

# Overview and Scrutiny Committee Agenda

**22 November 2021 at 7pm**

**Remote Meeting**

**Membership**

Councillor J. Galley (Chair)  
Councillor S. Young (Vice Chair)

**and Councillors**

L. Ashley, M.W. Bracken, W.A. Daden, I.D. Fuller, R.J.E. Gisby, I.S. Grundy, J.C.S. Lager, C.M. Shaw, M. Sismey, M.S. Steel and C.R. Tron

Local people are welcome to attend this meeting remotely, where your elected Councillors take decisions affecting YOU and your City. There will also be an opportunity to ask your Councillors questions or make a statement. These have to be submitted in advance to [committees@chelmsford.gov.uk](mailto:committees@chelmsford.gov.uk). Further details are on the agenda page. If you would like to find out more, please email [Daniel.bird@chelmsford.gov.uk](mailto:Daniel.bird@chelmsford.gov.uk) or phone Daniel Bird in the Democracy Team on Chelmsford (01245) 606523

# Overview and Scrutiny

## Committee

22 November 2021

## AGENDA

### 1. Apologies for Absence and Substitutions

### 2. Minutes

To consider the minutes of the meeting held on 26 July 2021.

### 3. Declaration of Interests

All Members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. If the interest is a Disclosable Pecuniary Interest they are also obliged to notify the Monitoring Officer within 28 days of the meeting.

### 4. Public Question Time

Any member of the public may ask a question or make a statement at this point in the meeting. Each person has two minutes and a maximum of 20 minutes is allotted to public questions/statements, which must be about matters for which the Committee is responsible.

The Chair may disallow a question if it is offensive, substantially the same as another question or requires disclosure of exempt or confidential information. If the question cannot be answered at the meeting a written response will be provided after the meeting.

Any member of the public who wishes to submit a question or statement to this meeting should email it to [committees@chelmsford.gov.uk](mailto:committees@chelmsford.gov.uk) 24 hours before the start time of the meeting. All valid questions and statements will be published with the agenda on the website at least six hours before the start time and will be responded to at the meeting. Those who have submitted a valid question or statement will be entitled to put it in person at the meeting.

### 5. Decisions Called-In

To report on any Cabinet decisions called in and to decide how they should be progressed.

6. Cabinet Portfolio Update – Deputy Leader/Cabinet Member for Connected Chelmsford
7. Cabinet Portfolio Update – Cabinet Member for Fairer Chelmsford
8. Review of Our Chelmsford Our Plan
9. Revenue Monitoring 2021/22
10. Cabinet Member for Sustainable Development’s Annual Report on Housing Delivery
11. Report on Decisions Taken Under Delegation to the Chief Executive
12. Work Programme

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

## MINUTES

of the

### OVERVIEW AND SCRUTINY COMMITTEE

held on 26 July 2021 at 7pm

Present:

Councillor J. Galley (Chair)

Councillors L. Ashley, W.A. Daden, I.D. Fuller, R.J.E. Gisby, S.M. Goldman, I.S. Grundy, J.C.S. Lager, C.M. Shaw, M. Sismey, M.S. Steel, C.R. Tron and S. Young

#### 1. Apologies for Absence and Substitutions

Apologies for absence were received from Cllr Bracken. Cllr Goldman was his substitute.

#### 2. Election of Vice- Chair

Councillor Shaw proposed that Councillor Young should continue in her role as the Committee's Vice Chair. This was seconded and agreed by the Committee

RESOLVED that Councillor S. Young be elected as Vice-Chair for 2021/22.

#### 3. Minutes

The minutes of the meeting held on 1 February 2021 were agreed as a correct record and signed by the Chair.

#### 4. Declaration of Interests

All Members were reminded to declare any Disclosable Pecuniary interests or other registerable interests where appropriate in any items of business on the meeting's agenda. None were made.

#### 5. Public Question Time

No questions were asked or statements made.

#### 6. Decisions Called-In

The Committee noted that no decisions taken by the Cabinet had been called-in.

#### 7. Cabinet Portfolio Update – Leader of the Council

Councillor Robinson updated the Committee on his role as Leader of the Council. The report outlined the various roles he undertakes and the regular meetings which he had attended

in the last year. The Committee were referred to the written report which detailed each of these roles and what they entailed. The report also covered areas such as the project panels and working groups he had been involved with along with external meetings such as the Essex Covid Outbreak Engagement Board.

The Committee heard that during the year, the topic of Council reorganisation had faded away but was now slightly back on the horizon, with County areas now being invited to put bids forward. Councillor Robinson also referred to the Waterside scheme, where significant progress had been made over the last 12 months. The Committee also heard that progress continued to be made with the Chelmsford garden community project, with recent meetings with developers taking place and a masterplan intended to be ready by the end of 2021. Councillor Robinson also informed the Committee of other Capital works taking place and that many different areas of infrastructure seemed to now be taking place at a similar time, which would be a logistical and financial challenge for Council's. It was noted by the Committee that meetings such as the Essex Leaders and Chief Executives continued to be useful, especially when looking at infrastructure works affecting wider areas than just single Council's.

Councillor Robinson also informed the Committee, that he had been very pleased with the continued use of working groups across the Council. He noted that these had been very useful in collating wider input from all members and officers. Councillor Robinson also highlighted the many benefits of holding certain Committee meetings remotely. He stated that they allowed greater access for all parties and that he and the other group leaders had written to the local MP's to raise the issue and he hoped the Government would respond accordingly soon. The Committee was informed by Councillor Robinson, that he was always happy to answer questions from other Councillors and encouraged members to continue to highlight issues, that he and the Chief Executive needed to look at.

In response to questions from the Committee, Councillor Robinson stated that;

- The Covid data provided on the ECC website was often rounded to per 100k so sometimes a figure would appear as 0 when in effect it was a bit higher.
- Long covid would be a major issue as we move out of the pandemic and was a subject he had raised at various meetings, due to the potential issues it would cause.
- He would look into the possibility of answers to questions at meetings being provided to Cllrs in advance of the meeting to assist with follow up questions. He did also clarify that he often allowed follow up questions at meetings such as Cabinet and questions had to be submitted in advance to allow research to take place to provide detailed answers.
- It was very important to continue to increase recycling rates along with other areas of work to reduce the Council's carbon footprint. In Chelmsford, we already meet most government requirements and this is assisted by the separating out of waste categories which provided cleaner recycling and a higher sale price
- There had been an adjustment to the Community Governance Review timetable at Full Council last week. This meant that a Governance Committee would take place in early September and the comments from the Connectivity and Local Democracy working group would be taken on board when producing the report. It was noted the report would be published towards the end of August.

RESOLVED that the update be noted.

*(7.02pm to 7.19pm)*

## 8. Final Report from the Riverside Project Task and Finish Group

The Committee received a report from the Riverside Project Evaluation Task and Finish Group. The Task and Finish Group had been established in 2019 to undertake a project evaluation of the re-development scheme. The report detailed the main findings from the evaluation of the Riverside Project and included recommendations that may need to be considered when planning or undertaking similar construction projects in the future.

It was noted that officers prepared a comprehensive evaluation report of 70 pages in addition to around 1000 pages of supporting documentation, that was then considered in detail by the working group at various remote meetings. The Committee heard that Appendix A detailed the original terms of reference set and Appendix B covered the project chronology and key milestones. It was noted that the report set out the key aspects and it was for the Committee and the Council to consider them. The Committee heard that section two of the report highlighted the key issues which had identified 70+ learning points and 24 recommendations, which were summarised in Appendices C and D. It was also noted that commercially sensitive information had been redacted, officers and the group felt this was a more open approach than including more detail which would have led to the report having to be considered in closed session. The Committee heard that the group's recommendations would not be relevant for all projects as the Council has such a diverse range of projects and a similar one of this scale would not be taking place in the immediate future. It was noted however that some of the recommendations had already been applied in the planning of the Waterside project and all of them would be considered for future projects, as appropriate.

Members of the Task and Finish Group thanked officers for their hard work in assisting them to produce the comprehensive report. It was noted that despite not being able to meet face to face, they had developed some very useful recommendations moving forward and were pleased that some of these were already being implemented on other projects.

In response to questions from the Committee, it was noted that;

- The use of a contract administrator was very specific for this type of project, and the form of construction contract used. It was a role that could be utilised for similar projects but was not a role the Council required for all projects. One key aspect in this area was the importance of the project manager being involved from an early stage.
- Attaining a very good BREEAM rating had been a very positive aspect of the project. This meant the building was very energy efficient and it was difficult to attain this for a leisure centre building and the benefits would be realised over the coming years.
- The discharging of the last remaining planning condition was still something being considered by officers. This related to elevational treatments of the existing retained building [containing the ice rink and sports hall] and a £2m sum had been allocated in the Capital programme. Officers stated that a better solution would be

found by the Council taking their time and ensuring it was achieved in the best way possible.

- Implications of contracts with other bodies such as ECC for highway matters had been a key element of the project. The Task and Finish Group had looked at these in detail and it was an area the Council would focus on for future projects. One example of this was already taking place with the Waterside project and more time would be allocated to these areas in future to ensure adequate permissions and permits were obtained.

Members of the Committee thanked the Task and Finish group and officers for producing a very comprehensive report. It was noted that the findings were fair and with hindsight, some of the challenges experienced would perhaps have been addressed in a different way. The Committee noted that the recommendations would be very useful when planning and undertaking other projects and the Council would benefit as a result. It was also noted that a state of the art leisure centre was now in place that continued to be very successful for the Council.

RESOLVED that, the suggested recommended actions, as set out in the report, should be considered when the Council is planning and undertaking similar construction projects in the future.

*(7.20pm to 7.53pm)*

## 9. Annual Report on the Scrutiny Function 2020-21

In accordance with the Local Code of Corporate Governance adopted by the Council on 23 April 2008 a report on the activity of the scrutiny function of the Council for 2020/21 had been prepared. The Code required that the Committee produce an annual report on its work for consideration by the Council and subsequent publication on the Council's website. It was noted that due to the change in meeting dates, the report would now go to the December meeting of Full Council rather than July.

RECOMMENDED TO COUNCIL that the Overview and Scrutiny Committee's Annual Report on the Scrutiny Function for 2020/21 be approved for subsequent publication.

*(7.53pm to 7.54pm)*

## 10. Report on Decisions Taken under Delegation to the Chief Executive

The Committee received information on the seven decisions taken during the period 1 November 2020 to 30 June 2021 under the Chief Executives delegated authority to take urgent decisions.

RESOLVED that the report be noted.

*(7.54pm to 7.55pm)*

## 11. Annual Report from the Chelmsford Policy Board

The Committee received a verbal update from the Chair of the Chelmsford Policy Board. He informed the Committee that the Board had been very busy during 2020-21 and had met on eight occasions, officers and members of the Board were thanked for their contributions during the year too. The Board had considered various consultations and proposals including for Bradwell B and the North Essex authorities shared Strategic local plan. It was noted that the Board had also considered technical and planning documents to allow the Council to be on the front foot for any land availability opportunities.

The Committee was also informed of the considerable work that had taken place on agreeing four separate masterplans for strategic growth sites. It was noted that these had included wide participations from stakeholders and local ward members and the process had been working well. The Committee also heard that there were currently five working groups which had been meeting regularly and had been very useful.

RESOLVED that the report be noted.

*(7.56pm to 8pm)*

## 12. Work Programme

The Committee considered a report on its work programme which had been updated following the last meeting on 1 February 2021. It was noted that management team were considering some future topics and these would be circulated to members soon. It was also noted that a report on the South Essex Parking Partnership had been requested, and this would be programmed into the work programme.

RESOLVED that;

1. the report be noted and;
2. the Committee be consulted via email on some additional items for the future work programme.

*(8.01 pm to 8.03pm)*

## 13. Urgent Business

There were no matters of urgent business brought before the Committee.

The meeting closed at 8.04pm.

Chair





---

## Chelmsford City Council Overview and Scrutiny Committee

22 November 2021

---

### Our Chelmsford Our Plan – Progress Report

---

Report by:  
Chief Executive

---

#### Officer Contacts:

Louise Goodwin, Director of Connected Chelmsford [louise.goodwin@chelmsford.gov.uk](mailto:louise.goodwin@chelmsford.gov.uk)

David Green, Director of Sustainable Communities [david.green@chelmsford.gov.uk](mailto:david.green@chelmsford.gov.uk)

Keith Nicholson, Director of Public Places, [keith.nicholson@chelmsford.gov.uk](mailto:keith.nicholson@chelmsford.gov.uk)

---

#### Purpose

This report indicates the progress made to date in implementing specific actions that support the delivery of the ambitions and priorities set out in 'Our Chelmsford Our Plan'.

#### Recommendations

Overview and Scrutiny Committee is requested to note the progress that the City Council has made in delivering the ambitions and priorities set out in 'Our Chelmsford Our Plan'.

---

### 1. Introduction

- 1.1. 'Our Chelmsford Our Plan' was adopted by Cabinet on 22 January 2020 setting out the priorities and strategic direction for the City Council over the next few years, reflecting the ambition for Chelmsford [and surrounding areas] to be recognised as '*a sustainable, creative community at the heart of Essex,*

*recognised as a leading regional centre and destination in the East of England ... a safer, greener, fairer, better connected place, where people want to live, work, study and visit’.*

- 1.2. ‘Our Chelmsford Our Plan’ groups the priorities for the City Council into four broad themes:

Fairer and inclusive Chelmsford

<p>Promoting sustainable and environmentally responsible growth to stimulate a vibrant balanced economy, a fairer society and provide more housing of all types</p>	<ul style="list-style-type: none"> <li>...bringing investment into Chelmsford, together with an increase in skills, jobs and overall employment</li> <li>...meeting the demand for new housing of all types and tenures, in particular homes to rent that local people can afford</li> <li>...adopting an approach whereby growth and development also delivers a broad range of environmental benefits that are sustainable over time</li> </ul>
---	---

A safer and greener place

<p>Making Chelmsford a more attractive place, promoting Chelmsford’s green credentials, ensuring communities are safe and creating a distinctive sense of place</p>	<ul style="list-style-type: none"> <li>...protecting and enhancing wildlife, habitats and landscapes in and around Chelmsford and connecting people with the built and natural environment</li> <li>...providing attractive, high quality green areas and public places that are clean, safe and easily accessible for all</li> <li>...managing in a sustainable way to help reduce energy consumption and waste and to help preserve natural resources</li> </ul>
---	--

Healthy, active and enjoyable lives

<p>Encouraging people to live well, promoting healthy, active lifestyles and reducing social isolation, making Chelmsford a more enjoyable place in which to live, work and play</p>	<ul style="list-style-type: none"> <li>...stimulating vibrant local communities by connecting people and places through shared experiences that reflect the character of the area and a sense of place</li> <li>...promoting physical and mental wellbeing</li> <li>...providing access to sport, leisure and recreational activities that encourage healthy, active lifestyles</li> <li>...enlivening and enriching people’s lives through creative and cultural activities and events</li> </ul>
--	--

Connected Chelmsford

<p>Bringing people together, empowering local people and working in partnership to build community capacity, stronger communities and secure investment in the City</p>	<p>...building strong relationships and engaging with local communities so that more can be achieved together</p> <p>...working with local people and organisations, the voluntary and 'third' sectors to build greater capacity and resilience and encourage effective stewardship by local communities</p> <p>...being persuasive with government and the private sector to lever-in investment and external funding support for the City</p>
---	---

- 1.3. 'Our Chelmsford Our Plan' highlights the key activities, projects and workstreams that will help realise these ambitions and priorities, describing what success might look like and the expected outcomes that may be achieved.
- 1.4. Subsequent to 'Our Chelmsford Our Plan' being adopted, a detailed action plan to support the delivery of the Plan has been devised, which is the subject of this progress update.
- 1.5. The progress update for this Action Plan, included at **Appendix 1**, is an extract from the information held within the Council's Enterprise Resource Planning system ['TechOne'] and represents a 'snapshot' of the position on 30 September 2021.
- 1.6. Actions are grouped by priority theme and indicate whether the action is being actively worked on or is complete. The 'progress status' is also assessed as 'on-track', 'on-hold' or 'not yet due to start. Some actions are flagged as 'needing attention' in order to be progressed, or as being in a 'critical' state, meaning that progress has been limited to such an extent that it might impact on delivery.
- 1.7. Where an action features in another strategic plan, for example the 'Climate and Ecological Emergency Action Plan' or the 'Health and Wellbeing Action Plan' it is given a joint reference [for example OCOP A2.1/ CaEE 2a or OCOP H1.3/ HaW 5.1c] to ensure consistency and ease of reference. Progress can then be tracked from one source irrespective of which plan is being reviewed. As other strategic actions plans are finalised these can be similarly incorporated so that a single view of performance can be attained.
- 1.8. It is anticipated that updates at this strategic level will be provided to Overview and Scrutiny Committee on an annual basis.

## 2. Overall performance

- 2.1 Overall, the Council has made significant progress in delivering the key activities and projects identified in the Action Plan, despite the highly disruptive

impact of the Coronavirus pandemic and the very significant budgetary pressures that the Council has, and continues, to experience, with a combination of additional costs incurred to deal with the pandemic, coupled with an unprecedented fall in income.

- 2.2 The Action Plan comprises 125 distinct actions fairly evenly spread across all four priority areas, but many, of course, inter-related. Of these 103 [82%] are assessed as being on track, five [4%] assessed as needing attention and one [1%] categorised as critical. Seven [6%] of the actions are currently on-hold; either delayed due to the impact of Covid or the availability of resources, with nine [7%] not yet due to start.
- 2.3 The only action considered to be in a 'critical' status at this time, is the final phase [Margaretting element] of the Chelmsford Food Alleviation Scheme. This is an Environment Agency-led project and has been subject to prolonged delays for various reasons, such that the scheme is currently under review by the Environment Agency. This review should be concluded by the end of 2021. Unfortunately, in the meantime, there is little the Council can do to influence the delivery of this scheme.
- 2.4 A key priority in the action plan focuses on '*implementing the growth priorities identified in the Local Plan to create new distinctive, sustainable and inclusive communities*'. A number of the underpinning actions, such as adopting new 'Making Places' and 'Planning Obligations' Supplementary Planning Documents have been completed, together with approved masterplans for three out of five of the major housing growth sites. Preliminary work is on track for the long-term planning of the North East Chelmsford development, supported by funding from the Government's Garden Communities Programme.
- 2.5 Arrangements to deliver the key infrastructure improvements included in the Action Plan are progressing well, with funding secured for the Chelmsford North-East bypass, new rail station at Beaulieu Park and the bridge, access road and enabling works for Waterside being the most notable.
- 2.6 Work continues on the preparation of '*a comprehensive and inclusive housing strategy to increase the supply and improve the mix and tenure of affordable housing*', with consultation having taken place during summer 2021 and a final strategy expected to be agreed by the end of 2021. A new homelessness strategy was approved in early 2020, with most actions completed. A refreshed action plan was adopted in March 2021.
- 2.7 A Working Group was established by the Chelmsford Policy Board in June 2020 to examine ways to 'improve movement around the City' and a 'Sustainable Transport and Parking Strategy' for Chelmsford has been prepared and is now ready for wider consultation.

- 2.8 'Our Chelmsford Our Plan' reflects the ambitions and priorities set out in the Climate and Ecological Emergency declared by the Council in July 2019; the Council's response to the Declaration being set out in an initial action plan agreed at Cabinet in January 2020. Progress on the delivery of this Plan was separately reported to Overview and Scrutiny Committee earlier in the year, but updated highlights include the launch of a 'Greener Chelmsford' community grant scheme, further mass tree planting and woodland creation, with a total of 30,122 new trees now planted [about 20% of the overall target] and increasing community participation in the 'Love Your Chelmsford' programme once relaxation of Covid restrictions allowed.
- 2.9 Measures to '*improve the green infrastructure of Chelmsford, protecting and expanding natural habitats and increasing biodiversity*' are on track, although generally these are medium-term propositions. Actions associated with improving '*the environmental quality, attractiveness and recreational potential of rivers and waterways*' are being co-ordinated by a dedicated Working Group, appointed by the Chelmsford Policy Board. A substantial part of Admirals Park was declared a local nature reserve in July 2021.
- 2.10 'Our Chelmsford Our Plan' includes a commitment to a phased programme of public realm enhancements throughout the City Centre. The next phase includes Tindall Square and the northern section of the High Street joining up to improvements already completed around Half Moon Square. The detailed design for Tindall Square was completed in summer 2021 and following a successful tender exercise the construction works are expected to commence in early 2022. This is very timely given the proven impact of such environmental enhancement work in stimulating the recovery of and adding to the vitality of town and city centres. Other parts of the programme are on hold until funding can be identified, with the areas around Market Square / Cornhill considered to be the next priority.
- 2.11 A number of actions are included in the Plan with the objective to '*reduce waste, lower energy consumption and improve air quality*'. Of note among the achievements are measures to eliminate single use plastics in Council premises, together with promotional initiatives to encourage the wider community to do the same, and an extension of 'recycling-on-the-go' provision. Since 2020 all the City Council's electricity supply contracts have been from 100% renewable energy sources, as have the recent 'Energy Switch' initiatives.
- 2.12 Some progress has been made switching some of the smaller fleet [vans and utility vehicles] to ultra-low emission vehicles as and when replacements are due and providing suitable operational performance can be achieved. The current lease-car scheme has been adapted to offer preferential terms and incentives for ultra-low emission options.
- 2.13 Finding a site for a new cemetery in becoming a more urgent a priority as none of the options considered to date have proved suitable. This action is

highlighted as needing more attention with the search criteria being expanded accordingly.

- 2.14 A number of the actions in respect of *'upgrading sports, culture and leisure facilities to improve access and increase opportunities for participation'* and *'developing the network of indoor sports and recreation spaces'* understandably have been disrupted or delayed as a consequence of the restrictions imposed during the coronavirus pandemic.
- 2.15 However, where actions are connected with the planning of the major growth areas, such as those identified in the Sports and Playing Field Development Plan, these have been incorporated into supplementary planning documents at policy level and appropriate provision included in the agreed site masterplans. It is anticipated that other actions, for example the refurbishment of Dovedale Sports Centre will now begin to feature in the Council's capital planning.
- 2.16 In respect of actions to *'encourage and promote cultural and creative events and activities as a driver for social cohesion and economic growth'*, a lot of groundwork has taken place during lockdown periods in collaboration with the Cultural Development Trust and Ignite Chelmsford to create a shared cultural vision. A feasibility study for a 'community owned creative space' has been commissioned, with a target for the study to be completed by the end of 2021. Plans are now in place for a major refurbishment of the 'front of house' areas of the theatres to bring these up to a standard expected of a high-quality venue.
- 2.17 The Health and Wellbeing Strategy and accompanying Action Plan which was agreed in November 2019 acts as the focus for *'promoting activities and initiatives to improve the physical and mental wellbeing of Chelmsford residents'*. Five priority areas are identified in the action plan associated with reducing excess weight and increasing physical activity, alleviating loneliness and social isolation, improving poor housing and tackling fuel poverty, enabling residents to 'age well' and reducing substance misuse and behavioural addictions. These are perhaps the most inter-related and interdependent actions in the Plan featuring across all areas of the Council's work. Most of this work is 'on-track' and ongoing in nature.
- 2.18 Many of the actions in respect of *'positioning and promoting Chelmsford and surrounding areas a place for investment, business location and the creation of new jobs'* have inevitably been directed toward dealing with the impact of the coronavirus pandemic on businesses and the local economy generally, but actions of more strategic impact have also been achieved. The Council is now connected into the North Essex Economic Board contributing to a refreshed strategy for the area, with Chelmsford directly benefiting from a business support and development programme, including the CELSIUS skills partnership.

- 2.19 The City Council has re-engaged with Visit Essex to increase the promotion of and number of visitors attracted to Chelmsford venues. The Chelmsford Tech Ambassadors Network has been established to reaffirm Chelmsford position as a technology hub, to encourage business innovation and exploit SMART technology and encourage associated investment opportunities.

### 3. Conclusion

- 3.1 Despite the unprecedented financial and operational challenges faced since the coronavirus pandemic began, the City Council has made substantial progress in delivering a wide range of actions that will contribute towards achieving the four priorities embedded in 'Our Chelmsford Our Plan'.
- 3.2 The Overview and Scrutiny Committee is invited to review the progress that the City Council has made in delivering the ambitions and priorities set out in 'Our Chelmsford, Our Plan'.

#### List of appendices:

- Appendix 1 – Action Plan Progress Report

#### Background papers:

- Our Chelmsford Our Plan (January 2020)
- Climate and Ecological Emergency Action Plan (January 2020)
- Health and Wellbeing Strategy (November 2019)

---

### Corporate Implications

#### Legal/Constitutional:

This report to Overview and Scrutiny Committee enables the Committee to fulfil its function per section 3.2.3(e) of the Constitution 'to monitor the performance of the Council's services'

#### Financial:

This report focuses on non-financial performance of the Council, the financial implications of individual initiatives are considered elsewhere, for example in the revenue and capital budget monitoring reports

#### Potential impact on climate change and the environment:

'Our Chelmsford Our Plan' shares a number of actions with the Climate and Ecological Emergency Action Plan, which focus specifically on climate change, the environment and achieving a net zero carbon position for the Council's activities by 2030

#### Contribution toward achieving a net zero carbon position by 2030:

As above

**Personnel:**

There are no specific human resource implications associated with this report

**Risk Management:**

There are no specific risk management implications associated with this report

**Equality and Diversity:**

This report summarises the progress of individual Council initiatives. Equality and diversity are considered in respect of those initiative and an equalities impact assessment carried out for them as necessary

**Health and Safety:**

There are no specific health and safety implications associated with this report. The Council considers the health, safety and wellbeing of staff and residents routinely in all aspects of service delivery

**Digital:**

'Our Chelmsford Our Plan' reporting is extracted from the 'TechOne' enterprise resource planning system, which is a key digital platform for the Council

**Other:**

None

---

**Consultees:**

Directors and Service Managers across all Council services

---



Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
-------------	--------	----------------	----------------------	--------------------	-----------------	------------------	-------------------	--------------------	----------------

## Fairer and inclusive Chelmsford

**OCOP A Implement the growth priorities identified in the Local Plan to create new distinctive, sustainable and inclusive communities**

OCOP A1/ HaW 3.1 Prepare supplementary planning guidance to support the delivery of sustainable forms of development that meet the needs of all our communities, in line with relevant Local Plan policies										
OCOP A1.1/ HaW 3.1a	Adopt a new Planning Obligations Supplementary Planning Document [SPD] to ensure an appropriate amount and mix of affordable housing, specialised residential accommodation and self-build or custom-built homes	David Green	Jeremy Potter	Complete	✔	On Track	The Planning Obligations Supplementary Planning Document (SPD) was published for public consultation between 15 October and 12 November 2020. The consultation received 84 representations from 22 different individuals/organisations. Chelmsford Policy Board on 14 January 2021 approved a number of changes to the draft SPD in response to the consultation responses and recommended that the amended SPD be adopted by Cabinet on 26 January 2021. Specific requirements of developments are contained within the new Local Plan policies and detailed implementation guidance is contained in the SPD. The SPD states that all new housing development should seek to plant three trees per net new dwelling. The Planning Obligations SPD was adopted by Cabinet on 26 January 2021.	01/04/2018	26/01/2021	26/01/2021
OCOP A1.2	Update the 'Making Places' Supplementary Planning Document to provide further guidance re: on-site renewable energy measures and for all new dwellings to incorporate sustainable design features to reduce CO2/NO2 emissions and water/energy use	David Green	Jeremy Potter	Complete	✔	On Track	The Making Places Supplementary Planning Document (SPD) was published for public consultation between 15 October and 12 November 2020. The consultation received 63 representations from 26 different individuals/organisations. Chelmsford Policy Board on 14 January 2021 approved a number of changes to the draft SPD. The Making Places SPD was adopted by Cabinet on 26 January 2021.	01/04/2018	26/01/2021	26/01/2021
OCOP A2/ CaEE 2 Promote on-site renewable energy measures in new development and require sustainable design for all new dwellings, including a low carbon infrastructure in strategic growth areas										
OCOP A2.1/ CaEE 2a	Explore options to incentivise developers to achieve as close to zero-carbon homes as possible and / or to implement a carbon offset tariff for new developments	David Green	Jeremy Potter	Active	✔	On Track	Some initial high-level analysis has been carried out to consider whether a proportion of the Community Infrastructure Levy (CIL) neighbourhood allocation could be used towards zero carbon projects. Further work needs to be undertaken, but in principle it is considered that this could be achievable, provided the relevant project meets the legal tests as set out within the CIL Regulations. During 2021, a review of the allocation of the CIL neighbourhood portion will be undertaken through the Community Funding Panel and this principle will be further explored through this workstream. A review of the CIL Charging Schedule will also be undertaken alongside a review of the Chelmsford Local Plan 2013-2036. This review is programmed to commence in 2023. The Council is also working with Homes England and Countryside Properties to bring forward a zero-carbon demonstrator site as part of a future development zone at the Beaulieu development.	01/03/2020	01/01/2023	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
<b>OCOP A3 Within five years from its adoption, undertake a review of the Local Plan and periodically review and update as necessary the supporting Infrastructure Delivery Plan</b>									
OCOP A3.1	Ensure that the Local Plan is kept up to date and relevant and is reviewed within five years of its adoption	David Green	Jeremy Potter	Active	✔ On Track	The timetable for the Local Plan Review will be set out in the refreshed Local Development Scheme (LDS) scheduled for consideration at Cabinet in November 2021. The first public consultation on review of the Local Plan will take place in Spring/Summer 2022. Funding will be made available in future budgets to support the review of Local Plan and on-going monitoring requirements. The review may be influenced by the Planning White paper and Local Government Reorganisation so timing may need to be adjusted accordingly. However, as part of normal business activities, the Infrastructure Delivery Plan is to be kept up to date and an update of five-year housing land supply is undertaken and published annually with an April base date.	01/05/2021	27/05/2025	
<b>OCOP A4 Reuse derelict and brownfield sites in the Chelmer Waterside area to create a new urban neighbourhood of potentially 1,000 new homes, benefitting from its waterfront setting and sustainable connections to the City Centre</b>									
OCOP A4.1	Ensure grant monies from Housing Infrastructure Fund are released to pay for decontamination of land, relocation of high-pressure gas main and improved access, allowing housing provision on the gas-works site to be increased from 50 to 450 new homes	David Green	Stuart Graham	Active	✔ On Track	CCC is working in collaboration with Homes England to secure a number of infrastructure improvements. The immediate priorities are a new access road and bridge, together with relocation of the high pressure gas main. This was the subject of a report to Cabinet on 8 Sept 2020, which was referred to Council in December 2020. Homes England has increased their overall funding contribution to £13.7m. To date £4.3m has been drawn down by the Council. Planning permission for the new bridge was granted on 22 June 2021. The Council is in contract with Cadent to prepare the detailed design for the relocation of the Gas Pressure Reduction System and the planning application is due to be submitted late Summer / Autumn 2021. Homes England are funding Programme Management support for 2021/22.	01/04/2020	31/03/2023	
<b>OCOP A5 Promote development of a new Garden Community in North East Chelmsford over the next 5-25 years, to deliver new housing, employment opportunities, sustainable transport, high quality green space and easily accessible community and recreational facilities</b>									
OCOP A5.1	Secure seed funding from the Government's Garden Communities Programme to help initiate the North East Chelmsford development	David Green	Jeremy Potter	Active	✔ On Track	Garden Communities grant funding of £150,000 secured for 2019/20 and £250,000 for 2020/21. Discussions are underway with Homes England to change Chelmsford Garden Community to the Garden Town programme (rather than village) which potentially will allow access to increased external funding in the future.	01/04/2020	31/03/2022	
OCOP A5.2	Put in place a masterplan to guide the North East Chelmsford development, adopting Garden Community principles healthy placemaking, based on series of 'village centres' set within living landscapes	David Green	Jeremy Potter	Active	✔ On Track	Progress has been delayed due to the developer consortium rescheduling completion of their land agreement which in turn has affected the timeline for completion. A revised Planning Performance Agreement is being negotiated. Garden Community Delivery Board and Community Liaison Group formed and constituted. A series of stakeholder and community workshops commenced in May 2021. A Development Framework Document (masterplan) is currently being prepared by the consortium in partnership with CCC, which will be subject to stakeholder and public consultation during late 2021 / early 2022. The Development Framework Document is due to be considered for approval by CCC in Spring/Summer 2022.	01/04/2020	31/07/2022	
OCOP A5.3	Submit a bid to the Housing Infrastructure Fund for grant funding to enable the delivery of the North East By-Pass and new station at Beaulieu Park	David Green	Stuart Graham	Complete	✔ On Track	The bid was successful with £218m awarded from the Housing Infrastructure Fund in August 2019. Essex County Council reached final agreement with Homes England on terms and conditions in March 2021 and is now in contract for the funding. Action now completed.	01/04/2020	17/08/2019	17/08/2019

