)		Children's Play (-1.95Ha)							
		Formal OS (-6.3Ha)							
Bocking North			Glebe Hall Open Space (60586)	Regeneration, seating, landscaping and planting. Enhancements required to existing equipment and facilities, replacement of benches.	nil	None given	OSAP Version 1	BDC Ownership	Green spaces site location map
			Glebe Wood (60586)	Improve current walkways with a more durable approach including through drainage and banking in order to allow access all year round.	Two legend boards to describe the wildlife in the wood and carved wooden seats (Oak).	None given	Ward Member	BDC Ownership	None
			Sporting 77 field/ Elizabeth II field/ BMX track (40587)	Regeneration, seating, landscaping and planting. Boundary enhancements and enhancements to cope with future development impacts, fencing, more litter bins and signage. Improvements to drainage ditches and extension to the car park.	A permanent building for a BMX track with space for bike repair, kitchen, conference/classroom to show videos and a second storey area to view the track. Privately owned scout hut in poor state of repair - rebuild and improve changing facilities.	None given	OSAP Version 1 / Sporting 77	BDC Ownership	Green spaces site location map
			Bocking Sports Club (40583)	Signage and surfacing improvements and add trees to the boundary. Improve pitch drainage.	Storage barns, construction of access road and car parking facilities and services to a new pavilion. Add changing facilities, 5 tennis pitches and Boxing/Jujitsu clubs. Facilities for disabled persons.	None given	OSAP Version 1, Ward Member and Braintree Strategy and Action Plan for Playing Pitches	Private land Held in Trust (Deeds not seen)	Green spaces site location map
			Church Lane and Bradford Street	nil	Public seating	None	Ward Member	Unknown	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Bocking North			Bovingdon Road Open Space	nil	Secure area of semi natural green space - land for public access, improve accessibility and usability.	None given	Ward Member	Not in Public Ownership	None
			Ashpole Road Play Space	Add dog-free zones, seating, information boards and signage. A see-saw, climbing frame and slide.	nil	None given	OSAP Version 1	BDC Ownership	None
			The Four Releet Sports Ground, Church Street	Replace the current prefabricated clubhouse. Improve and expand the car park. Upgrade security fence along around the whole of the boundary. Replacement astro pitch.	Develop the ground for other sports to use therefore providing options for the community while ensuring the continuation of the Hockey club	None given	Braintree Strategy and action plan for playing Pitches & Club input.	Braintree Hockey Club	None
			Church Lane between Nos. 125 and 127 (Polly's Hill)	Replacement of bench between telephone box and post box.	nil	None given	Ward Member	Not in Public Ownership (probably highway land)	None
			Land in front of the Grove Field housing estate, High Garrett	More tree and hedge planting particularly along the boundary of the A131.	Improved landscaping with the erection of a low barrier fence around the green with access.	None given	Ward Member	BDC	None
			Suitable land to be identified in High Garrett	nil	Purchase land for informal public open space and children's play.	High Garrett Community Association and Ward Councillors	High Garrett Community Assoc. and Ward Councillor	None	None
(Bocking North)		Children's Play (-0.75)							
Bocking South			Bradford Meadows (10604)	Re-grade pond banks by outfall to make safer and more accessible. Replace dead trees. Plant lower areas where mowing is too difficult. Planting of trees to provide amenity. Landscape design, dog bins, signage, surfacing, art, biodiversity/ habitat creation & interpretation.	Natural Play.	None given	Friends group via Cllr. Baugh and OSAP Version 1 BDC concept/scheme design	BDC Ownership	Green spaces site location maps
			Braintree Sports and Health Club, Panfield Lane, CM7 1FF	Improve grass pitch drainage and expand changing facilities.	Small sided informal (MUGA)	None given	Braintree Strategy and Action Plan for Playing Pitches. Essex FA	Currently Unknown	None
			Braintree Cricket Club (40608)	Improve & expand changing facilities. New scoreboard.	nil	None given	Essex cricket	Unknown	None
			Gypsy Corner playing field (Tabor Avenue - 40606)	Tree and hedgerow planting, improvements to footpath to link to Springwood Industrial Estate.	Container to safely store equipment and new sports equipment (goals). Netball/basketball area, outdoor fitness equipment and wooden climbing frames.	None given	OSAP Version 1	BDC Ownership	None
Braintree Central and Beckers Green			Trottersfield	Paths/cycleway, habitat creation, litter bins, dog bins, buffer planting with an access path and signage.	nil	None given	OSAP Version 1	BDC Ownership	None
			St. Michaels Churchyard (80627)	Tree planting/planting.	A feature such as pergola.	None given	OSAP Version 1	BDC Ownership	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Braintree Central and Beckers Green			King Georges Field & Ley Wood (40629 & 20676)	Pond improvements, playing field renovation, signage, entrance improvements and habitat creation. Natural grass pitch improvements.	Cycle and disability parking bays. Safe main road crossing at the main entrance. Small sided informal (MUGA).	None given	OSAP Version 1, Ward Member & Essex FA	BDC Ownership	None
			Beckers Green Road (including Tapestry Walk)	Tree planting, habitat creation, signage and improved landscaping.	nil	None given	OSAP Version 1	BDC Ownership	None
			Chelmer Road	Tree planting, habitat creation and signage.	nil	None given	OSAP Version 1	BDC Ownership	None
			Cant Way	Planting, litter bins and seating for informal play.	Equipped play area to serve the Stubbs Lane/Chelmer Road locality. New play equipment.	None given	OSAP Version 1	Greenfields Community Housing	None
			Braintree Swim and Fitness Centre, Charter Way, Braintree	Upgrade and improve facilities at the centre.	nil	None given	BDC Officer	Unknown	None
			Town Hall Gardens	Improvements to the Town Hall Car Park to create a public open space.	nil	None given	BDC Officer	BDC	None
			Clockhouse Way Sports Ground, Clockhouse Way Tennis Club (40628)	Improve saftey crossing Cressing Road. Football pitch upgrade and drainage.	First aid/emergency equipment and disability parking.	None given	OSAP Version 1	Part BDC let to Sports Clubs/Part private (Courtaulds Trust)	None
(Braintree East)		Children's Play (-1.2Ha)							
(Braintree Central)		Formal OS (-12.2Ha)							
		Children's Play (-1.1Ha)							
(Braintree)		Formal open space (-11.1Ha)							
(Braintree Rural)		Parks and Gardens (-0.97Ha)							
		Outdoor Sports Provision (-0.65Ha)							
		Amenity Green Space (-6.15Ha)							
		Children's Play (-2.08Ha)							
(Braintree Urban)		Children's Play (-5.97Ha)							
		Natural Semi-Natural Greenspace (-55.25Ha)							
		Outdoor Sports Provision (-25.18Ha)							
		Amenity Green Space (-22.84Ha)							
		Formal open space (-11Ha)							
Braintree South			John Ray Park (from St Johns Avenue, including Heathlands and Park Drive	Dog bins, landscape design, signage including for walking/running and KM markers, art, make safe, surfacing, new fencing, seating biodiversity/habitat creation & interpretation.	nil	None given	OSAP Version 1	BDC Ownership	None
			Milton Avenue open space (60647)	Play improvements with planting and new trees.	nil	None given	OSAP Version 1	BDC Ownership	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Braintree South			Goldingham Hall open space(s) (60648 & 20649)	Play improvements with planting and new trees.	nil	None given	OSAP Version 1	BDC Ownership	None
			Hillside Gardens	Landscape enhancements, habitat creation, seating and bins. Signposting and information boards.	Cycle parking.	None given	OSAP Version 1	BDC Ownership	None
(Braintree South)		Formal OS (-3.4Ha)							
		Children's Play (-1Ha)							
Braintree West			John Ray Park (from Clap Bridge including Cemetery, Marshalls Park & Hoppit Mead)	Paths/cycleway, dog bins, landscape design, signage, art, make safe, surfacing, biodiversity/habitat creation and interpretation.	nil	None given	OSAP Version 1	BDC Ownership	None
			Clare Road/Pods Brook Way play area (60621)	Planting, additional play equipment, drainage, fencing, tree cover, more litter bins, seating and a better entrance.	Cycle parking.	None given	OSAP Version 1	BDC Ownership	None
			Acorn Avenue play area (60623)	Planting, signage, information boards and boundary enhancements.	nil	None given	OSAP Version 1	BDC Ownership	None
			John Ray Wood (10728)	Planting, signage and interpretation.	nil	None given	OSAP Version 1	BDC Ownership	None
(Gt.Notley/Braintree West)		Children's Play (-0.9Ha)							
		Formal OS (-7.9Ha)							
Note: Cycleway improvements in this document can be viewed and referenced in the site allocation and develop management plans (Map 1 for Braintree and Bocking).									
Bumpstead	Birdbrook		Baythorne End playing field, Birdbrook	Signage and surfacing.	New play equipment and cycle/disability parking.	Parish Plan	OSAP Version 1	Not in public ownership	None
			Playing Field and Pond, The Street	Renovate Birdbrook Pond to increase its amenity value.	New play equipment - for a range of ages.	Parish Plan	Parish Council	Birdbrook Community House Trustees (Deeds not seen)	None
	Helions Bumpstead		Site to be identified	Additional sports facilities for young people.	nil	Survey filled out by residents	Parish Council	Unknown	None
			Site to be identified	nil	Actively looking for land for a nature conservation area/Purchase of land for use of nature conservation area.	Parish Plan	Parish Council	Unknown	None
			Site to be identified	nil	To find some land for a village pond	None	Parish Council	Unknown	None
			Recreation Ground, Mill Road	Replace old play equipment.	Adult Gym. Sports Equipment and facilities.	None	Parish Council	Parish Council	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Bumpstead	Steeple Bumpstead		Riverside Walk (50343)	Surface and vegetation improvements to make a serviceable path.	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Village wide	Replacement of old litter & Fido bins. Replacement benches.	New benches	None	Parish Council	Parish and District Council	None
			Lily Corner, Water Lane	Signage.	Safe road crossing.	None given	OSAP Version 1	BDC Ownership	None
			Queen Edith Drive	Replacement notice board.	nil	None given	Parish Council	Unknown	None
			Outside of the Village Hall	Replacement notice board.	nil	None given	Parish Council	Unknown	None
			Camping Close, Bower Hall Drive, CB9 7ED	Replacing oak posts. Provide training lights. New surface for play areas. New fencing.	Children's play equipment. Metered electricity supply.	None given	Parish Council and Braintree Strategy and Action Plan for Playing Pitches	Unknown	None
	Sturmer		Disused Railway Line Walk (30355)	Landscape improvements and new planting.	Additional seating along the walk.	None given	Parish Council	Unknown	None
			Sturmer Common	Nature conservation objectives, signage, seating and bins/dog bins.	nil	None given	OSAP Version 1	Parish Council (Deeds seen Feb 2021)	None
			Pocket Park	Litter bins, seating and play equipment for older children.	Cycle and disability parking.	None given	OSAP Version 1	Parish Council (Deeds seen Feb 2021)	None
			Sturmer Village War Memorial, Rowley Hill	Re-surfacing pedestrian access around memorial to alleviate trip hazard	nil	None given	Parish Council	Land attached to 1 / 2 Malting Cottages	None
			Land to the rear of the Red Lion car park.	nil	Opening up of the site for public use including: Communal seating area, wildlife garden and amenity land with access to public and amenity footpaths.	None given	Parish Council	Greene King plc	None
			Site to be identified	nil	New football/sports field. New or replacement Common or Village Green closer to the village centre (with associated garden).	Surveys and individual requests	OSAP Version 1	Not in public ownership	None
	(Sturmer)	Formal OS (-0.8Ha)							
Coggeshall	Bradwell		Church Road - Playing Field (40029)	Replacement of swings. Replacement seating on the playing field.	Installation of outdoor gym equipment. Equipment on the playing field.	None given	OSAP Version 1	Privately owned land leased by Parish Council	None
			Forge Crescent (50031)	Landscaping.	nil	None given	OSAP Version 1	Greenfields Community Housing	None
			Watery Lane, CM77 8EP	Footpath to be cleared, edges re-planted and area made safe.	nil	None given	Parish Council	Unknown	None
			Holy Trinity Churchyard and adjoining common land	Clear scrub and weeds. Level surface and re-seed with grass and wildflower mix.	Install flood measures.	None given	Parish Council	Unknown	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Coggeshall	Coggeshall		Land adjacent to the Doctor's surgery, Stoneham Street (School Mews)	To improve access and amenity, including improvements to, or provision of, new play equipment.	Creation of a Petanque court	Community consultation Dec 2018 and the Little Park Project	Parish Council	BDC & CPC	None
			Vicarage Field (20073) or other location	To improve amenity and access and/or improvements to the pond.	nil	Community consultation Dec 2018	Parish Council	Chelmsford Diocese	None
			Coggeshall to Kelvedon and Coggeshall to Earls Colne		Creation of a dedicated cycle path from Coggeshall to Kelvedon Station and from Coggeshall to Earls Colne.	Community consultation Dec 2018	Parish Council		
			East Street Recreation Ground (40072)	Improvements to access and amenity.	nil	Community consultation - Nov 2016 and 'The big park project' community group	Parish Council	Parish Council	None
			Central Green, Monksdown Road, CO6 1TA (50078)	Litter bins and seating.	Improvements to disabled access, tree planting (potential site for community orchard).	Community consultation - Nov 2016	Parish Council	Eastlight Community Housing	None
			Fabians Close Play Area, CO6 1QB (60070)	Regeneration and replacement of play equipment and to improve boundary treatment.		Community consultation	Parish Council	Parish Council	None
			Quaker Garden (80084)	Regeneration of planting beds - remove roses and replace with plants suited to shady conditions.	nil	None given	Parish Council	Parish Council	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Coggeshall	Coggeshall		Robinsonsbridge Road existing community land and proposed nature reserve - off Mill Lane	To improve access and amenity.	nil	None given	Parish Council	Owned by Croll Group but allocated in planning application as community land.	None
			Owen Martin Nature Reserve, Dampier Road, CO6 1QZ (20065 and 60064)	To improve access and amenity	nil	Community consultation - Nov 2016	Parish Council	Parish Council	None
			Coggeshall Cricket Club	Improvements to pavilion / clubhouse	Improvments to the existing club to include replacement of training nets and installation of a protective screen.	Request from Cricket Club	Parish Council	Coggeshall Cricket Club	None
			Coggeshall United football ground (The Crops)	Improvements to changing pavilion	nil	None given	Essex FA	Football Club	None
	Stisted		Various around village	Upgrading lighting in areas of open space.	nil	None given	Parish Council	Parish Council	None
			Playing Field, Kings Lane	Seating. Improvements to play equipment.	Sports pavilion. Installation of sun shade/canopy.	Requests from football team and youth club	Parish Council	Parish Council	None
	(Coggeshall Village)	Children's Play (-0.56Ha)							
		Informal OS (-0.54Ha)							

