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NORTH HERTFORDSHIRE DISTRICT COUNCIL

19 November 2021

Our Ref Hitchin Committee/Meeting Date
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To: Members of the Committee: Councillor Ian Albert (Chair), Councillor Clare Billing (Vice-Chair), Councillor Judi Billing MBE, Councillor Val Bryant, Councillor Paul Clark, Councillor Sam Collins, Councillor Elizabeth Dennis-Harburg, Councillor Simon Harwood, Councillor Keith Hoskins MBE, Councillor Mike Hughson, Councillor Nigel Mason, Councillor Kay Tart and Councillor Richard Thake

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE HITCHIN COMMITTEE

to be held in the

SCHOOL HALL, TILEHOUSE STREET BAPTIST CHURCH

On

TUESDAY, 30TH NOVEMBER, 2021 AT 7.30 PM

Yours sincerely,

Jeanette Thompson
Service Director – Legal and Community

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda
Part I

Item		Page
1.	**WELCOME**	
2.	**APOLOGIES FOR ABSENCE**	
3.	**MINUTES - 12 OCTOBER 2021** To take as read and approve as a true record the minutes of the meeting of the Committee held on the 12 October 2021.	(Pages 5 - 18)
4.	**NOTIFICATION OF OTHER BUSINESS** Members should notify the Chair of other business which they wish to be discussed at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chair will decide whether any item(s) raised will be considered.	
5.	**CHAIR'S ANNOUNCEMENTS** Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chair of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.	
6.	**HITCHIN BID MANAGER** To receive a verbal presentation from the Hitchin BID Manager.	
7.	**PUBLIC PARTICIPATION** To receive petitions, comments and questions from the public, including: • Shane Cole – Feed Up, Warm Up • Liz Wills – Hitchin Pantry • Helen Richardson – Hitchin Fair Trade Town • Phil Davis – Save Hitchin Green Belt	

8. WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

To receive any verbal reports from Members regarding Ward matters and Outside Organisations, including:

- Councillor Keith Hoskins and Maydencroft to provide a verbal update on the 5 year plan at The Dell.

9. GRANT APPLICATIONS AND COMMUNITY UPDATE (Pages 19 - 26)

UPDATE FROM THE ASSISTANT COMMUNITY ENGAGEMENT OFFICER

- To advise the Members on the current expenditure and balances of the Committee Grant budgets.
- To bring to the Members' attention recent requests received for Committee grant funding, made by community groups and local organisations.
- To advise of the activities and schemes with which the Community Engagement officers have been involved in.
- To bring to the Members' attention some important community-based activities that will take place during the next few months.

10. INFORMATION NOTE AND GROUP DISCUSSION (Pages 27 - 38)

INFORMATION NOTE OF THE SERVICE DIRECTOR REGULATORY

To consider the Information Note entitled 'Unemployment, Furlough, Vacancies and Town Centre Activity in Hitchin'.

11. POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS

The Chair to lead a discussion regarding possible agenda items for future meetings.

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NORTH HERTFORDSHIRE DISTRICT COUNCIL

HITCHIN COMMITTEE

MEETING HELD IN THE CHRISTCHURCH HITCHIN ON TUESDAY, 12TH OCTOBER, 2021 AT 7.30 PM

MINUTES

Present: *Councillors: Councillor Ian Albert (Chair), Val Bryant, Paul Clark, Elizabeth Dennis-Harburg, Simon Harwood, Keith Hoskins, Mike Hughson, Nigel Mason and Richard Thake*

In Attendance: *Danny Pearson (Assistant Community Engagement Officer), James Lovegrove (Committee, Member and Scrutiny Officer), Simon Ellis (Development and Conservation Manager) and Christopher Robson (Senior Estates Surveyor)*

Also Present: *At the commencement of the meeting approximately* 11 *members of the public, including registered speakers.*

4 APOLOGIES FOR ABSENCE

Audio recording – 1 minute

Apologies for absence were received from Councillors Clare Billing, Judi Billing, Sam Collins and Kay Tart.

5 MINUTES - 2 MARCH 2021, 15 JUNE 2021, 8 JULY 2021

Audio Recording – 1 minute 25 seconds

Councillor Ian Albert as Chair proposed and Councillor Elizabeth Dennis-Harburg seconded and, following a vote, it was:

RESOLVED: That the Minutes of the Meeting of the Committee held on 2 March 2021, 15 June 2021 and 8 July 2021 be approved as a true record of the proceedings and be signed by the Chair.

6 NOTIFICATION OF OTHER BUSINESS

Audio recording – 2 minutes 34 seconds

There was no other business notified.

7 CHAIR'S ANNOUNCEMENTS

Audio recording – 2 minutes 40 seconds

(1) The Chair welcomed those present at the meeting, especially those who had attended to give a presentation;

(2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;

(3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.

(4) The Chair announced that the Boundary Review Consultation survey was now available to complete and encouraged those present to complete it.

8 PUBLIC PARTICIPATION - PEACE GARDEN SCULPTURE

Audio Recording – 34 minutes 10 seconds

Chris Kell, Chair of North Herts Interfaith Forum, gave a verbal presentation to update the Committee on the Peace Garden Sculpture and public fundraising, which included:

- Confirmation that the public fundraising had raised the required £8000 from 91 donors to release further grant funds. This was supported by an online fundraising campaign which attracted support from the wider Hitchin community.
- Peace Garden was now being used for private events, as well as faith groups.
- The next step would be to begin ground work to install the sculpture.

The following Members asked questions:

- Councillor Keith Hoskins
- Councillor Nigel Mason

In response to questions, the Chair of North Herts Interfaith Forum advised:

- There was a desire to see this progress as soon as possible, especially to get the ground work dug before the winter months.
- The sculpture manufacturers had advised it would take 8 to 10 weeks to produce and delivery.
- Sculpture chosen is called ‘Unity’ and has been designed by two students at Hitchin Boys School and would be made by a professional sculptor in St Albans.
- The search for someone to complete groundwork was still ongoing and requested if Councillors had any contacts that these be passed on.

Councillor Paul Clark proposed and Councillor Richard Thake seconded and, following a vote, it was:

RESOLVED: That the remaining £2000 allocated to the project be released following the successful raising of funds from public contributions.

9 PUBLIC PARTICIPATION - YOUNG PERSON UPDATE

Audio recording – 73 minutes 35 seconds

Flora Jolly, a Young Person from Hitchin, gave a verbal presentation to update the Committee on discussions held at the Cabinet Panel on Community on 30 September 2021. This included:

- The meeting was centred around the ideas and experiences of the young people there.
- Discussions were held around communication with young people, including word of mouth, social media and clubs to promote council activities, especially the Youth Council.
- Intergenerational events to develop better understanding of issues everyone is facing and bring people from different ages together around a shared interest.
- There was a desire to see an increase in less formal spaces for young people.

- Online communities have been built during the pandemic, but there was a need to continue this in person.
- Whilst there was a need to discuss mental health, it should not be the focus in every group as it was seen this may discourage people from attending.
- Generally the young people at the meeting just wanted a way of having their voices heard by the people who had the ability to make change happen.

Following the presentation, Councillor Elizabeth Dennis-Harburg thanked Flora for her presentation and commented:

- The young people at the meeting were highly engaged and were “stars of the show” with the discussions they had.
- There were issues highlighted which the council would need to understand and act on to improve relationship with young people in the district.
- Encouraged other Members to watch the recording of the Cabinet Panel on Community meeting.
- There was a view that youth services are currently seen as being for ‘problemed children’ and questioned whether this was the best way to engage a wide range of young people.
- Had engaged on a project with Letchworth Garden City Heritage Foundation looking at improving services in Letchworth.

Councillor Ian Albert asked a question and commented:

- Prior to the pandemic there had been discussions at previous meetings about how better to engage with young people in Hitchin, but there was little engagement from young people at that stage. It was good to see their increasing involvement now.

In response to a question, Flora Jolly advised:

- Clubs were one of the best methods to engage with young people and works as those at clubs were already engaged.
- Schools are good, but it is difficult to understand which member of staff at a school was best placed to assist with this.
- Social media had a positive role, especially Instagram, but there was an importance to also offer in person messaging as people get back to normal following the pandemic.

10 HITCHIN BID MANAGER

Audio recording – 5 minutes 32 seconds

Tom Hardy, Hitchin BID Manager, thanked the Chair for the opportunity to address the Committee and gave a verbal presentation regarding the issues and activities in Hitchin Town Centre and drew attention to the following:

- Floral displays had been installed. These consisted of 25 wooden planters to replace social distancing barriers, which are currently centrally located but there were plans to move these in future.
- 30 winter planters around Town Centre.
- Christmas lights were being put up on October 27 2021 and testing will begin, but will not be lit until after Remembrance Day. New lights have been purchased for 2021 and further developments in Christmas lights are being looked at for 2022.
- Two new Rangers have joined the team part-time around the Town Centre.
- Rangers reports are given to Hitchin BID Manager on a Monday morning, which can be shared with Councillors.

