

# Public Document Pack



## SUPPLEMENT 1

Dear Councillor

### **ORDINARY COUNCIL - WEDNESDAY, 22ND JANUARY, 2020**

I am now able to enclose, for consideration on Wednesday, 22nd January, 2020 meeting of the Ordinary Council, the following reports that were unavailable when the agenda was printed.

<b>Agenda No</b>	<b>Item</b>
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| 8.  | <b><u>Brentwood Local Development Plan: Addendum of Focussed Changes to the Pre-Submission Local Plan (Regulation 19) (Pages 3 - 48)</u></b> |
| 9.  | <b><u>Council Tax Reduction Scheme (Pages 49 - 62)</u></b>   |
| 10. | <b><u>Draft Corporate Strategic Plan (Pages 63 - 88)</u></b>   |

Yours sincerely



Jonathan Stephenson  
Chief Executive

Encs

08/01/20

# Agenda Item 8

<b>Committee:</b> Ordinary Council	<b>Date:</b> 22 January 2020
<b>Subject:</b> Brentwood Local Development Plan: Addendum of Focussed Changes to the Pre-Submission Local Plan (Regulation 19)	<b>Wards Affected:</b> All
<b>Report of:</b> Phil Drane, Director of Strategic Planning	<b>Public</b>
<b>Report Authors:</b> Name: Phil Drane, Director of Strategic Planning Telephone: 01277 312610 E-mail: philip.drane@brentwood.gov.uk	<b>For Decision</b>

## Summary

The National Planning Policy Framework (NPPF) requires local planning authorities to produce a Local Plan for their area. Brentwood Borough Council is producing a new Local Development Plan and has reached Publication stage (Regulation 19). To reach this stage consultation has taken place on a Pre-Submission Local Plan (February 2019) and an Addendum of Focussed Changes to the Pre-Submission Local Plan (October 2019).

Consideration of representations received in response to the Pre-Submission Local Plan, specifically concerns regarding new homes proposed in Blackmore and Shenfield, resulted in further public consultation on focussed changes. Consultation on the Addendum of Focussed Changes concluded in November 2019. Responses to this consultation are summarised in Appendix A.

The Council has approved delegated authority for the Director of Strategic Planning, in consultation with the Chief Executive and Leader of the Council, to finalise and submit the Pre-Submission Local Plan (and supporting documents) with non-material amendments if required. For the Addendum of Focussed Changes to be submitted alongside the Pre-Submission Local Plan, approval is required from the Council.

The next stage of the plan-making process is Submission of the Local Plan to the Planning Inspectorate on behalf of the Secretary of State (Regulation 22), to take place in January 2020.

## Recommendation

**Members are asked to:**

- R1. Approve that the Addendum of Focussed Changes to the Pre-Submission Local Plan be submitted to the Secretary of State as part of the Brentwood Local Plan Examination-in-Public process.**

## Main Report

### **Introduction and Background**

1. The National Planning Policy Framework (NPPF) requires local planning authorities to produce a Local Plan for their area (Chapter 3 “plan-making”). Brentwood Borough Council is producing a new Local Development Plan (or ‘Local Plan’) and has undertaken various stages of public consultation as part of the plan-making process. The Local Plan sets out the long-term vision for how and where the Borough will develop over the next 15 years to meet local needs in line with our unique local character, our “Borough of Villages”.
2. The Pre-Submission Local Plan (Regulation 19) was approved by Extraordinary Council on 8 November 2018 (Item No. 181) and published for consultation in February 2019. Following consultation many representations were processed and considered.
3. As part of the consideration of these representations, the Council’s Policy, Resources and Economic Development Committee resolved to consider amendments to the Local Plan in advance of submission, specifically regarding five proposed site allocations (Item No. 168, 11 September 2019). An Addendum of Focussed Changes to the Pre-Submission Local Plan was published for consultation in October 2019 and included the following focussed changes:
  - a. Policy R18 (Land off Crescent Drive, Shenfield): Reduction from “around 55” to “around 35 homes”;
  - b. Policy R19 (Land at Priests Lane, Shenfield): Reduction from “around 75” to “around 45 homes”;
  - c. Policy R25 (Land north of Woollard Way, Blackmore): Reduction from “around 40” to “around 30 homes”;
  - d. Policy R26 (Land north of Orchard Piece, Blackmore): Reduction from “around 30” to “around 20 homes”; and
  - e. Policy R01 (I) (Dunton Hills Garden Village Strategic Allocation): Increase from “a minimum of 2,700” to “a minimum of 2,770 homes in the plan period”.
4. These focussed changes reduce the indicative number of new homes planned for the above sites in Blackmore and Shenfield by 70 homes and replace that number by increasing the minimum number of new homes to be delivered at Dunton Hills Garden Village over the Local Plan period to 2033. Therefore, there is no overall loss of new homes planned and the overall housing target remains in line with the requirement to meet local needs.

5. In total there were 610 respondents to the consultation who made 2,828 comments (or representations). A breakdown of the comments is provided below in Table 1. A summary of the comments is provided in Appendix A.

**Table 1: Addendum of Focussed Changes consultation data**

Section / Policy	Respondents	Representations	Support	Object
Sustainability Appraisal	28	45	16	29
Policy R01 (I): Dunton Hills Garden Village Strategic Allocation	525	545	27	518
Policy R18: Land off Crescent Drive, Shenfield	513	528	24	504
Policy R19: Land at Priests Lane, Shenfield	531	544	21	523
Policy R25: Land North of Woollard Way, Blackmore	544	583	8	575
Policy R26: Land North of Orchard Piece, Blackmore	547	583	11	572
<i>Addendum of Focussed Changes to the Pre-Submission Local Plan (total)</i>	<i>610</i>	<i>2,828</i>	<i>107</i>	<i>2,721</i>

6. In preparation for the Examination-in-Public, a Programme Officer has been appointed as required before submission of the Local Plan. The Programme Officer undertakes the administration of all aspects of the examination under the Inspector's direction, and all communications outside the hearing sessions between the Inspector, the local planning authority and other parties involved in the examination. The Programme Officer also ensures that all the documentation for the examination is received, recorded and placed on the Council's examination webpage.

### **Issue, Options and Analysis of Options**

7. In progressing the plan-making process, the Council is currently at Publication stage (Regulation 19) and post public consultation. Once public consultation has concluded and representations have been considered, the Council is required to submit the Plan to the Planning Inspectorate for Examination-in-Public on behalf of the Secretary of State (Regulation 22). The recommendation of this report enables the Council to swiftly meet the requirement to submit the Local Plan, along with the Addendum of Focussed Changes, in line with the approved Local Development Scheme timetable (submission by the end of January 2020).
8. If the recommendation is not approved, the Pre-Submission Local Plan as published in February 2019 without amendments contained in the Addendum of Focussed Changes, can be submitted for examination. However, this would

not take into consideration the representations made regarding four of the proposed site allocations that resulted in the majority of concerns (sites in Blackmore and Shenfield).

9. The Council could resolve to make further amendments to the Pre-Submission Local Plan. Subject to whether amendments are considered to be material, it is likely that further public consultation will be required as has taken place through the Addendum of Focussed Changes. This would delay Submission of the Plan. Changes may require further engagement with statutory consultees or Duty to Cooperate bodies, following which, further changes may be necessary to the submission documents to take legal considerations into account. This would incur additional costs to the Council. This would also require further amendment of the Local Development Scheme, which the Government is using to monitor the Council's progress on the Local Plan, increasing the risk of intervention.

### **Reasons for Recommendation**

10. Approval to submit the Pre-Submission Local Plan was resolved by Extraordinary Council on 8 November 2018 (Item No. 181). This was approved subject to non-material amendments between Publication stage (Regulation 19) through to Submission (Regulation 22) and Examination, with delegated authority for the Director of Strategic Planning in consultation with the Chief Executive and Leader of the Council. Since then, the Council has also resolved to publish amendments to the Pre-Submission Local Plan through the Addendum of Focussed Changes document (Policy, Resources and Economic Development Committee, 11 September 2019, Item No. 168).
11. The Addendum of Focussed Changes document was subject to public consultation in order that the amendments could be treated as part of the submitted plan by the Inspector, as specified in Planning Practice Guidance (Paragraph 054, Reference ID 61-054-20190315, Revision Date 15/03/19). The recommendation would enable the Addendum to be submitted alongside the Pre-Submission Local Plan.

### **Consultation**

12. Various stages of the plan-making process have been subject to public consultation in line with statutory requirements and the Council's Statement of Community Involvement. The Pre-Submission Local Plan was published for consultation between February and March 2019. The Addendum of Focussed Changes was published for consultation between November and December 2019. Representations made in response to these documents have been published on the Council's website. Representations and the Council's

consideration of the issues raised will be part of Local Plan submission materials to be considered by a Planning Inspector. A summary of representations made in response to the Addendum of Focussed Changes document is set out in Appendix A.

## **References to Corporate Plan**

13. The Local Development Plan is a key priority in the Council's 'Vision for Brentwood' Corporate Plan 2016-2019. These priorities continue in the new draft Corporate Plan 2020-2025. The Local Plan is an important delivery vehicle for several priorities in both the current and emerging Corporate Plan, informed by individual Council strategies.

## **Implications**

### **Financial Implications**

**Name/Title: Jacqueline Van Mellaerts, Director of Corporate Resources**

**Tel/Email: 01277 312829/jacqueline.vanmellaerts@brentwood.gov.uk**

14. The cost of submitting the Local Plan and running the Examination-in-Public has been accounted for within the planning policy service budget of the medium-term financial plan. In addition to this, earmarked reserves of received specific Grants have been utilised to aid and ensure the Plan is delivered within the specified timeframes set out in the Council's Local Development Scheme.

### **Legal Implications**

**Name/Title: Surinder Atkar, Planning Solicitor**

**Tel/Email: 01277 312687/surinder.atkar@brentwood.gov.uk**

15. The Local Plan has been prepared in accordance with the primary planning acts, namely the Town and Country Planning Act 1990 (as amended), the Planning and Compulsory Purchase Act 2004 (as amended) and other supporting legislation. It has been informed by the NPPF and other relevant national planning policy. Detailed regulations in relation to plan-making are set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). It is a requirement of the Acts and the associated Regulations for the Local Plan to be prepared in accordance with the timetable established in the statutory Local Development Scheme, and subject to an examination into its soundness.

### **Economic Implications**

**Name/Title: Phil Drane, Director of Strategic Planning**

**Tel/Email: 01277 312610/philip.drane@brentwood.gov.uk**

16. The Local Plan sets out a spatial strategy for how economic growth needs will be met over the next 15-years, including the delivery of new jobs and homes. It

is important that the plan is in place to help enable economic growth and achieve the aims of the Council's draft Corporate Strategy 2020-2025.

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

17. The Local Plan is accompanied by several supporting documents, part of the wider evidence base that has informed it. These include assessments of issues that could have implications for various Council services and responsibilities. Where relevant the following documents have been updated in light of the Addendum of Focussed Changes and remain live documents that will be updated regularly and through the Examination-in-Public post submission of the Plan. These documents form part of the submission materials for the Local Plan and are published on the Council's website via [www.brentwood.gov.uk/localplan](http://www.brentwood.gov.uk/localplan):

- a. Sustainability Appraisal (SA): Systematic process that must be carried out during the preparation of a Local Plan to promote sustainable development, by assessing proposals against reasonable alternatives to help achieve relevant environmental, economic and social objectives. This includes a Strategic Environmental Assessment (SEA), which ensures that potential environmental effects are given full consideration alongside social and economic issues.
- b. Habitats Regulations Assessment (HRA): Responds to the requirement for policies, plans or projects with potential to affect designated European sites to undergo assessment under the European Habitats Directive.
- c. Health Impact Assessment (HIA): Undertaken to identify the potential health consequences of a proposal on a specific population and/or community, maximise the positive health benefits, and minimise potential adverse effects on health and inequalities. The HIA demonstrates at a local level the impacts that development can have on health and wellbeing, and where there are opportunities to enhance health gains and mitigate against negative impacts. The HIA has informed the Local Plan and resulted in the process being further embedded in the planning decision-making process.
- d. Equality Impact Assessment (EqIA): Process designed to ensure that a policy, project or scheme does not discriminate against any disadvantaged or vulnerable people. Local Plan policies have been assessed accordingly.

- e. Infrastructure Delivery Plan (IDP): Sets out the capacity and opportunities for key infrastructure such as schools, healthcare and transport to inform the growth required through the plan-making process. This work includes approximate costs of specific infrastructure, funding requirements, opportunities and/or gaps.

18. In addition, technical studies that have informed the Plan are published on the Council's website and can be accessed via <http://www.brentwood.gov.uk/index.php?cid=966> (Planning and Building Control / Local Development Plan / Evidence Base).

### **Background Papers**

- Brentwood Pre-Submission Local Plan (Regulation 19, February 2019)
- Previous stages of the Local Plan, including consultation documents and supporting work, can be viewed on the Council's website at <http://www.brentwood.gov.uk/index.php?cid=1650> (Planning and Building Control / Local Development Plan / Work So Far).
- Procedure Guide for Local Plan Examinations, The Planning Inspectorate, June 2019 (5th Edition) <https://www.gov.uk/government/publications/examining-local-plans-procedural-practice>

### **Appendices to this report**

- Appendix A: Summary of Representations received in response to the Addendum of Focussed Changes Consultation (October – November 2019)
- Appendix B: Addendum of Focussed Changes to the Pre-Submission Local Plan (October 2019)

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## Summary of representations received in response to the Addendum of Focussed Changes to the Pre-Submission Local Plan (October – November 219)

Consultation on the Addendum of Focussed Changes to the Pre-Submission Local Plan took place between October and November 2019. The table below provides a summary of the comments raised in response to this consultation.

### 1. Statutory consultee and other groups representations summary

Consultee	Support / Object	Summary
Basildon Borough Council	<b>Object:</b> Focussed Changes 1-5	<ul style="list-style-type: none"> <li>• Objects to Focussed Changes 1 – 5, as they do not seem to have been informed by evidence or the Sustainability Appraisal as required by National Policy.</li> <li>• Maintain the view that there currently remains a lack of credible and robust technical evidence to justify that a new village in this Green Belt location is the best option for meeting Brentwood Borough’s housing needs, and continues to have doubts whether this allocation would be found sound at Examination in Public.</li> <li>• Apprehensive that the scale of development proposed, which amounts to over a third of the borough’s entire housing provision for the plan period, could be supported by infrastructure in the absence of a clear delivery plan.</li> <li>• Remains unclear, if the proposal were to be approved, how it will relate in terms of access and connectivity to the Basildon urban area given that the nearest Town Centre and acute healthcare facilities are all within Basildon Borough.</li> <li>• The amendments effectively redistributes 70 proposed dwellings from the ‘Central Brentwood Growth Corridor’, which has opportunities to embrace more sustainable modes of transport, to a Green Belt location with a less developed public transport infrastructure.</li> <li>• The reasons for the amendments do not seem to be supported by the evidence and appear to be based solely on the considerable number of objections received in response to the Pre-Submission Local Plan consultation in March 2019.</li> <li>• It is not considered that the central and southern growth corridors offer comparable choices in terms of the strategic importance or capacity of transport connections, and using the SA and other evidence, the Plan should select sites within the Central Brentwood Growth Corridor that provide opportunity for extensions to towns and villages that can encourage more sustainable travel choices and take advantage of the strategic infrastructure available.</li> <li>• Object to the housing trajectory, particularly on the reliance on DHGV to deliver at an accelerated rate of construction and early within the plan-period.</li> </ul>

Consultee	Support / Object	Summary
		<ul style="list-style-type: none"> <li>• Likely that early residents of Dunton will have to rely on nearby services including schools. Unlikely a primary school will be delivered early on site as indicated in the IDP.</li> <li>• DHGV is proposing new primary and secondary school provision. However, until such a time as the critical mass for new homes is established, it is more likely that Basildon Borough's facilities in Laindon will be picking up the demands of new users arising from the new settlement.</li> <li>• DHGV is within close proximity of the administrative boundaries with Basildon &amp; Thurrock Boroughs, and Basildon Council still remains concerned by the lack of mitigation measures on potential infrastructure impacts and is disappointed that Brentwood Council have not taken the opportunity to address this through the Addendum of Focussed Changes.</li> <li>• It is noted that the need for new connections into Basildon Borough in terms of walking, cycling, public transport or road do not appear to be mentioned as being necessary to make it sustainable.</li> <li>• The transport mitigation measures included in the pre submission local plan are concentrated within Brentwood and ignore the fact that Laindon Station, has more platforms and has greater commutable capacity than West Horndon and could become an alternative choice for residents of the DHGV.</li> <li>• While using Basildon Infrastructure like the station, schools and the hospital, there will be added pressure on the A127, Basildon road network and public transport services.</li> <li>• It is questionable whether it can be adequately demonstrated by the Brentwood Local Plan that the allocations chosen, represent the most sustainable option without identifying and testing the viability of specific highway mitigation measures that will be necessary to make them deliverable and sustainable.</li> <li>• It should not be assumed that such growth can just be absorbed by the nearby infrastructure and services and Basildon Council expects policies in the Brentwood Local Plan to make it clear that S106/CIL or other funding receipts will be spent outside Brentwood Borough to sufficiently address where negative direct or residual impacts could otherwise occur.</li> </ul>
Blackmore Parish Council and Blackmore Village Heritage Association	<b>Object:</b> Comments	<ul style="list-style-type: none"> <li>• Remain strongly opposed to the proposed allocations in Blackmore (R25 &amp; R26);</li> <li>• BBC can meet local housing needs without sites R25 and R26 at all;</li> </ul>
	<b>Object:</b> Focussed Change 1 (Dunton Hills Garden Village Strategic Allocation)	<ul style="list-style-type: none"> <li>• Acknowledge that the site is well located and is to be designed in such a way so to maintain characteristics of Green Belt openness.</li> <li>• There is no change to the approximate total yield which remains at 4,000. Therefore, all BBC have done is brought forward the number of housing to be delivered from DHGV. The density is now 31.1 dwellings per hectare (dph).</li> <li>• No consideration of increasing the densities of DHGV. An increase of 0.9 dph results in an additional 112 dwellings which would negate the need for development in less sustainable locations such as R25 and R26 in Blackmore.</li> </ul>

