



# Saffron Walden Town Council Action Plan and Priorities from May 2019 to May 2023 As adopted Full Council October 2019 – Minute Reference FC075-19 refers

The following action plan seeks to identify and prioritise activities and objectives for Saffron Walden Town Council for the forthcoming term. It is not an exhaustive list and only seeks to recognise those exceptional projects for delivery in 2020 and beyond and does not take account of or consider services and responsibilities delivered on a routine basis by Saffron Walden Town Council.

The projects accord with budgets as set and projected and Council acknowledges the importance of operating within agreed budgets. Council confirms its commitment to maintaining the existing high levels of financial control and reporting.

Key to RAG Table (Red, Amber, Green)	
The examples given below are not an exhaustive list and simply seek to offer some generic examples of the project status. Some or all of the issues identified may apply	
	<p><b>Issues or queries with the project which may include:</b>  Overspend on budget requiring review of budget/funding streams  Delays against milestones  Quality issues  Resourcing concerns are critical</p>
	<p><b>Highlighting potential issues or queries with the project which may include:</b>  Overspend on budget (manageable)  Potential delay against milestones  Quality issues – advisory but no problems anticipated with final delivery  Resourcing concerns</p>
	<p><b>No issues or queries with the project</b>  Expenditure is as per budget  Project on plan to complete on time  Quality at expected levels.  No resource problems</p>
	<p><b>Project Completed</b></p>

Ref No	Initiative	Outcomes	Cttee	Situation	Partners	Timeline	Reason for RAG status	Money set aside in budget (B) or EMR and period	Additional financial comments
1	Enhance and create new sports facilities in the town (Lime Avenue)	Delivery of new and improved sporting facilities for residents and visitors to Saffron Walden	Assets & Services	<p>2020 and earlier:</p> <ol style="list-style-type: none"> <li>1. Legal discussions and negotiations continue with Persimmon Homes regarding transfer of Lime Avenue football pitches. SWTC Solicitor advised that a draft lease is imminent March 2020)</li> <li>2. Draft lease received October 2020, several queries and anomalies awaiting resolution from PH. Media campaign supported with local community. Continued pressure exerted on PH to meet their obligations, including letter sent to Chair, CEO and Directors of PH in October 2020 - no reply to date</li> </ol> <p>May 2021:</p> <ol style="list-style-type: none"> <li>3. All docs reconciled between SWTC and PH, awaiting 3<sup>rd</sup> party. Temporary facilities ordered by PH for installation June 2021</li> <li>4. SWTC in partnership with SWCFC need to carry out pitch works to bring to high spec ready for use for next season</li> </ol> <p>Sept 2021</p> <ol style="list-style-type: none"> <li>5. Temporary changing facilities installed, awaiting completion (utilities, CCTV etc)</li> <li>6. Pitch works completed by SWTC and SWCFC</li> <li>7. Docs still to be signed by all parties concerned. All docs are in conformity and in agreed form, simply awaiting signature by a 3<sup>rd</sup> party (this being connected to the indemnity insurance required by SWTC to indemnify SWTC and SW residents against works carried out by PH and 3<sup>rd</sup> party prior to transfer for land)</li> <li>8. Catons Lane Football Club has planning permission for extension to current welcome/turnstile area and this could be revised to incorporate needs of SW Community Football club, negating the need for any permanent facilities at Lime Avenue</li> </ol> <p>Jan 2022</p> <ol style="list-style-type: none"> <li>9. Presentation received from SWFC Dec 2021, SWTC supportive of their proposed planning application (amended from that previously submitted and referenced in 8 above)</li> <li>10. PH continually failing to deliver on transfer</li> </ol> <p>Feb 