- The BID is currently halfway through it's 5 year term and a midway review questionnaire has been produced to help to understand if the BID is working for its levy paying members. The questionnaire and the responses can be shared with Councillors if they wish.
- Spent time looking at the Welcome Back Fund with the Economic Development Officer and the Chair of Hitchin Area Committee.
- Focus more on Tourism Strategy for Hitchin. Currently there is a good understanding and practice of marketing events within the town, but less good at marketing the town on a wider basis. This would be the focus of a part-time employee looked at Hitchin as a tourist destination.
- It was being looked into whether funding was available to support this tourism development work and this could lead to a part time position for a new Events and Marketing Co-Ordinator.
- Analysis was taking place to look at which events are working, which are a bit tired and looking at new events which could take place in the Town.
- There was a meeting on 3 November 2021 at Sun Hotel, Hitchin to discuss possibilities for the Queens Platinum Jubilee long weekend.
- Christmas Tree light switch on would take place on 20 November 2021 and would be supported by a parade to be led by the 40-piece Herts Showband.
- Christmas Market and Santa's Grotto will be in place at the beginning of December in the Market Square, with 16 chalet stalls.
- In last 18 months, there have been 46 new businesses open, which brought vacancy rate to 3%.
- The Hawkins unit had been split into 4 units and 3 of these has been signed up with new tenants.
- Vacant units are being taken up quickly by new tenants and vacant units in town are usually due to the landlord not having received the keys back from previous tenants.
- Need to look further into developing an Industrial Area BID, which could benefit all the industrial sites, the town and population.
- Finger Signs need to be updated and corrected in the town centre.
- Churchgate lease is up for sale and several businesses on the site have been asking what the update and progression on this is.

In response to the presentation given by the Hitchin BID Manager, Councillor Ian Albert advised:

- Council was looking at making a bid for the lease at Churchgate and that the process was underway to develop a sound and financially viable business case for this.
- Consultation with Cabinet, and potentially Full Council, may be required for this.
- The deadline in 2 or 3 weeks will be met.

In response to the presentation given by the Hitchin BID Manager, Councillor Elizabeth Dennis-Harburg advised:

- Discussions had taken place with the NHDC Managing Director regarding a North Herts wide Tourism Strategy and the plans being developed by Hitchin BID could work alongside this.
- The Herts Growth Board, on which the Councillor was a political lead, was looking at regeneration of High Streets across the County and requested that the Hitchin BID Manager fed back their experience in Hitchin to contribute to this project and improve situation in the town, and across other towns in the district.

The following Members asked questions regarding the presentation given by Hitchin BID Manager:

- Councillor Richard Thake
- Councillor Paul Clark

- Councillor Simon Harwood
- Councillor Keith Hoskins

In response to questions, the Hitchin BID Manager advised:

- Hitchin BID takes a key operational role when filming takes place in the town and a proportion of the fee to be taken by the BID had been agreed with Commercial Team.
- District Council and BID would work together to promote the town as a filming location.
- There was a need when booking film crews to the town that this did not have a negative impact on business, as happened with Letchworth during previous filming.
- 18 businesses shut down in Hitchin over the last 18 months.
- Town Rangers work on a Friday and Saturday night from 10pm to 3am and so would not be ideal for looking at or dealing with any parking issues during the day, but do have a route which covers the entire town.
- Industrial Area BID would be a standalone bid, usually centring around marketing, commercial waste, etc.
- Has requested that district council carries out a feasibility study to look at whether the interest was there from businesses to sustain an Industrial BID.
- Repairs had been carried out the hut to be used as the Santa's Grotto.

In response to questions, Councillor Elizabeth Dennis-Harburg advised:

- Previously votes at Full Council on 7 February 2019 had carried the following motions:
  - That Full Council approve the principle of purchasing the leasehold interest for the Churchgate Shopping Centre, subject to further consideration of the economic case for doing so.
  - That Full Council agrees that any regeneration of Churchgate and the surrounding area must be a viable investment that maintains a return to the Council.
  - That officers are instructed to continue to consider a range of potential solutions in order to allow the flexibility needed to identify possible viable investments, subject to further Council decision in due course on the acceptability of any such solutions.

In response to questions, Councillor Keith Hoskins advised:

- Royston BID was almost entirely funded by the industrial area.
- It may be possible to develop a plan to set up a bus route from industrial sites to the Town Centre, to encourage people into town without having an increase in car traffic.
- University of Hertfordshire have offered to look into a tourism strategy, possibly for the whole county. This would offered an insight from a demographic not usually widely engaged with Council work.

11 INFORMATION NOTE AND GROUP DISCUSSION

Audio recording -

The Chair announced that:

RESOLVED: Due to the duration of the meeting, this Information Note would be discussed at the next Hitchin Area Committee.

12 GRANT APPLICATIONS AND COMMUNITY UPDATE

Audio Recording – 32 minutes 33 seconds and 142 minutes

Danny Pearson, Assistant Community Engagement Officer, presented the report entitled 'Grants and Community Update' and gave a verbal presentation, which included:

- £3465 was carried forward from 2020/21, of which £2000 was allocated to the Peace Sculpture and the remaining £1465 was granted to support Hitchin Festival.
- There was £11,000 available for 2021/22 and £720 had been used to make up the rest of the Hitchin Festival grant.
- Grant requests at this meeting amounted to £2230.
- A new staff member had joined the Community Engagement Team to assist with administrative tasks.
- Work continued engaging with Community Groups.
- Attempts to connect better with schools were still facing issues, with difficulties in identifying the best contact and remaining Covid restrictions on school visitors.

The following Member asked a question:

- Councillor Paul Clark

In response to questions, the Assistant Community Engagement Officer advised:

- There was a Remembrance Day service planned at St Mary's Church, however there was no parade planned for this year.

Councillor Ian Albert, as Chair, proposed and Councillor Keith Hoskins seconded and, following a vote, it was:

RESOLVED: That the Committee endorse the actions taken by the Community Engagement team to promote greater community capacity and well-being for Hitchin.

REASONS FOR DECISION:

(1) To ensure the Members are kept informed of the work of the Community Engagement Team.

(2) This report is intended to inform Members of the financial resources available. It draws attention to the current budgetary situation by assisting in the effective financial management of budgets. This ensures that all actions are performed in line with the Authority's Financial Regulations, the Council's Constitution, and the guidance of the existing Grants policy as agreed by Cabinet in January 2020.

13 PUBLIC PARTICIPATION

Audio Recording – 41 minutes 40 seconds

A verbal presentation was given by Paul Dee from Hitchin Allotment Association regarding their grant application and included:

- The Association was taking a much wider social role, including setting up an outreach programme for young people which has become well attended.
- Working with Council to look at improving offers on allotment sites.
- There are large number of people involved in allotments, either directly or indirectly.
- There was a desire to act on the cost obstacle of taking on an allotment and this is where the Tool Loan Scheme came from.
- Tools can be expensive and this is prohibitive in people taking on an allotment and ensuring they stay on the allotment for a longer period.
- This would help to reduce admin costs for the council with frequently changing tenants and the scheme would pay for itself with 7 allotment holders staying.

- The tools will have a long life and will serve many allotment holders, with no ongoing costs for the Council.
- There is a view that allotments are more than just gardening and there is desire to see more volunteering, social opportunities and intergenerational working.

Councillor Richard Thake commented that this was a positive scheme and previous grants had a great impact.

Councillor Keith Hoskins commented that this was especially essential regarding mental wellbeing and advised that funding could be sought from Black Squirrel Credit Union.

The following Members asked questions:

- Councillor Val Bryant
- Councillor Nigel Mason

In response to questions, Paul Dee advised:

- It was difficult to get an allotment in Hitchin and currently there were no vacancies.
- Previously there were vacancies and there was a waiting list, but this often caused delays in switching between tenants. Following a strong marketing campaign, all allotments were filled within a summer.
- Allotments now move onto a new tenant within 48 hours from advertising online.
- Still appetite for more allotments and it is truly thriving in Hitchin.
- There was a scheme being run at the moment where people can become co-workers on an allotment and these people are offered the chance to take on the allotment first before advertising.
- This is not a viable scheme for everyone with an allotment.
- There might be the possibility to look at local businesses to support the purchase of tools and some businesses in town already sponsor other schemes at the allotments.

14 GRANT APPLICATION - HITCHIN ALLOTMENT ASSOCIATION

Audio Recording – 56 minutes 20 seconds

Councillor Richard Thake proposed and Councillor Paul Clark seconded and, following a vote, it was:

RESOLVED: That grant funding of £800 be awarded to Hitchin Allotment Association for the purchase of a tool store and tools that they can loan out to new allotment tenants as outlined in paragraph 8.1.2 of the officer's report.

15 PUBLIC PARTICIPATION

Audio Recording – 59 minutes 7 seconds

A verbal presentation was given by Aletheia Mashiri and Emma Clarke from Getting Rooted C.I.C regarding their grant application and included:

- The scheme was established to offered people the chance to do gardening but cannot take on an allotment themselves.
- Referred from various places, some from NHS, Job Centres, volunteer programmes.
- Those who work on the allotment contribute to the maintenance but also share the produce, which includes fruit and veg, as well as cut flowers. Some produce is also donated.

- Social media has been employed to inform people how to grow produce and this became especially pertinent during lockdown where there was an increase in home gardening.
- Volunteer programme ran throughout the lockdown and people could come and maintain the allotment throughout.
- Funding would help to set up a new series of workshop in Spring 2022 and would help to buy equipment, but also subsidise the workshops to reduce financial factors prohibiting people.
- Have worked as a hub to support other community allotment projects through supply of seeds, tools, etc.

The following Member asked a question:

- Councillor Richard Thake

In response to questions, the Assistant Community Engagement Officer advised:

- The group had previously made a request for grant funding in 2021, but it had been agreed that the two requests were for different projects and therefore would be allowed.