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Gosfield and Greenstead Green	Great Maplestead		Village Playing Field (40189)	Replacement of sport and play equipment in line with schedule. Addition of surfacing and various fences, bins, benches. Extension to and resurfacing car parking area. Erection of new notice boards. New drainage required to one side of the playing field.	Installation of a boule court. Installation of an easy access pathway.	None given	Parish Council	Parish Council	See Council map
	Greenstead Green and Halstead Rural		Disused railway line on border of Halstead and Greenstead Green	nil	Footpath and cycle path along railway line.	None given	Parish Council	Private ownership	Map provided by PC
			Children's Play Area	To install further play equipment, safety surfaces and power supply. Replace and upgrade current play and sport equipment in line with RoSPA report.	nil	RoSPA report recommendations	Parish Council	Unknown	None
	Gosfield		The Spinney and / or The Grove	nil	Purchase land and remediate suitably to allow public access and enjoyment.	None given	Parish Council	Gosfield Hall Estate Trustees	Map provided by PC
			Gosfield L. Nature Reserve (20172)	Access track improvements.	nil	None given	Parish Council	Unknown	None
			The Playing Field, church Road (40174)	To replace boundary around the playing field.	New drainage system and a new adult gym equipment/fitness area next to the sports pavilion. Replacement skateboard ramp.	None given	Parish Council and Essex Cricket	Parish Council	None
	Little Maplestead		Playing Field, north east corner of Oak Road and School Road, CO9 2RY	Improvements to: fencing and hedging on roadside boundaries, safety surfacing and foot path. Improvements to and additional play equipment.	Adult gym & trail equipment. Notice boards.	Correspondence with residents	Parish Council	Parish Council	None
			The Old Traveller Site, A131 - Sudbury Road	Improvements to facilitate public access on foot, improvement in biodiversity, car parking, bins and dog waste control.	Creation of a publicly accessible nature reserve.	None given	Parish Council	Parish Council	None
			To be identified	nil	Village Hall	None given	Parish Council	Unknown	None
	(Hedingham and Maplestead)	(Gosfield)	Informal OS (-0.24Ha)						
			Children's Play (-0.2Ha)						
			Children's Play (-0.8Ha)						



Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Great Notley and Black Notley	Black Notley		Parish Council Playing Field (40020)	Installation of a pedestrian pathway from the main road up to the car park and pavilion building. Additional seating around the playing field. Extension of the pavilion to include new female changing rooms.	Multi-sport surface for tennis, football, hockey and netball. Cricket all weather batting strip and netting. Petanque court.	None given	Parish Council	Parish Council	See Council map/Green Spaces Sites location map
			Old Hospital Site (10018/10019)	Add lighting to footpath across open space to help with safety.	nil	None given	Parish Council	BDC Ownership	Green Spaces Sites location map
			Cokers Peace (20027)	Tree and shrub planting, make accessible for public use and suitable for wildlife to inhabit, signage, wheelchair access, planting, seating and bins/dog waste bins.	Parking.	None given	Parish Council + OSAP Version 1	Parish Council	See Council map/Green Spaces Sites location map
			John Ray Walk, Mary Ruck Way (30025)	Improve landscape quality. Litter and dog waste bins. Improve path surfacing.	nil	None given	OSAP Version 1	BDC Ownership	None
			John Ray Millennium Green (50017)	Signage, surfacing, seating and litter/dog waste bins.	First aid equipment and cycle/disability parking.	None given	OSAP Version 1	Parish Council	None
	Great Notley		Amenity green space - Buttermere White Court (20664)	Nature conservation around pond.	First aid/emergency equipment, railings and information boards.	None given	Parish Council	BDC Ownership	Green spaces site location maps
			RAFT, Notley Green, Great Notley, CM77 7US	RAFT project phase 2 - potential for wheeled sport facilities.	nil	Survey of area	Parish Council and Braintree Strategy and Action Plan for Playing Pitches	BDC Ownership - leased to PC.	Green spaces site location maps
			Panners Pond and Panners Field (10847)	Playing pitch improvement, improve conditions of land adjacent to the pond which is rough and boggy at present.	Improved and additional cycle parking.	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Open space adjacent to Notley Green Primary School with Playground (50870)	nil	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Open space adjacent to Notley Green Primary School (60871)	nil	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Open space at Notley Green Primary School (40848)	Playing pitch improvement.	Improved and additional cycle parking.	None given	Parish Council	County Ownership	Green spaces site location maps
			Levens Way Playground CM77 7XB	Upgrade play equipment.	nil	None given	Parish Council	Essex County Council managed by Great Notley Parish Council	None

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		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Great Notley and Black Notley	Great Notley		Great Notley Country Park (10674)	Signage, litter bins and information facilities.	nil	None given	OSAP Version 1	Managed by Essex County Council in partnership with BDC	None
(Great Notley and Braintree West)		Children's Play (-0.9Ha)							
		Formal OS (-7.9Ha)							
Halstead St. Andrew	Halstead		River Walk (30746 + 30754)	Improve river walk access. Signage, interpretation, boundary enhancements, habitat creation, public awareness (highlighting connectivity to town centre, schools and Halstead Town FC). Bins/dog waste bins, appropriate metal seating/picnic tables and walking/running signage and KM markers.	Cycle parking and safe cycle ways, natural play, first aid equipment and a life ring along the riverbank.	Taken from Halstead PARISH PLAN	OSAP Version 1 and Town Council	BDC Ownership	None
			Halstead Cemetery (80762)	Landscape enhancements including habitat creation and signage.	Additional land for cemetery extension. Tree and shrub planting.	None given	OSAP Version 1	BDC Ownership	None
			Mill Chase Playing Field (60748)	Picnic tables, benches and seating. Habitat creation, replace goal posts, add rebound panels, rework secondary entrance, signage, improve fencing and legibility of main entrance, improve footpath from rear of hospital to playing field. DDA compliant footpath access.	Cycle parking , disabled play facilities, outdoor gym.	Taken from Halstead PARISH PLAN	OSAP Version 1 and Town Council	BDC Ownership	None
			Coggeshall Pieces	Boundary enhancements, further surfacing, seating/benches, bins and signage. Repair existing boardwalk and update and refresh interpretation board.	Additional boardwalk (location to be agreed by conservation group).	Conservation group	OSAP Version 1 and Town Council	BDC Ownership	None
			Courtaulds Sports Ground, Colchester Road (40752)	Football pitch upgrade, boundary planting/fencing, drainage and minor car park improvements. Disabled outdoor gym, benches/picnic tables and roadside signage for events.	Multi-use hard surface recreation courts including lighting and boundary fencing.	Halstead Town Council	Halstead Town Council	Halstead Town Council	None
			Identify areas	nil	Tree and shrub planting and wildlife conservation	None given	Town Council	BDC/ECC/Private land	None
			Disused Railway Line - South of Portway Place and Bluebridge Estate	Improvements to this section of this disused railway line in association with the EC2k cycle route proposals including access from and the crossing of Colchester Road and new road crossing near bluebridge.	nil	EC2k	Town Council	Unknown	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Halstead St. Andrew	Halstead		Colne Valley Footpath access from First Avenue, Bluebridge	Widen footpath with ramp to allow access to footpath for all	nil	None given	Town Council	Unknown	None
			Old Railway line between Central Pilling and Ravens Avenue	To provide a loop to the existing Halstead River Walk. Extend aggregate pathway through development site.	Create a new foot/cycle bridge to return back to the town following the route of the disused railway line, possibly linking in to the new proposed cycle track from Halstead to Kelvedon.	None given	BDC Officer & Town Council	Unknown	None
(Halstead St. Andrew)		Children's Play (-0.4Ha)							
(Halstead Urban Area)		Parks and Gardens (-10.88Ha)							
		Natural Semi-Natural Greenspace (21.32Ha)							
		Outdoor Sports Provision (-3.00Ha)							
		Amenity Green Space (-4.38HA)							
(Halstead Rural Area)		Natural Semi-Natural Greenspace (-33.24Ha)							
		Amenity Green Space (-5.06HA)							
		Children's Play (-2.11Ha)							
Halstead Trinity	Halstead		Slough Farm Road (60800)	Improve footpath, including signage from Slough Farm Road to join of circular walk. Seating on green area.	nil	None given	OSAP Version 1 + Parish Council	BDC Ownership	None
			River walk - Football Ground to Box Mill bridge	Extend river walk to the same standard as existing river walk.	nil	Taken from Halstead PARISH PLAN	Town Council	BDC Ownership	None
			River Walk	Appropriate seating and natural habitat bird boxes, dog waste bins and metal picnic benches/tables. Walking/running signage and KM markers.	nil	Taken from Halstead PARISH PLAN	Town Council	BDC Ownership	None
			River Walk (adjacent Broton estate and football ground)	Improvements to footpath and general amenity.	nil	None given	Town Council	BDC Ownership	None
			King George V Playing Field, Kings Road (40770)	nil	Inclusive play equipment.	Taken from Halstead PARISH PLAN	Town Council	BDC Ownership	None
			Ramsey Road Recreation Ground (60789)	Improvements to be defined by a public consultation and shown on a master plan for the site which may include; play equipment, a climbing frame, disabled play area/equipment and an outdoor gym.	Improvements to be defined by a public consultation and shown on a master plan for the site which may include; new skate park facilities, MUGA play area, boundary fencing around play areas, a covered enclosure including seating and a hard standing parking area for eight cars for event use and lockable for normal use.	Taken from Halstead PARISH PLAN	Town Council	BDC Ownership	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Halstead Trinity			Identify areas		Tree and shrub planting and wildlife conservation	None given	Town Council	BDC/ECC/private	None
			Mount Hill	Improvements to area around the water fountain at the bottom of the hill.	Plaque to reference history. Play area.	None given	Town Council	Unknown	None
(Halstead Trinity)		Formal OS (-7.7Ha)							
		Children's Play (-0.24Ha)							
Hatfield Peverel and Terling	Fairstead	SEE RESPONSE FOR TERLING							
	Faulkbourne	NO KNOWN REQUIREMENTS							
	Hatfield Peverel		Hadfelda Square, The Street - adjoining above open space (50214)	Provision of additional seating and litter bins.	Provide landscaping in the open space area adjoining the Square	NP engagement	Parish Council	Parish Council	Green spaces site location maps
			Strutt Memorial Recreation Ground and Village Hall car park, Maldon Road (40215)	Extend car park. Replacement/upgrade of play equipment; relaying safety surfacing; Re line MUGA pitch for different sports Widen footpath around Strutt Memorial to incorporate running track. Improvements to slope leading to duck pond from Laburnum Way	Adult gym equipment; provision of Zip Wire, table tennis table, cycle racks. Provision of wild life information board in duck pond area. swing for abled and disabled children.	NP engagement	Parish Council and Braintree Strategy and Action Plan for Playing Pitches	Hatfield Parish Council and BDC Owned.	Green spaces site location maps
			Existing Cemetery and proposed extension to Cemetery, Church Road, Hatfield Peverel Burial Ground (80217)	Formation of new footpath in new part of cemetery by water taps; provision of additional seating and planting; provision of War Memorial in new part of cemetery. Provision of Lychgate at pedestrian entrances to old and new cemetery	nil	None given	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps
			Drive way/Access Way from Church Road alongside Spinney House including public footpath	To excavate and create a new vehicular/pedestrian access way leading to cemetery and old allotment site from Church Road incorporating the existing public footpath.	nil	None given	Parish Council	Hatfield Peverel Parish, Council/Strutt & Parker (or successor in title)/Upson Farms	None
			Nounsley Play Area, Ulting Road (40272)	Additional play equipment. Removal of mound and landscape to make good. Play area new safety surfacing.	Adult gym equipment. Provision of table tennis table. Zip wire.	Parish Plan	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Hatfield Peverel and Terling	Hatfield Peverel		Keith Bigden Memorial Ground, Wickham Bishops Lane (40993)	Improve access and car parking area to site. Perimeter Fencing. Water supply to main pitch. 2 x ball stop nets. Free standing goals.	Area to be extended to include the new football ground on Map 43, children's play equipment and additional seating. Provision of Tennis court facilities (with potential smartgate access system). Additional seating. Team Shelter. MUGA pitch. Artificial Pitch.	None given	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps
			Country Park (Community Park), Wickham Bishops Road - Parks & Gardens - informal space (Area to be identified Map 43 currently shown as Gravel Pit)	To complete restoration of site, improve access entrance to site, landscaping/planting, formation of footpaths for walking/running, provision of seating, picnic benches, information/safety notice boards; enhance facilities for fishing lakes. Fencing around boundary of site.	Cycle parking. Provision of a Pump Track (short circuit track for BMX riders) .	None given	Parish Council	Hatfield Peverel Parish Council (Deeds not seen)	None
			New permissive footpath - Maldon Road/Wickham Bishops Lane (footpath to be identified)	Identify new footpaths with associated planting, landscaping, fencing and signage.	nil	None given	Parish Council	Ulting Trust/ Strutt & Parker (or successor in title)	None
			The Green, Ulting Road - Amenity Green Space (50216)	nil	Provision of beacon.	NP engagement	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps
			St Andrews Church	To provide replacement Estate Fencing between the burial ground and car park similar to the Estate Fencing erected at the Parish Council's cemetery.	Provision of War Memorial in St Andrews church burial ground.	None given	Parish Council	St Andrews Church	None
			Cricket Ground, Church Road (40229)	Provide additional seating and planting. To improve car park area and access off Church Road. Clubhouse improvements.	Cycle rack and provide a non-turf strip.	None given	Parish Council	Hatfield Peverel Cricket Club/Sturtt & Parker (or successor in title)	Green spaces site location maps
	Terling		Football Field (40367)	Improvements to playing surface and changing facilities.	First aid equipment.	None given	Parish Council + OSAP version 1	Not in public ownership	Green spaces site location maps
			Green, Fuller Street	Improvements to the Green.	Measures to prevent parking.	None given	Parish Council	Unknown	None
			Cricket Field, The Dismals (40371)	New practise nets. Improve the pavilion including toilets, changing rooms and communal areas.	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Playground (60370)	Upgrade equipment.	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Tennis Courts (40368)	nil	New covered area.	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Swimming Pool (40369)	Upgrade this community resource.	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps

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		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Hatfield Peverel and Terling	Terling		River Walk (20989)	nil	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Terling Ford (50959)	Crossing to riverbanks, seating, signage and protection of landscape areas.	nil	None given	Parish Council	Highways	Green spaces site location maps
			School Green (50363)	nil	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Flacks Green (50363)	nil	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Gambles Green (50362)	nil	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Terling Cricket Club	Provide practise nets.	nil	None given	Braintree Strategy and Action Plan for Playing Pitches	Unknown	None
	White Notley		Vicarage Avenue Play Area, CM8 1SA	Improvement to play area including swings and safety surfacing.	nil	None given	Parish Council	BDC Ownership leased by Parish Council	None
(Witham Rural)		Parks and Gardens (-18.01)							
		Natural Semi-Natural Greenspace (-26.29)							
		Amenity Green Space (-5.89Ha)							
Hedingham	Castle Hedingham		Location to be identified	nil	Small area of play equipment for younger children.	Parish Council Local Plan parish survey 2016	Parish Council	Unknown	None
			Castle Hedingham Village Park, Land adjacent to Memorial Hall, Church Lane (50055)	Hedging and fencing at park boundaries. Improved surface for pedestrian and disabled access from Queen Street to park entrance. Improvements to toilets (including for better security). Security lighting.	Facilities for teenage children. Community garden/allotment and orchard for all ages. Seating/benches, picnic facilities. Rabbit & Deer proof fencing for community garden with pedestrian access gate	Correspondence with BDC. Parish Council Local Plan parish survey 2016	Parish Council	Hedingham Castle, leased for 25 years to the Parish Council	None
			Access to Riverside Walk, Station Road	Surfaced footpath to the Riverside Walk needs to be extended to the junction with Station Road.	nil	None given	Parish Council	Unknown	None
			To be identified	nil	Additional parking to serve future open space at Kirby Hall Road near De Vere Primary School.	Parish Council Local Plan parish survey 2016.	Parish Council	Not in public ownership	None

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		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Hedingham	Sible Hedingham		River Walk (Alderford Mill to Summerfield) (20306, 20901, 20311)	Footpath improvements	nil	None given	Parish Council / BDC	BDC	None
			Riverside Walk (Station Road to Rockways) (20306, 20901, 20311)	Extend surfaced footpath	nil	verbal complaints via PC	Parish Council	Bloor Homes (transfer pursuant to S106 agreement)	None
			Alderford Brook	Open up and clear out brook.	Nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Spring Way	nil	Transfer designated POS (condition 20 of 95/01369/FUL) to public ownership to hold for the benefit of local people.	None given	Parish Council	Private Ownership	See Parish Council maps
			Tanners Dairy Prayors Hill	nil	Provision of open space on the site in association with residential development.	None given	Parish Council	Private Ownership	None
			Swan Street near the library	Landscaping improvements and planting (permission to be gained from ECC)	nil	None given	Parish Council	ECC	None
			Footpaths throughout Sible Hedingham parish	Renew and improve the public footpath network in the parish including signage, surfacing, bridges and fencing.	nil	None given	Parish Council	ECC and private	None
			Recreation Ground	nil	Outdoor table tennis table(s)	None given	Parish Council	Parish Council	None
			Hedingham School and Sixth Form	nil	Create a community sportsfield on land adjacent to the School.	None given	Braintree Strategy and Action Plan for Playing Pitches	Currently Unknown	None
(Hedingham and Maplestead)		Children's Play (-0.8Ha)							
Kelvedon and Feering	Feering		To be identified		Planting of wild flowers.	On FPC's Environmental Working Group's project list.	Parish Council	Parish Council/ BDC/ ECC	Various
			To be Identified	Identify land to allow extension to permissive path network. Deliver path improvements.	Provision for a multi-user off road route for Feering linking Kelvedon and Coggeshall, generally along the river bank.	Parish Plan 2012 Agreement from parishioners, including young people, in the community survey 2017.	Parish Council	Unknown	
			To be Identified		Identify land to deliver community orchards and woodlands.	Parish Plan 2012 Agreement from parishioners in the community survey 2017.	Parish Council	Unknown	

			Feering Village Green	Improve biodiversity.	Increase/improve planting and seating. Parish Council to acquire/manage this land for public use if the opportunity arises.	Community Survey 2017 showed that residents saw this as an important open space. It is a registered Village Green.	Parish Council BDC designation as a visually important space	Owned By Eastlight	W3W Ref: batches.rules.decorator 51°50'59.2"N 0°43'00.2"E (indicative co-ordinates only)
			Taylors Land	Improve biodiversity. Nesting boxes. Make pedestrian access accessible for all (e.g. step free, increased width). Additional seating.	Planting of trees, hedging, shrubs and other flora whilst maintaining important views of the church and Freshwater marsh (Local Wildlife Site BRA234).	Detailed in Community Survey 2017 and public feedback. It is now also included in the Feering Neighbourhood Plan as a designated Local Green Space	Parish Council BDC designation as a visually important space	Parish Council owned (Deeds not seen)	W3W Ref: reddish.inkjet.am bushes 51°50'56.3"N 0°42'58.1"E (indicative co-ordinates only)



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		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
			Adjacent to and south-east of the existing cemetery, behind the houses on the east side of Coggeshall Road and London Road		Land to extend cemetery.	Request by The United Benefice of Kelvedon & Feering. Strong support from the Parish provided by the Community Survey 2017.	Parish Council Neighbourhood Plan Design Guide	Not in public ownership	W3W Ref: divisible.upcoming.pesky 51°50'47.2"N 0°43'03.8"E (indicative co-ordinates only)
			East side of Coggeshall Road opposite the community centre		Green open space including woodland and green corridor	Parish Plan 2012 Agreement from parishioners in the community survey 2017.	Parish Council Neighbourhood Plan Design Guide	Not in public ownership	W3W ref: fruit.umbrellas.milk 51°50'51.7"N 0°42'59.7"E
			To be identified		Sports and recreational facilities, including all weather multi-use pitche(s) to the latest specification: changing facilities and access. Cycle parking.	Request from various sport clubs and the None Given	Parish Council		
			Car park of Community centre	Surface the car park with a durable porous surface to increase usage. Increase biodiversity around the area. Composting bins/bays.	Electric car charging points. Make pedestrian access accessible for all (e.g. step free, increased width).		Parish Council	FPC (Deeds not seen)	W3W Ref: besotted.mere.cloth 51°50'50.8"N 0°42'57.0"E (indicative co-ordinates only)
			Rye Mill Lane Playing Field (40147)	Improve the recreational facilities for residents of a variety of ages and abilities (e.g. improve the skate park, remodel the play area and mound area, bigger slide). Additional seating & litter bins. Increase green / environmental / carbon capture features. Renovate boundary fences and entry points around the field eg fencing needs to be rabbit proofed. Improvements to MUGA.	Planting of trees, hedging, shrubs & other flora. Improve the pedestrian access.	Young people request detailed with the 2017 Community Survey where young people wanted improved play equipment for 8yrs+	Parish Council	Parish Council owned (Deeds not seen)	W3W Ref: besotted.mere.cloth 51°50'50.8"N 0°42'57.0"E (indicative co-ordinates only)
			Rye Mill Lane Playing Field (40147) – wooded area & pond	Improvements to wooded area (e.g. for use by the Forest School) to make it more diverse and improve children's learning. Improve the pond area to make it a better habitat; determination of the the source and of water flow.	Supply and installation of interpretation boards. Nesting boxes. Pond: Safe accessibility and facilities to educate children. Shoring up the banks around the small playing field to stop land subsidence and encourage natural play.	Feering Primary School and Parents	Parish Council	Parish Council owned (Deeds not seen)	W3W Ref: besotted.mere.cloth 51°50'50.8"N 0°42'57.0"E (indicative co-ordinates only)