2022</p> <ol style="list-style-type: none"> <li>11. Land transfer from Persimmon Homes to SWTC completed</li> <li>12. Ongoing discussions with residents regarding access to land (gates)</li> <li>13. Need to provision budget for annual maintenance/upkeep</li> </ol>	Local community UDC EALC Funders	<p>Summer 2021 – part completed (installation) A/W completion of legal docs</p> <p>Feb 2022 – transfer completed for both Lime Ave and Tudor Park</p>	Primary project complete	£141K index linked \$106 money – payment received from Persimmon Homes. To March A & S committee meeting to consider allocation of funds	

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2a	Refurbish, replace and provide new play equipment including the feasibility of a new play area <b>GOLDEN ACRE</b>	Delivery of new and improved play areas for children and young people	Assets & Services	<p>2020 and earlier:</p> <ol style="list-style-type: none"> <li>1. Financial position reassessed. Opportunity to vire monies from all play budgets which could enable new installation 20/21</li> <li>2. October 2020 – A &amp; S established working group to progress. Works on Contract Finder. Initial works anticipated to commence April 2021</li> </ol> <p>May 2021</p> <ol style="list-style-type: none"> <li>3. Scheduled for installation w/c 25.05.21</li> </ol> <p>Sept 2021</p> <p>GA play area completed, officially opened on 9<sup>th</sup> September</p>		2021			
2b	Refurbish, replace and provide new play equipment including the feasibility of a new play area <b>AAPF / Little Walden</b>	Delivery of new and improved play areas for children and young people	Assets & Services	<p>Sept 2021</p> <ol style="list-style-type: none"> <li>1. GA play area completed, official opening scheduled 9<sup>th</sup> September 2021.</li> <li>2. Consider use of Contract Finder for indicative quotes for both AAPF and Little Walden – this will allow SWTC to apply for external grants and funding (to be actioned asap, CIF funding closing 17.09.21)</li> <li>3. Working Group reconvened with first meeting held on 03.09.21 to review requirements at AAPF and Little Walden, and to discuss needs with Little Walden</li> </ol> <p>Feb 2022</p> <ol style="list-style-type: none"> <li>4. WG reconvened, meetings held to consider preferred location</li> <li>5. Public consultation on both the play area and splash park launched</li> <li>6. Expressions of interest for both play area and splash park uploaded to Contract Finder</li> <li>7. Funding opportunities explored</li> <li>8. Indicative cost £150k play area and £250k splash park</li> </ol>	Local community UDC EALC Funders	Refurb of AAPF and Little Walden anticipated 2022/23	Original project end date was May 2021, this has lapsed due to covid and demands on other services.	<p>currently holding:</p> <p>£10,807 LWR (Petlands) play area refurbishment</p> <p>£57,325 ERM AAPPF refurbishment/replacement</p>	<p>5 year plan assumes a £2,500 a year contribution to Petlands, therefore in 2027/27, a further £10,00 would be available by 2026/27</p> <p>5 year plan assumes a £50,000 a year contribution to AAPF, therefore a further £200,000 would be available by 2026/27</p>
3	Water Park	Delivery of some form of water park or facility for the town	A & S	<p>Sept 2021</p> <ol style="list-style-type: none"> <li>1. To be presented to September Assets Committee meeting with a view to establishing a working group to investigate the feasibility</li> </ol> <p>Jan 2022</p> <ol style="list-style-type: none"> <li>2. WG yet to met – to be progressed asap, need to note the link of this work to the play area WG</li> </ol> <p>Feb 2022</p> <ol style="list-style-type: none"> <li>3. WG reconvened, meetings held to consider preferred location</li> <li>4. Public consultation on both the play area and splash park launched</li> <li>5. Expressions of interest for both play area and splash park uploaded to Contract Finder</li> </ol>			Project on target		Monies set aside for AAPF (Ref 2) could be reutilised for water park?