Consultee	Support / Object	Summary
		<ul style="list-style-type: none"> <li>NPPF encourages making effective use of land and achieving appropriate densities. The greatest need (40%) is for 1 and 2 bedroom units. Higher densities can be achieved with more smaller dwellings.</li> </ul>
	<p><b>Object:</b> Focussed Change 2 (Land off Crescent Drive, Shenfield)</p> <p>Focussed Change 3 (Land off Priests Lane, Shenfield)</p>	<ul style="list-style-type: none"> <li>R18 and R19 (Crescent Drive and Priests Lane) are proposed to be reduced by 50 dwellings in total. R25 and R26 (Blackmore) following the proposed changes are 50 dwellings in total. If R18 and R19 are kept at the original proposed number of dwellings, sites R25 and R26 would not be needed.</li> <li>R18 and R19 are in more sustainable locations than Blackmore. Shenfield is in Settlement Category 1 whilst Blackmore is category 3. This should even be in category 4. Shenfield has better public transport services and shopping facilities. The two sites in Shenfield have also scored much more favourably than those in Shenfield as based on the Sustainability Appraisal.</li> </ul>
	<p><b>Object:</b> Focussed Change 4 (Land north of Woollard Way, Blackmore)</p> <p>Focussed Change 5 (Land north of Orchard Piece, Blackmore)</p>	<ul style="list-style-type: none"> <li>Removing sites R25 and R26 does not prevent development in Blackmore but it is acknowledged that their removal would make development in Blackmore less likely and limited to “windfall” sites.</li> <li>As Blackmore sits within the Green Belt, the NPPF, and indeed emerging policy NE10, does permit new development in the Green Belt subject to set criteria being met. Indeed, there are sites in Blackmore that have recently been permitted notwithstanding the lack of a formal designation/allocation. Likewise, it is entirely probable that additional development will come forward/take place in Blackmore.</li> <li>With the above point in mind, the Parish Council and BVHA “point to” the site known as Red Rose Farm. That site is “previously developed land” within the NPPF definition; a fact confirmed by a Lawful Development Certificate. If the pending Red Rose Farm application is successful, as would appear likely as the Parish Council and BVHA understand that there is a recommendation for approval subject to completion of a s106 agreement, then a contribution to housing supply will be made in the village of Blackmore.</li> <li>Further, if the unallocated Red Rose Farm site is granted permission then it is entirely foreseeable that such would have an impact on the timing of delivery of any additional dwellings in Blackmore; including sites R25 and R26 if allocated. But the Red Rose Farm site very much illustrates the Parish Council and BVHA’s case that there are other sites which are far more preferable for development than the “virgin” Green Belt land that is sites R25 and R26.</li> <li>There have been recent planning permissions, but also applications awaiting determination, for residential development within Epping Forest District Council that are “on the doorstep” of Blackmore. Such developments “just on the border” of Epping Forest will undoubtedly rely upon Blackmore to meet their needs. Indeed, Blackmore is the nearest primary school to these Epping sites. Both the Parish Council and BVHA say that Blackmore cannot support these developments on the border of Epping Forest in addition to the proposed development at sites R25 and R26.</li> </ul>

Consultee	Support / Object	Summary
		<ul style="list-style-type: none"> <li>The Parish Council and BVHA further say that any applicable planning obligation/infrastructure payment from these Epping sites will not be invested into Blackmore; thus Blackmore takes the strain with none of the benefit. Moreover, the existence of the Epping Forest permissions/applications does not appear to have been taken into account by BBC in considering the sustainability of sites R25 and R26. The Parish Council and BVHA therefore say that the case for the inclusion of R25 and R26 is undermined in turn.</li> </ul>
Environment Agency	<b>Comment</b> (General)	<ul style="list-style-type: none"> <li>Resubmission of representations on Reg 19 Plan. Did not raise specific comments on addendum of focussed changes.</li> </ul>
Essex County Council	<b>Comment:</b> Focussed Change 1 (Dunton Hills Garden Village Strategic Allocation)	<ul style="list-style-type: none"> <li>BBC will need to be satisfied that the increase in dwelling numbers on this site is supported by the appropriate evidence base, including demonstrating that the reallocation of dwellings to this site is where the need is (paragraph 59 of the NPPF), and that all other reasonable options for reallocating the dwellings have been fully examined, including making as much use as possible of suitable brownfield sites and underutilised land, and optimising density (paragraph 137).</li> <li>As a result of the increase in dwelling numbers for this site allocation BBC should include, within the Plan evidence and supporting text for this Policy, details to demonstrate that the reallocation of dwellings to this site is where the need is (paragraph 59 of the NPPF), and that all other reasonable options for reallocating the dwellings have been fully examined, including making as much use as possible of suitable brownfield sites and underutilised land, and optimising density.</li> <li>BBC will need to be satisfied that the transport implications of the change in dwelling numbers on this site allocation are fully assessed through an updated transport evidence base for the Local Plan.</li> <li>BBC should also update its transport evidence base for the Local Plan to fully assess the transport implications of the change in dwellings numbers on this site allocation.</li> <li>The proposed change to this policy does not address ECC's representations to this policy made to the Pre-Submission Regulation 19 Local Plan consultation in March 2019.</li> <li>The policy needs to be further changed to address ECC's representations to this policy made to the Pre-Submission Regulation 19 Local Plan consultation in March 2019.</li> </ul>
	<b>Comment:</b> Focussed Change 2 (Land off Crescent Drive, Shenfield)  Focussed Change 3 (Land off Priests Lane, Shenfield)	<ul style="list-style-type: none"> <li>BBC will need to be satisfied that the reduction in dwelling numbers on this site is supported by the appropriate evidence base, including demonstrating that the site allocation makes effective and efficient use of land (paragraphs 117, 118, 122 and 123 of the NPPF), and is economically viable (paragraph 67).</li> <li>As a result of the reduction in dwelling numbers for this site allocation BBC should include, within the Plan evidence and supporting text for this Policy, details to demonstrate that the site allocation makes effective and efficient use of land, and is economically viable.</li> </ul>

Consultee	Support / Object	Summary
		<ul style="list-style-type: none"> <li>• BBC will need to be satisfied that the transport implications of the change in dwelling numbers on this site allocation are fully assessed through an updated transport evidence base for the Local Plan.</li> <li>• BBC should also update its transport evidence base for the Local Plan to fully assess the transport implications of the change in dwellings numbers on this site allocation.</li> <li>• The proposed change to this policy does not address ECC's representations to this policy made to the Pre-Submission Regulation 19 Local Plan consultation in March 2019.</li> <li>• The policy needs to be further changed to address ECC's representations to this policy made to the Pre-Submission Regulation 19 Local Plan consultation in March 2019.</li> </ul>
	<p><b>Comment:</b>            Focussed Change 4            (Land north of Woollard Way, Blackmore)</p> <p>Focussed Change 5            (Land north of Orchard Piece, Blackmore)</p>	<ul style="list-style-type: none"> <li>• BBC will need to be satisfied that the reduction in dwelling numbers on this site is supported by the appropriate evidence base, including demonstrating that the site allocation makes effective and efficient use of land (paragraphs 117, 118, 122 and 123 of the NPPF), and is economically viable (paragraph 67).</li> <li>• As a result of the reduction in dwelling numbers for this site allocation BBC should include, within the Plan evidence and supporting text for this Policy, details to demonstrate that the site allocation makes effective and efficient use of land, and is economically viable.</li> <li>• BBC will need to be satisfied that the transport implications of the change in dwelling numbers on this site allocation are fully assessed through an updated transport evidence base for the Local Plan.</li> <li>• BBC should also update its transport evidence base for the Local Plan to fully assess the transport implications of the change in dwellings numbers on this site allocation.</li> <li>• The proposed change to this policy does not address ECC's representations to this policy made to the Pre-Submission Regulation 19 Local Plan consultation in March 2019.</li> <li>• The policy needs to be further changed to address ECC's representations to this policy made to the Pre-Submission Regulation 19 Local Plan consultation in March 2019.</li> <li>• The proposed reduction in the dwelling numbers on site R26 has overcome the Highway Authority's previous objection to vehicular access, as raised in ECC's response to the Regulation 19 consultation in March 2019 (Reference ECC104 BBC22492 and ECC105 BBC22494). ECC are satisfied that vehicular access can now be taken from Redrose Lane as originally proposed, and is not required to be taken from Orchard Piece or Fingrith Hall Road as previously requested.</li> </ul>
Highways England	<b>Comment</b> (General)	<ul style="list-style-type: none"> <li>• Highways England has been appointed by the Secretary of State for Transport as strategic highway company under the provisions of the Infrastructure Act 2015 and is the highway authority, traffic authority and street authority for the strategic road network (SRN). The SRN is a critical national asset and as such Highways England works to ensure that it operates and is managed in the public interest, both in respect of current activities and needs as well as in providing effective stewardship of its long-term operation and integrity.</li> </ul>

Consultee	Support / Object	Summary
		<ul style="list-style-type: none"> <li>Highways England will be concerned with proposals that have the potential to impact on the safe and efficient operation of the Strategic Road Network (SRN), in this case the A12 and M25 Junctions 28 and 29. We have examined the consultation documents and given the scope of the Focussed Changes we have no comments at the present time.</li> <li>In terms of the sustainability appraisal, it is worth stating that a growing concern to us is air quality and the impact of development traffic contributing to emissions from traffic on the SRN. We note that Paragraph 9.2.7 of the Sustainability Appraisal Report lists a number of wide ranging policies in pursuit of air quality objectives. We shall be paying particular attention to air quality matters in future and stress the need for appropriate monitoring.</li> <li>We will continue to cooperate separately with Brentwood Officers in relation to the transport assessment of your Local Plan concerning the M25 and A12.</li> </ul>
Historic England	<p><b>Comment:</b> Focussed Change 1 (Dunton Hills Garden Village Strategic Allocation)</p>	<ul style="list-style-type: none"> <li>We acknowledge the proposed modification, but maintain our position as set out in our response to your regulation 18 consultation (dated 26<sup>th</sup> March 2018) and most recently in response to your Environmental Impact Assessment (EIA) Scoping Opinion Request for the site, that this allocation has the potential to harm the significance of a number of designated heritage assets within the setting of the site, and that a Heritage Impact Assessment (HIA) is required to justify its allocation, inform the potential capacity of the site, and any mitigation measures necessary to accompany the proposals.</li> <li>The site contains three Grade II listed buildings in addition to these listed buildings within the site, it is surrounded by a range of other designated heritage assets including to the north-east of the site.</li> <li>It is acknowledged that some of these surrounding heritage assets are severed from the site by the A127 and therefore the detailed consideration of setting will be a matter of material importance when considering the impact of development upon the significance of nearby assets. It is also not clear how the listed properties within the site are to be treated, or what evidence has been provided to support this allocation.</li> <li>As well as these designated heritage assets, any consideration of development on this site would also need to include an assessment of impact on non-designated heritage assets, including buildings on the Local List that may be located within or in close proximity to the site. That assessment would need to include a consideration of the archaeological potential of the site and the County Archaeologist will be best place to advise on such matters.</li> <li>Given the sensitive nature of the site and given the lack of supporting evidence on the historic environment, we reiterate our request that a Heritage Impact Assessment (HIA) is undertaken in accordance with our advice note. The HIA should determine the appropriateness or otherwise of the site for development, the extent of the development and therefore potential capacity of the site, the impacts upon the historic environment (considering each asset and its setting and its significance), impacts of development upon the asset and any potential mitigation measures necessary to</li> </ul>

Consultee	Support / Object	Summary
		<p>accompany the proposals. Should the HIA conclude that development in the area could be acceptable and the site be allocated, the findings of the HIA should inform the Local Plan policy including development criteria and a strategy diagram which expresses the development criteria in diagrammatic form.</p> <ul style="list-style-type: none"> <li>Historic England also recommends that further archaeological investigation is undertaken as well as landscape characterisation work to inform the evidence base. Essex County Council holds a series of Historic Landscape Characterisation Studies which will be a useful starting point and should form part of the evidence base to support this allocation. Characterisation work will be fundamental to understanding the capacity of development in the Dunton Hills Garden Suburb. Additional characterisation and archaeological investigations could be amalgamated into the HIA or can form separate documents.</li> </ul>
	<p><b>Comment:</b> Focussed Change 2 (Land off Crescent Drive, Shenfield)</p>	<ul style="list-style-type: none"> <li>There are no designated heritage assets within or near to the site. Historic England has no comments to make on this focussed change.</li> </ul>
	<p><b>Comment:</b> Focussed Change 3 (Land off Priests Lane, Shenfield)</p>	<ul style="list-style-type: none"> <li>There are no designated heritage assets within or near to the site. Historic England has no comments to make on this focussed change.</li> </ul>
	<p><b>Comment:</b> Focussed Change 4 (Land north of Woollard Way, Blackmore)</p>	<ul style="list-style-type: none"> <li>We acknowledge the proposed modification, but maintain our position as set out in our response to your regulation 18 consultation (dated 26<sup>th</sup> March 2018) that two Grade II listed buildings - The Woodbines and Horselocks Cottage - are located to the immediate east of the site whilst the Grade II listed Wells Farmhouse is located to the north of the site. The Blackmore Conservation Area is to the south of the site, which contains a number of individual listed buildings. Any development of the site will need to be sensitive to this edge of settlement location and relate to the open landscape around it as well as to the historic settlement it adjoins. The surrounding land is of historic interest and also makes a positive contribution to the character and appearance of the conservation area. The cumulative impacts of the development of this site and that of site R26 must be taken into account in order to ensure the setting of these listed buildings and conservation area is not compromised. Development of this site will need to conserve and, where opportunities arise, enhance these heritage assets and their settings. The development should be of high quality design. These requirements should be included in any site specific policy and supporting text of the Plan.</li> </ul>
	<p><b>Comment:</b> Focussed Change 5</p>	<ul style="list-style-type: none"> <li>As with R25, we acknowledge the proposed modification, but maintain our position as set out in our response to your regulation 18 consultation (dated 26<sup>th</sup> March 2018) that the development of this site</li> </ul>

Consultee	Support / Object	Summary
	(Land north of Orchard Piece, Blackmore)	has the potential to harm the significance of a number of designated heritage assets including the Grade II listed The Woodbines and Horselocks Cottage, and the Blackmore Conservation Area by eroding their setting. We recommend that Policy R26 includes a criterion to help secure a high quality development which respects the setting of the nearby listed buildings and conservation area. The policy should refer to the sites' sensitive edge of settlement location, and the need for high quality design which will relate to both the rural surroundings to the north and to the historic settlement adjoining the site to the south. Careful master planning will be required to ensure the scale and density of the development is appropriate for the location. The cumulative impacts of the development of this site and that of R25 must be taken into account in order to ensure the setting of these listed buildings and conservation area is not compromised. Development of this site will need to conserve and, where opportunities arise, enhance these heritage assets and their settings. The development should be of high quality design. These requirements should be included in any site specific policy and supporting text of the Plan.
Ingatstone and Fryerning Parish Council	<b>Comment</b> (General)	<ul style="list-style-type: none"> <li>• The last time we commented comprehensively on the LDP, on 3rd March 2016 (copy attached), we had not begun the evidence gathering for our Neighbourhood Plan, as our Neighbourhood Plan Advisory Committee was not convened until November 2017. The research on our own housing needs, relating to our existing 2,000 households and the requirements of our residents for the planning period the LDP covers, was only started in 2018. We sought to work closely with the Borough Council recognising that we are one of nine Parishes in the Borough that do not cover the entire geographical area – the balance being directly managed by the Brentwood Borough Council itself.</li> <li>• We had attempted to establish what the demand for housing is via Brentwood's own records but have not succeeded in obtaining a figure. Recently we have learnt that that your planning department policy team has been discussing local demand but they believe that the figure can only be based on the proposed development sites within the Regulation 19 Brentwood Local Plan Pre-Submission draft. Additionally this would include a figure for windfall sites expected in the area which would account for an additional 5%.</li> <li>• In summary – the proposed housing for our Parish is not based on local demand, but rather on what a proposed development site could accommodate. Therefore the figure for our Parish would be R22 as the site and 57 dwellings for the yield, plus 5% for the Parish as a whole.</li> <li>• Mountnessing Parish is adjacent to Ingatstone and Fryerning, and has been the subject of considerable new build housing in the last few years. In the current LDP a further development site is identified for 161 dwellings, amounting therefore to some 229 units that will be looking towards our Parish to meet much of its infrastructure needs, namely, pre-schools, schools, health services, parking, rail services etc. These figures are confirmed in Appendix 1 to your Addendum document.</li> </ul>

