

# Public Document Pack

**Southend-on-Sea Borough Council**

**Legal & Democratic Services**

**Strategic Director: John Williams**

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16 June 2020

Dear Councillor

**CABINET - TUESDAY, 16TH JUNE, 2020**

**SUPPLEMENTARY AGENDA ITEMS: URGENT ITEMS OF BUSINESS**

Please find enclosed, for consideration at the next meeting of the Cabinet taking place on Tuesday, 16th June, 2020, the following urgent items of business reports that were unavailable when the agenda was printed.

**Agenda Item  
No**

**12a      Urgent item of business - Temporary Key Worker Permit (Pages 1 - 4)**

Report of the Executive Director (Neighbourhoods and Environment) attached

**12b      Urgent item of business - Emergency Active Travel Fund (Pages 5 - 8)**

Report of the Executive Director (Neighbourhoods and Environment) attached

Robert Harris  
Principal Democratic Services Officer

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# Southend-on-Sea Borough Council

Executive Director Neighbourhoods & Environment

to  
Cabinet

on  
16 June 2020

Agenda  
Item No.

Report prepared by Larissa Reed

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## Temporary Key Workers Permit

Relevant Scrutiny Committee(s): Place Scrutiny  
Executive Councillor: Councillor Ron Woodley  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

- 1.1 To seek agreement for the continuation of the key worker permit until 18 August 2020 (or until the Government guidelines change)

### 2. Recommendations

- 2.1 **That Cabinet endorses the action taken to date and agrees to the continuation of the key worker permit to 18 August 2020 (or when the Government guidelines change) for NHS workers, care workers and volunteers working on the response to the Covid-19 pandemic in line with the national guidance (issued 3 April 2020)**

### 3. Background

- 3.1 The Covid-19 pandemic represents the biggest challenge to human health and wellbeing in decades. It has had and will continue to have a significant impact of the day to day life of everyone in the world.
- 3.2 Throughout the pandemic, many key workers and volunteers have played an essential role in providing health, social care and other key services to many vulnerable people.
- 3.3 On 3 April 2020. Government issued Coronavirus (Covid-19) Health, care and volunteer workers parking pass and concessions guidance. This gave free parking for those on duty as an NHS staff member, health or social care worker, or NHS Volunteer Responder. This is to enable them to access parking concessions in local authority-owned off-street car parks and on-street bays

during the COVID-19 emergency response period. The council did not advertise this scheme immediately as it had agreed to suspend parking enforcement.

- 3.4 On 11 May 2020 the government issued guidelines for people returning to work, which suggested that people returning to work avoid public transport. This change coincided with the council looking to restart parking enforcement.
- 3.5 Accordingly, the council implemented the Health, care and volunteer workers parking pass in Southend which also included key workers (as set out in the government guidance (19 March 2020)).
- 3.6 The permit is a virtual permit and officers ensured the application process was simple but robust enough to discourage abuse or fraud.
- 3.7 The Executive Director Neighbourhoods and Environment consulted internally and with the relevant cabinet members and introduced the scheme.
- 3.8 Following the review of the scheme, research into changes in other authorities and discussion with the cabinet member, it was agreed to change the eligibility criteria from 1 June 2020 to remove the additional key workers and bring the eligibility in line with the government parking guidelines (3 April 2020) for new applicants. Existing pass holders will retain their pass until 18 August 2020
- 3.9 As we have been unable to quantify the number of Key Workers who would have used parking capacity before COVID-19, and how frequently, we have had to make an assumption that each permit holder would make use of it for x5 full days per week. In practice, this is likely to be considerably lower.
- 3.10 The current scheme that is in place means that all permits issued will expire on the 18 August 2020 and yet no decision to extend this has been made.
- 3.11 Once beyond the emergency response and recovery phase, we intend to review the overall impact of COVID-19 on the parking service and will of course feed this back to Elected Representatives.
- 3.12 Accordingly the recommendation about is that the cabinet endorses the action taken to date and agrees to the continuation of the key worker permit to 18 August 2020 (or when the Government guidelines change) for NHS workers, care workers and volunteers working on the response to the Covid-19 pandemic in line with the national guidance (issued 3 April 2020)

#### **4. Other Options**

4.1 **Alternative Option 1.** The council stops the temporary Key Worker permit

4.2 Alternative Option 1 has not been recommended for the following reasons:

4.2.1 This would go against the government guidelines and could put essential NHS and care workers at a disadvantage

#### **5. Reasons for Recommendations**

5.1 To continue with the key worker permit using the 3 April guidelines, the council will be able to ensure that essential workers are supported through this unprecedented time.