Kelvedon and Feering	Feering		Rafted path walk alongside river includes Feering public footpath 17	Extend rafted riverwalk path. Improve the river walk to make it more accessible for residents of a variety of ages and abilities. Replace old wooden sleeper section.	Develop a nature trail, viewing platforms and seating areas alongside the path / branching off from it. Nesting boxes. Investigate and action if appropriate /possible the environmental state of Feering Marsh, a rare freshwater marsh and local wildlife site (Bra234).	Community Survey 2017 concluded the need for improved public footpaths and cycle routes within Feering.	Parish Council	Not in public ownership	W3W Ref: dweller.spin.co nductor 51°50'52.0"N 0°42'44.6"E (indicative co-ordinates only)
			All the land from the Cricket Club extension through to Lady Meadow and the location of the Crab and Winkle railway line on the south side of the current railway line.		Nature trail/riverside walk / cycle path and children's play area. Nesting boxes. Formal and informal open space.	Community Survey 2017 concluded the need for improved public footpaths and cycle routes within Feering. Wildlife Group: Close to the river the land provides a natural corridor for wildlife.	Parish Council and Braintree Strategy and Action Plan for Playing Pitches	Not in public ownership	W3W Ref: heads.deprives. diary 51°50'41.0"N 0°42'26.5"E (indicative co-ordinates only)
			Land to the East of Station Road.		Provide non-motorised access via a bridge from Station Road over the river to link to the proposed river walk / Lady Meadow. Potentially linking Feering to a proposed planned Kelvedon to Earls Colne cycle route. Making it accessible for all.	Community survey 2017 detailed a desire to have a safe walking/cycling route from Feering to Kelvedon to Coggeshall.	Parish Council	Private Land	W3W Ref: obscuring.stand ard. quicker 51°50'26.5"N 0°42'25.2"E (indicative co-ordinates only)
			Lady Meadow (20686) (Lady meadow: acts as the village flood plain category 3b)	Improve biodiversity.	Secure land for public use to provide a nature/sensory trail	Parish Plan 2012 Agreement from parishioners in the community survey 2017.	Parish Council. BDC designation as a visually important space	Not in public ownership	W3W Ref: obscuring.stand ard. quicker 51°50'26.5"N 0°42'25.2"E (indicative co-ordinates only)
			Bridge Meadow	Improve biodiversity and improve open space to make it feel like a community garden (e.g. plant trees, shrubs, wildflowers, herbs and sweet peas).	Seating area.	On FPC's Environmental Working Group's project list.	Parish Council Neighbourhood Plan	Parish Council owned (Deeds not seen)	W3W Ref: alpha.clouding.t ies 51°50'26.2"N 0°42'26.0"E (indicative co-ordinates only)

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Kelvedon and Feering	Feering		Green opposite The Sun Inn	Improve biodiversity.		On FPC's Environmental Working Group's project list.	Parish Council Neighbourhood Plan Design Guide	ECC	W3W Ref: costly.turns.studio 51°50'26.6"N 0°42'26.8"E (indicative co-ordinates)
			Packhorse Bridge	Improve biodiversity.	Supply and installation of interpretation boards. Bat & bird boxes.	Packhorse Bridge Society	Parish Council	Part owned by Parish Council owned (Deeds not seen) and part	crusher.landscaped.tune 51°50'24.8"N W3W Ref: Sublet.slack.circus
			Land Rear of John Raven Court, Feering Hill		Proposed new open space for wildlife and enthusiasts.	Feering & Kelvedon Wildlife Group	Request from Feering & Kelvedon Wildlife Group	Private Land	51°50'27.4"N W3W Ref: model.removing.poetry
			includes Feering Remaining railway bank of Crab & Winkle Railway		Natural open space such as wild meadow, woodland or scrub. Nature walk from Feering public footpath 13 to this site following the old railway route as visible by google with lecterns explaining the areas historical significance.	One of the Wildlife Walks in 2019 was Wildlife Group: This is the last visually clear sign of where the Crab &	Request from Feering & Kelvedon Wildlife Group	Private Land	51°50'15.1"N
			Cricket Ground, Rye Mill Lane (40148)	Replace equipment sheds. Expand club pavilion.	nil	none given	Essex cricket	Unknown	None
			To be Identified		Safe cycling route to Tiptree.	requested by young people who completed the Community Survey	Parish Council	Private Land	
Kelvedon and Feering	Kelvedon		Village Green, High Street	To improve access, amenity (including seating) and biodiversity.	nil	None given	Parish Council	Parish Council	None
			Kingfisher Way Open Space	To improve access, amenity and biodiversity.	nil	None to date	Parish Council	Parish Council	None
			Recreation Ground (40245) and Brockwell Meadow (20239)	The development and enhancement of the play and leisure facilities at the Recreation Ground and/or the development and enhancement of facilities, access and amenities at the nature reserve at Brockwell Meadow.	nil	None given	Parish Council	Parish Council	See Council map
			Glebe Road/Thorne Road Play Area	The development and enhancement of the play and leisure facilities.	nil	None given	OSAP Version 1 + Parish Council	Parish Council	None
(Kelvedon Ward)		Children's Play (-1Ha)							
		Formal OS (-4Ha)							
Rayne	Bardfield Saling	NO KNOWN REQUIREMENTS							
	Great Saling		Playing Field (40195)	Site regeneration, playing pitches renovation, more litter bins/seating and external storage space for sports equipment.	Cycle and disability parking and play equipment. Sports pavilion/changing room.	None given	Parish Council	BDC Ownership	None
			Village Hall - Playing Field	Signage and regeneration of Village Hall car park to support use of the playing fields.	nil	None given	Parish Council	Unknown	None

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		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Rayne	Rayne		Sports Ground (pavilion) (40283)	An engineering drainage solution is required to keep the pitches useable year-round.	A social area for viewing sports events and meeting after matches and changing facilities.	Rayne VILLAGE DESIGN STATEMENT	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps
			Rayne Hall Green, Shalford Road	Replacement trees, large boulder to display Centenary field plaque and protection of site from vehicle encroachment.	nil	Parish Council	Parish Council	Parish Council	None
			Rayne Village Hall - Gore Road	Changing/toilet facilities and new cricket pavilion. Improve pitch drainage and expand parking provision.Storage for sports clubs. New cricket practise nets.	Small sided informal MUGA.	Village consultation	Parish Council and Braintree Strategy and Action Plan for Playing Pitches	Parish Council	None
			Gore Road Playing Field extension/Oak Meadow	Drainage and levelling for the 3nr football pitches, all-weather training pitch. Nature/jogging trail and planting and landscaping.Extend and re-surface car park and mark disable and general bays.	The nature reserve needs facilities for visiting schools and interpretation panels.	Football Club and Village Hall Committee	OSAP Version 1 and Parish Council	Parish Council (Deeds not seen)	None
			Open countryside to the north and west	Tree and shrub planting required in the form of small copses and hedgerows to link existing natural features.	nil	Rayne VILLAGE DESIGN STATEMENT	None given	Unknown	None
			The Flitch Way	Develop a mixed habitat which would have more wildlife benefits.	nil	Rayne VILLAGE DESIGN STATEMENT	None given	Various	None
			The village - general small amenity spaces	New litter and dog waste bins (map in CIP to identify current/additional bins). Improve and extend flower beds. Physical measures to defend green spaces from vehicle parking and bollard lighting. Improve planting and appearance of green spaces within the village. Selective tree planting outside of the built area.	nil	Villagers request	Parish Council	Unknown	None

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Silver End and Cressing	Cressing		The Playing Field, Jeffrey's Road CM77 8JQ	Expansion and modification of the playing fields and equipment to include a facility for older children. Construction of the village community hall. Refurbishment, re-surface and modification to play area. Re-surface and improve drainage to the car park. Provide portable training lights. Improve grass pitch drainage. Install soak-away and associated pipe work to drain field and prevent flooding of the football pitch, seating area and adjacent car park. Replace and improve footpath. Complete redesign and rebuild of unsuitable changing rooms.	Purchase of extra land for community use. Installation of information boards and additional signage for safety notices. New picnic tables, benches and seating on playing field. Install lighting to PROW 74/15 (subject to Essex Highways' approval – currently awaited). Storage for games equipment. Purchase and installation of additional equipment, such as basketball facilities and skateboard ramps. New MUGA.	Community consultation and surveys from residents	Braintree Strategy, Action Plan for Playing Pitches and Parish Council	Parish Council	None
			Common Land Unit Number CL426 - Land by Deans Farm	nil	Provide public access and provide landscape enhancements for wildlife.	None given	Parish Council	Common Land	None
			Rainbow Field, The Street	Secure with fencing and provide public access. Provide landscape enhancements for wildlife.	Provision of a village orchard. Seating.	PC discussions with the school	Parish Council	Parish Council	See Council map
			All Saints Churchyard	Developing nature conservation area in the churchyard. Replacement of information board.	nil	None given	Parish Council	All Saints Church	None
			Grass verges at each road entrance to the village - B1018 Braintree Road, Lanham Green Road, Polecat Road, Church Road, Ashes Road, Witham Road, The Street	nil	Planting	None given	Parish Council	Parish Council	None
			Hawbush Green & Mill Lane/Crozier Drive	nil	New noticeboards	None Given	Parish Council	Essex highways	None
			Various suitable locations around the village	nil	Planting of native trees	None Given	Parish Council	Unknown	None
			Various within parish	nil	To provide suitable surfaces and signage for cycle paths	None Given	Parish Council	Various including ECC	None
			Open space, Claude Ince Avenue & Mill Lane	nil	Covered seating/benches	None given	Parish Council	Unknown	None

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		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Silver End and Cressing	Rivenhall		Albert Moss Playing Field	nil	Tree planting including a small community orchard or woodland	Parish Council minutes	Ward Member / Parish Council	BDC	None
			John Ray Walk (Olivers Lane)	nil	Work is needed to both repair the eroded surface of the lane and to install suitable barriers that would allow pedestrian access but prevent motorbikes getting access at the Rickstones Road entrance to the lane.	None given	Ward member	Essex County Council	None
			Village Green	nil	Installation of low fencing along the boundary with Beech Road	None given	Parish Council	Unknown	None
			Rivenhall Albert Moss and St Marys Road play areas	nil	Parish Council is looking for new sites where play equipment and sports facilities can be installed. The provision of play equipment for children with disabilities.	Parish Plan. PC minutes.	Parish Council / Ward Member	BDC	None
	Silver End		Village Hall Sports Ground (40328)	Surface improvements, grass and hard surface tennis courts x4, surface improvements to multi-surface. Consider installing smartgate access system to tennis courts. signage/information boards and litter/dog waste bins. Increase parking facilities and changing facilities.	Cycle/disabled parking and facilities for young people. Small sided informal (MUGA).	None given	OSAP Version 1 and Braintree Strategy and Action Plan for Playing Pitches	BDC Ownership	None
			Silver Street Sports Ground (40326)	Signage/information boards. Improve pitch drainage.	Cycle and disability parking and a play area for mixed ages groups - babies to teens	None given	OSAP Version 1 and Braintree Strategy and Action Plan for Playing Pitches	BDC Ownership	None
			Throughout the village at or near to buildings of significance, both historic and architectural	nil	New information boards explaining and illustrating the origins, history and heritage of significant locations and buildings throughout the village.	None given	Silver End Heritage Society	Unknown	None
			Grassed area in front of Silver End Bowls Club	nil	Landscape improvements and planting.	None given	Ward member	Braintree District Council	None
			Old BMX track	woodland walk, access for all and seating	nil	none	Parish Council	BDC Ownership	None
			Memorial Gardens	nil	Play equipment	none	Parish Council	Unknown	None
			A suitable location within the village.	nil	A commissioned piece of public art to enhance the environment and commemorate the origins of the building of the village, such as a structure made from former Crittall metal windows, a statue of the founder, Francis Henry Crittall or an interpretation of Tait's Tower, the principal architect of the Modernist Movement houses in the village.	None given	Parish Council / Silver End Heritage Society	Unknown	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Stour Valley North	Ashen		Playing Field, Upper Farm Road, CO10 8JR	To provide a culvert and connection to the highway drainage to improve the drainage outfall. Further play equipment to supplement existing equipment including for all ages. New football nets and seesaw seat. Gravel surfaced footpath to children's play area.	An all-weather access track from the road to the play area required, suitable to assist mothers with prams etc. A storage facility to assist full usage of the playing field.	Parish Council - Parish Plan	Parish Council	Parish Council owned (Deeds not seen)	None
			The Waver, The Street, CO10 8JN	New railing and refurbishment of the main feature. Dredging with repairs to the surrounds and overflow pipes. Provide suitable drainage and planting.	nil	None given	Parish Council	Unknown	None
	Belchamp Otten		Church Green	Regeneration works to pond and surrounding vegetation to enhance public amenity.	nil	None given	Parish Council	Unknown	None
	Belchamp St Paul		Playing field (40008)	Improvements to play area, including safety surfacing under children's play equipment, a pavilion and additional bench seats.The improvement of grass pitches and the regeneration of the former netball court	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Cole Green	Replacement of existing benches and provision of new benches. Regeneration works to drainage and trees.	nil	None given	Parish Council	Unknown	None
			Community House (40917)	Car park and tennis court regeneration. Consider installing smartgate access system to tennis court(s).	nil	None given	Parish Council & LTA	Not in public ownership	Green spaces site location maps
	Belchamp Walter	NO KNOWN REQUIREMENTS							
	Borley		Borley Green (50821)	Improving landscaping, habitat and access. Clear the overgrown areas and add dog waste bins.	nil	None given	Parish Council + OSAP Version 1	BDC ownership leased to Parish Council	Green spaces site location maps
	Foxearth		Site to be identified	nil	Purchase of land for community use.	None given	Parish Council and Member	Unknown	None
	Liston	SEE RESPONSE FOR FOXEARTH							
	Little Yeldham		Village Green at Church Green (50268)	Regenerate and improve landscape quality.	nil	None given	Parish Council	Parish Council owned	None
			Playing Field (40270)	Regenerate and improve landscape quality.	nil	Feedback to Parish Councillors	Parish Council	Parish Council owned	None
			North End Village Green	Regenerate and improve landscape quality.	nil	None given	Parish Council	Parish Council owned	None
	Ovington	NO KNOWN REQUIREMENTS							
	Pentlow	NO KNOWN REQUIREMENTS							
	Ridgewell		Village Hall Playing Field CO9 4SL (A) (40291)	Improvements to the children's play area.	Creation of a new MUGA.	Requests from public and Public consultation	Parish Council	Parish Council as Sole Trustee	See Parish Council map .pdf
	Tilbury Juxta Clare		Village Green at Tilbury Hill	Regenerate and improve landscape quality.	nil	None given	Parish Council	Parish Council owned	None
	(Ashen)	Formal OS (-0.54Ha)							