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				<ul style="list-style-type: none"> <li>6. Utility companies contacted regarding proposals for splash park to determine viability</li> <li>7. Funding opportunities explored</li> <li>8. Must consider ongoing maintenance/annual charges for future budgets (if splash park progresses)</li> <li>9. Indicative cost £150k play area and £250k splash park</li> </ul>					
4	New Office Accommodation and/or storage facility	Obtaining of cost effective office space for SWTC compliant with current legislation		<p>Sept 2021</p> <ul style="list-style-type: none"> <li>1. To continue seeking alternative office accommodation in recognition that the use of the Town Hall on a permanent basis is unsustainable</li> <li>2. To seek SWTC owned facility for the storage of tools, equipment and machinery</li> </ul> <p>Jan 2022</p> <ul style="list-style-type: none"> <li>3. Number of options reviewed and being progressed; largely now waiting on 3<sup>rd</sup> parties to revert with responses to queries</li> </ul> <p>Feb 2022</p> <ul style="list-style-type: none"> <li>4. Continue awaiting advice from 3<sup>rd</sup> parties, number of options continue to be explored</li> <li>5. Revised business plan to be presented to ECC</li> </ul>			Project on target but note the increasing need for alternative office accommodation , this compounded by increased use of town hall	£21,000 Budget 2021-22 + £21,000 2022-23 (was Emson Close rent and rates, if carried forward),	
5	Implement better pedestrian use of the Market Square, including considering part or full pedestrianisation	<p>Improved pedestrian access in and around the town centre</p> <p>Removal of vehicles from the town centre, thereby reducing air pollution and the impact on air quality</p> <p>Potential to create a café' style environment in the town centre, thereby encouraging footfall and dwell time</p>	Assets & Services (given tie-in and impact on the Market)	<p>2020 and earlier</p> <ul style="list-style-type: none"> <li>1. Formal request submitted to ECC and NEPP summer 2018.</li> <li>2. Indicatively accepted as part of LHP process subject to LHP budget being agreed Jan 2020 (SWTC Officers to progress and attend Jan 2020 LHP meeting). Process agreed at LHP in Jan 2020 – a/w further update from ECC Highways. SWTC Officers progressing</li> <li>3. Road closed under Covid-19 regulations, ECC exercising their rights under the Coronavirus Act 2020 to temporarily close roads. Informal consultation to date evidences majority support but the pressures on retail is noted. Discussions held with ECC regarding formal consultation process (to commence early 2021) regarding any permanency of the road closures</li> </ul> <p>May 2021</p> <ul style="list-style-type: none"> <li>4. Discussions continue with ECC, UDC and BID regarding options,</li> <li>5. Funding bid submitted to UDC (covid funding), outcome awaited</li> <li>6. Need to progress re consultants</li> </ul> <p>Sept 2021</p> <ul style="list-style-type: none"> <li>7. Phase 1 of the consultation closed 31.08.21, results are currently being reviewed and analysed</li> <li>8. Phase 2 (Oct/Nov 2021) will present findings of the phase 1 consultation and make specific proposals for residents/businesses to comment on/vote on</li> <li>9. Need bespoke plans / artists impressions for the Phase 2 works</li> </ul>	UDC ECC (via the LHP scheme) NEPP Local Community Retailers BID	<p>Phase 1: Summer 2021</p> <p>Phase 2: 2<sup>nd</sup> round of consultation: Oct/Nov 2021</p> <p>Phase 3: Implementation of preferred scheme – dependant on ECC schedule of works</p>	Project on target for delivery as scheduled	<p>No money currently set aside</p> <p>Monies from the Action Plan initiative could be utilised to meet requirements.</p>	