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
<b>OCOP A6 Promote an urban extension of South Woodham Ferrers, to deliver new housing and employment opportunities</b>									
OCOP A6.1	Put in place a masterplan to guide development at South Woodham Ferrers	David Green	Jeremy Potter	Complete	✔ On Track	Planning Performance Agreement in place. Masterplan approved by Cabinet on 2 March 2021.	01/04/2020	02/03/2021	02/03/2021
<b>OCOP A7 Promote development in East Chelmsford [Sandon] to provide 400 new homes, 5,000 sqm of employment space, a new river valley 'park' and improved access and infrastructure to Sandford Mill</b>									
OCOP A7.1	Put a masterplan in place to guide development in East Chelmsford [Sandon]	David Green	Jeremy Potter	Active	✔ On Track	Planning Performance Agreement in place. Masterplan for sites 3b, 3c and 3d agreed at Cabinet on 8 June 2021. Masterplan for site 3a published for consultation in July 2021 and will be considered by Chelmsford Policy Board and Cabinet in the Autumn of 2021.	01/04/2020	31/12/2021	
<b>OCOP A8 Promote development in West Chelmsford [Warren Farm] to deliver new housing, a new primary school and new community, leisure and recreation facilities</b>									
OCOP A8.1	Put a masterplan in place to guide development in West Chelmsford [Warren Farm]	David Green	Jeremy Potter	Complete	✔ On Track	Planning Performance Agreement signed. Masterplan approved by Cabinet in January 2021.	01/04/2020	26/01/2021	26/01/2021
<b>OCOP A9 Promote development at Broomfield to deliver new housing, a new primary school, healthcare services, neighbourhood centre, and community leisure and recreation facilities</b>									
OCOP A9.1	Put a masterplan in place to guide development at Broomfield	David Green	Jeremy Potter	Complete	✔ On Track	Planning Performance Agreement signed. Masterplan approved by Cabinet in September 2021.	01/04/2020	08/09/2021	08/09/2021
<b>OCOP A10 Promote development at Great Leighs to deliver new housing, including new specialist residential homes for older persons, a new primary school, neighbourhood centre, and community leisure and recreation facilities</b>									
OCOP A10.1	Put in place a masterplan to guide development at Great Leighs	David Green	Jeremy Potter	Active	✔ On Track	Planning Performance Agreement signed. Developer partners now finalising the land contract and work has recommenced on the masterplan to bring forward for consultation in Spring 2022.	01/04/2021	30/06/2022	
<b>OCOP A11 Use Chelmsford City Council land and property assets to drive and to assist the delivery of the Local Plan objectives and promote sustainable housing and economic growth</b>									
OCOP A11.1	Devise a new Land and Property Asset Strategy to maximise the use of City Council assets to help meet the ambitions of the Council, including bringing sites forward for development and the delivery of affordable homes.	Keith Nicholson	Joe Reidy	Active	✔ On Track	The Council's property investments are reviewed on a constant basis with bi annual reports being submitted to the Treasury Management and Investment Sub-Committee. A more detailed examination of some of the Council's assets with development potential is currently underway and will be reported in due course.	01/07/2021	01/12/2021	
OCOP A11.2	Identify further land acquisitions to support and raise finance to aid the delivery of priority schemes and initiatives	Keith Nicholson	Joe Reidy	Active	✔ On Track	The new planning legislation around First Homes has hampered this project as land owners are considering how the changes affect their holdings. However discussions with registered providers and land owners identified from the initial review of sites promoted for the Local Plan Strategic Housing and Economic Land Availability Assessment (SHELAA) continue, which should result in land being secured for this aim. Ongoing.	01/07/2021	31/03/2024	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
-------------	--------	----------------	----------------------	--------------------	-----------------	------------------	-------------------	--------------------	----------------

**OCOP B Develop and implement a new strategic approach to improve the supply and accessibility of affordable homes**

OCOP B1/ HaW 3.6 Prepare a comprehensive and inclusive housing strategy that will provide deliverable solutions to increase the supply and improve the mix of type and tenure of affordable housing										
OCOP B1.1/ HaW 3.6a	Develop a new housing strategy to provide a clearer understanding of local housing needs and priorities and ensure resources available to housing delivery partners are better coordinated and effectively targeted to meet those needs	David Green	Paul Gayler	Active	✔	On Track	The Housing Working Group agreed the project plan and timeline for the Housing Strategy on 19 August 2020, comprising of a two-step process to allow urgent work to progress in the short term but full consultation only taking place when there was more certainty on proposed reform of Planning system. Early engagement with Registered Providers and other partners has taken place, with an initial draft presented to the Housing Working Group in March 2021. Consultation on the key issues took place during July to September 2021 with approval of the final strategy expected by end of 2021.	01/08/2020	31/12/2021	
OCOP B1.2/ HaW 3.6b	Explore opportunities to deliver additional housing, particularly with affordable rents, through joint ventures and partnerships	David Green	Paul Gayler	Active	!	Needs Attention	Opportunities are being explored as part of the Housing Strategy, encouraging partners to consider development options outside of s106 delivery. External guidance will be required for creating joint venture/partnership models.	01/08/2020	31/03/2022	
OCOP B2/ HaW 3.7 Put in place a refreshed strategy and action plan to tackle homelessness and to try to eliminate rough sleeping in the area										
OCOP B2.1/ HaW 3.7a	Develop a new homelessness strategy and action plan which sets out a proactive approach to preventing homelessness and review it annually	David Green	Paul Gayler	Active	✔	On Track	The strategy was approved in early 2020, the majority of actions have been completed, particularly addressing the needs of rough sleepers with additional funding from MHCLG, a Government priority in the context of the Covid-19 pandemic. The action plan for 2021 was presented to the Housing Working Group in March 2021 with a greater focus on the prevention of rough sleeping and other forms of homelessness in Chelmsford. With rough sleepers off the streets the challenge now is to maintain them in housing longer term. The MHCLG [now MLUHC] funding supports this work and has tight deadlines for expenditure, largely needing to be spent within 12 months. The Council also needs to maintain momentum on this to support recovery of High Streets.	01/04/2020	31/03/2021	31/03/2021

**OCOP C Work with the highway authority and other transport providers to improve movement around the city and promote more sustainable travel options**

OCOP C1 Work with Essex County Council, National Rail and other key stakeholders to deliver Beaulieu Station and the Chelmsford North-East Bypass										
OCOP C1.1	Work in partnership to deliver the new station at Beaulieu and the Chelmsford North-East bypass	David Green	Stuart Graham	Active	✔	On Track	External funding secured through the Housing Infrastructure Fund (HIF) for the Station is now in place and Homes England and Essex County Council are in contract to use the funding for this purpose, supported by the additional funding from (£12m) secured from the South East Local Enterprise Partnership (SELEP) and the Beaulieu S106 agreement (£22m). The Station's development is now at Network Rail's GRIP (Governance for Railway Investment Projects) Stage 4, the costs of which are covered using the HIF funding. The current programme is showing the Station's delivery by the end of December 2025.	01/04/2020	31/12/2025	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
<b>OCOP C2 Work with Essex County Council and Highways England to deliver improvements to the Army and Navy junction in order to help alleviate congestion in the City</b>									
OCOP C2.1	Contribute to the development of a plan and detailed highway engineering solution for Army and Navy junction and the accompanying funding bid to be submitted to Government	David Green	Stuart Graham	Active	✔ On Track	This project is being progressed through the Army & Navy Taskforce, which is managed by Essex County Council, but where Chelmsford City Council has representation. The junction improvements are being considered as part of a wider Sustainable Transport Package, and in terms of the junction, 2 options are still under consideration (hamburger roundabout and separate T-junctions). These options and the wider package went out to public consultation in mid August 2021. Once a preferred option is selected, further detailed design work will be undertaken, and a funding bid will be made to the Department for Transport, which is likely to require some local funding support.	01/04/2020	01/04/2026	
<b>OCOP C3/ CaEE 3 Work with Essex County Council to improve movement around the City, including improvements to the cycling and walking infrastructure, to reduce traffic congestion and journey times and encourage more sustainable travel choices</b>									
OCOP C3.1/ CaEE 3a	Support Essex County Council in delivering improvements to the cycling and walking infrastructure as part of the Chelmsford City Growth Package	David Green	Jeremy Potter	Active	⚠ Needs Attention	Programme substantially complete. Market Road cycle route removed from the works due to the temporary Covid-19 safe travel measures installed in the City Centre, but now included in the Active Travel Programme instead. Links to key recovery aims for Government of supporting sustainable travel. Delivery of Pegasus Crossing on Essex Regiment Way brought forward and was operational in July 2021. Only one of the 11 schemes has not completed as planned - Great Waltham to City Centre Cycle Route as an objection was received to the Compulsory Purchase Order which has triggered a Public Inquiry. This process will add approximately one year to the project, but is the responsibility of Essex County Council.	01/11/2017	31/07/2022	
OCOP C3.2/ CaEE 3b	Develop a cohesive car park strategy that matches provision to future demand and includes measures that will encourage people to use more sustainable transport options	David Green	Jeremy Potter	Active	✔ On Track	The Improving Movement Around the City Working Group (iMAC Working Group) was established by the Chelmsford Policy Board in January 2020 to examine proposals that will improve movement around the City and have the potential to reduce congestion and journey times, encourage more sustainable travel choices and help improve air quality. The iMAC Working Group commenced work in June 2020 on a Chelmsford Sustainable Transport and Parking Strategy including evidence gathering. This work is being undertaken in collaboration with Essex County Council. The Strategy is expected to be considered by the Chelmsford Policy Board in November 2021.	01/06/2020	31/03/2022	
OCOP C3.3/ CaEE 3c	Work with Essex County Council to develop a business case to justify a further Park and Ride site as part of an integrated approach to public transport planning and parking provision	David Green	Jeremy Potter	Active	⚠ Needs Attention	This action links in with Chelmsford Sustainable Transport and Parking Strategy. The business case for a further park and ride will be influenced by assumptions about post-Covid travel patterns and parking requirements. It is not considered appropriate devote resources to this without having a clearer idea of future needs. The Council will focus on immediate needs in the first instance – cycle and footways (and possibly scooter parking) etc rather than long stay parking provision. Essex County Council have shortlisted two sites and more site feasibility work is being undertaken as part of the Army and Navy Sustainable Transport Package.	01/07/2020	31/12/2024	
OCOP C3.4/ CaEE 3d	Ensure a comprehensive network of readily accessible rapid electric charging points is in place, in location of high demand and in close proximity to the strategic road network	David Green	Michael Adewole	Active	✔ On Track	City Council Parking Services have installed electric vehicle charging points in Moulsham Street, Meadows Surface, Baddow Road and Fairfield Road car parks, with more sites being explored. Should be complemented by Essex County Council's programme, as highway authority, for increasing the number of on-street charging points. Ongoing.	01/02/2020	31/03/2024	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
-------------	--------	----------------	----------------------	--------------------	-----------------	------------------	-------------------	--------------------	----------------

## A greener and safer place

OCOP D Develop a new environment plan, promoting a sustainable approach to growth, development and everyday living and a low carbon future										
OCOP D1 Develop a new environment action plan to address the 'climate and ecological emergency' declared by the Council and help promote the 'green and sustainable' agenda in Chelmsford										
OCOP D1.1	Develop an action plan which is designed to achieve the target for the Council to be net-zero carbon by 2030	Keith Nicholson	Keith Nicholson	Complete	✔	On Track	An initial action plan to support the delivery of some of the ambitions highlighted in the Climate and Ecological emergency declaration was agreed at Cabinet on 28 January 2020. This included establishing a carbon baseline assessment for the Council's activities. Progress on the delivery of this plan was last reported to the Overview and Scrutiny Committee on 1 February 2021.	16/06/2019	28/01/2021	28/01/2021
OCOP D2/ CaEE 11 Establish a 'green investment fund' to support the Council's environment plan										
OCOP D2.1/ CAEE 11a	Create a new 'zero carbon communities' grant scheme where local communities can bid for funding for initiatives that will help them lower carbon emissions in their area	Louise Goodwin	Alison Chessell	Complete	✔	On Track	Proposals for establishing a Carbon Zero fund was approved in June by Cabinet in June 2021. The 'Greener Chelmsford Grants' scheme was launched in August 2021.	01/11/2020	08/06/2021	08/06/2021
OCOP D3/ CaEE 14 Create opportunities for people, organisations and businesses to get involved, to influence and inspire innovation and cooperation in response to the key challenges identified in the Local Climate and Ecological Emergency										
OCOP D3.1/ CaEE 14a	Create a 'Chelmsford Climate Change Partnership' or similar affiliation of interests to engage with partners, other agencies and the wider community to agree an approach and develop plans to meet the target for Chelmsford to be net zero-carbon by 2030	Keith Nicholson	Tim Eaton Fearn	Active	✔	On Track	A climate change summit planned for 2020 was postponed due to Covid restrictions, but a 'month of ideas on growing a sustainable Chelmsford' took place virtually during October 2020 as part of the Future City programme. These activities included the launch of 'Manifesto for Essex', under the auspices of the Essex Book Festival - a creative platform for young people living in Essex to express and share their thoughts and ideas about tackling climate change. A follow up Youth Climate Summit took place in September 2021 in collaboration with external partners including Anglia Ruskin University. Data analysis from an Economic Development Team survey will help the Council to understand the position of businesses and how they want to be involved and contribute to tackling the climate change agenda. Leading local businesses (such as Global Marine and Wilmot Dixon) are being encouraged to take part in green career interviews on an ongoing basis. These are published on the Love Your Chelmsford digital platform.	01/01/2021	01/07/2022	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP D3.2/ CaEE 14b	Adapt the 'Love Your Chelmsford' programme as the primary vehicle for engaging and fostering community activity aligned to the Climate and Ecological Emergency Declaration	Keith Nicholson	Tim Eaton Fearn	Active	On Track	A refreshed 'Love Your Chelmsford' (LYC) programme, designed to encourage and facilitate community and business engagement in 'green living', was put in place focusing on seven key themes reusing and renewing - reducing and recycling waste - green cleaning - eating green - greener energy - greener travel - sustainable fashion and clothing. 'Physical' engagement in the programme, for example volunteering activities, was severely limited in 2020 and the first part of 2021 by Covid-19 restrictions. The programme continues to be reviewed and re-prioritised in line with changing circumstances. The volunteer and community litter picking loan scheme has been relaunched very successfully. Social media and LYC website stats continue to grow. The LYC website has undergone a further review following feedback from users. The Council is also facilitating Chelmsford's 'Big Clean Up' to tie in with the national 'Big Tidy Up' week in September, with an aim to get participation from every parish within the City Council area.	01/06/2020	31/03/2022	
OCOP D3.3/ CaEE 14c	Develop a website and social media presence for people and organisations wishing to 'connect' with the Climate and Ecological Emergency, the wider 'green agenda' and as a means to promote participation in the 'Love Your Chelmsford' programme	Keith Nicholson	Tim Eaton Fearn	Complete	On Track	The new, dedicated 'Love Your Chelmsford' (LYC) website launched in September 2020 providing a point of reference for 'all things green' in Chelmsford focusing on the Council's priority to create a safer and greener place, protecting and enhancing wildlife, habitats and landscapes, providing attractive, high quality, accessible green spaces and lowering energy consumption, reducing waste and preserving natural resources. The website was widely promoted via social media and other communication channels and began to build a strong user base. In August 2021 a further review and update of the LYC website was completed in response to feedback from users. Content remains topical and current. Social media sites are very popular and levels of interest and use continue to rise.	01/01/2020	04/09/2020	14/09/2020

### OCOP E Implement measures to improve the green infrastructure of Chelmsford and increase biodiversity

OCOP E1/ CaEE 6 Undertake a greening programme to significantly increase the amount of woodland and the proportion of tree cover in Chelmsford									
OCOP E1.1/ CaEE 6a	Put in place a sustained medium-term mass tree planting and woodland creation programme resulting in the planting of at least 148,000 additional trees / create 71 hectares of woodland to achieve tree cover of at least 20% in the Chelmsford area by 2030	Keith Nicholson	Paul Van Damme	Active	On Track	Programme ongoing. Some of the community involvement in the tree planting has had to be curtailed due to Covid-19 restrictions. By end of February 2021 [end of the most recent planting season] 30,122 new trees had been planted.	01/11/2019	31/03/2030	
OCOP E1.2/ CaEE 6b	Encourage local people and communities to take greater responsibility for greening their area / environment, including planting trees in their gardens	Keith Nicholson	Paul Van Damme	Active	Not Due to Start	As part of the 10 year mass woodland and tree planting strategy, from 2023 onwards, initiatives will focus on providing tree stock to residents suitable for planting in gardens of different sizes.	01/11/2023	31/03/2030	
OCOP E1.3/ CaEE 6c	Adopt the 'Woodland Carbon Code' to validate the carbon sequestration value for mass tree planting and woodland creation projects	Keith Nicholson	Paul Van Damme	Active	On Hold	The development of the Woodland Carbon Code and the potential to use it for validating carbon offsetting is at an early stage - more work needs to be done nationally before considering whether it is worth adopting in Chelmsford.	01/04/2020	31/03/2022	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP E1.4/ CaEE 6d	Explore opportunities to participate in the Eastern Claylands project promoted by the Woodland Trust designed to help create a more resilient landscape that can absorb and recover from natural and human pressures and adapt to future change	Keith Nicholson	Paul Van Damme	Active	✔ On Track	Following further investigation, the Eastern Claylands initiative appears to be better suited to farmers and private landowners and is generally focused on Suffolk and northern parts of Essex, rather than mid Essex, so other woodland creation schemes will be explored such as the 'Essex Forest Partnership', which involves the City Council together with other Essex districts, Essex County Council and the Woodland Trust.	01/01/2020	31/03/2030	
OCOP E2/ CaEE 7 Implement further measures to improve the 'green infrastructure' of Chelmsford, protecting and expanding natural habitats and increasing bio-diversity									
OCOP E2.1/ CaEE 7a	Establish a continuous, fully connected green wedge through the Chelmer River Valley [north]	David Green	Jeremy Potter	Active	✔ On Track	Policy framework is within the adopted Chelmsford Local Plan 2012-2036. Specific enhancements will be identified in the emerging North East Chelmsford Garden Community site masterplan and planning applications. Improving connectivity within and through the green wedge will be undertaken alongside work on the North East Chelmsford Garden Community project which is expected to commence in 2022/23, as well as through the emerging Broomfield Neighbourhood Plan. A localised action plan is being prepared, co-ordinated by the Waterways Working Group to facilitate improvements to the southern sections of this green wedge.	01/05/2020	31/12/2036	
OCOP E2.2/ CaEE 7b	Establish a new Chelmer River Valley green wedge to the east of the city centre	Keith Nicholson	Paul Van Damme	Active	✔ On Track	Establishing the 'country park' is associated with the East Chelmsford growth area (Manor Farm, Sandon) is fundamental to realising a fully connected green wedge to the east of the City Centre. Requirements are being incorporated into the master planning for the growth site, which is due to be considered by the Council in October / November 2021. This will deliver the necessary infrastructure and make the land available to be adopted as green space. A number of other initiatives that will complement the 'country park', when established, is currently being prepared and co-ordinated by the Waterways Working Group. This will ensure a comprehensive and joined-up plan is in place that will be realised over the next 8-10 years.	01/07/2020	30/03/2026	
OCOP E2.3/ CaEE 7c	Create a new natural open space and country park as part of the North East Chelmsford growth area	David Green	Jeremy Potter	Active	✔ On Track	Policy framework is within the adopted Chelmsford Local Plan 2012-2036. A specific requirement will be identified in emerging site masterplan and planning applications for the development. The new Country Park is expected to be started towards the latter stages of the development.	01/05/2020	31/12/2036	
OCOP E2.4/ CaEE 7d	Refresh the Bio-Diversity Action Plan for Chelmsford to improve the habitat value of green spaces and promote greater bio-diversity across the area, adopting 'Making Space for Nature' principles [DEFRA 2010]	Keith Nicholson	Paul Van Damme	Active	✔ On Track	It is proposed to develop a Chelmsford Nature Recovery Strategy (NRS) rather than refresh the biodiversity action plan. A NRS is intended to help enhance sites designated for nature conservation and other wildlife-rich places, including newly created and restored wildlife-rich habitats, corridors and steppingstones to help wildlife populations to grow and move. The use of Local Nature Recovery Strategies and the creation of effective delivery partnerships are proposed in the Government's Environment Bill but there have been delays enacting this. It is anticipated that there might be some funding available for delivery. A separate initiative to put in place a new policy for 'creating and managing species-rich grassland' is underway. This will affect maintenance regimes across the whole of the City Council area, placing much greater emphasis on increasing the biodiversity of grassland areas rather than being more frequently close mown. It is anticipated that this policy will be implemented from April 2022 onwards.	01/05/2021	31/03/2023	



Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP E2.5/ CaEE 7e	Work with Essex Wildlife Trust, statutory bodies, landowners and community organisations to formulate and implement 'Living Landscape' plans across the Chelmsford area to create bigger, better connected and sensitively managed habitats and natural spaces	Keith Nicholson	Paul Van Damme	Active	● On Hold	This action also will be assimilated into the proposed Chelmsford Nature Recovery Strategy, the focus being to improve the landscape's resilience to climate change, providing natural solutions to reduce carbon and manage flood risk, as well as sustaining vital ecosystems such as improved soil, clean water and clean air. Focus will also be given to reinforcing the natural and cultural diversity of our landscapes and protecting our historic natural environment enabling people to enjoy and connect with nature where they live, work and play and benefiting health and wellbeing. On hold pending the introduction of legislation by Government expected in 2022 [included in the Environment Bill] that will set out the system and framework for developing Local Nature Recovery Strategies.	01/05/2022	31/03/2032	

### OCOP F Improve the environmental quality, attractiveness and recreational potential of public spaces, rivers and waterways

OCOP F1 Complete the City Centre public realm enhancement programme to further improve the quality of the environment and encourage external investment so that the City fulfils its economic potential as a leading commercial, retail, leisure destination									
OCOP F1.1	Implement the enhancement scheme in Tindall Square and the northern section of High Street, pedestrianising the Square, creating a safe cycleway link and improving the setting and accessibility of Shire Hall	David Green	Stuart Graham	Active	✔ On Track	The detailed design for the enhancement scheme was completed in Summer 2021 and subject to tender thereafter. A decision to proceed with the scheme was taken by Cabinet on 12 October 2021. The current programme is for construction works commence January 2022. Funding for the scheme is available from the following sources: Community Infrastructure Levy (£1.6m), Section 106 contributions (£0.685m), South East Local Enterprise Partnership (SELEP) Getting Building Fund (£0.750m) and the CCC Capital Programme (£0.16m).	01/04/2020	01/11/2022	
OCOP F1.2	Implement the Market Square refurbishment scheme to make the area more attractive, with better seating and to accommodate additional street trading activities	David Green	Stuart Graham	Active	● Not Due to Start	Medium-term project. Funding not yet identified. Will be considered as part of a refreshed Public Realm Strategy.		31/12/2024	
OCOP F1.3	Implement the public realm enhancement scheme from Half Moon Square to Stone Bridge	David Green	Stuart Graham	Active	● Not Due to Start	Medium-term project. Funding not yet identified. Will be considered as part of a refreshed Public Realm Strategy.		31/10/2026	
OCOP F1.4	Implement the public realm enhancement scheme from Stone Bridge to Baddow Road	David Green	Stuart Graham	Active	● Not Due to Start	Medium-term project. Funding not yet identified. Will be considered as part of a refreshed Public Realm Strategy.		31/10/2028	
OCOP F1.5	Implement the public realm enhancement scheme in Springfield Road	David Green	Stuart Graham	Active	● Not Due to Start	Medium-term project. Funding not yet identified. Will be considered as part of a refreshed Public Realm Strategy.		31/10/2030	
OCOP F2 Complete the signage and way-finding scheme to help visitors locate their destinations and generally improve the visitor experience									
OCOP F2.1	Ensure the final phase of the way-finding programme is installed	David Green	Stuart Graham	Active	✔ On Track	Phase 2 is now completed. Funding for Phase 3 now agreed by Local Highways Panel (£50,000 per year over 3 years). Design has commenced and installation works will be programmed to match the budget available.	01/04/2020	01/04/2023	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP F3/ CaEE 8 Improve the environmental quality, attractiveness and recreational potential of rivers and waterways and associated green corridors in the City Centre and surrounding areas									
OCOP F3.1/ CaEE 8a	Establish a Chelmsford Policy Board Working Group to develop policies and plans to improve the environmental quality, attractiveness and recreational use of the rivers and waterways	Keith Nicholson	Paul Van Damme	Active	✔ On Track	A Chelmsford Waterways Working Group was established by the Policy Board on 6 June 2019 with a brief to develop policies and plans to improve use, access to, and enhance the environment and ecological value of, the rivers and waterways in and around Chelmsford. A workshop was held on 14 February 2020 so that those with a specialist or community interest in the rivers and waterways in Chelmsford could influence the priorities and future work programming of the Waterways Working Group. A three-year programme of work was anticipated and a provision of £600,000 over 3 years included in the capital programme agreed at Council on 26 February 2020. However, follow-up activities have been limited due to the restrictions imposed by the Covid 19 outbreak.	06/06/2019	31/03/2023	
OCOP F3.2/ CaEE 8b	Examine options to improve navigation on the rivers and waterways and review current and future flood prevention measures [including devices to retain water in the City Centre all year round]	Keith Nicholson	Paul Van Damme	Active	✔ On Track	The initial focus of the Chelmsford Waterways Working Group during 2020 has been to develop plans and test the feasibility of the construction of a replacement structure for the so-called automatic flood gates, to retain water in the City Centre rivers and improve navigation on the River Chelmer. An options appraisal was considered by the Working Group on 22 January 2020 and the recommendations endorsed by the Policy Board on 5 March 2020. Following approval at Cabinet on 8 September 2020, further detailed survey work and a second stage feasibility study was commissioned in December 2020. This work is currently underway which will provide more detailed scheme proposals sufficient for consideration to be given to including the scheme in the Council's capital programme.	01/10/2019	31/03/2024	
OCOP F3.3/ CaEE 8c	Consider opportunities to extend and improve green spaces adjoining the rivers and waterways, including options for greening of the canalised sections of the river to improve its appearance and attractiveness	Keith Nicholson	Paul Van Damme	Active	✔ On Track	Following a delay due to Covid-19 restrictions, a 'creative workshop' took place on 27 July 2021 to generate ideas and identify potential opportunities for improving the appearance, attractiveness, and accessibility of selected sections of the rivers in the City Centre. The themes emerging included: (1) Using projections and reflections of light or visual images, possibly incorporating / animated by sounds, (2) Removing physical and visual barriers to access and possibly introducing floating platforms, (3) River 'wall' dressing in different media, possibly using visual art or 'green walls', (4) Introducing 2D and 3D interactive sculptures / artworks, (5) Improving information - interpreting and telling stories about the functionality / environment of the waterways. These workshop ideas will be considered by the Waterways Working Group with a view towards translating them into a prioritised action plan.	06/06/2019	31/03/2023	
OCOP F3.4/ CaEE 8d	Promote projects and activities that enhance the habitat, ecological and biodiversity value of the river corridors	Keith Nicholson	Paul Van Damme	Active	✔ On Track	Application to declare Local Nature Reserve status for Admirals Park submitted December 2020. Natural England approved the application and draft management plan which was then subject to public consultation in early 2021. The declaration of Admirals Park as a Local Nature Reserve was confirmed by Cabinet on 13 July 2021. A programme of other initiatives is currently being prepared.	06/12/2020	30/06/2021	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP F3.5/ CaEE 8e	Consider opportunities that could be taken to extend and improve the network of riverside footpaths and cycleways	David Green	Jeremy Potter	Active	On Track	The Improving Movement Around the City Working Group (IMAC Working Group) was established by the Chelmsford Policy Board in January 2020 to examine proposals that will improve movement around the City and have the potential to reduce congestion and journey times, encourage more sustainable travel choices and help improve air quality. The emerging Sustainable Transport and Parking Strategy will make proposals to improve the provision for safe cycling and walking in and around the City in line with the Local Plan. Engagement with the Waterways Working Group, to maximise the recreational and travel potential of the river corridors, will take place during the development of the Strategy.	01/05/2020	01/01/2022	

### OCOP G Implement measures to reduce waste, lower energy consumption and improve air quality

OCOP G1/ CaEE 4 Implement further measures to reduce the amount of waste generated and ensure that as much as possible of any waste that is generated is reused, recycled or composted									
OCOP G1.1/ CaEE 4a	Put in place a policy to eliminate, as far as possible, single-use plastics in Council premises and encourage others and the wider community to do the same	Keith Nicholson	Tim Eaton Fearn	Complete	On Track	A Council policy on single use plastics was adopted in 2019. Where single use plastics were found to be in use in Council premises alternatives have been put in place wherever possible. The Council has continued to promote the reduction of single-use plastic through initiatives such as the 'Plastic Pledge' in partnership and collaboration with all other Essex local authorities including Essex County Council and trade bodies. Promotional activities are ongoing.	01/04/2020	01/11/2020	01/11/2020
OCOP G1.2/ CaEE 4b	Ensure that a full range of waste mitigation and recycling facilities is available at all City Council buildings to minimise the amount of non-recyclable waste generated and maximise the capture rate of materials that can be recycled	Keith Nicholson	Tim Eaton Fearn	Active	On Track	A full range of facilities (including battery recycling) is installed at the majority of CCC sites and sports centres, where appropriate. This also includes Park & Ride sites. Some further work at the museums and theatres is outstanding, which will be completed when these venues are fully operational following Covid-19 related closures during 2020 and 2021.	01/03/2020	30/09/2021	
OCOP G1.3/ CaEE 4c	Ensure comprehensive waste minimisation and recycling provision at all events taking place on City Council land and premises	Keith Nicholson	Peter Masson	Complete	On Track	Comprehensive provision for recycling collections at events is available to all promoters / organisers of outdoor events taking place on City Council land and premises. It is the event organiser's responsibility to manage recycling activities on site during the event.	01/03/2020	01/05/2021	21/07/2021
OCOP G1.4/ CaEE 4d	Increase provision for 'recycling on the go'	Keith Nicholson	Tim Eaton Fearn	Active	On Track	Existing policy updated, sites for additional provision agreed. After an initial delay until Covid restrictions were lifted and footfall recovered, a campaign to increase use of 'recycling on the go' facilities is now in progress and will be ongoing. Further sites for installation of additional recycling units will be assessed for suitability as and when identified.	19/07/2019	31/03/2024	
OCOP G1.5/ CaEE 4e	Provide support and assistance to small businesses and enterprises to adopt their own local waste minimisation plans	Keith Nicholson	Tim Eaton Fearn	Active	On Hold	Prior to the Covid-19 outbreak, small coffee shops and 'food on the go' shops were visited and encouraged to participate in a discount scheme for own cup use. This work was then put on hold due to Covid-19 restrictions, although every trade customer was contacted and given our 'Business Recycling Easy Guide'. Small businesses have since been encouraged to engage with the 'Love Your Chelmsford' community litter programme and Cleaner Essex Group activities during lockdown periods. The Economic Development Team plans to conduct a survey to all businesses with an environmental related theme, when businesses have recovered sufficiently to refocus on this as a priority.	01/07/2019		

