

Public Document Pack

Southend-on-Sea Borough Council

Department for Corporate Services

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Dear Councillor

CABINET - TUESDAY, 8TH NOVEMBER, 2016 - Late and amended reports

Please find enclosed, for consideration at the next meeting of the Cabinet taking place on Tuesday, 8th November, 2016, the following report(s) that were unavailable when the agenda was printed.

Item 7 – Capital Re-development of Delaware, Priory and Viking –Reference back from People Scrutiny Committee

Please find Item 7 attached, the Capital Re-development of Delaware, Priory and Viking (reference back).

Item 8 – MPR

The September MPR has now been distributed for your consideration

Item 17- Sheltered Housing Review - Amended Report

Please find attached item 17, the Sheltered Housing Review report.

There has been a minor amendment to the report, please replace the original with this updated version. The accompanying appendices in your cabinet books are still correct.

Item 19 – PVX Report

Please also find attached item 19, the PVX policy report.

Item 24 – Waste PFI Report

Please find attached item 24, the Waste PFI report which is a **PART 2** report

Yours sincerely

Olivia Allen
Democratic Services Assistant

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Southend-on-Sea Borough Council

Agenda
Item No.

7

Report of Deputy Chief Executive Director for People
to
Cabinet
on
8 November 2016

Report prepared by: Sharon Houlden
Director of Adult Services & Housing

**Capital Re-development of Delaware, Priory and Viking
People Scrutiny Committee Referral
People Scrutiny Committee
Executive Councillor: Councillor Lesley Salter**

A Part 1 Public Agenda Item

1. Purpose of Report

To reconsider the Cabinet decision 20 September 2016 (Minute 285) with regard the capital re-development of Priory, Delaware and Viking that has been referred back by the People Scrutiny committee meeting held on 11 October 2016.

2. Recommendations

- 2.1 To re-affirm the Cabinet decision of the 20 September (minute 285) namely;
- 2.2 That it be noted that the Strategic Outline Case (SOC) at **Appendix 1** has found that the preferred option is the re-development of the Viking Learning Disability Day Centre and the New Build of a 60 bed dual registered dementia care home, on a single site (Priory).
- 2.2 That the preferred option(s) identified above should be subjected to a fully costed Outline Business Case (OBC) to be presented to Cabinet in February 2017.
- 2.3 That it be noted that the Scheme will be financed by the Council and the Local Authority Trading Company, Southend Care, will operate any new facility under a long term commercial lease from the Council.

3. Strategic Context and Background

- 3.1 The future of Priory and Delaware residential Care homes and the Viking Day Centre for People with a Learning Disability and their potential capital re-development has been the subject of debate and consideration for a number of years, during that time a variety of potential options have been considered.
- 3.2 In July 2015 the architects ADP were appointed and completed their Feasibility Review. The preferred option identified was the redevelopment of Priory site.

This option provided for a 60 bed dementia residential care home, Learning Disability Day Care Centre (45 places) plus the provision of 52 Extra Care apartments. The preferred option was on the Priory House site plus the adjoining school site and allows for the existing care home to remain operational until the new facilities come on-stream. This development would take place in two phases with the care home, Day Care Centre and 16 Extra Care flats in the first phase and the remaining 36 Extra care Flats in Phase 2.

3.3 The Cabinet meeting held on 19 January 2016 agreed:

- That a fully costed proposal be developed for the creation of new care facilities on the Priory site to be operated by the LATC, including full details of funding and financing implications, given that the independent Site Feasibility Study, as set out in Appendix 4 of the report, has established there is a clear Business Case
- That the site Feasibility Study, which has demonstrated the feasibility of developing a dedicated dementia facility and re-provision of a learning disability day centre on the Priory House site, be noted and that officers be requested to develop fully costed proposals for submission to Cabinet later in the year.

3.4 These decisions were confirmed by Council on 25 February 2016.

3.5 The new political administration at a Member Briefing session held on 26 July 2016 agreed the following:

- Take the opportunity to reappraise / 'sense check' potential options;
- Consider potential alternative solution(s) to ensure:
 - Strategic fit
 - Meet future needs / demands
 - VFM / affordability
- Strategic Outline case (SOC) to September Cabinet
 - Identifies preferred option(s) – to be subject to Outline Business Case (OBC)

This Cabinet Report of 20th September considered the Strategic Business Case (SOC), see Appendix, and those potential options that should be taken forward for more detailed consideration.

The SOC, following consideration of the existing facilities, need, demand and supply for these services, concluded the following:

- It is acknowledged that Viking is beyond its useful life and requires replacement for which capital funds have been identified.
- It is further acknowledged that the built environments of Priory and Delaware Residential Care Homes are not viable in the medium term and will not meet user expectations.

- There remains an ongoing need for quality day care for people with a learning disability.
- There is an increasing need for dementia care with an increasing elderly population.
- There is limited supply of nursing care accommodation for people with dementia, as well as residential care able to cope with older people with severe dementia.
- Any consideration of investment in extra care housing needs to be done as part of the considered response to the recent Sheltered Housing Review.

On the basis of the above the Cabinet Meeting on 20 September 2016 resolved the following:

- That it be noted that the Strategic Outline Case (SOC) at **Appendix 1** has found that the preferred option is the re-development of the Viking Learning Disability Day Centre and the New Build of a 60 bed dual registered dementia care home on a single site (Priory).
- That the preferred option(s) identified above should be subjected to a fully costed Outline Business Case (OBC) to be presented to Cabinet in February 2017.
- That it be noted that the Scheme will be will be financed by the Council and the Local Authority Trading Company, Southend Care, will operate any new facility under a long term commercial lease from the Council.

The People Scrutiny Committee held on 11 October resolved that this decision “....be referred back to cabinet for re-consideration, for the following reason – need for Cabinet to proceed with the original plan as previously agreed by council.”

At the Council meeting on 16 October 2016 it was resolved:

That the Cabinet be urged to proceed with the original plans for Delaware, Priory and Viking, which had previously been agreed by the Council.

The effective difference between the proposals considered at Cabinet in February 2016 and those in September 2016 was the inclusion in the earlier report of an Extra Care scheme of 52 flats. The proposed re-development of Priory and Delaware Care homes and Viking Day Centres effectively remain unchanged, other than it is now proposed the Care Homes be dual registered (i.e. nursing and residential care) rather than solely residential care .

The Cabinet decision in February 2016 was on the basis of site feasibility report prepared by ADP Architects which considered what it was possible to fit on the Priory and adjacent school site from a design point of view. Whilst it is generally acknowledged the built environments of Priory, Delaware & Viking are not viable in the medium term and will not meet future user expectations the case for the additional extra care has not yet been made from a demand, operational or financial point of

view. The affordability and funding for this proposed £22 million capital development was also not considered and it was requested a “fully costed proposal” be prepared.

In the intervening period a Sheltered Housing Review report, as referred to in the SOC, was completed by Peter Fletcher Associates which amongst other things recommended that future investment decisions on sheltered housing be taken in the context of the whole estate and raised a number of issues regarding key parts of that estate. In that context it was considered that any future investment decisions on sheltered housing and / or extra care need to be taken as part of a wider consideration of the recommendations of that Report and the entirety of the sheltered housing estate.

It should also be noted that at this time that consent for the use of the school site adjacent to Priory has not yet been granted by the Department for Education.

It was therefore felt that rather than have further delay, bearing in mind the need to proceed with replacement for Delaware, Priory and Viking, that the business case development work for these elements should proceed and an Outline Business Case (OBC) be presented to Cabinet in February 2017. In other words, this means that we can move forward at a pace with the elements of the programme that are most pressing and for which we have the greatest evidence base i.e. the reprovisioning of Delaware House, Priory House, and Viking Day Services. A decision to definitely include a 52 bedded extra care unit at this point in time (even when that unit would not actually be built until years 3-5 of the programme) would mean that a full business case would need to be carried out on this element of the programme, thereby delaying the progression of the re- build per se.

It should be noted that the Strategic Outline Case (SOC) recommendations do not preclude future investment decisions being made with regard extra care housing.

It should also be noted that none of the Cabinet decisions to date have yet made a firm commitment with regard to future investment. It is expected that consideration would be given to future investment on presentation of the Outline Business Case (OBC) for Priory, Delaware and Viking, which is currently under preparation, at the February Cabinet meeting.

4. Reasons for Recommendations

To meet the objective of providing care to vulnerable residents of Southend in the most cost effective way and ensuring in the medium term sufficient supply and access to appropriate and quality facilities, and to achieve this objective in a responsive and speedy manner that takes account of the urgency of the Council's need and wish to respond to the changing demographic and needs of the town.

5. Corporate Implications

5.1 Contribution to Council's Vision & Critical Priorities

The recommendations address Prosperous and Healthy Southend.

5.2 Financial Implications

There is no material financial implication as a direct result of the recommendations of this Cabinet Report. This Report effectively identifies those options that ought to be subject to further consideration.

If the Council were to proceed, following consideration at the February 21 Cabinet Meeting, with one of the preferred options it would need to enter into procurement contracts for design and build and new facilities and finance these capital developments. The level of capital investment is likely to be between £10.5 and £11.5 million. The exact level of investment would be determined through the development of the Outline Business Case (OBC) and ultimately the market testing of the procurement. The capital investment would be financed through a combination of borrowing and capital receipts generated through the sale of surplus sites.

It is assumed that capital developments will be financed by the Council and that the Local Authority Trading Company (LATC), Southend Care, will operate any new facility under a long term commercial lease from the Council. As a result the revenue consequences of capital financing would be more than met by the LATC

5.3 Legal Implications

The Council has powers to provide the existing functions and services under the Care Act 2014 and to the extent the relevant provisions have not yet been repealed, under the National Assistance Act 1948, the National Health Service and Community Care Act 1990, other related care legislation together with section 111 of the Local Government Act 1972.

5.4 People Implications

It is intended that these facilities will be operated by the LATC and as a result the staff working in these facilities will be direct employees of the Trading Company and not the Council. The LATC would effectively need to manage the workforce implications, including the potential re-location, of the development of new facilities based on the selected configuration.

5.5 Property Implications

If the Priory Site is redeveloped for a new Dementia Care Facility the Delaware and Viking (Avro) sites will become surplus to requirements and available for disposal generating a capital receipt. Optimal use of the Priory site would require the use of the adjoining school site. As such appropriate permissions will need to be obtained from the Department of Education to ensure its availability, this process has commenced.

Any Council properties, both existing and any new build, to be used by the LATC, will need to be subject to commercial lease agreements with the Council.

5.6 Consultation

Formal consultation would need to take place with service users and carers at Delaware, Priory and Viking with regard to any proposed relocation of services.

The consultation periods in respect of the above need to be reasonable to allow meaningful engagement, in practical terms that will effectively mean consultation periods of up to three months (13 weeks). These periods will need to be built into any project implementation timetable.

5.7 Equalities Impact Assessment

An Equality Analysis will be prepared and presented alongside the Outline Business Case for consideration by the February 2017 Cabinet meeting.

5.8 Risk Assessment

Inevitably in considering large scale new capital developments there are a number of risks. The key risks are summarised below.

- Potential delay in the new developments would have a detrimental impact on quality of Service user experience.
- Significant delay in development could have detrimental impact on the financial viability of the LATC.
- Gaining relevant planning consents and in particular permission to use adjacent school site at Priory.

5.9 Value for Money

Any contracts will be let in accordance with the Council's Contract Procedure Rules to ensure value for money is delivered.

5.10 Community Safety Implications

Not applicable

5.11 Environmental Impact

The proposals will improve and better meet the needs of the clients and carers. Any new buildings will be subject to usual planning procedures.

6. Background Papers

- (a) Outcome of the review of the decision to close Priory house and re-develop Delaware House – Cabinet Report – 20 January 2015.
- (b) Outcome of the initial feasibility study for Delaware, Priory and Viking and the financial viability of the setting up of a Local Authority trading Company – Cabinet Report - 23 June 2015.
- (c) Establishment of a Local Authority Trading Company for Adult Social Care and site feasibility study for Delaware, Priory and Viking – Cabinet Report 19 January 2016

- (d) ADP Site Feasibility Study – New Day Care, Care home and Extra Care for SOSBC (Delaware, Priory and Viking Sites – July 2015).

7. Appendices

Appendix 1 - Priory, Delaware & Viking Capital Re-development Strategic Outline Case (SOC) – August 2016

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Southend on Sea Borough Council

Priory, Delaware & Viking Capital Re-Development Programme

Strategic Outline Case (SOC)

AMPM

Version: 0.2 August 2016

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Introduction & Background

Introduction

The purpose of this paper is to provide a strategic assessment of potential options for the capital re-development of residential care (Priory and Delaware) for older people and learning disability day care currently provided at Viking on the Avro site that can be taken forward for detailed consideration and appraisal in an Outline Business Case to be prepared in the coming months.

Background

The future of Priory and Delaware Residential Care homes and the Viking Day Centre for People with a Learning Disability and their potential capital re-development has been the subject of debate and consideration for a number of years, during that time a variety of potential options have been considered

In July 2015 the architects ADP were appointed and completed their Feasibility Review. The preferred option identified was the redevelopment of Priory site (Option 11). This option provides for 60 bed dementia residential care home, Learning Disability Day Care Centre (45 places) plus the provision of 52 Extra Care apartments. The preferred option was on the Priory House site plus the adjoining school site and allows for the existing care home to remain operational until the new facilities come on-stream. The development would take place in two phases with the care home, Day care Centre and 16 Extra Care flats in the first phase and the remaining 36 Extra care Flats in Phase 2.

The Cabinet meeting held on 19 January 2016 agreed the establishment for adult social care services and also agreed:

- That a fully costed proposal be developed for the creation of new care facilities on the Priory site to be operated by the LATC, including full details of funding and financing implications, given that the independent Site Feasibility Study, as set out in Appendix 4 of the report, has established there is a clear Business Case
- That the site Feasibility Study, which has demonstrated the feasibility of developing a dedicated dementia facility and re-provision of a learning disability day centre on the Priory House site, be noted and that officers be requested to develop fully costed proposals for submission to Cabinet later in the year.

These decisions were confirmed by Council on 25 February 2016.

**Southend-on-Sea Borough Council
Priory, Delaware & Viking Capital Re-Development
Strategic Outline Case (SOC) – August 2016**

The new political administration at a Member Briefing session held during July 2016 and agreed the following:

- Take the opportunity to reappraise / ‘sense check’ potential options;
- Consider potential alternative solution(s) to ensure:
 - Strategic fit
 - Meet future needs / demands
 - VFM / affordability
- Strategic Outline case (SOC) to September Cabinet
 - Identifies preferred option(s) – to be subject to Outline Business Case (OBC)

We therefore need to consider those potential options that should be taken forward for more detailed consideration.

Current Service Offering

Delaware House Residential Care Home for Older People	Residential care for older people (24 places)
Priory House Residential Care home for Older People	Residential care for older people (28 places)
Viking Learning Disability Day Services	High dependency day care for people with Learning Disabilities

As mentioned above previous options have considered the option of co-locating new build extra care development within the capital re-development of these services. A strategic review of sheltered housing has just been completed.

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It has been acknowledged that the Viking Learning Disability Day Centre has reached the end of its useful life and needs to be replaced, funding for this capital build (£2 million) is in the existing capital programme.

It has also been acknowledged that the built environments of Priory and Delaware Residential Care Homes are not viable in the medium term and will not meet user expectations.

Demand and Supply Analysis

We consider the demand and supply in respect of residential care for older people, particularly those with dementia.

Need & Demand – Older People

The older population within Southend is as follows:

2015

<u>Age</u>	<u>Population</u>
65-74	17.8
75-84	10.8
85-89	8.0
90+	2.0

ONS 2015

The older population is forecast to grow significantly in the forthcoming years.

Age Group	Year of Projection (Thousands)					% Change 2015- 2035
	2015	2020	2025	2030	2035	
Total 50 Years+	66.3	72.5	77.9	82.6	87.1	31.4
Total 65 years+	33.9	36.8	40.7	46.2	51.3	51.3
Total 85 years+	5.3	5.8	6.8	8.4	10.8	103.8

Source: ONS 2012 based Sub-National Population Projections

There were an estimated 2,520 people aged 65+ with dementia in Southend on Sea in 2015. This figure is projected to rise to 3,867 by 2030, a 53.5% increase. The full breakdown of this data by age group and year is shown in table below.

Southend-on-Sea Borough Council
 Priory, Delaware & Viking Capital Re-Development
 Strategic Outline Case (SOC) – August 2016

Age Group	Year of Projection (Thousands)				Additional No. 2015-2030	% Change 2015- 2030
	2015	2020	2025	2030		
65-69	127	115	128	150	23	18.1
70-74	207	265	238	269	62	30.0
75-79	357	410	526	478	121	33.9
80-84	563	620	717	929	366	65.0
85-89	667	700	795	972	305	45.7
90+	600	687	834	1,069	469	78.2
Total 65+	2,520	2,797	3,238	3,867	1,347	53.5

Source: Projecting Older People Population Information (POPPI)

Of those with dementia in the Borough 45% have moderate (858) and /or severe dementia (340).

It has been forecast that the proportion of over 75 year olds within a care home within Essex will increase by 37% over the next ten years¹.

The majority of those within care homes have dementia²:

% with Dementia in Care Homes:

EMI: 79.90%
 Nursing: 66.90%
 Residential: 52.20%

¹ JSNA Essex from 6093 in 2015 to 8355 between 2015 and 2025

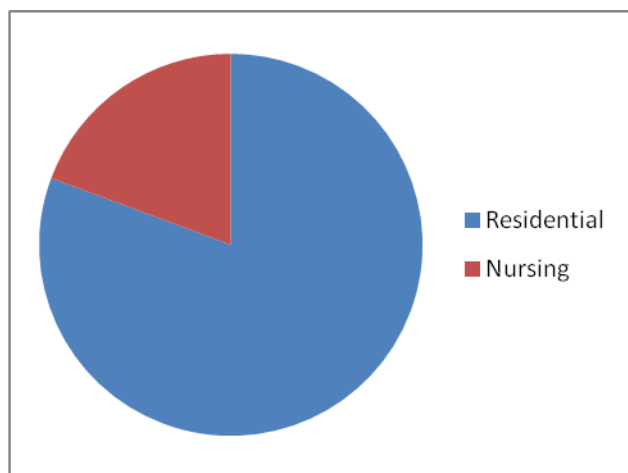
² JSNA (2008)

Need & Demand – Learning Disabilities

In 2015 there were 3,259 people with a recorded with a leaning disability. Of these 670 were categorised as moderate or severe. There were 153 people categorised with a severe leaning disability, 68 with Downs Syndrome and 48 with Challenging Behaviour³. The number of people with a learning disability was forecast to grow by 4.46% by 2020 in the Borough although this is lower than the Essex average of 7.75%.

Supply

There are 1681 registered care beds for older people in the Borough. The majority of these (1347 in 64 homes) are registered as Residential Care⁴.



Of those Residential Registered beds the majority state (87%) they have capacity to care for older people with dementia. Of the 323 nursing beds, across 9 homes, 58% are for dementia care.