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				<p>10. Should the decision be reached to (partly?) close the Market Square, barriers will be required to separate vehicles from the pedestrianised area. Note budgetary need to provision for barriers (if needed)</p> <p>11. Note new advice from ECC (25.8.21) that we cannot amend the temporary TRO and therefore it must remain in its current form until their expiry (mid Jan 2022).</p> <p>12. Community Events and Activities &amp; Events Officer post advertised – remit to seek funding for and host events. More events anticipated once individual in post, many of these could take place in Market Square</p> <p>Jan 2022</p> <p>13. Reports provided to A &amp; S, summarising findings of Phase 1 consultation</p> <p>14. Phase 2 consultation launched, closing 24.01.22 with 3 preferred options</p> <p>15. Confirmation current temporary TRO will be removed mid Jan 2022 (that installed under covid)</p> <p>16. Phase 2 analysis anticipated March 2022</p> <p>Feb 2022</p> <p>17. Analysis of phase 2 consultation to A &amp; S Feb 2022, with recommendation to FC</p> <p>18. FC to determine March 2022 and to submit formal request to ECC (as highway authority)</p> <p>19. Subject to the outcome of Council's resolution (18 above) and the statutory public consultation, SWTC to consider funding for any pedestrianisation / square closure</p>					
6	Completion of the town's Neighbourhood Plan to create a stronger future for the town	<p>To deliver the town's Neighbourhood Plan, affording greater protection from poor and speculative development.</p> <p>To deliver on the outcomes and priorities of the matters as identified within the Neighbourhood Plan</p>	Planning & Road Traffic (NP must be endorsed by Full Council)	<p>2020 and earlier:</p> <ol style="list-style-type: none"> <li>1. Considerable informal public consultation and involvement concluded.</li> <li>2. Need to initiate regulatory process – Regulation 14 formal consultation</li> <li>3. Reg 14 consultation launched, closing 10<sup>th</sup> March 2020 (although this may be extended). Responses being collated for presentation to a future NP and Council meeting</li> <li>4. Reg 14 consultation period completed. NP presented to external verifier for review and feedback before formal commencement of Reg 15. NP WG to meet to review comments from external verifier and final plan must be submitted to SWTC for final approval</li> </ol> <p>May 2021</p> <ol style="list-style-type: none"> <li>5. Reg 16 comments reviewed and response sent to UDC for forwarding to Inspector. A/W inspector's comments before launching Reg 17</li> </ol> <p>Sept 2021</p> <ol style="list-style-type: none"> <li>6. Slight delay in examination due to incapacity of external examiner</li> <li>7. Following changes to NPPF (July 2021), additional round of public consultation (2 weeks) being carried out, which concluded on 23.08.21</li> </ol>	Local community UDC Planning	<p>To launch Regulation 14, formal statutory consultation by end of 2019 – complete</p> <p>A Referendum in autumn 2021 had been anticipated but this is now delayed following the additional statutory consultation (resulting</p>	<p>Project delayed following revisions to the NPPF, resulting in delay in moving to next statutory stage. External examiner was also unwell, resulting in delays.</p> <p>As of Feb 2022, clear schedule in place for continuance</p>	£5,884	



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				<p>Jan 2022</p> <p>9. Community Events and Activities Officer in post. Looking at ECC’s climate change funding and potential applications to be made by SWTC</p> <p>10. Order placed for new electric van as part of commitment to become carbon neutral</p> <p>11. New whips and trees planted in and around Lime Avenue</p> <p>Feb 2022</p> <p>12. New electric vehicle received</p> <p>13. Commitment made for SWTC to work with UDC and ECC in the Clean Air Day 2022 (16.06.22)</p> <p>14. Working with local schools and residents to identify others areas where trees could be planted (as per Cllr Pepper’s UDC initiative)</p>					