Consultee	Support / Object	Summary
		<ul style="list-style-type: none"> <li>The LDP does also identify a site for Employment close to both the sites identified above (R21 and R22). The Parish would wish to work with Brentwood Borough Council and Mountnessing Parish Council to enable this site to provide some of the infrastructure needs essential to both local communities.</li> </ul>
London Borough of Havering	<b>Object</b> (General)	<ul style="list-style-type: none"> <li>The focussed changes do not address nor resolve issues that Havering raised in its original Regulation 19 consultation in Spring 2019.</li> <li>The representations submitted previously still stand and should be reported to the Inspector when the Brentwood Local Plan is formally submitted.</li> </ul>
Marine Management Organisation (MMO)	<b>Comment</b> (General)	<ul style="list-style-type: none"> <li>General overview of the function of the MMO. No specific comments on content of consultation.</li> </ul>
National Grid	<b>Comment</b> (General)	<ul style="list-style-type: none"> <li>Response highlights where the sites set out within the addendum of focussed changes have National Grid transmission assets crossing them. These include Brentwood Enterprise Park, Dunton Hills and Nags Head Lane.</li> </ul>
Natural England	<b>Comment</b> (General)	<ul style="list-style-type: none"> <li>We note the changes listed in the documents and the rebalancing of housing numbers towards Dunton Hills Garden Village.</li> <li>We do not consider the modifications significantly change our position submitted to the Council as part of Reg 19 consultation.</li> </ul>
Thames Chase Trust	<b>Comment</b> (General)	<ul style="list-style-type: none"> <li>It is very welcome to see clear alignment between the Brentwood Borough Council Local Plan Addendum of Focussed Changes to the Pre-Submission Local Plan and the Thames Chase Plan, however, the Thames Chase Trust would like to see direct reference made to the Thames Chase Community Forest (TCCF) within the document, including any supporting documents. The Thames Chase Trust believes that there is more scope to include further references that would acknowledge the wider range of opportunities provided by the Community Forest, particularly in relation to emerging developments such Dunton Hills Garden Village (Policy R01).</li> </ul>
Transport for London (TfL)	No comment	<ul style="list-style-type: none"> <li>No comment</li> </ul>

## 2. Land promoter representations summary

Promoter	Agent	Sites being promoted	Summary
Landowner	Alan Wipperman & co. property and town planning	<b>Proposed housing allocation:</b> R07 - Sow and Grow Nursery, Pilgrims Hatch	<ul style="list-style-type: none"> <li>No objection but remain concerned on the over reliance on DHGV which carries increased risks in delivering homes over the plan period.</li> <li>There should be no more allocations in the south of the borough and no further reduction of sites elsewhere in the Borough.</li> <li>There has been no consideration of the potential increase in density at the Sow and Grow Nursery allocation as raised in Reg 19 reps.</li> </ul>
Constable Homes Ltd	Bidwells	<b>Proposed housing allocation:</b> R25 - Land north of Woollard Way, Blackmore	<ul style="list-style-type: none"> <li>Object: Focussed Change 4 (Land north of Woollard Way, Blackmore)</li> <li>The approach to reducing the number of dwellings allocated in Blackmore, including the draft Policy R25 site, does not appear to be based on sound or proportionate evidence, and is simply a response to the quantum of representations submitted to the previous iteration of the Local Plan. It is a long-established planning principle that the number of representations received in respect of a particular topic is not in itself a material consideration.</li> <li>The evidence prepared by Constable Homes and Brentwood Borough Council, through previous rounds of Local Plan consultation, demonstrates that the previous amount of development earmarked for the site [around 40 new homes] is entirely appropriate.</li> <li>Bidwells, on behalf of Constable Homes, is currently taking a scheme proposal through the formal pre-application process, the latest design of which demonstrates to the Council (and future Local Plan Inspector) that there are no insurmountable or limiting planning issues, including those referenced in the consultation document above, to the delivery of a development of the site for approximately 40 new homes in a policy-compliant manner.</li> <li>Object to Focused Change 4 because it is unduly restrictive and would fail to optimise the beneficial use of the Policy R25 site, contrary to the National Planning Policy Framework.</li> </ul>
BPM Investments Ltd	Strutt & Parker	<b>Not a proposed site allocation:</b> Land at Salmonds Grove, Ingrave	<ul style="list-style-type: none"> <li>The modifications proposed by the AFC fail to ensure the Local Plan is capable of being found sound. The modifications place further reliance on one site (Dunton Hills Garden Community) to meet development needs, and further reduce the ability of the Local Plan to be able to respond to changing circumstances.</li> </ul>

Promoter	Agent	Sites being promoted	Summary
			<ul style="list-style-type: none"> <li>• There is no justification for the suggestion that the delivery rate of Dunton Hills Garden Village can be increased for the three years the housing trajectory suggests.</li> <li>• The Focussed Changes exacerbates problems that were present in the Pre-Submission Plan, namely five-year housing land supply, reliance on one site, over ambitious delivery rates.</li> <li>• It is now clear that the Local Plan will not be adopted in 2019. As such, the Local Plan's strategic policies are, as currently proposed, falling short of the required period from adoption. This is evidently contrary to the NPPF's requirement to cover a minimum of 15 years.</li> <li>• Site 67a (and 67b) are suitable, available, and achievable for residential development, either site can be delivered in the short term and an allocation would be justified, effective, consistent with national policy.</li> </ul>
Tesco Stores Ltd	GL Hearn	<b>Not a proposed site allocation:</b> Sawyers Hall Farm, Brentwood	<ul style="list-style-type: none"> <li>• Object to the subdivision of the site (Sawyers Hall Farm) into two separate parcels which resulted in the site being subject to two separate site appraisals.</li> <li>• The 'Consolidated Changes' have not been prepared in accordance with legal and procedural requirements</li> <li>• Object to Focused Change 1: Reallocation of 50 dwellings from the urban area to DHGV results in no net improvement to the levels of congestion or air quality within the urban area. To reallocate housing away from the Brentwood/Shenfield Urban Area where the demand for housing is greatest and direct 35% of the Boroughs housing on one allocation present a greater risk to the housing trajectory. Objections from Basildon and Thurrock are clear indicators of insufficient engagement with adjoining local authorities.</li> <li>• Significant risks posed by the current strategy in meeting the LHN over the period of the plan. Appendix 1 should remove completions for years 2016/17 and 2017/18 as the plan has not yet been adopted and is unlikely to be adopted until after 2021. The 926 net homes with extant permissions also should be removed from 'Allocation Total' unless BBC can provide evidence that the permissions for all 926 dwellings will still be extant at the point that the Local Plan is adopted. 410 dwellings of windfall allowances should also be removed in the absence of compelling evidence to suggest they are a reliable source</li> </ul>

Promoter	Agent	Sites being promoted	Summary
			<p>of supply. Taking into account these suggested amendments, the Plan would fall short in meeting LHN.</p> <ul style="list-style-type: none"> <li>To address this matter, Sawyers Hall Farm site (ref: 024a and 024b) should be allocated.</li> </ul>
Childerditch Properties	Strutt & Parker	<b>Proposed employment allocation:</b> E12 – Childerditch Industrial Estate	<ul style="list-style-type: none"> <li>Strongly support the proposed allocation at Childerditch Industrial Estate and support the principle of improving walking and cycling links within the site (E12) but question the extent to which these new cycle ways could be delivered along the A127 corridor, as this would require every land owner to be committed to this initiative.</li> <li>Part B Schedule of the IDP provides an indicative cost for delivering the cycle way improvements, which is noted as being £7,000,000 and states that the provisional funding sources will be from Section 106/CIL. Further clarification required on what proportion of these costs would be secured from developers and how much would be funded by BBC and/or ECC.</li> </ul>
Countryside Properties	Strutt & Parker	<b>Proposed housing allocations:</b> R03 – Land at Chelmsford Road, Shenfield R16 & R17 – Land at Doddinghurst Road, Brentwood <b>Not a proposed site allocation:</b> Land at Bayleys Mead, Hutton	<ul style="list-style-type: none"> <li>Concerned in relation to an over-reliance on large scale strategic development for the provision of housing over the Plan period.</li> <li>Should there be specific reasons why the 4 sites have a lower capacity than initially understood, alternative sites proposed for allocation, such as land at Chelmsford Road and Doddinghurst Road have sufficient capacity to accommodate an increase in unit numbers to protect overall housing delivery numbers for the Borough.</li> <li>R03: Policy wording relating to an inflexible provision of employment land (2ha) should be amended or removed as this is not justified or effective.</li> <li>R16 and R17: The previous iteration of the policy required vehicular access to be provided from “Doddinghurst Road for both site and/or Karen Close and Russell Close”. The current policy is worded to allow for vehicular access from Doddinghurst Road only. It is therefore requested that the policy retains flexibility for the use of the other accesses from Karen Close and Russell Close as a worst case scenario, particularly as these routes of access have been previously agreed with Essex County Council Highways.</li> </ul>

Promoter	Agent	Sites being promoted	Summary
Crest Nicolson Eastern	Savills	<b>Proposed housing allocation:</b> R26 – Land north of Orchard Piece, Blackmore	<ul style="list-style-type: none"> <li>Object to Focussed Change 5, the reason for reducing the quantum of development from approximately 40 to 20 dwellings is purely political and is contrary to both technical evidence and the advice from statutory consultees (ECC and the EA) which concludes that a scheme of approximately 40 dwellings is entirely suitable.</li> <li>Request that the wording of the site R26 allocation reinstate the capacity of the development to approximately 40 dwellings.</li> <li>No growth of the sustainable settlement of Hutton has been proposed, despite its sustainability credentials and offering of small scale development sites such as land at Bayleys Mead.</li> </ul>
Landowner	None	<b>Proposed housing allocation:</b> R19 – Land at Priests Lane, Shenfield	<ul style="list-style-type: none"> <li>Object to Focussed Change 3: The reason for the change to Policy R19 is purely due to representations from local residents and political pressure. The relevance of these concerns when considering site 178 in isolation have already been disputed. Based on the evidence on air quality, biodiversity, climate change mitigation, Community and well-being, economy and employment, heritage, flooding, housing, landscape, waste, water the R19 change is not justified. This latest reduction from 75 to 45 could adversely affect the scheme viability.</li> </ul>
Ford Motor Company	Iceni	<b>Proposed housing allocation:</b> R05 Ford Headquarters and Council Depot, Warley	<ul style="list-style-type: none"> <li>Broadly supportive of the strategic housing allocation but recognises that the current pairing of the Headquarters and the Depot has potential to limit the delivery of the site in the short to medium term.</li> <li>Question the below aspects of the draft allocation: <ul style="list-style-type: none"> <li>the inclusion of the Ford Warley site within years 9-17 of the Housing Trajectory.</li> <li>Retention of 2.0 hectares of employment land – Land south of Eagle Way (i.e. main Ford Headquarters);</li> <li>Delivery of residential care home providing 60 x bed spaces; and</li> <li>5% self-build and custom build across the entire allocation (including the Council Depot)</li> </ul> </li> <li>The housing trajectory should be updated to reflect Ford owned site's anticipated availability earlier within the Plan period, as demonstrated in previous representations.</li> </ul>

Promoter	Agent	Sites being promoted	Summary
			<ul style="list-style-type: none"> <li>BBC's proposed phased approach to the annual housing requirement, may not deliver sufficient quantum of housing within the early years of the Plan.</li> </ul>
Hallam Land Management Ltd	Marrons Planning	<b>Not a proposed site allocation:</b> Land west of Ongar Road, Pilgrims Hatch	<ul style="list-style-type: none"> <li>Object to Focussed Change 1 due to the absence of evidence to support the rate of delivery proposed.</li> <li>Object to Focussed Change 13: Whilst the change is a relatively small reduction in supply, it still further reduces supply and an objection is maintained on the grounds of soundness in that it is not consistent with national policy in failing to identify a five year supply of specific deliverable sites against the housing requirement.</li> <li>Request the Council consider through the Examination process additional allocation(s) within the Central Brentwood area in order to maintain its supply buffer and reduce the uncertainty and risks associated with the current Plan in relation to failing to meet housing need in areas where the need is derived.</li> </ul>
McColl's Retail Group plc	Smith Jenkins Town Planning	<b>Not a proposed site allocation:</b> McColls House, Ashwells Road, Pilgrims Hatch	<ul style="list-style-type: none"> <li>No comments on the focussed changes as these are very minor in scale.</li> <li>McColl's owned site is identified as an existing employment site in the Green Belt that is effectively reserved for B-class uses under emerging Policy PC03. In September 2019, Brentwood Borough Council gave this site Prior Approval for the change-of-use of our client's offices to create 55 dwellings.</li> <li>Therefore, it should be removed from this policy on the grounds that it is neither effective nor positively-prepared.</li> </ul>
M Scott Properties Ltd	Strutt & Parker	<b>Not a proposed site allocation:</b> Land to the west of Crosby Close, Mountnessing	<ul style="list-style-type: none"> <li>There is insufficient flexibility within the PSLP's target figure of 456 dpa which provides a buffer of just 0.9% of the new Local Housing Need (LHN) figure.</li> <li>The Focussed Changes reduce the Plan's ability to meet local needs, particularly those of an ageing population</li> <li>The Plan has failed to consider alternative, suitable sites, to balance the reduction in housing numbers in the sites subject to the Focussed Changes when identifying suitable solutions to correct this.</li> <li>We argued clearly within previous representations that the approach to assessing sites within the SA using the 'traffic light' scoring system</li> </ul>

Promoter	Agent	Sites being promoted	Summary
			<p>was primitive, inconsistent and unjustified, which resulted in subjective and ill-informed conclusions. This is clearly shown in relation to the Site - land west of Crossby Close.</p> <ul style="list-style-type: none"> <li>Concerns with the proposed approach to addressing the shortfall that Focussed Changes 2-5 necessitate by simply altering Dunton Hills Garden Village to deliver at a greater rate than previously calculated</li> <li>Cross-boundary and Statutory Consultee Objections were not addressed.</li> </ul>
Redrow Homes Ltd	Pegasus Group	<b>Proposed housing allocation:</b> R21 - Land south of Ingatestone	<ul style="list-style-type: none"> <li>Request that you the trajectory at Appendix 1 is updated to reflect the fact site R21 could deliver homes from year 2020/21 rather than 2021/22 as currently listed.</li> </ul>
St Modwen Properties Plc and S&J Padfield & Partners	Strutt & Parker	<b>Proposed employment allocations:</b> E11 – Brentwood Enterprise Park E10 – Codham Hall Farm	<ul style="list-style-type: none"> <li>The SA: The commentary on Economy and Employment also refers to the 'Enterprise Corridor' and the role of the Enterprise Park along the corridor. We note that paragraph 9.6.8 suggests that access will be directly to Junction 29 and the M25, while the draft plan indicates that access may be achieved via the B186.</li> <li>The SA has not been updated to reflect our previous comments. The Brentwood Enterprise Park site continues to be scored negatively against Local Wildlife Site, Ancient Wood and AQMA, GP, and school provision; these criteria should be considered differently when applied to an allocation for employment land than residential proposals. Additionally, through appropriate design and landscaping, any adverse impacts can be avoided. A neutral or 'depending on implementation' scoring for a number of these criteria would be much more appropriate. The same comment applies to Codham Hall Farm (101C), which has also scored negatively against Local Wildlife Sites.</li> <li>IDP: With regard to specific mitigation measures, T24 covers improvements at the B186/A127 junction. We are currently in discussion with ECC as to how the proposed access to Brentwood Enterprise Park can be delivered alongside these solutions. It should be noted that the measures set out at T24 will need to cater for the wider planned growth in the Borough, and not be seen as a measure wholly to ensure the delivery of the Brentwood Enterprise Park. Additional work is required by all parties with regard to the proposed segregated cycle network for the southern growth corridor if this is to</li> </ul>

Promoter	Agent	Sites being promoted	Summary
			<p>be delivered without the need for third party land and the progression of development on key sites should therefore not be reliant on this from day one.</p> <ul style="list-style-type: none"> <li>Transport &amp; Movement chapter should also make reference to the potential role that Demand Responsive public transport can play. This element of the Transport work is being progressed by a number of parties who are engaging proactively in seeking to rationalise and progress solutions for delivering the identified sites along the Southern Growth Corridor (SGC), and this should be referenced in the IDP. Currently, the sections of the Transport and Movement document referring to buses are focused on provision of traditional fixed route bus services, which may only one be solution adopted at Brentwood Enterprise Park.</li> </ul>
Stonebond Properties	Phase 2 Planning	<b>Proposed housing allocation:</b> R03 – Land north of Shenfield	<ul style="list-style-type: none"> <li>Stonebond Properties have control of part of the allocation on the south eastern edge of R03, nearest to existing services and amenities in Shenfield. The scheme can come forward quickly to boost supply, without compromising the wider principles of the allocation. As such, we request the Housing Trajectory in Appendix 1 for site R03 is updated to reflect the fact that this site is capable of delivery in the first five years of the plan. As part of this approach, we would seek rewording of the policy to refer to Stonebond Properties site as a separate site allocation (Site R03B – Land at Alexander Lane, Shenfield).</li> </ul>
Stonebond Properties	Strutt & Parker	<b>Proposed housing allocations:</b> R23 – Land at Blackmore Road R24 – Land at Stocks Lane	<ul style="list-style-type: none"> <li>Whilst we have no comments on the proposed reduction to the number of homes for Blackmore or Shenfield, we do consider that the AFC is a missed opportunity to review the capability of other sites proposed for allocation in the Local Plan to accommodate the units to be lost at those sites rather than simply adding to the allocation at Dunton Hills Garden Village.</li> <li>The approach in which fewer homes will be delivered in the early years of the plan period and increasing delivery at the end of the plan period is contrary to the NPPF.</li> <li>Both of sites R23 and R24 can accommodate additional homes above the number they are identified.</li> </ul>