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Stour Valley South	Alphamstone	NO KNOWN REQUIREMENTS							
	Bulmer		Church Meadow, Church Road, CO10 7EL	Fence around large central oak tree and improve drainage.	nil	None given	Parish Council	Unknown	None
			Coe's Meadow (10034)	Improvement to car park, gate repair or replacement, replace goal posts and net, new benches, new signage and new play equipment to replace old	New climbing play equipment and French boules pit.	None given	Parish Council	Not in public ownership	See Council map and GSS map 60
	Bures Hamlet		Essex Knoll, Colchester Road, CO8 5AE	Upgrade existing street furniture, install canopy shelter and improve landscaping and bedding plants.	nil	None given	Parish Council	Parish Council	None
			Small Open Space adjacent to footpath leading from The Paddocks to Colchester Road	New seating, landscaping and small play equipment.	nil	None given	Parish Council	Braintree District Council	None
			Open Space Land to rear of Cambridge Way C08 5BQ	nil	To manage and develop land as a woodland orchard and wildlife meadow.	Bures Joint Parish Action Plan	Parish Council	Braintree District Council	Submitted map
	Great Henny	NO KNOWN REQUIREMENTS							
	Lamarsh		Site to be identified	nil	Play area required.	None given	Parish Council	Unknown	See council map
			Site to be identified	nil	Parking required.	None given	OSAP Version 1	Not in public ownership	None
	Little Henny	NO KNOWN REQUIREMENTS							
	Middleton		Route to and alongside river	Enhance footpath by creation of a route to and alongside the river.	nil	Village design statement	Parish Council	Unknown	None
	Twinstead		Village Green 51.995651, 0.693228	Enhancements and improvements to village green including water pump	nil	None given	Parish Council	Parish Council	None
			Twinstead Cricket Ground, Church Road (40961)	Electronic scoreboard	nil	None given	Essex cricket	Parish Council (Deeds not seen)	None
	Gestingthorpe		Playing Field (40166)	Extend children's play area including safer access and add fencing. Replace practice net floor and run. Replace public benches in front of pavilion. Extend the pavilion to provide extra changing room.	New accessible toilets. Practise nets.	None given	Parish Council, Playing Pitches & Essex Cricket	Parish Council (100 year lease)	None
			Church Green	Protect open space from deterioration through car parking.	nil	None given	Parish Council	Parish Council	None
	Wickham St. Pauls		Main village pond and a second smaller pond	Improvements to ponds including dredging.	nil	None given	Parish Council	Parish Council	None
			Village Green and surrounding open space (50391)	Nature trail (including footpaths) and landscape enhancements to the village ponds.	Play equipment.	Parish Council meetings	Parish Council	Parish Council owned (Deeds not seen)	Map submitted
	(Bures Hamlet)	Informal OS (-0.2Ha)							
	(Lamarsh)	Children's Play (-0.75Ha)							



Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
The Colnes	Colne Engaine		Recreation Ground and Car Pak (40088)	Upgrade of playground (including swing & slide) and gym equipment. Replace goal posts. Upgrade car park surface. Improve amenities.	Lockable bicycle rack. Lit and fenced muga on lower recreation ground.	None given	Parish Council	Parish Council	Green spaces site location maps
			Football Field (40090)	Improvements to parking facilities. Enhancements to playing field and sports pavilion.	nil	None given	Parish Council	Parish Council leased to football club	Green spaces site location maps
			Village Pond - 34m north of Village Green on Pebmarsh Road	Improvements to village pond.	nil	None given	Parish Council	Common Land	None
	Earls Colne		Millennium Green (10930)	Renew play equipment and pathways. Improvements to the roadside boundary hedge.	nil	None given	Parish Council	Trust land (Deeds not seen)	Green spaces site location maps
			De Vere Road Playground (60120)	Improvements to increase range of equipment and improvements to grounds including a skate park adjacent to demolished garages. Refurbishment of mural on garages.	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Village Green (North) (50122)	Improvements to quality of green including refurbishment of the grass areas, new planters, refurbishment of village sign and installation of local information signage.	nil	None given	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps
			Village Green (South) (50123)	Improvements to quality of green. New planters.	nil	None given	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps
			Atlas Estate Garden (10133)	General landscape improvements needed.	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Nonancourt Way (60116)	New/improved play equipment and general landscape improvements.	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Reuben Walk Playground (60931)	More play equipment required and landscape quality improvement.	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Earls Colne	Improvements to planting and planters	nil	None given	Parish Council	Parish Council (Deeds not seen)	Various
			Earls Colne	Improvements to disabled access and footways	nil	None given	Parish Council	Various	Various

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
The Colnes	Earls Colne		Hillie Bunnies Playground (60117)	General amenity improvements.	nil	None given	Parish Council	BDC Ownership	Green spaces site location maps
			Ashwell Amenity and Pleasure Ground, Brickfield and Long Meadow Trust (20114)	Upgrade to pathways, renew noticeboards. Installation of metal 5 bar gates and kissing gates to replace wooden gates.	nil	None given	Parish Council + OSAP Version 1	Ashwells Amenity and Pleasure Ground Trust (Deeds not seen)	Green spaces site location maps
			Pump Green, CO6 2PG	Enhancements to area. New planters	Create a dry garden.	None given	Parish Council	Parish Council (Deeds not seen)	None given
			Newhouse Road, Airfield, Marks Hall, A120 underpass	nil	Earls Colne section of cycle Path linking Newhouse Road through to Coggeshall allowing residents to cycle to the Airfield, Marks Hall and Coggeshall via a safe route.	None given	Parish Council	Airfield, Marks Hall	None given
			Public Open Space at CALA Homes development East of Station Road	nil	Installation of benches, waste and dog bins	None given	Parish Council	Cala Homes but due to be transferred to the Parish Council	None given
			Footpath No. 16 (Bourne Brook)	Enhancements of this route from the Millennium Green through to the footbridge over the River Colne.	nil	None given	Parish Council	Public Right of Way	None given
			St Andrews Church, Church Hill, CO6 2RG	Enhancements to Church Yard and War Memorial improvements.	nil	None given	Parish Council	Unknown	None given
			The Shrubbery, CO6 2RG	Improvements to quality of green. New village noticeboard.	nil	None given	Parish Council	Parish Council (Deeds not seen)	None given
			Village Pond Pebmarsh Road, North of Village Green	Landscape improvements to village pond and surrounding area	nil	None given	Parish Council	Parish Council	None given
			Throughout the village	Development of safe cycle routes.	nil	None given	Parish Council	Various including ECC	None given
			Cemeteries	Causeway - General landscape improvements. Burrows Road - Enhancements to facilities.	nil	None given	Parish Council	Unknown	None given
			Recreation Club, Halstead Road, CO6 2NG	Replace play surfaces and new and improved equipment, including replacement of safety matting. Replacement changing rooms. Car park extension. Improvements to ensure greater accessibility for all users.	Outdoor table tennis table. Replacement pavillion. New cricket sight screens and nets.	None given	BDC Officer, Parish Council and Recreation Club	Trust land (Deeds not seen)	None given

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
The Colnes	Earls Colne		Sites in Earls Colne to be identified	nil	Zip wires, Skateboard facility and outdoor adult exercise equipment. All weather cycle paths between Earls Colne and surrounding areas: Airfield, Halstead, Coggeshall, Colne Engaine and Marks Hall. Installation off Incredible Edible Planters throughout the village. Planters and trees added throughout the village including enhanced planting in the Triangle planter on Park Lane/Church Hill. Replacement seating.	None given	Parish Council	Various	None given
	Pebmarsh		Children's Playground, The Street (10277)	Renew children's play equipment, landscape play area, refurbish replay fencing / gates / play surfaces / mulch.	nil	None given	Parish Council	Parish Council	None
			Pebmarsh Village War memorial, The Street	The world war(s) memorial is in need of refurbishment, the memorial land / triangle requires replanting / landscaping and new fencing / stones put in place to prevent car parking generated by the village school.	nil	None given	Parish Council	Parish Council	None
			Glebe Land, The Street	Landscaping and planting. Improved paths and walkways / surfaces will help to increase participation for all.	nil	None given	Parish Council	Leased by Parish Council from Church	None
			Skate Park, Rear of Pebmarsh Village Hall, The Street	Renew and update the skate park amenities	nil	None given	Parish Council	Parish Council	None
			Footpaths, Throughout the parish of Pebmarsh	Renew / improve the public footpath network surrounding / running through the parish of Pebmarsh including signage / gates / steps / bridges / surfaces / fences / publicity / etc.	nil	None given	Parish Council	Essex County Council / Private landowners	None
			Fishing Lakes, Throughout the parish of Pebmarsh	Renew / improve the fishing lakes and amenities within the parish to protect fishing stocks.	nil	None given	Parish Council	Private landowners	None
			Football ground & changing facilities, Pebmarsh Road (40279)	General landscape improvements needed. Replace changing rooms.	nil	None given	Parish Council	Village Trust	None
	White Colne		Bures Road to Colne Park following the old railway line (60134)	nil	Wildlife corridor.	None given	Parish Council	ECC owned land	Green spaces site location maps
			White Colne Meadows (50988)	Signage, litter and dog waste bins, fill gaps in hedge, tree planting, renovate access path 'The Chase'. Renovation of the community orchard including wild daffodil bulbs for under planting.	Cycle and disability parking, wheelchair access, could be used for events/activities. Provide storage for equipment to host events on the open space. Children's play equipment (slide and fort on the mound), picnic tables (wheelchair friendly).	None given	OSAP Version 1	Parish Council owned (Deeds not seen)	Green spaces site location maps

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
The Colnes	White Colne		Village Green (50136)	Improvements to visual aspect by the village sign, benches, bins, noticeboard, boundary posts and enhancements to the parking area opposite 30/32 Colneford Hill.	nil	None given	Parish Council	Not in public ownership	Green spaces site location maps
			Play area (Petanque Court) to the rear of Village Hall, Bures Road	Renovation, fencing and land drainage.	nil	None given	Parish Council	ECC owned land	None
			Land between bridge and abutment of Colne Park Road	To change area to a wildlife area.	nil	None given	Parish Council	Unknown	None
			No specific site identified	nil	New footpaths, cycle ways and disabled access to the countryside.	Village design statement	None given	Unknown	None
	(Earls Colne)	Children's Play (-0.24)Ha							
Three Fields	Finchingfield		Playing Fields (40159)	Upgrade of children's play area, BMX/skate equipment + more activities. Soft surfacing, fencing around playground, access gates and signage. Improvements to Pony Field to enable ball games to be played.	Cycle parking.	Community survey	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps
			Play area, Cornish Hall End	Additional play equipment including swings and pedestal slide.		Playing field EGM	Parish Council	Leased to Parish Council.	Submitted map
			Off Stephen Marshall Avenue	Signage, information boards, seating, litter bins and surfacing. Building and play area renovation.	Cycle and disability parking.	None given	OSAP Version 1	Parish Council (Deeds not seen)	None
	Great Bardfield		Great Bardfield Playing Fields & Playground Area	Improve pitch drainage and provide portable training lights. Continue enhancement to playground facilities and equipment including items for less able users.	Provision of All Weather/Multi Use Fames Area. Skate Park. Additional seating, litter bins and cycle parking.	Representations through Parish Council	Braintree Strategy and Action Plan for Playing Pitches & Parish Council.	Unknown	None
			School Green, Causeway Green and Mill Close Green - Village Greens at the junction of Braintree Road, Brooks Street and Crown Green at the Junction of Crown Street and Vine Street	To enhance and improve these areas with improved landscaping, planting and seating as appropriate.	nil	N/A	Parish Council	Great Bardfield Parish Council	None
			Ancient track ways Long Green and Colney Green - Opposite Blue Egg (51.938691; 0.445235)	Improved access for walkers and cyclists. Appropriate planting of native species	nil	N/A	Parish Council	Great Bardfield Parish Council	None