³ Learning Disability Needs Assessment (JSNA) – January 2015

⁴ Source: www.carehome.co.uk

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Priory, Delaware & Viking Capital Re-Development
Strategic Outline Case (SOC) – August 2016**

The 52 beds within Priory and Delaware are included in the residential bed numbers above, also providing dementia care.

Within Southend 46% of those with a learning disability received day care one of the highest in the County but this may to a great deal account for that only 9% received home care the lowest in Essex.

46 people with a learning disability were in paid employment but only 10 of these was for more than 16 hours per week, and none greater than 30 hours.

The Council is the primary provider of day care for people with a learning disability. There are activities and groups operated by the third sector, such as MENCAP⁵.

Conclusion

1. It is acknowledged that Viking is beyond its useful life and requires replacement for which capital finds have been identified.
2. It is further acknowledged that the built environments of Priory and Delaware Residential Care Homes are not viable in the medium term and will not meet user expectations.
3. There remains an ongoing need for quality day care for people with a learning disability.
4. There is an increasing need for dementia care with an increasing elderly population.
5. There is limited supply of nursing care accommodation for people with dementia, as well as residential care able to cope with older people with severe dementia.
6. Any consideration of investment in extra care housing needs to be done as part of the considered response to the recent Sheltered Housing Review.

⁵ <http://www.southendmencap.org.uk>

Potential Options

Based on the above analysis the following potential development options emerge for consideration.

Ref	Option	Description	Comments
1.	Do Nothing – Business As Usual	Presented for comparison purposes	Unviable in the medium to long term
2.	Priory Re-development 1: 60 Bed Dementia Residential Care Home plus Learning Disability Day Centre and 52 Extra Care Places	The preferred option arising from the ADP Feasibility Study. Phased development.	Previously preferred option although affordability and demand for Extra Care not demonstrated
3.	Priory Re-development 2: 60 Bed Dual Registered Dementia Care Home Residential plus Learning Disability Day Centre	As above but excludes any decision with regard extra care housing.	Generate additional surplus site but would require (as above) use of adjacent school site)
4.	Dual Site Development: 60 Bed Dual Registered Dementia Care Home on Priory site Plus Viking re-development on existing site	Split site development – potentially could take place on different timescales and different funding / procurement routes.	Dual site development along different procurement routes and timetable but would reduce potential capital receipt from surplus site

Options 3 and 4 do not preclude further capital investment in Extra Care housing in the future but consider this is best done following considered response to the recent Sheltered Housing review.

**Southend-on-Sea Borough Council
Priory, Delaware & Viking Capital Re-Development
Strategic Outline Case (SOC) – August 2016**

The new dual registered care home would specialise in high dependency dementia care, re-ablement and ‘discharge to assess’ areas of activity that the the Council has a growing reputation and where the Local Authority Trading Company (LATC) will seek to further develop, along with domiciliary care provision as an adjunct to this model.

We now go on to consider each of these potential development options.

Financial Appraisal

We have undertaken a high level financial appraisal of the likely costs of each option.

Ref	Option	Gross Capital Cost (£'000s)
1.	Do Nothing – Business As Usual	£2,000
2.	Priory Re-development 1: 60 Bed Dementia Residential Care Home plus Learning Disability Day Centre and 52 Extra Care Places	£22,974
3.	Priory Re-development 2: 60 Bed Dual Registered Dementia Care Home Residential plus Learning Disability Day Centre	£11,357
4.	Dual Site Development: 60 Bed Dual Registered Dementia Care Home on Priory site Plus Viking re-development on existing site	£10,757

Notes:

1. Capital cost for ‘do nothing’ option based on estimated replacement and repairs as set out in Cabinet Report 19 February 2016
2. Capital costings based on previous ADP estimates⁶

⁶ ‘New Day Care, Care home and Extra Care for SOSBC – Viking and Priory Sites’ – ADP – July 2015

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Priory, Delaware & Viking Capital Re-Development
Strategic Outline Case (SOC) – August 2016

3. Assumed capital cost to be funded from prudential borrowing and capital receipts generated from the sale of surplus sites – however if LATC were to operate new build there would be premium on lease. With the LATC paying 6-7% rental yield on capital cost
4. The extent and value of capital receipts from the sale of surplus sites will be reviewed as part of the preparation of the Outline Business Case (OBC) at the next stage.
5. Capital costs excludes Furniture, Fixtures and Equipment (FF&E)
6. Revenue estimates will be assessed as part of the preparation of the Outline Business Case (OBC). The operating expenditure would form part of the cost base of the LATC.

If a single site development is pursued on the Priory Site for a new Dementia Care Facility the Delaware and Viking (Avro) sites will become surplus to requirements and available for disposal generating a capital receipt. Optimal use of the Priory site would require the use of the adjoining school site. As such appropriate permissions will need to be obtained from the Department of Education to ensure its availability; this process has commenced.

Non Financial Appraisal

It is suggested the following criteria be used for strategic appraisal of these options:

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- Strategic fit – development in line with Council policy toward Adult Social Care, including the development of a Local Authority Trading Company and commissioning Strategy.
- Quality of Service Outcomes to Service Users – Provides quality care and experience for service users.
- Deliverability / Practicality – Option can be delivered within a reasonable timescale and development risks are minimised.
- Affordability / Value for Money – The overall costs can covered within the Council's available resources and demonstrably deliver economy, efficiency and effectiveness.
- Flexibility / future fit – development provides the opportunity to adapt to fit in with future changes in service users' expectations and national and local policy.

We have scored each of the options against these criteria out of ten; we have not weighted any of the criteria.

Southend-on-Sea Borough Council
 Priory, Delaware & Viking Capital Re-Development
 Strategic Outline Case (SOC) – August 2016

Ref	Option	Strategic Fit	Quality of Service Outcomes	Deliverability / Practicality	Affordability / VFM	Flexibility / Future Fit	Total
1.	Do Nothing – Business As Usual	0	4	8	10	2	24
2.	Priory Re-development 1: 60 Bed Dementia Residential Care Home plus Learning Disability Day Centre and 52 Extra Care Places	10	8	6	4	6	34
3.	Priory Re-development 2: 60 Bed Dual Registered Dementia Care Home Residential plus Learning Disability Day Centre	8	10	8	8	8	42
4.	Dual Site Development: 60 Bed Dual Registered Dementia Care Home on Priory site Plus Viking re-development on existing site	8	10	10	6	8	42

Based on the above scoring the two highest options are the redevelopment of the Viking Learning disability Day Centre and the new build of a 60 bed dual registered (Residential and nursing) care home either on a single site together (Priory) or separate sites.

Clearly the taking forward of these options does not preclude future capital investment in Extra Care Housing in the Borough. However it is considered that the level, timing, nature and location of any future Extra Care housing be determined as a result of thoughtful consideration of the outcome of the recent Sheltered Housing review.

Pros and Cons

In the table we summarised the relative pros and cons of the potential development options.

Ref	Option	Pros	Cons
1.	Do Nothing – Business As Usual	<ul style="list-style-type: none"> No disruption to service users Current services well regarded by users & carers Minimal capital cost 	<ul style="list-style-type: none"> Built environments not suitable / viable in the medium term Commitments have been given to users & carers with regard capital investment
2.	Priory Re-development 1: 60 Bed Dementia Residential Care Home plus Learning Disability Day Centre and 52 Extra Care Places	<ul style="list-style-type: none"> Delivers a single site solution Capital receipts from two surplus sites (Delaware and Avro) High quality built to best practice standards Provides dementia nursing care 	<ul style="list-style-type: none"> Extended and complex phased build programme Demand for Extra Care as yet undetermined Expensive and affordability unclear Limited demonstration of benefits of co-location of different client groups
3.	Priory Re-development 2: 60 Bed Dual Registered Dementia Care Home plus Learning Disability Day Centre	<ul style="list-style-type: none"> High quality built to best practice standards Delivers single site solution Capital receipts from two surplus sites Provides dementia nursing care 	<ul style="list-style-type: none"> The 2 capital schemes inter-dependent. Potential decant issues for residential care Requires use of adjacent school site
4.	Dual Site Development: 60 Bed Dual Registered Dementia Care Home on Priory Site Plus Viking re-development on existing site	<ul style="list-style-type: none"> High quality built to best practice standards Allows different procurement routes and timetables Two capital schemes no longer inter-dependent & less complex build programme Provides dementia nursing care Lower level of capital investment required 	<ul style="list-style-type: none"> Only capital receipt from single surplus site

Recommendations

1. The preferred option is the re-development of the Viking Learning Disability Day Centre and the New Build of a 60 bed dual registered dementia care home, either on a single site (Priory) or separate sites (Avro and Priory). It is recommended that these options are taken forward and subject to detailed analysis within an Outline Business Case (OBC) to be presented to Cabinet for approval in February 2017.
2. It should be assumed that capital developments will be financed by the Council and that the Local Authority Trading Company, Southend Care, will operate any new facility under a long term commercial lease from the Council.

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MONTHLY PERFORMANCE REPORT

September 2016

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Published by the Policy, Engagement & Communication Team

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Key to Columns and symbols used in report

Column Heading	Description
Minimise or Maximise	Indicates whether higher or lower number is better: Minimise = lower is better, maximise = higher is better
Latest Month	The latest month for which performance information is available
Month's Value	Performance to date for the latest month
Month's Target	Target to date for the latest month
Annual Target 2016/17	Annual target for 2016/17
<u>Outcome</u>	<p>Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance is on track to achieve the annual target. Symbols used and their meaning are:</p> <p> = at risk of missing target</p> <p> = some slippage against target, but still expected to meet year-end target (31/03/2017)</p> <p> = on course to achieve target</p>
Comment	Commentary for indicators not on track providing reasons for low performance and identifying initiatives planned to bring performance back on track
Better or worse than last year	<p>Symbol indicating whether performance for the Latest Month is better or worse than the same month in the previous year. Symbols and their meanings are:</p> <p> = Latest Month's performance is better than the same month last year</p> <p> = Latest Month's performance is worse than the same month last year</p> <p> = Data not available for current or previous year</p>

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Section 1: 2016-2017 Exceptions - Current Month Performance

Comments on Indicators rated Red or Amber

Generated on: 03 November 2016 14:16





Expected Outcome At risk of missing target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]	Aim to Maximise	September 2016	69.2%	85%	85%			<p>For September 2016 the figure of 69.2% is made up of 281 successful visits, 82 unsuccessful visits (visits refused by the child/young person or the young person wasn't seen during the visit) and 43 outstanding visits.</p> <p>Currently the percentage of successful visits for missing children living in the local area is 76.1%, while 94.8% have been offered a visit. The percentage of successful visits for children looked after by Southend but placed out of borough is 61.0%, with 76.3% offered a visit. The percentage of successful visits for children looked after by other local authorities placed in Southend is 26.3%, with 63.2% offered a visit.</p>	People Scrutiny
CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]	Goldilocks	September 2016	72.9	57.3-68.3	57.3-68.3			<p>The number of looked after children remain above target at 72.9 per 10,000 population against a target range of 57.3-68.3. The Children's Service Improvement plan will address some of this as it is anticipated that more children will be supported to remain with their family. In addition work is being undertaken to design a service to support the parent's of adolescents to give appropriate parenting to their children during times of crisis preventing them from becoming looked after. A panel to decide whether children should become looked after is in development and this should also lead to a reduction in numbers of looked after children. These changes will take some time to implement. The changes will</p>	People Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
									begin to take effect during quarter 4.	
CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]	Aim to Minimise	September 2016	1.91	1.43	1.43			There have been 16 delays attributed to Social Care so far this year. This is made up of 13 delays from the acute side (Southend Hospital) and 3 from the Non-Acute (SEPT/Rochford). Our current performance remains above the regional average.	People Scrutiny
CP 3.5	Number of Children Involved with Early Help Assessments (cumulative)	Aim to Maximise	September 2016	902	1,002	2,000			The number of children involved in EHA is below target this month. The numbers are currently draft whilst we continue to refine our database. We expect the numbers to increase next month when reporting mechanisms are refined and referrals from schools increase after the dip in the summer holidays.	People Scrutiny





Expected Outcome At risk of missing target
Responsible OUs Place

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	September 2016	4128	3773	7389			Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are causing concern (violent crime), and improved strategic and operational links between the key partnership boards. The development of the Community Safety Hub will enhance partnership approaches to tackling crime and ASB within Southend. An all member briefing with senior Police officers is being held on 23 November to review crime statistics. In addition, the in-depth scrutiny review on enforcement is progressing and is due to take evidence from the Police and Crime Commissioner, among a range of other sources.	Policy & Resources Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	September 2016	50.56%*	54.00%	54.00%			Reported quarterly.*September update- This figure currently is unvalidated. By the end of December 2016 this data should be validated. Veolia completed their new waste collection service roll out which included a new blue box recycling service stream, which will take time to embed across the borough. There is also a national downturn in recycling rates in the Essex region, which has seen a decrease in recycling rates. It is a very challenging target and too early to predict end of year performance at the moment.	Place Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Corporate Services

29



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.3	% of Council Tax for 2016/17 collected in year [Cumulative]	Aim to Maximise	September 2016	52.70%	52.80%	97.20%			Although collection is slightly down in Council Tax for the current financial year targeted recovery is now underway to increase collection over the remaining months to reach the end of year target. Since 1st April 2016 the net collectable position has increased due to new properties and the removal of single person discounts from the review that has just taken place.	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]	Aim to Maximise	September 2016	53.50%	54.50%	97.80%			For NDR we have identified a few ratepayers who last year paid in full at the beginning of the year and now have changed to monthly instalments. We have been profiling and are confident collection will be on target at the end of the financial year. We are now receiving payments from Enforcement Agents on debts that have recently been issued to them for collection.	Policy & Resources Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	September 2016	3.36	3.01	7.20			For the last two months the council has not met its target for sickness absence, and is currently not meeting the cumulative target. HR continue to support departments with absence management by providing advice and guidance. DMT's continue to work with HR BP's to ensure high sickness levels are being addressed.	Policy & Resources Scrutiny





Expected Outcome Some slippage against target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.2	Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H) [Year to date Snapshot]	Aim to Maximise	September 2016	63.3%	66%	66%			The measure is just below target with 336 clients in contact with SEPT (South Essex Partnership Trust) in stable accommodation, out of 531 in contact with SEPT.	People Scrutiny
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]	Aim to Maximise	September 2016	81%	86%	86%			For the period April - June which is reported 3 months later in September 2016, 79 people started reablement, of which 64 were at home 91 days later, which is 81%.	People Scrutiny
CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]	Aim to Maximise	September 2016	29.45%	30%	30%			Calculation is 548 Direct Payments divided by 1861 clients = 29.45%. The increase from August is due to staff being reminded in supervisions and appraisals and team meetings We have also had adults wishing to take a DP to move to a Dom care provider of their choice	People Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Place

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	September 2016	63	45	45			Missed collections are returning to normal low levels as the roll out has completed, also increased collections by 460,000 per month. This includes New Paper/Card Collection, Garden Waste Collection, reintroduction of Textiles Collection and WEEE (waste electrical and electronic equipment) collections that will make this a challenging target but one that we still aim to meet by end of year	Place Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Public Health

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	September 2016	406	530	1,300			Final quit data for September is unlikely to be available until the end of November 2016. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.	People Scrutiny
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	September 2016	2,280	2,632	5,673			Data from the outreach provider has been received and is being verified. This data will be included in the figures for next month. The health check trajectory remains on track to hit target by the end of the year.	People Scrutiny

Section 2: 2016-2017 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

Generated on: 03 November 2016 14:16



Performance Data Expected Outcome: At risk of missing target 6 On course to achieve target 13 Some slippage against target 9

Priority 1. • Create a safe environment across the town for residents, workers and visitors. • Work in partnership with Essex Police and other agencies to tackle crime. • Look after and safeguard our children and vulnerable adults.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	September 2016	4128	3773	7389			Dipti Patel	Policy & Resources Scrutiny
CP 1.2	Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H) [Year to date Snapshot]	Aim to Maximise	September 2016	63.3%	66%	66%			Sharon Houlden	People Scrutiny
CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]	Aim to Maximise	September 2016	69.2%	85%	85%			John O'Loughlin	People Scrutiny
CP 1.4	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]	Goldilocks	September 2016	54.9	45.7-52.3	45.7-52.3			John O'Loughlin	People Scrutiny
CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]	Goldilocks	September 2016	72.9	57.3-68.3	57.3-68.3			John O'Loughlin	People Scrutiny

Priority 2. • Continue to promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	September 2016	63	45	45			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	September 2016	95%	92%	92%			Dipti Patel	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	September 2016	50.56%	54.00%	54.00%			Dipti Patel	Place Scrutiny

Priority 3. • Actively promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation across our communities.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]	Aim to Maximise	September 2016	81%	86%	86%			Sharon Houlden	People Scrutiny
CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]	Aim to Minimise	September 2016	1.91	1.43	1.43			Sharon Houlden	People Scrutiny
CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]	Aim to Maximise	September 2016	29.45%	30%	30%			Sharon Houlden	People Scrutiny
CP 3.4	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	September 2016	10%	10%	10%			Sharon Houlden	People Scrutiny
CP 3.5	Number of Children Involved with Early Help Assessments	Aim to Maximise	September 2016	902	1,002	2,000			John O'Loughlin	People Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
	(cumulative)									
CP 3.6	Participation and attendance at council owned / affiliated cultural and sporting activities and events [Cumulative]	Aim to Maximise	September 2016	2,099,672	2,000,000	4,000,000	✓	↑	Scott Dolling	Place Scrutiny
CP 3.7	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	September 2016	40	20	40	✓	↑	James Williams	People Scrutiny
CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	September 2016	406	530	1,300	⚠	↓	Liesel Park	People Scrutiny
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	September 2016	2,280	2,632	5,673	⚠	↓	Margaret Gray	People Scrutiny

Priority 4. • Maximise opportunities to enable the planning and development of quality, affordable housing. • Ensure residents have access to high quality education to enable them to be lifelong learners & have fulfilling employment. • Ensure the town is 'open for business' and that new, developing and existing enterprise is nurtured and supported. Ensure continued regeneration of the town through a culture led agenda.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.3	% of Council Tax for 2016/17 collected in year [Cumulative]	Aim to Maximise	September 2016	52.70%	52.80%	97.20%	⚠	↓	Joe Chesterton	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]	Aim to Maximise	September 2016	53.50%	54.50%	97.80%	⚠	↓	Joe Chesterton	Policy & Resources Scrutiny
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	September 2016	91.30%	79.00%	79.00%	✓	↑	Peter Geraghty	Place Scrutiny
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	September 2016	90.76%	84.00%	84.00%	✓	↑	Peter Geraghty	Place Scrutiny
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	September 2016	94.56%	90.00%	90.00%	✓	↓	Peter Geraghty	Place Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.8	Current Rent Arrears as % of rent due [Monthly Snapshot]	Aim to Minimise	September 2016	1.57%	1.7%	1.7%	✓	↓	Sharon Houlden	Policy and Resources Scrutiny
CP 4.9	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	September 2016	88.6%	75%	75%	✓	↑	Brin Martin	People Scrutiny