8	Improve youth facilities, building on the current outreach projects	The creation or improvement of youth facilities offering a safe, comfortable environment for children and young people to access youth services and / or have an informal, social area	Assets & Services	<p>2020 and earlier:</p> <ol style="list-style-type: none"> <li>Continued working with various youth partners.</li> <li>Discussions to be had with ECC / UDC regarding funding opportunities. Town Clerk to progress.</li> <li>SW Youth Outreach Project successfully running Friday evening youth club from Faircroft (with funding from SWTC)</li> <li>Continued youth funding received from UDC 2020/21 providing £20,000 funding for youth work in SW. Town Council’s funding scheme continues in assessing applications on merit</li> <li>Cllr Porch appointed Chair of Youth Partnership Group</li> </ol> <p>May 2021</p> <p>6. Covid has impacted significantly on this project which needs to be reviewed and revisited to ensure that any provision is appropriate for today’s environment</p> <p>Sept 2021</p> <p>7. SWTC Community Engagement and Activities Officer post advertised, closing 17.09.21. Post has a part focus on youth work; this will help with engagement of young people and community work generally – see also Notes under No 11 regarding environmental work</p> <p>Jan 2022</p> <p>8. Community Engagement and Activities Officer in post. Has already engaged with local groups, clubs and schools</p> <p>9. Officer carrying out a survey of current provision and consulting with young people about what services they would like</p> <p>10. Christmas activities arranged, focussed on disadvantaged families (using ECC funding)</p> <p>Feb 2022</p>	CAB Foodbank – as agencies which may refer children and yp to services UDC/ECC youth services Faircroft Art and Music Centre	Ongoing          Oct/Nov 2021 0 appointment to new post	Work continues with partners. Youth consultation launched according to schedule	Balance in Youth Project under Budget	

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				<ul style="list-style-type: none"> <li>11. Series of half-term activities delivered by SWTC, utilising funding obtained via the Welcome Back Fund. Very successful events, all fully funded, which sought to offer community activities and increase footfall in town – primary objectives achieved</li> <li>12. Launch of youth consultation – asking children and young people what activities they would like to see in SW, closing 21.03.22</li> <li>13. Subject to outcome of consultation, SWTC to enter into SLA with a youth provider to deliver the requirements of the consultation</li> </ul>					
9	To continue working with Essex Highways to address town highway issues, including residents' parking, pedestrian access and cycling	<p>To improve pedestrian, cycling and vehicular movement in and around Saffron Walden</p> <p>Identification of potholes and drainage issues in town and reporting of same to ECC which will lead to improved road and paving surfaces</p>	Planning & Road Traffic	<p>2020/2021</p> <ul style="list-style-type: none"> <li>1. SWTC priority schemes submitted February 2016 and resubmitted to ECC November 2019.</li> <li>2. Clarification from ECC sought regarding implementation of the Essex 2018 Cycling Plan for Uttlesford – response awaited</li> <li>3. Highways meeting taken place with Cllr Moran (ECC) and as reported to FC meetings</li> <li>4. Meetings with ECC Cycling Officer and Engineers remain outstanding, these have been requested multiple times since October 2019. Queries remain including regarding pavement works in Museum Street and cycling opportunities</li> </ul> <p>Sept 2021</p> <ul style="list-style-type: none"> <li>5. Cllr Gadd (as ECC Member) actively progressing issues with ECC</li> <li>6. Monitoring and report of potholes and drainage issues, initial focus on primary routes in/out of SW – work to be carried out Sept/Oct 2021 – a/w signing off of risk assessment</li> <li>7. ECC updated re 20mph around town centre – to P &amp; T Committee Sept 2021.</li> <li>8. List of works in progress and revised reporting mechanism devised at SWTC</li> <li>9. Linden Homes S106 money (£420k) may be reallocated for demand change schemes – a/w ECC advice (request submitted from UDC on 25.08.21)</li> </ul> <p>Jan 2022</p> <ul style="list-style-type: none"> <li>10. Linden Homes money received by ECC and confirmed can be used on demand change scheme. SWTC / UDC / ECC to collectively determine hierarchy of needs</li> <li>11. Monies to be allocated to Local Cycling, Walking and Infrastructure Plan (LCWIP)</li> <li>12. ECC carrying out statutory consultation on 20mph (refer to ECC's Walking Strategy which supports 20mph schemes) and also DfT consultation on hierarchy of road/pavement usage with priority being given to pedestrians and cyclists over cars</li> </ul> <p>Feb 2022</p> <ul style="list-style-type: none"> <li>13. ECC statutory consultation continues (readvertised due to ECC typo)</li> <li>14. UDC advises the S106 payments (£400k POS maintenance and £200k POS strategic) are imminently due for payment – to be progressed</li> </ul>	ECC Highways UDC County Councillor	Ongoing	Awaiting progressing of LHP requests via ECC	No money currently set aside although noted that S106 monies currently held or due could be utilised – this is the request for consideration at LHP meeting in March 2022	