			Footpath running from Dunmow Road to Braintree Road via St Mary's churchyard	Introduce, as appropriate, wild flowers such as the Bardfield Oxlip and Marsh Marigolds.	nil	N/A	Parish Council	Great Bardfield Parish Council	None
			Recreation Ground (40179)	Upgrade playground area. Litter bins and additional cycle racks.	nil	Consultation across the parish and public meetings	Parish Council	Parish Council (Deeds not seen)	Green spaces site location maps

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Three Fields	Great Bardfield		Amenity Land r/o Town Hall (51.946957; 0.435878)	Enhancements to biodiversity and nature conservation. Additional seating.	Creation of wildflower area.	Identification by PC and engagement with residents that there was nowhere central to the village to sit and rest	OSAP Version 1	Parish Council (Deeds not seen)	None
			Piper's Meadow	Reintroduction of the Great Bardfield Oxlip. Enhancement/access to nature conservation. 10 year work programme of work. Better railings required. Additional Seating.	Cycle parking. Creation of wild flower meadow.	Taken from VILLAGE DESIGN STATEMENT	OSAP Version 1	Privately owned land leased by Parish Council (Deeds not seen)	None
			Playing Field behind houses in Bendlowes Road	Pavilion needs replacing.	nil	Taken from VILLAGE DESIGN STATEMENT and public consultation. Also taken from PARISH PLAN	nil	Parish Council (Deeds not seen)	None
	Panfield		Thistledown Playing Field CM7 5AB	Replacement of noticeboard at the entrance. Create better/improved access for the public. Landscape improvements. Enhancement of art installation.	nil	None given	Parish Council	Parish Council (Deeds not seen)	None
			The Village Green, Kynaston Road, CM7 5AQ	Improvement to facilities - installation of perimeter posts to enable public to have full use of the area by deterring residents from parking on the green.	Installation of new notice board.	Residents to be consulted.	Parish Council	Parish Council	None
			John Barr Playing Field / woodland, Queens Gardens, CM7 5AH	Replacement of two seating benches and establish seating areas, refurbishment of existing children's play equipment (including safety surfacing and new swings). Replacement goal posts/nets and additional play equipment. Create better/improved access for the public. Drainage improvements in play area next to allotments. Landscape improvements to perimeter boundary. Extension of new woodland walk to include the perimeter of playing field area.	New noticeboard at Queens Gardens entrance for better communication between PPC and the public/for health and safety notices. New fruit trees to be planted for public use once matured.	Engagement with residents.	OSAP Version 1	BDC owned land leased to Parish Council (Deeds not seen)	None
			The Bell Public House, Kynaston Road, CM7 5AJ	nil	Purchase of the land (the field).	None given	Parish Council	Private Landlord (Greene King)	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Three Fields	Wethersfield		Green space, Hereward Way	Replacement bench		None given	Parish Council	Unknown	Map submitted
			Junction of Park Hall Road and Bovingdon Road, Beazley End	Improvements to open space including a replacement bench and instillation of planters.		None given	Parish Council	Unknown	Map submitted
			Lower Green and Village Hall, Blackmore End	Improvements to open space includin instillation of planters.		None given	Parish Council	Unknown	Map submitted
	Shalford		Playing Field (40305) or Stoneley Park	nil	Adult outdoor gym equipment	None given	Parish Council	Playing field is held in trust, Stoneley Park is ECC	None
			Stoneley Park	Resurfacing of stone table. Trees to be named and labelled	Community garden / orchard Picnic benches / seating areas Wildflower planting (labelled) Seating by the river and landscape improvement to that area	Questionnaire	Parsih Council	Stoneley Park - Essex County Council	None
			Playing Field (40305)	Add play equipment for older children, turn basket ball area into a multifunctional space (MUGA). Extension and improvements to the car park, including designated disabled bays.	Cricket practise nets.	None given	Parish Council and Braintree Strategy for Playing Pitches	Held in Trust (Deeds not seen)	Green spaces site location maps
	(Great Bardfield)	Formal OS (Marginal Deficit)							
		Children's Play (-0.2Ha)							
	(Panfield Village)	Formal OS (-0.4Ha)							
(Panfield Ward)		Children's Play (-0.4Ha)							
	(Shalford)	Informal OS (-0.25Ha)							
Witham Central	Witham Central		Mill Lane Square	Existing space adjoining Mill Lane bungalows, small square for small scale landscaping and seating improvements.	nil	Requests from public received by Town Council	Town Council	Greenfields Community Housing	See Town Council map.pdf
			Land Adjoining Whetmead Nature Reserve (20438)	nil	Purchase/lease existing space adjacent to 20438 (Nature Reserve). Create a link from Riverwalk to Whetmead nature reserve, stabilise ground, improve signage and make Saul's bridge more visible.	None given	Town Council	Not in public ownership	See Town Council map.pdf
			Land behind Gimsons	nil	Purchase/lease existing space adjacent to 30437 (River walk). Cut back vegetation to improve public access. The part on the 'town park side' to form an extension to the town park.	None given	Town Council	Not in public ownership	See Town Council map.pdf
			All Saints Churchyard (80444)	Improvements of spatial quality and repairs to assets including gravestones.	nil	Comments received from the public.	Town Council	Not in public ownership	Green spaces site location maps
			Freebournes Road Industrial Estate	Buffer planting.	nil	None given	OSAP Version 1	BDC Ownership	None
			Witham Town Park (10453)	Signage, seating, bins and entrance improvements.	nil	None given	OSAP Version 1	BDC Ownership	Green spaces site location maps

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Witham Central	Witham Central		Land off Greenfields	Landscape improvements, natural play, signage, paths and seating.	nil	None given	OSAP Version 1	BDC Ownership	None
			Blackwater Rail Trail	Bridging River Brain is short term aim. Improvements to access, signage and paths. Cycleway improvements including cycleway from Pasture Road to Catholic . Bins/dog waste bins and surfacing.	Bridge across the River Brain near Blackwater Lane	None given	OSAP Version 1	ECC owned land	None
			Sauls Bridge off Maldon Road Sports Ground	Boundary planting and access improvements.	nil	None given	OSAP Version 1	BDC Ownership	None
			River Walk (Chipping Hill Bridge to Saul's Bridge) (30437)	Repairs to cycleway. Bridges on River Walk will need replacing. Habitat creation, path/cycleway improvements and signage, more buoyancy aids, litter bins, dog waste bins, seating and surfacing.	Car and cycle parking.	None given	OSAP Version 1	BDC owned land leased to Witham Town Council (Deeds not seen)	None
			Whetmead Nature Reserve (20439)	Path and access improvements, habitat enhancements, buoyancy aids, interpretation and dog waste / litter bins. Improvement of access to Whetmead. Provision of secure fencing at the A12 side of the Nature Reserve.	Creation of outdoor education space.	None given	Town Council + OSAP Version 1	Town Council owned (Deeds not seen)	None
			Allectus Way Open Space	Landscape enhancements including play equipment, paths/cycle ways, boundaries and tree planting, habitat creation, bins/dog waste bins, path access and signage.	nil	None given	OSAP Version 1	BDC Ownership	None
			Witham Lodge amenity space	Planting enhancements and signage, grass areas and shrub planting.	nil	None given	OSAP Version 1	BDC Ownership	None
			Sauls Bridge Sports Ground, Maldon Road	Walking/running signage and KM markers.	Outdoor table tennis equipment.	None given	BDC Officer	BDC Ownership	None
			Witham Sports Ground, Spinks Lane	Upgrade and improve facilities at the centre.	New 11v11 Floodlit 3G football turf pitch. Small sided informal (MUGA).	None given	BDC Officer	ECC owned land	None
			Maltings Academy, Spinks Lane	Nil.	Provision of floodlights for courts.	None given	AET Academies Trust	ECC owned land	None
			Claudius Way	Signage, health and safety improvements and bins.	nil	None given	OSAP Version 1	Greenfields Community Housing	None
			Off Church Street, Bellfield	Create area for informal recreation, seating, bins	nil	None given	Town Council	Unknown	None
			Lockram Lane by former churchyard & Rex Mott Court	Landscape improvements	nil	None given	Town Council	Unknown	None
			To be identified	Tree planting on 20 planting areas identified by Witham Tree Group.	nil	WTG Survey of 2014	Town Council	Unknown	None
(Witham and Chipping Hill)		Formal OS (-3.2Ha)							
		Children's Play (-0.6Ha)							
		Amenity Green Space (-0.6Ha)							



Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
(Witham Urban Area)		Parks and Gardens (-25.02Ha)							
		Natural Semi-Natural Greenspace (-31.64Ha)							
		Outdoor Sports Provision (-21.00Ha)							
Witham North	Witham North		Bramston Green (50455)	Landscaping, seating and planting.	nil	Discussions between Town Council and local residents	Town Council	Greenfields Community Housing	Green spaces site location maps
			Chipping Hill Green (A on map provided by Town Council)	Existing green spaces requires stabilisation to gravel surface to stop it washing into the road. Needs defence from cars. Land used for the medieval fayre.	nil	Comments received from the public by Town Council.	Town Council	Part BDC acquired in 1932, part common land with an unregistered owner	See Town Council map.pdf
			Ebenezer Close (60459)	Improve access, litter bins/dog waste bins, seating and signage.	nil	None given	OSAP Version 1	BDC Ownership	None
			River Walk (Ebenezer Close to Chipping Hill Bridge) (30437)	Repair cycleway. Bridges on River Walk will need replacing. Habitat creation, path/cycleway improvements and signage, more buoyancy aids, litter bins, dog waste bins, seating and surfacing.	Car and cycle parking.	None given	OSAP Version 1	BDC owned land leased to Witham Town Council (Deeds not seen)	None
			Glebe Crescent cluster (2 spaces)	Tree planting and improve access.	nil	None given	OSAP Version 1	Greenfields Community Housing	None
			Braintree Road	Access and path improvements, landscape enhancements and habitat creation.	nil	None given	OSAP Version 1	ECC owned land	None
			Cemetery (80405)	Tree planting, signage and access improvements.	nil	None given	OSAP Version 1	BDC Ownership	None
			Rickstones Playing Field (10404 & 10397)	Signage/information boards and ball stop fencing. Access and recreational facilities. Improve pitch drainage.	Cycle and blue badge parking and outdoor table tennis equipment.	None given	OSAP Version 1 and Braintree Strategy Playing Pitches	BDC Ownership	None
			Rickstones Play Ground Pavillion	Referbishment and improvements of pavillion.	nil	None given	Witham Town Council	BDC Ownership	None
			Templars (Doorstep Green)	Boundary improvements and habitat creation.	nil	None given	OSAP Version 1	Land owned between BDC and Greenfields.	None
			Forest Road Pond	Improvements to pond, signage, planting, seating, bins/dog waste bins and paths.	nil	None given	OSAP Version 1	Greenfields Community Housing	None
			By railway from allotments to golf course	Seating and bins	nil	None given	Town Council	Unknown	None
			Former recreation area rear of Ebenezer Close	Landscape improvements with seating and bin	nil	None given	Town Council	Unknown	None
			To be identified	Tree planting on 19 planting areas identified by Witham Tree Group.	nil	WTG Survey of 2014	Town Council	Unknown	None
(Witham North)		Formal OS (-4.8Ha)							