Priority 5. •Work with & listen to our communities & partners to achieve better outcomes for all •Enable communities to be self-sufficient & foster pride in the town •Promote & lead an entrepreneurial, creative & innovative approach to the development of our town.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 5.1	Number of hours delivered through volunteering in Culture Services [Cumulative]	Aim to Maximise	September 2016	8,525	6,500	13,000	✓	↑		Place Scrutiny
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	September 2016	87.16%	80.00%	80.00%	✓	↓	Nick Corrigan; Joanna Ruffle	Policy & Resources Scrutiny
CP 5.3	Number of payments made online [Cumulative]	Aim to Maximise	September 2016	37,822	29,162	50,000	✓	↑	Joanna Ruffle	Policy & Resources Scrutiny
CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	September 2016	3.36	3.01	7.20	⚠	↓	Joanna Ruffle	Policy & Resources Scrutiny

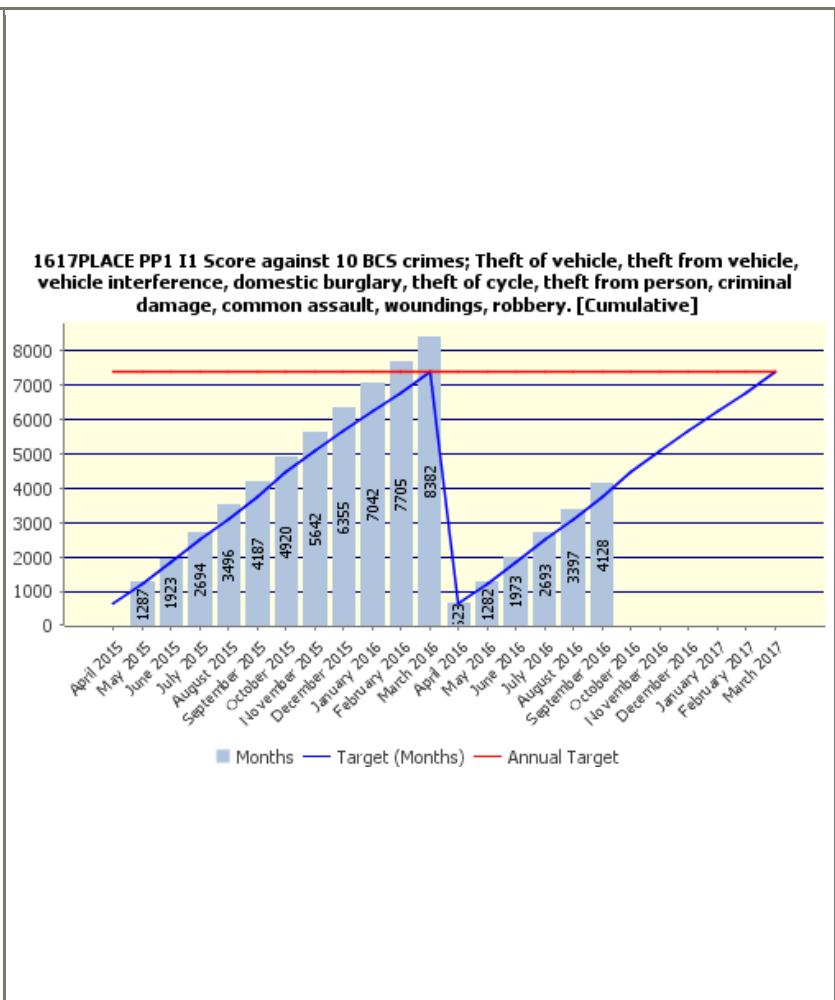
Section 3: Detail of indicators rated Red or Amber

Priority 1. • Create a safe environment across the town for residents, workers and visitors. • Work in partnership with Essex Police and other agencies to tackle crime. • Look after and safeguard our children and vulnerable adults.

Expected Outcome: At risk of missing target 3 Some slippage against target 1

CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]			<p>September 2016 result</p> <p>3848 3773 0 4128 10000</p>
Expected Outcome		Format	Aim to Minimise	
Managed By	Dipti Patel			
Year Introduced	2007			

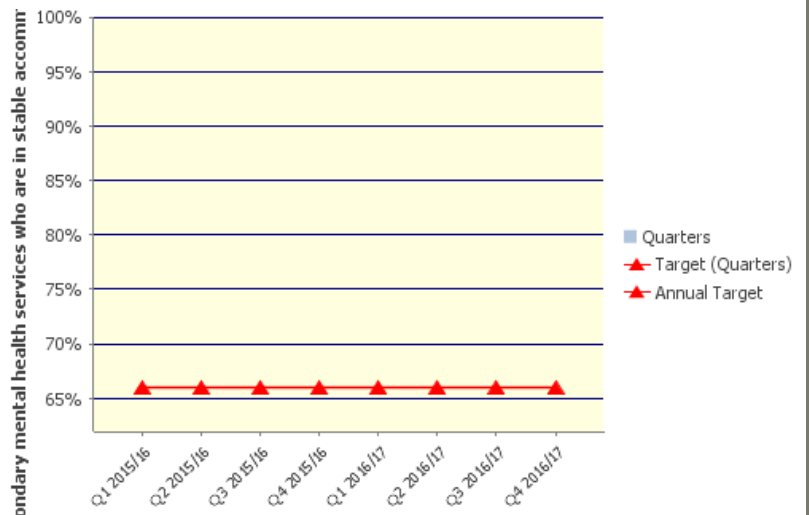
Date Range 1		
	Value	Target
April 2015	N/A	626
May 2015	1287	1231
June 2015	1923	1857
July 2015	2694	2532
August 2015	3496	3102
September 2015	4187	3773
October 2015	4920	4478
November 2015	5642	5078
December 2015	6355	5665
January 2016	7042	6235
February 2016	7705	6754
March 2016	8382	7389
April 2016	623	626
May 2016	1282	1231
June 2016	1973	1857
July 2016	2693	2532
August 2016	3397	3102
September 2016	4128	3773
October 2016		4478
November 2016		5078
December 2016		5665
January 2017		6235
February 2017		6754
March 2017		7389




Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are causing concern (violent crime), and improved strategic and operational links between the key partnership boards. The development of the Community Safety Hub will enhance partnership approaches to tackling crime and ASB within Southend. An all member briefing with senior Police officers is being held on 23 November to review crime statistics. In addition, the in-depth scrutiny review on enforcement is progressing and is due to take evidence from the Police and Crime Commissioner, among a range of other sources’ 36

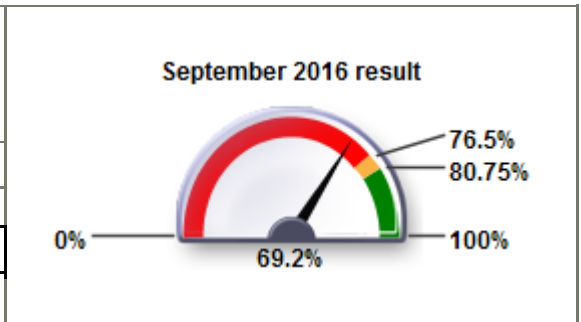
CP 1.2	Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H) [Year to date Snapshot]			<p style="text-align: center;">September 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Sharon Houlden			
Year Introduced	2013			

Date Range 1		
	Value	Target
April 2015	70.9%	66%
May 2015	71.3%	66%
June 2015	69.6%	66%
Q1 2015/16		
July 2015	70.4%	66%
August 2015	70.7%	66%
September 2015	69.9%	66%
Q2 2015/16		
October 2015	69%	66%
November 2015	68.2%	66%
December 2015	68.6%	66%
Q3 2015/16		
January 2016	69.7%	66%
February 2016	68.3%	66%
March 2016	67.5%	66%
Q4 2015/16		
April 2016	64.1%	66%
May 2016	63.5%	66%
June 2016	63.4%	66%
Q1 2016/17		
July 2016	63.7%	66%
August 2016	63.7%	66%
September 2016	63.3%	66%
Q2 2016/17		
October 2016		
November 2016		
December 2016		
Q3 2016/17		
January 2017		
February 2017		
March 2017		
Q4 2016/17		

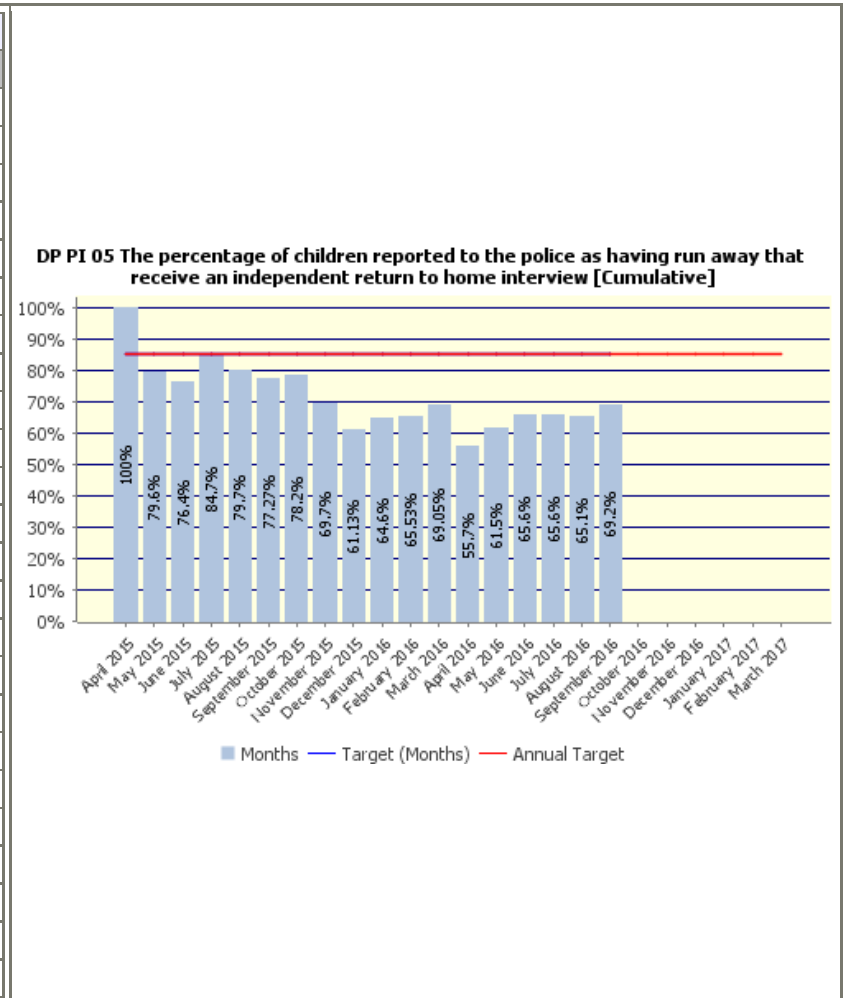


The measure is just below target with 336 clients in contact with SEPT (South Essex Partnership Trust) in stable accommodation, out of 531 in contact with SEPT.

CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	John O'Loughlin		
Year Introduced	2013		



Date Range 1		
	Value	Target
April 2015	100%	85%
May 2015	79.6%	85%
June 2015	76.4%	85%
July 2015	84.7%	85%
August 2015	79.7%	85%
September 2015	77.27%	85%
October 2015	78.2%	85%
November 2015	69.7%	85%
December 2015	61.13%	85%
January 2016	64.6%	85%
February 2016	65.53%	85%
March 2016	69.05%	85%
April 2016	55.7%	85%
May 2016	61.5%	85%
June 2016	65.6%	85%
July 2016	65.6%	85%
August 2016	65.1%	85%
September 2016	69.2%	85%
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		




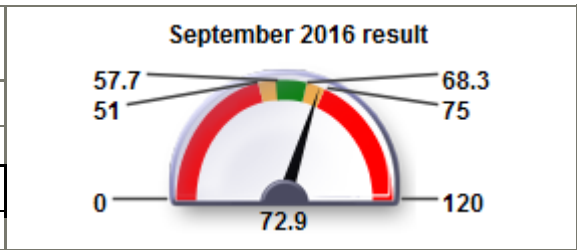
For September 2016 the figure of 69.2% is made up of 281 successful visits, 82 unsuccessful visits (visits refused by the child/young person or the young person wasn't seen during the visit) and 43 outstanding visits.

Currently the percentage of successful visits for missing children living in the local area is 76.1%, while 94.8% have been offered a visit.

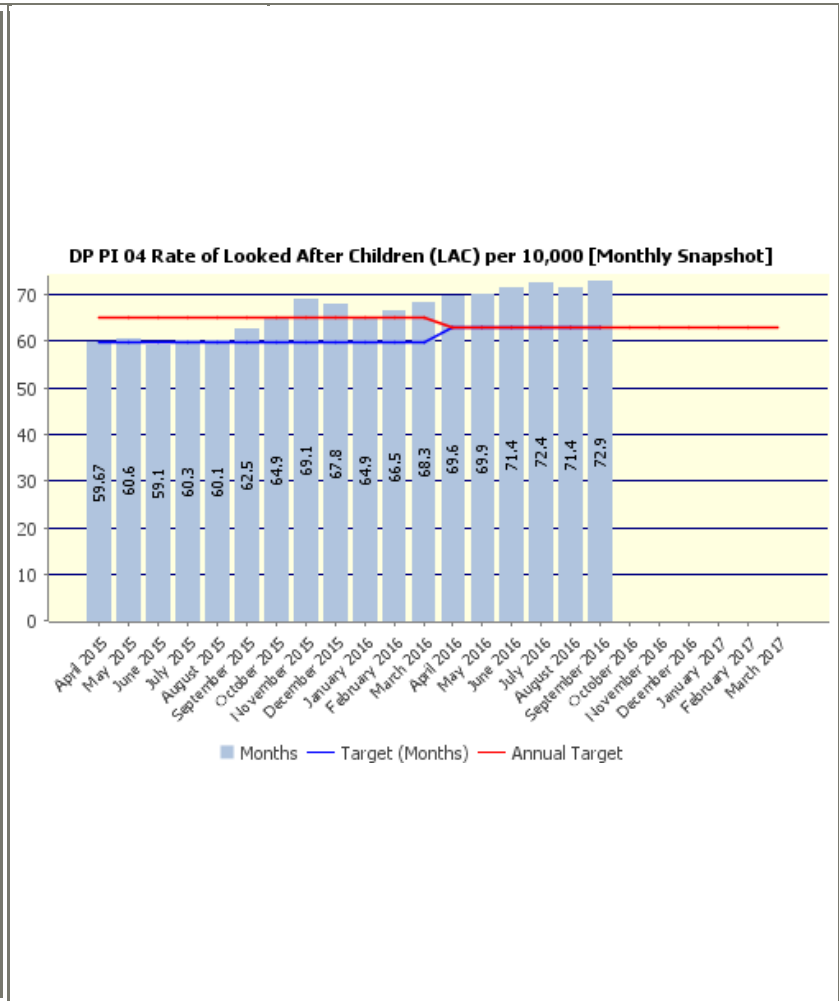
The percentage of successful visits for children looked after by Southend but placed out of borough is 61.0%, with 76.3% offered a visit.

The percentage of successful visits for children looked after by other local authorities placed in Southend is 26.3%, with 63.2% offered a visit.

CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]		
Expected Outcome		Format	Goldilocks
Managed By	John O'Loughlin		
Year Introduced			




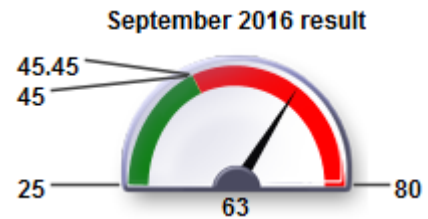
Date Range 1		
	Value	Target
April 2015	59.67	59.7
May 2015	60.6	59.7
June 2015	59.1	59.7
July 2015	60.3	59.7
August 2015	60.1	59.7
September 2015	62.5	59.7
October 2015	64.9	59.7
November 2015	69.1	59.7
December 2015	67.8	59.7
January 2016	64.9	59.7
February 2016	66.5	59.7
March 2016	68.3	59.7
April 2016	69.6	57.3-68.3
May 2016	69.9	57.3-68.3
June 2016	71.4	57.3-68.3
July 2016	72.4	57.3-68.3
August 2016	71.4	57.3-68.3
September 2016	72.9	57.3-68.3
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		



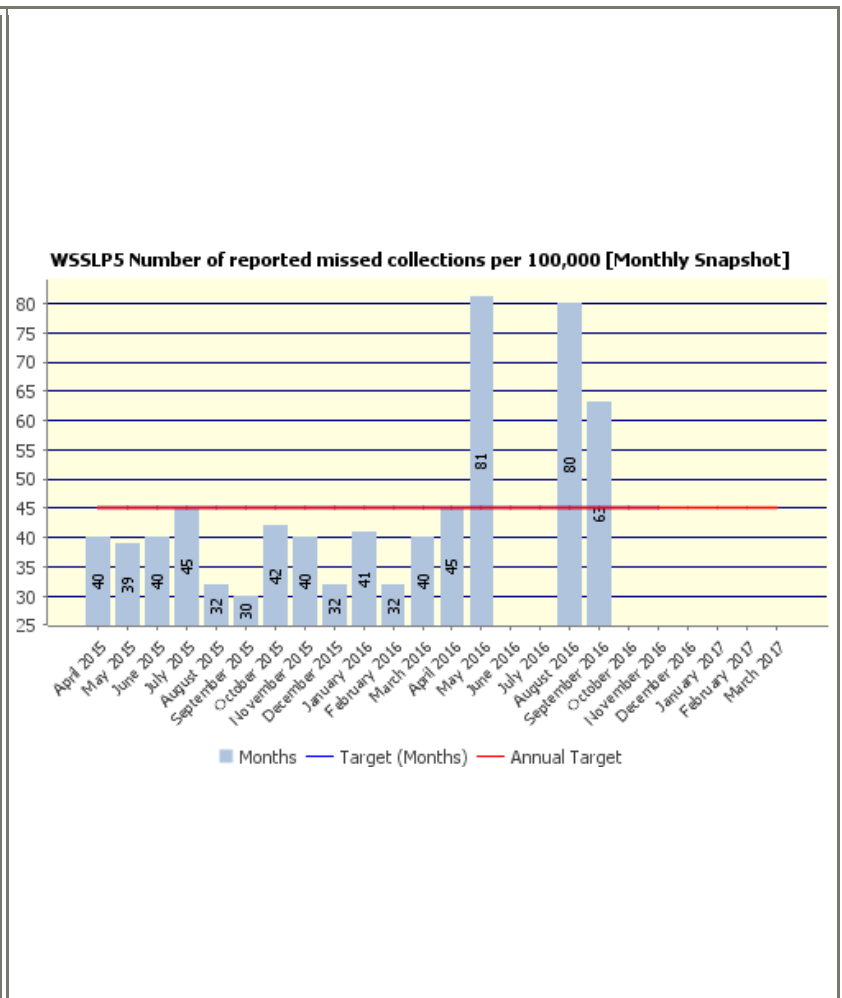
The number of looked after children remain above target at 72.9 per 10,000 population against a target range of 57.3-68.3. The Children's Service Improvement plan will address some of this as it is anticipated that more children will be supported to remain with their family. In addition work is being undertaken to design a service to support the parent's of adolescents to give appropriate parenting to their children during times of crisis preventing them from becoming looked after. A panel to decide whether children should become looked after is in development and this should also lead to a reduction in numbers of looked after children. These changes will take some time to implement. The changes will begin to take effect during quarter 4.