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP G1.6/ CaEE 4f	Review the 'green credentials' of the Indoor Retail and High Street Markets	Keith Nicholson	Tim Eaton Fearn	Complete	✔ On Track	A review was undertaken in 2019, and processes were changed to recover more recyclates both in quantity and type and to encourage traders to consider the most sustainable options for products and packaging. In 2021, policies and procedures were updated to include beverage cups, food containers and cardboard. Guidance was also given to food traders on recycling cooking oils.	21/10/2019	19/12/2019	19/12/2019
OCOP G2/ CaEE 5	Implement measures to lower energy consumption, ensure the most efficient use of water resources, reduce pollution and improve air quality								
OCOP G2.1/ CaEE 5a	Ensure 100% of electricity used by the City Council is from renewable sources	Keith Nicholson	Richard Bishop	Complete	✔ On Track	All half-hourly and non half-hourly electricity contracts are 100% renewable energy sourced with REGO (Renewable Energy Guarantees of Origin) backed electricity. This position will be sustained with future supply contracts.	14/06/2019	16/07/2019	16/07/2019
OCOP G2.2/ CaEE 5b	Improve home energy efficiency, affordability and encourage the use of renewable energy sources for home energy switches	Keith Nicholson	Paul Brookes	Active	✔ On Track	Essex Energy Switch promoted with suppliers of renewable electricity, Warm Homes Fund installations completed, multiple Local Authority declarations made to facilitate ECO (Energy Companies Obligation) Flex assistance to households in fuel poverty. Ongoing.	01/04/2020	31/03/2024	
OCOP G2.3/ CaEE 5c	Examine the business and environmental case for potential future investment opportunities in green technology and renewable energy initiatives, including solar farms	Keith Nicholson	Richard Bishop	Active	✔ On Track	Successful bid made to BEIS Regional hub to enable access to OnGen software to assess the suitability of renewable technologies in the Council's estate. This software involves the use of the Council's energy management data and key building characteristics to suggest which technologies are suited to each property owned by Chelmsford City Council - evaluation continuing.	01/11/2020	31/03/2023	
OCOP G2.4/ CaEE 5d	Refresh the air quality strategy and action plan for Chelmsford to further reduce damaging vehicle and CO2 emissions and reduce air pollution generally	Keith Nicholson	Paul Brookes	Active	● Not Due to Start	Air Quality Strategy refreshed March 2019 and December 2019 with presentation to all Councillors taking place on 30 September 2020. A further refresh of the air quality strategy is due in December 2021 which should include the ability to incorporate real-time air quality reporting. Air quality issues are also being incorporated into master planning for housing growth sites.		31/01/2022	
OCOP G2.5/ CaEE 5e	Update and refresh the City Council's Travel Plan setting out the actions and initiatives to encourage employees to use sustainable transport options to get to, from and between workplaces	Keith Nicholson	Paul Brookes	Active	● On Hold	An updated travel plan for the City Council was agreed in October 2019, but Covid-19 restrictions and increased focus on working from home have prevented full implementation. Until there is some clarity on how working patterns have changed and, in particular, the frequency of attendance at the Civic Centre offices, this action will remain on hold.	07/10/2019		
OCOP G2.6/ CaEE 5f	Work with public service transport providers and regulated transport providers [such as taxis] to ensure that wherever possible vehicles used in Chelmsford are low emission and / or compliant with at least Euro 6 emission standards	Keith Nicholson	Paul Brookes	Active	● On Hold	Policy approved at Licensing Committee on 13 February requiring taxis to be Euro 6 compliant by 1st April 2024. Work ongoing with other public transport providers. Target for buses to be zero emission is now set out in the UK Climate Change Committee Sixth Carbon Budget published in December 2020.	13/02/2020	01/04/2024	
OCOP G3/ CaEE 9	Upgrade the Council's vehicle fleet to embrace the latest low emission technology, including ultra-low emission electric powered vehicles, as they become operationally and commercially viable								
OCOP G3.1/ CaEE 9a	Replace all Council fleet vehicles that do not currently meet the Euro 6 standard	Keith Nicholson	Peter Masson	Active	✔ On Track	Fleet replacement programme underway, although the timing of some vehicle replacements has been deferred to assist with managing the financial constraints caused by Covid 19. Target completion date for all operational fleet vehicles to meet at least Euro 6 standard is 2024. This remains achievable.	01/11/2020	30/03/2024	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP G3.2/ CaEE 9b	Evaluate ultra-low emission alternatives [electric or hydrogen powered] for selected vehicles where operationally and commercially viable	Keith Nicholson	Peter Masson	Active	✔ On Track	For larger fleet vehicles evaluation suggests that pure electric or hydrogen fuelled vehicles are not currently operationally or commercially viable. More operational information/data required on national trials before any commitment by the Council - the Sixth Carbon Budget report sets out pathways and realistic timescales for the decarbonising of transport and vehicles [one third of the HGV fleet low carbon in 2035]. Commitment to fit electric bin lifts to all collection vehicles with rear bin lifts remains. Some ultra low emission alternatives gradually being introduced to the small vehicle fleet [vans] where suitable to do so.	28/01/2020	30/03/2035	
OCOP G3.3/ CaEE 9c	Acquire a selection of low emission or ultra-low emission 'pool' vehicles to provide more sustainable options for business travel	Keith Nicholson	Paul Brookes	Active	✔ On Track	Procurement process is under way for electric pool cars and associated charging infrastructure. Currently extended lead-in times for manufacture and supply but vehicles should be available by end March 2022.	28/01/2020	30/03/2022	
OCOP G3.4/ CaEE 9d	Consider adapting the current lease car scheme so that it offers preferential terms and incentives for those employees who choose an ultra-low emission vehicle	Nick Eveleigh	Phil Reeves	Complete	✔ On Track	Proposals for refining scheme agreed at Management Team in January 2021 and then subject to staff consultation undertaken during first quarter of 2021. The changes were made to the scheme on 1st June. The scheme will be reviewed again in 2023.	01/11/2020	31/03/2021	01/06/2021
OCOP G3.5/ CaEE 9e	Provide additional bicycles [including power assisted] for travelling to meetings and site visits, improve cycle storage and welfare facilities to facilitate the use of cycling as a more sustainable travel option	Keith Nicholson	Paul Brookes	Active	✔ On Track	Two bicycles have been provided but Covid restrictions and focus on working from home has limited use during the last 18 months. The change in working patterns, some of which are likely to be permanent, may require the Council to re-think its current Travel Plan priorities in future though.	01/03/2020	30/03/2022	

**OCOP H Ensure that residents of, visitors to and businesses operating in Chelmsford and surrounding areas feel safe and adequately protected**

OCOP H1/ HaW 5.1 Work in partnership to deliver the Community Safety Action Plan, sharing resources and co-ordinating initiatives to more effectively tackle crime, disorder and anti-social behaviour and ensure the community policing presence is effective									
OCOP H1.1/ HaW 5.1a	Establish physical shared space so that Chelmsford and Maldon Community Policing Team, other agencies and the City Council's Public Health and Protection Services can be co-located	Keith Nicholson	Paul Brookes	Complete	✔ On Track	The Community Safety Partnership hub has operated successfully for just over 30 months and now accommodates other agencies / support for specific initiatives and projects as and when the need arises. The Hub is considered to be an exemplar for community safety partnership working.	01/01/2019	28/02/2019	28/02/2019
OCOP H1.2/ HaW 5.1b	Work to ensure that the response to crime and anti-social behaviour initiatives are better co-ordinated and more effective	Keith Nicholson	Paul Brookes	Complete	✔ On Track	A Task and Finish Group appointed by the Overview & Scrutiny Committee has proposed measures to improve community safety communications, most of which have now been implemented. This includes a SharePoint site that give members immediate access to the latest community safety information. Neighbourhood Watch initiatives are being refreshed across the City area and additional resources have been transferred to the Community Protection Team to tackle anti-social behaviour and 'environmental crimes'.	01/04/2020	28/02/2021	28/02/2021
OCOP H1.3/ HaW 5.1c	Work in partnership to deliver services that support and prevent young people from getting involved in crime through the Early Intervention Youth Fund	Keith Nicholson	Paul Brookes	Active	✔ On Track	The Essex Violence & Vulnerability Unit (VVU) commissions work across the County. Home Office funding has been agreed for 2021/22 (£1.16 million). Locally, the VVU has provided funded to Mid MACE (Missing and Child Exploitation) and Chelmsford BAP (Behaviour and Attendance Partnership) for activity. Ongoing action.	01/07/2019	31/03/2024	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP H1.4/ HaW 5.1d	Work effectively with Essex Violence and Vulnerability Team based in the Community Safety Partnership Hub	Keith Nicholson	Paul Brookes	Active	✔ On Track	The Essex Violence and Vulnerability Unit (VVU) is now embedded in the Community Safety Partnership (CSP). The Public Protection Manager attends the VVU Operations Board on behalf of Essex CSPs. Various workstreams are ongoing on a local and County level.	01/07/2019	31/03/2024	
OCOP H1.5/ HaW 5.1e	Work in partnership with Essex Police on tackling drug trafficking through Operation Overwatch and Op Aegis	Keith Nicholson	Paul Brookes	Active	✔ On Track	Work is ongoing to combat drug trafficking throughout the district and is addressed through the monthly 'tasking' process and other relevant meetings with partner agencies.	01/07/2019	31/03/2024	
OCOP H1.6/ HaW 5.1f	Work in partnership with charities such as Gangsline, St Giles Trust and Reach Every Generation to deliver awareness training to young people, parents, and professionals on drug trafficking	Keith Nicholson	Paul Brookes	Active	✔ On Track	Entrenched young people being exploited are referred to Reach Every Generation through the MACE process (VVU funded). Young people on the cusp of offending are referred to the Building Lives Project (Lottery funded) via the community safety team, police or other partners. Parents awareness sessions have been delivered in 2020 and 2021. Officers are working with Keep It 100 (Youth CIC) on a programme of events and activities, including bringing the 'Knife Angel' sculpture to Chelmsford which is being displayed in Central Park during September 2021. Work is ongoing.	01/07/2019	31/03/2024	
OCOP H1.7/ HaW 5.1g	Work collaboratively across Essex to tackle the influence of gangs, organised crime and knife crime and the impact it has on our district	Keith Nicholson	Paul Brookes	Active	✔ On Track	Ongoing work with local policing and the Essex Violence and Vulnerability Unit (VVU). Operation Henderson was delivered in 2020 to target young people being exploited at transport hubs. Essex VVU coordinated a media campaign during February 2021 to provide support to young people being exploited. Every Contact Counts training (VVU funded) delivered to partnership staff and training by Rah Rah Theatre Company on modern-day slavery and human trafficking took place funded by the Essex Police, Fire and Crime Commissioner (PFCC).	01/07/2019	31/03/2024	
OCOP H1.8/ HaW 5.1h	Work with commissioned provider for Chelmsford to: encourage reporting, signposting and accessing of services tackling domestic abuse support charitable organisations addressing the needs of the community and support local and national initiatives	Keith Nicholson	Paul Brookes	Active	✔ On Track	Regular awareness provided by various media channels signposting victims to the Essex Compass for reporting concerns and support. Screening of high-risk cases and ongoing works with police and housing providers. Provision of Sanctuary Scheme currently being assessed. J9 community training provided in 2020 and training for members delivered on 11 February and 16 March 2021. Ongoing.	01/07/2019	31/03/2024	
OCOP H1.9/ HaW 5.1i	Deliver Crucial Crew, an educational programmes about safety and wellbeing issues, to all Year 6 students in primary education and ensure that the project meets the current needs in terms of vulnerability	Keith Nicholson	Paul Brookes	Active	✔ On Track	A professional drama company (Tic Box Productions) was commissioned to deliver Crucial Crew on a virtual platform for 2021. This initiative is ongoing.	01/07/2019	31/03/2024	
OCOP H1.10/ HaW 5.1j	Put in place a series of Public Space Protection Orders (PSPOs) to address specific issues of anti-social and criminal behaviour	Keith Nicholson	Paul Brookes	Active	✔ On Track	The City Centre Public Space Protection Order (PSPO) prohibits the consumption of alcohol in a manner that causes or is likely to cause harassment, alarm, distress, nuisance or annoyance to any person and other activities deemed to be anti-social. Once introduced the PSPO lasts for 3 years, after which the Council consults on an extension, if appropriate. The current PSPO was introduced in 2016 and then extended in 2019. It will expire 1st September 2022. Action ongoing.	01/07/2019	31/03/2024	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date	
<b>OCOP H2</b> Ensure a consistent approach is in place to regulate the use of parks and green spaces and enforce policies for their use to protect and improve the visitor experience of legitimate users										
OCOP H2.1	Investigate the options and potential public benefits of a comprehensive public space protection order covering parks and green spaces	Keith Nicholson	Paul Van Damme	Active	●	Not Due to Start	Consideration is due to be given to Introducing a Public Spaces Protection Order (PSPO) for parks and green spaces in 2022.		30/09/2022	
<b>OCOP H3/ CaEE 10</b> Support the Environment Agency to implement the Margaretting flood alleviation scheme and other measures to reduce the risk of flooding to residential and commercial properties in the City										
OCOP H3.1/ CaEE 10a	Ensure the final phase of the wider, Environment Agency led Chelmsford flood alleviation scheme is constructed protecting an additional 548 residential and 235 commercial properties from the risk of flooding	Keith Nicholson	Stuart Graham	Active	⊗	Critical	The delivery of the Margaretting element of the Chelmsford Flood Alleviation Scheme has been the subject of prolonged delays and the scheme's business case is currently under review by the Environment Agency. This review should be concluded by the end of 2021. Unfortunately, in the meantime, there is little the Council can do to influence the delivery of this scheme.	01/04/2020	31/12/2021	
<b>OCOP H4</b> Create a new cemetery and build a new crematorium so that the Council can continue to meet its obligations as the burial authority and the cremation authority for the area										
OCOP H4.1	Find a site for and lay out a new cemetery to act as the principal burial ground for the area	Keith Nicholson	Paul Van Damme	Active	!	Needs Attention	Three potential sites have been identified to date, but none have proved suitable following initial site investigation and analysis against the search criteria. Site search continuing.	01/04/2019	31/03/2024	
OCOP H4.2	Build a new crematorium for the area, giving consideration to incorporating the latest technologies and emerging alternative methods of treatment and disposal of human remains in the new facility	Keith Nicholson	Paul Van Damme	Active	●	On Hold	Conditional on identifying a suitable site as above.		31/03/2025	

## Healthy, active and enjoyable lives

### OCOP I Upgrade sports, culture and leisure facilities to improve access and increase opportunities for participation

<b>OCOP I1</b> Restore the former kitchen garden at Hylands Park to further increase the attraction of Hylands House and Park as a key leisure and recreation destination in the region										
OCOP I1.1	Develop an outline business case for the 'restoration' and development of the former kitchen garden at Hylands Park, as a community enterprise or in association with a commercial partner	Keith Nicholson	Paul Van Damme	Active	●	Not Due to Start	Outline concept discussed with Heritage Lottery Fund. Two stage bid process required. Currently no suitable schemes available as HLF are focussed on Heritage recovery. Position to be reviewed during 2022.		31/12/2022	
OCOP I1.2	Develop detailed proposals to deliver the restoration of the Hylands kitchen garden, ensuring Friends of Hylands are fully engaged.	Keith Nicholson	Paul Van Damme	Active	●	Not Due to Start	Subject to the outcome of I1.1 above.		31/12/2026	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
<b>OCOP 12 Improve the facilities and services available at Hylands House and Visitor Centre to meet the needs of existing and potential customers (both community and commercial).</b>									
OCOP 12.1	Improve the facilities and services available at Hylands House and Visitor Centre, maintaining a high quality brand image and developing enhanced facilities and capabilities	Keith Nicholson	Jon Lyons	Active	✔ On Track	The programme of expansion and improvements to the first floor bridal suite is now complete to a high standard with 3 upgraded rooms plus a new shower and bathroom facilities. This and the new Terrace Room (full funded by the Friends of Hylands House) which saw a £35000 improvement were both opened by the Mayor in early May 2021. Funding has subsequently been agreed to provide a outdoor wedding ceremony area to improve the sales potential for weddings and this will be available during early 2022.	01/04/2020	31/03/2022	
<b>OCOP 13 Make better use of Sandford Mill and the surrounding natural environment providing a focus for recreation and leisure activities in the area</b>									
OCOP 13.1	Explore opportunities to improve visitor facilities and attractions at Sandford Mill, so that it can operate as an all-year-round destination for the wider recreational use of the planned Chelmer East green wedge	Keith Nicholson	Paul Van Damme	Active	✔ On Track	Linked to the preparation of the master plan for East Chelmsford Strategic Growth Area (OCOP A7), which should provide some of the supporting infrastructure [new access road, car park and contribution to a new visitor centre] for the resource centre as part of planning obligations for the wider development. The development potential of the Sandford Mill site itself is being examined by a project group reporting to the Waterways Working Group. Initial workshop sessions were held in 2019/20. A site appraisal examining the development opportunities has been undertaken by external property consultants, but further work is temporarily on hold due to other priorities arising from the Covid-19 outbreak. This will also allow the extent of the planning obligations to be confirmed.		30/03/2027	
<b>OCOP 14/ HaW 1.12 Ensure new sports and playing fields, play areas and recreation spaces are integrated into all new development and adopted by the City Council</b>									
OCOP 14.1/ HaW 1.12a	Deliver the Sports and Playing Field Development Plan as growth areas are built out, transferring the land to the Council as a public open space to ensure they are protected and properly maintained	David Green	Jeremy Potter	Active	✔ On Track	Securing additional sports and playing field provision, as set out in the adopted Local Plan, is incorporated in the master planning for each growth area. Links to actions A5 to A10. The adopted Planning Obligations Supplementary Planning Document sets out Council's preference for all strategic sports pitches to be provided for adoption by the City Council.		30/10/2035	
OCOP 14.2/ HaW 1.12b	Deliver the Equipped Play Area Development Plan as growth areas are built out	David Green	Jeremy Potter	Active	✔ On Track	Part of master planning stage for each growth area as set out in the adopted Local Plan. Links to actions A5 to A10. This is being undertaken in accordance with Local Plan policy and approved masterplans which will continue over the whole Local Plan horizon.	01/04/2020	30/10/2035	
<b>OCOP 15/ HaW 1.3 Promote and facilitate the development of a network of indoor sports and recreation spaces, designed and strategically located to meet the needs of growing communities</b>									
OCOP 15.1/ HaW 1.3a	Work in partnership with Chelmsford College to complete the Dovedale Sports Centre refurbishment/modernisation programme	Keith Nicholson	Jon Lyons	Active	✔ On Track	An options appraisal and initial scheme feasibility has been carried out to consider three different approaches. A full refurbishment of the centre is the preferred option. A bid for funding will be considered for inclusion in the capital programme in 2022/23. Subject to funding being approved, completion of the scheme is expected in late 2023 / early 2024. The scheme is subject to support from Chelmsford College.	03/02/2020	30/03/2024	
OCOP 15.2/ HaW 1.3b	Explore potential to upgrade existing facilities at South Woodham Ferrers Leisure Centre to encourage greater participation	Keith Nicholson	Jon Lyons	Active	✔ On Track	Exploring potential for longer term income generating opportunities, which could provide community accessible facilities during midweek daytimes (e.g. improved gym and studio access). The gym 2 facility has been removed from the community use arrangement with the William de Ferrers School to achieve more effective use of resources.		30/03/2022	



Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP I5.3/ HaW 1.3c	Explore potential to upgrade existing facilities at Chelmsford Sport & Athletics Centre to encourage greater participation	Keith Nicholson	Jon Lyons	Active	✔ On Track	Previously explored the potential to deliver facility enhancements to carry out performance testing and also to link to NHS Exercise referral initiatives. This is only realistically achievable with external funding and is currently on hold pending any opportunities that may emerge.		31/03/2024	
OCOP I5.4/ HaW 1.3d	Complete strategic sport and recreation requirements at Runwell Sports & Social Club for the benefit of the local population	Keith Nicholson	Jon Lyons	Active	✔ On Track	Planning consent secured for improvements to a range of sport and recreation facilities, operated as community use facilities by Runwell Sports & Social Club. Pitch improvements completed using resources secured through the Section 106 agreement relating to the St Luke's development. Further Section 106 contributions to achieve the requirements will be released on a phased basis as the site and facilities development plan is progressed.	01/01/2013	31/03/2023	
OCOP I5.5/ HaW 1.3e	Ensure strong and sustained community use partnerships are in place improving access and opportunities to participate in sports and physical activity (e.g. with Education sites)	Keith Nicholson	Jon Lyons	Active	✔ On Track	Beaulieu Park school community use agreement is secured and community use of the facilities is being managed by the School. The indoor sports hall and multi use games areas are now open and there remains scope for further investment utilising existing S106 funding towards a Multi-Use Sports Centre in the new North Chelmsford neighbourhood (e.g. a 3G pitch). Other existing community use agreements are reviewed regularly (July 2021) and new ones are added to the monitoring log as they are completed and Active Essex are now a partner to all new agreements. Securing community use agreements are a crucial part of current and longer term facility infrastructure planning in Chelmsford which will be ongoing.	01/04/2020	31/03/2022	
OCOP I5.6/ HaW 1.3f	Support external organisations in the local community to improve facilities and increase opportunities, such as funding and technical advice to schools, parish councils, sports clubs etc	Keith Nicholson	Jon Lyons	Active	✔ On Track	A funding sources reference has been developed by the City Council and is made available to 3rd party organisations who need support. The Community Sport and Wellbeing Team follow up with further specialist advice and support with grant applications. Provided specialist Covid-19 advice to several sports clubs over the past 18 months. Ongoing.	01/04/2020	31/03/2022	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
-------------	--------	----------------	----------------------	--------------------	-----------------	------------------	-------------------	--------------------	----------------

**OCOP J Encourage and promote cultural and creative events and activities as a driver for social cohesion and economic growth**

**OCOP J1/ HaW 2.1 Work in partnership to develop and implement a vision, strategy and action plan for the area that recognises cultural activity as a key driver for the social wellbeing and economic growth of the city**

OCOP J1.1/ HaW 2.1a	Work with the Cultural Development Trust to develop and promote a shared cultural vision and fundraising strategy for Chelmsford that is distinctive, inspiring, deliverable and sustainable, increasing resident engagement and visitor numbers	Louise Goodwin	Marc De'ath	Active	✔	On Track	A new Ignite Chelmsford website has been commissioned (live at beginning of September) to support, showcase and connect the creative and cultural industries. EU Welcome Back funding was allocated to support the 'Ignite Chelmsford' Summit - a cross sector conversation with strategic leaders to reflect on what has changed, emerging priorities coming out of Covid-19 and agreeing how partners can best work together. This will be followed by a series of collaborative 'Labs' co-designing project ideas in response. The City Council is also commissioning Culture Chelmsford to lead a number of initiatives including: (1) developing a 'Theory of Change', (2) creating a new fundraising and investment strategy for Culture as a vehicle for stimulating recovery, (3) employing specialist freelance fundraising staff to source immediate external match monies for the Labs Seed funding, and (4) undertaking desk-based research to look at the viability of a future Chelmsford bid for UK City of Culture 2029. This will help partners to collectively look ahead, building on shared work to date, developing visibility, awareness and relationships with investors and starting the process of seeking long term investment. The Shared Cultural Vision Towards 2040 is being finalised with six priority themes. A new brand and website content has also been established in partnership with One Chelmsford Business Improvement District to promote culture, tourism and businesses in and around the city.	01/04/2020	31/03/2025	
OCOP J1.2/ HaW 2.1b	Review existing Council events to develop an ambitious, sustainable annual programme, exploring different financial models and delivery methods for events such as Fling, 3ft People Festival, Culture In the Park and Older People's Information Day.	Louise Goodwin	Marc De'ath	Active	✔	On Track	Work continues on a review of the programme of events although Covid-19 restrictions have delayed implementation. The Council's Theatres and Events Teams have been merged. Cultural Recovery Funding has been secured to support the recovery and programming of events on our High Street. A consultation and report regarding the future of the 'Fling' has been prepared ready for further consideration.	01/09/2020	31/03/2022	
OCOP J1.3/ HaW 2.1c	Examine need and opportunity for additional creative and cultural space in the city centre, including potential development of a large scale multi-use event space to provide a regional venue for conventions, concerts and exhibitions	Louise Goodwin	Marc De'ath	Active	✔	On Track	A feasibility study for Community Owned Creative Space has now been commissioned, with a target for the study to be completed by the end of 2021. This will help with understanding the needs and opportunities on the ground and potential business models to sustain space in the long term. Funding has been secured for a programme of improvement works to the theatres, focusing on the front of house, the foyer and bar areas. These works will be phased to minimise disruption to the theatre programme while recovering from Covid-19.	01/04/2021	31/03/2022	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
<b>OCOP J2/ HaW 2.3 Commission new public art for new developments, public realm enhancement schemes and key city gateways</b>									
OCOP J2.1/ HaW 2.3a	Develop a public art strategy, recognising the value that public art has in creating a sense of place and identity, establishing a co-ordinated cross-sector programme of public art commissions in partnership with local developers	David Green	Stuart Graham	Active	✔ On Track	Building on recent public art initiatives at Beaulieu Park, in Bell Meadow and on Townfield Car Park, public art is being commissioned within various development sites, including Channels and Bond Street. New art will be commissioned through new strategic developments in the new Local Plan via the master planning process and consideration of the planning applications as they come forward.	01/04/2020	01/04/2028	

**OCOP K Promote activities and initiatives to improve the physical and mental wellbeing of Chelmsford residents**

<b>OCOP K1 Put in place a comprehensive and co-ordinated 'Livewell' programme to promote a wide range of mental, physical, lifestyle and health benefits</b>									
OCOP K1.1	Devise and implement a Health and Wellbeing Strategy and action plan, tackling specific health inequalities and addressing key priorities such as obesity, alcohol and drug misuse	Keith Nicholson	Paul Brookes	Complete	✔ On Track	The Council's Health & Wellbeing Strategy and supporting action plan was approved by Cabinet on 19 November 2019. The five priority areas identified in the action plan are as follows: (1) reducing excess weight and obesity and increasing physical activity in adults and children, (2) alleviating loneliness and social isolation, (3) improving poor housing including fuel poverty and 'thermal comfort', (4) enabling the residents of Chelmsford to age well, and (5) reducing alcohol, substance misuse and behavioural addictions (including the supply of illegal substances).	01/07/2019	19/11/2019	19/11/2019
OCOP K1.2/ HaW 1.5c	Devise and implement a 'Livewell' accreditation scheme for new housing developments to promote sustainability and the health and wellbeing of new communities	David Green	Jeremy Potter	Complete	✔ On Track	The Livewell Accreditation scheme has been officially endorsed by the Essex Planning Officers Association (EPOA), Essex Health and Wellbeing Board, and Chelmsford Policy Board. Accreditation Panel training was completed in February 2020. The scheme was launched on 22 July 2020 and promotion of the scheme continues through social media, through platforms and networks, and to other Local Planning Authorities. In addition, Working with Place Changers is a funded project looking at how positive health outcomes can be designed in the early stages of master planning. The Scheme has also been referenced in Public Health England's new Health Impact Assessment Toolkit as well as the Royal Town Planning Institute (RTPI) call for evidence for its "Enabling Healthy Placemaking" report. Braintree and Maldon Councils have signed up alongside developers Countryside Properties and Crest Nicholson.	01/11/2019	28/02/2020	28/02/2020

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP K2/ HaW 1.4	Inspire more people to be more active, more often, by expanding opportunities to participate in sporting, physical and informal recreational activities, ensuring usage is broadly representative of demographics of the Chelmsford community								
OCOP K2.1/ HaW 1.4a	Identify, and ensure opportunities are provided for, underrepresented groups and the least well-served residents of the Chelmsford community	Keith Nicholson	Jon Lyons	Active	✔ On Track	Given the implications of Covid-19 on community sport, the initial priority is to ensure that residents return to sport within our leisure centres and community facilities/ clubs as soon as possible. We will then use local data and national trends to assess which groups (age, gender, condition etc) are under-participating and actively target these groups (as part of local/ national campaigns). The wide range of activities will continue but the following are of specific interest: (1) Sport for Confidence project attracting 300 customers per month, (2) Melfest running in Melbourne to provide activities and hot food for children at risk of hunger, together with the ActivAte holiday hunger programme at Chelmsford Sports and Athletics Centre (CSAC) and South Woodhams Ferrers Leisure Centre (SWFLC) dealing with 50 children per day throughout the school holidays, and (3) the 'With You in Mind' project based at CSAC in the Melbourne area of Chelmsford.	01/04/2021	31/03/2023	
OCOP K2.2/ HaW 1.4b	Increase opportunities for older people to engage in physical activity with an enhanced Forever Fit programme and other new initiatives	Keith Nicholson	Jon Lyons	Active	✔ On Track	Covid-19 delayed the planned implementation but the time has been used to develop staff skills so that they can offer bespoke physical activity programmes for specialist needs (for example cancer, cardiac, obesity and those with mental health issues) as well as a wider range of conditions. A new 12-month pilot cancer referral project commenced in August 2021 at Riverside and the exercise referral scheme was relaunched to all medical practitioners and social prescribers in October – the "Active Health" scheme will be offered at Riverside, Chelmsford Sport & Athletics Centre and SWF Leisure Centre.	01/04/2021	31/03/2023	
OCOP K2.3/ HaW 1.4c	Re-launch a more effective GP Referral scheme, increasing community take up, including initiatives linked to Covid recovery	Keith Nicholson	Jon Lyons	Active	● On Hold	Covid-19 has delayed implementation but considerable preparation work has taken place so that this action can be achieved along with other exciting "referral" schemes. For example, specialist staff training is underway in order that gym instructors can handle specific groups (including cardiac, cancer, obesity and those with mental health issues). From August 2021 a new cancer referral project will be operational from Riverside. Further work is being undertaken to rebrand and relaunch an "activity referral" scheme this autumn.	01/01/2021	31/03/2022	
OCOP K2.4/ HaW 1.4d	Provide an increased number of outreach activities making better use of community facilities, including one-off sports events	Keith Nicholson	Jon Lyons	Active	✔ On Track	Spring Back into Action campaign ran from May 2021. 15 individual events run to date. Limited programme due to Covid-19. Working with Active Essex on the 'Find your Active' campaign launched in July 2021.	01/04/2021	31/03/2023	
OCOP K2.5/ HaW 1.4e	Promote active travel by putting in place initiatives to encourage more people to cycle and/or walk to work or school	Keith Nicholson	Jon Lyons	Active	✔ On Track	The 'Explore Chelmsford' initiative is designed to encourage young people and families to cycle for fun and enjoyment which should lead to increased cycling for school and work commutes. Future plans for family and Level 3 Bikeability training.	01/01/2021	31/03/2023	
OCOP K2.6/ HaW 1.4f	Use Velo Essex as a vehicle to promote cycling opportunities amongst all groups	Keith Nicholson	Jon Lyons	Complete	✔ On Track	Velo event cancelled due to pandemic. Developing and promoting cycling opportunities, and in particular the health and wellbeing benefits, has continued though and will be ongoing.	01/11/2019	30/09/2020	01/07/2020