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				15. Need to progress item No 10 as above with ECC – believed projects being considered at the March 2022 LHP meeting					
10	Close Gardens	The creation of attractive, inviting and welcoming area of public realm – acting as a gateway into town	A & S	<p>Sept 2021</p> <ol style="list-style-type: none"> <li>Subject to costs from Contract Finder, to commission works. 3<sup>rd</sup> party, external funding will be required.</li> <li>External funding applied for, outcome awaited</li> </ol> <p>Jan 2022</p> <ol style="list-style-type: none"> <li>No quotes returned from Contract Finder, national shortage of labour and skills</li> <li>Progressing alternative means of completing works</li> </ol> <p>Feb 2022</p> <ol style="list-style-type: none"> <li>Permission received from UDC to fell diseased trees in Close Gardens, trees felled</li> <li>Meeting anticipated with contractor who may be able to organise the traffic management requirements on behalf of SWTC, leaving SWTC staff to carry out the physical tidying, weeding and replanting works. Note this will still require the iron railing works to be separately contracted</li> </ol>	ECC UDC Local residents		No deadline for completion set, given complexity of work to be carried out	£10,000 EMR (3 <sup>rd</sup> party funded)	Some monies spent in seeking contractor and writing schedule of works
11	Refurbish Hill Street toilets to make them cleaner and safer to use	Improved public town facilities, addressing complaints regarding the condition of the toilets	Assets & Services	<p>2020 and earlier:</p> <ol style="list-style-type: none"> <li>Opportunities being explored to change toilet seats/pan and to decorate facilities, including shrink-wrapping of doors with advertising opportunities. Internal repairs and redecoration to be carried out by SWTC staff</li> <li>Cleaning regimes increased (x3 per day) during Covid, positive difference noticed.</li> <li>October 2020, HST awarded “Platinum Award” from “Loo of the Year”</li> </ol> <p>May 2021</p> <ol style="list-style-type: none"> <li>Query continuance given increased cleaning regime and zero complaints for a significant time</li> </ol> <p>Sept 2021</p> <ol style="list-style-type: none"> <li>Council to note continuance of this project, retaining funding for routine repair and refurbishment works. This will include changing of internal toilet mechanisms. Toilets to be redecorated 2022.</li> </ol> <p>Feb 2022</p> <ol style="list-style-type: none"> <li>SWTC Officers to include in schedule of works for 2022 (likely winter)</li> <li>Works may include replastering, tiling and doors</li> </ol>	Local Community TIC Retailers BID UDC	Ongoing given need for remedial works	Toilets in excellent order and condition. Platinum award won in 2 consecutive years	£21,258 EMR	This has been reduced by £10k as monies vired over to other budgets in 2022/23 recognising that a total refurb of toilets is no longer required or necessary
12	Improve access and paths in Bridge End Garden,	An improvement in pedestrian access for all with a particular focus on	Assets & Services	<p>2020 and earlier:</p> <ol style="list-style-type: none"> <li>BEG Management Plan formally adopted by SWTC.</li> <li>Work has commenced on feasibility of works, including indicative costs</li> </ol>	Friends of BEG	Summer 2020 – completed	Works back on schedule following	£26,500 EMR (Paths, walls, statues)	5 year plan £1,000 a year from 2023-24