Priority 2. • Continue to promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.
 Expected Outcome: At risk of missing target 1 Some slippage against target 1

CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]		
Expected Outcome		Format	Aim to Minimise
Managed By	Dipti Patel		
Year Introduced			



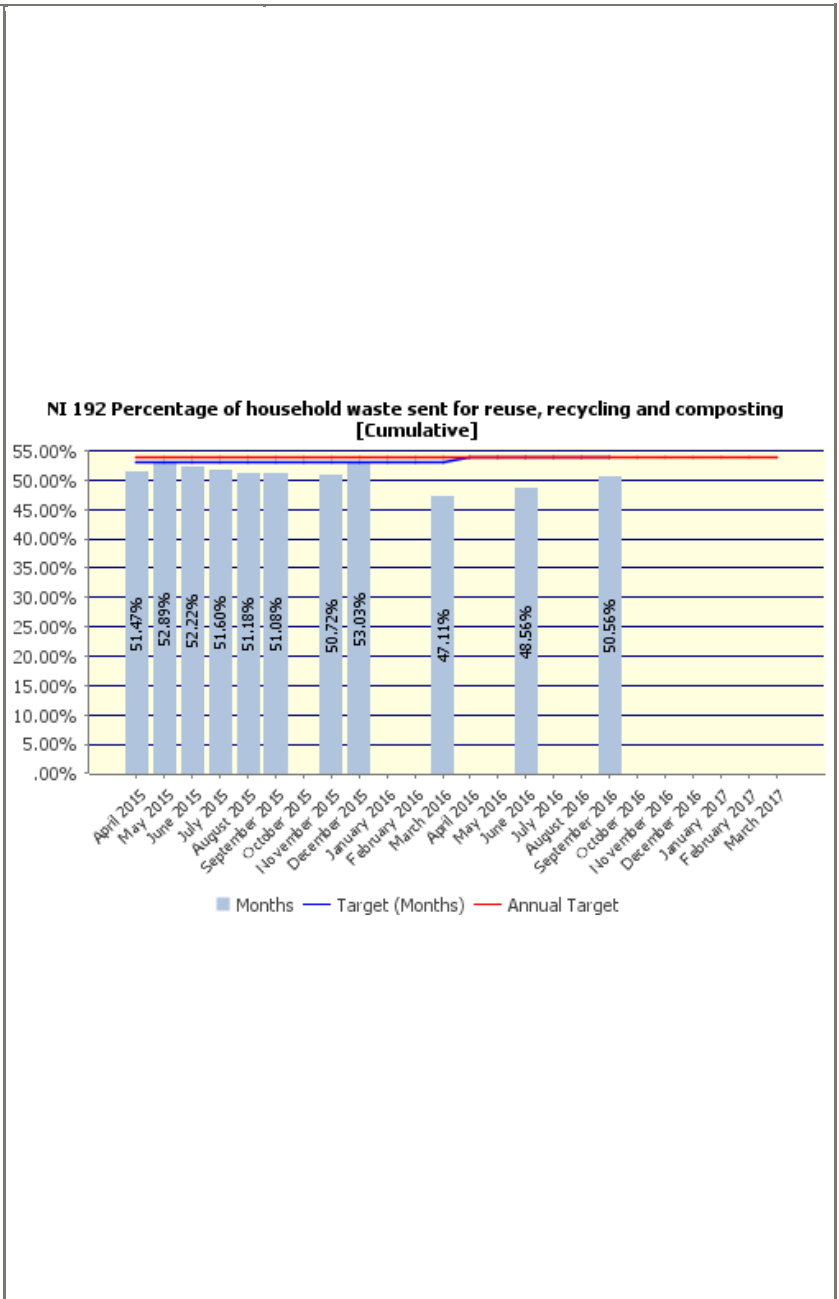
Date Range 1		
	Value	Target
April 2015	40	45
May 2015	39	45
June 2015	40	45
July 2015	45	45
August 2015	32	45
September 2015	30	45
October 2015	42	45
November 2015	40	45
December 2015	32	45
January 2016	41	45
February 2016	32	45
March 2016	40	45
April 2016	45	45
May 2016	81	45
June 2016	N/A	45
July 2016	N/A	45
August 2016	80	45
September 2016	63	45
October 2016		45
November 2016		45
December 2016		
January 2017		
February 2017		
March 2017		



Missed collections are returning to normal low levels as the roll out has completed, also increased collections by 460,000 per month. This includes New Paper/Card Collection, Garden Waste Collection, reintroduction of Textiles Collection and WEEE (waste electrical and electronic equipment) collections that will make this a challenging target but one that we still aim to meet by end of year

CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]		<p>September 2016 result</p> <p>51.30%</p> <p>54.00%</p> <p>100.00%</p> <p>50.56%</p> <p>0.00%</p>
Expected Outcome		Format Aim to Maximise	
Managed By	Dipti Patel		
Year Introduced	2008		

Date Range 1		
	Value	Target
April 2015	51.47%	53.00%
May 2015	52.89%	53.00%
June 2015	52.22%	53.00%
Q1 2015/16		
July 2015	51.60%	53.00%
August 2015	51.18%	53.00%
September 2015	51.08%	53.00%
Q2 2015/16		
October 2015		53.00%
November 2015	50.72%	53.00%
December 2015	53.03%	53.00%
Q3 2015/16		
January 2016		53.00%
February 2016		53.00%
March 2016	47.11%	53.00%
Q4 2015/16		
April 2016	N/A	54.00%
May 2016	N/A	54.00%
June 2016	48.56%	54.00%
Q1 2016/17		
July 2016	N/A	54.00%
August 2016	N/A	54.00%
September 2016	50.56%	54.00%
Q2 2016/17		
October 2016		
November 2016		
December 2016		
Q3 2016/17		
January 2017		
February 2017		
March 2017		
Q4 2016/17		



September update - * This figure currently is unvalidated, by the end of December 2016 this data should be validated. Veolia completed their new waste collection service roll out which included a new blue box recycling service stream, which will take time to embed across the borough. There is also a national downturn in recycling rates in the Essex region, which has seen a decrease in recycling rates. It is a very challenging target and too early to predict end of year performance at the moment.

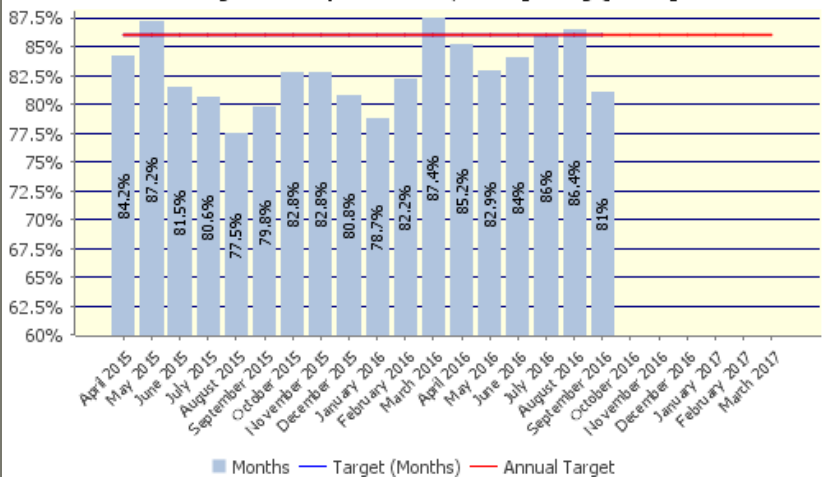
Priority 3. • Actively promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation across our communities.

Expected Outcome: At risk of missing target 2 Some slippage against target 4

CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]			<p>September 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Sharon Houlden			
Year Introduced				


Date Range 1		
	Value	Target
April 2015	84.2%	86%
May 2015	87.2%	86%
June 2015	81.5%	86%
Q1 2015/16		
July 2015	80.6%	86%
August 2015	77.5%	86%
September 2015	79.8%	86%
Q2 2015/16		
October 2015	82.8%	86%
November 2015	82.8%	86%
December 2015	80.8%	86%
Q3 2015/16		
January 2016	78.7%	86%
February 2016	82.2%	86%
March 2016	87.4%	86%
Q4 2015/16		
April 2016	85.2%	86%
May 2016	82.9%	86%
June 2016	84%	86%
Q1 2016/17		
July 2016	86%	86%
August 2016	86.4%	86%
September 2016	81%	86%
Q2 2016/17		
October 2016		
November 2016		
December 2016		
Q3 2016/17		
January 2017		
February 2017		
March 2017		
Q4 2016/17		

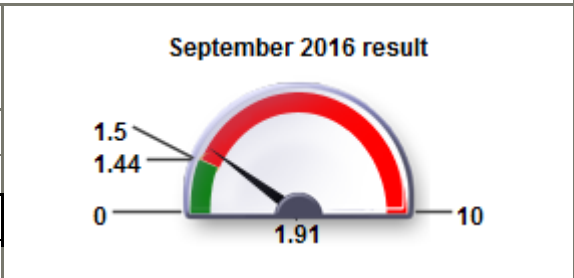
ACS SC 12 Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]



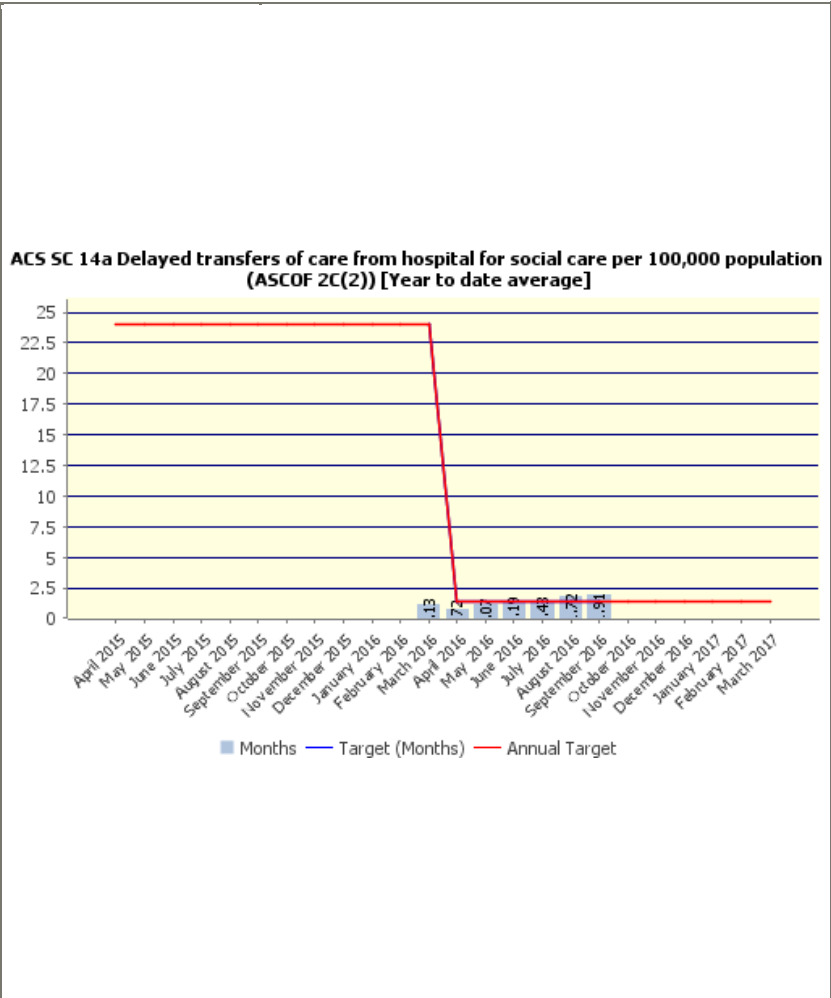
For the period April - June which is reported 3 months later in September 2016, 79 people started

reablement, of which 64 were at home 91 days later, which is 81%.


CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]		
Expected Outcome		Format	Aim to Minimise
Managed By	Sharon Houlden		
Year Introduced			

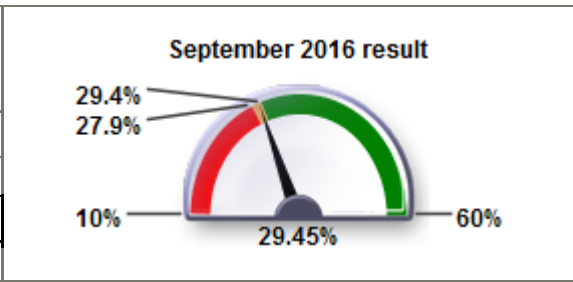


Date Range 1		
	Value	Target
April 2015		
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016	1.13	24
April 2016	0.72	1.43
May 2016	1.07	1.43
June 2016	1.19	1.43
July 2016	1.43	1.43
August 2016	1.72	1.43
September 2016	1.91	1.43
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		

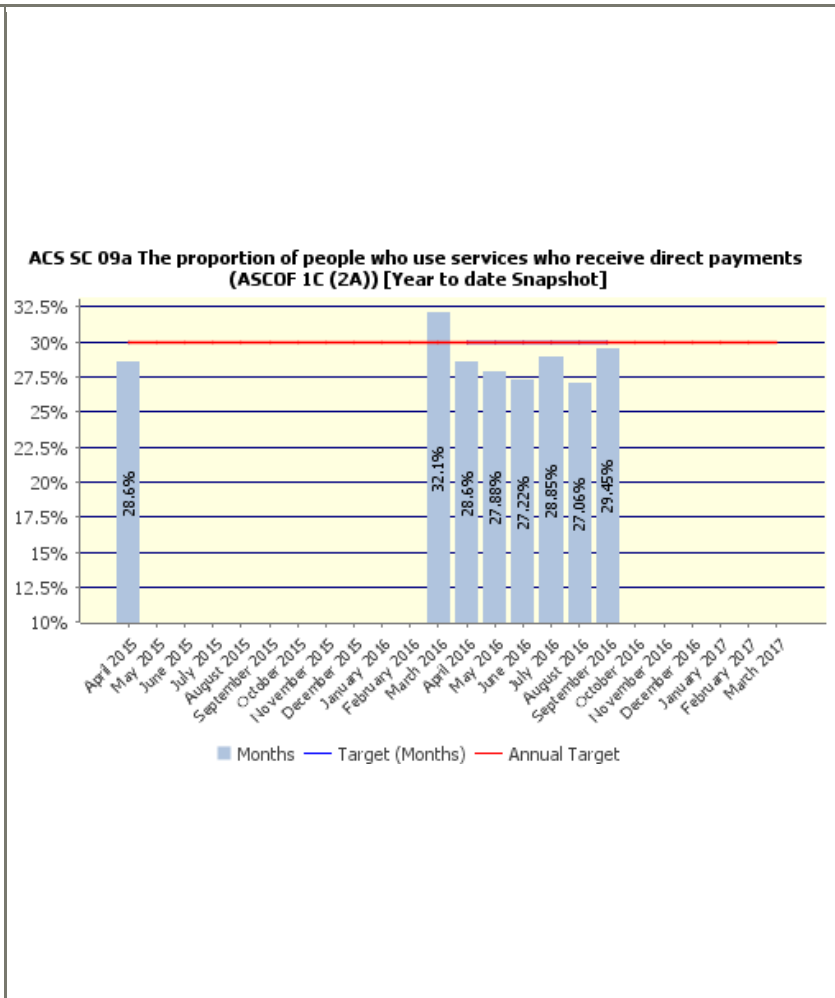


There have been 16 delays attributed to Social Care so far this year. This is made up of 13 delays from the acute side (Southend Hospital) and 3 from the Non-Acute (SEPT/Rochford). Our current performance remains above the regional average.


CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]		
Expected Outcome		Format	Aim to Maximise
Managed By	Sharon Houlden		
Year Introduced			

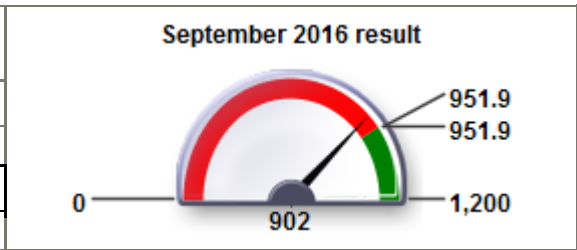


Date Range 1		
	Value	Target
April 2015	28.6%	30%
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016	N/A	
March 2016	32.1%	
April 2016	28.6%	30%
May 2016	27.88%	30%
June 2016	27.22%	30%
July 2016	28.85%	30%
August 2016	27.06%	30%
September 2016	29.45%	30%
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		

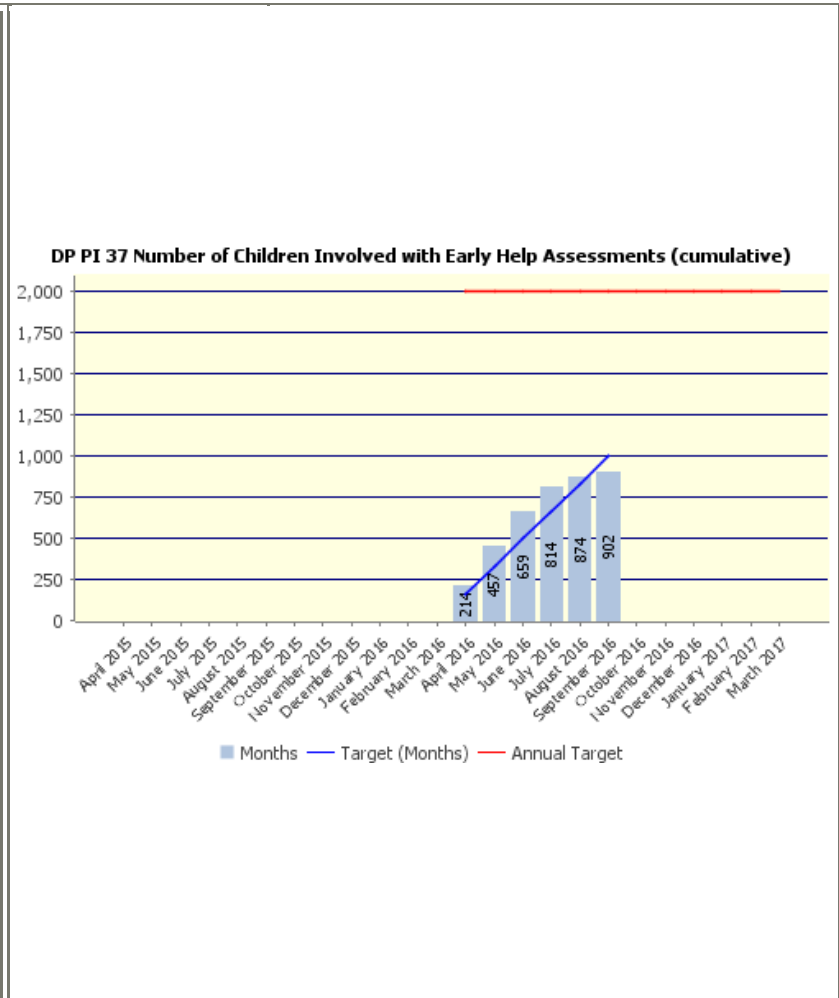


Further October update- this increase is due to staff being reminded in supervisions and appraisals and team meetings We have also had adults wishing to take a DP to move to a Dom care provider of their choice