16 GRANT APPLICATION - GETTING ROOTED C.I.C

Audio Recording – 65 minutes 53 seconds

Councillor Nigel Mason proposed and Councillor Simon Harwood seconded and, following a vote, it was:

RESOLVED: That grant funding of £430 be awarded to Getting Rooted C.I.C. at 'Ron's Plot' Community Allotment Garden for the set up and running of new adult/ teen gardening workshops as outlined in paragraph 8.1.1 of the officer's report.

17 PUBLIC PARTICIPATION

Audio Recording – 66 minutes 40 seconds

A verbal presentation was given by Ian Bentley from Hitchin and Letchworth Sea Cadets regarding their grant application and included:

- Requested funds to purchase 10 laptops and a printer for use by Cadets to assist with the learning and online courses.
- Recently moved from a site in Hitchin to a site in Letchworth.
- Have set aside £700 from bag collections and other donations carried out themselves to support the purchase.

The following Members asked questions:

- Councillor Richard Thake
- Councillor Paul Clark
- Councillor Simon Harwood

In response to questions, Ian Bentley advised:

- Application had been made to both Hitchin and Letchworth Committee.
- Currently limited to 30 Cadets, but this can usually run at 50 in a group and there is a waiting list to join Hitchin and Letchworth group.
- Should grant funds only be given from Hitchin Committee, there could be a reduction in laptops purchased to account for this.

- Site relocation was due to the lack of long lease being offered at the site in Hitchin and have now moved to a shared site with the Army Cadets in Letchworth.

In response to questions, the Assistant Community Engagement Officer advised that there would need to be advice sought to ensure funds could be released should the Letchworth Committee rejected and this would be circulated with Members as soon as it has been received.

18 GRANT APPLICATION - HITCHIN AND LETCHWORTH SEA CADETS

Audio Recording – 72 minutes 35 seconds

Councillor Simon Harwood proposed and Councillor Paul Clark seconded and, following a vote, it was:

RESOLVED: That grant funding of £1,000 be awarded to Letchworth and Hitchin Sea Cadets for IT equipment to aid training for the cadets, camping and boating equipment, education and training events as outlined in paragraph 8.1.3 of the officer's report.

19 CHARNWOOD HOUSE UPDATE

Audio Recording – 86 minutes 43 seconds

Christopher Robson, Senior Estates Surveyor, presented the report entitled 'Charnwood House, Hitchin' and gave a verbal presentation to update the Committee on Charnwood House, which included:

- 180 survey responses had been received in response to the open days held at Charnwood House in early September and there were over 200 visitors across the two days.
- Many uses were suggested by individuals and organisations, but full analysis had not yet been completed.
- North Herts Council was aware of a covenant on the property, but believed there was sufficient scope to refurbish and develop the building for use as a community hub.
- Keen to promote and maintain the historic spirit of the building.
- Need to begin the marketing of the property and encourage all to make formal offers to see what is viable and within the restrictions of the covenant.
- Owing to the interest levels it was likely some people would be disappointed, but there was a desire to work across groups and individuals within the property.
- Keen not to avoid any further delay on the project.

Councillor Richard Thake commented that full commercial value would not be possible without going into marketing with the possibility that covenant protections would be overthrown. He did not believe this was the position of the Council at this time, but wished to highlight the difficulty in understanding the property's true value.

Following the presentation, the following Members asked questions:

- Councillor Elizabeth Dennis-Harburg
- Councillor Paul Clark

In response to questions asked, the Senior Estates Surveyor advised:

- If there was letting out with repairs to bring the property up to standard, there probably would not be a financial return.
- A bid had been submitted for finance to support refurbishments.

- Was unaware of any issues with lead on the site, but would confirm this following the meeting and respond to Members directly.
- A condition survey was previously carried out by the Council and will be re-evaluated when there is an understanding of what is happening with the property.

The Chair invited Bernard Eddleston, Chair of the Charnwood House Community Management Association, to make a verbal presentation, which included:

- The Charnwood House Community Management Association had produced a condition survey, which was submitted to Council, in December 2020 and this included possible costs for refurbishment into a community hub.
- There were also detailed plans on conversion and a business plan submitted in confidence to the Council and the Association was happy for this to be shared with any bona fide community groups interested.
- Good to see the Open Days were successful and some analysis had taken place, but at this stage it was a summary and more detail was needed.
- There was a need to ensure that attractive commercial offers were not taken into account that would see the property turned into offices on the cheap and this would be against the covenants on the property.
- There was some possibility that commercial offices could be developed on the lower floor.
- Private events at the property would help to make the overall community hub viable.
- There would be no more submissions from the Association following their previous submitted documents and reports.
- No objection to the Council running the building, but this may affect ability to bring grant funding to the project.
- The current recommendation is too general and needed to stipulate that residential developments, demolition or commercial offices were not acceptable.

The following Members asked questions:

- Councillor Richard Thake
- Councillor Simon Harwood

In response to questions, the Senior Estates Surveyor advised:

- When dealing with previous leases at Community Centres there were flexibilities written in the leases to support tenants in income generation, whilst maintaining the predominant use of the building as serving the community. Practical experience of securing an appropriate balance for such buildings between protecting their core community use and ensuring tenants can support themselves commercially is in place at North Herts Council
- Understood need to explore the potential option of developing Charnwood House and the adjoining library owned by the County Council as a joint project, not just Charnwood House in isolation. However, discussions with County Council will need to be factored in, inevitably prolonging the process in bringing Charnwood House back to full use.
- Marketing the property and doing an options appraisal would give realistic options.

Following the end of the discussion, the Chair confirmed that requesting an options appraisal was within the remit of the Committee and drew attention to an amendment to the motion as included on the Agenda.

Councillor Ian Albert as Chair proposed and Councillor Elizabeth Dennis-Harburg seconded and, following a vote, it was:

RESOLVED:

(1) That the Committee notes the outcome of the community engagement exercise.

(2) That the Committee endorsed seeking Cabinet's authority to dispose of Charnwood House by way of lease of maximum 99 years, and seeking Cabinet's authority to market the property for leasing by informal tender, subject to Officers first undertaking an options appraisal for running Charnwood as a community hub, to include the option of North Herts Council running Charnwood in house.

REASONS FOR DECISION:

(1) Noting the outcome of the community engagement exercise supports the Committee's role in coordinating interest in Charnwood House from parties within the public, private and voluntary sectors, in pursuit of repurposing the building to community hub use.

(2) Approving seeking Cabinet's authority to dispose of and market Charnwood House for leasing will signify support to Officers to pursue these important next steps towards securing Charnwood's future use as a community hub. Undertaking the options appraisal first would determine the full range of choices to successfully deliver a community hub in Hitchin at Charnwood House.

20 SECTION 106 ANNUAL UPDATE

Audio Recording – 118 minutes 35 seconds

Simon Ellis, Planning Control and Conservation Manager, presented the report entitled 'Annual Update on Section 106 Obligations for Hitchin Committee' and gave a verbal presentation to update the Committee, which included:

- Infrastructure Funding Statements from December 2020 had been published detailed the Section 106 obligations in the district. The next statement would be published in December 2021.
- Two new agreements in Hitchin had been agreed in the last year, relating to North Herts College and John Barker Place.
- Would begin to look at bio-diversity net gain, where loss of diversity on sites would be offset at other council owned locations, and this would become more common as part of the Councils strategy.
- Quite a lot of outstanding Affordable Housing and Health funding.
- Not much to update as there have been very few developments of 10 or more agreed in the past year.
- New approach would look to share details of funding requests with Herts County Council at an earlier stage.
- Future reports will look at the Master Plan, negotiations and viability in the round, rather than reporting on diminishing funds.

The following Members asked questions:

- Councillor Simon Harwood
- Councillor Paul Clark
- Councillor Mike Hughson

In response to questions, the Planning Control and Conservation Manager advised:

- Green Space Management Strategy would be looked at with the Greenspace – Manager to ensure some joined up work in the Master Plan.
- Information provided only applied to NHDC funding, whereas the funds from North Herts College was dealt with by Herts County Council.

In response to questions, Councillor Paul Clark advised that district discussions around an infrastructure levy were delayed as there was expectation that this would be done through a national scheme. However this had been delayed as details had to come from central government as expected.

Councillor Ian Albert, as Chair, proposed and Councillor Paul Clark seconded and, following a vote, it was:

RESOLVED:

(1) That Members note the content of this report.

(2) That Members agree that a report shall continue to be presented on an annual basis to the Area Committee, which sets out full records of all Section 106 activity for the preceding financial year and which reflects changes in legislation and practice.

(3) That, other than where a contribution has been negotiated for a specific purpose or project, Ward Members of the area where the Section 106 Obligation or Unilateral Undertaking funding is generated and the Area Committee be consulted prior to funding being allocated away from that area. Members must note that the discretionary funds are rapidly diminishing and will not be replaced under current legislation and practice, for reasons that are set out in this report.

REASONS FOR DECISIONS:

(1) To ensure that there is a robust system for negotiating and managing Section 106 Obligations and Unilateral Undertakings, that records activity for each financial year and is placed in the public domain.

(2) To ensure that the process is kept under constant review and Member scrutiny and that the risk associated with this activity is managed in an appropriate manner.