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
<b>OCOP K3/ HaW 1.13 Embrace new technology to meet the needs of our customers and develop the ourChelmsford scheme</b>									
OCOP K3.1/ HaW 1.13a	Increase the number of active ourChelmsford account holders as a key vehicle to promote increased participation in sport	Keith Nicholson	Jon Lyons	Active	Needs Attention	The pandemic has had a negative impact on Premium/Plus card holders which will take until mid 2022 to recover. However Lite (free) cards were required to book activities during the pandemic and these have increased to around 17,000. There should be around 30,000 account holders once all services are back operating normally. The aim is to increase the number of ourChelmsford account holders to promote increased participation in sport, and use the data/insight to plan new initiatives. This is particularly important post-Covid where potentially certain groups may not be returning to activity.	01/04/2020	31/03/2023	
<b>OCOP K4/ HaW 1.2 Develop capacity through partnerships to ensure the Council's Leisure Services can respond to the physical and mental health needs of Chelmsford residents</b>									
OCOP K4.1/ HaW 1.2a	Introduce 'With You in Mind', a new programme of physical activity and support for people with low level mental health issues	Keith Nicholson	Jon Lyons	Active	On Track	£6,000 grant from Active Chelmsford and a further £10,000 Lottery Funding secured. Programme started in February 2020 and paused due to lockdown. Project relaunched May 2021 and currently offers 3 x 2 hour activity sessions per week, based at Chelmsford Sport and Athletics Centre (CSAC), Mid Essex MIND and Essex County Council (ECC) Adult Social Care involved as supporting partners. Plans to link with Writtle College Wellbeing Hub are being explored.	01/02/2020	31/03/2022	
OCOP K4.2/ HaW 1.2b	Embed the Sport for Confidence model at Riverside to help encourage those that need encouragement to make use of leisure opportunities	Keith Nicholson	Jon Lyons	Active	On Track	Very successful swim and dry sessions pre covid with over 300 participants per month with successful outcomes of clients joining main stream sessions. Looking to expand to also include children's sessions from Sept 2021. Funding sought to expand the project further and extend the allocated Occupational Therapist time to support projects such as the exercise referral scheme. Ongoing project	10/06/2019	31/03/2023	
OCOP K4.3	Improve workforce opportunities and volunteer development to increase capacity and deliver enhanced leisure services	Keith Nicholson	Jon Lyons	Active	On Track	Delayed by Covid-19 restrictions, but there were a number of opportunities developed for example the gym team secured Level IV gym qualifications in a number of specialisms which will enable more advanced links with NHS patients in addition to exercise referral, to include cancer, cardiac and weight management. Also, the Council aims to recruit volunteers to help with the 'With You in Mind' project from September 2021 using the Council's new volunteer policy. Once the post-Covid needs assessment has been carried out, it is intended that staff will be equipped and positioned to respond to these needs. Ongoing.	01/04/2020	31/03/2024	
<b>OCOP K5/ HaW 1.9 Assist health authorities and Essex County Council to plan and deliver community health and public health services, to best meet the needs of local communities</b>									
OCOP K5.1/ HaW 1.9a	Put in place a more co-ordinated approach to balance future primary health care needs with public health and well-being initiatives	Keith Nicholson	Paul Brookes	Active	On Track	New local health structure to be implemented. The key priority is to pursue relationships with Primary Care Networks. Co-ordination with Primary Care Networks had paused due to the pressure on GPs during the Covid-19 pandemic, however primary care have now recognised the need to prioritise this. Mid-Essex Alliance has produced a revised plan and memorandum of understanding for all stakeholders.	01/04/2020	31/03/2022	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
-------------	--------	----------------	----------------------	--------------------	-----------------	------------------	-------------------	--------------------	----------------

## Connected Chelmsford

### OCOP L Position and promote Chelmsford and surrounding areas as a place for investment, business location and the creation of new jobs

#### OCOP L1 Promote new business and commercial opportunities and economic growth generally through the allocation of key sites in the Local Plan for employment use

OCOP L1.1	Ensure allocated local plan sites come forward for development with sufficient flexibility to attract new business and changes to anticipated business demand, with a particular focus on the North East Chelmsford Garden Community	David Green	Stuart Graham	Active	✔	On Track	The Local Plan was adopted on 27th May 2020. The allocated employment sites will be included in ongoing inward investment activity as part of the wider promotion of Chelmsford. In particular there is a focus on developing a flexible Employment Strategy for the North East Chelmsford Garden Community, working in partnership with the Developer Consortium. An Employment Study for the Garden Community has been produced by Lichfields (Summer 2020). Through the Consortium further evidence based work is being developed to inform the Master Plan and a longer term Employment Strategy. An Employment Workshop took place in September 2021. This action is being developed through the Employment Strategy development for the Garden Community. The City Council continues to promote Chelmsford as an investment location, and this activity includes the promotion of a range of employment opportunities. Ongoing.	01/04/2020	31/10/2035	
-----------	--	-------------	---------------	--------	---	----------	---	------------	------------	--

#### OCOP L2 Position Chelmsford so that it is attractive location for new businesses and as a place where existing enterprises are encouraged to grow and develop

OCOP L2.1	Position Chelmsford within the North Essex Economic Area as a key investment location within Essex and the South East	David Green	Stuart Graham	Active	✔	On Track	The City Council joined the North Essex Economic Board in June 2020. The North Essex Economic Strategy is being refreshed in 2021/22 and this will take into account inward investment opportunities and Chelmsford's potential contribution. The North Essex Economic Board is delivering a wider business support and skills programme to a value of £1.8m. Ongoing.	01/06/2020	31/03/2024	
OCOP L2.2	Promote and position Chelmsford as an inward investment location with a focus on technology and green innovation, business services, creative and digital, and as an alternative employment hub to the City of London	David Green	Stuart Graham	Active	✔	On Track	Chelmsford has always had a particular strength in relation to its geographical position close to London and its affordability relative to the City. Covid-19 has brought about further opportunities as businesses consider their locational and property requirements. The City Council has produced a promotional video to position Chelmsford as an alternative location post Covid-19 and will be developing some wider promotional activity around this in the next 12 months. This will involve engagement with the local business community. Chelmsford's economy has a number of strengths across a range of sectors, and the City Council will ensure that associated growth opportunities are reflected in relevant regional and sub regional strategies. At the local level, the City Council will continue to nurture tech and creative sectors through partnerships such as Ignite and Chelmsford Tech Ambassadors, connecting with our Universities and Colleges. Ongoing.	01/04/2020	31/03/2024	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
<b>OCOP L3 Create a unifying Chelmsford brand and identity to help promote the City's diverse attractions, values and successful track record to potential investors and when bidding/lobbying to secure external funding</b>									
OCOP L3.1	Review existing material and approach, and establish a delivery mechanism to coordinate cost effective promotion and branding activities	Louise Goodwin	Ali Naqvi	Active	✔ On Track	Review completed with new and updated brand guidelines fit for the 21st century, including templates for PowerPoint, video meeting backdrops, rationalised and enhanced logos, HR rebranded and new animated logo idents for videos. Standardised email signature templates are still being worked upon but will be completed over the next two months. The Economic Development Team and the Marketing and Communications Team are working together to review existing material and develop new promotional activities for businesses. As part of this work, a new promotional video has been produced encouraging businesses to locate in Chelmsford. There is also a project by the Cultural team to develop a Chelmsford narrative from which we can then all speak with one voice and consistently on Chelmsford as a place. We are working closely with a working group of external stakeholders, including One Chelmsford Business Improvement District (BID), to redevelop the 'Chelmsford For You' website into a much more relevant visitor site promoting the whole district, rather than just the central retailers. There is also an ongoing campaign to promote Chelmsford's Markets to new and younger audiences.	01/04/2020	31/03/2022	
OCOP L3.2	Re-engage with Visit Essex to increase promotion of and visitor numbers to Chelmsford attractions	Louise Goodwin	Ali Naqvi	Active	✔ On Track	There is now a much wider engagement with Visit Essex (VE) which includes the Economic Development Team as well as the Cultural team so that there is a much more integrated relationship and drive to get Visit Essex to work harder for Chelmsford. Chelmsford is now actively involved in VE's campaigns and the EDU have recently launched a support scheme aimed at companies in the Leisure sector to fund their VE membership. Ongoing.	01/04/2020	31/03/2022	
<b>OCOP L4 Work with the Chelmsford Business Improvement District to widen the promotion of Chelmsford as a retail, commercial and leisure destination</b>									
OCOP L4.1	Ensure a co-ordinated marketing and communications plan is in place that complements and fills gaps in existing promotional activities, augments visitor information services and strengthens the City's digital presence	Louise Goodwin	Ali Naqvi	Active	✔ On Track	Due to the Covid-19 restrictions the wider promotion of the City has not been appropriate, however, advantage has been taken of various EU/Government schemes to promote the reopening and recovery of the City Centre. More recently a campaign has commenced to promote the markets to a new younger audience. A revamp of the Business Improvement District (BID) 'Chelmsford For You' website is underway so that it more effectively promotes the entire city's offering to visitors, residents and businesses. This will become the main vehicle for promoting the city as a destination. The website should be relaunched later in the Autumn. Work is now underway to promote the City. The Cultural team are supplementing the BID's activities to make them more effective and Marketing and Communications Team will promote these. So plans are now in place and integrated with other activities. Ongoing.	15/06/2020	31/03/2022	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP L4.2	Work with One Chelmsford to develop a co-ordinated and targeted programme of cultural activity to animate our high streets, diversify the city centre and support local businesses.	Louise Goodwin	Marc De'ath	Active	✔ On Track	Working with the Cultural Development Trust, the Council has started to transform OneChelmsford programme activity in the High Street by taking a consultative approach where multiple stakeholders can invest in ideas to ensure outcomes are stretched. Two projects that will test this way of working are: (1) a new street art festival in September 2022, and (2) a Monsters Invasion, including inflatable monsters on roof tops and on the ground with complementary programming led by Theatres and Events. By planning further ahead the Council can engage Culture Chelmsford to fundraise for larger and more ambitious projects. Ongoing.	01/10/2021	31/03/2022	
<b>OCOP L5 Work with key partners to develop a programme to create a 'SMART', better connected 'digital city'</b>									
OCOP L5.1	Position Chelmsford as a 'technology hub' working with partners that include the Universities, the County Council and Chelmsford's technology businesses	David Green	Stuart Graham	Active	✔ On Track	The Chelmsford Tech Ambassadors Network has been established involving the key Chelmsford technology businesses and, through the North Essex Economic Board, Chelmsford's position as a technology hub will continue to be recognised and promoted. The role that Chelmsford can play in the emerging Essex Sector Development Strategy will position the City at the county level and the promotional activity of the Council will reflect the tech and innovation businesses within the City. There will be future opportunities associated with this. Broadband providers are also working to ensure that residents and businesses have access to the fastest available broadband speeds, without the need for direct intervention from the City Council. Ongoing.	01/04/2020	31/03/2024	
<b>OCOP M Work with businesses and education providers to identify skills gaps and develop initiatives to improve educational and vocational attainment</b>									
<b>OCOP M1/ HaW 2.2 Work with businesses and educational partners in the City to identify local skills gaps and develop initiatives to address these deficits, including new apprenticeships and measures to attract skilled workers into the Chelmsford workforce</b>									
OCOP M1.1/ HaW 2.2a	Ensure that local business skills needs are better understood and supported through partners, including the Universities, DWP and College and work in partnership to promote skills and opportunities to local residents	David Green	Stuart Graham	Active	✔ On Track	A Chelmsford business survey was carried out in May 2020 to identify skills needs. A further Chelmsford survey will be carried out in 2021/22 to the 5,500 businesses on the business database and the results will be used to inform future business support and skills initiatives. Surveys across Essex and the SELEP area have also identified skills needs and the information has been used to inform initiatives being delivered by others in the Chelmsford area. During 2020/21 the business support services available through both Universities were featured within the Chelmsford e-bulletin to businesses, which has a reach of about 5,000 businesses. The Council plays an active role in the CELSIUS skills partnership - a group made up of skills and education providers across Chelmsford. While the Chelmsford Skills Festival is currently on hold, an alternative event - a virtual skills and jobs fair - was successfully held in September 2020. As part of the North Essex Economic Partnership a programme of skills initiative is also being developed, including a skills and apprenticeships event. Ongoing.	01/04/2020	31/03/2024	



Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
<b>OCOP M2 Work with the other agencies to provide a range of advice and support services for businesses and other organisations currently operating in Chelmsford or those considering relocating to the Chelmsford area</b>									
OCOP M2.1	Develop and implement the Chelmsford Business Recovery Plan, linking to available programmes (BEST Growth Hub, COLBEA and Back to Business) to provide support to Chelmsford business, maximising survival rates and growth potential	David Green	Stuart Graham	Active	✔ On Track	A Chelmsford Economic Recovery Plan has been produced and a comprehensive programme of business support has been put in place for Chelmsford including: (1) Federation of Small Businesses membership, (2) Import and export advice via Essex Chambers of Commerce, (3) Pub support via Let's Do Business, and (4) Support for the visitor economy via Visit Essex. A wider programme across North and Mid Essex is being put in place to include: (5) Enhanced business support navigation, (6) Business start-up support, (7) Financial and debt management support, (8) Digital and cyber security support, and (9) Import and export support. Ongoing.	01/04/2020	31/03/2022	
OCOP M2.2	Through regular communications, ensure Chelmsford's businesses are more aware of the range of support available and access the services	David Green	Stuart Graham	Active	✔ On Track	Since April 2020 in the region of 65 e-bulletins were sent to Chelmsford businesses. The Chelmsford business database now contains about 5,000 businesses and as a consequence business reach is now much wider. In addition to the e-bulletins, a Chelmsford Business Facebook page and Chelmsford Business Twitter account are active communication tools. Paper copy business newsletters were stopped during 2020. Ongoing.	01/04/2020	31/03/2024	
OCOP M2.3	Facilitate the creation of successful start-ups, using support available provided to unemployed/recently made redundant	David Green	Stuart Graham	Active	✔ On Track	Support for business start ups is currently being provided through the Council's business support partners COLBEA and BEST. This has included courses for unemployed and recently made redundant residents. Support for start ups is being enhanced for a 12 month period through the North and Mid Essex Business Support Programme which is due to go live in Autumn 2021. The Jobs and Skills Fair was delivered in partnership with DWP and specifically targeted those people who had recently been made redundant. These initiatives are ongoing.	01/04/2020	31/03/2024	
<b>OCOP N Encourage participation in local democracy, increase representation of community interests and expand volunteering programmes</b>									
<b>OCOP N1 Develop plans to increase active participation by local people in the democratic process, including ways for people to be better represented at local level</b>									
OCOP N1.1	Undertake a Community Governance Review and examine options to introduce parish/community councils for those areas currently unparished	Louise Goodwin	Lorraine Browne	Active	✔ On Track	The Community Governance Review (CGR) Terms of Reference were approved by Council in December 2020 (including timetable) and the initial consultation was completed by March 2021. The Connectivity and Local Democracy Working Group met on 10th June and 8th July to consider responses to the consultation and formulate draft recommendations for consideration by Governance Committee prior to formal sign off by Council on 22nd September. The timetable for submission to Committee and Council was adjusted from July to September 2021 to allow more time for members to consider the review. This change was approved by Council in July 2021 and has no bearing on the overall CGR timetable. Due to limited internal expertise and the resources needed to complete such a large exercise, external resources have been approved for an Association of Electoral Administrators (AEA) consultant and to cover the costs of leafletting during consultation periods. A further estimate is likely for consequential work needed to complete the review. At the time of writing, the arrangements for the final public consultation (late September to 30 November) were being finalised. The next Working Group meeting is scheduled for 19/1/2022, Governance Committee 2/2/2022 and Council 23/3/2022, where the final review decision will be made.	09/12/2020	31/03/2023	

Action Ref.	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP N1.2	Promote standing for election as a parish councillor with a view to increasing available pool of parish councillors and contested polls for vacancies and elections	Louise Goodwin	Lorraine Browne	Active	✔ On Track	Work started on this priority with an initial report to the Connectivity and Local Democracy Working Group in January 2020. A further report on the detailed action plan of activities was provided to the Working Group in July 2020. Some activities including updates to the website, video animations and promotional activity were delivered as planned. Due to Covid-19 restrictions some of the activities were put on hold e.g. outreach activities involving external partners. Due to other priorities and limited resources within the Elections Team these will resume when possible. Ongoing.	06/01/2020	31/03/2022	
OCOP N1.3	Increase the number of Council meetings that are live-streamed	Louise Goodwin	Lorraine Browne	Active	✔ On Track	As a result of the temporary legal power for the Council to hold remote council meetings all committee meetings moved to the Teams platform and were webcast from May 2020. Since the legal power to hold remote meetings lapsed in May 2021 Council meetings have returned to in person meetings. Since this time a decision was taken to webcast some meetings where there was sufficient public interest (Council, Cabinet, Planning Committee and Chelmsford Policy Board). A proposal for a permanent webcasting solution is currently being considered through the Digital Programme Office. In the meantime, the existing webcasting arrangements for in person meetings will remain in place. The Government's response and timeframe for requisite changes to reintroduce the legal powers enabling the Council to resume remote (and/or hybrid) committee meetings are awaited. Ongoing.	19/05/2021	31/03/2023	
OCOP N2	Extend the current volunteering programmes and promote schemes to encourage people, businesses, schools and local organisations to get more involved in, and take greater responsibility for, improving the quality of their local environment								
OCOP N2.1	Raise the profile of the existing 'Love Your Chelmsford' programme, with a wider range of community engagement activities linked to the Love Your Chelmsford concept	Keith Nicholson	Tim Eaton Fearn	Active	✔ On Track	A number of high profile initiatives such as 'Green Careers', 'Litter Kit Loans', 'Cleaner Essex Group' campaigns, education media films, have been undertaken as part of the programme to encourage and foster community engagement, a sense of ownership, and on-going participation, leading to long term behavioural change. Ongoing.	31/07/2020	31/03/2024	

On Track	82%	103
Needs Attention	4%	5
Critical	1%	1
On Hold	6%	7
Not Due to Start	7%	9
	100%	125



---

Chelmsford City Council      Overview and Scrutiny Committee

22 November 2021

---

Revenue Monitoring 2021/22

---

**Report by:**

Phil Reeves, Accountancy Services Manager (S151), 01245 606562

Phil.reeves@chelmsford.gov.uk

---

**Officer Contact:**

Phil Reeves, Accountancy Services Manager (S151), 01245 606562

Phil.reeves@chelmsford.gov.uk

---

**Purpose**

The purpose of this report is to provide a comparison of financial activity against the approved budgets which will enable the Committee to consider if there are any matters that require further review.

**Recommendations**

That the Committee examine the financial variances and actions identified to consider if further review or discussion of any matter is required.

---

**1. Background**

- 1.1. Members are asked to consider the appended Cabinet report from 16 November 2021.

**2. Conclusion**

- 2.1 The attached Cabinet report provides a summary of the finances of the Council as at November 2021.
- 2.2 Members can consider the reports and note the contents or use the information contained within them to identify whether there are any areas for further investigation, for inclusion in the Committee's future work programme.

List of appendices:

Appendix 1 – Revenue Monitoring Report to Cabinet - 16 November 2021

Background papers: Nil

---

Corporate Implications

The corporate implications are set out separately in the Appendix.

---

Consultees: None

---

Relevant Policies and Strategies: N/A

---



## Chelmsford City Council Cabinet

16 November 2021

---

### Revenue Monitoring 2021/22

---

#### Report by:

Cabinet Member for a Fairer Chelmsford

---

#### Officer Contact:

Phil Reeves, Accountancy Services Manager (S151), 01245 606562,  
[phil.reeves@chelmsford.gov.uk](mailto:phil.reeves@chelmsford.gov.uk)

---

#### Purpose

To compare the latest budget forecast by Directors as of October with the original budget for 2021/22 and inform members of any actions resulting from the projected variations.

#### Options

1. Note the latest forecast position and approve actions in Appendix 1
2. Recommend changes to the service budgets or to the actions identified

#### Preferred option and reasons

Option 1 as recommended by Service Managers

#### Recommendations

That Cabinet note the contents of this report and that Cabinet Members monitor the identified actions.

---

## 1. Background

1.1. The Council has a long-established process of preparing formal monitoring reports comparing its forecast expenditure and income with the approved estimate and reporting these to Management Team on a regular basis. These reports are also supplied to all Cabinet Members. The reports enable each Cabinet Member to view their areas of responsibility and to gain explanations of any variances from their Directors. More detailed information is produced for Service Managers.

1.2. This report as part of Revenue Monitoring undertakes to

- Provide Cabinet with a high-level view that identifies an expected level of expenditure and income by the Council for the year ending the 31st March 2022.
- Provide actions relating to each of the material variations. Cabinet is not being asked to approve budget changes but consider the actions relating to the budget variance which, for instance, could include changes to service provision.

1.3. A new Financial System (Technology One (T1)) was implemented in November 2020 and ongoing development is taking place with the objective of improving accuracy, presentation and cost of production.

1.4. The projections of the year's income and expenditure are compiled from Service Managers' submissions into T1. Accountancy Services support the process with advice and challenge. The projections are based on a judgement of future trends. Inevitably, Covid-19 is the cause of many of the projected variances.

1.5. To provide context for the report, the Council's revenue budget for expenditure is some £55m, excluding Housing Benefits (which are mostly funded by Government grant), so a 5% variation in expenditure is £2.75m. The Council's Net Service Expenditure Budget is £20.443m.

## 2. Executive Summary

- The overall projected overspend for 2021/22 is £0.088m.
- Within the overall projected overspend, Service Income and Expenditure is expected to be £2.36m over budget
  - The Forecast identifies a shortfall of income of around £2.6m against the 2021/22 budget, mostly as a result of the pandemic. The 2021/22 budget did allow for the continued impact of the pandemic on income, but national lockdowns lasted longer than expected, so income losses are higher than anticipated.
  - Other service items are favourably below budget by £0.24m, giving an overall net overspend of £2.36m measured at a service level.
- The overall budget includes Non-service costs which are projected to be under budget at outturn by £2.272m:

- £0.23m increased interest earnings from the new investment in funds and higher than planned cash balances
- Lower financing costs (Covid slowed down capital spend) £0.292m
- £1.1m additional Sales, Fees and Charges grants. On publication of the Government's grant return, it has been identified that the method of grant allocation is more generous than 2020/21. Please note the claim will be subject to external audit.
- £0.6m Business rate retention income. This additional income is not certain but historically a cautious approach to the reporting of retention income has made the year-end projections too pessimistic, so a more optimistic view is being taken in this monitoring.
- The Section 151 officer's current recommendation is that Unearmarked Reserves should be around £9m. The MTFS reported to July Council identified that surplus unearmarked reserves would be used to fund capital expenditure to reduce ongoing revenue financing costs. The amount of contribution is delegated to the Section 151 officer in consultation with the Cabinet Member for a Fairer Chelmsford on production of the 2021/22 revenue outturn in Spring 2022. The current projections identified in this report suggest a contribution to capital of £4m may be possible.
- The variances identified in the report will be used to inform the 2022/23 budget.

### 3. Revenue Monitoring

3.1. The Council's budget for 2021/22 is forecast to be marginally overspent by £0.088m, although the ongoing influence of Covid-19 means there remains a significant risk of further losses of income.

3.2. **Appendix 1** contains the high-level and action-based Revenue Monitoring report. A brief overview is:

- Page 8 contains a diagram identifying whether the services' budgets are projected to be over- or underspent. The current projection is £2.36m or 11% overspent. Not unsurprisingly, these are caused in the most part by Covid-19.
- Page 9 is a list of key variations that make up the overspend. These pages show the amount and the cause of each variation. They also identify the actions which are recommended to manage each variation. For each affected service, action or variance, the report identifies associated risks.

The key projected service variations are:

Narration	Projected +over/- under budget £Ms
Income Losses caused by Covid-19	3.3
Additional net Income (High Chelmer Shopping Centre (£309k), Recycling Sales & Credits (£118k), Garden Communities Programme (£250k), Hylands Events (£62k) offset by Reduced Income from Hylands Car Parking (net £129k), CIL Admin Fee (£160k))	-0.4
Underspends including those caused by Covid-19	-0.2
One-off grant for administration of Business Rate Grants	-0.3
<b>Total Projected Variation</b>	<b>2.4</b>

3.3. Page 10 contains details on Council budgets that are not managed by services but are central corporate costs or income. For each item, any variances, actions, and risks are identified. The variations are:

Narration	£Ms
Interest Earnings – mostly due to investment in external funds	-0.2
Capital Financing (MRP and Interest). Lower due to Covid-19 causing slippage in programme spend	-0.3
Grant Income; Additional Sales, Fees and Charges Grant	-1.2
Business Rate Retention Income	-0.6
<b>Total Projected Variation</b>	<b>-2.3</b>

There are two items on page 10 of note.

1. Other Grant Income. The latest guidance from Government is that the calculation of Sales, Fees and Charges Grant for Covid-19 losses is different to 2020/21 and additional income is now expected (£1.2m). This is still subject to external audit.
2. Business Rate Retention Income. The Government allows councils to keep a share of growth in Business Rates or losses in their areas via the highly complex Business Rate Retention scheme. The scheme is made more lucrative to local authorities if they join together to form pools, but this can also increase the size of any losses in the event that Business Rate income declines. Chelmsford belongs to an Essex pool. The 2021/22 budget assumed a cautious net income of £200k would be



available to support expenditure. At the time of producing the report, gains or losses from the pool have not yet been fully estimated. However, the City Council's projected estimated gain from the pool and Council's own retention for 2021/22 is £0.6m above the budget. This projection has significant risk of error, but officers are aware that previously reported estimates of this type of income have been too pessimistic.

3.4. Page 11 contains an explanation of the projected use of reserves and an overall summary of the projection of revenue net-expenditure outturn. Any overspend at year-end will have to be funded from Unearmarked Reserves, referred to as the General Balance. The current projection is for an overall small (£0.088m) net overspend for 2021/22.

3.5. The Projected Reserves Position is shown below.

The Earmarked reserves are made of sums set aside for specific future spending commitments or risks. The table below summaries the overall value of earmarked reserves. It should be noted that some £17m of unearmarked reserves was set aside to fund payments due to the Government under Business Rate Retention accounting rules.

<b>Earmarked Reserves</b>	<b>£m's</b>
Opening Balance 2021/22	21.6
Use of Business Rate Timing Reserve & Other budgeted use of reserves	-18.1
February Council commitment to transfer to earmarked from unearmarked reserves	2.3
Projected Year End use of Earmarked reserves	-0.1
<b>Projected year End Balance 31/03/2022</b>	<b>5.7</b>

Unearmarked Reserves. The Section 151 Officer's current recommendation is that Unearmarked Reserves should be around £9m. The MTFS reported to July Council identified that surplus unearmarked reserves would be used to fund capital expenditure. The table below shows a projected £4m transfer to capital, which may take the form of a transfer to earmarked reserves to fund future capital expenditure or a direct use of revenue to fund the 2021/22 capital programme. The level of contribution will be determined on production of financial outturn for 2021/22 in late-Spring 2022, under delegation to the Section 151 officer in consultation with the Cabinet Member for a Fairer Chelmsford.

<b>Unearmarked Reserves</b>	<b>£m's</b>
Opening Balance 2021/22	16.8
February Council Commitment to Support Revenue Budget 2022/23	-1.3
February Council commitment to transfer to earmarked reserves	-2.3
Projected Year End use of Unearmarked reserves	-0.1
<b>Subtotal -Projected year End Balance 31/03/2022</b>	<b>13.1</b>
Projected year End Contribution to Capital (per principle established in MTFS)	-4.0
<b>Projected year End Balance 31/03/2022 after Capital Transfer</b>	<b>9.1</b>

3.6. The 2021/22 estimates, as is normally the case, allowed for savings identified in the Annual February Council Budget report. Given the increasing difficulty of identifying savings and efficiencies, it is worth noting that there has been some slippage in the timing of implementation in 2021/22 but the impact of savings and efficiencies in the years beyond 2021/22 is expected to be broadly in line with the proposals in the February 2021 budget report. However, there is one notable exception: the 2021/22 staff pay award. The 2021/22 budget was initially set to match the Government's proposals for no increase in public sector pay. Local Government pay however, is determined separately and the Employers nationally have offered a 1.75% pay increase. As the City Council operates under local terms and conditions any pay proposals are negotiated directly with the unions and an offer of 2% has been made.

3.7. The original budget has been increased under delegations, as below:

Narration of Approved Spend/Funding	£000s
Digital Signature Technology	9
Community Governance Review Second Consultation	9
Carry forward items agreed in July MTFS report	71
Project Evaluation reserve – feasibility studies for Fairfield Road, Rectory Lane and Coval Lane car parks	42
Cultural Support Fund for British Science Festival	20
Springfield Green – Tree Avenue, Woodland, Bulb and Wild-Flower Planting	18
<b>Total</b>	<b>169</b>

## 4. Conclusion

4.1 The Forecast financial projections have a high risk of error due to the uncertain impact of Covid-19. However, the level of projected net overspend is not significant at the current level of £0.088m.