Promoter	Agent	Sites being promoted	Summary
Landowner	None	<b>Proposed housing allocation:</b> R26 Land north of Orchard Piece, Blackmore	<ul style="list-style-type: none"> <li>Object to Focussed Change 5: The site's original allocation of approximately 40 dwellings continues to be supported by technical evidence and statutory consultees. The reduced capacity to 20 houses is not in line with national policy for a plot of this size or Policy HP03 of the Pre-Submission Local Plan.</li> </ul>
Transport for London (TfL) Commercial Development	None	<b>Proposed housing allocation:</b> R10 Brentwood Railway Station car park	<p><b>Object: Other (Reg 19 site allocation)</b></p> <ul style="list-style-type: none"> <li>In written representations to the Reg 19 plan we supported the principle of the Strategic Housing Allocation R10: Brentwood Railway Station Car Park, however we did not agree with the approximate capacity of 100 homes which was too low. This was suggested to be increased to 405dpa in line with the Town Centre Design Guide. In addition, the boundary shown in the plan was incorrect.</li> <li>Strongly suggest that as per the above, an increased indicative site capacity is included within the Strategic Housing Allocation R10 to accurately represent the sites housing capacity and support the redevelopment of a highly accessible, optimal site.</li> </ul>
Turn2Us	Strutt & Parker	<b>Not a proposed site allocation:</b> Land at Rayleigh Road, Hutton	<ul style="list-style-type: none"> <li>The projected delivery rates for Dunton Hill Garden Village set out within the PSLP is already ambitious, the further increase proposed in Focussed Change 1 is not justified; is ineffective in ensuring delivery; and risks a shortfall in the timely provision of housing.</li> <li>The housing trajectory in Appendix 1 should not show completions at Dunton Hills Garden Village until 2027/28 at the earliest, unless robust evidence can be provided.</li> <li>Reduction of 75 to 45 dwellings in site R19.</li> </ul>
The Ursuline Sisters Brentwood CIO	The JTS Partnership LLP	<b>Proposed housing allocation:</b> Land at Priests Lane, Shenfield	<ul style="list-style-type: none"> <li>Object to the approach to achieve some reduction in housing numbers on identified sites and to lump the reduced number into the Dunton Hills Garden Village Strategic allocation as it will leave the Plan unsound.</li> <li>Object to Focussed Change 3: there is no justification or evidential support for the proposed decrease. Technical evidence confirmed the site's deliverability and sustainability to accommodate 130 dwellings.</li> <li>Focussed Change 1-5 would make the Plan significantly reliant on the DHGV allocation to meet the overall supply of housing, raising significant concerns about the robustness of delivery timetable and this</li> </ul>

Promoter	Agent	Sites being promoted	Summary
			<p>position is only compounded by these focussed changes which remove deliverable unit numbers from the early/middle part of the Plan Period and add them on to the end.</p> <ul style="list-style-type: none"> <li>There is great uncertainty about the ability to deliver the full DHGV allocation within the Plan Period. The site presents a significant number of challenges in masterplanning and bringing forward development. These rates of delivery in the housing trajectory is very high figures and is questionable in terms of the physical rate of delivery and their absorption rates (sales).</li> </ul>
Wiggins Gee Homes Ltd	David Russell Associates	<b>Not a proposed site allocation:</b> Land at Crow Green Lane, Pilgrims Hatch	<ul style="list-style-type: none"> <li>No justification is given for transferring the lost capacity from site R18, R19, R25, R26 to site R01.</li> <li>Dunton Hills Garden Village is surrounded by too many outstanding issues over the timing of housing delivery and the capacity of local and regional infrastructure to fully support this strategic proposal.</li> <li>The Pre-Submission Local Plan would be made more sound by transferring the 70 dwellings from allocations R18, R19, R25 and R26 to the certainty of the land at Crow Green Lane.</li> </ul>

### 3. Resident representations summary

Focussed Change	Summary
1. (R01) Dunton Hills Garden Village	<ul style="list-style-type: none"> <li>Allocation should be further increased and the delivery programme accelerated in order to remove policies R25 and R26 from the LDP.</li> </ul>
2. (R18) Land at Crescent Drive, Shenfield	<ul style="list-style-type: none"> <li>Site received less than 1% of total Reg 19 responses. Brownfield sites should be prioritised over greenfield sites and Green Belt should not be released at all unless all other alternatives have been used to fulfil the target housing allocations. The number of homes should be increased back to a minimum of 55 and R25 and R26 should be removed entirely.</li> </ul>
3. (R19) Land at Priests Lane, Shenfield	<ul style="list-style-type: none"> <li>Site received 11% of total Reg 19 responses. Defined as greenfield land within Brentwood urban area/settlement boundary. This is a site surrounded by existing housing, on a main road, and next to a railway line. This site is more suitable for residential development than more remote locations (e.g. Policies R25 and R26) and therefore should be built on before remote locations.</li> </ul>

Focussed Change	Summary
4. (R25) Land North of Woollard Way, Blackmore	<ul style="list-style-type: none"> <li>• R25 received 36% of total Reg 19 responses, R26 received 37% with a total of 73% for both sites.</li> <li>• Greenfield / Green Belt land in a remote village location with inadequate infrastructure not able to support level of development.</li> </ul>
5. (R26) Land North of Orchard Piece, Blackmore	<ul style="list-style-type: none"> <li>• Site should be removed completely from LDP, reduction of 10 houses does not resolve issues.</li> <li>• Site is developer led and still not properly assessed against local housing needs.</li> <li>• There are a number of large developments progressing nearby which will further degrade the infrastructure of Blackmore. These include 30 homes under construction on Fingrith Hall Lane plus an additional 5 on the same road, infill sites in Nine Ashes and 10 dwellings at Ashlings Farm. Inadequate consultation and strategic planning discussions with Epping Forest DC regarding these developments in the wider area.</li> <li>• There are a number of other sites going through the planning process including 12 houses at Redrose Farm, 5 starter units in Spriggs Lane, a further 9 houses on Spriggs Lane/ Chelmsford Road.</li> <li>• Redrose Farm is a brownfield redevelopment opportunity (opposite R26) for 12 homes and will deliver part of our own Village plan as opposed to digging up Green Belt. It should therefore replace R26 in its entirety.</li> <li>• Both R25 and R26 should be removed as the permitted and planned windfall development in the area will already overwhelm the limited resources and infrastructure of the Blackmore area.</li> <li>• There are better alternative sites both within the village/Parish and the wider Brentwood Borough area. Honeypot Lane (022) was previously removed from the Local Plan which is a better location due to it being on the edge of the Brentwood urban area, surrounded by existing housing, providing c200 houses. This should be reinstated as it would allow R18, R19, R25 and R26 to be removed whilst not adding the burden on R01.</li> <li>• R25 and R26 equate to 49% of the Green Belt release in larger villages. Brentwood and Shenfield urban area are identified as having the highest housing need, yet two sites (R18 and R19) have now had the number of dwellings reduced. Blackmore remains classified as a Category 3 settlement (larger village). Our population numbers are much lower than many other villages in this category which have sufficient infrastructure and resources that Blackmore lacks.</li> </ul>

END

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Brentwood Local Development Plan

# Addendum of Focussed Changes to the Pre-Submission Local Plan (Regulation 19)

October 2019

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# 1. Introduction

## Focussed Changes Consultation

1. Brentwood Borough Council has taken the opportunity to put forward focussed changes to the Brentwood Pre-Submission Local Plan (Pre-Submission Draft, Regulation 19, February 2019). The amendments do not alter the Plan's spatial strategy but seek to respond to concerns in specific areas of the Borough by redistributing housing growth.
2. The focussed changes to the Pre-Submission Local Plan are:
  - a) Policy R01 (I) (Dunton Hills Garden Village Strategic Allocation): Increase from "at least 2,700" to "at least 2,770 homes in the plan period";
  - b) Policy R18 (Land off Crescent Drive, Shenfield): Reduction from "around 55" to "around 35 homes";
  - c) Policy R19 (Land at Priests Lane, Shenfield): Reduction from "around 75" to "around 45 homes";
  - d) Policy R25 (Land north of Woollard Way, Blackmore): Reduction from "around 40" to around "30 homes"; and
  - e) Policy R26 (Land north of Orchard Piece, Blackmore): Reduction from "around 30" to "around 20 homes".
3. Policies R18 and R19 are for site allocations in Shenfield. A considerable number of representations were received in response to the Pre-Submission Local Plan. A summary of the key concerns raised include inconsistency with the character of the local area in regard to density; implications of increased traffic and associated safety; highway access; development on urban open space; environmental and habitat impacts; and flooding.
4. Policies R25 and R26 are for site allocations in Blackmore. A considerable number of representations were received in response to the Pre-Submission Local Plan. A summary of the key concerns raised include inconsistency with the character of the local area in regard to density; impact on local services and infrastructure; disagreement with the settlement hierarchy; development in Green Belt; highway access; environmental and habitat impact; and flooding.
5. Policy R01 (I) is one of several policies regarding the delivery of Dunton Hills Garden Village. The policy sets out that the overall indicative site capacity is around 4,000 homes to be delivered beyond the plan period (2033), and at

least 2,700 of these homes are to be delivered by the end of the plan period. The amendments propose that the minimum number of new homes is increased by 70 homes, off-setting the loss of homes proposed in Shenfield and Blackmore. This would increase the minimum number of homes at Dunton Hills Garden Village to 2,770 homes delivered by 2033. This does not increase the overall number of homes on site as it is within the overall capacity of 4,000 homes. However, it does require a faster rate of delivery if the increased minimum number of homes is to be achieved.

6. The focussed changes have new text underlined and deleted text with a ~~strikethrough~~. The Pre-Submission Local Plan policies affected by these changes are set out in this document and available for comment. The full list of changes proposed as a result of the above redistribution of housing growth are set out in Appendix 1.
7. This addendum should be read alongside the Pre-Submission Local Plan that was subject to consultation from 5 February to 19 March 2019. Representations are published on the Council's website via the Consultation Portal at [www.brentwood.gov.uk/localplan](http://www.brentwood.gov.uk/localplan).

## How to Comment

8. The Council welcomes representations on these focussed changes. The Council will not accept representations on the Pre-Submission Local Plan that are not related to the focussed changes or that repeat a representation already submitted by that person. If you have made representations to the Pre-Submission Local Plan these remain relevant and will be submitted as part of the Local Plan Examination in Public.
9. More information on how to comment can be found on the Council's website at [www.brentwood.gov.uk/localplan](http://www.brentwood.gov.uk/localplan).

## Sustainability Appraisal

10. A sustainability appraisal of the focussed changes has been prepared. The Habitats Regulations Assessment has also been reviewed and republished. You can comment on these documents, which are available to view on the Council's website at [www.brentwood.gov.uk/localplan](http://www.brentwood.gov.uk/localplan).

## 2. Focussed Changes

### Focussed Change 1

Policy R01 (I): Dunton Hills Garden Village Strategic Allocation (page 252)

*Amend section B as follows:*

B. The development will deliver a mix of uses to comprise around ~~2,700~~ 2,770 homes in the plan period (as part of an overall indicative capacity of around 4,000 homes to be delivered beyond 2033) together with the necessary community, employment, utility, transport and green and blue infrastructure (GBI) to support a self-sustaining, thriving and healthy garden village.

*Amend section D part a) as follows:*

D. a) delivery of at least ~~2,700~~ 2,770 dwellings in the plan period providing a balanced variety of housing typologies and tenure and includes provision of self-build plots in line with Policy HP01; specialist accommodation in line with Policy HP04; and affordable housing in line with Policy HP05.

## Focussed Change 2

Policy R18: Land off Crescent Drive, Shenfield (page 290)

*Amend Section A. Amount and Type of Development, part a) as follows:*

A. a) provision for around ~~55~~ 35 new homes of mixed size and type, including affordable housing.

## Focussed Change 3

Policy R19: Land at Priests Lane, Shenfield (page 292)

*Amend Section A. Amount and Type of Development, part a) as follows:*

A. a) provision for around ~~75~~ 45 new homes of mixed size and type, including affordable housing.

## Focussed Change 4

Policy R25: Land North of Woollard Way, Blackmore (page 299)

*Amend Section A. Amount and Type of Development, part a) as follows:*

A. a) Provision for around ~~40~~ 30 new homes of mixed size and type.

## Focussed Change 5

Policy R26: Land North of Orchard Piece, Blackmore (page 300)

*Amend Section A. Amount and Type of Development, part a) as follows:*

A. a) provision for around ~~30~~ 20 new homes of mixed size and type.

## Appendix 1: Schedule of Focussed Changes to Brentwood Pre-Submission Local Plan

Changes to text are expressed in the form of ~~strikethrough~~ for deletions and underlining for additions of text. Description of proposed amendment are shown in *italics*.

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No.	Page/Policy/Para and section of Reg 19 document	Proposed amendment																																							
1.	Page 51, Figure 4.2: Demonstrating Housing Provision	<p><i>Amend Figure 4.2 as follows:</i></p> <table border="1"> <thead> <tr> <th data-bbox="569 773 1581 813"></th> <th data-bbox="1581 773 1782 813">Net homes</th> <th data-bbox="1782 773 1892 813">%</th> </tr> </thead> <tbody> <tr> <td data-bbox="569 813 1581 854">Completions 2016/17 &amp; 2017/18</td> <td data-bbox="1581 813 1782 854">363</td> <td data-bbox="1782 813 1892 854">5%</td> </tr> <tr> <td data-bbox="569 854 1581 927">Extant permissions (as at 1<sup>st</sup> April 2018) and minus non-implementation discount (10% of permission supply)</td> <td data-bbox="1581 854 1782 927">926</td> <td data-bbox="1782 854 1892 927">12%</td> </tr> <tr> <td data-bbox="569 927 1581 967">Windfall Allowance (from 1 April 2023 to 31 March 2033)</td> <td data-bbox="1581 927 1782 967">410</td> <td data-bbox="1782 927 1892 967">5%</td> </tr> <tr> <td data-bbox="569 967 1581 1008">Brownfield Land within Brentwood Urban Area / Settlement Boundary</td> <td data-bbox="1581 967 1782 1008"><del>1,152</del> <u>1,132</u></td> <td data-bbox="1782 967 1892 1008">15%</td> </tr> <tr> <td data-bbox="569 1008 1581 1049">Greenfield Land within Brentwood Urban Area / Settlement Boundary</td> <td data-bbox="1581 1008 1782 1049"><del>75</del> <u>45</u></td> <td data-bbox="1782 1008 1892 1049">1%</td> </tr> <tr> <td data-bbox="569 1049 1581 1089">Brownfield Land within settlement boundary – Other Locations</td> <td data-bbox="1581 1049 1782 1089">580</td> <td data-bbox="1782 1049 1892 1089">7%</td> </tr> <tr> <td data-bbox="569 1089 1581 1130">Green Belt Land – Edge of Brentwood Urban Area</td> <td data-bbox="1581 1089 1782 1130">1,240</td> <td data-bbox="1782 1089 1892 1130">16%</td> </tr> <tr> <td data-bbox="569 1130 1581 1170">Green Belt Land – Edge of Ingatestone</td> <td data-bbox="1581 1130 1782 1170">218</td> <td data-bbox="1782 1130 1892 1170">3%</td> </tr> <tr> <td data-bbox="569 1170 1581 1211">Green Belt Land – Larger Villages</td> <td data-bbox="1581 1170 1782 1211"><del>423</del> <u>103</u></td> <td data-bbox="1782 1170 1892 1211">1%</td> </tr> <tr> <td data-bbox="569 1211 1581 1252">Strategic Allocation – Dunton Hills Garden Village</td> <td data-bbox="1581 1211 1782 1252"><del>2,700</del> <u>2,770</u></td> <td data-bbox="1782 1211 1892 1252">35%</td> </tr> <tr> <td data-bbox="569 1252 1581 1292"><b>Total</b></td> <td data-bbox="1581 1252 1782 1292">7,787</td> <td data-bbox="1782 1252 1892 1292">100%</td> </tr> <tr> <td data-bbox="569 1292 1581 1333"><b>Allocation Total</b></td> <td data-bbox="1581 1292 1782 1333">6,088</td> <td data-bbox="1782 1292 1892 1333">78%</td> </tr> </tbody> </table>		Net homes	%	Completions 2016/17 & 2017/18	363	5%	Extant permissions (as at 1 <sup>st</sup> April 2018) and minus non-implementation discount (10% of permission supply)	926	12%	Windfall Allowance (from 1 April 2023 to 31 March 2033)	410	5%	Brownfield Land within Brentwood Urban Area / Settlement Boundary	<del>1,152</del> <u>1,132</u>	15%	Greenfield Land within Brentwood Urban Area / Settlement Boundary	<del>75</del> <u>45</u>	1%	Brownfield Land within settlement boundary – Other Locations	580	7%	Green Belt Land – Edge of Brentwood Urban Area	1,240	16%	Green Belt Land – Edge of Ingatestone	218	3%	Green Belt Land – Larger Villages	<del>423</del> <u>103</u>	1%	Strategic Allocation – Dunton Hills Garden Village	<del>2,700</del> <u>2,770</u>	35%	<b>Total</b>	7,787	100%	<b>Allocation Total</b>	6,088	78%
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2.	Page 252, Policy R01 (I) Dunton Hills Garden Village Strategic Allocation	<p><i>Amend section B as follows:</i></p> <p>B. The development will deliver a mix of uses to comprise around <del>2,700</del> <u>2,770</u> homes in the plan period (as part of an overall indicative capacity of around 4,000 homes to be delivered beyond 2033) together with the necessary community, employment, utility, transport and green and blue infrastructure (GBI) to support a self-sustaining, thriving and healthy garden village.</p>
3.	Page 252, Policy R01 (I) Dunton Hills Garden Village Strategic Allocation	<p><i>Amend section D part a) as follows:</i></p> <p>D. a) delivery of at least <del>2,700</del> <u>2,770</u> dwellings in the plan period providing a balanced variety of housing typologies and tenure and includes provision of self-build plots in line with Policy HP01; specialist accommodation in line with Policy HP04; and affordable housing in line with Policy HP05.</p>
4.	Page 261, paragraph 9.32	<p><i>Amend paragraph 9.32 as follows:</i></p> <p>9.32 Delivering great, affordable homes will be key to making the village distinctive and desirable. At least <del>2,700</del> <u>2,770</u> homes are planned within the Plan period, with an indicative capacity of around 4,000 to be delivered after 2033, subject to further feasibility and assessment of impact. Homes, like the public realm, should be well designed and provide a range of choice (dwelling sizes, tenure) to encourage a balanced community from all stages of life to form.</p>
5.	Page 290, Policy R18: Land off Crescent Drive	<p><i>Amend Section A. Amount and Type of Development, part a) as follows:</i></p> <p>A. a) provision for around <del>55</del> <u>35</u> new homes of mixed size and type, including affordable housing.</p>