21 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

Audio recording – 129 minutes 15 seconds

Councillor Keith Hoskins invited Glynn Doggett and Keith Warren to give a verbal presentation to update the Committee on The Dell and Hitchin Festival, which included:

- Costs for the events came to roughly £20,000 and income was roughly £28,000, with income still ongoing online through donation pages.
- The attendance for the events had been good, with over 12,000 visitors.
- Goodwill from suppliers helped to keep expenditure down.
- The desire to run a successful event was key to demonstrate the long-term possibilities on the site.

The following Members asked questions:

- Councillor Ian Albert
- Councillor Simon Harwood

In response to questions, Glynn Doggett and Keith Warren advised:

- NHDC would be required to maintain the site, as currently it was essentially abandoned space which had meant the site was covered with glass and other rubbish.
- Fencing would need to be made secure, as existing gaps were allowing people to sneak onto the site.

In response to questions, Councillor Keith Hoskins advised:

- Maydencroft had been asked to look at concepts for further us of the site, but that they had been briefed this would need to be sympathetic to the original purpose of the site.
- Previous concerns regarding a covenant on the site had not been resolved, but this had been fed into the brief given to Maydencroft.

22 POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS

Audio recording –

The following items were requested to be brought to future Committee meetings:

- The Dell to present the 5 Year Phasing Plan.
- Information Note entitled 'Unemployment, Furlough, Vacancies and Town Centre Activity in Hitchin', which was postponed from this meeting.
- Fair Trade initiatives in Hitchin.
- Update on renewal/sale of Churchgate lease.
- Update from Feed Up, Warm Up charity.

The Chair requested that, should any Members have any further suggestions for agenda items for future meetings, they advise himself, officers or the Committee Clerk.

Audio Recording of Meeting

The meeting closed at 10.01 pm

Chair

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HITCHIN COMMITTEE
November 30th - 2021

***PART 1 – PUBLIC DOCUMENT**

TITLE OF REPORT: GRANTS & COMMUNITY UPDATE

REPORT OF: THE POLICY & COMMUNITY ENGAGEMENT MANAGER

EXECUTIVE MEMBER: COMMUNITY ENGAGEMENT

COUNCIL OBJECTIVES: BUILD THRIVING AND RESILIENT COMMUNITIES

1 EXECUTIVE SUMMARY

1.1 To advise the Members on the current expenditure and balances of the Committee Grant budgets.

1.2 To bring to the Members' attention recent requests received for Committee grant funding, made by community groups and local organisations.

1.3 To advise of the activities and schemes with which the Community Engagement officers have been involved in.

1.4 To bring to the Members' attention some important community-based activities that will take place during the next few months.

2 RECOMMENDATIONS

2.1 There are no recommendations for grant funding to put to the Hitchin Committee for consideration at this meeting.

2.2 That the Committee be recommended to endorse the actions taken by the Community Engagement team to promote greater community capacity and well-being for Hitchin.

3. REASONS FOR RECOMMENDATIONS

3.1 To ensure the Members are kept informed of the work of the Community Engagement Team.

3.2 This report is intended to inform Members of the financial resources available. It draws attention to the current budgetary situation by assisting in the effective financial management of budgets. This ensures that all actions are performed in line with the Authority's Financial Regulations, the Council's Constitution, and the guidance of the existing Grants policy as agreed by Cabinet in January 2020.

4. ALTERNATIVE OPTIONS CONSIDERED

4.1 There are no alternative options being proposed other than those detailed within the text of this report. However, in the course of debate at committee, Members may wish to comment and offer additional views on any of the items included within this report.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

5.1 Consultation with Members has occurred in connection with the allocation of funds for Community Projects.

5.2 Consultation with the respective officers and external bodies/groups has taken place regarding funding proposals for Committee Funds.

6. FORWARD PLAN

6.1 This report does not contain a recommendation on a key Executive decision and has therefore not been referred to in the Forward Plan.

7. BACKGROUND

7.1 With reference to the Council's Constitution, Section 9.3 Area Committees will include budgets for the purpose of providing grants and discretionary budgets that may be used within the area of the Committee for economic, social and environmental well-being. Under the current grant criteria there is no upper limit outlined for the amount of grant funding to be allocated which can be decided at the Committee's discretion.

7.2 Members are asked to note the information detailed in Appendix 1. Hitchin Area Committee Budget Spread sheet, which relates to the Area Committee budget balances for 2021/22. The spreadsheet also details pre-allocated sums carried forward from the previous financial years, including balances and past expenditure.

8. RELEVANT CONSIDERATIONS - Councillors are at liberty to consider any amount requested in a grant application as long as the Hitchin area committee has sufficient funds in the 2021/2022 budget.

8.1 **Grant Applications**

8.1.1 There are no Grant Applications for this Hitchin Committee meeting.

8.2 Community Team Engagement Update

8.2.1 The team have been continuing to engage and network with local community groups and initiatives. This involved:

- Supporting various local and district wide Network Groups such as Youth Action, Food Provision and Westmill.
- Meeting about a potential exhibition and celebration of South Asian Heritage Month, 2022.
- Working closely with the Westmill Centre to help them with their MUGA (Multi-Use Games Area) and ASB problems. JAG meeting attended.

- Continuing to share and disseminate information on social media and to mailing lists, keeping in touch with the community, voluntary, statutory and non-statutory agencies.

- Facilitating live Hitchin Councillors' Community Surgeries.

- Updating Councillor Surgery Risk Assessments.

- Facilitating hybrid Hitchin Town Talks.

- Continuing to work with, and add to, the Arts Cooperative which was set up after the Hitchin Arts and Culture Town Talk.

- Assisting in the organisation of the Chair's Volunteer Awards and next year's Holocaust Memorial Day Event.

- Assisting in the 'Welcome Back' Shop Local Campaign, Christmas 2021. This is an initiative with government funding for town centre regeneration.

- Meeting about potential ideas and events for the Queen's Platinum Jubilee, 2022.

- Working with groups to help them secure funding from the new Health Protection Board Covid Recovery Fund. Grant Panel Meetings have been held throughout November.

8.2.2 **Update on Previous Grants Awarded**

- North Herts African Caribbean Community group – update from Kava Johnson
  North Herts District Council (NHDC) awarded over £4,000 to support the North Herts African Caribbean Community Group from the District Wide budget in October last year.

  Under the terms of the grant, after 12 months any unspent funds should be returned to NHDC. As 2020 was not a usual year with the lock downs preventing lots of activities taking place, we were happy to agree to some leeway on this.

  We have an update on what has been spent so far and on what activities. We also have an update on how, and what plans, they have to utilise this funding as we approach the new year.

  They have been able to bring some of their events online and have postponed the remainder to take place at a time when attending will be safer for the public.

  After reviewing the planned events, they, as a committee, decided to postpone *the Gala Dinner Night, the "Black Britons Trail" through Hitchin town centre and Dragons Den style business mentoring event* - due to being unable to safely execute their plans, embedding COVID safety and compliance, while maintaining the opulence and celebrator nature of the events.

  They had initially postponed the Mental Health Creative Writing Workshops in the hope that these could be held in person once in late 2021. They have decided to hold these online and are hosting 3 sessions throughout November and December.

  We have also planned an event to promote authors of African, Caribbean, and other Black backgrounds which they are calling "The Black Bookcase". They are working in partnership with an event planning social enterprise to deliver this and

they have been quoted for the planning, promotion, and delivery (including speakers etc). This event has been postponed from March 2021 to March 2022 to enable them to manage the expected gathering.

They had also planned some Black History sessions which were going to be delivered online, but they now hope to host in person. They have some speakers lined up, including Michael McMillian the creator of the “West Indian Front Room” exhibition and book.

The MMAP/ PoetsIn Mental Health and Poetry Workshops were well attended and enabled them to work with Stuart Lawrence (activist and the brother of Stephen Lawrence) Jah Digga (MC, Poet and Activist) and spoken word artists Sunny Day, Miss Yankey and JB.

The pandemic has taken a toll on the project, but they have been able to successfully deliver most of the events they had originally planned. They have partnerships lined up and will be expanding their project to celebrate black history, tackle racism and support a collaborative approach to community awareness and social justice in the near future.

- Ravidassia Community Centre – update from Suraj Kamal
  They are now in the final weeks to completion, the majority of the work should be complete by the end of November 2021, they have ordered the kitchen canopy hoods and other stainless-steel items. Once they have received the canopy installation they will be actioned straight away.

- Quaker Meeting House – update from Chris Kell
  It was explained at the last Hitchin Committee meeting that the next step would be to begin groundwork to install the sculpture. There was a desire to see this progress as soon as possible, especially to get the groundwork dug before the winter months. They are now geared towards January. The person digging the hole says he can't do it before then, but they've started ordering steel for the sculpture. They are on track to have it completed and installed in the new year.

8.3 **Highways Matters**

8.3.1 This section is included within the community update report for each committee cycle to facilitate debate and enable appropriate feedback on any of the proposed or listed Highways related schemes.

8.3.2 Any new proposals or revised schemes will be forwarded to the respective Herts County Councillor for consideration who will in turn report back and advise the Committee accordingly.

9. LEGAL IMPLICATIONS

9.1 Sections 9.8.1 (a) and 9.8.1 (b) of the Council’s Constitution in respect of the Area Committees’ Terms of Reference, notes the following: - To allocate discretionary budgets within the terms determined by the Council and to allocate devolved budgets and activities within the terms determined by the Council. This is outlined in the current Grant Policy agreed by Cabinet in January 2020. Section 9.8.2 (h) of the Constitution in respect of Area Committees’ Terms of Reference notes that they may: - Establish and maintain relationships with outside bodies/voluntary organisations operating

specifically with the area including, where appropriate, the provision of discretionary grant aid/financial support etc. but excluding grants for district-wide activities.