4.2 The level of Reserves and their use is key in managing financial risk, given the high risk of error in the financial outturn projections. Due to the resilient level of reserves, it may be possible to make an unbudgeted contribution to capital (£4m) and reduce future financing costs

### List of appendices:

Appendix 1 – Chelmsford City Council Forecast Revenue Position for 2021/22

### Background papers:

Nil

---

## Corporate Implications

Legal/Constitutional: As identified

Personnel: N/A

Risk Management:

The report is part of the Council's financial risk management

Equality and Diversity:

N/A

Health and Safety:

N/A

Digital:

N/A

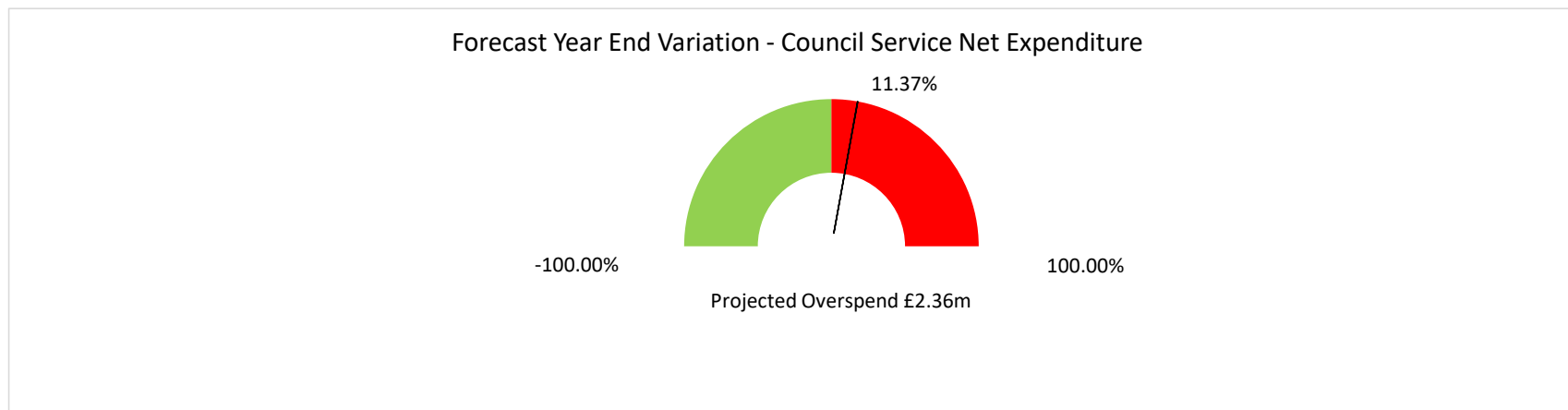
Other:

### Consultees:

### Relevant Policies and Strategies:

Medium term financial Strategy 2021-26

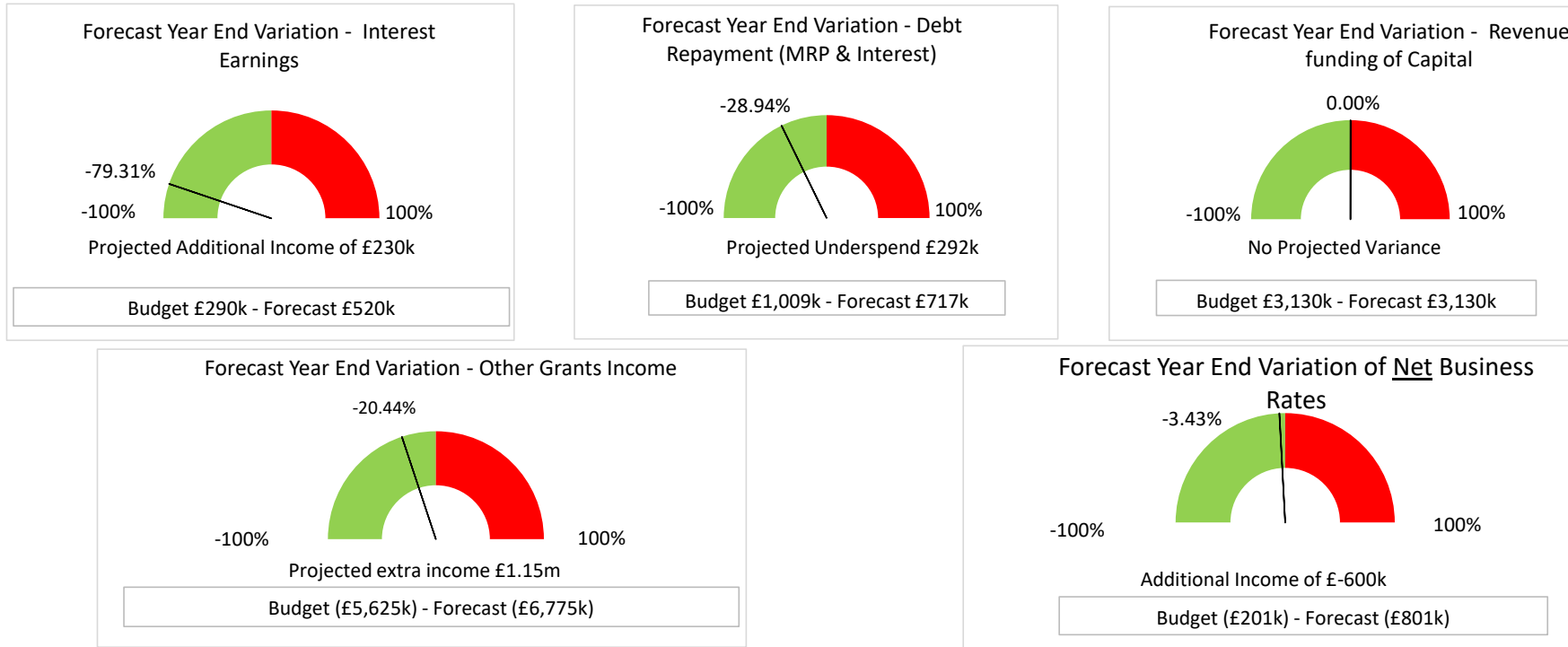
## Chelmsford City Council Revenue Monitoring Summary for 2021/22



The projected overspend above is made up of a number of items due to the Covid-19 pandemic . The ongoing impact of Covid-19 in future years will be important to monitor as new trends and habits emerge. The forecasts will be updated again during the production of the December monitoring.

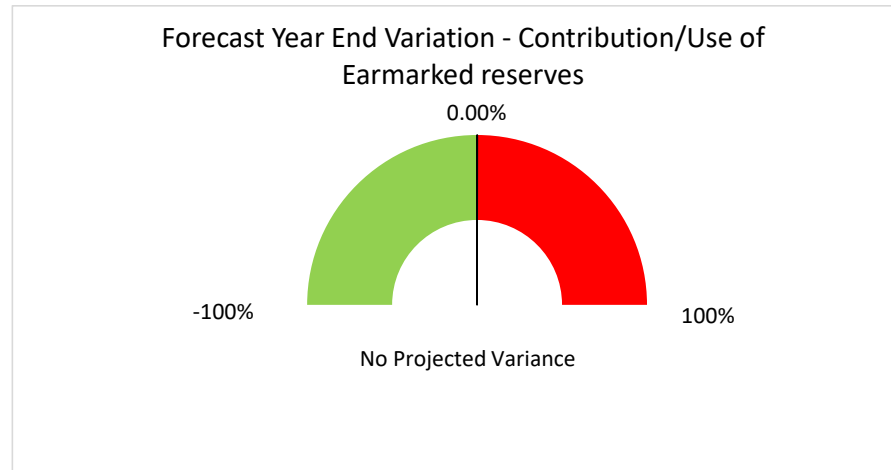
Note	Key Variations	Actions	Risks
1)	<b>Reduced income of £1,707k due to Covid-19.</b> This relates to Theatres (£409k), Events (£342k), Hylands (£294k), Court Cost Income (£275k), Rize (£134k), Parks (£98k), Meeting Rooms (£62k), Trade Waste (£48k) and the Market (£45k)	Several services started 21/22 either closed to the public or at heavily reduced capacity beyond that expected in the budget . The budget allows for the Sales, Fees and Charges compensation scheme income, an additional allocation is shown under other grants. The claim only covers income lost to the end of June.	Income does not recover to pre-Covid levels due to changing customer trends and confidence.
2)	A <b>£800k</b> loss of income as a result of Covid-19 at the Council's four Leisure Centres	The assumptions in the budget were that Covid restrictions would be lifted by 31/3/21. The income budgets were reduced by 10% for 21/22 but are currently running at approximately 20% down on the year. The profiled budget to the end of August was £1.8m but actual income received was £1.2m. A push to recover any lost memberships due to Covid will continue.	Income does not recover fully post Covid with lost memberships not returning.
3)	Car parks income to date is currently down compared to the profiled budget. Occupancy levels are improving with the week of 11th October having the following levels: Short Stay 95% & Long Stay 82%. <b>The monitoring as reported includes a £0.8m expected shortfall.</b>	Income will be constantly monitored to see if the current trends pick up when covid restrictions are removed. The budget assumed an average 70% occupancy rate.	Any winter restrictions such as working from home could further reduce parking income
4)	<b>£222k of net underspends</b> due to Covid-19 with 3 Foot and Fling not going ahead and the Theatres opening later than planned at reduced capacity	These underspends are one-off in nature and are offset by reduced income above	Ongoing savings/additional income was identified in these areas in the 2021/22 budget which could be jeopardised by Covid's long term impact.
5)	<b>£433k additional net income</b> from various initiatives and Council services - (Additional Income of - High Chelmer Shopping Centre (£309k), Recycling Sales & Credits (£118k), Garden Communities Programme (£250k), Hylands Events (£62k) offset by Reduced Income from - Hylands Car Parking (net £129k), CIL Admin Fee (£160k))	All income budgets will be looked at as part of the 22/23 budget process to determine if any growth or reduction is ongoing or one-off	Any reduction in income in 21/22 carries on into future years and any additional income is not ongoing.
6)	<b>£292k additional one-off New Burdens income</b> for administration of Business Grants payments	Offset with some additional cost pressures	

## Other General Fund Budget Items of Income and Expenditure

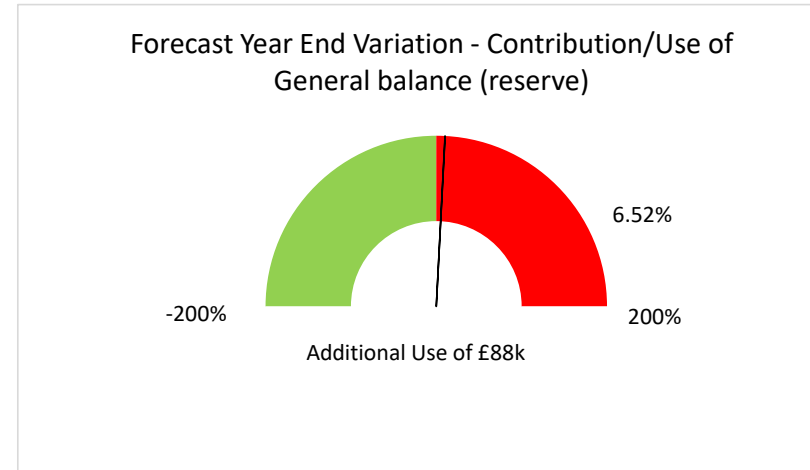


Note	Key Variations	Actions	Risks
1)	Interest Earnings - The Council has now invested in 3 of the 3 Multi Asset funds and so income earnings are expected to exceed the budget in 21/22	Returns to date in the 3 funds have proven to be at expected levels. Capital values for the new funds are volatile month on month and should be assessed over 3-5 years of performance.	Capital values are at risk with these investments, however they are long term investments which are expected to provide a total return (capital and interest) over a 3 to 5 year period
2)	Other Grants : Sales, Fees & Charges Compensation grant has increased due to lower level of expected income and changes to how the Government allocates the grant.	A claim was submitted in late October, inline with latest Government timetable.	The level of grant is provisional.
3)	MRP - slippage of capital programme expenditure in 2020/21 (due to Covid) means a temporary saving on MRP.	The MRP charge forecast is being reviewed as part of the budget. Including the additional use of reserves (from 2020/21 outturn) to fund capital expenditure	Reductions in MRP generally tend to be just a delay to later year.
4)	Business Rates - current projections suggest an additional retained income of £600k	This income is very difficult to predict. Information from Essex Business rate will be updated at end of November.	The projection could be significantly wrong, though officers believe the risk of falling below the £200k budget position is unlikely.

## Use of Reserves



Changes in the use of earmarked reserves are often offset by changes in the expenditure in the service accounts e.g. Local Development framework expenditure if underspent will result in less use of earmarked reserves. The budget for 21/22 is a contribution to Earmarked Reserves of £135k.



The budget for 21/22 is a £1.3m use of the General Fund Balance to support expenditure. The additional use of £0.09m above results in a total projected use of the General Fund Balance for 21/22 of £1.39m

### SUMMARY

The Council's net service expenditure for 2021/22 is projected to be £2.4m higher than the budget. This is due to Covid measures being in place longer than anticipated in the budget and as income is below budget.

Offsetting the weaker income are the following favourable items:

£0.23m Increased interest earnings from the new investment in funds and higher than planned cash balances

Lower financing costs (Covid slowed down capital spend) £292k

£1.1m additional Sales, Fees and Charges grants. Officers have identified on release of the detailed return that the method of calculation is effectively more generous than 2020/21. This claim will be subject to external audit.

£0.6m Business rate retention income. This additional income is not certain but historically a cautious reporting of income has made the year end projections too pessimistic.

The impact of the variances is a forecast additional use of Unearmarked reserves of £0.088m, which is not financially significant to the Council.

The 2020/21 financial outturn included a windfall from business rates resulting in higher than planned unearmarked reserves. If at year end additional reserves are available then the S151 officer will use the surplus to reduce internal borrowing for 2021/22 resulting in lower ongoing financing costs charged to revenue.

There is a significant risk that the forecast will change as time passes. Having robust levels of reserves is the key tool for managing the risks of the pandemic.



---

Chelmsford City Council      Overview and Scrutiny Committee

22 November 2021

---

## Cabinet Member for Sustainable Development's Annual Report on Housing Delivery

---

Report by: Cabinet Member for Sustainable Development

---

### Officer Contact:

Liz Harris-Best, [Liz.harris-best@chelmsford.gov.uk](mailto:Liz.harris-best@chelmsford.gov.uk), 01245 606378

Jeremy Potter, [jeremy.potter@chelmsford.gov.uk](mailto:jeremy.potter@chelmsford.gov.uk), 01245 606821

---

### Purpose

This report sets out, for the Committee's information, housing delivery monitoring statistics for 2020/21 and provides Members an update on new and proposed national and local initiatives that impact on the delivery of new housing.

### Recommendations

That the Committee note the content of the report.

---

#### 1. Introduction

1.1. This report provides an overview of key housing delivery monitoring statistics in Chelmsford for the period 2020/21 (April 2020 – March 2021). The detailed information is contained within the Annual Report of Key Housing Monitoring Statistics attached at Appendix 1 of this report. This follows the seven previous Annual Reports which have been considered each year by the Overview and Scrutiny Committee since 2012.



1.2. This report provides an annual update on housing delivery statistics, including our performance against the annual housing requirement number and affordable housing delivery. In addition, it updates the Committee on national initiatives relating to housing supply as well as local initiatives to address housing need.

## 2. Context

2.1. Housing delivery has remained stable in 2021/21, with 829 completions recorded for the financial year. This is compared with 832 in 2019/20. Whilst this is lower than expected, the Covid-19 pandemic inevitably impacted the level of construction on development sites. It should also be noted that completions for the year still exceed the annual housing target of 805 dwellings per annum.

2.2. Whilst the Covid-19 pandemic continues to make the delivery of housing difficult to forecast we continue to use the phasing information obtained from developers to produce an annual Housing Site Schedule (HSS). The latest HSS (April 2021) indicates a steady increase in housing completions over the next five years which is encouraging given the impact of the pandemic to date.

2.3. Tables 1 and 2 demonstrate the level of housing planning permissions and completions over the last five years.

Table 1 - Numbers of New Homes with extant planning permission

	April 2017	April 2018	April 2019	April 2020	April 2021
Net New Homes with extant Planning Permission	8,835	7,735	6,694	6,566	5,532

Table 2 - Numbers of New Homes completed in Chelmsford City Council area (Annual Percentage Increase)

	2016/17	2017/18	2018/19	2019/20	2020/21
Net New Completed Homes	1,002 (+26%)	1,008 (+0.5%)	1,256 (+24%)	832 (-33%)	829 (-0.4%)

2.4 Table 4 of Appendix 1 (Net Total Completed New Dwellings) shows the number of dwelling completions over the last 10 years and includes a breakdown of the number of affordable housing units delivered. There has been a 40% increase in the delivery of affordable housing units in the last year with 264 delivered in 2020/21 compared with 189 in 2019/20. This is set to remain stable over the coming years as development on key strategic sites continues.

2.4. The affordable housing completions consisted of 175 affordable rented units and 89 shared ownership dwellings. The affordable housing for rent represents 66% of the total additional affordable housing, which is marginally below the planning policy requirement on planning gain sites in the Local Plan to deliver 67% of affordable housing on threshold sites as affordable housing for rent; but planning policy requirements reflect permissions, rather than completions data.

2.5. The breakdown in bedroom size of the 175 affordable housing dwellings completed in 2020/21 compared to the identified need from the Strategic Housing Market Assessment Update (SHMA) (2015) is set out below in Table 3:

**Table 3 - Bedroom size of Affordable Homes for Rent**

No. Bedrooms	Affordable Rent							Sub-total
	1	2	3	4				
20/21 Q1	0	0	0	0				0
20/21 Q2	17	33	8	0				58
20/21 Q3	0	0	0	0				0
20/21 Q4	37	56	22	2				117
<b>TOTAL</b>	<b>54</b>	<b>89</b>	<b>30</b>	<b>2</b>				<b>175</b>
<b>(SHMA %)</b>	<b>31% (22.5%)</b>	<b>51% (53.6%)</b>	<b>17% (14.2%)</b>	<b>1% (9.7%)</b>				<b>100%</b>

2.6. The affordable housing completions data shows a more significant oversupply of one-bedroom dwellings and under supply of four-bedroom dwellings, compared to the SHMA requirements. There has been a slight undersupply of two-bedroom dwellings and a slight oversupply of three-bedroom dwellings delivered through planning gain – all but two of the 175 completions were secured through planning obligations. The imbalance in the proportion of one-bedroom and four-bedroom affordable rented dwellings is in part because 42% of the affordable rented completions occurred on two brownfield City centre sites (Peninsular site and Former Royal Mail Premises, Victoria Road development), where smaller dwellings are more dominant.

2.7. The emerging draft Housing Strategy 2022-2027 highlights how the Council is at a critical stage of being at risk of being unable to meet its statutory duties to some of those in most urgent need, particularly larger families with children. It is therefore critical that the supply of 4-bedroom affordable homes for rent identified as required in the SHMA is secured at the proportions identified and this will continue to be monitored closely in terms of planning permissions and completions in the current monitoring year.

2.8. Table 4 below provides a summary of development progressions on key strategic sites. Since the last report work has completed on Phase 3 at Runwell and works have advanced significantly on the Peninsular and Copperfield Roads sites with further phases at Runwell Hospital, Beaulieu and Channels commencing.

Table 4 – Summary of Development Progression on Key Strategic Sites currently under construction

Site	Total Homes	Completed <sup>1</sup>
Land north, south and east of Belsteads Farm Lane, Broomfield (Channels) - Phase 3c 3d and 5	240	182
Greater Beaulieu Park, White Hart Lane, Springfield - Phase 1 - Zone E	199	168
Greater Beaulieu Park, White Hart Lane, Springfield - Phase 1 - Zone C1	199	191
Greater Beaulieu Park, White Hart Lane, Springfield - Phase 1 - Zone C2	123	65
Greater Beaulieu Park, White Hart Lane, Springfield - Phase 2 – Zones F&I	254	200
Greater Beaulieu Park, White Hart Lane, Springfield - Phase 2 – Zones K&L	300	289
Former Runwell Hospital (St Lukes), Runwell Chase, Runwell, Phase 3 (Complete)	102	102
Former Runwell Hospital (St Lukes), Runwell Chase, Runwell, Phase 4	134	24
Peninsular Site, Chelmer Waterside	448	164
Land North of Copperfield Road (East Portion)	198	117
Former Royal Mail Premises Victoria Road Chelmsford	203	131

### 3. Chelmsford Housing Delivery Statistics

3.1. Set out within the Annual Report of Key Housing Monitoring Statistics at Appendix 1 of this report, there are five tables providing the following statistical information:

- 1) New homes in pre-planning stage;
- 2) New homes within current major planning applications;
- 3) New homes with planning permissions;
- 4) New homes completed;
- 5) Estimated housing trend.

<sup>1</sup> Total Completions as at Q2 2021/22

## New Homes in Pre-planning Application Stage

3.2. At present, there are in the region of 1,800 new homes which are the subject of pre-application discussions with Officers. These consist of major development sites of 10 or more dwellings where an officer is actively engaged in discussions regarding the feasibility of a scheme.

3.3. This figure has significantly increased since last year where just over 600 new dwellings were the subject of pre-application discussions with Officers this time last year. This is very encouraging and reflects new development opportunities in the Local Plan coming forward. It also allays any concerns regarding the reduction in the number of new homes with extant planning permission.

3.4. There are several Planning Performance Agreements (PPAs) in place on the strategic allocations in the new Local Plan, which will include pre-application advice. Just over 3,900 dwellings are the subject of a PPA on the following sites:

**Table 5 – Sites subject to Planning Performance Agreements**

Sites	Developer	Total number of dwellings
Former St Peter's College, Fox Crescent	ECC	185
West Chelmsford	Crest	800
East Chelmsford 3a	Hopkins	250
East Chelmsford 3c	Redrow	100
East Chelmsford 3d	Redrow	50
Great Leighs 7a	Strategic Site 7 Landowners	750
Great Leighs 7b	Strategic Site 7 Landowners	250
Great Leighs 7c	Strategic Site 7 Landowners	100
North of Broomfield	Bloor	450

North of South Woodham Ferrers	Countryside	1,000
Chelmsford Garden Community	Countryside Zest Ptarmigan Land	5,500
Total		9,435

3.5. Table 1 in Appendix 1 provides an area-based summary of where pre-application discussions are in progress, with the total aggregated number of new homes expected. This figure also includes pre-application discussions on sites which already have outline planning permission on the reserved matter submissions.

### New Homes within current major planning applications

3.6. There are 1,764 net new dwellings within major planning applications currently being considered by the City Council (as at 01/10/2021). A breakdown of these major applications is set out in Table 2 of Appendix 1, where a commentary is provided as to the status of each.

3.7. At the same time last year, there were 434 net new dwellings with planning applications currently being considered by the City Council. This is over 4 times the amount compared to last year's figure, which again is encouraging.

### New Homes with planning permission

3.8. There are just over 4,750 new homes which currently have a live (extant) planning permission but are yet to be built. Planning applications are time limited and require the commencement of development within three years of the date of the grant of planning permission.

3.9. The number of new homes with extant planning permission has fallen by around 800 dwellings compared with last year, however, the number of homes that are currently within current major planning applications has increased by over 1,200, therefore, this could just represent the passage of applications through the Development Management process.

3.10. A breakdown of these applications is set out in Table 3 of Appendix 1 and is based on the April 2021 Housing Site Schedule. A revised Housing Site Schedule is published in April every year to reflect new approvals and completions.

## New homes completed

3.11. Between 2001/02 and 2020/21 there have been 13,450 new homes completed in the City Council's area which equates to an average annual completion rate of 673 new homes per year. The annual totals are set out in Table 4 of Appendix 1. It is important to note that the major allocations for housing in the previous Local Plan are now all coming forward in a timely and planned manner. The estimated new home completions trends, therefore, continue to forecast rates over the next 5 years that are well above the annual housing requirement of 805.

## Estimated New Home Completions Trends

3.12. As can be demonstrated above, there are a significant number of new homes currently being developed or in the pipeline within the City. In addition to the supply of housing already with planning permission, there are 1,764 new homes included within major planning applications yet to be determined by the City Council.

3.13. There are just over 4,750 new homes with planning permissions which are yet to be completed. Construction or groundwork has commenced on 135 sites, compared with 106 commencements this time last year. Just over 3,800 of the new homes with planning permission which are yet to be built, are located on the sites where construction or groundworks has commenced and not stalled.

3.14. Based solely on the information contained within Appendix 1, it is estimated that completion rates over the next 5 years will remain well above the annual housing requirement of 805 dwellings per annum.

## Change of use from Office to Residential

3.15. The Government introduced changes to the planning system in May 2013 which allows offices to be converted into residential use without the need for a planning application to be made to the local planning authority. This has been replaced by a streamlined 'prior approval' process whereby applicants submit their proposals, and the Council can only comment on a narrow scope of issues. There is no ability to request affordable housing through this process, regardless of the number of units proposed.

3.16. The Council has processed just over 90 prior approval applications (up to 31 March 2021) for the conversion of offices to residential, resulting in a further 1,043 residential units with planning permission. Of these, 469 units have already been completed. These units are counted in the housing data within Appendix 1. The current regulations stipulate that prior approval schemes must be completed within three years of the date of the approval.

## 4. Housing Delivery Test

4.1. In February 2021 the third set of “Housing Delivery Test” results were published (‘November 2020 results’). They set out a standard approach to measuring how well the delivery of homes is going and create a series of consequences on councils for failing the test.

4.2. The Housing Delivery Test works by comparing how many homes have been delivered over the previous three years to the number of homes required in the same period. The Housing Delivery Test is an annual test of housing delivery.

4.3. The planning policy consequences of not meeting the Housing Delivery Test are set out in the National Planning Policy Framework.

4.4. Where the Housing Delivery Test indicates that delivery has fallen below 95% of the local planning authority’s housing requirement over the last three years, councils must complete an Action Plan to assess the causes of under delivery and identify actions to increase delivery in future years.

4.5. Where delivery falls below 85% of the housing requirement, councils need to add a buffer of 20% to their five-year housing supply to improve the prospect of achieving their planned supply.

4.6. Where the Housing Delivery Test results fall below 75% of the housing requirement over the previous three years, a presumption in favour of development applies.

4.7. Transitional arrangements mean the 75% threshold applies from the November 2020 test results onwards. Lower delivery thresholds of 25% and 45% applied for the test results in November 2018 and November 2019 respectively.

4.8. The November 2020 Housing Delivery Test result in Chelmsford was 139%, 2% lower than the November 2019 test result (141%) but 1% higher than the November 2018 test result (138%). This means Chelmsford has delivered 39% more homes than the number of homes required over the last three years.

4.9. The 2020 Housing Delivery Test result still includes transitional arrangements whereby the number of homes required is set by household projections for one of the three years included (2017/18).

4.10. At the time of drafting this report, the November 2021 Housing Delivery Test results had not been published. Officers anticipate the November 2021 test result for Chelmsford will continue to show that the delivery of homes has exceeded the housing requirement by a slightly lower margin of 120%; assuming the temporary adjustment (one month reduction) made to the housing requirement in the test year 2019/2020 reverts to the full 12-month period.

## 5. Housing Requirement

5.1. The Government published a standardised approach to calculating housing need in September 2018. The standard method uses a formula to identify the minimum number of homes expected to be planned for, in a way which addresses projected household growth and historic undersupply. The standard method uses the same demographic starting point as the Council's Objectively Assessed Housing Need, national household growth projections (the most recent projections calculated over a 10-year consecutive period, with the current year being the first year). The standard method then applies one market signal adjustment related to a local affordability ratio. This is based on median house prices compared to median workplace earnings and is updated in March each year.

5.2. In February 2019, the Government updated the guidance to set the baseline using 2014 rather than 2016 based household growth projections. In Chelmsford's case, applying the standard method using the 2014-based population projections and March 2021 data release for the affordability ratio, produces a local housing need of 918 new homes per year, which is above the Objectively Assessed Housing Need of 805 homes per year.

5.3. The Local Plan's housing requirement is based on the Objectively Assessed Housing Need of 805 dwellings per annum and the Local Plan was examined on this basis. However, the housing supply in the Local Plan provides close to a 20% supply buffer above the Objectively Assessed Housing Need.

5.4. The consultation on changes to the current planning system published in 2020, which proposed to change the method of calculating housing need to include two adjustments for market signals and was reported to Members last year, was not taken forward. Instead, the Government introduced a 35% uplift to urban authorities in the top 20 cities and urban centres in the country.

5.5. The Council will need to start to use the standard method at the first review of the Local Plan, which is required within five years of adoption and scheduled to commence in 2022.

## 6. Planning White Paper – Planning for the Future

6.1. Last year's Annual Report on Housing Delivery summarised the proposed planning reforms set out in the Planning White Paper – Planning for the Future. These included the introduction of a zonal system in which local plans designate land into three categories:

- **Growth areas** suitable for substantial development including new settlements and urban extensions and which would have automatic outline permission with faster routes for detailed consent.
- **Renewal areas** suitable for development, largely on urban and brownfield sites, and which would be permitted either through a prior approval process,



a faster planning application process or a Local or Neighbourhood Development Order, and

- **Protected areas** where development would continue to be restricted such as Green Belt, Conservation Areas, Wildlife Sites, areas of significant flood risk and important areas of green space.

6.2. It is now expected that the Government will introduce a more limited set of changes, however, details are not forthcoming at the time of drafting this report.

### Main changes to developer contributions for infrastructure

6.3. The White Paper also proposed that the current system of planning obligations under Section 106 agreements should be consolidated under a reformed, extended 'Infrastructure Levy', based on a flat-rate set nationally at either a single rate or at area-specific rates.

6.4. Following consideration of the consultation responses on this, the Government has announced that section 106 agreements will now be replaced with transparent levies that are locally set and levied with greater flexibility for councils to determine how they are spent. Further details on these locally set levies is awaited.

6.5. In addition to the changes proposed to the standard method, the Government's technical consultation on changes to the current planning system also included:

- securing of First Homes through developer contributions in the short term until the transition to a new system;
- supporting small and medium-sized builders by temporarily lifting the small sites threshold below which developers do not need to contribute to affordable housing.

### First Homes

6.6. Earlier this year the Government published a Written Ministerial Statement that set out plans for delivery of the new type of affordable home ownership product called First Homes.

6.7. National planning policy now requires that a minimum of 25% of all affordable housing units secured through developer contributions are delivered as First Homes.

6.8. The First Homes Written Ministerial Statement also introduced a First Homes exceptions site policy to encourage First Homes-led development on land that is not currently allocated for housing.

6.9. Elements of the national criteria applying to First Homes, and the purchasers of First Homes, are fixed whilst some can be amended by local authorities. As this is a new requirement, there is not a policy in Chelmsford's Local Plan, therefore a Planning Advice Note has been prepared for consultation.

6.10. A draft First Homes Planning Advice Note was approved by Chelmsford Policy Board for a 4-week targeted consultation from the 26<sup>th</sup> October to 24<sup>th</sup> November 2021.

### Supporting small and medium-sized developers

6.11. The government proposal to raise the small site threshold from 10 to either 40 or 50 new homes through changes to national planning policy to reduce the burden of planning contributions on small and medium-sized (SME) developers for an initial period of 18 months, was later not considered to be necessary and was not implemented.

## 7. National Initiative Update

### Next Steps Accommodation Programme

7.1. In July 2020, the Government issued the Next Steps Accommodation Programme, which made financial resources available to local authorities and their partners to increase the accommodation and support for rough sleepers and single homeless, following the emergency response that began in March 2020 - reducing the risk that some may return to being homeless and rough sleeping.

7.2. Essex County Council submitted a bid on behalf of Chelmsford City Council and the neighbouring districts of Braintree, Epping, Maldon and Rochford. The Chelmsford element of the bid consisted of nearly £320,000 to provide:

- An additional 73 units/bed spaces and support of intermediate accommodation from Autumn 2020 – March 2021 in a variety of accommodation settings.
- For the refurbishment of a redundant hostel.
- Longer-term revenue funding for 2-3 years to provide tenancy sustainment for 30 people a year to move on and avoid repeat homelessness, higher level support in hostel accommodation and a pilot 'Housing led/Housing First' scheme for the small number who, having been assessed, cannot be expected to manage in more communal supported accommodation and need ongoing intensive support e.g. in assessment hub (formerly night shelter).

7.3. The bid was successful, and all the above-mentioned schemes are now operational.

### Rough Sleepers Accommodation Programme

7.4. In March 2021, the Government launched its Rough Sleeping Accommodation Programme 2021 – 2024.

7.5. Since March, the Council has worked with partners to secure funding for the following projects:

- 8 fully self-contained apartments with support for rough sleepers with complex needs provided by Home Group (Chelmsford based);
- 15 additional bedspaces with support for those at risk of rough sleeping / homelessness due to leaving provision, provided by Housing Dilemmas (Chelmsford based);
- 15 bedspaces to be provided by Depaul in partnership with Essex County Council and Colchester Borough Council for young people at risk of rough sleeping/homelessness with volunteer host families as a night-stop scheme (joint initiative).

### Affordable Homes Programme 2021 to 2026

7.6. In September 2020 the Government published details of its Affordable Homes Programme for 2021 to 2026, which provides grant funding to support the capital costs of developing affordable housing for rent or sale.

7.7. To receive grant funding, Registered Providers need to be a qualified Investment Partner of Homes England or be working with an organisation that is. There are two routes to access funding:

- Scheme by scheme bidding through continuous market engagement (CME).
- A multi-year Strategic Partnership to access grant for a longer-term development programme.

7.8. CME provides access to grant throughout the duration of the programme, while funding remains available. This route allows providers to apply for funding for individual schemes.

7.9. Strategic Partnerships are a range of tailored, longer-term deals for organisations that have the capacity and a successful track record of delivering large numbers of new homes at significant pace. This route gives partners the certainty of agreed funding for the duration of the deal, with greater flexibility to deliver within agreed parameters on location and tenure.

7.10. In September 2021, Homes England announced it is committing almost £5.6bn in affordable housing grant under the Affordable Homes Programme 2021-2026 to 31 strategic partnerships with 35 organisations. These strategic partnerships include a broader range of organisations than ever before with four for-profit providers, as well as several housing associations.