6.	Page 292, Paragraph 9.165	<p><i>Amend paragraph 9.165 as follows:</i></p> <p>9.165 This site is located in the south west of Shenfield on land adjoining Brentwood Community Hospital off Crescent Drive. The site is adjoined by residential dwellings on the north, east and southern boundaries. The site will provide for around <del>55</del> <u>35</u> homes, anticipated to be delivered between 2021/22 and 2023/24. It will provide a mix of size and type of homes including affordable in accordance with the Council's policy requirements.</p>
7.	Page 292, Policy R19: Land at Priests Lane	<p><i>Amend Section A. Amount and Type of Development, part a) as follows:</i></p> <p>A. a) provision for around <del>75</del> <u>45</u> new homes of mixed size and type, including affordable housing.</p>
8.	Page 292, Paragraph 9.171	<p><i>Amend paragraph 9.171 as follows:</i></p> <p>9.171 This site is located to the south of Shenfield on land off Priests Lane. The site adjoins the railway line on the south eastern boundary and residential dwellings on the north, east and southern boundaries. The site will provide for around <del>75</del> <u>45</u> homes, anticipated to be delivered between 2021/22 and 2022/23. It will provide a mix of size and type of homes including affordable and older persons housing in accordance with the Council's policy requirements.</p>
9.	Page 299, Policy R25: Land north of Woollard Way	<p><i>Amend Section A. Amount and Type of Development, part a) as follows:</i></p> <p>A. a) provision for around <del>40</del> <u>30</u> new homes of mixed size and type</p>
10.	Page 299, Paragraph 9.197	<p><i>Amend paragraph 9.197 as follows:</i></p> <p>9.197 The site is located to the north of Blackmore on land off Redrose Lane and Woollard Way. Residential properties adjoin the site on the southern boundary. The site will provide for around <del>40</del> <u>30</u> homes anticipated to be delivered between 2023/24 and 2024/25. It will provide a mix of size and type of homes including affordable in accordance with the Council's policy requirements.</p>

11.	Page 300, Policy R26: Land north of Orchard Piece	<i>Amend Section A. Amount and Type of Development, part a)</i>  A. a) provision for around <del>30</del> <u>20</u> new homes of mixed size and type.
12.	Page 301, paragraph 9.201	<i>Amend paragraph 9.201 as follows:</i>  9.201 The site is located to the north of Blackmore on land off Redrose Lane and Woollard Way. Residential properties adjoin the site on the southern boundary. The site will provide for around 30 homes anticipated to be delivered between 2021/22 and 2022/23. It will provide a mix of size and type of homes including affordable in accordance with the Council’s policy requirements.
13.	Page 309-312, Appendix 1 Local Development Plan Housing Trajectory	<i>Amend Local Development Plan Housing Trajectory as follows:</i>

Page 41

				Plan Period																	
	New Homes	HELA A Ref.	Policy Ref	Year 1 - 2016/17	Year 2 - 2017/18	Year 3 - 2018/19	Year 4 - 2019/20	Year 5 - 2020/21	Year 6 - 2021/22	Year 7 - 2022/23	Year 8 - 2023/24	Year 9 - 2024/25	Year 10 - 2025/26	Year 11 - 2026/27	Year 12 - 2027/28	Year 13 - 2028/29	Year 14 - 2029/30	Year 15 - 2030/31	Year 16 - 2031/32	Year 17 - 2032/33	
Local Plan Allocations																					
Dunton Hills Garden Village	<u>2700</u> <u>2750</u>	200	R01							100	150	250	250	300	300	300	300	250	<u>275</u>	<u>275</u>	<u>270</u>

				Plan Period																
	New Homes	HELA A Ref.	Policy Ref	Year 1 - 2016/17	Year 2 - 2017/18	Year 3 - 2018/19	Year 4 - 2019/20	Year 5 - 2020/21	Year 6 - 2021/22	Year 7 - 2022/23	Year 8 - 2023/24	Year 9 - 2024/25	Year 10 - 2025/26	Year 11 - 2026/27	Year 12 - 2027/28	Year 13 - 2028/29	Year 14 - 2029/30	Year 15 - 2030/31	Year 16 - 2031/32	Year 17 - 2032/33
West Homdon Industrial Estate	580	020 / 021 / 152	R02						65	65	65	65	65	65	65	65	40	20		
Land north of Shenfield	825	034 / 158 / 235 / 087 / 263 / 276	R03								155	155	155	150	75	75	60			
Ford Headquarters and Council Depot, Warley – northern and southern site	473	081 / 117A / 117B	R04 & R05									40	40	40	3	70	70	70	70	70
Land East of Nags Head Lane, Brentwood	125	032	R06						25	25	25	25	25							
Sow and Grow Nursery, Ongar Road, Pilgrims Hatch	38	010	R07					18	20											
Land Adjacent to Carmel, Mascalls Lane, Warley	9	027	R08					9												
Land west of Warley Hill, Pastoral Way, Warley	43	083	R09								20	23								

	New Homes	HELA A Ref.	Policy Ref	Plan Period																	
				Year 1 - 2016/17	Year 2 - 2017/18	Year 3 - 2018/19	Year 4 - 2019/20	Year 5 - 2020/21	Year 6 - 2021/22	Year 7 - 2022/23	Year 8 - 2023/24	Year 9 - 2024/25	Year 10 - 2025/26	Year 11 - 2026/27	Year 12 - 2027/28	Year 13 - 2028/29	Year 14 - 2029/30	Year 15 - 2030/31	Year 16 - 2031/32	Year 17 - 2032/33	
Brentwood Railway Station Car Park	100	002	R10															25	25	25	25
Westbury Road Car Park, Westbury Road, Brentwood	45	039	R11					9	20	16											
Land at Hunter House, Western Road, Brentwood	48	041	R12										12	12	24						
Chatham Way / Crown Street Car Park Brentwood	31	040	R13					15	16												
William Hunter Way	300	102	R14							25	50	50	50	50	40	35					
Wates Way Industrial Estate, Ongar Road, Brentwood	80	003	R15							16	25	25	14								
Land off Doddinghurst Road, either side of A12	200	023A & 23B	R16 & R17										50	50	50	50					
Land at Crescent Drive, Shenfield	<del>55</del> 35	186	R18						5	<del>25</del> 30	25										

	New Homes	HELA A Ref.	Policy Ref	Plan Period																	
				Year 1 - 2016/17	Year 2 - 2017/18	Year 3 - 2018/19	Year 4 - 2019/20	Year 5 - 2020/21	Year 6 - 2021/22	Year 7 - 2022/23	Year 8 - 2023/24	Year 9 - 2024/25	Year 10 - 2025/26	Year 11 - 2026/27	Year 12 - 2027/28	Year 13 - 2028/29	Year 14 - 2029/30	Year 15 - 2030/31	Year 16 - 2031/32	Year 17 - 2032/33	
Land at Priests Lane, Brentwood	75 <u>45</u>	044 / 178	R19					15	30	30											
Eagle and Child Pub, Shenfield	20	311	R20							10	10										
Land south of Ingatestone, Ingatestone	161	128 / 106	R21							60	61	40									
Land Adjacent to Ingatestone By-pass	57	079A	R22							25	25	7									
Brizes Comer Field, Blackmore Road, Kelvedon Hatch	23	194	R23							12	11										
Land off Stocks Lane, Kelvedon Hatch	30	075B	R24							20	10										
Land north of Wollard Way, Blackmore	40 <u>30</u>	077	R25									20	<u>20</u> <u>10</u>								
Land south of Redrose Lane, north of Orchard Piece, Blackmore	30 <u>20</u>	076	R26							10	<u>20</u> <u>10</u>										

				Plan Period																	
	New Homes	HELA A Ref.	Policy Ref	Year 1 - 2016/17	Year 2 - 2017/18	Year 3 - 2018/19	Year 4 - 2019/20	Year 5 - 2020/21	Year 6 - 2021/22	Year 7 - 2022/23	Year 8 - 2023/24	Year 9 - 2024/25	Year 10 - 2025/26	Year 11 - 2026/27	Year 12 - 2027/28	Year 13 - 2028/29	Year 14 - 2029/30	Year 15 - 2030/31	Year 16 - 2031/32	Year 17 - 2032/33	
Allocation Total	6,088							66	318	<u>439</u> <u>404</u>	<u>632</u> <u>607</u>	<u>715</u> <u>705</u>	661	679	<u>483</u> <u>493</u>	<u>545</u> <u>555</u>	495	<u>365</u> <u>390</u>	<u>345</u> <u>370</u>	345	
Extant permissions (as at 1st April 2018) and minus non-implementation discount (10% of permission supply) - See 'Housing site Scheduel 2018' for site breakdown																					
Extant permissions where completion is forecasted within 5 year period						117	337.5	300.6	84.6	36											
Extant permissions where completion is forecasted beyond 5 year period											50.4										
<b>Total extant permissions (as at 1st April 2018) and minus non-implementation discount (10% of permission supply)<sup>1</sup></b>	<b>926</b>					<b>117</b>	<b>337.5</b>	<b>300.6</b>	<b>84.6</b>	<b>36</b>	<b>50.4</b>										

<sup>1</sup> Decimal places result from the application of the 10% non-implication discount applied to extant permissions

				Plan Period																	
	New Homes	HELA A Ref.	Policy Ref	Year 1 - 2016/17	Year 2 - 2017/18	Year 3 - 2018/19	Year 4 - 2019/20	Year 5 - 2020/21	Year 6 - 2021/22	Year 7 - 2022/23	Year 8 - 2023/24	Year 9 - 2024/25	Year 10 - 2025/26	Year 11 - 2026/27	Year 12 - 2027/28	Year 13 - 2028/29	Year 14 - 2029/30	Year 15 - 2030/31	Year 16 - 2031/32	Year 17 - 2032/33	
Completions	363			150	213																
Windfall	410										41	41	41	41	41	41	41	41	41	41	41
Total Housing Provision	7,787			150	213	117	337.5	366.6	402.6	<u>475</u> <u>440</u>	<u>723.4</u> <u>698.4</u>	<u>756</u> <u>746</u>	702	720	<u>524</u> <u>534</u>	<u>586</u> <u>596</u>	536	<u>406</u> <u>431</u>	<u>386</u> <u>411</u>	386	

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14.	Page 318, Appendix 2 Site Allocations – R01 Strategic Allocation – Dunton Hills Garden Village	<p><i>Amend indicative dwelling yield and delivery forecast for R01 Strategic Allocation – Dunton Hills Garden Village as follows:</i></p> <p>Indicative dwelling yield (net): <del>2,700</del> <u>2,770</u> (within plan period)</p> <p>Delivery forecast: 2022/23 – 2032/33 (<del>2,700</del> <u>2,770</u> dwellings)</p>
15.	Page 334, Appendix 2 Site Allocations – R18 Land at Crescent Drive, Shenfield	<p><i>Amend indicative dwelling yield and delivery forecast for R18 Land at Crescent Drive, Shenfield as follows:</i></p> <p>Indicative dwelling yield (net): <del>55</del> <u>35</u></p> <p>Delivery forecast: 2021/22 – <del>2023/24</del> <u>2022/23</u></p>

16.	Page 335, Appendix 2 Site Allocations – R19 Land at Priests Lane, Shenfield	<p><i>Amend indicative dwelling yield and delivery forecast for R19 Land at Priests Lane, Shenfield as follows:</i></p> <p>Indicative dwelling yield (net): <del>75</del> <u>45</u>                  Delivery forecast: 2020/21 – <del>2022/23</del> <u>2021/22</u></p>
17.	Page 341, Appendix 2 Site Allocations – R25 Land north of Woollard Way, Blackmore	<p><i>Amend indicative dwelling yield for R25 Land north of Woollard Way, Blackmore as follows:</i></p> <p>Indicative dwelling yield (net): <del>40</del> <u>30</u></p>
18.	Page 342, Appendix 2 Site Allocations – R26 Land north of Orchard Piece, Blackmore	<p><i>Amend indicative dwelling yield for R26 Land north of Orchard Piece, Blackmore as follows:</i></p> <p>Indicative dwelling yield (net): <del>30</del> <u>20</u></p>

# BRENTWOOD LOCAL DEVELOPMENT PLAN

 [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk)

 BrentwoodCouncil

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Published October 2019 by Brentwood Borough Council

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# Agenda Item 9

<b>Committee(s):</b> Ordinary Council	<b>Date:</b> 22 <sup>nd</sup> January 2020
<b>Subject:</b> Council Tax Reduction Scheme 2020/21	<b>Wards Affected:</b> ALL
<b>Report of:</b> Jacqueline Van Mellaerts Director of Corporate Resources.	<b>Public</b>
<b>Report Author:</b> Name: Rob Manser, Shared Services Revenues & Benefits Manager Telephone: 01268 208039 E-mail: rob.manser@brentwood.gov.uk  Name: Jacqueline Van Mellaerts, Director of Corporate Resources Telephone: 01277 312500 E-mail: Jacqueline.vanmellaerts@brentwood.gov.uk	<b>For Decision</b>

## Summary

The Leader agreed to review the arrangements of the Revenue and Benefits Partnership between Brentwood and Basildon Council, following a decision at PRED and some members concerns of the service area.

Following that review, this report recommends Ordinary Council approve a replacement to the current Local Council Tax Support scheme (LCTS) for 2020/21. This alternative scheme would introduce a newer, less complex Council Tax Reduction scheme (CTR) for residents who are of working age in Brentwood.

More households will be positively affected by the implementation of the new scheme.

Public consultation on a replacement scheme was undertaken from 4 November 2019 to 15 December 2019. All members were notified on 1 November 2019 with access to the consultation.

If approved the scheme will be implemented for the financial year 2020/21 and it is a requirement for approval by full council by 31 January 2020.

## Recommendation(s)

**Members are asked to:**

**R1 Approve the new Council Tax Reduction Scheme for 2020/21, as set out as Option B of this report.**

## Main Report

### Introduction and Background

1. The Welfare Reform Act 2012 abolished the existing national Council Tax benefit scheme. With effect from 1 April 2013 Brentwood Borough Council introduced a local scheme of Council Tax Support which reduced the amount of help that working age people could receive, compared with the previous national scheme. Each year, the Council has reviewed its local scheme for the year ahead.
2. Local Council Tax Support is administered by Brentwood Borough Council in order to provide financial support to people who are on a low income or are unemployed, in order to assist them in paying their Council Tax.
3. Council Tax Support (CTS) scheme has been in place in Brentwood since 2013/14. The general principles are agreed on a Pan Essex basis as any decision made by billing authorities has an impact on our major precepting bodies. In the case of Essex County Council (ECC), this impact could be significant.
4. The scheme continues to impact all working age customers in line with Government policy. Due to the different demographics of individual billing authorities, scheme designs differ across Essex; there is a common core framework, but with a number of local variations.
5. The Collection Fund will bear the cost of the Council Tax foregone income, including write-offs, with Brentwood as the billing authority bearing its share of about 11% of any losses.