9.2 Chapter 1, s1-8 of the Localism Act 2011 provides a General Power of Competence which gives local authorities the powers to do anything provided that it is not specifically prohibited in legislation.

9.3 Section 137 of the Local Government Act 1972 provides specific authority for the Council to incur expenditure on anything which is in the interests of and will bring direct benefit to its area. This includes a charity or other body operating for public service

10. FINANCIAL IMPLICATIONS

10.1 As outlined in Appendix A - Hitchin Area Committee budget sheet 2021/22.

10.2 The current 2021/22 base budget was £11,000 and £2,950 has been spent. This leaves a budget available of **£8,050.**

10.3 There are no grant applications for consideration at this this meeting leaving a balance of £8,050 available to utilise for the last meeting of the financial year in March 2022.

11. RISK IMPLICATIONS

11.1 There are no relevant risk entries that have been recorded on Pentana Risk, the Council's performance and risk system. Individual events should have their own risk assessments in place to mitigate any health and safety issues. Whenever a request for grant funding for equipment is received, the recipient of the funding will be advised to obtain insurance for the item to avoid a repeat request for funding in the event of the equipment being stolen or damaged. There are no pertinent risk implications for the Authority associated with any items within this report.

12. EQUALITIES IMPLICATIONS

12.1. In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2. Area Committee funding is awarded to community groups that clearly demonstrate positive impact on the community and wider environment. The projects outlined in this report seek to advance equality of opportunity and foster good relations.

13. SOCIAL VALUE IMPLICATIONS

13.1. The Social Value Act and "go local" requirements do not apply to this report.

14. ENVIRONMENTAL IMPLICATIONS

14.1 There are no pertinent Environmental implications associated with any items within this report.

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no pertinent Human Resource implications associated with any items within this report.

16. APPENDICES

16.1 Appendix 1 – 2021/22 financial year budget sheet.

17. CONTACT OFFICERS

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18. BACKGROUND PAPERS

18.1 Review of Policies and Procedures for Financial Assistance to Voluntary and Community Organisations, November 2002.

18. 2 Review of Grant Policy Cabinet January 2020.

HITCHIN AREA COMMITTEE BUDGET 2021/22

SUMMARY/ TOTALS	Funding	Allocated	Spent	Outstanding	Unallocated Budget					
Budget brought forward from 2020/21	£3,465	£3,465	£3,465	£0	£0					
Budget 2021/22	£11,000	£2,950	£2,950	£0	£8,050					
Total	£14,465	£6,415	£6,415	£0	£8,050					

	Funding		Project	Allocated	Date	Spent	Outstanding	Unallocated	
Funds Brought Forward from 2020/21	£3,465		Peace Garden Sculpture	£2,000	29/09/2020	£2,000	£0		
			Hitchin Festival	£1,465	15/06/2021	£1,465	£0		Total awarded £2185. £720 from 2021/22 budget
Total	£3,465			£3,465		£3,465	£0	£0	

	Funding		Project	Allocated	Date Allocated	Spent	Outstanding	Unallocated Budget	Comments
2021/22 Base Budget	£11,000		Hitchin Festival	£720	15/06/2021	£720	£0		Total awarded £2185. £1,465 from 2020/21 c/fwd budget
			Letchworth & Hitchin Sea Cadets - IT Equipment	£1,000	12/10/2021	£1,000	£0		
			Hitchin Allotments Associaton - tool store & tools	£800	12/10/2021	£800	£0		
			Getting Rooted CIC - 'Ron's Plot'	£430	12/10/2021	£430	£0		
Total	£11,000			£2,950		£2,950	£0	£8,050	

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HITCHIN COMMITTEE
12th OCTOBER 2021

***PART 1 – PUBLIC DOCUMENT**

TITLE OF INFORMATION NOTE: UNEMPLOYMENT, FURLOUGH, VACANCIES AND TOWN CENTRE ACTIVITY IN HITCHIN

INFORMATION NOTE OF SERVICE DIRECTOR – REGULATORY

EXECUTIVE MEMBER: EXECUTIVE MEMBER FOR ENTERPRISE, THE ARTS & TRANSPORT

PRIORITY: ENABLE AN ENTERPRISING AND CO-OPERATIVE ECONOMY

1. SUMMARY

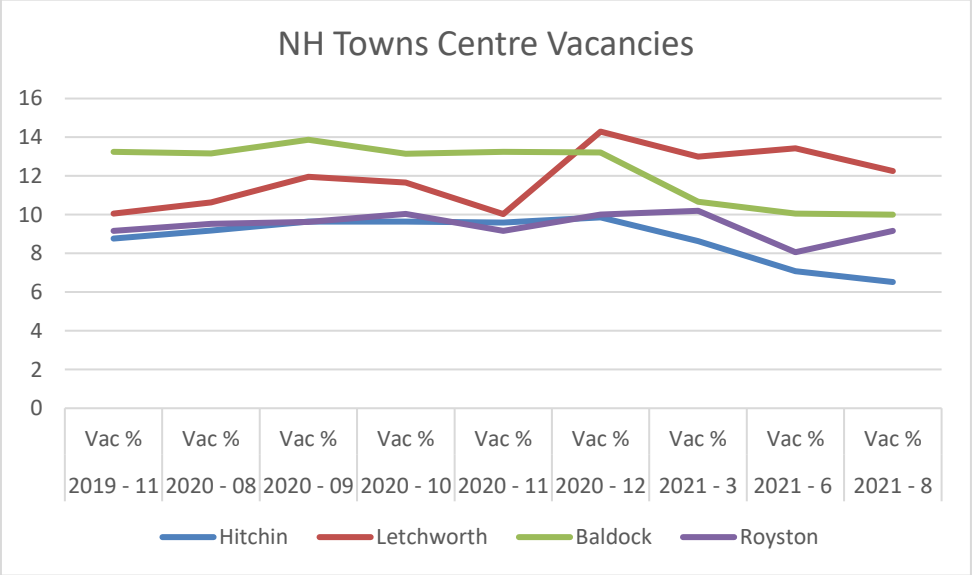
1.1 NHDC Economic Development Officer has been asked by the Hitchin Committee to prepare a report into the effect of COVID on the North Herts / Hitchin Town Centre Economy

2. INFORMATION TO NOTE

Vacancies

2.1 The Pandemic has, to date, had little noticeable effect on the town centre vacancy rates. Indeed, as of end August 2021, the vacancy rate for Hitchin as drawn from the NHDC Rates Listings (number of empty premises/total premises) was the lowest since pre-October 2019, at 6.52%.(See Fig 1 for town comparison). A rate of 6 – 9 % is generally regarded as healthy and a result of natural turnover of businesses and liquidity in the market.

Figure 1: North Herts Town Centre Vacancies Nov 2019 – Aug 2021



2.2 The use breakdown shows that 15 Shops, 22 Offices and a restaurant in Hitchin town centre were vacant as at the end of August 2021.

Footfall

2.3 We have been conducting Footfall Surveys during the pandemic for the reporting purposes of the Reopening the High Streets Safely and Welcome Back Funds across all four of our town centres. These counts are undertaken under the High Streets Task Force methodology and we do not have comparable pre pandemic footfall statistics.

2.4 The footfall in Hitchin has improved and is now steady, helped by the market, and BID events and activities. The closure and restrictions on the hospitality sector have obviously had an effect but the trend is encouraging. See Appendix 1.

2.5 By their very nature, the manual counts are subject to externalities (e.g., the weather on the count day) which may affect counts. NHDC are investing in a new automated footfall count system using the Welcome Back Fund which should give us more reliable figures and other information, such as demographics, and where people are travelling from and by mode to our town centres which will help us build our evidence base for the future. This automated system will also provide us with comparable pre-pandemic figures to Jan 2019.

Unemployment

2.6 The Official statistics available relate to North Herts and may relate to residents or to businesses in different cases.

2.7 The Nomis reports on the link below relate to 2020/21 and indicate North Herts to be relatively healthy in comparison to the East of England and England as a whole. The jobs types show a higher level of professionals and managers than the average, which is perhaps what one would expect.

https://www.nomisweb.co.uk/reports/lmp/la/1946157226/report.aspx#workless

2.8 The ONS (experimental) Unemployment claimant count shows North Herts at the lower end of the range in Hertfordshire and reducing. See Appendix 2

2.9 It should be noted that "Under Universal Credit a broader span of claimants is required to look for work than under Jobseekers Allowance. As Universal Credit Full Service is rolled out in particular areas, the number of people recorded as being on the Claimant Count is therefore likely to rise."

Furlough

2.10 The number of people on furlough in North Herts has consistently been below the Herts average and the figures are some of the best in the Herts range. The rate dropped from 12% to 9% between March and April. See Appendix 3.

2.11 The September (experimental) figures reveal a further fall to 3500 (6%) in June and then 2900 (5%) in July **(**see Appendix 3a table 12**)**. The distribution is fairly even across ages and genders **(**See Appendix 3a Table 14a**)**.

[Please see the notes page on the spreadsheet for statistical details and caveats].

3. NEXT STEPS

Future Activity

3.1 The Hitchin town centre statistics compared to the other towns in North Herts towns suggest that the town centre has come through the pandemic in a relatively strong position. Although covid has accelerated the decline of some large chains of shops nationally, Hitchin with its many independents and high footfall has been not been hit as hard as some larger town and city centres. Concern remains over the vacancies in office space where the owners may look to convert to residential and we will look to encourage office use where possible to maintain the daytime footfall in the town.