7.11. Homes England's latest strategic partners include Clarion, Curo and Swan, Legal and General and Sage which are all currently and/or recently had a development presence in Chelmsford.

## Housing Infrastructure Fund

7.12. Funding from the Government's Housing Infrastructure Fund has been secured to support the delivery of housing in two of the strategic allocations in the adopted Local Plan.

### Chelmer Waterside

7.13. Up to £13.7m from the Marginal Viability element of the Housing Infrastructure Fund has been secured to support the delivery of the new access road and bridge and removal of the high-pressure gas constraints. For this element of the Fund, Chelmsford City Council is in contract with Homes England, with a project completion date of March 2023. The planning application for the new road and bridge was granted in June 2021 and the application for the relocation of the Gas Pressure Reduction System on the former Gas Works is due to be submitted by the end of this year. Construction works are due to start in mid-2022. Once the new infrastructure is delivered there is the capacity to deliver a further 970 homes in this location, including 35% affordable housing. Cabinet adopted the Chelmer Waterside Development Framework in October 2021 which will be used to select the Council's development partner in 2021.

### North East Chelmsford Garden Community

7.14. £218m has been secured from the Forward Funding element of the Housing Infrastructure Fund to support the delivery of the Chelmsford North East Bypass and Beaulieu Station. This element of the Fund has been secured by Essex County Council, in partnership with the City Council. In October 2021, the planning application for the Chelmsford North East Bypass was submitted to Essex County Council.

### Garden Community Capacity Fund and Net Zero-Carbon

7.15 A further bid for Garden Communities capacity funding was submitted to Homes England in 2020. In 2021 it was announced that the bid was successful in securing £250,000 to help advance and inform the Development Framework Document and supporting documents. This funding will support a range of workstreams including:

- Dedicated Essex County Council (ECC) transportation planner and ECC infrastructure planner;
- Continuation of Chelmsford City Council's independent advice provided by AK Urbanism, Dentons and Steer Consulting;
- Appointment of a Landscape and Wild Infrastructure Consultant;
- Appointment of consultancy support for Infrastructure Delivery;
- Development of additional technical studies including an Energy mapping and Renewable, Low Carbon Energy Feasibility Study, Mechanisms/Models for Community Stewardship and zero-carbon demonstrator site.

7.16 Chelmsford City Council and Homes England are working in partnership with Countryside Zest by helping to fund some of the initial research required to inform the Net Zero Carbon measures needed in the future. In October 2021, an agreement was signed between the parties and forms the first stage of work to deliver around 80 homes as Net Zero Carbon-ready. Learning from this project will help inform future zones at the Garden Community and other developments.

7.17 Chelmsford City Council are also in discussion with Homes England about the status of Chelmsford Garden Community as its proposed scale could qualify for 'Garden Town' status. This has the potential to attract more funding opportunities than the current 'Garden Village' status.

## 8. Local initiatives to address housing need

8.1. As a local authority, the Council has limited influence on the national economic climate and policies. However, it can use other means to ensure we meet our obligations locally.

### Plan-making and Land Allocation

8.2. The Council is expected to allocate land for new development in the new Local Plan and ensure there is a rolling supply of deliverable sites to provide at least five years' supply of new homes. The Council adopted the Chelmsford Local Plan 2013-2036 on the 27 May 2020.

8.3. At the time of adoption, the Local Plan included provision for:

- around 9,579 houses on new site allocations;
- around 1,200 houses on sites not identified (windfalls);
- around 11,064 new homes which already have planning permission;
- 9 Gypsy and Traveller pitches;
- 24 Travelling Showpeople plots.

8.4. The Council has commenced Masterplanning work on all the strategic sites allocated in the Local Plan. The Masterplans listed below have all been through the consultation process and been approved by Cabinet:

- Strategic Growth Site 2: West Chelmsford;
- Strategic Growth Sites 3B, 3C and 3d: East Chelmsford, land north and south of Maldon Road;<sup>2</sup>
- Strategic Growth Site Policy 8: North of Broomfield;
- Strategy Growth Site 10: North of South Woodham Ferrers.

8.5. The Council has published four planning advice notes since the start of the year to aid the implementation of Local Plan policies. Three of the notes focus on housing matters and have been drafted to respond to common queries, changes in national policy or updated evidence. They include:

---

<sup>2</sup> Strategic Growth Sites 3a is scheduled for Cabinet on 16 November 2021.

- Self-build and Custom Build Planning Advice Note, which summarises the demand for self-build and custom build homes, including providing up-to-date information on the size of homes applicants want, and their incomes and savings. It includes demand for different types of property and basic affordability analysis.
- Specialist Residential Accommodation Planning Advice Note, which summarises the need for specialist residential accommodation identified through the preparation of the emerging draft Housing Strategy. It provides a method for calculating a commuted sum in lieu of on-site specialist residential accommodation.
- Wheelchair Accessible Homes Planning Advice Note, which summarises the need for affordable wheelchair-accessible homes using information from the council's Housing Register. It shows the bedroom size of wheelchair accessible accommodation needed for households in the highest housing need.

8.6.A Housing Working Group was established in July 2020 to support the development of the Council's Housing, Homelessness and Rough Sleeper strategies. The Housing Working Group was established in place of the Homelessness and Rough Sleeper Strategy Working Group and the Affordable and Social Housing Working Group.

8.7.The Housing Working Group has overseen development of the emerging draft Housing Strategy 2022-2027. The Council consulted on the emerging draft Housing Strategy from the 14 July 2021 to 15 September 2021. The consultation feedback has been reviewed by the Housing Work Group and will be report to Chelmsford Policy Board, alongside the final Housing Strategy in January 2022.

8.8.Other projects from the Housing Working Group that continue to be taken forward include:

- The purchase of street properties for use as temporary accommodation to achieve the objective for all necessary temporary accommodation to be owned/controlled by Chelmsford City Council.
- Prioritisation of the development of four Chelmsford City Council owned sites to provide affordable and social rent properties in partnership with a Registered Provider.
- Promotion of Entry-Level exception sites for the provision of additional affordable and social rent properties (pending the replacement of Entry-level exception sites with First Homes exception site policy).

## 9. Conclusion

9.1.Housing Delivery has remained stable overall this year; but forecasts indicate that completion rates are set to remain above the annual housing requirement over the next 5 years. This is supported by the significant increase in the number of new homes

at pre-application stage and the number of new homes within current major applications compared to the same period last year.

9.2. There has been a 40% increase in affordable housing delivered this year but the size of the new affordable homes for rent, especially the proportion of four-bedroom dwellings, need to increase to better match the SHMA requirement.

9.3. The Council will continue to monitor and respond to changes to the national planning framework and optimise opportunities to attract grant funding to support the delivery of housing and other essential infrastructure identified in the Local Plan.

#### List of appendices:

#### **Appendix 1 – Annual Report of Key Housing Monitoring Statistics**

#### Background papers:

None

---

#### Corporate Implications

##### Legal/Constitutional:

The statutory framework for planning obligations is set out in Section 106 of the Town and Country Planning Act 1990, as amended. Regulations 122 and 123 of the Community Infrastructure Levy Regulations 2010 (as amended) and paragraphs 54 to 57 of the National Planning Policy Framework (February 2019) set out the Government's policy on planning obligations.

##### Financial:

The rate of new housing delivery directly impacts upon the amount of New Homes Bonus received by the Council and financial contributions to supporting infrastructure through the existing planning obligations process (Section 106 Agreements) and Community Infrastructure Levy receipts. The rate of delivery of new affordable housing for rent impacts on the Council's reliance on temporary accommodation, including the most expensive forms of temporary accommodation provided in the form of bed and breakfast accommodation and nightly lets.

Potential impact on climate change and the environment:

The Local Plan promotes sustainable development and includes policies to mitigate and adapt to climate change and to protect the environment.

Additional new development outlined within the Chelmsford Local Plan could have an adverse impact on climate change and the environment. These can be mitigated by Building Regulation and planning policy requirements related to environmental sustainability.

Contribution toward achieving a net zero carbon position by 2030:

The Local Plan promotes sustainable development and includes policies to reduce carbon emissions e.g. NE4 Renewable and Low Carbon Energy and Site Allocations Policies.

Future additional new homes will be required to comply with Building Regulation and planning policy requirements. This includes the Future Homes Standard and emerging Future Buildings Standard.

Personnel:

None

Risk Management:

None

Equality and Diversity:

Housing delivery is important for all tenures and types of housing to meet the community's needs. The Council will need to undertake an Equalities and Diversity Impact Assessment, if any new policies or procedures to be introduced or implemented, particularly to ensure that no identified group from within the Equalities Act is more affected than others.

There are no new policies recommended in this report.

Health and Safety:

None

Digital:

None

Other:

---

### Consultees:

Chelmsford City Council – Sustainable Communities Directorate

Chelmsford City Council – Financial Services



## Relevant Policies and Strategies:

### Corporate Plan

The above report relates to the following priorities in the Corporate Plan:

Promoting sustainable and environmentally responsible growth to stimulate a vibrant, balanced economy, a fairer society and provide more housing of all types.

Making Chelmsford a more attractive place, promoting Chelmsford's green credentials, ensuring communities are safe and creating a distinctive sense of place.

Encouraging people to live well, promoting healthy, active lifestyles and reducing social isolation, making Chelmsford a more enjoyable place in which to live, work and play.

Bringing people together, empowering local people and working in partnership to build community capacity, stronger communities and secure investment in the city.

### Chelmsford Local Plan 2013-2036

The Local Plan considers all published strategies of the City Council.

---

# Annual Report of Key Housing Monitoring Statistics

November 2021

# Contents

Introduction

Table 1 New Homes in Pre-Planning Application Stage

Table 2 New Homes in Current Major Planning Applications

Table 3 New Homes with Planning Permissions

Table 4 Total Completed New Dwellings (Net)

Graph 1 Estimated Housing Trend

Graph 2 Affordable Housing Completions

**Introduction**

Set out below is the explanatory text for each of the following tables which provide the key monitoring information for housing delivery in the City. Where it is possible the number of affordable housing is shown as a sub-set of the overall housing numbers.

**Table 1 - New Homes in Pre-Planning Application Stage**

Table 1 contains the number of planned new dwellings on major development sites<sup>1</sup> within each of the City Council’s development plan areas. The sites have been aggregated and individual sites have not been identified due to the confidential and sometimes commercially sensitive nature of the pre-planning process.

**Table 2 – New Homes in Current Major Planning Applications<sup>1</sup>**

Table 2 contains the number of new dwellings that are contained within planning applications that are currently under consideration by the City Council. It provides the specific site information by application; it also contains a commentary of the status of each individual site.

Depending on the type of application i.e. Outline or Full, the number of new dwellings may be either a range or an identified number. In addition, the number of new homes can vary through the life of an application due to amendments to schemes made before a formal decision is made. Although all of the sites trigger the City Council’s policy requirement to provide affordable housing, the final level and type of affordable housing secured can only be reported once a formal decision has been issued.

**Table 3 – New Homes with Planning Permissions**

Table 3 contains the number of new dwellings which have been granted planning permission and are still within the time limit to commence development. This is presented site by site and contains the level of affordable housing on the relevant sites. The information is sourced from the latest Housing Site Schedule which is published in April each year. To ensure that there is no double counting with completion data, Table 3 only contains development sites that have yet to be completed and provides the specific site information by application.

**Table 4 – Total Completed New Dwellings (Net)**

Table 4 provides an annual total of completions of new dwellings in each financial year since 2010/11 with affordable homes reported separately and then included within annual totals. In addition, a cumulative total is provided in order to provide a total of new dwellings completed. The first two quarters of 2021/22 are provided for information only.

---

<sup>1</sup> 10 or more dwellings

**Table 1 – Aggregated New Homes at Pre-Planning Stage on Major Development Sites**

<b>Local Plan Area</b>	<b>No. of Sites</b>	<b>No. of New Homes</b>	<b>Status of Sites (01/10/21)</b>
Growth Area 1	7	358	Variety of sites most of which are acceptable in principle
Growth Area 2	2	380	Includes reserved matters for Beaulieu
Growth Area 3	2	1126	Includes allocated growth sites
<b>TOTAL</b>	<b>10</b>	<b>1864</b>	Note – as explained in the status box there is some double counting in this number as Beaulieu and Runwell Hospital have outline planning permission.

**Table 2 – New Homes within Current Major Planning Applications for Major Development**

<b>Site</b>	<b>Application Reference</b>	<b>No. of New Homes</b>	<b>Status of Application (01/10/2021)</b>
Strategic Growth Site 3B, West of Park & Ride Terminus Maldon Road, Sandon, Chelmsford	21/01251/FUL	190	Currently under consideration, awaiting determination. Unacceptable as submitted. Negotiations with applicant taking place. Aiming for committee consideration before the end of the year.
Strategic Growth Site North of Woodhouse Lane Broomfield Chelmsford Essex	20/02064/OUT	550	Negotiations are ongoing, amended plans likely to be submitted. Decision is not expected until early 2022.
Land North of Galleywood Reservoir Beehive Lane Galleywood Chelmsford	21/01170/OUT	31	Scheme is currently unacceptable. Waiting for application to be withdrawn or revised plans to be submitted to overcome concerns. Discussions are ongoing.
Royal & Sunalliance Parkview House Victoria Road South Chelmsford CM1 1NG	19/01895/OUT	113	Currently under consideration. Awaiting revised plans from the applicant.
Land North Of Warren House Roxwell Road Writtle Chelmsford Essex	21/01545/OUT	880	Currently under consideration, awaiting determination. Likely to be negotiations with applicant.
<b>TOTAL</b>		<b>1,764</b>	

**Table 3 – New Homes with Planning Permissions**

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
<b>Local Development Framework Sites</b>										
<b>Town Centre Area Action Plan Allocations</b>										
Land north west of Essex County Cricket Ground New Writtle Street Chelmsford	Chelmsford - Moulsham and Central	TCAAP14	N/A	357	45	13%	62	0	13/00690/ETL approved 17/09/2013	Y
Land at Wicks Place Chelmsford	Chelmsford Town Area - Marconi	TCAAP - Part of 18	N/A	14	0	0%	0	0	19/01148/FUL approved 10/12/2019	N
24 Duke Street Chelmsford	Chelmsford - Moulsham and Central	TCAAP10 (part of)	N/A	19	19	16%	0	0	17/01172/FUL approved 26/07/2018	Y,
<b>SUB TOTAL</b>				<b>390</b>	<b>64</b>	<b>10% Average</b>	<b>62</b>	<b>0</b>		
<b>North Chelmsford Area Action Plan</b>										
Land north south and east of Belsteads Farm Lane Broomfield (Channels) - Phase 3c 3d and 5	Broomfield - Broomfield and the Walthams	NCAAP 6, 26-27	N/A	240	91	35% spread across all phases	182	84	10/01976/OUT approved 31/10/2012	Y
Land north south and east of Belsteads Farm Lane Broomfield (Channels) - Phase 4	Broomfield - Broomfield and the Walthams	NCAAP 6, 26-27	N/A	27	0	35% spread across all phases	0	0	10/01976/OUT approved 31/10/2012	Y
Land north south and east of Belsteads Farm Lane Broomfield (Channels) - Phase 6	Broomfield - Broomfield and the Walthams	NCAAP 6, 26-27	N/A	128	28	35% spread across all phases	0	0	10/01976/OUT approved 31/10/2012	Y
Land east of North Court Road and north of Hospital Approach Broomfield (Care Home)	Broomfield - Broomfield and the Walthams	NCAAP1	N/A	48	0	0%	0	0	13/00409/FUL approved 28/05/2014	Y
Land north of Copperfield Road (East portion) Chelmsford	Broomfield - Broomfield and the Walthams	NCAAP4	N/A	198	70	35%	77	41	14/01672/OUT approved 8/11/2016	Y, April 2018
Greater Beaulieu Park White Hart Lane Springfield - Phase 1 - Zone E	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	199	59	30%	136	35	09/01314/EIA approved 07/03/2014	Y, November 2014
Greater Beaulieu Park White Hart Lane Springfield - Phase 1 - Zone C1	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	199	74	37%	191	74	09/01314/EIA approved 07/03/2014	Y, November 2014
Greater Beaulieu Park White Hart Lane Springfield - Phase 1 - Zone C2	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	123	18	15%	69	5	09/01314/EIA approved 07/03/2014	Y, November 2014

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Greater Beaulieu Park White Hart Lane Springfield - Phase 2 - Zone F & I	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	254	76	30%	181	69	09/01314/EIA approved 07/03/2014	Y, November 2014
Greater Beaulieu Park White Hart Lane Springfield - Phase 2 - Zone K and L	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	300	81	27%	0	0	09/01314/EIA approved 07/03/2014	Y, November 2014
Greater Beaulieu Park White Hart Lane Springfield - Phase 2 - Zone J	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	82	23	27%	0	0	09/01314/EIA approved 07/03/2014	Y, November 2014
Greater Beaulieu Park White Hart Lane Springfield - Phase 3 - Zone M, N & Q	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	272	74	27%	0	0	09/01314/EIA approved 07/03/2014	Y, November 2014
Greater Beaulieu Park White Hart Lane Springfield - Phase 3 - Zones O & P	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	111	30	37%	0	0	09/01314/EIA approved 07/03/2014	Y, November 2014
Greater Beaulieu Park White Hart Lane Springfield - Phase 3 - Zone V	Boreham - Boreham and the Leighs	NCAAP 5,7-10,12	N/A	145	39	27%	0	0	09/01314/EIA approved 07/03/2014	Y, November 2015
Greater Beaulieu Park White Hart Lane Springfield - Remainder of phase 2-4	Springfield - Springfield North	NCAAP 5,7-10,12	N/A	1506	407	27%	0	0	09/01314/EIA approved 07/03/2014	Y, November 2016
<b>SUB TOTAL</b>				<b>3832</b>	<b>1070</b>	<b>28% Average</b>	<b>836</b>	<b>308</b>		
<b>Site Allocations Development Plan Document Allocations</b>										
Former Runwell Hospital (St Lukes) Runwell Chase Runwell - Phase 4	Rettendon - Rettendon & Runwell	SAD17	N/A	134	47	35%	9	2	12/01480/OUT approved 21/11/2013	Y
Former Runwell Hospital (St Lukes) Runwell Chase Runwell - Phase 5	Rettendon - Rettendon & Runwell	SAD17	N/A	71	25	35%	0	0	12/01480/OUT approved 21/11/2013	N
Morelands Industrial Estate, Tileworks Lane, Rettendon	Rettendon - Rettendon & Runwell	SAD16	N/A	92	0	0%	0	0	19/00584/OUT approved 08/10/2016 (subject to completion of S106 agreement)	N
Land between Back Lane and Old Church Road East Hanningfield	East Hanningfield - Bicknacre and West Hanningfield	SAD20	N/A	20	10	50%	0	0	17/01646/OUT allowed at appeal 02/01/2020	N
<b>SUB TOTAL</b>				<b>317</b>	<b>82</b>	<b>30% Average</b>	<b>9</b>	<b>2</b>		



Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
<b>Large Sites (Unallocated)</b>										
47 Broomfield Road Chelmsford	Chelmsford - Marconi	TCAAP	N/A	14	0	N/A	0	0	16/01145/FUL approved 30/09/2016	Y, Building Demolished Dec 2016
Ashby House Brook Street Chelmsford	Chelmsford - Marconi	TCAAP	N/A	91	0	N/A as Prior Approval	0	0	19/01541/CUPAO approved 28/11/2019	N
Lee Stafford Hair and Beauty Beacon House 15-21 Rainsford Road Chelmsford	Chelmsford - Marconi	TCAAP	N/A	25	0	0%	0	0	19/00453/FUL approved 05/02/2020	Y, April 2020
Site rear of 30-34 Broomfield Road	Chelmsford - Marconi	TCAAP	N/A	24	0	0%	0	0	18/01544/FUL approved 28/02/2019	Y, September 2017. Works Stalled
Hill & Abbott First Floor Threadneedle House 9-10 Market Road Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	66	0	N/A as Prior Approval	0	0	19/01849/CUPAO approved 06/01/2020	N
Site at 51 to 53 New London Road Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	18	0	N/A as Prior Approval	0	0	19/01844/CUPAO approved 24/01/2020	N
60 New London Road Chelmsford	Chelmsford Town Area - Moulsham and Central	Growth Area 1	N/A	33	0	N/A	0	0	20/00870/FUL approved 08/09/2020	N
73 Springfield Road Chelmsford	Chelmsford Town Area - Moulsham and Central	Growth Area 1	N/A	13	0	0%	0	0	19/01160/FUL approved 21/08/2020	Y, Feb 2021
Sadlers House 2 Legg Street Chelmsford	Chelmsford Town Area - Moulsham and Central	TCAAP	N/A	13	0	N/A	0	0	19/01058/FUL approved 14/05/2020	N
Site at 137 Beehive Lane Great Baddow Chelmsford	Great Baddow - Great Baddow West	SAD	N/A	10	0	N/A	0	0	20/00791/FUL approved 02/09/2020	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land to the rear of 51- 54A High Street Chelmsford	Chelmsford - Moulsham and Central	Growth Area 1	N/A	10	0	N/A	0	0	19/01381/FUL approved 15/01/2021	N
189 Moulsham Street and Land to the Rear Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	10	0	N/A	0	0	19/01553/FUL approved 18/12/2019	N
Royal & Sunalliance Parkview House Victoria Road South	Chelmsford - Moulsham and Central	TCAAP	N/A	45	0	0%	0	0	15/01651/MAT/1 approved 19/08/2016	Y (See 17/01984/CLEUD)
Royal & Sunalliance Parkview House Victoria Road South	Chelmsford - Moulsham and Central	TCAAP	N/A	15	0	0%	0	0	15/01590/MAT/1 approved 19/08/2016	Y
St Marks Centre Cottage Place Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	10	0	N/A	0	0	17/01191/FUL approved 11/01/2018	Y, December 2019
Site at 636-638 and 640 Galleywood Road Chelmsford	Chelmsford Town Area - Goat Hall	SAD	N/A	14	0	N/A	0	0	18/00824/FUL approved 18/02/2019	N
Block B Chelmsford Office and Technology Park West Hanningfield Road Great Baddow Chelmsford	Great Baddow - Great Baddow East	SAD	N/A	69	0	N/A as Prior Approval	0	0	19/01959/CUPAO approved 15/01/2020	N
Block C Chelmsford Office and Technology Park West Hanningfield Road Great Baddow Chelmsford	Great Baddow - Great Baddow East	SAD	N/A	39	0	N/A as Prior Approval	0	0	19/01960/CUPAO approved 16/01/2020	N
St Josephs Nursing Home Gay Bowers Road Danbury	Danbury - Little Baddow Danbury and Sandon	SAD	N/A	10	0	N/A	0	0	19/00866/FUL approved 07/11/2019	N
Land South of Runnymede Cottage Blasford Hill Little Waltham	Little Waltham - Broomfield and the Walthams	NCAAP	N/A	10	0	N/A	0	0	18/01349/OUT approved 11/02/2019	N
Brook Farm Riding Stables Stock Road Stock Billericay	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	10	0	N/A	0	0	17/02001/FUL approved 01/03/2018	IN June 2020
Writtle Community Association 12-14 Redwood Drive Writtle	Writtle	SAD	MON/00279/14	13	0	N/A	0	0	17/00780/FUL approved 15/03/2018	Y, March 2021
<b>SUBTOTAL</b>				<b>562</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>		
<b>Small Sites (Unallocated)</b>										

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Boreham Village Store Main Road Boreham	Boreham - Boreham and the Leighs	SAD	N/A	5	0	N/A	0	0	20/00992/FUL approved 22/09/2020	N
Land Adjacent Restmore Main Road Boreham Chelmsford	Boreham - Boreham and the Leighs	Growth Area 2	N/A	1	0	N/A	0	0	20/01432/FUL approved 08/01/2021	N
Land North West Of 5 Bulls Lodge Cottages General Lane Boreham	Boreham - Boreham and the Leighs	Growth Area 2	N/A	1	0	N/A	0	0	20/01567/FUL approved 16/12/2020	N
Site at North Bungalow Elm Way Boreham	Boreham - Boreham and the Leighs	Growth Area 2	N/A	9	0	N/A	0	0	20/00898/OUT approved 11/12/2020	N
Land South of 124 Plantation Road Boreham Chelmsford	Boreham - Boreham and the Leighs	Growth Area 2	N/A	1	0	N/A	0	0	20/00340/FUL approved 28/08/2020	N
Site at 4 Copland Close Broomfield Chelmsford	Broomfield - Broomfield and the Walthams	Growth Area 2	N/A	2	0	N/A	0	0	20/01482/FUL approved 12/11/2020	Y, March 2021
81 Main Road Broomfield Chelmsford	Broomfield - Broomfield and the Walthams	Growth Area 2	N/A	1	0	N/A	0	0	20/01443/CUPAM approved 23/11/2020	N
Site at Paglesham House Hollow Lane Broomfield Chelmsford	Broomfield - Broomfield and the Walthams	SAD	N/A	1	0	N/A	0	0	19/01211/FUL approved 02/09/2019	Y, Jan 2020
86 Main Road Broomfeid Chelmsford	Broomfield - Broomfield and the Walthams	SAD	N/A	2	0	N/A	0	0	19/00863/FUL approved 30/07/2019	N
Site at 215 Linnet Drive Chelmsford	Chelmsford Town Area - Goat Hall	SAD	N/A	1	0	N/A	0	0	18/00265/FUL approved 30/04/2018	Y, Jan 2021
Site at Bushmoor Kennels Goat Hall Lane Chelmsford	Chelmsford - Goat Hall	SAD	N/A	3	0	N/A	0	0	19/00145/OUT approved 26/04/2019	N
Land at Thrift Farm Moulsham Thrift Chelmsford	Chelmsford - Goat Hall	Growth Area 1	N/A	1	0	N/A	0	0	20/00688/FUL approved 04/12/2020	N
Land North West of 12 Widford Close Chelmsford	Chelmsford - Goat Hall	SAD	N/A	1	0	N/A	0	0	16/00139/FUL approved 24/03/2016	Y, December 2018
25 Townfield Street Chelmsford	Chelmsford Town Area - Marconi	TCAAP	N/A	4	0	N/A	0	0	17/00146/FUL approved 21/04/2017	Y, September 2020

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Site at West House 34 Broomfield Road Chelmsford	Chelmsford Town Area - Marconi	TCAAP	N/A	4	0	N/A	0	0	20/01448/CUPAO approved 23/11/2020	N
Site at West House 34 Broomfield Road Chelmsford	Chelmsford Town Area - Marconi	TCAAP	N/A	5	0	N/A	0	0	20/01477/CUPAO approved 15/12/2020	N
82-86 Kings Road Chelmsford	Chelmsford Town Area - Marconi	Growth Area 1	N/A	5	0	N/A	0	0	20/00958/FUL approved 08/09/2020	N
6 Hoffmans Way Chelmsford	Chelmsford Town Area - Marconi	Growth Area 1	N/A	8	0	N/A	0	0	20/00885/CUPAO approved 28/07/2020	N
Block 32-37 Glebe Road Chelmsford	Chelmsford - Marconi	TCAAP	N/A	2	0	N/A	0	0	19/01507/FUL approved 28/10/2019	N
Land Adjacent Highview Rainsford Road Chelmsford	Chelmsford - Marconi	Growth Area 1	N/A	1	0	N/A	0	0	20/01227/FUL approved 12/10/2020	Y, December 2020
22 Rainsford Road Chelmsford	Chelmsford - Marconi	TCAAP	N/A	4	0	N/A	0	0	15/01512/FUL approved 11/11/2015	Y, Nov 2018
51-54A High Street Chelmsford	Chelmsford Town Area - Moulsham and Central	TCAAP	N/A	5	0	N/A	0	0	19/00632/FUL approved 15/08/2019	IN March 2021
Moulsham Home 116-117 Moulsham Street Chelmsford	Chelmsford - Moulsham and Central	SAD	N/A	7	0	N/A	0	0	18/00047/FUL approved 05/03/2018	Y
Land Rear of Stuarts Moulsham Street Chelmsford	Chelmsford - Moulsham and Central	SAD	N/A	1	0	N/A	0	0	19/00361/FUL approved 31/07/2019	N
35-37 Moulsham Street Chelmsford	Chelmsford - Moulsham and Central	Growth Area 1	N/A	8	0	N/A	0	0	20/01592/CUPAO approved 03/12/2020	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
101A Moulsham Street Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	9	0	N/A	0	0	17/01476/FUL approved 23/11/2017	N
Site at Former Kids and Koffee Hall Street Chelmsford	Chelmsford - Moulsham and Central	Growth Area 1	N/A	2	0	N/A	0	0	20/00349/FUL approved 07/10/2020	Y, Jan 2021
Land Adjacent 5 Oaklands Crescent Chelmsford	Chelmsford - Moulsham and Central	Growth Area 1	N/A	1	0	N/A	0	0	20/01722/FUL approved 25/01/2021	N
12 Parkway Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	1	0	N/A	0	0	19/00736/FUL approved 29/08/2019	IN Jan 2021
4 Baddow Road Chelmsford	Chelmsford - Moulsham and Central	Growth Area 1	N/A	2	0	N/A	0	0	20/01458/FUL approved 12/11/2020	N
Site at 5 Baddow Road Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	1	0	N/A	0	0	18/00411/FUL approved 11/06/2018	N
37 Shrublands Close Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	1	0	N/A	0	0	20/00075/FUL approved 22/05/2020	N
Land South East of Riverbank Court Shrublands Close Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	3	0	N/A	0	0	12/00917/FUL approved 25/07/2012	Y, (works stalled)
Site at Bird in Hand New Writtle Street Chelmsford	Chelmsford - Moulsham and Central	SAD	N/A	5	0	N/A	0	0	19/00280/FUL approved 07/08/2019	Y, May 2020
Land Rear of 101 New London Road Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	8	0	N/A	0	0	19/00126/FUL approved 13/02/2020	N
201 New London Road Chelmsford	Chelmsford - Moulsham and Central	Growth Area 1	N/A	5	0	N/A	0	0	20/01571/FUL approved 16/12/2020	IN Jan 2021

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Chelmsford Club 108 New London Road	Chelmsford - Moulsham and Central	TCAAP	N/A	5	0	N/A	0	0	14/01406/FUL approved 28/11/2014	Y
Land Rear of 208 New London Road Chelmsford	Chelmsford Town Area - Moulsham and Central	TCAAP	N/A	2	0	N/A	0	0	19/00772/FUL approved 30/09/2019	Y, Nov 2020
Chambers Wealth Management 130 New London Road Chelmsford	Chelmsford Town Area - Moulsham and Central	Growth Area 1	N/A	1	0	N/A	0	0	20/00894/FUL approved 14/08/2020	N
Tindal House Tindal Square Chelmsford	Chelmsford Town Area - Moulsham and Central	TCAAP	N/A	3	0	N/A	0	0	19/00964/CUPAO approved 14/08/2019	N
Legacy Lounge 1 Tindal Street Chelmsford	Chelmsford Town Area - Moulsham and Central	TCAAP	N/A	2	0	N/A	0	0	19/01107/FUL approved 19/08/2019	IN September 2020
Site at 65-66 Victoria Road Chelmsford	Chelmsford Town Area - Moulsham and Central	Growth Area 1	N/A	1	0	N/A	0	0	20/00193/FUL approved 29/05/2020	IN October 2020
Site at 10 and 10A Duke Street Chelmsford	Chelmsford Town Area - Moulsham and Central	TCAAP	N/A	4	0	N/A	0	0	18/01845/FUL approved 29/03/2019	N
First Floor and Second Floor 19 Duke Street Chelmsford	Chelmsford Town Area - Moulsham and Central	TCAAP	N/A	4	0	N/A	0	0	19/01556/CUPAO approved 31/10/2019	IN Jan 2020
4 Duke Street Chelmsford	Chelmsford Town Area - Moulsham and Central	TCAAP	N/A	1	0	N/A	0	0	18/00154/FUL approved 04/04/2018	BR submitted
90 High Street Chelmsford	Chelmsford - Moulsham and Central	Growth Area 1	N/A	3	0	N/A	0	0	20/00743/FUL approved 27/08/2020	N
22A Duke Street, Chelmsford	Chelmsford - Moulsham and Central	TCAAP	N/A	5	0	N/A	0	0	15/01231/FUL approved 03/11/2015	Y, May 2017