Most Essex authorities will adopt the following in their schemes:

- Pensioners are protected from the changes, all changes will be for working age customers only. This is a statutory requirement.
  - Local schemes are generally means tested.
  - Support is restricted to a maximum liability, by restriction either to a specific Council Tax banding (e.g. Band D) and/or to a % of the customer's Council Tax liability before support.
  - The billing authority to make available finances to assist with exceptional hardship cases.
6. To mitigate the impact on our residents an amount of **Exceptional Hardship payments** totalling £6,288 is available for 2019/20. This is under a Council Tax sharing agreement between Brentwood and the other major precepting

authorities. £732 is the direct cost for Brentwood BC and £5,556 from the major preceptors. The funding is used only in the most exceptional circumstances and when all other attempts to recover the particular outstanding Council Tax debt have been exhausted. All of the available £6,288 of Exceptional Hardship payments will have been awarded by the end of March 2020.

### **Current Local Council Tax Support Scheme 2019/20 Caseload and Cost**

<b><u>Customers which Council provide support to.</u></b>	<b><u>Number of Cases</u></b>	<b><u>Cost of Current Scheme(£)</u></b>
Pensioner Caseload	1,403	£ 1,579,445
Working Age Caseload	1,590	£ 1,548,652
Total Caseload	2,993	£ 3,128,097

- The Leader agreed to review the arrangements of the Revenue and Benefits Partnership between Brentwood and Basildon Council, following a decision at PRED and some members concerns of the service area. Following that review, discussions have been made with the Leaders and Chief Executives of both Councils. Officers of the partnership presented a concept to officers and the Leader of Brentwood to help improve on the efficiencies within the service area and to change Brentwood's current Local Council Tax Support Scheme (LCTS).

### **Issue, Options and Analysis of Options**

#### **Why the need for change?**

- Brentwood's LCTS scheme is four schemes in one, the current scheme is;
  - very complicated to administer and can be considerably confusing for customers.
  - Customers apply by completing a 32 page e-form
  - A new application can take on average 22 days from receipt to awarding customers support if entitled.
  - Customers receive a large number of detailed and confusing notification letters and council tax bills.
- The main drivers for change are administration grant reductions and implementation of Universal Credit full service. Universal Credit is driving change in the way that we bill, collect and support our Council Tax customers. We have seen a reduction of around 3% in our overall Council Tax Support

caseload, this is in line with the rest of the Country. But since Universal Credit full service we have seen a dramatic increase in notified changes of circumstances received which has had a large impact on administration and related costs, as each notification has to be looked into and a decision made on any LCTS entitlement.

10. Many authorities have already amended their schemes. Across the Country 277 out of 326 billing authorities have cut the amount of Council Tax Reduction available to claimants by introducing either a minimum payment or a band cap. In some billing authorities low-income households continue to be exempt from paying Council Tax altogether whilst in others they are required to pay up to 45% of their bill.

### **What is the change?**

11. It is proposed to replace the current Council Tax Support (CTS) scheme to a Council Tax Reduction (CTR) scheme. By changing the scheme to a simple matrix table as shown in Option B below means;

- A simpler reduction scheme can easily reduce administration costs whilst also make efficiencies for the service.
- Customers should receive a greatly improved simplified journey and will see their Council Tax Reduction as part of the application process, making it more helpful to manage their finances.
- Processing claims and changes in circumstances would reduce to 48 hours to produce a council Tax bill for the customer.
- Bills are sent to customers earlier which allows the maximum number of instalments available to them.
- Long and complicated benefit notification letters will no longer be required.
- Reduces peaks and troughs within workloads
- Emphasise can be focused on collection and recovery.

### **Options for the 2020/21 Council Tax Support Scheme**

12. Public consultation on a Local Council Tax Support scheme for 2020/21 was undertaken from 4 November 2019 to 15 December 2019. The consultation focussed on three options.
13. All Members were notified of the consultation on 1 November with the required links and access.
14. Following the consultation results, which can be found later within this report, two options have been analysed for members to review in this report.

- Option A – Do nothing
- Option B – implement a new Council Tax Reduction Scheme - a localised change

15. Option B is the final proposed Council Tax Reduction Scheme. It provides generous incomes bands, allowing the least amount of customers to be affected by the change. It also continues to provide support for households with disabled residents and is the preferred option which has been included within the recommendation.

16. For clarification, Option B continues to be a localised change for Brentwood. Although the Scheme will continued to be administered by the Brentwood and Basildon Partnership, The Council Tax Reduction bandings are different and are more generous to those that Basildon administer for their own residents.

**Option A – Leaving the current LCTS scheme in place – No change**

- **The Pension Scheme** – statutory requirement where pensioners are protected.
- **The Working Age “Employed” Scheme**
  - People who reside in properties for that are bands F, G and H are excluded from claiming.
  - Can get up to 100% of the Council Tax Charged.
  - 15% Taper for income over the Applicable Amount.
  - No Non Dependant Deduction.
  - Child Benefit and Maintenance are included as part of the income.
  - Residents in council tax band E properties are restricted to a council tax band D liability.
  - Self Employed people could be subject to the minimum Income Floor.
- **The Working Age “Enhanced” Scheme**
  - Maximum award of 100% of the Council Tax Liability.
  - Residents in all council tax bands are included in the scheme.
  - No Non Dependent Deductions.
  - 20% “Taper” for income received over the Applicable Amount
- **Working Age “Other” Scheme**
  - 20% Minimum contributions from all claimants.
  - Residents in council tax band F, G and H are excluded from the scheme.
  - Residents in council tax band E properties are restricted to a band D liability.
  - Child Benefit/Maintenance taken into account.
  - No Non Dependent deductions.
  - 20% taper amount.

**Option B – Implementation of a new Council Tax Reduction Scheme (CTR) – The proposed change**

- Pension age customers remain protected from any financial changes.
- Working-age customers will receive a percentage reduction of either 100%, 75%, 50%, or 25%, this depends on the level of their net Income, the Household band they fall into and if the customer or their partner are disabled or they have disabled dependent child resident.

*This below table demonstrates the simplified banded scheme.*

Households with a disabled member will receive up to 100% council tax reduction. All other households of working age will receive up to 75% council tax reduction.							
Household	Weekly Income						
	Disabled	£0.00 - £75.00	£75.01 - £150.00	£150.01 - £225.00	£225.01 - £300.00	£300.01 - £375.00	£375.01 -£450.00
Single with no children	100%	75%	75%	50%	25%	0%	0%
Couple with no children	100%	75%	75%	50%	25%	0%	0%
Single with one child	100%	75%	75%	50%	50%	25%	25%
Couple with one child	100%	75%	75%	50%	50%	25%	25%
Single with two or more children	100%	75%	75%	75%	50%	50%	25%
Couple with two or more children	100%	75%	75%	75%	50%	50%	25%

- Singles or Couples with more than 2 children will be restricted to a Council Tax Reduction as if having 2 children.
- Unless the customer or their partner are disabled or they have disabled dependent child resident all other residents in council tax bands F, G and H are excluded from the scheme.

Other relevant changes to the new Council Tax Reduction Scheme, following results of the consultation.

- To retain the incentive that work pays, the new Reduction scheme will retain an award of 4 weeks' extended Council Tax Reduction to cover the customers first 4 weeks of work.
- A reduction in the maximum level of savings that a working aged customer can hold from £16,000 reduced to £6,000. If more than £6,000 they will not qualify.
- Removing second adult rebate (2AR). Second adult rebate is awarded when a person has a second adult living in their home that is on a low income.

## **Advantages and disadvantages of changing the Scheme**

17. The below table captures the advantages and disadvantages of the proposed new scheme.

<b><u>Advantages</u></b>	<b><u>Disadvantages</u></b>
More customers will receive a greater reduction in their Council Tax.	Some customers will be negatively impacted and will have to pay more Council Tax.
Less complicated than the current LCTS scheme which is four schemes in one and means tested.	A change for customers, officers and partners.
Allows for a simpler application process for the customer which will reduce the current 32 page e-form.	The Council may see an initial increase in complaints.
Customers will be able to see their entitlement to Council Tax Reduction as part of their application process, This should reduce decision waiting times from approximately 22 days to 48 hours for new claims.	New Scheme will cost approximately 7% more in total. Of which 0.7% will affect Brentwood Council.
Customers won't receive confusing multi-page notification award letters, which can be difficult to understand. The customer will receive a Council Tax bill showing their Council Tax Reduction.	
This scheme places the emphasis on the customer to tell us of their changes in circumstances and to manage their own finances, in line with Universal Credit.	

## **Positive and Negative Impacts**

18. Database modelling is complex due to the migration from four schemes into one scheme. However there are households that will be positively or negatively impacted within the proposed new reduction scheme.

19. Those that are negatively impacted will initially be contacted individually with a personalised letter to advise them of any change to their council tax reduction and will give them help and advice on how to reapply if they disagree with the decision. They will also be advised on any additional support available to them including but not exclusive to debt money advice and exceptional hardship payments.

Households Positively impacted	Households negatively impacted
406 households are better off due to the proposed simplified scheme and banding allocations.	23 households will no longer receive any reduction as they have over £6,000 in capital.
	25 households will no longer receive any reduction as 2AR will be excluded from the proposed scheme.
	67 households will not receive any reduction as their income is too high when comparing their household circumstances and income levels as per the new matrix table.

### Option Costs

#### **Council Tax Scheme Expenditure**

**Estimate for 2020/21  
(£M)**

<b>Option A – Current scheme - no change</b>	<b>£3,128,097</b>
<b>Option B – New Reduction Scheme - a change</b>	<b>£3,345,343</b>

20. These figures are the total scheme expenditure for each option, they do not assume any increases in Council Tax charges for 2020/21, and do not include the cost of administration.

21. The overall cost of the proposed new scheme is expected to increase approximately by £217,246, which is approximately 7%. Brentwood Borough Council's share of the Council Tax is 11% and so the scheme will cost approximately £23,897 for the borough. The cost will be account for within the

Council's Collection Fund and will not impact the Council's General Fund accounts until the year 2021/22.

## **Consultation**

22. Before final approval of the scheme, Councils are required to consult with:

- Major Precepting Authorities (County Council, Police and Fire Authorities)
- The public
- Relevant stakeholder groups

23. It was agreed with the other Essex billing authorities and Essex County Council (ECC) that during the public consultation period each billing authority would publish their proposals for a draft scheme on their individual websites with a link to a consultation hosted by ECC (who have the necessary consultation software). People who did not have access to the internet or who wished to give a more detailed response were able to deal directly with the relevant billing authority.

## **Consultation results**

24. Public consultation on a Local Council Tax Support scheme for 2020/21 was undertaken from 4 November 2019 to 15 December 2019. The consultation focussed on three scheme options.

25. All Members were notified of the consultation on 1 November with the required links and access.

**Option 1** – Implementing a New Council Tax Reduction Scheme where customer would receive a percentage reduction of their Council Tax depending on where their household make up meets their level of weekly income.

**Option 2** – Implementing a New Council Tax Reduction Scheme where customer would receive a percentage reduction of their Council Tax depending on where their household make up meets their level of weekly income with additional higher income bands to support more households.

**Option 3** - Leaving the current LCTS scheme in place.

26. Consultation took place using the Council's website, advertised through social media and through direct customer contact.

27. 49 customers responded to this consultation and answered all of the questions. We are unable to make direct comparisons with any other Council Tax Reduction consultations as this is the first consultation for 8 years.

28. Customers taking part in the consultation were asked if they strongly agreed, agreed, didn't know, disagreed or strongly disagreed with each of the options and other additional questions. The results were as follows;

We Asked	Customers Responded	We reacted
Brentwood's proposed Council Tax Reduction scheme is based on the principle that every working age resident should make at least some payment toward their Council Tax bill. How do you feel about this approach?	89% agreed or strongly agreed with this approach	Included in proposed Option B
<b>Option 1</b> - The suggested Council Tax Reduction scheme proposes that households with a higher income may have to pay more Council Tax. How do you feel about this approach?	63% agreed or strongly agreed with this approach	Not Included in proposed Option B
<b>Option 2</b> - Includes higher income bands to support more households in the Borough. How do you feel about this approach?	65% agreed or strongly agreed with this approach	Included in proposed Option B
Money received by a resident for either Disability Living Allowance, Personal Independence Payments or Armed Forces Independence Payments is already not counted as income in the calculation of Council Tax Reduction. How do you feel about this approach?	73% agreed or strongly agreed with this approach	Included in proposed Option B
Currently residents who have a disabled household member receive up to 100% support for Council Tax. How do you feel about this approach?	73% agreed or strongly agreed with this approach	Included in proposed Option B
Where the resident (or their partner) has two or more children, support will be restricted to that of a maximum family size of a couple with 2 children. This aligns to current Welfare Reform rules and Universal Credit. How do you feel about this approach?	85% agreed or strongly agreed with this approach	Included in proposed Option B
Where the resident (or their partner) is in receipt of one of the following low income benefits, 'Income Support', 'Job Seekers Allowance - Income Based', 'Employment Support Allowance - Income Related', they will automatically receive the maximum reduction	77% agreed or strongly agreed with this approach	Included in proposed Option B

available to them. How do you feel about this approach?		
Where Housing Costs are included in a resident or their partners Universal Credit, these Housing Costs will be ignored as income when calculating Council Tax Reduction as they are intended to assist with paying their rent. How do you feel about this approach?	73% agreed or strongly agreed with this approach	Included in proposed Option B
Where the resident and/or their partner hold £6,000 or more in savings, they will not qualify for any Council Tax Reduction. How do you feel about this approach?	75% agreed or strongly agreed with this approach	Included in proposed Option B
This proposal is to consider removing Second Adult Rebate from 1 April 2020, however residents on low income will still be assessed against a Council Tax Reduction. How do you feel about this approach?	61% agreed or strongly agreed with this approach	Included in proposed Option B
<b>Option 3</b> would leave the current Council Tax Support scheme in place. Not changing the scheme to one of the other options would reduce the opportunity for the Council to be able to provide a better service to its customers due to the efficiencies and simplified administration of the proposed changes. How do you feel about this approach?	39% agreed or strongly agreed with this approach 49% disagreed or strongly disagreed with this approach 12% answered I don't know.	Not Included in proposed Option B

## References to Corporate Plan

29. The Council can deliver on efficiency and effectiveness within the Revenues and Benefits department which is a key element of the proposed new Corporate Strategy which is to be reported at full Council on 22<sup>nd</sup> January.

## Implications

### Financial Implications

Name/Title: Jacqueline Van Mellaerts, Director of Corporate Resources  
Tel/Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk

30. The proposed Council Tax Reduction scheme is expected to cost approximately £23,897 for Brentwood Borough Council, which is 11% of the overall total cost being £217,246.
31. This is based on the current caseload which will change in future years depending on demand and does not include any potential future Council Tax increases. The cost will be accounted within the Council's Collection Fund. This is the account that collects Council Tax and National Non-Domestic Rates (Business Rates) and distributes any surplus or deficit to the billing authorities and major precepting authorities. The cost of the new scheme will not impact the Council's General Fund Accounts until 2021/22 when the Surplus or deficit on the Collection Fund of 2020/21 is charged.
32. The scheme was costed out to reach a cost neutral position as much as possible whilst affecting the least amount of customers. This approach and review of the banded percentages means that more customers will be positively affected which presents an expected additional cost to the scheme by 7%. This is based on current caseload which is not constant and does not include any future potential Council Tax increases. The Council still has opportunities in future years to review the bandings to make the scheme less or more expensive.

### **Legal Implications**

**Name & Title: Steve Summers, Chief Operating Officer**

**Tel & Email: 01277 312500/steve.summers@brentwood.gov.uk**

33. Schedule 1A of the Local Government Finance Act (LGFA) 1992 (as amended) states;
34. "For each financial year, each billing authority must consider whether to revise its scheme or to replace it with another scheme."
35. Section 13A of the same Act gives billing authorities power to reduce the amount of Council Tax payable:
- Where a person is liable to pay Council Tax in respect of any chargeable dwelling and any day, the billing authority for the area in which the dwelling is situated may reduce the amount which he is liable to pay as respects the dwelling and the day to such extent as it thinks fit.
  - The power under subsection (1) above includes power to reduce an amount to nil.

- The power under subsection (1) may be exercised in relation to particular cases or by determining a class of case in which liability is to be reduced to an extent provided by the determination.

36. The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 determine the principles on which local schemes are to operate.

37. The statutory requirement for billing authorities to determine the annual Council Tax Base is set out in section 31B of the same Act.

### **Economic Implications**

**Name/Title: Phil Drane, Director of Planning & Economy**

**Tel/Email: 01277 312610/philip.drane@brentwood.gov.uk**

38. There are no specific economic implications. However, it is important that the Council maintain fair and robust Council Tax arrangements for borough residents, which in turn can impact the wider economy.