## 6. Corporate Implications

### 6.1 Contribution to Council's Vision & Corporate Priorities

6.1.1 Pride and Joy. "Our Streets and Public Spaces are clean and inviting."

6.1.2 Our parks and green spaces are well used the town's residents and visitors. Maintaining green spaces within the communities across the borough helps support the provision of clean and inviting town.

6.1.3 Safe and Well. – This ensures that essential workers are able to continue their work whilst the government recommends that they do not use public transport

### 6.2 Financial Implications

6.2.1 There is a financial impact of approximately £300,000 for this piece of work, the funding for this will be considered as part of the overall parking recovery strategy is currently being drafted.

### 6.3 Legal Implications

6.3.1 The council is able to provide the temporary key worker permits.

### 6.4 People Implications

6.4.1 No people implications have been identified at this time.

### 6.5 Property Implications

6.5.1 There are no property implications

### 6.6 Consultation

6.6.1 No public consultation has been undertaken, other than with cabinet members.

### 6.7 Equalities and Diversity Implications

6.7.1 There are no Equality and Diversity Issues

### 6.8 Risk Assessment

Risk	Mitigation
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Loss of parking income	This will be considered as part of a wider parking recovery strategy.
Negative impact on 'green city and air quality due to the increase in car movements	This permit is only being issued to residents who are working in key areas, therefore limiting this risk.

## 6.9 Value for Money

6.9.1 No issues identified at this time

## 6.10 Community Safety Implications

6.10.1 No community safety implications have been identified at this time.

## 6.11 Environmental Impact

6.11.1 There is a negative environmental impact of enabling more cars on the road, however by limiting this permit to essential workers, this will be limited.

## 7. Background Papers

7.1 There are no background papers.

## 8. Appendices

8.1 There are no Appendices

# Southend-on-Sea Borough Council

Executive Director Neighbourhoods & Environment

to  
Cabinet

on  
16 June 2020

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## Emergency Active Travel Fund

Relevant Scrutiny Committee(s): Place Scrutiny  
Executive Councillor: Councillor Ron Woodley  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

- 1.1 To seek agreement for the construction of temporary interventions to create an environment that is safe for walking and cycling during the Covid-19 pandemic and the period directly after. Agreement will enable the drawdown on the £309k tranche 1 indicative allocation and enabling access to the £1.236m tranche 2 allocation. These monies would enable increased safe transport for people who are have been advised by the government not to use public transport at this time.

### 2. Recommendations

- 2.1 That Cabinet endorses the bid submitted to DfT on 5 June 2020, for £309k for tranche 1 funding from the Emergency Active Travel Fund.
- 2.2 That delegation is given to the Executive Director of Neighbouring to make a further bid to Department for Transport of £1.236 million for Tranche 2 funding. From the Emergency Active Travel Fund
- 2.3 That delegated authority be given to the Executive Director (Neighbourhoods and the Environment), in consultation with the Deputy Leader of the Council, to agree the final detailed design options based upon the principle in the DfT's guidance for temporary road space reallocation in consultation with ward councillors for both tranche 1 and tranche 2 funding

## Delegation

### 3. Background

- 3.1 On the 27 May the Department for Transport published details of the £250 million Emergency Active Travel Fund announced by the Secretary of State on 9 May.
- 3.2 Of the total £250 million fund, £225 million will be provided directly to local transport authorities and London boroughs, while £25 million will help support cycle repair schemes.
- 3.3 The £225 million allocated to local authorities will be released in two phases. The first tranche consists of £45 million was released as indicative allocations on 27 May. The council was allocated £309k as part of tranche 1 and has been given an indicative allocation £1.236 million as part of tranche 2 (this would be subject to the council delivering the tranche 1 outcomes).
- 3.4 To receive monies as part of either tranche 1 or 2 the council will need to show that there are swift and meaningful plans to temporarily reallocate road space to cyclists and pedestrians, including on strategic corridors.
- 3.5 A mixture of interventions which can be funded. These include:
- Point closures to create low-traffic filtered neighbourhoods
  - Pop up segregated cycle lanes
  - Footway widening
  - 20mph zones (so long as they are implemented with other measures)

The councils proposed interventions are set out in section 4 below

- 3.6 Measure will generally need to be delivered quickly using temporary materials.
- 3.7 Work must have started within four weeks of receiving the allocation and completed within eight weeks of starting.