CP 3.5	Number of Children Involved with Early Help Assessments (cumulative)		
Expected Outcome		Format	Aim to Maximise
Managed By	John O'Loughlin		
Year Introduced			

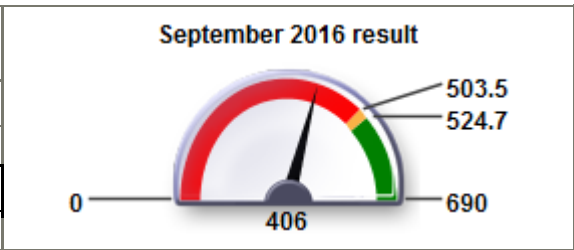


Date Range 1		
	Value	Target
April 2015		
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016		
April 2016	214	167
May 2016	457	333
June 2016	659	500
July 2016	814	668
August 2016	874	835
September 2016	902	1,002
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		

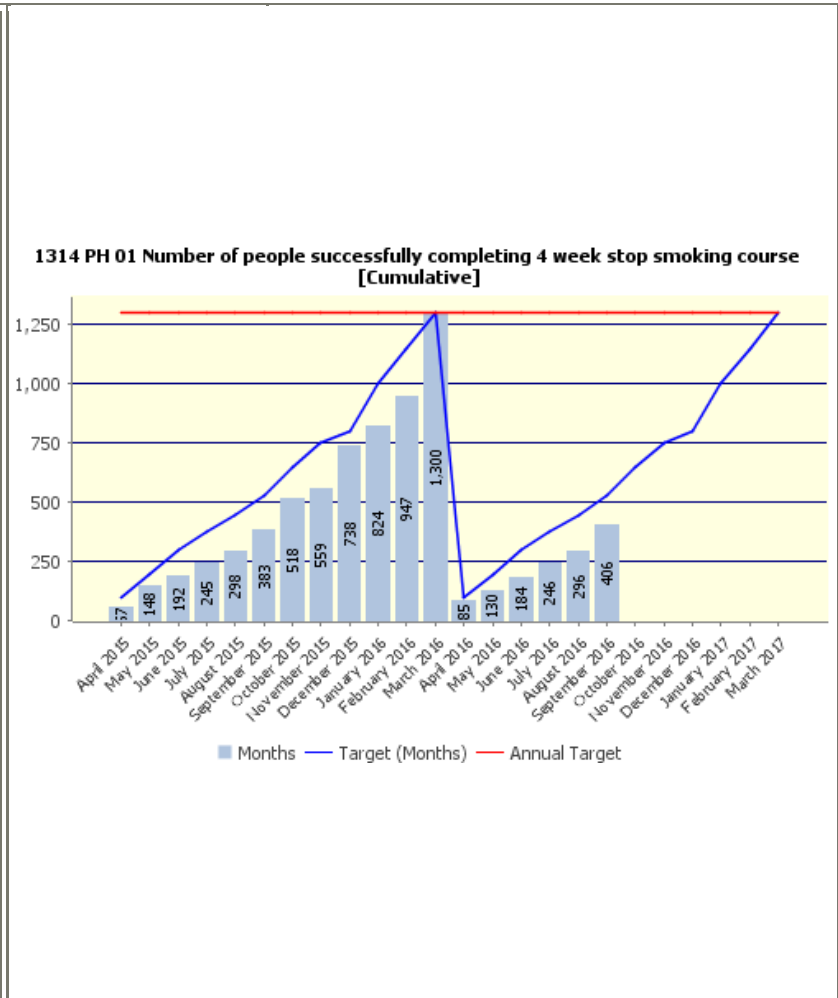


The number of children involved in EHA is below target this month. The numbers are currently draft whilst we continue to refine our database. We expect the numbers to increase next month when reporting mechanisms are refined and referrals from schools increase after the dip in the summer holidays.


CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Liesel Park		
Year Introduced			

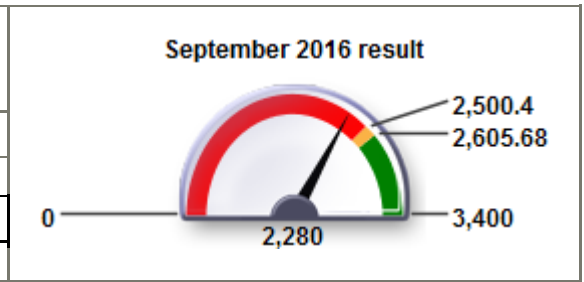


Date Range 1		
	Value	Target
April 2015	57	100
May 2015	148	200
June 2015	192	300
July 2015	245	380
August 2015	298	450
September 2015	383	530
October 2015	518	650
November 2015	559	750
December 2015	738	800
January 2016	824	1,000
February 2016	947	1,150
March 2016	1,300	1,300
April 2016	85	100
May 2016	130	200
June 2016	184	300
July 2016	246	380
August 2016	296	450
September 2016	406	530
October 2016		650
November 2016		750
December 2016		800
January 2017		1,000
February 2017		1,150
March 2017		1,300

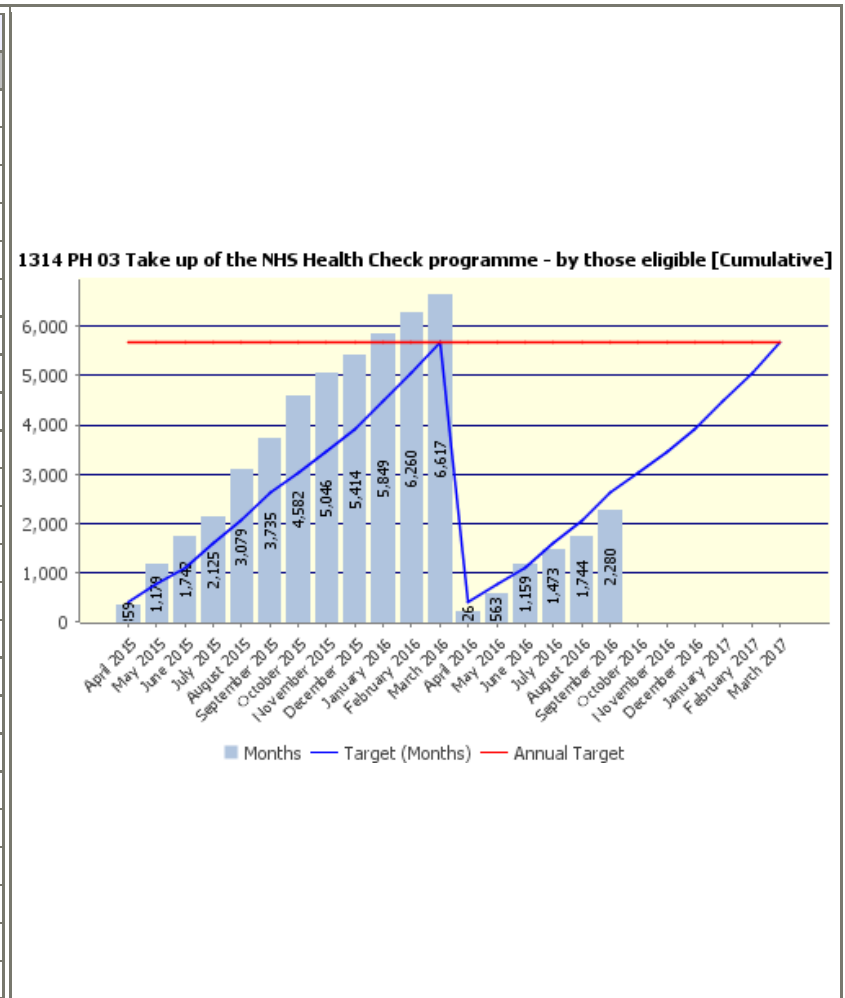


Final quit data for September is unlikely to be available until the end of November 2016. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.

CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Margaret Gray		
Year Introduced			



Date Range 1		
	Value	Target
April 2015	359	406
May 2015	1,179	763
June 2015	1,742	1,120
July 2015	2,125	1,592
August 2015	3,079	2,064
September 2015	3,735	2,632
October 2015	4,582	3,038
November 2015	5,046	3,443
December 2015	5,414	3,914
January 2016	5,849	4,482
February 2016	6,260	5,050
March 2016	6,617	5,673
April 2016	226	406
May 2016	563	763
June 2016	1,159	1,120
July 2016	1,473	1,592
August 2016	1,744	2,064
September 2016	2,280	2,632
October 2016		3,038
November 2016		3,443
December 2016		3,914
January 2017		4,482
February 2017		5,050
March 2017		5,673



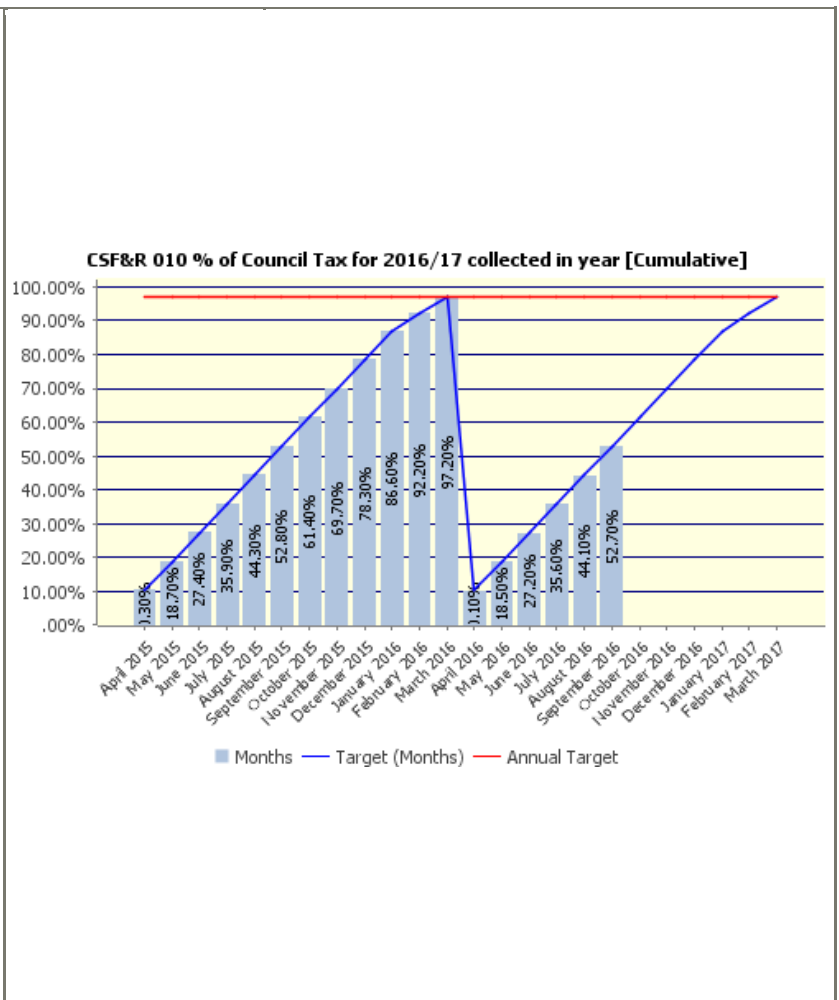
Data from the outreach provider has been received and is being verified. This data will be included in the figures for next month.
The health check trajectory remains on track to hit target by the end of the year.

Priority 4. • Maximise opportunities to enable the planning and development of quality, affordable housing. • Ensure residents have access to high quality education to enable them to be lifelong learners & have fulfilling employment. • Ensure the town is 'open for business' and that new, developing and existing enterprise is nurtured and supported. Ensure continued regeneration of the town through a culture led agenda.


Expected Outcome: Some slippage against target 2

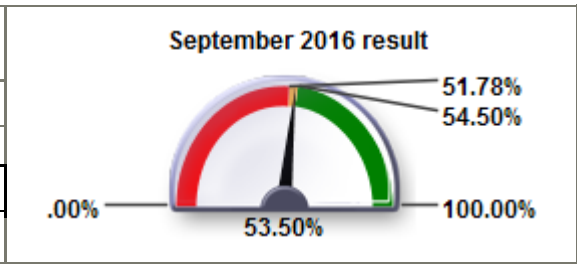
CP 4.3	% of Council Tax for 2016/17 collected in year [Cumulative]			<p>September 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Joe Chesterton			
Year Introduced	2000			

Date Range 1		
	Value	Target
April 2015	10.30%	10.20%
May 2015	18.70%	18.50%
June 2015	27.40%	27.20%
July 2015	35.90%	35.80%
August 2015	44.30%	44.40%
September 2015	52.80%	52.60%
October 2015	61.40%	61.40%
November 2015	69.70%	69.80%
December 2015	78.30%	78.40%
January 2016	86.60%	86.80%
February 2016	92.20%	92.40%
March 2016	97.20%	97.00%
April 2016	10.10%	10.30%
May 2016	18.50%	18.70%
June 2016	27.20%	27.40%
July 2016	35.60%	35.90%
August 2016	44.10%	44.30%
September 2016	52.70%	52.80%
October 2016		61.40%
November 2016		69.70%
December 2016		78.30%
January 2017		86.80%
February 2017		92.20%
March 2017		97.20%

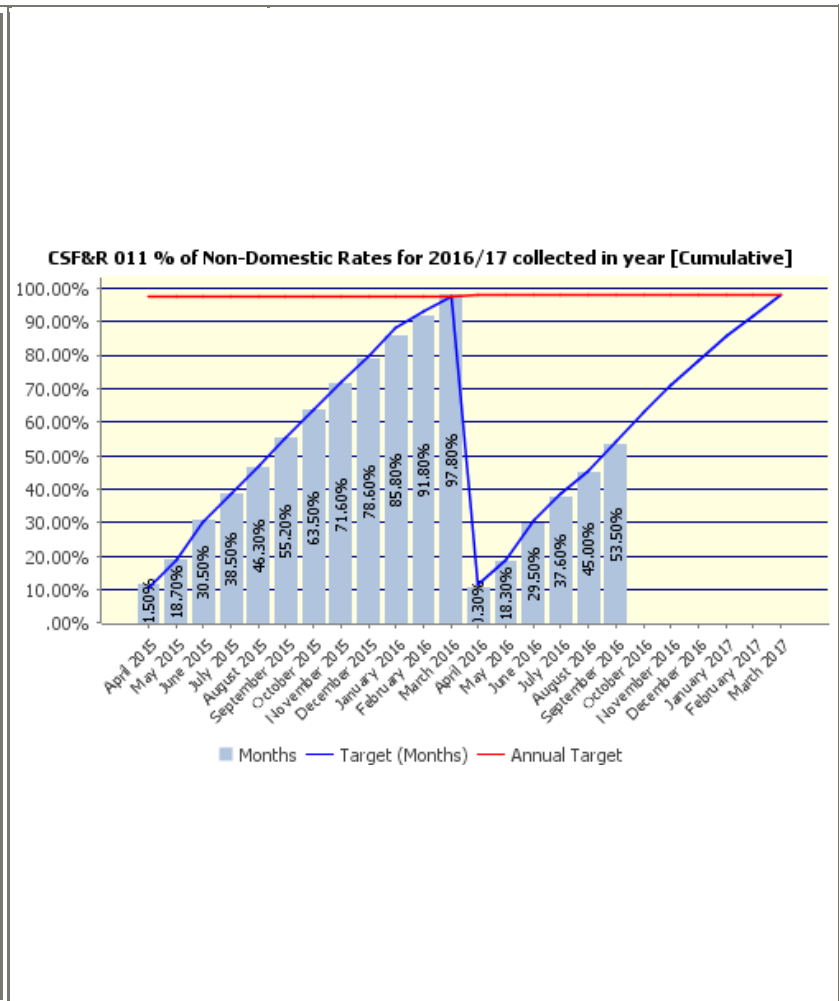


Although collection is slightly down in Council Tax for the current financial year targeted recovery is now underway to increase collection over the remaining months to reach the end of year target. Since 1st April 2016 the net collectable position has increased due to new properties and the removal of single person discounts from the review that has just taken place.

CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Joe Chesterton		
Year Introduced	2000		



Date Range 1		
	Value	Target
April 2015	11.50%	10.30%
May 2015	18.70%	18.70%
June 2015	30.50%	30.40%
July 2015	38.50%	38.70%
August 2015	46.30%	46.80%
September 2015	55.20%	55.10%
October 2015	63.50%	63.50%
November 2015	71.60%	71.70%
December 2015	78.60%	79.80%
January 2016	85.80%	88.00%
February 2016	91.80%	93.00%
March 2016	97.80%	97.60%
April 2016	10.30%	11.30%
May 2016	18.30%	18.70%
June 2016	29.50%	30.50%
July 2016	37.60%	38.50%
August 2016	45.00%	45.50%
September 2016	53.50%	54.50%
October 2016		62.90%
November 2016		71.10%
December 2016		78.20%
January 2017		85.50%
February 2017		91.60%
March 2017		97.80%



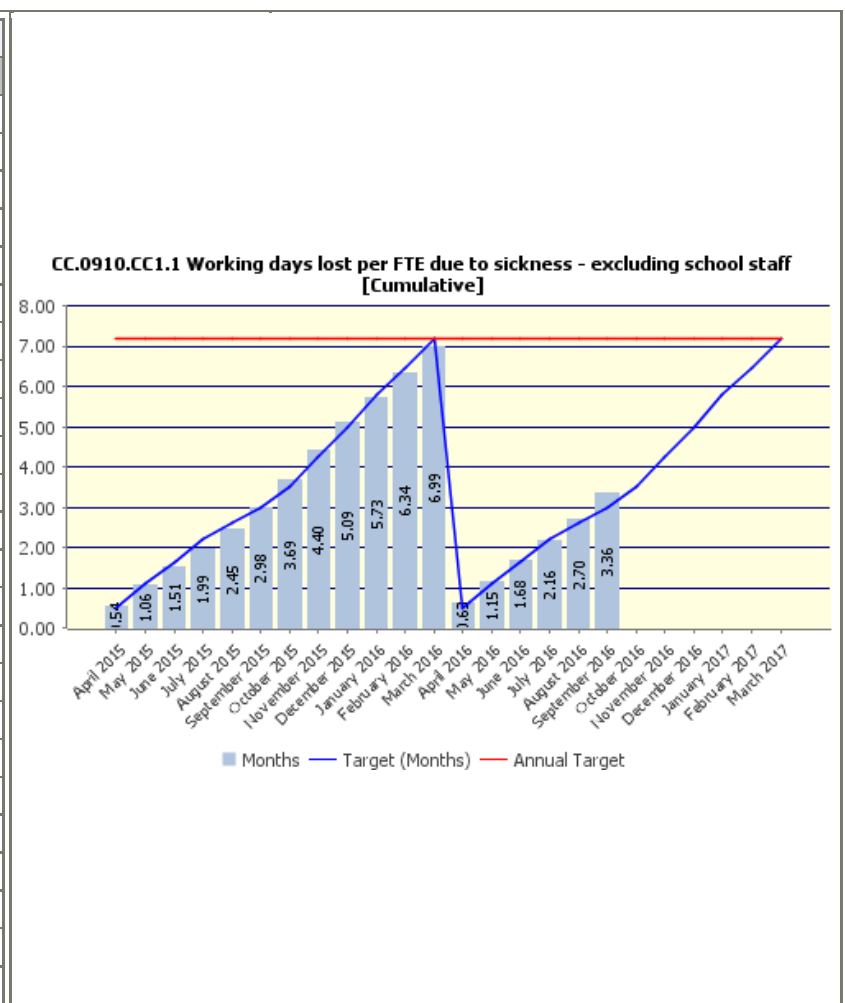
For NDR we have identified a few ratepayers who last year paid in full at the beginning of the year and now have changed to monthly instalments. We have been profiling and are confident collection will be on target at the end of the financial year. We are now receiving payments from Enforcement Agents on debts that have recently been issued to them for collection.