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

### **Background Papers**

Consultation questionnaire

### **Appendices to this report**

None

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<b>Committee(s):</b> Ordinary Council	<b>Date:</b> 22 <sup>nd</sup> January 2020
<b>Subject:</b> Draft Corporate Strategy 2020 - 2025	<b>Wards Affected:</b> All
<b>Report of:</b> Chris Hossack, Leader of the Council and Jonathan Stephenson, Chief Executive	<b>Public</b>
<b>Report Author/s:</b> Name: Greg Campbell Telephone: 01277 312500 E-mail: greg.campbell@brentwood.gov.uk	<b>For Decision</b>

## Summary

This report updates members on progress of the Draft Corporate Strategy 2020 – 2025 and seeks approval to be agreed and published from January 2020.

The corporate strategy will cover a five-year period, 2020 to 2025. The plan will be referred to as Brentwood's Corporate Strategy and sets out the strategic direction for the Council over the 5yr period. It will replace the previous plan which ran from 2016 to the end of 2019.

The report also summarises achievements against the previous plan and the consultation that was undertaken to assist in informing the content of the Draft Corporate Strategy.

## Recommendation(s)

**Members are asked to:**

**R1. To agree the new corporate strategy 2020-2025 and delegate any minor changes to the Chief Executive, in consultation with the Leader of the Council, prior to final publication.**

**R2. To agree to the development of work programmes by officers to deliver the Corporate Strategy 2020-2025, details of which will be reported back to appropriate future committees for decision**

## **Main Report**

### **Introduction and Background**

- 1.1 At the Policy, Resources and Economic Development Committee held on 10<sup>th</sup> July 2019 (Min 112), it was agreed that a consultation with stakeholders should be undertaken over a period of no less than four weeks to provide an opportunity for comment and opinion on the direction of the new vision for Brentwood.
- 1.2 The consultation was carried out over a six-week period and the Council received a total of 315 responses.
- 1.3 During this period, the consultation was available to complete online and available in hard format upon request. Information and the consultation was also available at our reception, through social media, the 'Summer Family Fun Days' and via posters around the borough and in libraries. Further to this, businesses, Parish Councils, the Brentwood Access group were all given information on how to complete the consultation.
- 1.4 Updates to social media though Facebook and Twitter were maintained, press releases sent on the consultation and staff were kept informed and consulted with directly through workshops.
- 1.5 A summary of responses to the consultation are attached at Appendix A. The data from the consultation was gathered and considered in order to develop the content of the new draft corporate strategy 2020-2025.
- 1.6 Further, the draft corporate strategy 2020-2025 was presented to the individual political groups for comment and suggestions prior to this report and a final draft corporate strategy being created. Comments and suggestions were gathered and, where appropriate, they have been fed into the draft (Appendix B)

### **2. Issue, Options and Analysis of Options**

- 2.1 The Corporate Plan 2016 – 2019 reached the end of its natural life in 2019 and the Council needs to produce and publish a new strategy for 2020-2025.
- 2.2 A summary of the achievements from the Vision for Brentwood 2016 – 2019 is contained in Appendix C. Whilst not all ambitions were achieved there are a number of major projects that have been delivered including those related to the Town Hall rebuilding and the successful creation of a Community Hub for example.

- 2.3 The draft corporate strategy 2020-2025 is a clear statement of the Council's high-level intentions. From the key priorities within this document a clear programme of work will be developed in order to achieve the strategy. In turn, service plans and individual appraisals will be aligned to work towards the main focuses of the strategy.
- 2.4 The main points from the consultation results are contained within Appendix A. There was a consensus from the majority of respondents that all of the services identified in the consultation were of importance. An anonymous postcode analysis was also conducted as part of the consultation and revealed a good range of responses from across the Borough.

The draft strategy concentrates on five key themes:

- Improving our housing
- Protecting & improving the environment
- Developing communities
- Growing the economy
- Delivering an efficient and effective Council

The strategy also sets out key objectives for the year ahead 2020/2021 within the context of what the Council aims to deliver over 5 years. Each year, the plan will be revisited/refreshed to review progress against the key objectives 2020-2021 and updated for the forthcoming year. These annual objectives will be aligned with the overall objectives of the Corporate Strategy 2020-2025.

It is recommended to Members that the draft corporate strategy 2020-2025 be adopted and be made available via the Council's website, social media and via printed copies at reception.

A limited number of copies will be available in paper format as we expect to have some requests from the public, however, moving forward the strategy will be printed on a request only basis.

### **3. Reasons for Recommendation**

- 3.1 The recommendations are based on the returns from the consultations, political group consultation and political priorities.
- 3.2 The Council is required to have a corporate strategy that is published.

3.3 The Council needs to be ever more efficient, develop a modern thinking and delivering council.

3.4 It is noted that further work is required to identify the programmes of work in which the strategy can be delivered.

#### **4. Consultation**

4.1 Leading members of the three main groups and the independent member were given the opportunity to feed into the layout design and questions of the consultation before they were finally agreed.

4.2 Workshops for all staff were held as part of the consultation to gain feedback and gain views on the strategy.

4.3 Residents, businesses, partners and interested parties were engaged with or had the opportunity to complete the online form or through a requested paper version.

#### **5. References to Corporate Plan**

5.1 This consultation and production of a new Corporate Strategy 2020 – 2025 replaces the previous plan and is in line with continuing to deliver 'A modern Council' that considers how the council looks and works and will be transformed

### **Implications**

#### **Financial Implications**

**Name/Title: Jacqueline Van Mellaerts, Director of Corporate Resources**

**Tel/Email: 01277 312829/jacqueline.vanmellaerts@brentwood.gov.uk**

There are no direct financial implication arising from this report. The Medium-Term Financial Plan will be structure around the key themes of the new Corporate Strategy once approved at Full Council.

There has been no additional cost in the production of the new Corporate Strategy. The Council has utilised budgets within existing resources, which has predominantly been employees time.

### **Legal Implications**

**Name & Title: Paula Harvey, Corporate Governance Solicitor & Deputy Monitoring Officer**

**Tel & Email: 01277 312705/paula.harvey@brentwood.gov.uk**

The draft 2020 – 2025 Corporate Strategic Plan is required to be approved by full Council under the terms of the Council's Constitution. (Article 4).

### **Economic Implications**

**Name/Title: Phil Drane, Director of Strategic Planning**

**Tel/Email: 01277 312610/philip.drane@brentwood.gov.uk**

In addition to a dedicated theme within the Corporate Strategy (Growing the Economy), a focus on positive economic development is shown throughout the document's themes. It is important that the Council defines corporate priorities for the borough and that these contribute to economic growth.

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

### **Background Papers**

- Corporate Plan 2016-2019
- Consultation questionnaire 1<sup>st</sup> August to 12th September 2019
- Vision for Brentwood 2016 - 2019

### **Appendices to this report**

- Appendix A - Summary of results from consultation
- Appendix B - Draft Corporate Strategy 2020-2025
- Appendix C – Summary of achievements against Vision for Brentwood 2016 - 2019

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# Corporate Vision 2020-2025

## Consultation 1 Aug – 12 Sept 2019

### Results Summary

315 responses received – 252 online (80%), 63 paper (20%)

4 main themes and results:

		Importance		
		Very	Fairly	Not at all
1	Growing the economy	<b>178</b> 56%	<b>116</b> 37%	<b>21</b> 7%
2	Improving our housing	<b>145</b> 46%	<b>110</b> 35%	<b>60</b> 19%
3	Protecting and improving the environment	<b>239</b> 76%	<b>68</b> 22%	<b>8</b> 2%
4	Developing communities	<b>185</b> 59%	<b>109</b> 34%	<b>21</b> 7%

#### Key priority outcomes

##### Economy

- Promote Brentwood as a place to set up and do business from
- Fill empty shops
- High Street improvements

##### Housing

- Protect the green belt from over development
- Tackle empty homes
- Provision of affordable housing

##### Environment

- Tackle fly tipping and litter
- Improved recycling
- Bulky waste service
- Maintain green spaces

##### Communities

- Maintain and improve play areas
- Support community groups
- Support grant funding for community groups
- Community safety inc. anti-social behaviour and traveller incursions

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# Welcome



**BRENTWOOD**  
BOROUGH COUNCIL

## Growing | Protecting | Developing | Improving | Delivering

### Brentwood is open for business



Brentwood Borough Council has a strong record of working with residents to deliver their priorities and expectations. As we look to the future, we want to build on our strengths and successes. This corporate strategy sets out how we plan to continue that journey.

In the summer of 2019, we asked residents what mattered to them and the outcome has informed our key priorities for the next five years:

- **Growing the economy**
- **Protecting our environment**
- **Developing communities**
- **Improving our housing**
- **Delivering an efficient and effective council**

Big plans for Brentwood are already underway:

1. **£1 billion** contract to deliver homes, mixed use development, public spaces, commercial and leisure facilities via Brentwood Development Partnership

2. **£10 million** refurbished Town Hall including the creation of a Community Hub
3. **£7 million** scheme to refurbish King George's Playing Fields and facilities
4. **4,000** new homes to be built at Dunton Hills Garden Village

We are passionate about **growing** a strong and vibrant economy in Brentwood and are keen to promote that Brentwood is 'open for business'. We will deliver plans to enable the creation of new enterprises that will support our high streets and community.

The environment remains a key priority nationally and our commitment to **protecting** the space we live in, use and enjoy has never been greater. Raising awareness and reducing our environmental impact will play an important role in everything we do in the future.

The Brentwood community enjoys low crime rates, varied leisure facilities, a wealth of open spaces and a regular programme of community events. Further **developing** of our community will be delivered through an innovative Leisure Strategy as well as community safety initiatives that continue to keep Brentwood safe.

Affordable housing remains a challenge for Brentwood, and we will tackle this passionately through an ambitious housing development plan that focusses on **improving** and expanding both the public and private housing offerings in Brentwood.

Like all councils, we face difficult financial challenges when it comes to **delivering** our services. However, we are committed to seeking innovative financial solutions that will allow us to deliver a prosperous borough for our residents, businesses and visitors alike.

I am ambitious for Brentwood's future and look forward to continuing this journey with you all.

**Councillor Chris Hossack**  
**Leader of the Council**

# Our key priorities



**BRENTWOOD**  
BOROUGH COUNCIL



## **Growing the economy**

A thriving borough that welcomes a wealth of business and culture



## **Protecting the environment**

Developing a clean and green environment for everyone to enjoy



## **Developing communities**

Safe and strong communities where residents live happy, healthy and independent lives



## **Improving our housing**

Access to a range of decent homes that meet local needs



## **Delivering an effective and efficient council**

An ambitious and innovative council that delivers quality services

# About Brentwood



**BRENTWOOD**  
BOROUGH COUNCIL



**76,550**  
Population



**4,390**

Enterprises in  
the borough of  
Brentwood



**20 Miles**  
North East of London

**16**  
Parks



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**£431,961**

Average house price  
in Brentwood

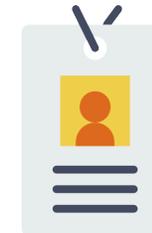
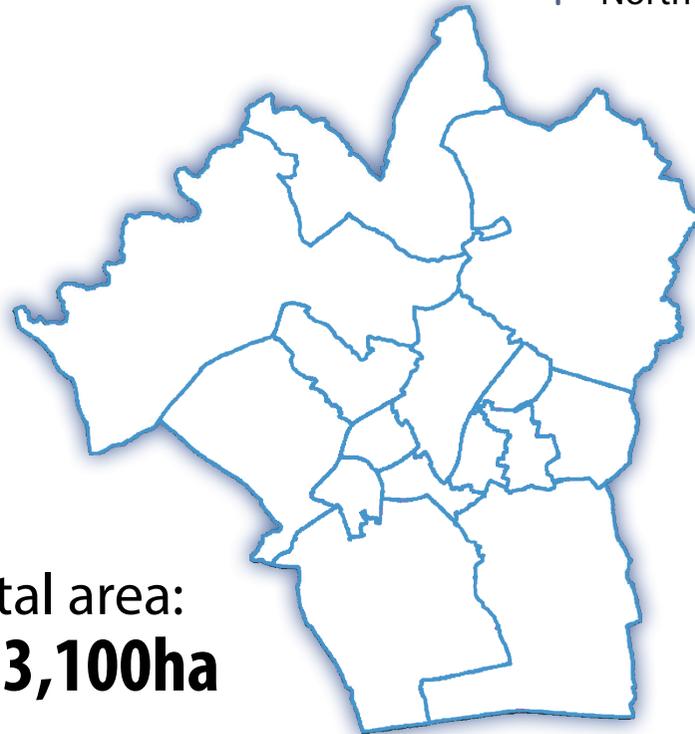


**2 SSSIs**

Sites of special  
scientific  
interest

**3.7%**

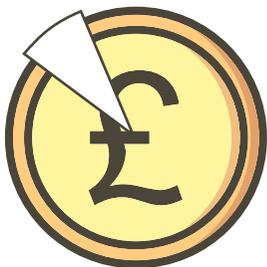
Unemployment rate



**35,000**

Total employee jobs  
in the borough of  
Brentwood

We receive  
**0.11p**  
of every £1 of  
Council Tax



Total area:  
**153,100ha**

Housing  
stock of



**2,500**



**15 Electoral wards**

# What we do

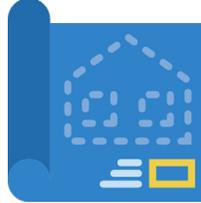


**BRENTWOOD**  
BOROUGH COUNCIL

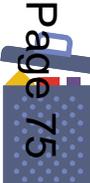
 **625,000**  
Website visits per year

**5.5 Million**  
kerbside waste and recycling  
collections made each year



 **2,000**  
Planning applications  
processed per year

 **22 CCTV**  
cameras in operation

 **600** Litter bins  
emptied  
per week

**1 Million**  
square metres of grass cut

 Responsible for  
keeping over  
**300**  
miles of highway  
clear of litter

**700**  
Fly tips cleared  
per year



**4,000**  
Site visits conducted by  
Building Control per year



Process  
**1,000**  
business license  
applications per year



**85,000**  
Telephone calls to  
Contact Centre

 **5,200**  
Council housing repairs  
completed per year



**2,500**  
Parking charge notices  
issued in our car parks  
per year

**300** Food  
businesses  
inspected  
annually

# Growing the economy

## How you can help

- ✓ Shop locally
- ✓ Support local businesses

### Promote Brentwood as a place to set up and do business from

- Develop a culture that recognises the importance of economic development in everything that we do
- Create planning policies that help us maintain a healthy mix of residential, commercial and quality public realm in town and village centres
- Encourage additional retail, leisure and residential growth to maintain thriving high streets
- Deliver a mixed-use development at William Hunter Way to complement the High Street
- Through the Brentwood Business Partnership, encourage local traders to play an active role in shaping their retail areas
- Continue to develop the Discover Brentwood website as a key tool for highlighting opportunities for businesses and visitors

### Enable the growth of existing businesses

- Deliver a range of business support initiatives including but not limited to the Brentwood Business Showcase, workshops and advice sessions
- Work with partner organisations to support local businesses with advice and funding opportunities
- Identify and address skills gaps by working in partnership with businesses, schools and training providers
- Support the roll out and take up of new technologies, such as superfast broadband and 5G

### Encourage the creation of new enterprises and inward investment

- Enable the borough to be an innovation hub, open for businesses that have an ambition to deliver new initiatives and a green agenda
- Work with the Brentwood Development Partnership to redevelop council assets to deliver commercial space, including grow-on and flexible office facilities
- Work with developers of new employment sites, such as Brentwood Enterprise Park and Dunton Hills Garden Village, to ensure a mixed economic base is delivered
- Support and promote major infrastructure improvements
- Support business engagement and consultation when planning for development in our town and village centres



## How you can help

- ✓ Use parks and green spaces responsibly
- ✓ Recycle as much of your waste as possible
- ✓ Keep our streets litter free

# Protecting the environment

Growing

Protecting

Developing

Improving

Delivering

### Promote the environment and recognise its importance in the decisions we make

- Use our buildings efficiently and to good effect
  - Ensure all council policies protect and enhance our environment
  - Deliver a spatial strategy to direct growth to the most suitable places in the borough
- Reduce pressure on environmentally sensitive areas and infrastructure elsewhere in the borough by delivering Dunton Hills Garden Village

### Encourage a clean, safe and environmentally friendly place to live, work and visit

- Seek to introduce low emission zones, particularly around schools
- Explore the setup of an environmental fund
- Invest in an electric fleet or alternative fuel powered vehicles to reduce the impact on the environment
- Seek to introduce carbon offset schemes

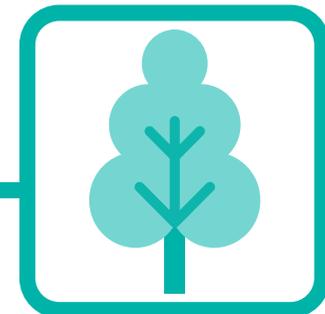
### Improve and enhance our waste management services

- Promote a circular economy by designing out waste in our services
- Sustain high quality recycling
- Reduce incidents of fly tipping via proactive enforcement and resident education
- Aim to respond to fly tips blocking the carriageway within 24 hours

### Support and engage the community to protect their environment

- Encourage residents and businesses to adapt to reduce their effect on the environment
- Influence the reduction of plastic use and waste
- Deliver waste and recycling awareness across the borough through schools, events and roadshows
- Encourage the creation of local environmental partnerships