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
(Witham Urban Area)		Parks and Gardens (-25.02Ha)							
		Natural Semi-Natural Greenspace (-31.64Ha)							
		Outdoor Sports Provision (-21.00Ha)							
		Children's Play (-1.73Ha)							
Witham South	Witham South		Opp. 21 Pelly Avenue (50553)	Planting two-three trees in front of a large facing wall to create a better visual aspect.	nil	None given	Town Council	Greenfields Community Housing	Green spaces site location maps
			Land between River (20528)	Improve access, ground stabilisation and informal walking/exercise route.	Purchase of land by Town Council.	Comments received from the public by the Town Council in relation to Constance Close development consultation	Town Council	BDC Ownership	Green spaces site location maps
			Pelly Avenue	Entrance renovation, signage, wheelchair access, surfacing, play equipment, bins/dog waste bins and tree planting.	nil	None given	OSAP Version 1	Greenfields Community Housing	None
			Olivers Drive noise bund	Buffer planting.	nil	None given	OSAP Version 1	BDC Ownership	None
			Sauls Avenue	Landscape enhancements including tree planting and habitat creation.	nil	None given	OSAP Version 1	BDC Ownership	None
			Brook Walk (Dengie Close)	Planting, tree planting, signage, information boards, surfacing and litter bins/dog waste bins.	nil	None given	OSAP Version 1	Land owned partly by BDC and partly by Greenfields.	None
			James Cook Wood	Path works, signage and habitat improvements.	nil	None given	OSAP Version 1	Town Council owned (Deeds not seen)	None
			Carraways noise bund	Buffer planting.	nil	None given	OSAP Version 1	Land owned by developers (Deeds not seen)	None
			Maltings Lane	Buffer planting, tree planting and habitat creation.	nil	None given	OSAP Version 1	Land owned by developers (Deeds not seen)	None
			Hatfield Road Estate, bund by railway	Create path and cycleway link to Stevens Rd	nil	None given	Town Council	Unknown	None
			Malting Estate. Gershwin Boulevard	Enable fishing in drainage water lagoon	nil	None given	Town Council	Unknown	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Witham South	Witham South		James Cooke Woods	Improve drainage in swampy area	nil	None given	Town Council	Unknown	None
			Maldon Road Sports Field (40466)	Provide pavilion/changing room. Renovate clubhouse. Install boundary fencing.	nil	None given	Town Council	Unknown	None
			Allectus Way past shops	Create footway/cycleway	nil	None given	Town Council	Unknown	None
			To be identified	Tree planting on 19 planting areas identified by Witham Tree Group.	nil	WTG Survey of 2014	Town Council	Unknown	None
(Witham South)		Formal OS (-4.1Ha)							
		Children's Play (-1.9Ha)							
(Witham Urban Area)		Parks and Gardens (-25.02Ha)							
		Natural Semi-Natural Greenspace (-31.64Ha)							
		Outdoor Sports Provision (-21.00Ha)							
Witham West	Witham West		Land by ASDA (50509)	Improve access to be made part of the River Walk. Renew surfacing and improve signage.	Transfer land to Town Council ownership.	None given	Town Council	BDC (appears part sold off)	Green spaces site location maps
			Flora Road/Bramble Road Open Space	Additional litter bins away from play area. Landscape enhancements including natural play, play equipment, paths/cycleway, boundaries, tree planting and habitat creation. Signage, surfacing, planting, seating.	Play space and outdoor table tennis equipment.	None given	OSAP Version 1	BDC Ownership	None
			Spa Road open space, including land south of Humber Road	Additional litter bins and seating away from play area. Landscape enhancements including play, paths/cycleway, boundaries, tree planting and habitat creation. Signage, surfacing, planting, seating	nil	None given	OSAP Version 1	BDC Ownership	None
			Highfields Road (South of Chelmer Road)	Safety improvements, litter bins/dog waste bins and seating. Graffiti/vandalism/ASB problem.	nil	None given	OSAP Version 1	BDC Ownership	None
			Powers Hall End Amenity Space, Flora Road	Improve access, litter bins/dog waste bins and seating.	nil	None given	OSAP Version 1	BDC Ownership	None
			Powers Hall End/Rosebay Close	Access paths, planting and habitat creation.	Cycle and disability parking.	None given	OSAP Version 1	Land owned partly by BDC and partly by Greenfields	None
			Land owned by Greenfields	Include cycleway from Spa Road to Blunts Hall Road. More bins/dog waste bins and seating.	nil	None given	OSAP Version 1	Greenfields Community Housing	None
Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref

		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Witham West	Witham West		Land to South & West of Pennyroyal Crescent	Planting, surfacing and bins/dog waste bins.	nil	None given	OSAP Version 1	Greenfields Community Housing	None
			Powers Hall End Playing Field	Boundary planting.	nil	None given	OSAP Version 1	ECC owned land	None
			Witham RUFC	Improve pitch drainage.	nil	None given	Braintree Strategy and Action Plan for Playing Pitches	Currently Unknown	None
			Witham Town Football Club (inc Spa Road Playing Field)	Portable training lights on adjacent pitches and better on-site storage.	nil	None given	Braintree Strategy and Action Plan for Playing Pitches	Currently Unknown	None
			Woodland marsh rear of Honeysuckle Way	nil	Acquire for informal recreation/ River Walk	None given	Town Council	Unknown	None
			Spring Lodge to Bramble Rd	Tree planting, seating and bins	nil	None given	Town Council	Unknown	None
			Humber Road to ditch near football club	nil	Seating, bins and goalposts/similar	None given	Town Council	Unknown	None
			Douglas Grove, northwards to Humber Road	Tree planting, seat and bin	nil	None given	Town Council	Unknown	None
			Teign and Ness Walk	Tree planting, seat and bin	nil	None given	Town Council	Unknown	None
			To be identified	Tree planting on 19 planting areas identified by Witham Tree Group.	nil	WTG Survey of 2014	Town Council	Unknown	None
(Witham West)		Children's Play (-1Ha)							
		Formal OS (-4.3Ha)							

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
(Witham Urban Area)		Parks and Gardens (-25.02Ha)							
		Natural Semi-Natural Greenspace (-31.64Ha)							
		Outdoor Sports Provision (-21.00Ha)							
		Parks and Gardens (-18.01)							
		Natural Semi-Natural Greenspace (-26.29)							
		Amenity Green Space (-5.89Ha)							
		Parks and Gardens (-18.01)							
		Children's Play (-1.91Ha)							
Yeldham	Great Yeldham		A. Bowtell's Meadow (40197)	Refurbish and extend play park equipment and resurface ground. Add a seating area and youth shelter.	Landowner to transfer land to Parish Council.	PARISH PLAN	Parish Council	Private ownership (Title EX639548)	See Council map/Green Spaces Sites location map
			'B' (See map provided to BDC by PC)	nil	Landowner to transfer land to Parish Council.	None given	Parish Council	Not in public ownership	See Parish Council map.pdf
			Recreation Ground	Refurbishment/extension of skate park and BMX track. Provision of portable training lights and additional storgae for equipment.	Regeneration including a new zip wire, 3 pitches (for 3 age groups), a new MUGA, 2 tennis courts (with potential smartgate access system), a new pavilion and a new car park. Outdoor exercise equipment and 600m running track.	PARISH PLAN	Parish Council and Braintree Strategy and Action Plan for Playing Pitches	Parish Council (Under Trust document)	None
	Stambourne		Stambourne Playing Field	Play equipment required to cover a range of ages.	nil	Parish Plan	Parish Council	Parish Council (Deeds not seen)	None
	Toppesfield (Gainsford End)		The Recreational Ground off Gainsford End Road (60375)	Implement recommendations from annual ROSPA report. Play equipment required to cover a range of ages.	nil	Supported by evidence gathered in the Parish planning process	Parish Council	Not in public ownership	Green spaces site location maps
			The Recreational Ground off Church Lane (40958)	Redevelopment of pavilion at recreational area is required. Implement recommendations from annual ROSPA report. Play equipment required to cover a range of ages.	Exercise equipment for adults.	Supported by evidence gathered in the Parish planning process	Parish Council	Not in public ownership	Green spaces site location maps
			Gainsford End Playing Field, Gainsford End Road	Implement recommendations from annual ROSPA report.	Exercise equipment for adults.	Questionnaire and PC meeting.	Parish Council	Toppesfield PC	None

Ward	Parish	GSS Deficits	Location	Improvements Required	Improvements Required	Record	Source	Ownership	Map Ref
		(general ward/parish)	(ref GSS map)	(to existing facilities)	(new facilities)	(of public input)	(of entry)	(of relevant land)	
Yeldham	Toppesfield (Gainsford End)		Toppesfield Playing Field, Church Lane	Improvements to play area including equipment for older children. Improvement to the pavilion to allow access to all users.	Storage facilities	Questionnaire	Parish Council	Unknown	None
			No specific site identified	nil	Interest in a wildlife refuge.	Parish Plan	Parish Council	Unknown	None
			No specific site identified	nil	Outdoor physical exercise equipment for adults.	Parish Plan	Parish Council	Unknown	None
	(Great Yeldham)	Formal OS (-1.6Ha)							





Braintree District Council

# Allotments

## Open Spaces Action Plan



[www.braintree.gov.uk](http://www.braintree.gov.uk)

Ward	Parish	GSS Deficits	Location	No. Plots	Waiting List	Improvements Required	Record	Source	Ownership
		(general ward/parish)	(ref GSS map)	(total)	(no. of people waiting)	(to allotments)	(of public input)	(of entry)	(of relevant land)
<b>Bocking Blackwater</b>			Marks Farm Allotments, Coggeshall Road, Braintree, CM7 9EG (GSS Map Ref:- 70644)	13	38	Access track re-surfaced.	None given	BDC Parks and Open Spaces	BDC Ownership
(Bocking Blackwater)		Allotments (-1.7Ha)							
<b>Bocking North</b>			Church Street Allotments, Fennes Road/Church Street, Bocking, Braintree, CM7 5LH (GSS Map ref:- 70591)	2	8	nil	None given	BDC Ward Member	BDC Ownership
(Braintree Urban Area)		Allotments (-0.8Ha)							
<b>Bocking South</b>			Bunyan Road Allotments, Bunyan Road, Braintree, CM7 2PJ (GSS Map Ref:-70619)	7	11	nil	None given	BDC Parks and Open Spaces	BDC Ownership
			Dukes Road Allotments, Dukes Road, Braintree, CM7 5UE (GSS Map Ref:- 70614)	21	37	nil	None given	BDC Parks and Open Spaces	BDC Ownership
<b>Braintree Central and Beckers Green</b>	NO KNOWN ALLOTMENTS - land for allotments required.								
<b>Braintree South</b>			Rose Hill Allotments, Rose Hill, Braintree, CM7 3RS (GSS Map Ref:- 70651)	23	42	Perimeter fencing.	None given	BDC Parks and Open Spaces	BDC Ownership
			Station Field Allotments (Site 1), Station Approach, Braintree, CM7 6QL (GSS Map Ref:- 70625)	22	38 (waiting for either site)	nil	None given	BDC Parks and Open Spaces	BDC Ownership
			Station Field Allotments (Site 2), Station Approach, Braintree, CM7 6QL (Gss Map Ref:- 70625)	16		nil	None given	BDC Parks and Open Spaces	BDC Ownership
			Byron Close, Braintree (GSS Map Ref:- 70650)	4	0	nil	None given	BDC Parks and Open Spaces	Greenfields Community Housing
(Braintree South)		Allotments (-0.9Ha)							
<b>Braintree West</b>									
(Braintree Urban Area)		Allotments (-0.8Ha)							



Ward	Parish	GSS Deficits	Location	No. Plots	Waiting List	Improvements Required	Record	Source	Ownership
		(general ward/parish)	(ref GSS map)	(total)	(no. of people waiting)	(to allotments)	(of public input)	(of entry)	(of relevant land)
Bumpstead	Birdbrook	NO KNOWN ALLOTMENTS							
	Helions Bumpstead	NO KNOWN ALLOTMENTS							
	Steeple Bumpstead		North Crescent Allotments, North Crescent, Steeple Bumpstead, CB9 7DL (GSS Map Ref:- 70335)	7	12	Water supply.	None given	BDC Parks and Open Spaces	BDC Ownership
	Sturmer		Redundant Allotment Gardens, Crunch Croft Estate (70353) or other land to be identified.	0	0	Provision of allotment gardens	None given	None given	Parish Council
Coggeshall	Bradwell			<29	0	nil	None given	Parish Council + BDC Planning Officer	Parish Council (Deeds not seen)
	Coggeshall		Tey Road and Butt Field - near local Church (GSS Map Ref:- 70067)	108	11	Provision of galvanised steel fence to southern boundary to improve security. Provision of composting toilets.	Request from the Coggeshall Allotment and Garden Society	Parish Council	Parish Council (Deeds not seen)
			Churchfield Road (GSS Map Ref:- 70063)	Unknown	Unknown	nil	None given	Parish Council	Parish Council (Deeds not seen)
			The Hamlet on Kelvedon Road (GSS Map Ref:- 70066)	108	2	Provision of composting toilets.	Request from the Coggeshall Allotment and Garden Society	Parish Council	Parish Council (Deeds not seen)
	Stisted	NO KNOWN ALLOTMENTS							
Gosfield and Greenstead Green	Great Maplestead	NO KNOWN ALLOTMENTS							
	Greenstead Green and Halstead Rural		(GSS Map Ref:- 70213)			nil	None given	Green spaces site location maps	Unknown
	Gosfield		(GSS Map Ref:- 70173)	18		nil	None given	Parish Council	Parish Council (Deeds not seen)
	Little Maplestead	NO KNOWN ALLOTMENTS - provision of allotments within the village.							
	(Gosfield)	Allotments (-0.14Ha)							
Great Notley and Black Notley	Black Notley		John Ray Gardens Allotments, Bedells Avenue, Black Notley, Braintree, CM77 8LZ (GSS Map Ref:- 70014)	8	14	Within the area just inside the gate - landscape improvements, seating area and garden shed.	None given	BDC Parks and Open Spaces	BDC Ownership leased to Parish Council
	Great Notley		Potentially two sites on the Country Park / Site to be identified	None known	40	Provision of allotments within the parish.	None given	BDC Officer and Parish Council	Unknown
(Great Notley/Braintree West)		Allotments (-1.4Ha)							