3.2 We are aiming to use the Welcome Back Fund not only to fund immediate smartening-up activities such as graffiti removal but also to prepare Hitchin and the other North Herts towns to be in a stronger position to bid for future larger capital funding opportunities.

3.3 To this end, we are funding town centre activity monitoring systems (24/7/365) to gauge footfall, density, loyalty, demographics and other visitor parameters to build an evidence base for future bids. We are also to fund consultants to assist towns to produce medium- and longer-term development plans, or other more specialised strategies (e.g., tourism) if they so wish backed by the evidence. This is to demonstrate that future bids for funding fit within an overall strategy for the town and thus make them more compelling and improve the chances of success.

3.4 This evidence base will also be useful for the work to commence on reviewing our town centre strategies once the Local Plan is adopted.

4. APPENDICES

4.1 Appendix 1 – Town Centre Footfall Counts

4.2 Appendix 2 – SE Unemployment Figures Sept 2021 (extract)

4.3 Appendix 3 – CJRS Statistics June 2021 – Table employments on furlough by country, region, local authority and gender (SE extract)

4.4 Appendix 3a – CJRS Statistics June 2021 – Table 14a employments on furlough by local authority and age and gender (SE extract)

(Original documents available on request)

5. CONTACT OFFICERS

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6. BACKGROUND PAPERS

N/A

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Appendix 1 - Town Centre Footfall Figurs Oct 2020 - Sept 2021

Town		Third 1/4 2020				Fourth 1/4 2020				First 1/4 2021 (post April 12)				Third 1/4 2021 (August Sept 2021)			
		AM	Midday	Evening		AM	Midday	Evening		AM	Midday	Evening		AM	Midday	Evening	
		total x 2	Total x 2	Total x 2	Grand total	total x 2	Total x 2	Total x 2	Grand total	total x 2	Total x 2	Total x 2	Grand total	total x 2	Total x 2	Total x 2	Grand total
Royston	Tuesday	196	514	150	860	172	370	176	718	154	299	73	526	0	0	0	0
	Saturday	240	594	122	956	208	540	158	906	129	314	111	554	0	0	0	0
	Sunday	6	136	90	232	94	110	42	246	98	172	67	337	0	0	0	0
Baldock	Wednesday	120	290	268	678	104	256	212	572	136	368	216	720	106	368	166	640
	Saturday	58	194	306	558	52	170	306	528	54	248	300	602	106	202	224	532
	Sunday	24	226	128	378	60	142	122	324	26	220	21	267	34	234	176	444
Letchworth	Tuesday	162	704	192	1058	112	752	174	1038	134	662	236	1032	86	888	284	1258
	Saturday	114	964	280	1358	122	1078	342	1542	154	1074	420	1648	152	1270	440	1862
	Sunday	56	786	170	1012	48	554	72	674	28	754	180	962	46	926	292	1264
Hitchin	Tuesday	166	1258	216	1640	254	1406	246	1906	242	1612	376	2230	184	1686	336	2206
	Saturday	150	1848	460	2458	182	2436	574	3192	142	2164	518	2824	182	1040	560	1782
	Sunday	66	1026	156	1248	86	1934	126	2146	68	726	564	1358	130	1430	158	1718
Knebworth	Tuesday	n/a	n/a	0		170	286	246	702	156	226	362	744	118	280	232	630
	Saturday	n/a	n/a	0		116	500	244	860	104	298	356	758	76	246	210	532
	Sunday	n/a	n/a	0		72	282	130	484	44	156	138	338	78	190	208	476

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Under Universal Credit a broader span of claimants are required to look for work than under Jobseekers Allowance. As Universal Credit Full Service is rolled out in particular areas, the number of people recorded as being on the Claimant Count is therefore likely to rise.

Local area data
CC01 - Claimant Count[1] by unitary and local authority (experimental statistics)

not seasonally adjusted

		CLAIMANT COUNT ON 12 AUGUST 2021						Change on year					
		Levels			Percentage of Pop[2]			Levels			Percentage points[2]		
		Men	Women	People	Men	Women	People	Men	Women	People	Men	Women	People
		1	2	3	4	5	6	7	8	9	10	11	12
E12000006	**EAST OF ENGLAND**	95,025	72,035	167,060	5.0	3.8	4.4	-29,965	-16,690	-46,655	-1.6	-0.9	-1.2
E06000055	**Bedford**	3,510	2,630	6,135	6.7	4.9	5.8	-790	-430	-1,215	-1.5	-0.8	-1.1
E06000056	**Central Bedfordshire**	3,325	2,620	5,940	3.7	2.8	3.3	-1,335	-725	-2,060	-1.5	-0.8	-1.1
E06000032	**Luton**	6,340	4,495	10,835	9.1	7.0	8.1	-570	-120	-685	-0.8	-0.2	-0.5
E06000031	**Peterborough**	5,025	3,945	8,970	8.0	6.5	7.2	-590	-105	-700	-0.9	-0.2	-0.6
E06000033	**Southend-on-Sea**	4,200	2,945	7,145	7.6	5.3	6.4	-1,255	-585	-1,840	-2.3	-1.0	-1.7
E06000034	**Thurrock**	3,485	2,915	6,400	6.4	5.2	5.8	-980	-530	-1,510	-1.8	-1.0	-1.4
E10000003	**Cambridgeshire**	7,485	5,615	13,100	3.6	2.8	3.2	-2,545	-1,620	-4,165	-1.2	-0.8	-1.0
E07000008	Cambridge	1,740	1,150	2,890	3.8	2.9	3.3	-505	-305	-810	-1.1	-0.8	-0.9
E07000009	East Cambridgeshire	855	595	1,450	3.2	2.2	2.7	-275	-255	-530	-1.0	-0.9	-1.0
E07000010	Fenland	1,755	1,330	3,090	5.8	4.4	5.1	-355	-165	-520	-1.2	-0.6	-0.9
E07000011	Huntingdonshire	1,785	1,460	3,245	3.2	2.7	3.0	-885	-530	-1,410	-1.6	-1.0	-1.3
E07000012	South Cambridgeshire	1,350	1,080	2,430	2.8	2.2	2.5	-530	-365	-895	-1.1	-0.8	-0.9
E10000012	**Essex**	22,285	17,155	39,440	5.0	3.7	4.4	-9,010	-4,840	-13,850	-2.0	-1.1	-1.5
E07000066	Basildon	3,500	2,630	6,130	6.2	4.4	5.3	-1,360	-765	-2,125	-2.4	-1.3	-1.8
E07000067	Braintree	2,000	1,690	3,685	4.4	3.6	4.0	-905	-460	-1,365	-2.0	-1.0	-1.5
E07000068	Brentwood	1,010	870	1,880	4.4	3.6	4.0	-380	-195	-580	-1.7	-0.8	-1.2
E07000069	Castle Point	1,150	830	1,980	4.5	3.2	3.8	-715	-370	-1,090	-2.8	-1.4	-2.1
E07000070	Chelmsford	2,170	1,680	3,850	3.9	3.0	3.5	-990	-570	-1,565	-1.8	-1.0	-1.4
E07000071	Colchester	2,850	2,220	5,070	4.5	3.6	4.0	-920	-415	-1,335	-1.4	-0.7	-1.1
E07000072	Epping Forest	1,925	1,645	3,565	4.9	3.9	4.4	-930	-485	-1,415	-2.4	-1.2	-1.8
E07000073	Harlow	2,115	1,520	3,635	8.0	5.5	6.7	-565	-290	-850	-2.1	-1.0	-1.6
E07000074	Maldon	750	635	1,380	4.0	3.3	3.6	-365	-205	-565	-1.9	-1.0	-1.5
E07000075	Rochford	970	745	1,715	3.8	2.8	3.3	-430	-295	-725	-1.7	-1.1	-1.4
E07000076	Tendring	2,965	1,940	4,910	7.7	4.8	6.2	-1,080	-555	-1,635	-2.8	-1.4	-2.1
E07000077	Uttlesford	885	750	1,635	3.2	2.6	2.9	-370	-230	-600	-1.3	-0.8	-1.1
E10000015	**Hertfordshire**	16,955	12,920	29,870	4.6	3.4	4.0	-5,405	-3,110	-8,520	-1.5	-0.8	-1.1
E07000095	Broxbourne	1,730	1,485	3,220	5.9	4.8	5.3	-585	-245	-830	-2.0	-0.8	-1.4
E07000096	Dacorum	2,285	1,765	4,050	4.8	3.6	4.2	-645	-350	-995	-1.4	-0.7	-1.0
E07000242	East Hertfordshire	1,585	1,255	2,840	3.4	2.6	3.0	-675	-385	-1,060	-1.5	-0.8	-1.1
E07000098	Hertsmere	1,630	1,260	2,885	5.3	3.8	4.5	-485	-310	-795	-1.6	-0.9	-1.3
E07000099	North Hertfordshire	1,645	1,160	2,805	4.1	2.8	3.4	-560	-420	-980	-1.4	-1.0	-1.2
E07000240	St Albans	1,560	1,260	2,820	3.5	2.7	3.1	-585	-360	-945	-1.3	-0.8	-1.0
E07000243	Stevenage	1,720	1,200	2,920	6.2	4.3	5.2	-385	-105	-490	-1.4	-0.4	-0.9
E07000102	Three Rivers	1,060	815	1,875	3.8	2.8	3.3	-535	-375	-910	-1.9	-1.3	-1.6
E07000103	Watford	1,935	1,340	3,275	6.2	4.3	5.3	-570	-405	-975	-1.8	-1.3	-1.6
E07000241	Welwyn Hatfield	1,805	1,375	3,180	4.4	3.4	3.9	-380	-160	-540	-0.9	-0.4	-0.7
E10000020	**Norfolk**	12,085	9,080	21,165	4.6	3.4	4.0	-4,350	-2,735	-7,085	-1.6	-1.0	-1.3
E10000029	**Suffolk**	10,335	7,720	18,060	4.7	3.5	4.1	-3,140	-1,885	-5,025	-1.4	-0.9	-1.1

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Figures for employments on furlough supported by the Coronavirus Job Retention Scheme as at 31 March and provisional figures for 30 April.