Priority 5. •Work with & listen to our communities & partners to achieve better outcomes for all
 •Enable communities to be self-sufficient & foster pride in the town • Promote & lead an entrepreneurial, creative & innovative approach to the development of our town.

Expected Outcome: Some slippage against target 1

CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]			<p>September 2016 result</p> <p>3.16 3.04 0.00 3.36 10.00</p>
Expected Outcome		Format	Aim to Minimise	
Managed By	Joanna Ruffle			
Year Introduced	2009			

Date Range 1		
	Value	Target
April 2015	0.54	0.51
May 2015	1.06	1.10
June 2015	1.51	1.65
July 2015	1.99	2.21
August 2015	2.45	2.61
September 2015	2.98	3.01
October 2015	3.69	3.51
November 2015	4.40	4.25
December 2015	5.09	4.97
January 2016	5.73	5.80
February 2016	6.34	6.47
March 2016	6.99	7.20
April 2016	0.63	0.51
May 2016	1.15	1.10
June 2016	1.68	1.65
July 2016	2.16	2.21
August 2016	2.70	2.61
September 2016	3.36	3.01
October 2016		3.51
November 2016		4.25
December 2016		4.97
January 2017		5.80
February 2017		6.47
March 2017		7.20



For the last two months the council has been above target for sickness absence, and is currently above for the cumulative target. HR continue to support departments with absence management by providing advice and guidance. DMT's continue to work with HR BP's to ensure high sickness levels are being addressed.



Revenue Budget Monitoring 2016/17

Period 6

**as at 30 September 2016
Portfolio Summary**

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1. Commentary

This report outlines the budget monitoring position for the General Fund and Housing Revenue Account for 2016/17, based on the views of the Directors and their Management Teams, in light of expenditure and income to 30 September 2016.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2016. Therefore, the full cost budget is being monitored, including fully allocated Management, Administrative and Technical Services (MATS) and capital financing costs. As at the end of September, corporate savings of £200,000 have still to be allocated to service departments and this will be done in the coming months as the detailed allocations are finalised by directors.

2. Overall Budget Performance – General Fund

An overspend to the overall Council budget of £920,000 is currently being forecast for the year-end. This position reflects a projected overspend of £1,058,000 in Council departmental spending and a £138,000 underspend on financing costs. The budget pressures which services are reporting are detailed in section 3 below. The forecast overspend will be met by earmarked reserves.

General Fund Portfolio Forecast Comparison 2016/17 at 30 September 2016 - Period 6

Portfolio	Latest Budget 2016/17 £000	Projected Outturn 2016/17 £000	September Forecast Variance £000	August Forecast Variance £000
Leader	3,703	3,503	(200)	-
Culture, Tourism and the Economy	14,714	14,914	200	100
Corporate and Community Support Services	2,836	2,866	30	35
Housing, Planning & Public Protection Services	10,609	10,639	30	29
Children & Learning	31,180	31,835	655	655
Health & Adult Social Care	42,498	42,698	200	200
Transport, Waste & Cleansing	23,092	23,235	143	135
Technology	147	147	-	-
Total Portfolio	128,779	129,837	1,058	1,154
Non-Service Areas	(5,573)	(6,631)	(1,058)	(1,154)
Net Expenditure / (Income)	123,206	123,206	0	0

Where Portfolios are forecasting an overspend by the end of the year, the relevant Director has been advised that appropriate action plans must be in place to address any projected overspend position so that a balanced budget for the Council is produced by the year end.

3. Service Variances - £1,058,000 forecast overspend

The key variances are as shown in the following table:-

Portfolio	Unfavourable £(000)	Favourable £(000)	Net £(000)
<u>Leader</u>			
Release of Legal Provision		(200)	
	0	(200)	(200)
<u>Culture, Tourism and the Economy</u>			
Southend Pier - Loss of income due to repair of pile caps	150		
Grounds Maintenance - Additional peak relief staff due to weather conditions	60		
Golf course - reduced income due to lower user numbers	50		
The Forum - Facilities Management contract can't be renegotiated yet	100		
Leisure Management - Newly tendered contract saving		(160)	
	360	(160)	200
<u>Corporate and Community Support</u>			
Democratic Services Staffing	10		
Benefits Admin Team Staffing	90		
Council Tax Court Income		(50)	
Vacancies in Corporate Procurement		(20)	
	100	(70)	30
<u>Housing, Planning & Public Protection Services</u>			
Regulatory Services - Legal advice	13		
Tables and chairs income	22		
Minor variances		(5)	
	35	(5)	30
<u>Children and Learning</u>			
Children's Placements - high cost children with disabilities, and cost of direct payments	30		
Children's Placements - forecast for current cohort of looked after children	330		
Staffing costs on qualified social workers	175		
Legal charges for children in care - high case load	90		
Forecast on current in-house fostering placements and impact of Troubled Families programme	200		
Home to School Education Transport - lower demand and contract management		(10)	
		(60)	
School Improvement staff vacancies		(100)	
	825	(170)	655

...Continued		
Health and Adult Social Care		
People with a Learning Disability - Lower than estimated residential care placements and direct payments		(226)
People with Mental Health Needs - Higher than estimated residential care placements, direct payments and supported living	583	
Older People - Reduced residential care packages		(212)
Physical and Sensory Impairment - Higher than estimated residential care placements	86	
Pressure against budgeted vacancy levels	29	
Health contribution towards Integrated commissioning		(48)
Underspend on service contracts		(12)
	698	(498)
		200
Transport, Waste & Cleansing		
Concessionary fares - based on consultant estimate	80	
Travel Centre - additional security required for site	60	
Street lighting - full year benefits not expected to be achieved	297	
Traffic Signals - reduced repairs and maintenance costs		(51)
Street works Common Permit Scheme - S.74 penalties		(448)
Highways maintenance - rechargeable works	140	
Structural maintenance - footway repairs	203	
Traffic Management - reduction in contractor costs		(82)
Decriminalised parking - delay in new contract implementation	114	
Decriminalised parking - increased estimated bad debt provision at year end	160	
Decriminalised parking - reduction in income	100	
Parking management - income from on- and off-street provision		(400)
Flood Defences - vacant posts		(70)
Business Support - Low staff turnover resulting in vacancy factor pressure	40	
	1,194	(1,051)
		143
Technology		
	0	0
		0
Total	3,212	(2,154)
		1,058

Non Service Variances (£138,000 forecast underspend)

Financing Costs – (£138K)

This provision is forecast to be underspent against budget at the year-end as; PWLB interest (£320K) due to reduced borrowing; reduced interest from in-house investments due to reduced interest rates £120K; interest on short term borrowing (£40K); interest property funds £100K; other £2K.

4. Appropriations to / from Earmarked Reserves

Net appropriations from Earmarked Reserves totalling £3,874,000 were agreed by Council when setting the 2016/17 budget in February 2016. The current outturn position allows for further in-year net appropriations from reserves, totalling £1,781,990. Total net appropriations from / (to) reserves for 2016/17 will therefore equal £5,655,990.

- £209,000 from the Business Transformation Reserve to enable the progression of various projects.
- £166,700 from the Earmarked Reserves relating to Social Work Training grants and the Practice Learning Fund

- £37,000 from the Specific Projects Reserve to cover costs relating to the Phase 3 Printing Review
- £250,000 from the Queensway Reserve to cover on-going revenue costs of the project
- £199,290 from the Public Health Reserve to fund services
- £920,000 appropriation from reserves at the year end to offset project overspend

£1,781,990

5. Revenue Contributions to Capital Outlay (RCCO)

The original budget for 2016/17 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £6,472,000.

6. Performance against Budget savings targets for 2016/17

As part of setting the Council budget for 2016/17, a schedule of Departmental and Corporate savings was approved totalling £10.086 million. These are required to achieve a balanced budget.

A monthly exercise is in place to monitor the progress of the delivery of these savings. A breakdown, by RAG status, of the Departmental Savings is shown below:

	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
Department						
Corporate Services	0	337	1,071	1,408	1,408	0
People	260	3,547	1,504	5,311	5,015	(296)
Place	250	1,090	2,027	3,367	2,827	(540)
Total	510	4,974	4,602	10,086	9,250	(836)

Although the current forecast is showing a shortfall of £836,000 against the required savings total of £10.086 million, it is currently expected that the total savings will be delivered in full as part of each Department's overall budget total by the end of the financial year either by finding alternative savings or ensuring amber and red savings are delivered in full.

7. Overall Budget Performance – Housing Revenue Account (HRA)

The HRA budget was approved by Council on 25th February 2016 and anticipated that £2,287,000 would be appropriated to earmarked reserves in 2016/17.

The closing HRA balance as at 31st March 2016 was £3,502,000.

8. Budget Virements

In line with the approved financial procedure rules all virements over £50,000 between portfolio services or between pay and non-pay budgets are to be approved by Cabinet.

Below is a table showing the virements which fall within these parameters.

	DR	CR
	£	£
Virements over £50,000 in reported period	1,406	(1,406)
Virements over £50,000 previously reported	3,618	(3,618)
Virements approved under delegated authority	4,921	(4,921)
Total virements	9,945	(9,945)

The virements for Cabinet approval this period are:

- £82,000 Transfer CMHT saving to Mental Health (18-64) external residential
- £150,000 Reduction of Income Target for Spencer House funded by corresponding reduction to the Social Care Services budget
- £102,650 Reallocation of Budget for Practice Leader posts
- £99,000 Allocation from Care Act for Older People (65+) external homecare
- £80,000 Realignment of savings from vacant Legal posts to cover the additional costs of Essex Legal Services
- £642,000 Right-size re New Waste Collection Contract (Veolia)
- £250,000 Income and expenditure budget for Broadband Voucher Scheme

£1,405,650

General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Portfolio Holder Summary

Portfolio	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
Leader	4,765	(1,062)	3,703	0	3,703	3,503	(200)	(556)	(985)	(429)
Culture, Tourism and the Economy	17,439	(3,178)	14,261	453	14,714	14,914	200	7,139	7,639	500
Corporate and Community Support Services	127,626	(124,960)	2,666	170	2,836	2,866	30	2,138	1,884	(254)
Housing, Planning & Public Protection Services	13,689	(2,942)	10,747	(138)	10,609	10,639	30	5,255	5,218	(37)
Children & Learning	116,234	(85,464)	30,770	410	31,180	31,835	655	15,691	16,210	519
Health & Adult Social Care	76,004	(35,092)	40,912	1,586	42,498	42,698	200	21,204	21,342	138
Transport, Waste & Cleansing	34,882	(11,755)	23,127	(35)	23,092	23,235	143	10,535	10,678	143
Technology	5,858	(5,748)	110	37	147	147	0	91	100	9
Portfolio Net Expenditure	396,497	(270,201)	126,296	2,483	128,779	129,837	1,058	61,497	62,086	589
Reversal of Depreciation	(21,711)	3,069	(18,642)	0	(18,642)	(18,642)	0	(9,321)	(9,321)	0
Levies	585	0	585	0	585	585	0	268	264	(4)
Financing Costs	20,408	(4,621)	15,787	0	15,787	15,649	(138)	6,682	7,057	375
Contingency	5,816	0	5,816	(1,621)	4,195	4,195	0	1,045	0	(1,045)
Pensions Upfront Funding	(4,782)	0	(4,782)	0	(4,782)	(4,782)	0	0	0	0
Miscellaneous Income	0	0	0	0	0	0	0	0	742	742
Sub Total	316	(1,552)	(1,236)	(1,621)	(2,857)	(2,995)	(138)	(1,326)	(1,258)	68
Net Operating Expenditure	396,813	(271,753)	125,060	862	125,922	126,842	920	60,171	60,828	657
General Grants	0	(4,252)	(4,252)	0	(4,252)	(4,252)	0	(2,152)	(2,098)	54
Corporate Savings	(200)	0	(200)	0	(200)	(200)	0	0	0	0
Revenue Contribution to Capital	6,472	0	6,472	0	6,472	6,472	0	3,236	0	(3,236)
Contribution to / (from) Earmarked Reserves	(3,874)	0	(3,874)	(862)	(4,736)	(5,656)	(920)	(2,286)	(4,537)	(2,251)
Contribution to / (from) General Reserves	0	0	0	0	0	0	0	0	0	0
Net Expenditure / (Income)	399,211	(276,005)	123,206	0	123,206	123,206	0	58,969	54,193	(4,776)

Use of General Reserves							
Balance as at 1 April 2015			11,000		11,000	11,000	0
Use in Year			0	0	0	0	0
Balance as at 31 March 2016			11,000	0	11,000	11,000	0

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Leader
Portfolio Holder - Cllr J Lamb**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Corporate and Non Distributable Costs	3,760	(177)	3,583	0	3,583	3,383	(200)	(600)	(986)	(386)
b Corporate Subscriptions	73	0	73	0	73	73	0	36	30	(6)
c Emergency Planning	99	0	99	0	99	99	0	50	48	(2)
d Strategy & Performance	833	(885)	(52)	0	(52)	(52)	0	(42)	(77)	(35)
e Programme Office	0	0	0	0	0	0	0	0	0	0
Total Net Budget for Portfolio	4,765	(1,062)	3,703	0	3,703	3,503	(200)	(556)	(985)	(429)

59

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

0

0

0

0

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Leader
Portfolio Holder - Cllr J Lamb**

Forecast Outturn Variance	Year to Date Variance
a. Release of Legal Provision no longer required	Budgets for Salaries, Corporate Initiatives and Audit costs are currently underspent. The provision held for settlement and legal fees is no longer required so has been released. Due to the ad-hoc and high value nature of some corporate core costs it is not possible to profile the budgets for Pensions Backfunding and Corporate Initiatives more accurately.
b.	
c.	
d.	Vacancies
e.	

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Culture, Tourism and the Economy
Portfolio Holder - Cllr A Holland**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Arts Development	706	(364)	342	0	342	342	0	208	220	12
b Amenity Services Organisation	2,964	(386)	2,578	778	3,356	3,416	60	1,750	1,949	199
c Culture Management	104	(6)	98	0	98	98	0	49	44	(5)
d Library Service	3,789	(390)	3,399	0	3,399	3,499	100	1,829	1,868	39
e Museums And Art Gallery	1,303	(67)	1,236	10	1,246	1,246	0	628	680	52
f Parks And Amenities Management	2,736	(667)	2,069	(612)	1,457	1,507	50	582	641	59
g Sports Development	179	(45)	134	0	134	134	0	68	69	1
h Sport and Leisure Facilities	627	(144)	483	0	483	323	(160)	242	134	(108)
i Southend Theatres	575	(17)	558	0	558	558	0	282	277	(5)
j Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,410	(999)	2,411	0	2,411	2,561	150	844	1,046	202
k Tourism	267	(11)	256	50	306	306	0	157	194	37
l Economic Development	363	0	363	(50)	313	313	0	193	217	24
m Town Centre	211	(58)	153	0	153	153	0	101	81	(20)
n Climate Change	205	(24)	181	27	208	208	0	111	127	16
o Queensway Regeneration Project	0	0	0	250	250	250	0	95	92	(3)
Total Net Budget for Portfolio	17,439	(3,178)	14,261	453	14,714	14,914	200	7,139	7,639	500

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

250

10

193

453

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Culture, Tourism and the Economy
Portfolio Holder - Cllr A Holland**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Additional peak relief requirement to meet service needs during the wet Spring/Summer. Reduced staff to meet saving requirements didn't take effect until part way through the year causing an in-year pressure.	A wet Spring/Summer has required higher levels of relief staff and overtime. Staffing pressure expected to reduce due to a recent reduction in seasonal staff. Bulk material has been purchased and stockpiled in advance of its intended use whilst vehicle and machinery hire and maintenance costs peaked during the Summer whilst additional seasonal staff were working.
c.	
d. The facilities management contract at the Forum has been let for longer than anticipated by the Forum Management Company resulting in a 2 year delay to renegotiate the costs. This matter is being dealt with by the Forum Management Company.	The facilities management contract at the Forum has been let for longer than anticipated by the Forum Management Company resulting in a 2 year delay to renegotiate the costs. This matter is being dealt with by the Forum Management Company.
e.	
f. A reduction in visitor numbers to the golf course has resulted in a reduction in income.	A reduction in visitor numbers to the golf course has resulted in a reduction in income.
g.	
h. Saving due to the tendered leisure management contract.	Saving due to the tendered leisure management contract.
i.	
j. Loss of income as a result of the Pier train being out of service due to repairs of the pile caps during the busiest season of the year.	Loss of income as a result of the Pier train being out of service due to repairs of the pile caps during the busiest season of the year.
k.	
l.	
m.	
n.	
o.	