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# Developing communities

## How you can help

- ✓ Take pride in your neighbourhood
- ✓ Support community groups

### Keep Brentwood safe

- Protect people especially the most vulnerable, through initiatives to reduce domestic abuse, exploitation and misuse of drugs
- Protect property through initiatives to reduce burglary, theft and criminal damage
- Protect the community through enforcement initiatives to improve road safety, reducing anti-social behaviour, environmental crime and fly tipping
- Protect the future of the borough through crime prevention initiatives, working with young people, schools, Safer Brentwood roadshows and providing advice and guidance

### Invest in community facilities to support a growing population

- Continue to invest in and develop new community facilities to meet the future needs of a growing population
- Develop masterplans for the council's parks and open spaces that will deliver significant improvements

### Support, strengthen and sustain communities

- Work with local health organisations to develop health and wellbeing initiatives
- Support local community initiatives through discretionary funding programmes
- Deliver affordable and accessible community engagement programmes and events
- Continue development of the Community Forum to support Dunton Hills Garden Village
- Encourage individual and corporate volunteers to help strengthen communities
- Map and build relationships with new and emerging communities

### Encourage residents to lead active, healthy and fulfilling lifestyles

- Enhance and develop new sustainable leisure facilities
- Increase participation in sport and physical activity by making it accessible for all
- Support residents to maintain and improve their mental health
- Offer and signpost to programmes that reduce social isolation and support people to stay active and independent
- Maximise green spaces to promote health and wellbeing, such as the installation of outdoor gyms



## How you can help

- ✓ Be a responsible tenant
- ✓ Support responsible development
- ✓ Provide feedback on proposed development
- ✓ Engage with our Local Development Plan

# Improving our housing



## Provide decent, safe and affordable homes for local people

- Create a long-term strategy to support the provision of affordable housing and more housing choice
- Increase our number of homes for temporary accommodation to alleviate homelessness
- Improve the standards in privately rented accommodation
- Work with partners across Essex to reduce the number of empty homes

## Support our tenants through a quality service

- Drive continuous improvement of our housing services
- Work further to tackle incidents of anti-social behaviour in our communities
- Undertake refurbishment of existing council housing
- Develop a 5-year planned maintenance programme for council housing

## Support responsible development in the borough

- Increase the delivery of housing to meet local needs with an appropriate mix of housing sizes, types and tenures
- Enable the delivery of at least 354 new homes per year
- Adopt innovative approaches and ideas to strengthen and extend our services provision
- Use brownfield sites efficiently, such as council owned garage sites, to provide affordable homes and relieve pressure on the Green Belt
- Seek to identify opportunities for low emission and green developments
- Seek low-cost construction solutions to support the provision of affordable homes



# Delivering an efficient and effective council

## How you can help

- ✓ Make the most of our online services
- ✓ Tell us when we do things well or could do things better

### Quality customer service

- Develop our self-service options so that customers can do business with us 24/7 to enable the most efficient transactions
- Provide support for all residents, focussing on equality, understanding and respect
- Invest further in technology to improve the customer journey when accessing council services
- Improve communication with residents via all communication channels

### Effective and efficient delivery

- Manage our finances and contracts robustly to ensure best value for money
- Continue a service improvement programme to ensure our services are delivered efficiently
- Deliver services that meet the needs of our residents
- Develop an empowered culture within the organisation
- Create a culture that fosters an ambitious and motivated workforce

### Maximising opportunity

- Seek innovative financial solutions to the budget challenges we face
- Utilise income generating opportunities
- Explore opportunities to work further with stakeholders and partner organisations
- Be more competitive around fees and charges for commercial services
- Seek commercial solutions to ensure that all council buildings and assets are utilised effectively



# Our key objectives 2020-21

## Growing the economy

- Adopt the Brentwood Town Centre Design Guide to encourage a high-quality place to enjoy and do business
- Submit our Local Development Plan for examination-in-public in early 2020
- Encourage and facilitate businesses who want to invest in the borough to capitalise on the opportunities that come with opening of the Elizabeth line to Brentwood and Shenfield
- Work with the Brentwood Development Partnership to create redevelopment schemes for the sites at William Hunter Way, Maple Close and Westbury Road



## Developing communities

- Commence Phase 1 of the King George's Playing Fields refurbishment plan
- Submit planning application for proposed Football Hub development at the Brentwood Centre
- Install an outdoor gym in Courage Playing Fields
- Produce the Brentwood Community Safety Partnership annual plan
- Deliver an annual programme of community events
- Innovate the Brentwood Community Fund, including providing more investment



## Improving our housing

- Establish a clear and deliverable Strategic Housing Development Plan
- Conduct a review of sheltered housing to ensure the best possible service is provided to our sheltered housing residents
- Create a housing company that provides more opportunity for the council to deliver a diverse range of housing options for our current and future generations



## Delivering an efficient and effective council

- Deliver a revised Customer Strategy
- Report quarterly, via the website, the council's key performance indicators
- Sustain a £1m revenue via commercial activities to reduce the revenue budget gap
- Develop further the online customer portal to include enquiry tracking
- Work collaboratively with partners in the Town Hall hub
- Consult with residents on the council's budget



## Protecting the environment

- Introduce a new recycling scheme to improve the quality of recycling and reduce the number of polymer sacks we issue by 80%
- Encourage the creation of a car club in the borough
- Introduce an electric vehicle charging pilot
- Develop an anti-littering campaign involving junior schools
- Conduct a feasibility study on the development of our own compost facility to reduce our carbon footprint and offer compost to residents
- Agree the introduction of carbon offset schemes





# BRENTWOOD BOROUGH COUNCIL

## Contact us

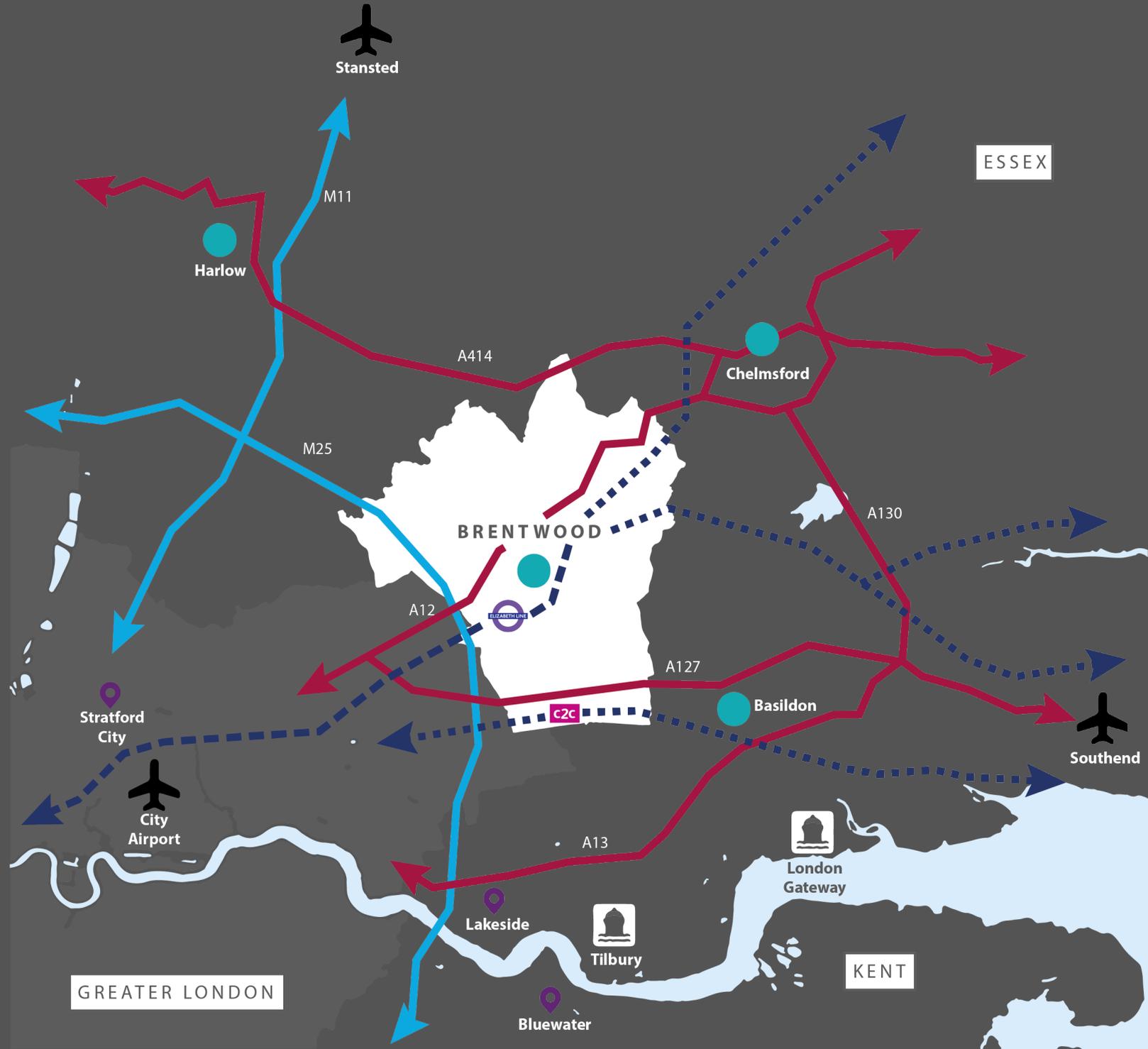
- ☎ 01277 312 500
- ✉ [enquiries@brentwood.gov.uk](mailto:enquiries@brentwood.gov.uk)
- 🌐 [brentwood.gov.uk](http://brentwood.gov.uk)

## Follow us

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- 🐦 @Brentwood\_BC
- 📷 @Brentwoodboroughcouncil
- 👤 Brentwood Borough Council

Brentwood Borough Council  
 Town Hall  
 Ingrave Road  
 Brentwood  
 Essex  
 CM15 8AY

Designed by Brentwood Borough Council



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# Vision for Brentwood 2016-2019

## In Review



## Environment and Housing Management

Measure of Success	Achievements
Improved use of resources	<ul style="list-style-type: none"> <li>• Introduction of waste holding facility at the Depot site to reduce costs and minimise our environmental impact</li> <li>• Reviewed and developed an approach to deliver our own council housing</li> <li>• Two development sites completed at Fawters Close and Magdalen Gardens, providing 7 new council housing properties</li> <li>• Realignment of street scene and countryside services to complement each other's tasks</li> </ul>
Modernisation programme	<ul style="list-style-type: none"> <li>• Investment in digital platforms, such as Photobook for Estate Inspections</li> <li>• Investment in back office system improvements to streamline housing application process</li> <li>• Delivery of a revised Allocation Policy</li> <li>• Implementation of Communal Area Management Programme, which has vastly improved the look and safety of our communal housing blocks</li> </ul>
Increase in volunteers	<ul style="list-style-type: none"> <li>• Development of Countryside Volunteer groups</li> <li>• Neighbourhood Action Team, delivering improvements to the borough's green spaces</li> <li>• Worked closely with Brentwood CVS to support the Brentwood Volunteer Centre and the Timebank scheme</li> <li>• Worked with partners such as Axis to maximise the volunteering opportunities offered through social value commitments in key contracts</li> <li>• Increased the number of volunteers we use at Council events and projects</li> </ul>
Deliver Leisure Strategy	<ul style="list-style-type: none"> <li>• Leisure Strategy and Action Plan adopted 2018</li> <li>• Play Area Strategy developed</li> </ul>
Services that meet local needs	<ul style="list-style-type: none"> <li>• Sustained recycling rates in line with national trends</li> </ul>

	<ul style="list-style-type: none"> <li>• Developed educational programmes to promote recycling in schools, at family fun days and High Street roadshows</li> <li>• Implemented a new repairs and maintenance contract for our council housing stock</li> <li>• Reviewed compliance standards in relation to our housing stock</li> <li>• Revision of Housing Strategy</li> <li>• Developed a new recycling collection scheme to deliver an enhanced recycling service to our residents (due to go live 2020)</li> <li>• Publication of the Strategic Housing Market Assessments, setting out the types and tenure of housing needs in the borough</li> <li>• Progressed the Local Development Plan to regulation 19 stage to enable a plan led approach to development in the borough</li> </ul>
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### **Community and Health**

<b>Measure of Success</b>	<b>Achievements</b>
Agree future of community halls	<ul style="list-style-type: none"> <li>• Comprehensive review of all council Community Halls is underway</li> </ul>
Implement Community Development Strategy	<ul style="list-style-type: none"> <li>• Deferred to wider Leisure Strategy</li> </ul>
Review funding allocation	<ul style="list-style-type: none"> <li>• Community Fund increased to £36,300, with grants of up to £4,000 available to communities towards local initiatives</li> <li>• Introduction of the Mental Health Small Grants Scheme, In partnership with the Brentwood Health and Wellbeing Board, to support mental health initiatives in the Borough. Grants of up to £2000 are available to individuals, organisations and groups towards wellbeing projects</li> </ul>
Implement Community Safety Partnership Plan	<ul style="list-style-type: none"> <li>• Community Safety Partnership Plan is implemented and delivered year on year</li> <li>• 70 engagements events held per year</li> </ul>

	<ul style="list-style-type: none"> <li>• Active patrols of hotspot areas are now conducted regularly</li> </ul>
Other highlights	<ul style="list-style-type: none"> <li>• New enforcement Officer appointed</li> <li>• Essex Police TruCam speed device training completed</li> <li>• Multiple warrants attended with Essex police</li> <li>• Stop and searches conducted for rural crime in relation to waste carrier licenses</li> <li>• Operation conducted with Essex Police in relation to Child Sexual Exploitation involving hotels and B&amp;B's</li> </ul>

### **Economic Development**

Measure of Success	Achievements
Business networking events	<ul style="list-style-type: none"> <li>• Delivered annual Brentwood Business Showcase</li> <li>• Active memberships of the Association of South Essex Local Authorities (ASELA)</li> <li>• Partnership working with Thurrock Council to deliver 'Opportunity Brentwood' school careers fair</li> </ul>
Business support events	<ul style="list-style-type: none"> <li>• Delivered 4 business advice workshops</li> <li>• Regular e-newsletter delivered to Business Directory subscribers</li> </ul>
Economic growth and prosperity	<ul style="list-style-type: none"> <li>• Creation of 5 new business units within the Town Hall</li> <li>• Brentwood Enterprise Park and other new employment land proposed in the Local Development Plan</li> <li>• Explored feasibility of Brentwood incubation hub</li> <li>• Supported Brentwood Apprenticeship Programme</li> <li>• Funded Brentwood Borough Council Economic Development internships</li> </ul>
Implement Town Centre Action Plan	<ul style="list-style-type: none"> <li>• Brentwood Town Centre Design Guide adopted</li> <li>• Supported delivery of trader-led events and initiatives via the Brentwood Business Partnership</li> <li>• Economic input to the Joint Venture procurement</li> </ul>

	<ul style="list-style-type: none"> <li>• Creation of the Brentwood Development Partnership and aims to regenerate Council-owned town centre sites</li> </ul>
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### **Planning and Licensing**

Measure of Success	Achievements
Effective, attractive environment	<ul style="list-style-type: none"> <li>• Increased enforcement of fly tips</li> <li>• Planning Development consistently performing top 10 in the country</li> <li>• Introduction of an Empty Homes Strategy</li> <li>• Entered into partnership working with Essex Countywide Traveller Unit (ECTU) to most effectively deal with unauthorised encampments</li> </ul>
Safer businesses	<ul style="list-style-type: none"> <li>• Consistently high hygiene compliancy in food premises (98%+) due to a proactive approach to inspections</li> </ul>
Adopt a new Local Development Plan	<ul style="list-style-type: none"> <li>• Progressed the Local Development Plan to Regulation 19 stage</li> </ul>
Implement policies to deliver new infrastructure	<ul style="list-style-type: none"> <li>• Publication of an Infrastructure Delivery Plan</li> <li>• Joint working to continue to develop and update the Infrastructure Delivery Plan in collaboration with key partners e.g. Essex County Council, NHS, utility companies etc</li> <li>• Preliminary preparation of the Community Infrastructure Levy (CIL)</li> </ul>

## Transformation

Measure of Success	Achievements
Implement Partnership Strategy	<ul style="list-style-type: none"><li>• Partnership arrangements agreed to provide more sustainable services for Environmental Health, Licensing, Planning and Revenues and Benefits</li></ul>
Deliver Asset Challenge project	<ul style="list-style-type: none"><li>• ELGA conducted Asset Management review</li></ul>
Review of Governance and services	<ul style="list-style-type: none"><li>• Review of constitution conducted</li><li>• Lexcel accreditation awarded</li></ul>
Cost reductions and improved services	<ul style="list-style-type: none"><li>• Introduction of MyBrentwood customer self-serve portal</li><li>• Consistently met 80% of customers needs at the first point of contact</li><li>• Welfare reform agenda introduced through Revenues and Benefits processes and support through CAB</li><li>• Collaborative working in the Town Hall Community Hub with DWP and CAB</li><li>• Development of wholly owns company</li><li>• Joint Venture partnership</li></ul>
Deliver the Town Hall project	<ul style="list-style-type: none"><li>• Remodelled Town Hall opened September 2019 incorporating residential units, commercial office space, Community Hub and Brentwood Borough Council accommodation</li></ul>