Ward	Parish	GSS Deficits	Location	No. Plots	Waiting List	Improvements Required	Record	Source	Ownership
		(general ward/parish)	(ref GSS map)	(total)	(no. of people waiting)	(to allotments)	(of public input)	(of entry)	(of relevant land)
Halstead St. Andrew	Halstead		A. Colchester Road (Stat) (GSS Map Ref:- 70815)	39	3				BDC Ownership (Leased to Town Council)
			C. Parsonage Street (GSS Map Ref:- 70743)	61	8	Extend.	None given	Town Council	BDC Ownership (Leased to Town Council)
			D. Colchester Road (Housing) (GSS Map Ref:- 70744)	12	3		None given	Town Council	BDC Ownership (Leased to Town Council)
			E. Upper Fenn Road (GSS Map Ref:- 70744)	10	3		None given	Town Council	BDC Ownership (Leased to Town Council)
			F. Hedingham Road (GSS Map Ref:- 70766)	Unknown	Unknown		None given	Town Council	The Horticultural Society
			Colne Road Allotments			Fencing improvements and maintenance. Water supply tap (lockable) for allotment holders.	Halstead Town Council	Town Council	BDC Ownership (Leased to Town Council)
					12 people have no preference and are on the waiting list for either A, B, C, D or E				
Halstead Trinity	Halstead		B. Mitchell Avenue (GSS Map Ref:- 70786)	56	9		None given	Town Council	Town Council (Deeds not seen)
Hatfield Peverel and Terling	Fairstead	NO KNOWN ALLOTMENTS							
	Faulkbourne	NO KNOWN ALLOTMENTS							
	Hatfield Peverel		Two allotment sites at Church Road (GSS Map Ref:- 70218 & 70220)	180	Unknown	<p>Improve access/security fence with 3 single gates and 2 double gates (to accommodate emergency access) at old site.Provision of additional &amp; larger water access tanks (complete with stopcocks) on both sites.</p> <p>Provision of lockable shipping container to store and protect trailer/ mowers/ rotovators etc on new site. (subject to planning requirments).</p> <p>Acquisition of land for expansion including possible purchase of land of existing sites. Upgrade security and reduce maintenance by replacing current perimeter wooden fence post system with steel posts and security wire at new site.</p>	None given	Parish Council	Hatfield Peverel Parish Council/ Strutt & Parker (or successor in title)

Ward	Parish	GSS Deficits	Location	No. Plots	Waiting List	Improvements Required	Record	Source	Ownership
		(general ward/parish)	(ref GSS map)	(total)	(no. of people waiting)	(to allotments)	(of public input)	(of entry)	(of relevant land)
Hatfield Peverel and Terling	Terling	NO KNOWN ALLOTMENTS - would like to meet the demand for allotments.							
	White Notley		Vicarage Avenue Allotments, Vicarage Avenue, CM8 1SB (GSS Map Ref:- 70383)	17	0		None given	BDC Parks and Open Spaces leased to Parish Council	BDC Ownership
			Allotments (8) (70359)	Unknown	Unknown	Improve seating, central composting areas, parking and landscaping. Provide additional allotments plots.	Public consultation	Parish Council	Not in public ownership
Hedingham	Castle Hedingham	NO KNOWN ALLOTMENTS - A site to be identified, support from parishioners but no waiting list in place.							
	Sible Hedingham	NO KNOWN ALLOTMENTS - Purchase of land to provide allotments - possible at Premdor Site and/or 2nd Premdor Development.							
(Hedingham and Maplestead)		Allotments (-0.6Ha)							

Ward	Parish	GSS Deficits	Location	No. Plots	Waiting List	Improvements Required	Record	Source	Ownership
		(general ward/parish)	(ref GSS map)	(total)	(no. of people waiting)	(to allotments)	(of public input)	(of entry)	(of relevant land)
Kelvedon and Feering	Feering		Land at The Green (GSS Map Ref:- 70143)			Improvement and provision of amenities and utilities	None given	Parish Council	Parish Council (Deeds not seen)
			To be identified			Provision of allotments	None given	Parish Council	Unknown
			Site between Coggeshall Road/London Road			Allotments	None given	Parish Council	Not in public ownership
	Kelvedon		Stoney Flint Allotments, Church Street, Kelvedon	92	waiting list	Access to and from the site, secure storage for allotment equipment and supplies , allotment association maintenance equipment, improve compost storage, improve water supply and large comminal polytunnel.	None given	Parish Council	Chelmsford Diocese, leased to Kelvedon Parish Council
Rayne	Bardfield Sailing	NO KNOWN ALLOTMENTS							
	Great Sailing	NO KNOWN ALLOTMENTS - purchase of land to provide allotments, support from local residents.							
	Rayne		Duckend Green, Shalford Road (GSS Map Ref:- 70276)	5 (large plots that could be split into more)	See Shalford Road allotments below	Major scrub removal and a water supply.	Ken Turner Chairman of the Rayne Allotment and Garden Association	Parish Council	The Chelmsford Diocese, leased to the Rayne Allotment and Garden Association (Deeds not seen)
			Shalford Road (west of the Village Green) (GSS Map Ref:- 70280)	72	7 from the Rayne church electoral area which is slightly larger than the parish area and 7 from outside this area	nil	Ken Turner Chairman of the Rayne Allotment and Garden Association	Parish Council	The Chelmsford Diocese, leased to the Rayne Allotment and Garden Association (Deeds not seen)
Silver End and Cressing	Cressing	NO KNOWN ALLOTMENTS							
	Rivenhall		Behind Henry Dixon Hall, Rivenhall End	Unknown	Unknown	nil	None given	Parish Council	Charity
						Parish Council looking for new sites where allotments could be made.	Noted by PC	Parish Council	
	Silver End		Silver Street Allotments (Site 1), Silver Street, CM8 3QG (Gss Map Ref:- 70320)	12	8 (waiting for either site)		None given	BDC Parks and Open Spaces	BDC Ownership
			Silver Street Allotments (Site 2), Silver Street, CM8 3QG (Gss Map Ref:- 70320)	17			None given	BDC Parks and Open Spaces	BDC Ownership
	(Rivenhall)	Allotments (-0.3Ha)							
	(Silver End)	Allotments (-0.3Ha)							

Ward	Parish	GSS Deficits		Location	No. Plots	Waiting List	Improvements Required	Record	Source	Ownership
		(general ward/parish)		(ref GSS map)	(total)	(no. of people waiting)	(to allotments)	(of public input)	(of entry)	(of relevant land)
Stour Valley North	Ashen	NO KNOWN ALLOTMENTS								
	Belchamp Otten	2 ALLOTMENTS - Privately owned.								
	Belchamp St. Paul									
	Belchamp Walter	NO KNOWN ALLOTMENTS								
	Borley	NO KNOWN ALLOTMENTS								
	Foxearth	NO KNOWN ALLOTMENTS								
	Liston	NO KNOWN ALLOTMENTS								
	Little Yeldham	NO KNOWN ALLOTMENTS								
	Ovington	NO KNOWN ALLOTMENTS								
	Pentlow	NO KNOWN ALLOTMENTS								
	Ridgewell				5 full - 7 half	0		None given	Parish Council	Essex County Council
	Tilbury Juxta Clare	NO KNOWN ALLOTMENTS								
Stour Valley South	Alphamstone	NO KNOWN ALLOTMENTS								
	Bulmer		Turnpike Allotments (70038)		25	0	Add land drainage and improvement of water supply - following public consultation. Replacement entrance gate.	Petitions for/against fencing received	Parish Council	Not in public ownership
	Bures Hamlet		Lamarsh Hill (GSS Map Ref:- 70042)		Unknown	Unknown	Running water and a secure entrance gate.	None given	Parish Council	Bures St Mary Parochial Church (Deeds not seen)
			The Croft + footpath				The footpath is in need of repair, it is used by visitors of the scout hut and allotments.	None given	Parish Council	Not in public ownership
	Gestingthorpe	NO KNOWN ALLOTMENTS - provision of allotments within the village encouraged.								
	Great Henny	NO KNOWN ALLOTMENTS								
	Lamarsh	NO KNOWN ALLOTMENTS								
	Little Henny	NO KNOWN ALLOTMENTS								
	Middleton	NO KNOWN ALLOTMENTS								
	Twinstead	NO KNOWN ALLOTMENTS								
	Wickham St. Paul	NO KNOWN ALLOTMENTS								
The Colnes	Colne Engaine		(GSS Map Ref:- 70092)		22	3	nil	None given	Parish Council	Unknown
	Earls Colne		New House Road		66	0	Upgrade general areas and fencing. Installation of a composting Toilet.Waste bins.	None given	Parish Council	Parish Council
			Queens Road (50131)		11	0	General landscape improvements and repairs to wall to south side.Upgrade general areas and fencing. Installation of a composting Toilet.Waste bins.	None given	Parish Council	Parish Council (Deeds not seen)
	Pebmarsh	NO KNOWN ALLOTMENTS								
	White Colne		White Colne Meadows (50988)		Unknown	Unknown	Return allotments to open space and provide new fencing.	None given	Parish Council	Parish Council
			White Colne Allotments (70135)		23	0	Replacement of allotment fencing, rabbit fencing, water tank, gate and posts.	None given	Parish Council	Parish Council

Ward	Parish	GSS Deficits	Location	No. Plots	Waiting List	Improvements Required	Record	Source	Ownership
		(general ward/parish)	(ref GSS map)	(total)	(no. of people waiting)	(to allotments)	(of public input)	(of entry)	(of relevant land)
Three Fields	Finchingfield	NO KNOWN ALLOTMENTS							
	Great Bardfield		Land off High Street	Unknown	Unknown	To improve fencing to the area to support users in their endeavour to protect the planted areas and the creation of a village orchard	None given	Parish Council	Private ownership
			Vine Street	Unknown	Unknown	nil	None given	Parish Council	Unknown
	Panfield		Adj to John Barr Playing Fields, Queens Gardens CM7 5AH	19	+3 un-rented plots	Addition of a lockable water mains standpipe, creation of a complete and secure fenced perimeter and provision of a lockable storage and shelter facility for allotment holders. Creation of community seating / planting area. Extra allotment plots.	None given	Parish Council	Leased to Parish Council from BDC
				Queens Gardens, Panfield, CM7 5AH	Unknown	Unknown	Improvements/extension to fence protecting allotments.	None given	BDC Parks and Open Spaces
	Shalford		Cliff Field						
	Wethersfield	NO KNOWN ALLOTMENTS							
	(Finchingfield )	Allotments (-0.3Ha)							
	(Panfield Village)	Allotments (-0.2Ha)							
(Panfield Ward)		Allotments (-0.4Ha)							
	(Great Bardfield)	Allotments (-0.3Ha)							
Witham Central	Witham	NO KNOWN ALLOTMENTS - provision of allotments required.							
(Witham and Chipping Hill Central)		Allotments (-1Ha)							
Witham North	Witham		Forest Road Frontage including allotments (North of Motts Lane & Cut Throat Lane)			Access, fencing, seating, signage, litter/dog waste bins and landscaping.	None given	OSAP Version 1	BDC Ownership
			Cut Throat Lane Allotments (Site 1), Cut Throat Lane, Witham CM8 2PX (70400)	85	12 (waiting for either site)	Instillation of raised gardening beds for less physically able people and improvements to parking area.	None given	BDC Parks & Open Spaces	BDC Ownership
			Cut Throat Lane Allotments (Site 2), Cut Throat Lane, Witham CM8 2PX (70400)	25			None given	BDC Parks & Open Spaces	BDC Ownership
Witham South	Witham	NO KNOWN ALLOTMENTS - provision of allotments required.							
Witham West	Witham	NO KNOWN ALLOTMENTS - provision of allotments required.							
Yeldham	Great Yeldham	NO KNOWN ALLOTMENTS - purchase land from private ownership for provision of allotments. Taken from Parish Plan.							
	Stambourne	NO KNOWN ALLOTMENTS							
	Toppesfield		The Causeway, Toppesfield	18	0		None given	Parish Council	Private Ownership