29

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Corporate and Community Support
Portfolio Holder - Cllr A Moring**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Cemeteries and Crematorium	1,436	(2,198)	(762)	(100)	(862)	(862)	0	(379)	(353)	26
b Customer Services Centre	1,913	(1,946)	(33)	768	735	735	0	366	338	(28)
c Council Tax Benefit	0	0	0	0	0	0	0	0	(14)	(14)
d Dial A Ride	117	(19)	98	31	129	129	0	64	49	(15)
e Support to Mayor	218	0	218	0	218	218	0	118	115	(3)
Housing Benefit and Council Tax Benefit	2,677	(1,195)	1,482	0	1,482	1,572	90	757	775	18
f Admin										
g Rent Benefit Payments	98,947	(99,050)	(103)	0	(103)	(103)	0	(25)	145	170
h Registration of Births Deaths and Marriage	459	(364)	95	(326)	(231)	(231)	0	(115)	(137)	(22)
i Partnership Team	317	0	317	14	331	331	0	172	159	(13)
j Support To Voluntary Sector	802	0	802	0	802	802	0	400	422	22
k Human Resources	2,208	(2,239)	(31)	0	(31)	(31)	0	(15)	3	18
l People & Organisational Development	532	(527)	5	0	5	5	0	2	(25)	(27)
m Tickfield Training Centre	386	(383)	3	0	3	3	0	17	(6)	(23)
n Transport Management	227	(240)	(13)	(118)	(131)	(131)	0	(66)	(65)	1
o Vehicle Fleet	720	(741)	(21)	(36)	(57)	(57)	0	(32)	(22)	10
p Accounts Payable	257	(256)	1	0	1	1	0	3	(13)	(16)
q Accounts Receivable	340	(351)	(11)	27	16	16	0	22	19	(3)
r Accountancy	2,727	(2,742)	(15)	0	(15)	(15)	0	7	(156)	(163)
s Asset Management	438	(434)	4	0	4	4	0	3	(39)	(42)
t Internal Audit & Corporate Fraud	948	(940)	8	0	8	8	0	5	(50)	(55)
u Buildings Management	2,909	(2,843)	66	153	219	219	0	332	305	(27)
v Administration & Support	530	(526)	4	(371)	(367)	(367)	0	(183)	(188)	(5)
w Community Centres and Club 60	54	(1)	53	0	53	53	0	22	23	1
x Corporate and Industrial Estates	794	(2,539)	(1,745)	0	(1,745)	(1,745)	0	(868)	(873)	(5)
y Council Tax Admin	1,355	(481)	874	0	874	824	(50)	437	285	(152)
z Democratic Services Support	430	0	430	0	430	440	10	216	219	3
aa Department of Corporate Services	1,275	(1,460)	(185)	(28)	(213)	(213)	0	(112)	(114)	(2)
ab Elections and Electoral Registration	409	0	409	25	434	434	0	310	293	(17)
ac Insurance	185	(243)	(58)	0	(58)	(58)	0	77	80	3
ad Local Land Charges	279	(318)	(39)	0	(39)	(39)	0	5	(8)	(13)
ae Legal Services	1,173	(1,237)	(64)	0	(64)	(64)	0	(33)	16	49

af Non Domestic Rates Collection	347	(304)	43	0	43	43	0	(98)	(111)	(13)
ag Corporate Procurement	756	(748)	8	131	139	119	(20)	81	100	19
ah Property Management & Maintenance	749	(635)	114	0	114	114	0	301	369	68
ai Member Expenses	712	0	712	0	712	712	0	347	343	(4)
Total Net Budget for Portfolio	127,626	(124,960)	2,666	170	2,836	2,866	30	2,138	1,884	(254)

Virements

£000

Transfer from earmarked reserves	131
Allocation from Contingency	39
In year virements	0
	<u>170</u>

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Corporate and Community Support
Portfolio Holder - Cllr A Moring**

Forecast Outturn Variance	Year to Date Variance
a.	The number of cremations is lower than the equivalent period last year. Following a restructure earlier in the year, some salary costs still need to be transferred to Facilities Management and Central Transport. Repairs to the boiler are causing a pressure on the budget.
b.	A pressure due to unbudgeted IT costs is being offset by vacancies
c.	
d.	Following a restructure earlier in the year, some salary costs need to be transferred
e.	
f. Forecast overspend on agency costs.	A pressure on employees' budget due to overtime, agency costs and Vacancy Factor is being partially offset by an underspend against the profiled budget of the Social Fund.
g.	Period 6 monitored position
h.	Higher income than the profiled budget due to a greater number of weddings in the summer period
i.	
j.	Expenditure relating to the Community Hub project. Income will be drawn down within the coming months to offset these project costs
k.	The current budget overspend is largely due to Vacancy Factor. Vacancies are currently being offset by Agency fees. It is anticipated that income will fall this year due to less Schools using the HR service.
l.	Corporate Training income is higher than budget to date although analysis suggests this is due to budget profiling
m.	Income from the Tickfield Centre is currently higher than budget to date however further analysis suggests this is due to budget profiling
n.	
o.	
p.	Vacancy

65

Forecast Outturn Variance	Year to Date Variance
q.	
r.	Vacancies in the Financial Management and Planning & Control teams
s.	Staff vacancies and professional fees for valuations not commissioned yet
t.	An underspend due to staff vacancies is being partially offset by an overspend relating to the purchase of professional expertise in the form of contractors
u.	In line with previous years, the furniture purchase budget is currently underspent. Following a restructure earlier in the year, some salary costs still need to be transferred from Bereavement Services to Facilities Management
v.	
w.	
x.	
y. More income has been raised than anticipated relating to court proceedings	More court proceedings related to Council Tax have been initiated than expected when the budget was set although this will be partially offset by a higher provision for Bad Debt at the end of the year.
z. Pressure on employees' budget due to cost of maternity leave and cover.	
aa.	
ab.	Further costs due later in the year.
ac.	
ad.	
ae.	There is a current pressure on the year to date budget for Barristers' fees. Less income has been raised than anticipated when the budget was set.
af.	
ag.	
ah.	Costs for Legionella testing to be allocated out to various service areas.
ai.	

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**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Housing, Planning & Public Protection Services
Portfolio Holder - Cllr M Flewitt**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Strategy & Planning for Housing	256	(255)	1	0	1	1	0	0	0	0
b Private Sector Housing	4,139	(587)	3,552	10	3,562	3,562	0	1,786	1,763	(23)
c Housing Needs & Homelessness	1,276	(514)	762	0	762	762	0	381	387	6
d Supporting People	3,456	0	3,456	(150)	3,306	3,301	(5)	1,651	1,643	(8)
e Closed Circuit Television	517	(32)	485	4	489	489	0	246	250	4
f Community Safety	251	(32)	219	25	244	244	0	114	117	3
g Building Control	732	(397)	335	0	335	335	0	143	190	47
h Development Control	829	(569)	260	0	260	260	0	118	50	(68)
i Strategic Planning	412	0	412	0	412	412	0	312	319	7
j Regulatory Business	707	(11)	696	22	718	731	13	366	392	26
k Regulatory Licensing	570	(483)	87	171	258	280	22	11	(10)	(21)
l Regulatory Management	236	0	236	(235)	1	1	0	0	1	1
m Regulatory Protection	308	(62)	246	15	261	261	0	127	116	(11)
Total Net Budget for Portfolio	13,689	(2,942)	10,747	(138)	10,609	10,639	30	5,255	5,218	(37)

Virements

Transfer from earmarked reserves	£000
Allocation from Contingency	10
In year virements	28
	(176)
	<u>(138)</u>

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Housing, Planning & Public Protection Services
Portfolio Holder - Cllr M Flewitt**

Forecast Outturn Variance	Year to date Variance
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j. Legal advice is required as part of a national court case against a company.	Legal advice is required as part of a national court case against a company.
k. Income from Tables & Chairs Licensing is below budget.	
l.	
m.	
n.	

89

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Children and Learning
Portfolio Holder - Cllr J Courtenay**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Childrens Commissioning	2,549	(2,166)	383	0	383	383	0	189	147	(42)
b Children with Special Needs	2,047	(738)	1,309	158	1,467	1,497	30	816	910	94
c Early Years Development and Child Care Partnership	10,993	(9,562)	1,431	0	1,431	1,431	0	712	699	(13)
d Children Fieldwork Services	4,311	0	4,311	0	4,311	4,436	125	2,158	2,251	93
e Children Fostering and Adoption	6,796	(252)	6,544	50	6,594	6,844	250	3,281	3,478	197
f Youth Service	1,444	(397)	1,047	0	1,047	1,047	0	533	569	36
g Other Education	728	(580)	148	0	148	148	0	117	113	(4)
h Private Voluntary Independent	4,211	(156)	4,055	0	4,055	4,385	330	2,027	2,276	249
i Children Specialist Commissioning	1,016	(59)	957	207	1,164	1,164	0	583	600	17
j Children Specialist Projects	304	(189)	115	0	115	205	90	49	150	101
k School Support and Preventative Services	21,341	(12,628)	8,713	(5)	8,708	8,548	(160)	4,349	4,208	(141)
l Youth Offending Service	3,143	(1,386)	1,757	0	1,757	1,747	(10)	877	827	(50)
m Schools Delegated Budgets	57,351	(57,351)	0	0	0	0	0	0	(18)	(18)
Total Net Budget for Portfolio	116,234	(85,464)	30,770	410	31,180	31,835	655	15,691	16,210	519

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

235
196
(21)

410

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Children and Learning
Portfolio Holder - Cllr J Courtenay**

Forecast Outturn Variance	Year to Date Variance
a.	
b.	Current cohort of LDD placements and direct payments budgets are overspending.
c.	
d.	Overspend due to cost of Agency Social Workers in frontline child protection roles in Care Management and First Contact teams. Teams are unable to run with Vacancies due to caseloads.
e.	Forecast for current cohort of fostering places. The number of children with in-house foster cares or kinship placements is now 185. This compares to 134 placements this time a year ago, an increase of 40%. Partly this reflects success in increasing the number of available in-house carers, but it is also driven by overall higher numbers of children in care, with PVI placements also remaining high. In June 2016, there were 274 looked after children. The comparative number for 2015 is 225.
f.	
g.	
h.	Current cohort of 53 children and young people in PVI placements is forecast to overspend, making the £250k saving a significant challenge. Within this there are 22 residential placements compared to 13 a year ago. This budget remain volatile and susceptible to sudden changes in demand from high cost placements such as secure accommodation placements.
i.	
j.	Continuing overspend due to the costs of legal representation in child protection cases, linked to high numbers of children in care. There is a risk this overspend could increase as in the previous financial year the overspend was £200k and related to approximately 120 cases. So far this year the current case load is 49.
k.	As in last year this service is likely to underspend, however costs may start to rise once the growth in pupil numbers reaches the secondary school phase. An underspend is anticipated due to staffing vacancies against establishment in the School improvement service.

70

l.

m.

71

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Health and Adult Social Care
Portfolio Holder - Cllr L Salter**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Adult Support Services and Management	600	(593)	7	0	7	(41)	(48)	3	(9)	(12)
b Commissioning Team	2,628	(2,685)	(57)	(19)	(76)	(88)	(12)	(40)	(50)	(10)
c Strategy & Development	2,298	(2,328)	(30)	21	(9)	(9)	0	(7)	(25)	(18)
d People with a Learning Disability	15,878	(1,629)	14,249	283	14,532	14,306	(226)	7,255	7,229	(26)
e People with Mental Health Needs	3,627	(165)	3,462	41	3,503	4,086	583	1,749	2,030	281
f Older People	32,269	(14,940)	17,329	(548)	16,781	16,570	(211)	8,368	8,267	(101)
g Other Community Services	2,021	(665)	1,356	1,646	3,002	3,031	29	1,501	1,495	(6)
h People with a Physical or Sensory Impairment	5,182	(1,003)	4,179	(37)	4,142	4,228	86	2,068	2,134	66
i Service Strategy & Regulation	149	(69)	80	0	80	80	0	39	39	0
j Public Health	8,516	(8,379)	137	199	336	336	0	169	169	0
k Drug and Alcohol Action Team	2,529	(2,373)	156	0	156	156	0	77	73	(4)
l Young Persons Drug and Alcohol Team	307	(263)	44	0	44	44	0	22	(10)	(32)
Total Net Budget for Portfolio	76,004	(35,092)	40,912	1,586	42,498	42,699	201	21,204	21,342	138

Virements

Transfer from earmarked reserves
Allocation from Contingency
In year virements

£000

199
1,217
170

1,586

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Health and Adult Social Care
Portfolio Holder - Cllr L Salter**

Forecast Outturn Variance	Year to Date Variance
a. Health contribution towards integrated commissioning	
b.	
c.	
d. Forecast underspend on residential care placements and daycare services	
e. Forecast overspend on residential care, supported living and direct payments	Forecast overspend on residential care, supported living and direct payments.
f. Forecast underspend on residential care placements	
g. Teams are running at full staffing levels which is therefore causing a pressure against budgeted vacancy levels.	
h. Forecast overspend on residential care placements	
i.	
j.	
k.	
l.	

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**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Transport, Waste & Cleansing
Portfolio Holder - Cllr T Cox**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Highways Maintenance	9,611	(2,229)	7,382	(157)	7,225	7,417	192	3,507	3,442	(65)
b Bridges and Structural Engineering	432	0	432	0	432	432	0	216	202	(14)
c Decriminalised Parking	1,306	(1,633)	(327)	0	(327)	47	374	(148)	292	440
d Car Parking Management	1,443	(5,959)	(4,516)	(145)	(4,661)	(5,061)	(400)	(2,407)	(2,722)	(315)
e Concessionary Fares	3,246	0	3,246	0	3,246	3,326	80	1,563	1,600	37
f Passenger Transport	405	(62)	343	0	343	403	60	215	250	35
g Road Safety and School Crossing	403	(60)	343	0	343	343	0	138	160	22
h Transport Planning	1,077	(57)	1,020	0	1,020	969	(51)	501	555	54
i Traffic and Parking Management	683	(5)	678	0	678	596	(82)	344	367	23
j Public Conveniences	604	0	604	17	621	621	0	305	290	(15)
k Waste Collection	3,850	0	3,850	681	4,531	4,531	0	2,267	2,245	(22)
l Waste Disposal	4,120	0	4,120	109	4,229	4,229	0	2,164	2,271	107
m Cleansing	1,916	(7)	1,909	(490)	1,419	1,419	0	684	666	(18)
n Civic Amenity Sites	570	0	570	(50)	520	520	0	270	250	(20)
o Environmental Care	644	(4)	640	0	640	640	0	323	212	(111)
p Waste Management	2,078	0	2,078	0	2,078	2,078	0	194	242	48
q Flood and Sea Defence	860	(64)	796	0	796	726	(70)	419	315	(104)
r Enterprise Tourism and Environment Central Pool	1,634	(1,675)	(41)	0	(41)	(1)	40	(20)	41	61
Total Net Budget for Portfolio	34,882	(11,755)	23,127	(35)	23,092	23,235	143	10,535	10,678	143

Virements

Transfer from/(to) earmarked reserves	£000
Allocation from Contingency	0
In year virements	130
	<u>(165)</u>
	<u>(35)</u>

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Transport, Waste & Cleansing
Portfolio Holder - Cllr T Cox**

Forecast Outturn Variance	Year to date Variance
<p>a. Street lighting energy costs are reducing due to the LED replacement project, however delays at the outset mean the full benefit is yet to be achieved. The saving in the 2016/17 budget was based on the projects original timetable which has resulted in a potential in-year pressure circa £297k which will be temporarily funded from reserves.</p> <p>The value of works recharged to the public for damage caused to the highway is below the targeted level creating a potential pressure of £140k.</p> <p>Structural maintenance repair works, particularly on footways, is likely to result in a budget pressure of around £200k based on current expenditure levels due to the number of identified category 1 defects.</p> <p>Income from the street works common permit scheme is above the expected level. A significant proportion of this is due to penalties levied in relation to S.74 overruns. At current rates an income surplus of between £0.4-0.5m seems likely.</p>	
<p>b.</p>	
<p>c. Delays in the implementation of the new Compliance Management contract for decriminalised parking mean expected savings in the first half of the year have not been achieved. The budget pressure as a result of this is approximately £114k. There is also £100k pressure created due to a shortfall in the income due to lower numbers of PCNs being issued as new staff were trained. In addition to this the bad debt provision required at the end of the year is projected at £160k for which there is no budget provision.</p>	<p>Delays in the implementation of the new Compliance Management contract for decriminalised parking mean expected savings in the first half of the year have not been achieved. The budget pressure as a result of this is approximately £114k. There is also £100k pressure created due to a shortfall in the income due to lower numbers of PCNs being issued as new staff were trained. In addition to this the bad debt provision required at the end of the year is projected at £160k for which there is no budget provision.</p>
<p>d. Continuing good weather in September has increased the expected surplus on income from on- and off-street parking provision to £400k.</p>	<p>Continuing good weather in September has increased the expected surplus on income from on- and off-street parking provision to £400k.</p>
<p>e. Confirmed costs for the first quarter were lower than estimated and this has been reflected in a reduction in the estimated invoice for the third quarter. Based on these updated figures the projection for concessionary fares has reduced to £3.25m against a budget of £3.17m. The forecast overspend has been adjusted accordingly but fluctuations in the number of journeys made</p>	

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mean this pressure could increase again or decrease further but this will not be known until later in the year.

f. Additional security levels required at the Travel Centre will cost approximately £70k for a full year which will cause a budget pressure of £60k.

g.

h. Traffic signal maintenance costs have reduced significantly since the upgrade to LED leading to a potential underspend circa. £50k.

i. Traffic Management expenditure is consistent with that of the previous year which showed a significant drop in contractor costs, this results in a potential underspend of £80k.

j.

k.

l. Costs for MBT Plant are estimated pending actual charges from Essex CC

m.

n.

o. There are currently vacancies within the team.

p. Legal advice re New Waste Contract

q. Staffing vacancies which have been carried during the year will result in an underspend on the establishment circa £70k. Staffing vacancies which have been carried during the year will result in an underspend on the establishment circa £70k.

r. Due to the high levels of staff retention, the vacancy factor within the team is unlikely to be met and additional reductions in expenditure will need to be found. Due to the high levels of staff retention, the vacancy factor within the team is unlikely to be met and additional reductions in expenditure will need to be found.

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**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Technology
Portfolio Holder - Cllr T Byford**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Information Comms & Technology	5,858	(5,748)	110	37	147	147	0	91	100	9
Total Net Budget for Portfolio	5,858	(5,748)	110	37	147	147	0	91	100	9

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Virements

Transfer from/(to) earmarked reserves
Allocation from Contingency
In year virements

£000
37
0
0
<u>37</u>

**General Fund Forecast 2016/17
at 30 September 2016 - Period 6
Technology
Portfolio Holder - Cllr T Byford**

Forecast Outturn Variance	Year to date Variance
a.	There is a pressure on Employee costs mainly due to Standby and Protected Pay, Recruitment costs and the Vacancy Factor although this is being offset by an underspend against IT and Communication budgets

Housing Revenue Account Forecast 2016/17
at 30 September 2016 - Period 6
Corporate Director - Simon Leftley

Description	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Employees	276	0	276	276	0	276	276	0
b Premises (Excluding Repairs)	702	0	702	702	0	293	293	0
c Repairs	4,736	0	4,736	4,736	0	2,186	2,186	0
d Supplies & Services	67	0	67	67	0	28	28	0
e Management Fee	5,618	0	5,618	5,618	0	2,593	2,593	0
f MATS	1,048	0	1,048	1,048	0	437	437	0
g Provision for Bad Debts	372	0	372	372	0	155	155	0
h Capital Financing Charges	13,045	0	13,045	13,045	0	5,435	5,435	0
Expenditure	25,864	0	25,864	25,864	0	11,403	11,403	0
i Fees & Charges	(503)	0	(503)	(503)	0	(210)	(210)	0
j Rents	(26,645)	0	(26,645)	(26,645)	0	(11,102)	(11,152)	(50)
k Other	(263)	0	(263)	(263)	0	(110)	(110)	0
l Interest	(210)	0	(210)	(210)	0	(88)	(88)	0
m Recharges	(530)	0	(530)	(530)	0	(221)	(221)	0
Income	(28,151)	0	(28,151)	(28,151)	0	(11,730)	(11,780)	(50)
n Appropriation to Earmarked reserves	2,287	0	2,287	2,287	0	0	0	0
o Statutory Mitigation on Capital Financing	0	0	0	0	0	0	0	0
Net Expenditure / (Income)	0	0	0	0	0	(327)	(377)	(50)
Use of Reserves								
Balance as at 1 April 2016	3,502	0	3,502	3,502	0			
Use in Year	(0)	0	(0)	(0)	0			
Balance as at 31 March 2017	3,502	0	3,502	3,502	0			

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Housing Revenue Account Forecast 2016/17
at 30 September 2016 - Period 6
Corporate Director - Simon Leftley

Forecast Outturn Variance	Year to Date Variance
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j.	
k.	
l.	
m.	
n.	
o.	