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	particularly for the disabled	improved access for the disabled		<p>3. Paths / paving renewed throughout summer 2020, largely by in-house staff. [Work now completed]</p> <p>May 2021</p> <p>4. Significant amount of works achieved during 2020/21 to hardscaping, including paths, gates, walls, ponds, storage and composting.</p> <p>5. Planting plan revisited and working with Liz Lake to progress</p> <p>Sept 2021</p> <p>6. Works identified in management plan have either been substantially completed or, as appropriate, are now incorporated into routine maintenance schedules</p> <p>7. Walls require repointing and cleaning</p> <p>8. Tree management plan being written – this is not a H &amp; S or health of tree check, this is about looking at appropriateness of each tree in its current location, impact on its surroundings and anticipating any future issues with the trees</p> <p>9. Volunteering recommenced, now twice weekly (previously twice monthly)</p> <p>Jan 2022</p> <p>10. Need to progress tree management plan</p> <p>11. Volunteering working well</p> <p>12. New staffing structure at BEG working well</p>	Fry Family (freeholder of property) Historic England UDC Planning & Conservation	Other works ongoing, slightly delayed due to resourcing deficit which is now reconciled	resourcing deficit		
13	Establishment of a "Sure Start" type facility to replace (in part) lost services	The provision of essential services, advice and guidance for children, young people and families.	Assets & Services	<p>2020 and earlier</p> <p>1. Potential premises for delivery of service under review and evaluation.</p> <p>2. Funding streams to be explored</p> <p>3. Discussed at FC February 2020. Cllrs A Coote and Millward to review and carry out a scoping report. c/fwd to future meeting for consideration once demands are known</p> <p>4. On hold since March 2020 because of Covid situation</p> <p>Sept 2021</p> <p>5. Propose to re-start work on such a facility, possibly as part of a wider community facility</p> <p>Feb 2022</p> <p>6. Consideration given to hosting such services from existing community facilities</p>	UDC & ECC Children and Youth Services CAB Volunteer Uttlesford Foodbank Churches Community groups working with children and young people		Await 3 <sup>rd</sup> parties to advise regarding use of alternative premises	No money currently set aside	No forward allocation made (not costed)
14	Complete the refurbishment of Common Hill West and Chaters Hill	To deliver an improved, environmentally friendly landscape, removing residents' parking from Common Hill West	Assets & Services	<p>1. Refurbishment of Common Hill West completed</p> <p>2. Balance of monies set aside for Chaters Hill works</p> <p>Jan 2022</p> <p>3. Need to reconcile monies set aside to ensure sufficient sums set aside for future maintenance of trash screen – must not be consumed into Chaters Hill generic repair works</p>	Completed	Autumn 2019	Project date exceeded but works are not time sensitive and no concerns in delaying works in order to fit with staff resourcing	£14,652 EMR	Note that monies must be set aside for future maintenance of the slade and trash screen (£7k received from ECC)

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15	Improve public safety by continuing to improve our CCTV systems and consideration of other crime prevention measures	Creation of a safe place to live, work and socialise in which people feel safe	Finance & Establishment	<p>2020 and earlier:</p> <ol style="list-style-type: none"> <li>1. Review of CCTV systems, including analysis of each installation and compliance with codes of practices</li> <li>2. SWTC funded PCSO, commenced employment October 2019</li> <li>3. Joint initiative meeting arranged with other partners to review crime and community safety including a review of the PCSO powers and possible enforcement Meeting scheduled 6<sup>th</sup> December 2019 – Cllr Toy to Chair</li> <li>4. Joint initiative meeting held Dec 2019, positive outcomes.</li> <li>5. SLA awaiting completion (subject to a few outstanding queries)</li> <li>6. Tasking meetings to be held with UDC March 2020</li> <li>7. Tasking meetings did not take place due to Covid-19.