Based on claims made by the 14 May. The April figures are provisional and may be revised due to late and amended claims.

County and district / unitary authority codes	County and district / unitary authority	Female employments eligible for furlough	Male employments eligible for furlough	Total employments eligible for furlough	Female employments on furlough at 31 March	Female take-up rate at 31 March	Male employments on furlough at 31 March	Male take-up rate at 31 March	Unknown employments on furlough at 31 March	Total employments on furlough at 31 March	Total take-up rate at 31 March	Female employments on furlough at 30 April (provisional)	Female take-up rate at 30 April (provisional)	Male employments on furlough at 30 April (provisional)	Male take-up rate at 30 April (provisional)	Unknown employments on furlough at 30 April (provisional)	Total employments on furlough at 30 April (provisional)	Total take-up rate at 30 April (provisional)
E12000006	**East of England**	**1,396,200**	**1,377,300**	**2,773,600**	**206,400**	**15%**	**175,000**	**13%**	**-**	**381,400**	**14%**	**157,400**	**11%**	**140,100**	**10%**	**-**	**297,600**	**11%**
E06000055	Bedford UA	42,500	42,300	84,700	5,300	12%	4,900	12%	-	10,200	12%	4,000	9%	3,900	9%	-	7,900	9%
E06000056	Central Bedfordshire UA	68,700	66,800	135,600	10,200	15%	8,000	12%	-	18,200	13%	7,800	11%	6,400	10%	-	14,200	10%
E06000032	Luton UA	45,500	50,200	95,700	7,100	16%	7,900	16%	-	15,000	16%	5,600	12%	6,700	13%	-	12,300	13%
E06000031	Peterborough UA	48,200	51,300	99,500	5,800	12%	5,500	11%	-	11,300	11%	4,400	9%	4,500	9%	-	8,900	9%
E06000033	Southend-on-Sea UA	38,700	37,300	76,000	5,700	15%	5,500	15%	-	11,200	15%	4,400	11%	4,500	12%	-	8,900	12%
E06000034	Thurrock UA	41,500	40,400	81,800	6,700	16%	5,200	13%	-	11,900	15%	5,000	12%	4,200	10%	-	9,200	11%
E10000003	**Cambridgeshire County**	**151,500**	**154,800**	**306,200**	**19,300**	**13%**	**16,600**	**11%**	**-**	**35,900**	**12%**	**14,300**	**9%**	**12,900**	**8%**	**-**	**27,200**	**9%**
E07000008	Cambridge	30,200	32,100	62,300	4,100	14%	4,000	12%	-	8,200	13%	3,100	10%	3,100	10%	-	6,200	10%
E07000009	East Cambridgeshire	20,200	20,100	40,400	2,700	14%	2,100	10%	-	4,800	12%	2,000	10%	1,600	8%	-	3,600	9%
E07000010	Fenland	21,800	22,200	44,000	2,400	11%	1,900	9%	-	4,400	10%	1,800	8%	1,500	7%	-	3,200	7%
E07000011	Huntingdonshire	41,600	41,900	83,600	5,300	13%	4,500	11%	-	9,800	12%	4,000	10%	3,500	8%	-	7,500	9%
E07000012	South Cambridgeshire	37,600	38,300	76,000	4,600	12%	4,100	11%	-	8,700	11%	3,400	9%	3,200	8%	-	6,600	9%
E10000012	**Essex County**	**332,500**	**319,300**	**651,700**	**52,200**	**16%**	**42,200**	**13%**	**-**	**94,300**	**14%**	**40,100**	**12%**	**34,300**	**11%**	**-**	**74,400**	**11%**
E07000066	Basildon	42,600	41,300	83,900	6,300	15%	5,200	12%	-	11,400	14%	4,700	11%	4,100	10%	-	8,800	11%
E07000067	Braintree	34,600	33,900	68,500	5,800	17%	4,800	14%	-	10,600	16%	4,600	13%	4,000	12%	-	8,600	13%
E07000068	Brentwood	17,700	17,100	34,800	2,700	15%	2,000	12%	-	4,800	14%	2,100	12%	1,700	10%	-	3,800	11%
E07000069	Castle Point	19,100	18,000	37,100	3,000	16%	2,400	13%	-	5,400	15%	2,400	12%	1,900	11%	-	4,300	11%
E07000070	Chelmsford	42,100	41,000	83,000	6,300	15%	4,800	12%	-	11,000	13%	4,700	11%	3,800	9%	-	8,600	10%
E07000071	Colchester	43,000	41,400	84,400	6,300	15%	5,100	12%	-	11,300	13%	4,700	11%	4,100	10%	-	8,800	10%
E07000072	Epping Forest	30,700	28,300	58,900	5,600	18%	4,500	16%	-	10,200	17%	4,600	15%	3,800	14%	-	8,400	14%
E07000073	Harlow	22,400	21,500	43,900	3,400	15%	3,000	14%	-	6,500	15%	2,500	11%	2,500	12%	-	5,000	11%
E07000074	Maldon	13,800	13,300	27,100	2,300	17%	1,700	13%	-	4,000	15%	1,800	13%	1,400	10%	-	3,200	12%
E07000075	Rochford	18,800	17,900	36,700	2,900	15%	2,300	13%	-	5,100	14%	2,200	12%	1,800	10%	-	4,000	11%
E07000076	Tendring	27,600	25,800	53,300	4,100	15%	3,500	14%	-	7,600	14%	3,100	11%	2,800	11%	-	5,900	11%
E07000077	Uttlesford	20,200	19,700	39,900	3,400	17%	2,900	15%	-	6,300	16%	2,700	13%	2,400	12%	-	5,100	13%
E10000015	**Hertfordshire County**	**280,000**	**271,900**	**552,000**	**41,800**	**15%**	**36,000**	**13%**	**-**	**77,800**	**14%**	**32,300**	**12%**	**29,700**	**11%**	**-**	**62,100**	**11%**
E07000095	Broxbourne	23,600	21,700	45,300	3,800	16%	3,200	15%	-	7,000	16%	3,100	13%	2,700	12%	-	5,800	13%
E07000096	Dacorum	35,700	34,900	70,600	5,700	16%	4,700	13%	-	10,400	15%	4,400	12%	3,900	11%	-	8,300	12%
E07000242	East Hertfordshire	35,600	34,200	69,800	5,900	16%	5,000	15%	-	10,900	16%	4,400	12%	4,000	12%	-	8,400	12%
E07000098	Hertsmere	24,700	23,000	47,700	4,300	17%	3,600	16%	-	7,900	16%	3,400	14%	3,100	13%	-	6,400	13%
E07000099	North Hertfordshire	31,100	30,800	61,900	4,000	13%	3,400	11%	-	7,400	12%	3,000	10%	2,800	9%	-	5,900	9%
E07000240	St Albans	33,300	33,300	66,600	4,500	13%	3,800	11%	-	8,300	12%	3,400	10%	3,200	9%	-	6,600	10%
E07000243	Stevenage	22,200	21,200	43,400	2,700	12%	2,400	11%	-	5,100	12%	2,000	9%	2,000	9%	-	4,000	9%
E07000102	Three Rivers	21,700	20,500	42,200	3,300	15%	2,800	14%	-	6,100	14%	2,600	12%	2,300	11%	-	5,000	12%
E07000103	Watford	25,100	24,500	49,600	3,900	15%	3,700	15%	-	7,600	15%	3,000	12%	3,100	13%	-	6,100	12%
E07000241	Welwyn Hatfield	27,200	27,800	54,900	3,800	14%	3,400	12%	-	7,200	13%	3,000	11%	2,700	10%	-	5,700	10%
E10000020	**Norfolk County**	**187,500**	**184,400**	**371,800**	**28,700**	**15%**	**24,200**	**13%**	**-**	**52,900**	**14%**	**21,600**	**12%**	**18,200**	**10%**	**-**	**39,800**	**11%**
E10000029	**Suffolk County**	**159,800**	**158,600**	**318,400**	**23,700**	**15%**	**19,000**	**12%**	**-**	**42,700**	**13%**	**17,900**	**11%**	**14,700**	**9%**	**-**	**32,600**	**10%**

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Table 14a CJRS extension 2: employments on furlough by local authority and age and gender, at 30 June

This worksheet contains one table and some cells referring to notes relevant to the data

Figures for employments on furlough supported by the Coronavirus Job Retention Scheme as at 30 June.

Based on claims made by the 16 August.