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land East of 2 St Mildreds Road Chelmsford	Chelmsford - Moulsham and Central	SAD	N/A	1	0	N/A	0	0	16/01686/FUL approved 20/12/2016	Y, December 2019
Land Adjacent 255 Gloucester Avenue Chelmsford	Chelmsford Town Area - Moulsham Lodge	Growth Area 1	N/A	1	0	N/A	0	0	20/02042/FUL approved 03/03/2021	Y, December 2020
Land Between 59-61 Rutland Road Chelmsford	Chelmsford - Patching Hall	Growth Area 1	N/A	2	0	N/A	0	0	20/00911/FUL approved 26/08/2020	N
Site at Writtle Wick Family Centre Chignal Road Chelmsford	Chelmsford Town Area - St Andrews	Growth Area 1	N/A	7	0	N/A	0	0	20/00396/FUL approved 10/06/2020	N
Site at 47 Queensland Crescent Chelmsford	Chelmsford Town Area - St Andrews	Growth Area 1	N/A	1	0	N/A	0	0	20/00754/FUL approved 10/08/2020	N
Land Adjacent 18 Belvawney Close	Chelmsford Town Area - St Andrews	SAD	N/A	1	0	N/A	0	0	20/00061/FUL approved 08/04/2020	N
Site at 14 Arnhem Road Chelmsford	Chelmsford Town Area - St Andrews	SAD	N/A	1	0	N/A	0	0	18/00985/FUL approved 24/08/2018	IN March 2019
Site at 2 Medway Close Chelmsford	Chelmsford Town Area - St Andrews	SAD	N/A	1	0	N/A	0	0	17/01349/FUL approved 21/09/2017	IN September 2020
Land Adjacent 28 Sidmouth Avenue Chelmsford	Chelmsford Town Area - The Lawns	SAD	N/A	1	0	N/A	0	0	19/00525/OUT allowed 27/02/2020	Y, September 2020
Land rear of 4 Green Close Chelmsford	Chelmsford Town Area - The Lawns	Growth Area 1	N/A	1	0	N/A	0	0	20/01240/FUL approved 15/10/2020	Y, January 2020
Site at 89 Humber Road, Chelmsford	Chelmsford Town Area - The Lawns	SAD	N/A	1	0	N/A	0	0	17/00976/FUL approved 16/08/2017	Y, March 2020
21 Seven Ash Green Chelmsford	Chelmsford - The Lawns	SAD	N/A	2	0	N/A	0	0	12/01499/FUL approved 30/11/2012	Y, (stalled)
Land Rear of 431 Springfield Road Chelmsford	Chelmsford Town Area - Trinity	SAD	N/A	1	0	N/A	0	0	19/01881/FUL approved 15/01/2020	Y, March 2021

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Site at 171 Springfield Road Chelmsford	Chelmsford Town Area - Trinity	Growth Area 1	N/A	1	0	N/A	0	0	20/02010/FIL approved 12/02/2021	N
37 Arbour Lane Chelmsford	Chelmsford Town Area - Trinity	Growth Area 1	N/A	9	0	N/A	0	0	20/00687/FUL approved 26/11/2020	N
Block 1 to 11 Abbots Place Chelmsford	Chelmsford - Trinity	SAD	N/A	2	0	N/A	0	0	18/00761/FUL approved 09/08/2018	N
Land rear of 270 to 272 Springfield Road Chelmsford	Chelmsford - Trinity	TCAAP	N/A	2	0	N/A	1	0	13/00996/FUL approved 11/09/2013	Y (stalled)
73 Rainsford Lane Chelmsford	Chelmsford Town Area - Waterhouse Farm	Growth Area 1	N/A	1	0	N/A	0	0	20/00638/FUL approved 02/07/2020	N
Site at 136-138 Coval Lane Chelmsford	Chelmsford Town Area - Waterhouse Farm	Growth Area 1	N/A	1	0	N/A	0	0	19/01765/FUL approved 27/05/2020	IN Aug 2020
32 Writtle Road Chelmsford	Chelmsford Town Area - Waterhouse Farm	Growth Area 1	N/A	3	0	N/A	0	0	20/01246/CUPAO approved 22/09/2020	N
Land and Buildings West of Beaumont Oates Cottage Chignal Road Chignal Smealy Chelmsford	Chignal - Chignal Rural West	Growth Area 1	N/A	8	0	N/A	0	0	20/00121/FUL approved 27/05/2020	IN February 2021
Barn South Hillcroft Chignal Road Chignal Smealy Chelmsford	Chignal - Chelmsford Rural West	Growth Area 1	N/A	1	0	N/A	0	0	20/00825/FUL approved 17/12/2020	N
Land South West of 213 Chignal Road Chelmsford	Chignal - Chelmsford Rural West	SAD	N/A	3	0	N/A	0	0	16/01093/OUT approved 15/03/2019	N
Land Between Trelawn and Tylarke Southwood Chase Danbury Chelmsford	Danbury - Little Baddow Danbury and Sandon	Growth Area 3	N/A	1	0	N/A	0	0	20/01522/OUT approved 27/11/2020	N
Barn at Danecourt Copt Hill Danbury Chelmsford	Danbury - Little Baddow Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	19/00512/FUL approved 27/08/2019	N



Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Poplar Farm Bicknacre Road Danbury Chelmsford	Danbury - Little Baddow Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	17/00403/FUL approved 28/04/2017	IN Jan 2020
Land Between 83 and 87 Mill Lane Danbury Chelmsford (front)	Danbury - Little Baddow Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	19/00821/FUL approved 05/08/2019	Y, Nov 2019
Land Between 83 and 87 Mill Lane Danbury Chelmsford (rear)	Danbury - Little Baddow Danbury and Sandon	SAD	N/A	3	0	N/A	0	0	18/00502/FUL approved 17/04/2019	IN February 2021
Land Adjacent 32 Pedlars Close Danbury Chelmsford	Danbury, Little Baddow, Danbury & Sandon	Growth Area 3	N/A	1	0	N/A	0	0	21/00077/FUL approved 18/03/2021	N
Woodend Cat Hotel 77 Hopping Jacks Lane Danbury Chelmsford	Danbury, Little Baddow, Danbury & Sandon	SAD	N/A	1	0	N/A	0	0	19/01767/FUL approved 05/02/2020	Y, March 2020
Site at 86 Main Road Danbury Chelmsford	Danbury, Little Baddow, Danbury & Sandon	SAD	N/A	6	0	N/A	0	0	19/01748/FUL approved 18/12/2019	Y, April 2020
Barn at Highwater Farm Main Road East Hanningfield Chelmsford	East Hanningfield - Bicknacre and West Hanningfield	Growth Area 3	N/A	2	0	N/A	0	0	20/01070/CUPAQ approved 28/08/2020	IN December 2020
Land rear of the Gables Bicknacre Road East Hanningfield	East Hanningfield - Bicknacre and West Hanningfield	SAD	N/A	1	0	N/A	0	0	17/01087/CUPAQ approved 30/08/2017	N
Site At Mariposa Old Church Road East Hanningfield Chelmsford	East Hanningfield - Bicknacre and East and West Hanningfield	SAD	N/A	1	0	N/A	0	0	20/00103/FUL approved 14/4/2020	BR submitted November 2020

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Little Claydons Old Southend Road Howe Green Chelmsford	East Hanningfield - Bicknacre and West	SAD	N/A	1	0	N/A	0	0	18/00400/CUPAQ approved 27/07/2018	N
Land between 11 and 15 Well lane Galleywood Chelmsford	Galleywood - Galleywood	SAD	N/A	1	0	N/A	0	0	19/01256/FUL approved 10/10/2019	Y, Nov 2019
Land at the Eagle Public House Stock Road Galleywood	Galleywood - Galleywood	Growth Area 1	N/A	2	0	N/A	0	0	20/01100/FUL approved 02/12/2020	N
212 Watchouse Road Galleywood Chelmsford	Galleywood - Galleywood	SAD	N/A	1	0	N/A	0	0	19/00224/FUL approved 15/04/2019	N
Land Adjacent 72 West Lawn Galleywood Chelmsford	Galleywood - Galleywood	Growth Area 1	N/A	1	0	N/A	0	0	20/00838/FUL approved 11/08/2020	N
Site at 13 Roughtons Galleywood	Galleywood - Galleywood	SAD	N/A	1	0	N/A	0	0	18/00311/FUL approved 01/06/2018	N
Site at Mapletree Works Brook Lane Galleywood Chelmsford	Galleywood - Galleywood	SAD	N/A	2	0	N/A	0	0	17/00290/FUL approved 25/07/2018	N
Land adjacent 89 Pyms Road Galleywood Chelmsford	Galleywood - Galleywood	SAD	N/A	1	0	N/A	0	0	20/01628/FUL approved 12/01/2021	Y, Jan 2021
Site at 190 Galleywood Road Great Baddow Chelmsford	Great Baddow - Great Baddow West	SAD	N/A	3	0	N/A	0	0	19/01419/FUL approved 11/11/2019	N
Land Rear of 19 Orchard Close Great Baddow Chelmsford	Great Baddow - Great Baddow West	SAD	N/A	1	0	N/A	0	0	19/00448/FUL approved 18/10/2019	Y, March 2021
30 Chelmerton Avenue Great Baddow Chelmsfor	Great Baddow - Great Baddow West	Growth Area 1	N/A	1	0	N/A	0	0	20/01817/FUL approved 06/01/2021	N
Land Rear of 138 Beehive Lane Great Baddow Chelmsford	Great Baddow - Great Baddow West	SAD	N/A	1	0	N/A	0	0	18/00777/FUL approved 26/06/2018	BR, Sept 2019

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land West of Chelwater Great Baddow Chelmsford	Great Baddow - Great Baddow East	SAD	N/A	6	0	N/A	0	0	20/01141/FUL approved 14/09/2020	Y, February 2021
Land South of the Bell Centre Bell Street Great Baddow Chelmsford	Great Baddow - Great Baddow East	SAD	N/A	2	0	N/A	0	0	19/01791/FUL approved 21/05/2020	N
Site at the Bell Centre Bell Street Great Baddow	Great Baddow - Great Baddow East	Growth Area 1	N/A	2	0	N/A	0	0	19/00160/FUL approved 05/07/2019	N
Bell House, Bell Street Great Baddow Chelmsford	Great Baddow - Great Baddow East	SAD	N/A	1	0	N/A	0	0	17/00662/FUL approved 01/06/2017	IN December 2019
Site at 403 Baddow Road Great Baddow Chelmsford	Great Baddow - Great Baddow East	SAD	N/A	2	0	N/A	0	0	19/01295/FUL approved 25/11/2019	N
Site at 291-293 Baddow Road Chelmsford	Great Baddow - Great Baddow East	Growth Area 1	N/A	3	0	N/A	0	0	20/01944/FUL approved 19/03/2021	N
Land at 4 Longmead Avenue Great Baddow Chelmsford	Great Baddow - Great Baddow East	SAD	N/A	1	0	N/A	0	0	19/01154/FUL approved 04/09/2019	Y Jan 2021
Outbuilding at Whitehouse Farm Boreham Road Great Leighs Chelmsford	Great and Little Leighs - Boreham and the Leighs	SAD	N/A	1	0	N/A	0	0	19/01896/FUL approved 06/02/2020	N
Barn North West Of Lawns Farm Boreham Road Great Leighs Chelmsford	Great and Little Leighs - Borehams and the Leighs	Growth Area 2	N/A	1	0	N/A	0	0	20/01468/FUL approved 11/02/2021	IN March 2021
Site at 215 Main Road Great Leighs Chelmsford	Great and Little Leighs - Borehams and the Leighs	Growth Area 2	N/A	2	0	N/A	0	0	20/01239/FUL approved 10/11/2020	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Barns at Coach Cottage Moulsham Hall Lane Great Leighs Chelmsford	Great and Little Leighs - Boreham and the Leighs	SAD	N/A	2	0	N/A	0	0	17/01213/FUL approved 02/05/2018	N
Site at Pond View Banters Lane Great Leighs Chelmsford	Great and Little Leighs - Boreham and the Leighs	Growth Area 2	N/A	3	0	N/A	0	0	19/02026/FUL approved 14/05/2020	N
Land South West of the Dog and Partridge 191 Main Road Great Leighs Chelmsford	Great and Little Leighs - Borehams and the Leighs	Growth Area 2	N/A	2	0	N/A	0	0	20/02040/FUL approved 30/03/2021	N
Land at 37 Main Road Great Leighs Chelmsford	Great and Little Leighs - Borehams and the Leighs	SAD	N/A	1	0	N/A	0	0	17/01365/FUL approved 16/10/2017	BR submitted November 2020
Buildings at Wakerings Farm Leighs Road Great Leighs Chelmsford	Great and Little Leighs - Borehams and the Leighs	Growth Area 2	N/A	3	0	N/A	0	0	20/01954/FUL approved 01/03/2021	N
3-4 Rose Cottages Broads Green Great Waltham Chelmsford	Great Waltham - Broomfield and the Walthams	SAD	N/A	1	0	N/A	0	0	19/01116/FUL approved 05/08/2019	Y, part retrospective
Land at Sunnyside Margarets Woods Road Great Waltham Chelmsford	Great Waltham - Broomfield and the Walthams	SAD	N/A	1	0	N/A	0	0	18/01487/FUL approved 11/02/2019	Y, June 2020
Barn South of Poulterers Farm Ringtail Green Ford End Chelmsford	Great Waltham - Broomfield and The Walthams	Growth Area 2	N/A	1	0	N/A	0	0	20/00470/FUL approved 16/06/2020	N
Barn South West of Lavender Farm Main Road Great Waltham Chelmsford	Great Waltham - Broomfield and The Walthams	Growth Area 2	N/A	2	0	N/A	0	0	20/00978/CUPAQ approved 21/08/2020	N
Lavender Farm Main Road Great Waltham Chelmsford	Great Waltham - Broomfield and The Walthams	Growth Area 2	N/A	6	0	N/A	0	0	20/00967/FUL approved 25/09/2020	N
Land East of Rye Cottage Larks Lane Great Waltham	Great Waltham - Broomfield and The Walthams	SAD	N/A	2	0	N/A	0	0	19/01261/FUL approved 07/05/2020	N
Land South of Firland Wood Road Great Waltham Chelmsford	Great Waltham - Broomfield and The Walthams	SAD	N/A	1	0	N/A	0	0	19/01645/FUL approved 20/11/2019	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land North of Well House Farm Little Green Road Great Waltham Chelmsford	Great Waltham - Broomfield and The Walthams	SAD	N/A	1	0	N/A	0	0	19/01393/FUL approved 14/10/2019	N
2 4 & 8 Barrack Lane Great Waltham	Great Waltham - Broomfield and The Walthams	NCAAP	N/A	5	5	100%	4	4	12/00733/FUL approved 11/01/2013	Y, March 15
Buildings rear of Spread Eagle Church Lane Ford End	Great Waltham - Broomfield and The Walthams	SAD	N/A	1	0	N/A	0	0	18/01508/OUT approved 19/12/2018	N
Black Barn Shepherds Hey North End	Great Waltham - Broomfield and The Walthams	SAD	N/A	1	0	N/A	0	0	16/01107/FUL approved 30/09/2016	Y, Aug 2019
Site Adjacent 24 Souther Cross Road Good Easter Chelmsford	Good Easter - Chelmsford Rural West	Growth Area 1	N/A	2	0	N/A	0	0	20/00578/FUL approved 15/07/2020	IN October 2020
Site North West of Round Roblets Bedfords Farm Road Good Easter	Good Easter - Chelmsford Rural West	SAD	N/A	3	0	N/A	0	0	21/00006/FUL approved 26/02/2021	Y, March 2021
Awes Farm Ingatestone Road Highwood	Highwood - Chelmsford Rural West	SAD	N/A	1	0	N/A	0	0	12/01679/FUL approved 23/01/2013	Y, Jan 16 (works stalled)
Garage Coronation Bungalow Ingatestone Road Highwood	Highwood - Chelmsford Rural West	SAD	N/A	1	0	N/A	0	0	19/00984/FUL approved 26/07/2019	N
Phillips Farm Highwood Road Edney Common	Highwood - Chelmsford Rural West	SAD	N/A	2	0	N/A	0	0	14/00756/FUL approved 07/07/2014	Y, May 2017 (phased development)
Barn South East of The Brew House Graces Lane Little Baddow	Little Baddow - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	18/01456/CUPAQ approved 23/10/2018	Y, Aug 2019
Land Adjacent Barbers Orchard Colam Lane Little Baddow Chelmsford	Little Baddow - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	19/00641/FUL approved 18/06/2019	N
Site at Robjohns Colam Lane Little Baddow Chelmsford	Little Baddow - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	18/01543/OUT approved 13/03/2019	N
Barn North of Graces Farm Graces Lane Little Baddow Chelmsford	Little Baddow - Little Baddow, Danbury and Sandon	Growth Area 3	N/A	1	0	N/A	0	0	20/01273/CUPAQ approved 05/10/2020	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Kaeden Place Blind Lane Sandon Chelmsford	Little Baddow - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	18/00531/FUL approved 13/06/2018	N
Land at Poste House Cottage Domsey Lane Little Waltham Chelmsford	Little Waltham - Broomfield and the Walthams	SAD	N/A	1	0	N/A	0	0	19/01562/FUL approved 12/11/2019	Y, September 2020
Site at 98 The Street Little Waltham Chelmsford	Little Waltham - Broomfield and the Walthams	Growth Area 2	N/A	1	0	N/A	0	0	20/00964/FUL approved 03/12/2020	N
Land at Great Oaks Main Road Little Waltham Chelmsford	Little Waltham - Broomfield and the Walthams	SAD	N/A	1	0	N/A	0	0	19/01106/OUT approved 13/08/2019	N
Outbuilding at Spartigans Hall Leighs Road Little Waltham	Little Waltham - Broomfield and the Walthams	SAD	N/A	1	0	N/A	0	0	18/02099/FUL approved 13/05/2019	N
Site at Rolphs Farm Blasford Hill Little Waltham	Little Waltham - Broomfield and the Walthams	SAD	N/A	1	0	N/A	0	0	18/01754/CUPAQ approved 07/12/2018	N
Land South of Wilderness Leighs Road Little Waltham	Little Waltham - Broomfield and the Walthams	SAD	N/A	1	0	N/A	0	0	18/00712/FUL approved 18/07/2018	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Site at Farthings Pennys Lane Margaretting Ingatestone	Margaretting - South Hanningfield, Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	19/01514/FUL approved 09/02/2020	IN March 2020
Site at the Leys Maldon Road Margaretting Ingatestone	Margaretting - South Hanningfield, Stock and Margaretting	Growth Area 3	N/A	1	0	N/A	0	0	21/00127/CUPAQ approved 16/03/2021	N
Canterburys Main Road Margaretting Chelmsford	Margaretting - South Hanningfield, Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	19/00473/FUL approved 23/05/2019	Y, July 2020
Bearmans Farmhouse Writtle Road Margaretting Chelmsford	Margaretting - South Hanningfield, Stock and Margaretting	SAD	N/A	2	0	N/A	0	0	17/00711/FUL approved 23/10/2017	IN Oct 2020
Barns South West of Little Tressells Farm The Tye Margaretting	Margaretting - South Hanningfield, Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	18/02094/FUL approved 27/03/2019	IN June 2020
Site at Handley Green Lane Margaretting Ingatestone	Margaretting - South Hanningfield, Stock and Margaretting	Growth Area 3	N/A	1	0	N/A	0	0	21/00151/FUL approved 26/03/2021	Y, March 2021
Barn North of Bury Farm Bury Road Pleshey Chelmsford	Pleshey - Chelmsford Rural West	SAD	N/A	2	0	N/A	0	0	18/00297/CUPAQ approved 06/04/2018	N
Site at Pondlands Farm Runwell Road Runwell	Rettendon - Rettendon & Runwell	SAD	N/A	3	0	N/A	0	0	18/01680/FUL approved 14/06/2019	N
Site at Romans Farm South Hanningfield Road Rettendon	Rettendon - Rettendon & Runwell	SAD	N/A	1	0	N/A	0	0	19/00040/FUL approved 01/07/2019	N
Land North East of Highview Woodham Road South Woodham Ferrers	Rettendon - Rettendon & Runwell	SAD	N/A	2	0	N/A	0	0	19/00717/FUL approved 18/06/2019	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land at Holly Tree Farm Burnham Road Battlesbridge Wickford	Rettendon - Rettendon & Runwell	Growth Area 3	N/A	1	0	N/A	0	0	20/01489/FUL approved 14/12/2020	N
Barn at Koeingsfeld Farm Hoe Lane Rettendon Chelmsford	Rettendon - Rettendon & Runwell	SAD	N/A	2	0	N/A	0	0	18/00376/FUL approved 27/04/2018	Y, Jan 2021
Site at The Warehouse Hawk Lane Rettendon Wickford	Rettendon - Rettendon & Runwell	SAD	N/A	4	0	N/A	0	0	18/01067/FUL approved 23/11/2018	N
Site at Sorata Boarding Kennels Woodham Road Rettendon Wickford	Rettendon - Rettendon & Runwell	SAD	N/A	3	0	N/A	0	0	17/01999/FUL approved 11/05/2018	N
Hunters Lodge Chalk Street Rettendon Common	Rettendon - Rettendon & Runwell	Growth Area 3	N/A	1	0	N/A	0	0	20/01394/FUL approved 29/10/2020	N
4 The Old Nursery Rettendon Wickford	Rettendon - Rettendon & Runwell	SAD	N/A	1	0	N/A	0	0	18/00375/FUL approved 02/05/2018	N
Land South West of Willowbrook Coalhill Rettendon Chelmsford	Rettendon - Rettendon & Runwell	SAD	N/A	1	0	N/A	0	0	18/00369/FUL approved 04/05/2018	N
Eleys Farm Fambridge End Road Roxwell	Roxwell - Chelmsford Rural West	SAD	N/A	1	0	N/A	0	0	17/01358/FUL approved 23/10/2017	IN June 2018
Pooty Pools Farm Radley Green Road Roxwell	Roxwell - Chelmsford Rural West	SAD	N/A	3	0	N/A	0	0	14/01069/FUL approved 10/11/2014	Y, March 2015 (phased)
Barn at Skreens Park Road Roxwell Chelmsford	Roxwell - Chelmsford Rural West	SAD	N/A	1	0	N/A	0	0	18/01843/CUPAQ approved 18/12/2018	IN July 2019
Land And Building North West Of Lynfords New Farm Runwell Road Runwell	Runwell, Rettendon and Runwell	SAD	N/A	5	0	N/A	0	0	20/00080/FUL approved 15/04/2020	N



Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land Adjacent Brick Cottages Runwell Road Runwell Wickford	Runwell, Rettendon and Runwell	Growth Area 3	N/A	1	0	N/A	0	0	20/02127/FUL approved 05/03/2021	N
Unit 1 Willow Acre Rectory Lane Battlesbridge Wickford	Runwell, Rettendon and Runwell	SAD	N/A	2	0	N/A	0	0	18/01957/FUL approved 21/02/2019	Y, March 2020
Site at 17 Athelstan Gardens Runwell Wickford	Runwell, Rettendon and Runwell	SAD	N/A	1	0	N/A	0	0	19/01766/FUL approved 01/04/2020	N
Site at 11 Athelstan Gardens Runwell Wickford	Runwell, Rettendon and Runwell	SAD	N/A	1	0	N/A	0	0	19/01814/FUL approved 16/01/2020	Y, June 2020
Site at the Mount Meadow Lane Runwell Wickford	Runwell, Rettendon and Runwell	Growth Area 3	N/A	1	0	N/A	0	0	21/00088/FUL approved 08/03/2021	N
Building North of Moat House Farm Runwell Road Runwell Wickford	Runwell, Rettendon and Runwell	SAD	N/A	1	0	N/A	0	0	20/01883/FUL approved 13/01/2021	N
Barn Conversion West of Dobe Farm Meadow Lane Runwell Wickford	Runwell, Rettendon and Runwell	SAD	N/A	1	0	N/A	0	0	18/02089/FUL approved 03/05/2019	N
Land South of 132 Brock Hill South Hanningfield Wickford	Runwell, Rettendon and Runwell	SAD	N/	1	0	N/A	0	0	19/00398/FUL approved 06/06/2019	N
Barns at Mill Hill Farm East Hanningfield Road Sandon	Sandon - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	18/02065/FUL approved 13/03/2019	IN March 2021
Garage Site Hall Lane Sandon Chelmsford	Sandon - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	20/00731/FUL approved 18/09/2020	Y, October 2020
Land rear of 7 Chalklands Sandon	Sandon - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	18/01432/FUL approved 11/10/2018	N
Land at Walnut Tree Cottage Woodhill Road Sandon	Sandon - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	18/01725/FUL approved 22/05/2019	Y, June 2020

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Site at Rosewood Southend Road Sandon Chelmsford	Sandon - Little Baddow, Danbury and Sandon	SAD	N/A	1	0	N/A	0	0	18/00434/OUT approved 09/05/2018	N
Chamberlains Farm Sporhams Lane Sandon	Sandon - Little Baddow, Danbury and Sandon	SAD	N/A	4	0	N/A	0	0	15/01900/OUT approved 15/06/2016	N
Ambleside Park Lane Ramsden Heath Billericay	South Hanningfield - South Hanningfield Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	20/01305/FUL approved 16/11/2020	N
Land Rear of 9 School Road Downham Billericay	South Hanningfield - South Hanningfield Stock and Margaretting	Growth Area 3	N/A	1	0	N/A	0	0	20/00944/FUL approved 27/08/2020	N
Outbuildings at Whitedown South Hanningfield Road South Hanningfield	South Hanningfield, Stock & Margaretting - South Hanningfield	SAD	N/A	1	0	N/A	0	0	19/01629/FUL approved 25/11/2019	N
Land at Nightingale Lodge, Brock Hill South Hanningfield	South Hanningfield, Stock & Margaretting - South Hanningfield	SAD	N/A	3	0	N/A	0	0	20/00919/FUL approved 08/10/2020	Y, December 2020
Site at Park Lane Riding School Park Lane Ramsden Heath	South Hanningfield, Stock & Margaretting - South Hanningfield	SAD	N/A	6	0	N/A	0	0	17/00079/FUL approved 12/07/2017	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
20 Church Road Ramsden Heath	South Hanningfield, Stock & Margaretting - South Hanningfield	SAD	N/A	1	0	N/A	0	0	12/01256/OUT approved 04/10/2013	N
Agricultural Building at Park Lodge Ramsden Heath	South Hanningfield, Stock & Margaretting - South Hanningfield	SAD	N/A	3	0	N/A	0	0	18/01490/CUPAQ approved 15/10/2018	N
Livery Yard Lodge Farm Heath Road Ramsden Heath	South Hanningfield, Stock & Margaretting	Growth Area 3	N/A	5	0	N/A	0	0	19/01500/FUL approved 15/06/2020	N
Land at 121 Downham Road Downham	South Hanningfield, Stock & Margaretting - South Hanningfield	SAD	N/A	1	0	N/A	0	0	20/02034/FUL approved 26/02/21	N
Land Adjacent 15 Belmonde Drive Springfield Chelmsford	Springfield - Springfield North	SAD	N/A	1	0	N/A	0	0	19/00747/FUL approved 01/07/2019	N
Site at Mountbatten Way Springfield Chelmsford	Springfield - Springfield North	Growth Area 1	N/A	1	0	N/A	0	0	20/01224/FUL approved 11/11/2020	N
Site at 9 Marigold Close Springfield Chelmsford	Springfield - Springfield North	SAD	N/A	1	0	N/A	0	0	19/00782/FUL approved 25/06/2019	N
Windmill Pasture Little Waltham Road Springfield Chelmsford	Springfield - Springfield North	SAD	N/A	1	0	N/A	0	0	18/00886/FUL approved 16/11/2018	N
Land North of 95 Brook End Road South Springfield Chelmsford	Springfield - Chelmer Village and Beaulieu Park	Growth Area 2	N/A	1	0	N/A	0	0	19/01434/OUT appeal allowed 09/11/2020	N
Land Rear of 4 The Lindens Stock Chelmsford	Stock - South Hanningfield, Stock & Margaretting	Growth Area 3	N/A	1	0	N/A	0	0	20/00246/OUT allowed at appeal 25/11/2020	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Site at Ashridge Stock Road Stok Chelmsford	Stock - South Hanningfield, Stock & Margaretting	Growth Area 3	N/A	4	0	N/A	0	0	20/01514/FUL approved 08/01/2020	N
Barn North East Of The Bear The Square Stock Chelmsford	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	2	0	N/A	0	0	19/01900/FUL approved 07/04/2020	N
Agricultural Building Imphy Hall Back Lane Stock Chelmsford	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	2	0	N/A	0	0	20/00152/CUPAQ approved 30/03/2020	N
Aircraft Hangar 1 Brock Farm Ingatestone Road Stock	Stock - South Hanningfield Stock and Margaretting	Growth Area 3	N/A	1	0	N/A	0	0	20/01972/FUL approved 16/03/2021	N
Copper Farm Goatsmoor Lane Stock Ingatestone	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	19/00462/FUL approved 12/07/2019	N
Site at 114 Mill Road Stock Ingatestone Chelmsford	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	19/01335/FUL approved 16/10/2019	Y, July 2020
Site at 140 Mill Road Stock Ingatestone Chelmsford	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	8	0	N/A	0	0	18/01631/FUL approved 17/01/2019	Y, May 2019
Land East of 106 Mill Road Stock Chelmsford	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	1	0	N/A	0	0	20/00096/FUL approved 09/04/2020	N
Site at 3 The Paddock Stock Ingatestone Chelmsford	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	19/01350/FUL approved 07/10/2019	Y, Aug 2020

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Site at 22 Common Road Stock	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	2	0	N/A	0	0	18/00719/FUL approved 05/12/2018	Y, September 2020
Foxhunters Stock Road Stock Chelmsford	Stock - South Hanningfield Stock & Margaretting	SAD	N/A	1	0	N/A	0	0	20/01035/FUL approved 08/09/2020	IN September 2020
Land East of 10 Mill Lane Stock Chelmsford	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	18/00676/FUL approved 07/06/2018	Y December 2019
Land Adjacent 27 High Street Stock Chelmsford	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	19/01486/FUL approved 15/01/2018	Y, March 2021
Land and Buildings South of Heathfield Dowsett Lane Stock Chelmsford	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	1	0	N/A	0	0	20/00487/FUL approved 13/05/2020	N
Site at Lammas Cottage High Street Stock Chelmsford	Stock - South Hanningfield Stock and Margaretting	SAD	N/A	2	0	N/A	0	0	18/00538/FUL approved 29/05/2018	Y
Land South West of Five Houses Common Lane Stock Chelmsford	Stock - South Hanningfield, Stock & Margaretting	Growth Area 3	N/A	1	0	N/A	0	0	20/00436/FUL approved 26/06/2020	N
Brock Farm Ingatestone Road Stock Ingatestone	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	4	0	N/A	0	0	20/01564/FUL approved 02/12/2020	N
ACIT Solutions Ltd Barn One Brock Farm Ingatestone Road Stock	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	1	0	N/A	0	0	18/01028/CUPAO approved 07/08/2018	N
Atcost Barn North East of Farrows Farm Stock Road Stock	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	1	0	N/A	0	0	19/01970/FUL approved 20/01/2020	Y, March 2021