</li> <li>8. SWTC Officers continue to have frequent dialogue and updates with funded PCSO</li> <li>9. SLA returned to UDC and funding for 2020/21 paid to date</li> <li>10. Funding for continuation of post in 2021/22 included in the budget for 2021/22</li> <li>11. Vacancies within SW Community Policing Team noted and queried with UDC</li> </ol> <p>Sept 2021</p> <ol style="list-style-type: none"> <li>12. Continued funding included in draft budget for 2022/23</li> </ol> <p>Jan 2022</p> <ol style="list-style-type: none"> <li>13. Town Centre system continues to operate effectively</li> </ol> <p>Feb 2022</p> <ol style="list-style-type: none"> <li>14. CCTV system installed at Lime Avenue to protect pavilion and pitches</li> <li>15. Notification received that SW funded PCSO is moving to a new job, leaving a vacant post. No advice or info received from Essex Police or UDC regarding vacancy and/or continuance of post, reply awaited.</li> </ol>	Essex Police UDC Safer Communities Team Police & Crime Commissioner Youth services	Ongoing	Ongoing works, routinely reviewed	£10,000 EMR	
16	Repair and refurbishment works to the Chapel, Cemetery	To ensure the chapel is protected and remedial works are completed as and when required and on a scheduled basis. (No repeat of the Town Hall 2015)	A & S	<p>Sept 2021</p> <ol style="list-style-type: none"> <li>1. Radwinter Road Cemetery Chapel is a Grade II listed building, List Entry Number 1297741. SWTC should protect the historic importance of this building and could look to better promote and use this facility.</li> <li>2. An access and condition recommendation report was commissioned in summer 2021 to provide SWTC with details of any remedial works required. The works required relate to decorative rather than structural elements. Estimates for works will be obtained using Contract finder, the results of which will help to inform next steps and priorities. Should Council wish to progress with this, funding needs to be allocated – quotes awaited which will help to inform future action and options</li> </ol> <p>Jan 2022</p> <ol style="list-style-type: none"> <li>3. Need to progress quotes received from Contract Finder</li> </ol>	English Heritage UDC Planning UDC Conservation Officer		No structural concerns to the building.  Project to be completed pending resourcing and financing	£11,083 EMR (LTM, gravestones etc)	5 year plan £2,000 a year from 2023-24

Ref No	Initiative	Outcomes	Cttee	Situation	Partners	Timeline	Reason for RAG status	Money set aside in budget (B) or EMR and period	Additional financial comments
17	Creation of a new community centre in Saffron Walden	Delivery of new and improved community facilities for Saffron Walden	Assets & Services	<p>2020 and earlier:</p> <ol style="list-style-type: none"> <li>1. indicative plans drawn up for proposed location at Lime Avenue on land to be transferred to SWTC on 125 lease agreement.</li> <li>2. Review of funding opportunities</li> <li>3. Review of loan opportunities</li> <li>4. Review of build costs and priorities</li> <li>5. Paused while other possible opportunities are explored</li> </ol> <p>May 2021</p> <ol style="list-style-type: none"> <li>6. Other opportunities being explored, ref A &amp; S Committee May 2021 and options being considered for joint use of building</li> </ol> <p>Sept 2021</p> <ol style="list-style-type: none"> <li>7. Progression continues on all available options including:               <ol style="list-style-type: none"> <li>(a) Lime Avenue (note S106 money awaited)</li> <li>(b) Linden Homes site (note S106 money awaited)</li> <li>(c) Review of SWTC owned assets</li> <li>(d) Project paused in recognition of considerable increase in costs post covid (materials and labour currently at exceptionally high prices)</li> </ol> </li> </ol>	Local community UDC EALC Funders Prospective builders	Project purposefully paused due to covid impact on costs. To further note the connectivity of this aspiration with the local plan which may itself deliver new centres and/or S106 monies to fund same	Project paused	Action Plan Initiative £20,000 (AKA community centre money)+ £25,100 money from house numbers (Band D 2022/23 budget)	<p>Assuming a 2% increase* year on year, any surplus would be allocated to this budget cost, resulting in a total of £226,100 (being £181,000 by 2026/27 plus the current £45,100)</p> <p>*see Note 14 of 5-year action plan initiatives which notes a possible surplus of £226k by 2026/27</p>