[note 1] [note2] [note 3] [note 8] [note 9] [note 12]

County and district / unitary authority codes	County and district / unitary authority	Females Under 25	Females 25 to 29	Females 30 to 34	Females 35 to 39	Females 40 to 44	Females 45 to 49	Females 50 to 54	Females 55 to 59	Females 60 to 64	Females 65 and over	Males Under 25	Males 25 to 29	Males 30 to 34	Males 35 to 39	Males 40 to 44	Males 45 to 49	Males 50 to 54	Males 55 to 59	Males 60 to 64	Males 65 and over	Unknown gender and/or unknown age	Total Under 25	Total 25 to 29	Total 30 to 34	Total 35 to 39	Total 40 to 44	Total 45 to 49	Total 50 to 54	Total 55 to 59	Total 60 to 64	Total 65 and over
E12000006	**East of England**	**9,230**	**7,370**	**9,000**	**9,680**	**9,330**	**8,950**	**9,820**	**8,820**	**6,350**	**5,210**	**9,060**	**7,920**	**9,030**	**9,550**	**9,230**	**8,890**	**9,360**	**8,700**	**7,000**	**5,740**	**-**	**18,290**	**15,290**	**18,040**	**19,230**	**18,570**	**17,840**	**19,180**	**17,520**	**13,350**	**10,950**
E06000055	Bedford UA	220	190	260	240	240	210	220	210	150	120	270	260	310	280	290	280	270	250	180	130	-	490	450	570	520	540	490	500	460	330	260
E06000056	Central Bedfordshire UA	410	390	470	450	450	440	490	450	310	240	410	380	470	410	420	400	490	450	400	240	-	820	770	940	870	870	840	980	900	710	480
E06000032	Luton UA	460	480	520	470	410	340	340	280	190	120	500	620	710	770	680	580	590	500	350	190	-	960	1,100	1,230	1,240	1,090	930	930	780	540	310
E06000031	Peterborough UA	310	250	330	320	280	250	270	220	180	100	280	320	410	390	410	320	270	200	190	120	-	590	560	740	710	690	570	540	420	360	220
E06000033	Southend-on-Sea UA	270	200	270	290	300	230	240	230	140	160	270	250	280	310	290	260	270	240	210	170	-	540	450	550	610	590	490	510	470	350	330
E06000034	Thurrock UA	260	260	410	400	340	260	260	220	170	110	230	230	330	400	360	310	280	240	180	110	-	490	490	740	800	690	570	540	460	350	230
E10000003	**Cambridgeshire County**	**900**	**660**	**760**	**810**	**810**	**850**	**920**	**810**	**600**	**480**	**800**	**700**	**750**	**820**	**800**	**780**	**830**	**750**	**580**	**530**	**-**	**1,700**	**1,360**	**1,510**	**1,640**	**1,610**	**1,640**	**1,740**	**1,560**	**1,180**	**1,010**
E07000008	Cambridge	200	200	160	200	160	180	180	130	90	60	160	210	210	210	190	150	180	120	100	80	-	360	410	380	410	350	320	360	250	190	140
E07000009	East Cambridgeshire	120	80	100	120	140	120	120	100	90	70	120	80	80	90	70	100	110	110	60	90	-	230	160	190	210	210	220	220	210	150	170
E07000010	Fenland	120	80	90	90	80	90	120	110	80	70	110	90	80	80	90	70	100	100	70	60	-	230	170	170	170	170	160	210	210	150	130
E07000011	Huntingdonshire	240	150	230	220	220	270	260	230	170	160	240	150	200	220	220	250	240	210	180	160	-	490	310	420	440	440	520	510	440	360	310
E07000012	South Cambridgeshire	220	150	170	190	210	210	240	230	170	120	170	170	180	230	230	210	200	220	170	140	-	390	320	360	410	450	420	440	450	330	260
E10000012	**Essex County**	**2,440**	**1,940**	**2,340**	**2,580**	**2,490**	**2,440**	**2,760**	**2,400**	**1,680**	**1,440**	**2,360**	**1,930**	**2,140**	**2,310**	**2,240**	**2,170**	**2,460**	**2,330**	**1,840**	**1,570**	**-**	**4,800**	**3,870**	**4,490**	**4,890**	**4,720**	**4,610**	**5,230**	**4,730**	**3,520**	**3,010**
E07000066	Basildon	300	240	290	330	290	260	300	270	150	120	290	240	320	290	270	240	280	260	210	150	-	580	480	600	620	560	500	580	540	360	270
E07000067	Braintree	250	220	260	300	270	280	280	310	190	150	290	230	240	280	250	250	290	280	210	200	-	540	450	500	580	520	530	560	580	400	350
E07000068	Brentwood	140	90	140	170	140	150	160	140	90	90	140	110	110	130	110	120	110	130	100	80	-	280	200	250	300	250	270	270	270	200	170
E07000069	Castle Point	140	100	140	120	140	140	170	140	90	100	140	110	110	120	110	110	130	140	110	100	-	280	210	250	230	250	250	300	280	200	200
E07000070	Chelmsford	270	240	290	290	300	290	320	250	190	160	200	200	240	280	270	240	280	240	190	190	-	470	440	530	570	570	530	600	490	380	350
E07000071	Colchester	300	230	230	280	270	270	280	220	180	130	280	210	260	240	250	230	250	230	180	140	-	580	430	490	520	520	500	530	450	360	270
E07000072	Epping Forest	270	240	320	330	320	320	370	340	240	230	310	230	220	280	280	290	290	280	210	220	-	580	460	540	610	600	610	660	620	450	440
E07000073	Harlow	180	160	210	210	170	130	150	130	80	60	120	180	180	220	200	180	150	140	110	80	-	290	340	390	430	370	300	300	260	190	130
E07000074	Maldon	110	80	90	90	100	120	150	120	80	90	110	60	70	80	70	90	130	130	110	80	-	220	140	160	170	170	210	280	240	190	170
E07000075	Rochford	150	90	110	140	130	140	180	130	90	90	150	110	100	80	100	120	150	130	100	100	-	310	200	210	220	220	260	320	260	190	190
E07000076	Tendring	180	120	140	120	150	150	190	180	140	110	170	140	130	130	140	130	200	210	160	130	-	340	250	260	250	290	280	400	380	310	240
E07000077	Uttlesford	160	140	150	210	220	200	220	190	140	120	170	130	160	190	190	180	210	170	150	120	-	320	270	310	400	410	380	430	350	290	230
E10000015	**Hertfordshire County**	**1,980**	**1,550**	**1,970**	**2,280**	**2,340**	**2,110**	**2,130**	**1,980**	**1,360**	**1,090**	**2,090**	**1,730**	**1,940**	**2,170**	**2,120**	**2,070**	**2,030**	**1,870**	**1,440**	**1,230**	**-**	**4,070**	**3,280**	**3,910**	**4,450**	**4,460**	**4,190**	**4,160**	**3,850**	**2,800**	**2,320**
E07000095	Broxbourne	180	150	220	220	230	190	200	190	120	90	190	160	190	210	200	200	180	170	120	90	-	370	300	410	430	430	390	380	360	240	180
E07000096	Dacorum	260	210	250	290	290	250	270	270	220	120	260	210	240	280	270	250	280	250	190	140	-	520	410	490	580	560	500	550	520	410	260
E07000242	East Hertfordshire	300	240	300	330	310	320	310	280	170	150	310	280	280	330	270	300	260	260	210	170	-	610	520	580	660	570	620	560	540	380	320
E07000098	Hertsmere	190	130	200	280	310	240	240	230	150	180	220	160	190	230	230	250	230	210	190	160	-	410	290	390	500	540	490	470	440	340	330
E07000099	North Hertfordshire	190	150	160	170	190	240	200	200	120	100	200	170	190	190	180	190	210	180	150	130	-	390	310	350	350	370	430	410	380	280	230
E07000240	St Albans	240	160	180	210	260	250	260	230	160	110	210	160	170	220	200	230	240	200	160	140	-	460	320	360	420	460	480	490	430	320	250
E07000243	Stevenage	100	110	140	140	110	90	100	90	70	40	130	120	150	140	170	110	110	100	80	70	-	230	230	290	280	270	200	200	190	150	110
E07000102	Three Rivers	170	110	140	190	200	200	180	180	130	130	180	140	140	140	170	180	160	170	110	130	-	350	250	280	330	370	370	350	340	230	260
E07000103	Watford	160	150	190	240	230	160	160	120	100	70	170	160	220	260	260	210	190	160	110	80	-	320	310	410	490	490	370	350	280	200	150
E07000241	Welwyn Hatfield	190	150	200	220	220	180	210	190	130	110	220	180	160	190	180	160	190	160	130	130	-	410	330	350	400	400	340	400	360	260	240
E10000020	**Norfolk County**	**1,080**	**780**	**860**	**940**	**880**	**920**	**1,140**	**1,060**	**790**	**720**	**1,010**	**850**	**910**	**910**	**870**	**910**	**1,000**	**1,050**	**870**	**770**	**-**	**2,090**	**1,640**	**1,770**	**1,850**	**1,750**	**1,830**	**2,140**	**2,100**	**1,670**	**1,490**
E10000029	**Suffolk County**	**910**	**680**	**830**	**890**	**800**	**890**	**1,050**	**980**	**800**	**630**	**840**	**650**	**770**	**780**	**760**	**800**	**870**	**810**	**760**	**660**	**-**	**1,750**	**1,330**	**1,600**	**1,670**	**1,560**	**1,690**	**1,920**	**1,790**	**1,560**	**1,290**

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