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Agricultural Buildings at Farrows Farm Stock Road Stock	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	2	0	N/A	0	0	19/00867/FUL approved 23/07/2019	N
Units 3 & 4 adjacent Heathfield Dowsett Lane Ramsden Heath	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	1	0	N/A	0	0	17/01799/FUL approved 16/08/2019	N
Land at the Grange Stock Road Stock	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	2	0	N/A	0	0	17/02148/FUL approved 14/02/2018	Y, Nov 2019
The Grange Stock Road Stock	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	3	0	N/A	0	0	17/00987/FUL approved 09/08/2017	N
Land North East of 34 High Street Stock Ingatestone	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	1	0	N/A	0	0	17/01356/FUL approved 05/02/2018	Y, December 2019
36 High Street Stock Ingatestone	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	2	0	N/A	0	0	18/00702/FUL approved 14/06/2018	Y
Land North of 2 Myln Meadow Stock Ingatestone	Stock - South Hanningfield, Stock & Margaretting	SAD	N/A	1	0	N/A	0	0	16/01156/OUT approved 24/08/2016	N
Site Rear of 132 Hullbridge Road South Woodham Ferrers	South Woodham Ferrers - South Woodham, Elmwood & Woodville	SAD	N/A	1	0	N/A	0	0	19/00634/FUL approved 06/06/2019	N
Brickfields Surgery 4 Brickfields Road South Woodham Ferrers Chelmsford	South Woodham Ferrers - South Woodham - Elmwood & Woodville	Growth Area 3	N/A	1	0	N/A	0	0	20/00522/FUL approved 12/06/2020	IN Aug 2020

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land at 19 to 21 Woodham Halt South Woodham Ferrers	South Woodham Ferrers - South Woodham, Elmwood & Woodville	SAD	N/A	7	0	N/A	0	0	18/01629/FUL approved 25/04/2019	N
5-7 Baron Road South Woodham Ferrers	South Woodham Ferrers - South Woodham, Elmwood & Woodville	Growth Area 3	N/A	6	0	N/A	0	0	19/00278/FUL approved 11/04/2019	BR December 2020
Flat 6 Guild Way South Woodham Ferrers	South Woodham Ferrers - South Woodham, Elmwood & Woodville	SAD	N/A	1	0	N/A	0	0	18/01158/FUL approved 06/12/2018	Y, September 2020
Land Between 22 and 23 Forrest Close South Woodham Ferrers	South Woodham Ferrers - South Woodham, Elmwood & Woodville	SAD	N/A	1	0	N/A	0	0	17/00038FUL allowed at appeal 23/01/2018	Y, Dec 2020
46 Reeves Way South Woodham Ferrers Chelmsford	South Woodham Ferrers - South Woodham, Elmwood & Woodville	SAD	N/A	1	0	N/A	0	0	17/01966/FUL approved 10/01/2018	N
7 Trinity Square South Woodham Ferrers Chelmsford	South Woodham Ferrers - South Woodham, Elmwood & Woodville	SAD	N/A	1	0	N/A	0	0	19/01305/CUPAM approved 27/09/2019	N
Site at 7 and 9 Trinity Square South Woodham Ferrers Chelmsford	South Woodham Ferrers - South Woodham, Elmwood & Woodville	Growth Area 3	N	1	0	N/A	0	0	20/01218/CUPAM approved 24/09/2020	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land at 210 Hullbridge Road South Woodham Ferrers Chelmsford	South Woodham Ferrers - South Woodham, Elmwood & Woodville	Growth Area 3	N/A	2	0	N/A	0	0	20/01156/FUL approved 13/01/2021	N
213 Hullbridge Road South Woodham Ferrers	South Woodham Ferrers - South Woodham, Elmwood & Woodville	SAD	N/A	1	0	N/A	0	0	17/01745/FUL approved 14/03/2018	Y, Aug 2020
Site at South Woodham Garage Old Wickford Road South Woodham Ferrers Chelmsford	South Woodham Ferrers - South Woodham, Elmwood & Woodville	Growth Area 3	N/A	6	0	N/A	0	0	19/02035/OUT approved 26/08/20	N
Site at 3 Anson Close, South Woodham Ferrers Chelmsford	South Woodham Ferrers - South Woodham, Elmwood & Woodville	Growth Area 3	N/A	2	0	N/A	0	0	20/01122/FUL approved 20/10/2020	N
Site at 24-32 Baron Road South Woodham Ferrers Chelmsford	South Woodham Ferrers - South Woodham, Elmwood & Woodville	Growth Area 3	N/A	2	0	N/A	0	0	20/01024/CUPAO approved 04/09/2020	IN November 2020
Land North of 5 to 7 Baron Road South Woodham Ferrers	South Woodham Ferrers - South Woodham, Elmwood & Woodville	SAD	N/A	3	0	N/A	0	0	18/01895/FUL approved 29/01/2019	Y, December 2020
Site at Templeton Park Bakers Lane West Hanningfield Chelmsford	West Hanningfield - Bicknacre And East And West Hanningfield	Growth Area 3	N/A	1	0	N/A	0	0	20/00879/FUL approved 18/09/2020	Y, Jan 2021



Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land South of Brookfield Main Road Bicknacre Chelmsford	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	SAD	N/A	1	0	N/A	0	0	19/01204/OUT approved 23/08/2019	N
Outbuildings at the Barn White Elm Road Bicknacre Chelmsford	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	Growth Area 3	N/A	1	0	N/A	0	0	20/01816/OUT approved 15/01/2021	N
Site at Oak House Bicknacre Road Bicknacre Chelmsford	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	SAD	N/A	8	0	N/A	0	0	19/02037/OUT approved 07/05/2020	N
Agricultural Building at Oak Lodge Farm Leighams Road Bicknacre	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	Growth Area 3	N/A	1	0	N/A	0	0	20/01230/CUPAQ approved 24/09/2020	N
Site at Town Farm Main Road Woodham Ferrers	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	SAD	N/A	2	0	N/A	0	0	17/00037/FUL approved 31/05/2018	N
Site at Wantz Cottage Crows Lane Woodham Ferrers	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	SAD	N/A	1	0	N/A	0	0	20/01807/FUL approved 25/01/2021	N

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Land South West of Broadacres Lodge Road Bicknacre Chelmsford	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	Growth Area 3	N/A	6	0	N/A	0	0	19/01800/FUL approved 14/10/2020	IN December 2020
Spice Restaurant The Street Woodham Ferrers Chelmsford	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	Growth Area 3	N/A	1	0	N/A	0	0	20/01640/FUL approved 08/01/2021	N
Land at Rosemary Lodge Leighams Road Bicknacre Chelmsford	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	SAD	N/A	1	0	N/A	0	0	19/01575/OUT approved 29/11/2019	N
Long Ley Bakers Lane West Hanningfield Chelmsford	West Hanningfield - Bicknacre and East and West	Growth Area 3	N/A	1	0	N/A	0	0	20/00600/FUL approved 19/10/2020	N
Land at Summerseat Church Road West Hanningfield Chelmsford	West Hanningfield - Bicknacre and East and West Hanningfield	SAD	N/A	1	0	N/A	0	0	19/02062/FUL approved 06/02/2020	N
Site at Chase Farm Cattery Stock Road West Hanningfield Chelmsford	West Hanningfield - Bicknacre and East and West Hanningfield	Growth Area 3	N/A	3	0	N/A	0	0	20/01402/FUL approved 19/10/2020	IN February 2021

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Site at Jubilee Farm Newney Green Writtle Chelmsford	Writtle	Growth Area 3	N/A	4	0	N/A	0	0	20/00163/FUL approved 14/08/2020	IN March 2021
Site at 2 Tower Road Writtle Chelmsford	Writtle	SAD	N/A	1	0	N/A	0	0	18/01977/FUL approved 19/03/2019	N
30 The Green Writtle Chelmsford	Writtle	SAD	N/A	1	0	N/A	0	0	18/01100/FUL approved 24/08/2018	IN December 2019
Buildings rear of Oxney Grove Ongar Road West Writtle	Writtle	SAD	N/A	1	0	N/A	0	0	20/01244/FUL approved 06/10/2020	N
Writtle Mill Chelmsford Road Writtle	Writtle	SAD	N/A	1	0	N/A	0	0	16/01609/FUL approved 07/04/2017	Y, Sept 2019
Land at 24 Hunts Drive Writtle	Writtle	SAD	N/A	2	0	N/A	0	0	16/01569/FUL approved 27/10/2016	Y, September 2019
Land West of 18 St Johns Road Writtle	Writtle	SAD	N/A	1	0	N/A	0	0	18/01000/FUL approved 27/07/2018	Y, Nov 2020
Land East of 1 Purcell Cole Writtle	Writtle	SAD	N/A	1	0	N/A	0	0	16/00205/FUL approved 12/08/2016	Y, January 2019
Site South West of 238 Ongar Road Writtle Chelmsford	Writtle	SAD	N/A	1	0	N/A	0	0	15/01787/FUL approved 25/01/2016	Y

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
Barn South of 240 Ongar Road Writtle Chelmsford	Writtle	Growth Area 1	N/A	1	0	N/A	0	0	20/01766/CUPAQ approved 18/12/2020	N
Land East of 26 The Coverts Writtle	Writtle	SAD	N/A	1	0	N/A	0	0	19/01231/FUL approved 14/10/2019	N
<b>SUBTOTAL</b>				<b>524</b>	<b>5</b>	<b>N/A</b>	<b>5</b>	<b>4</b>		
<b>Local Plan Sites</b>										
<b>Growth Area 1 - Central and Urban Chelmsford</b>										
Peninsula Site Chelmer Waterside Development Wharf Road Chelmsford	Chelmsford Town Area - Moulsham and Central	CW1b	N/A	448	106	24%	164	39	16/01630/FUL approved 15/03/2017	Y
Former Royal Mail Premises Victoria Road Chelmsford	Chelmsford Town Area - Moulsham and Central	SGS1c		203	55	27%	86	34	18/00840/FUL approved 18/02/2019	Y, March 2019
Land Adjacent 73 Springfield Road Chelmsford	Chelmsford Town Area - Moulsham and Central	GS1g	CUA16	61	61	100%	0	0	19/00842/FUL approved 26/08/2020	Y, October 2020
Car Park to the West of County Hotel Rainsford Road	Chelmsford Town Area - Marconi	GS1j		49	0	N/A	0	0	17/01899/FUL approved 15/05/2019	Y, Aug 2019
Rivermead Bishop Hall Lane Chelmsford	Chelmsford Town Area - The Lawns	GS1u	CUA3	136	0	N/A	0	0	18/01326/FUL approved 03/09/2019	N
<b>SUBTOTAL</b>				<b>897</b>	<b>222</b>	<b>30% Average</b>	<b>250</b>	<b>73</b>		
<b>TOTAL GROWTH AREA 1</b>										

Site Address	Ward/Parish	Allocation	SHELAA/UCS Reference	Total Capacity	No of which AH	% of which AH	Total Completions	No of which AH Completions	Governing Planning Permission and approval date	Work Started
<b>Growth Area 2 - North Chelmsford</b>										
Great Leighs - Land East of Main Road	Great and Little Leighs - Borehams and the Leighs	SGS7d	CFS105	100	35	35%	89	35	14/01791/OUT appeal allowed 26/09/2016	Y, June 2018
East of Boreham	Boreham - Boreham and the Leighs	SGS9	CFS145	143	51	35%	124	47	14/01552/OUT appeal allowed 26/05/2016	Y, September 2018
Drakes Lane Little Waltham Chelmsford	Little Waltham - Broomfield and the Walthams	GT1		9	9	100%	0	0	18/01476/FUL approved 13/12/2018	N
<b>SUBTOTAL</b>				<b>252</b>	<b>95</b>	<b>57% Average</b>	<b>213</b>	<b>82</b>		
<b>TOTAL GROWTH AREA 2</b>										
<b>Growth Area 3 - South and East Chelmsford</b>										
South of Bicknacre	Woodham Ferrers and Bicknacre - Bicknacre and East and West Hanningfield	SGS11	MON/00060/14	35	13	37%	0	0	16/02021/OUT approved 20/08/2018	N
<b>SUBTOTAL</b>				<b>35</b>	<b>13</b>	<b>37% Average</b>	<b>0</b>	<b>0</b>		
<b>Total with Planning Permission</b>				<b>5912</b>	<b>1329</b>	<b>24% Average</b>	<b>1125</b>	<b>396</b>		
<b>Total dwellings with planning permission still to complete (April 2021)</b>				<b>4787</b>						

In accordance with The Housing for Older and Disabled People Planning Practice Guidance published in June 2019, a weighted average of 1.87 has been applied to the total number of bedrooms to produce the output shown in this Schedule

In accordance with the Housing Supply and Delivery Planning Practice Guidance published in 2019, a ratio of 2.31 has been applied to the total capacity of the site to produce the output shown in this Schedule

**Table 4 – Total Completed New Dwellings (Net)**

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22 *
<b>Affordable</b>	54	23	27	62	250	53	226	198	287	189	264	24
<b>Annual Total **</b>	234	235	274	470	826	792	1002	1008	1256	832	829	281
<b>Total Cumulative</b>	5,926	6,161	6,435	6,905	7,731	8,523	9,525	10,533	11,789	12,621	13,450	13,731

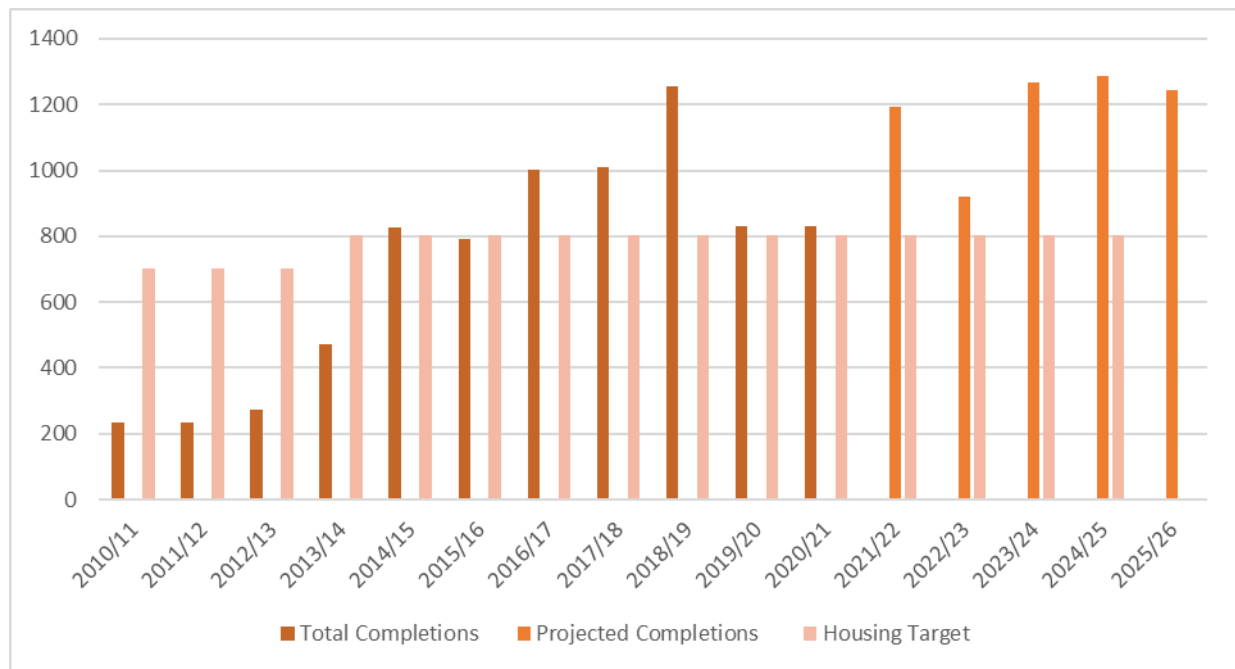
\* 2021/22 Combined Q1 and Q2 only

\*\* Total of market and affordable dwellings

### Graph 1 – Projected Housing Trend

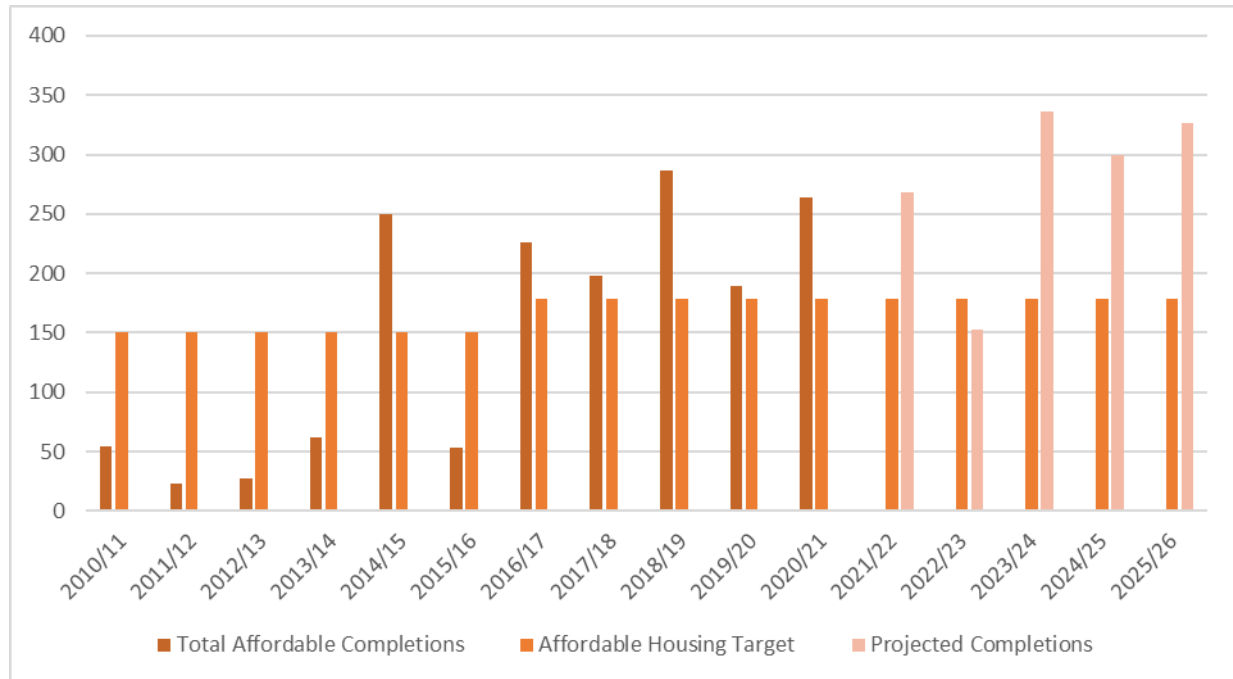
This provides a summary of the April 2021 housing trajectory for the period 2021/22 to 2025/26. The projected completions are based on the April 2021 Housing Site Schedule (table 3) where phasing information is obtained from developers of major development sites to gauge delivery timescales. The delivery of smaller sites is estimated and based on approval and commencement dates.

#### *Estimated Housing Trend in Chelmsford*



## Graph 2 – Affordable Housing Completions

This shows the number of affordable housing completions between 1 April 2010 and 31 March 2021. Projected completions are provided for 2021/22 to 2025/26.







---

# Chelmsford City Council Overview and Scrutiny Committee

**22 November 2021**

---

## **Report on Decisions taken under delegation to the Chief Executive**

---

### Report by:

Director of Connected Chelmsford

---

### Officer Contact:

Daniel Bird, [Daniel.bird@chelmsford.gov.uk](mailto:Daniel.bird@chelmsford.gov.uk) (01245) 606523

---

### Purpose

To report on the decisions taken under delegation to the Chief Executive for the period 1 July 2021 to 31 October 2021.

### Recommendations

That the report be noted.

---

## 1. Background or Introduction

- 1.1. The Constitution of the Council includes, at Part 3 (Responsibility for Functions), details of matters on which the officers of the Council are authorised to take decisions. These are known as delegations to officers and among them is the following, which is delegated to the Chief Executive:

“ Deal with any matter on grounds of urgency, following consultation with the Leader of the Council or the Chair and Vice Chair of the appropriate Committee in respect of non-executive matters.

1.2. The decisions taken by the Chief Executive under this delegation are recorded and notified to the public and members of the Council by publication on the Council’s website. On 8 February 2010 the Overview and Scrutiny Committee agreed that a list of those decisions should also be brought to the Committee for information in June and November each year.

## 2. Latest Decisions

2.1. Two decisions were taken under delegation to the Chief Executive during the period 1 July 2021 to 31 October 2021. Summaries of those decisions are attached as appendices to this report.

2.2. Members are asked to note the content of the report.

### List of appendices:

Appendix 1 – Decisions taken under delegation to the Chief Executive for the period 1 July 2021 to 31 October 2021.

Background papers: Nil

---

### Corporate Implications

Legal/Constitutional: None

Financial: None

Potential impact on climate change and the environment: None

Contribution toward achieving a net zero carbon position by 2030: None

Personnel: None

Risk Management: None

Equality and Diversity: None

Health and Safety: None

Digital: None

Other: None

---

**Consultees:**

Director of Connected Chelmsford

---

**Relevant Policies and Strategies:**

None relevant

---

**Subject:**

Use of Additional Restrictions Grant Funding

**Date of Decision:**

23 July 2021

**Decision Number:**

5/2021

**Background:**

In November 2020, the Chief Executive approved under his urgency powers policies for the distribution of the Local Restrictions Support Grant (open) and Additional Restrictions Grant (ARG) funding.

The ARG funding made available to local authorities can be used in respect of both direct grants to businesses and wider business support measures. As part of the urgency decision taken in November 2020, it was agreed that 10% of the ARG funding (£356,000) would be 'top-sliced' to be used for wider business support activities, subject to a future policy proposal.

It is proposed to spend the 10% 'top sliced' ARG funding as part of the North Essex Economic Board (NEEB) business support and skills programme. The attached briefing note explains the purpose of the NEEB and how, in order to actively support the economic recovery of North and Mid Essex from Covid-19, each local authority has committed to contributing 10% of their ARG funding (for Chelmsford this would be a maximum contribution of £356,000) towards a NEEB business support and skills programme. This equates to £1.8m being pledged towards supporting the economic recovery of the area.

**Decision and Reasons for Urgency:**

The need to provide business and skills support to businesses quickly and timeframes being worked towards to put in place this business support would be frustrated by the timescales of the usual decision-making process. The Chief Executive therefore agreed to exercise his delegated authority to take urgent decisions and formally approved the use of the Council's allocation of ARG funding for this purpose.

**Supporting Information:**

The Cabinet Member for a Connected Chelmsford was consulted before taking the decision and had no objection to it.

**Subject:**

Business Rates Pooling and Pilot for Non-Domestic Rates in 2022-23

**Date of Decision:**

4 October 2021

**Decision Number:**

6/2021

**Background:**

**Business Retention scheme**

In April 2013 the Government introduced a business rates retention scheme that was intended to create incentives for local authorities to promote business growth over the long term. Under the scheme local authorities are allowed to retain some of the benefit from any growth in non-domestic rates; however, they are also exposed to the risk of reduced income from any reduction in the amounts of Rates collected.

If an authority collects more business rates than the Government has determined they need to fund their services (business rates baseline funding) then these authorities are required to pay over the excess to Central Government in the form of a tariff. Conversely, if an authority's funding requirement is higher than income collected, then they will receive a "top-up" from central government.

There is a levy mechanism built into the Business Rates Retention regime, so that authorities will pay a proportion of their growth to Central Government. The levy rate is set at 50% for Chelmsford City Council, which means the Council will only retain half of the increase in business rates growth over and above a Government set business rates baseline.

The Government has put in place a safety net to protect local authorities from significant negative shocks to their income by guaranteeing that no authority will see its income from business rates fall beyond 7.5% of its spending baseline. The maximum loss for Chelmsford in this instance would be £0.3m.

## **Business Rates Pooling**

As part of the rates retention scheme, authorities can formally seek designation as a pool. The pool will be formed of two or more authorities and enables those authorities to retain a higher percentage of business rate growth by reducing or removing the levy that needs to be paid on any income growth. If an authority experiences negative growth that falls below the Government set 7.5% safety net, the loss needs to be funded by the pool and therefore has an adverse impact on the other authorities in the pool. The Government treat the Pool and its members as one authority and the safety net limit is calculated on overall Baseline funding level of the Pool.

### **Pool arrangements for 2021/22**

Chelmsford entered into an Essex Business rates pool with other Local Authorities in 2018/19 and remained a member of the Essex pool in 2019/20, 2020/21 and 2021/22. In 2018/19 the Council received additional income of £1m and in 2019/20 received additional income of £0.6m from the pool as a proportioned benefit of levy saved that would have otherwise been paid to the Government. The income from the Pool for 2020/21 was £1.0m but is subject to the risk of change during the external audit of member authorities. The lead authority (Essex County Council) is currently estimating £0.8m of additional income from the Pool in 2021/22 for Chelmsford.

### **Chelmsford's options for 2022/23**

The lead authority is required to notify the Government of its intentions for pooling for the next financial year by 8 October 2021. Essex County Council are therefore seeking a formal confirmation of our intention to remain in the Essex Business rates pool. Depending on the response from other Essex authorities, the options for the pool are to either continue as it is with the current members, to dissolve completely or to dissolve and seek designation as a new pool for 2022/23 should the pool's membership change.

To provide assurances before entering the pool, the lead authority has completed a projection for 2022/23 building in a potential 5% reduction in business rates which shows the pool is still successful even with a couple of small authorities potentially entering into a safety net position. Historic experience has shown pool membership to be beneficial to the authority, even during the COVID-19 pandemic in 2020/21 & 2021/22 due to government support. The 2021/22 current forecast for business rates now that COVID-19 restrictions have been lifted is more positive than originally estimated. The current pool members have expressed confidence in being able to maintain their business rates income at a required level for the pool to remain successful.

### **Option 1**

Notify the lead authority of the intention to leave the Essex Business rates pool and continue as a standalone authority

- Potential increase from Business Rates growth £0.3m
- Maximum loss £0.3m (7.5% of Government set Baseline need)

### **Option 2**

Join the Essex business rates pool for another year, with the intention to maximise the business rates income retained by the authority. Indicatively the gain to the City could be an extra £0.6m based on modelling by the lead authority. This is the favoured option.

The risk, in the unlikely situation where income for the whole pool falls below its business rates baseline, is that Chelmsford will lose its additional income and will have to proportionately suffer the loss of pool income. The extent of City Council losses will depend on the overall position of the pool. This cannot be accurately quantified until the end of the pool's financial year, but losses could exceed the £0.3m maximum identified in option 1.

### **Decision and Reasons for Urgency:**

In view of the need for the decision to be made by 8 October, the Chief Executive exercised his delegated authority to take urgent decisions and authorised the Accountancy Services Manager to negotiate for the Council the terms on which the Council will enter the Pool.

### **Supporting Information:**

The Leader of the Council and the Cabinet Member for Fairer Chelmsford were consulted before taking the decision and had no objection to it.





---

## Chelmsford City Council Overview and Scrutiny Committee

**22 November 2021**

---

### Work Programme

---

Report by:

Director of Connected Chelmsford

---

Officer Contact:

Daniel Bird, [Daniel.bird@chelmsford.gov.uk](mailto:Daniel.bird@chelmsford.gov.uk) (01245) 606523

---

### Purpose

The purpose of this report is to invite Members' comments on the Committee's work programme which has been updated since the Committee last met on 26 July 2021.

### Recommendations

Members are invited to comment on the Committee's work programme, attached as Appendix 1 to this report and make any necessary amendments to it.

---

## 1. Background

- 1.1. The Committee's work programme has been updated following the meeting held on 26 July 2021 and is attached at Appendix 1.
- 1.2. Any changes to the programme since the last meeting are indicated by an asterisk and bold text in Appendix 1.
- 1.3. Any suggested future items that need assigning to a meeting are highlighted at the end of Appendix 1.

## 2. Conclusion

- 2.1. Members' comments are invited on the work programme.

### List of appendices:

Appendix 1 – Work Programme

### Background papers:

---

### Corporate Implications

Legal/Constitutional: None

Financial: None

Potential impact on climate change and the environment: None

Contribution toward achieving a net zero carbon position by 2030: None

Personnel: None

Risk Management: None

Equality and Diversity: None

Health and Safety: None

Digital: None

Other: None

---

**Consultees:**

Chair and Vice Chair of the Overview and Scrutiny Committee

---

**Relevant Policies and Strategies:**

Not applicable

---

## OVERVIEW AND SCRUTINY COMMITTEE

### Work Programme

*\* Any changes to the programme since the last meeting are indicated by an asterisk and bold text.*

<u>Subject</u>	<u>Author</u>
<b>22 November 2021</b>	
<b>Performance Review Items</b>	
Cabinet Portfolio Updates	Deputy Leader and Cabinet Member for Connected Chelmsford  Cabinet Member for Fairer Chelmsford
Review of 'Our Chelmsford, Our Plan'	Chief Executive
Revenue Monitoring 2021/22	S151 Officer
Cabinet Member for Sustainable Development's Annual Report on Housing Delivery	Jeremy Potter Spatial Planning Services Manager
<b>Standing Items</b>	
Report on Decisions Taken Under Delegation to the Chief Executive	Dan Bird Democratic Services Officer
<b>7 February 2022</b>	
<b>Performance Review Items</b>	
Cabinet Portfolio Updates	Cabinet Member for Greener and Safer Chelmsford
Annual Presentation by Essex Police	Essex Police
Annual Presentation by Safer Chelmsford Partnership	Spencer Clarke Public Protection Manager
<b>25 April 2022</b>	
<b>Performance Review Items</b>	
Cabinet Portfolio Update	Cabinet Member for Sustainable Development
Parks and Open Spaces Strategy	Director of Public Places
Reports from representatives on outside bodies	Dan Bird Democratic Services Officer

<b>*6 June 2022</b>	
<b>Performance Review Items</b>	
Cabinet Portfolio Updates	Leader of the Council
Annual Report from the Chelmsford Policy Board	Chair of the Chelmsford Policy Board
<b>Standing Items</b>	
Report on Decisions Taken Under Delegation to the Chief Executive	Dan Bird Democratic Services Officer
Annual Report of the Committee	Dan Bird Democratic Services Officer
<b>*19 September 2022</b>	
<b>Performance Review Items</b>	
Cabinet Portfolio Updates	Deputy Leader and Cabinet Member for Connected Chelmsford
<b>*21 November 2022</b>	
<b>Performance Review Items</b>	
Cabinet Portfolio Updates	Cabinet Member for Fairer Chelmsford
Review of 'Our Chelmsford, Our Plan'	Chief Executive
Revenue Monitoring 2022/23	S151 Officer
Cabinet Member for Sustainable Development's Annual Report on Housing Delivery	Jeremy Potter Spatial Planning Services Manager
<b>Standing Items</b>	
Report on Decisions Taken Under Delegation to the Chief Executive	Dan Bird Democratic Services Officer
<b>*6 February 2023</b>	
<b>Performance Review Items</b>	
Cabinet Portfolio Updates	Cabinet Member for Greener and Safer Chelmsford
Annual Presentation by Essex Police	Essex Police

Annual Presentation by Safer Chelmsford Partnership	Spencer Clarke Public Protection Manager
<b>*24 April 2023</b>	
<b>Performance Review Items</b>	
Cabinet Portfolio Update	Cabinet Member for Sustainable Development
Reports from representatives on outside bodies	Dan Bird Democratic Services Officer
<b>Future Work to be scheduled</b>	
<p><b>Performance Monitoring Topic suggestions:</b></p> <ul style="list-style-type: none"> <li>- <i>Digital Developments</i></li> <li>- <i>Business Transformation</i></li> <li>- <i>Museum</i></li> </ul>	