### 4. Southend's 'Navigating to New Opportunities' Bid

- 4.1 The council's bid submission took the Southend 2050 themes of Active and Involved, Safe & Well and Pride & Joy, projecting them forward to the recovery phase to safely open up parts of the economy, we have developed a number of Interventions. The bid consists of three elements:

1 Southend's cycle network is identified using Bikeability levels. There are a number of off-road routes, primarily where routes are on principal (level 3) roads. However, there are some missing links in this network. Part one of our programme seeks to provide a temporary solution (a pop-up cycle way), These routes will be created temporarily utilising traffic wands and barriers to segregate cyclists from vehicles. We may have to introduce temporary 20mph speed limits to guarantee cyclist and pedestrian safety, however these will only



remain in place for the period of the scheme. This will be installed in conjunction with footway markings giving priority instructions where pinch points exist. On other routes, temporary matting will be installed on the wide grassed central reserves located on Southend's boulevards (utilising the old tram routes). This will provide a better, weather resilient, ride quality. Again, clear signage will be deployed to give priority instructions. Additional cycle parking will be installed to assist with a cycle and stroll concept.

## 2 School Streets

This will utilise point closures, we will provide temporary 20mph limits and widened footways to provide an environmental zone around schools only. Where possible, nearby car parks can be used for park and walk solutions. Working with schools we will assist with social distancing measures for safe and efficient pick up and drop off. Signs and footway markings will be installed to reinforce messaging. As stated above, these are temporary 20 mph limits and will be reviewed and brought to cabinet for any decision on future permanent change.

## 3 Behavioural Change

This programme will utilise the brand awareness Forward Motion behavioural change programme to reinforce messaging and encourage increased usage.

- 4.2 For the avoidance of doubt, temporary 20mph speed limits are proposed only in respect of areas where temporary pedestrian and cycle lanes are created and around schools as set out above
- 4.3 Cost: It is estimated that the works will cost approximately £450k of capital and £30k revenue. The revenue elements consist of monitoring and evaluation measures designed to capture the impact of the pop-up routes and interventions. The LTP 3 DfT funding has £100k allocated to cycle lane interventions and this can cover the shortfall in funding over and above the Emergency Active Travel Allocation

## 5. Reasons for Recommendations

- 5.1 To provide funding for the temporary interventions that further encourage the increased walking and cycling activity in the borough.

## 6. Corporate Implications

### 6.1 Contribution to Council's Vision & Corporate Priorities

#### 6.1.1 Active and Involved, Safe & Well and Pride & Joy

### 6.2 Financial Implications

#### 6.2.1 DfT funding from Emergency Active Travel Fund and LTP3.

### 6.3 Legal Implications

#### 6.3.1 Temporary traffic orders may be required.

## 6.4 People Implications

6.4.1 No people implications have been identified at this time.

## 6.5 Property Implications

6.5.1 There are no property implications

## 6.6 Consultation

6.6.1 No public consultation has been undertaken, other than with cabinet members.

## 6.7 Equalities and Diversity Implications

6.7.1 There are no Equality and Diversity Issues

## 6.8 Risk Assessment

A preliminary stage and stage 3 Safety Audits will be carried out as this work may be present for more than six months

## 6.9 Value for Money

6.9.1 No issues identified at this time

## 6.10 Community Safety Implications

6.10.1 No community safety implications have been identified at this time.

## 6.11 Environmental Impact

6.11.1 There is a positive environmental impact of enabling more walking and cycling.

## **7. Background Papers**

7.1 There are no background papers.

## **8. Appendices**

8.1 There are no Appendices