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**Capital Programme Budget
Monitoring 2016/17**

Period 6

**as at 30th September 2016
Departmental Summary**

Capital Programme Monitoring Report – September 2016

1. Overall Budget Performance

The revised Capital budget for the 2016/17 financial year is £76.576million which includes all changes agreed at June Cabinet. Actual capital spend at 30th September is £22.014million representing approximately 29% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.800million have been removed from this figure).

The expenditure to date has been projected to year end and the outturn position is forecast to reflect the Project Manager's realistic expectation. This is broken down by Department as follows:

Department	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Revised Budget 2016/17 £'000	Previous Expected Variance to Revised Budget 2016/17 £'000
Corporate Services	17,235	1,648	14,519	(2,716)	(364)
People	14,329	8,740	12,612	(1,717)	(550)
Place	34,082	8,356	29,731	(4,351)	(876)
Housing Revenue Account (HRA)	10,930	3,270	8,881	(2,049)	-
Total	76,576	22,014	65,743	(10,833)	(1,790)

The capital programme is expected to be financed as follows:

Department	External Funding			Total Budget £'000
	Council Budget £'000	Grant Budget £'000	Developer & Other Contributions £'000	
Corporate Services	17,037	4	194	17,235
People	7,696	6,633	-	14,329
Place	18,754	13,117	2,211	34,082
Housing Revenue Account (HRA)	10,768	109	53	10,930
Total	54,255	19,863	2,458	76,576
As a percentage of total budget	70.9%	25.9%	3.2%	

The funding mix for the total programme could change depending on how much grant and external contributions are received by the Council by the end of the year.

The grants and external contributions position to 30th September is as follows:

Department	Grant Budget £'000	Developer & Other Contributions Budget £'000	Total external funding budget £'000	External funding received £'000	External funding outstanding £'000
Corporate Services	4	194	194	4	194
People	6,633	-	6,633	5,441	1,192
Place	13,117	2,211	15,332	7,375	7,953
Housing Revenue Account (HRA)	109	53	162	31	131
Total	19,863	2,458	22,321	12,851	9,470

2. Department Budget Performance

Department for Corporate Services

The revised capital budget for the Department for Corporate Services is £17.235million. The budget is distributed across various scheme areas as follows

Department for Corporate Services	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Forecast Variance to Year End 2016/17 £'000	Previous Forecast Variance to Year End 2016/17 £'000
Queensway	1,142	45	1,142	-	-
Tickfield	2	-	2	-	-
Asset Management (Property)	9,373	95	7,137	(2,236)	(364)
Cemeteries & Crematorium	928	78	792	(136)	-
ICT Programme	5,374	1,430	5,030	(344)	-
Subtotal	16,819	1,648	14,103	(2,716)	(364)
Priority Works (see table)	416	-	416	-	-
Total	17,235	1,648	14,519	(2,716)	(364)

Priority Works	£'000
Budget available	500
Less budget allocated to agreed schemes	(84)
Remaining budget	416

Actual spend at 30th September stands at £1.648million. This represents 10% of the total available budget.

Queensway

The Ground Penetrating Radar scheme of £142k is focused on determining the location of gas pipes, electricity cables and drainage around the Queensway site. Cat surveys have completed the footway element and moved onto the verification stage of the carriageway element along with the underground car park adjacent to the tower blocks. The remaining budget of £1million relates to an allowance for commercial property buy back and a project budget for the scheme in 2016/17.

Tickfield

All building works have now been completed at Tickfield and the final account is the only outstanding cost.

Asset Management (Property)

A scheme to demolish the existing Southend Library car park and construct a new one is taking place in 2016/17 and utility mapping, topographical surveys and laser scanning have already taken place. The new building will increase capacity for parking spaces and earn additional income.

The scheme to redevelop the Civic East car park will take place following the Library car park reconstruction. £85k of this budget will be included as a carry forward request in the report to November Cabinet to take account of the scheme continuation into 2017/18.

Planning has not yet been submitted for the scheme to discharge the East of England Development Agency agreement and it is unlikely this will progress during 2016/17. The full budget of £164k will be included as a carry forward request in the report to November Cabinet.

The progress of the Seaways Development Enabling works is currently subject to quotes and planning therefore £187k of the £1.950million budget will be included as a carry forward request in the report to November Cabinet.

Various options have been explored for the development of the land at 16 Brunel Road however nothing commercially viable is yet developed to progress. Work continues with PSP Southend LLP and via other routes but no expenditure is planned for 2016/17. The full budget of £50k will be included as a carry forward request in the report to November Cabinet.

£850k has now been committed on the Airport Business Park scheme for pitch construction and archaeology. A commitment for road and services infrastructure is also expected during November however due to delays on S106 and S278 agreements, £1.750million will be included as a carry forward request in the report to November Cabinet in line with the expected spend profile.

An allocation from the Priority Works budget of £12k has been vired to the Urgent Works to Property scheme in the report to November Cabinet to carry out further works on the Pier Arches.

Cemeteries and Crematorium

A scheme to improve the crematorium grounds and replace the aged Pergola Walk is taking place in 2016/17 to include memorials and interment units within the supporting structure. The contract has now been awarded with a start date scheduled for 2nd January 2017.

Screening and removal of surplus soil on the new burial site is now complete. The landscaping and setting out of the new extension works are now able to commence. £78k of the budget will be removed from the capital programme at November Cabinet due to the lack of suitable sites available for purchase.

The Perimeter Security Improvements scheme is progressing well. Works for the installation of the access swipe panels around the new barriers and additional cameras to the underground car park ramp took place at the beginning of October.

The scheme for cremator hearth replacement will be going ahead towards the end of the financial year and an accelerated delivery request of £12k will be included in the report to November cabinet to finance this.

The scheme to connect the Cemetery Lodge and Crematorium to the mains server is not going ahead due to cost implications. The full budget of £70k will be removed from the capital programme at November Cabinet.

ICT

A combination of budgets from various schemes totalling £581k will be included in the November Cabinet report to be transferred to the Data Centre scheme. This will be used to purchase internet connectivity devices. These budgets include Borough Broadband for £100k, GCSx Mail update for £25k, ICT Enterprise Agreement for £200k, ICT E-Procurement Solution for £76k, ICT Rolling Replacement Programme for £50k, Public Health My Health Tools for 80k and Public Health Advance Health Analysis for £50k.

The scheme to deliver a robust Social Care case management system is well underway with a full suite of test systems now available for use. The budget for 2016/17 is £1.4million and projected spend is currently on target. The data migration for Children's has been completed for phase two and the installation of the live environment for financial assessments in Adults has now been implemented.

A project to review the end to end process for reports and requests received by the Council in respect of waste, public protection, highways and parking related matters is now underway which has commenced with waste during August. This scheme has a view for self-serve automation and the removal of manual intervention from the process. This element of the project is scheduled to go live in February 2017 to ensure that all forms are live at the same time.

The DEFRA Inspire budget of £4k will be included as a carry forward request in the report to November Cabinet to continue the scheme into 2017/18.

The Wireless Borough and City Deal scheme is still in the initiation stage therefore £340k of the current budget will be included as a carry forward request in the November Cabinet report.

Priority Works

The Priority works provision budget currently has £416k remaining unallocated.

Summary

Carry forward requests to be included in the report to November Cabinet are the Airport Business Park for £1.750m, Capital Allocation to Discharge the EEDA Agreement for £164k, Civic East Car Park Redevelopment for £85k, 16 Brunel Road for £50k and Seaways Development Enabling Works for £187k, DEFRA Inspire for £4k, Wireless Borough and City Deal for £340k.

An accelerated delivery request of £12k for the Cremator Hearth Replacement scheme will also be requested at November Cabinet.

The Cemetery Lodge and Crematorium connection to mains server scheme budget of £70k and the New Burial Ground budget of £78k will be removed from the capital programme in the November report.

Budgets totalling £581k from various ICT budgets are to be vired to the ICT Core Infrastructure scheme to fund the Data Centre project.

Department for People

The revised Department for People budget totals £14.329million.

Department for People	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Year End 2016/17 £'000	Previous Expected Variance to Year End 2016/17 £'000
Adult Social Care	1,166	37	681	(485)	-
General Fund Housing	2,037	396	1,487	(550)	(550)
Children & Learning Other	86	-	64	(22)	-
Condition Schemes	1,215	437	992	(223)	-
Devolved Formula Capital	288	269	288	-	-
Primary and Secondary School Places	9,537	7,601	9,100	(437)	-
Total	14,329	8,740	12,612	(1,717)	(550)

Actual spend at 30th September stands at £8.740million. This represents 61% of the total available budget.

Adult Social Care

The Community Capacity grant is used to enable vulnerable individuals to remain in their own homes and to assist in avoiding delayed discharges from hospital. Plans for 2016/17 include the development of an independent living centre, investment in technology and extra care provision. A carry forward request of £291k will be included in the report to November Cabinet to continue these schemes into 2017/18.

A carry forward request of £194k will also be included in the November Cabinet report for the Delaware and Priory scheme.

General Fund Housing

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition. A carry forward request of £300k is to be included in the report to November Cabinet in line with expected spend for 2016/17.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use. £120k spend is forecast on three current properties with a carry forward request of £200k to be included in the report to November Cabinet.

Minimal works are in the pipeline for the Works in Default enforcement scheme therefore a carry forward request of £50k will be included in the report to November Cabinet.

Children & Learning Other Schemes

Retentions of £57k are being held for Kingsdown Special School roof works and will be paid once outstanding snagging and defects works are completed and fully signed off. This figure is included in the creditors shown above. The remaining budget of £22k will be removed from the programme in the report to November Cabinet.

Condition Schemes

A budget of £1.215m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Most of these works have been undertaken over the school summer holidays to minimise disruption to the schools. Retentions of £17k are being held for works completed last year at seven primary schools.

Budgets for works at Futures Community College totalling £310k will be removed from the programme at November Cabinet due to the schools recent conversion to academy.

Works on fire systems at Hamstel Junior School took place over the summer holidays and an additional budget of £3k will be added to the programme at November Cabinet to be funded from unallocated maintenance grant. This will cover the additional cost of works which took place. Works to the windows at Hamstel Junior School have taken place in full this financial year therefore an accelerated delivery request of £84k will be also be included in the report to November Cabinet.

Devolved Formula Capital

This is an annual devolution of dedicated capital grant to all maintained schools. The grant for 2016/17 is £288k. This grant amount will reduce as further maintained schools convert to academy status.

Primary and Secondary School Places

The primary expansion programme is now complete with the final two projects at St Helen's Catholic and St Mary's Primary Schools handed over. A review of places available against forecast demand will be done on an annual basis. If a need is identified, a further expansion of primary places will be explored to ensure that the Council's statutory duty to provide a good school place for all those that request it can be met. A secondary expansion programme is now in the beginning stages to ensure that the extra places supplied in primary are matched in secondary as they are needed. As part of this expansion programme, the PROCAT building in Southchurch Boulevard has now been purchased. Improvements to Special Education Needs and Pupil Referral Unit accommodation are also in the planning stages. A further £126k is also being held as retention payments against works completed in the previous financial year on primary expansion projects.

Underspend for schemes at Hamstel Primary and Thorpe Greenways Primary Schools will be removed from the programme in the report to November Cabinet. These budgets total £273k and £93k respectively.

A carry forward request of £72k for the expansion of two year old childcare places will also be included in the November Cabinet report.

A budget of £1k will be vired from the S106 Elm Gate scheme in the Department for Place as a contribution towards the Secondary School Places scheme.

Summary

Carry forward requests will be included in the report to November Cabinet for Community Capacity for £291k, LATC Delaware and Priory for £194k, Empty Dwellings Management for £200k, Private Sector Renewal for £300k, Works in Default Enforcement for £50k and Expansion of two year old Childcare Places for £72k.

An accelerated delivery request of £84k will also be included in the report for Hamstel Juniors Windows.

Budgets to be removed from the Capital Programme at November Cabinet include Kingsdown Phase One for £22k, Futures College for £310k, Hamstel Primary Places for £273k and Thorpe Greenways Places for £93k.

A budget of £3k will be added to programme for Hamstel Junior School fire systems.

£1k will be vired from S106 in Place to the Secondary School Places scheme.

Department for Place

The revised capital budget for the Department for Place is £34.082million. This includes all changes approved at June Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Year End 2016/17 £'000	Previous Expected Variance to Year End 2016/17 £'000
Culture	2,878	394	1,893	(985)	-
Enterprise, Tourism & Regeneration	4,355	1,535	3,335	(1,020)	(876)
Coastal Defence & Foreshore	721	235	881	160	-
Highways and Infrastructure	10,585	3,105	10,585	-	-
Parking Management	334	19	334	-	-
Section 38 & 106 Agreements	2,050	358	779	(1,271)	-
Local Transport Plan	3,013	1,117	3,013	-	-
Local Growth Fund	6,511	1,393	6,086	(425)	-
Transport	510	29	510	-	-
Energy Saving Projects	3,125	171	2,315	(810)	-
Total	34,082	8,356	29,731	(4,351)	(876)

Actual spend at 30th September stands at £8.356million. This represents 25% of the total available budget.

Culture

Works to undertake the reinstatement and stabilisation of Belton Hill steps are now underway. Procurement is now underway for the appointment of a geo-technical engineer although due to pressures this is taking longer than expected. A carry forward request of £50k will be included in the report to November Cabinet to reflect these delays.

Architects have been appointed for Leigh Library as part of the Library Review scheme and the final works at Westcliff Library are on schedule. A carry forward request of £100k will be included in the report to November Cabinet as the works are likely to continue into 2017/18.

Works on the New Museum Gateway Review scheme are not likely to take place in 2016/17 therefore the full budget of £500k will be included as a carry forward request in the report to November Cabinet.

The publication for the Prittlewell Prince Research scheme has been delayed and the full budget of £38k will be required in 2017/18 therefore a carry forward request will be included in the November Cabinet report.

The Pump Priming budget of £333k is to be used as match funding for a bid to the Heritage Lottery Fund for works on Southchurch Hall. The bid is still at the development stage therefore the full budget will be carried forward in the report to November Cabinet.

A bid for external funding is being prepared for works at Southchurch Park Bowls Pavilion and there is currently £20k in the budget to match fund this. It is unlikely that the bid will be finalised in 2016/17 therefore the full budget will be required in 2017/18 and a carry forward request will be put forward in the report to November Cabinet.

A new budget of £56k to be funded from revenue contributions will be added to the capital programme in the report to November Cabinet in respect of the purchase of three bronze Dutch fortress cannons.

Enterprise, Tourism & Regeneration

The Regeneration projects include all the work currently taking place on Southend Pier and the City Deal Incubation Centre as well as the Coastal Communities Fund.

Work is on-going for the design to maximise opportunity of additional office space at the Incubation Centre. These works are subject to funding confirmation from the Environment for Growth (E4G). Spend is not expected during 2016/17 therefore the full budget of £44k will be included as a carry forward request in the report to November Cabinet.

The Three Shells Lagoon is complete and was officially opened on 21st July. The only outstanding works relate to a toilet block which is scheduled for completion in early November 2016.

Several projects are planned for 2016/17 under the Property Refurbishment Programme including works at Priory Park yard, Campfield Road toilets, Belfairs Park drainage investigations and Central Museum windows. Some of these works require listed building approval therefore they are likely to take place later in the year.

The Prince George extension works involve concrete trials which will be going ahead in 2016/17 at a cost of approximately £200k. The tenders are going out in October with a view to starting works in November. The remaining budget will be required once the trial is completed which is likely to be in 2017/18 therefore a carry forward request of £976k will be included in the report to November Cabinet.

Coastal Defence and Foreshore

The cliff stabilisation scheme on Clifton Drive is working to remediate the cliff slip and reinforce it against further slippage. The project has progressed substantially and is approaching completion. Installation of the final section of cascade stairs commenced on 10th October and the contractor will be adjusting the footway levels to suit. All other areas on the site are now open and final landscaping works will take place before the end of the financial year.

Funding totalling £160k from the Environment Agency has been received as part of the Southend Shoreline Strategy. Strategy development is currently underway and a budget of £160k will be added to the programme in the report to November Cabinet.

Highways and Infrastructure

A scheme to invest in the highways infrastructure to reduce long term structural maintenance and improve public safety has been approved for 2016/17. The works are based on priorities identified by the outcome of the asset management condition survey.

Four out of five of the schemes have now been completed with the final scheme to be completed by the end of October.

A grant of £65k has been received from the Department for Transport for the repair of potholes throughout the Borough. This grant has been secured for the next 5 years.

The Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. The luminaires installation is expected to complete by the end of October. Works to replace concrete columns on the seafront have commenced and the completion date is scheduled by the end of January 2017. 20 base stations have now been installed as part of the Central Management System (CMS) works.

Parking Management

A new scheme to improve car park surfacing, structures and signage and to replace pay and display machines in order to maximise capacity and usage is taking place in 2016/17. The scheme will aim to rationalise and upgrade pay and display equipment across all car parks, surface improvements at East Beach, lighting upgrades at Belton Gardens and layout alterations to improve accessibility and security at University Square. A new contract is in place and detailed plans for car park improvements are underway.

Section 38 and Section 106 Schemes

There are a number of S38 and S106 schemes all at various stages. The larger schemes include works to Shoebury Park enhancement and Fossetts Farm bridleway works.

Schemes totalling £1.245million have been identified as taking place in 2017/18 and a carry forward request will be included in the report to November Cabinet.

The Lidl Progress Road works took place in a previous financial year therefore the budget of £26k will be removed from the programme in the report to November Cabinet.

Local Transport Plans (LTP Schemes)

The Local Transport Plan schemes cover various areas including better networks, traffic management, better operation of traffic control systems and bridge strengthening.

Local Growth Fund

The A127 Growth Corridor projects will support the predicted growth associated with London Southend Airport and the Joint Area Action Plan (JAAP) proposals developed by Southend, Rochford and Essex County Councils to release land and create 7,380 high value jobs. The improvement will also support background growth of Southend and Rochford.

The final business case for A127 Kent Elms junction improvements has been approved by the South East Local Enterprise Partnership to draw down the 2016/17 funding. Further work is underway for the final bridge and highways maintenance business cases for 2016/17 onwards.

The 2016/17 works on Kent Elms are focusing on the design and construction of the main works. The final design has now been agreed. Highways works tender documents have now been received and are currently being assessed.

The works to the Bell junction will be focusing on options to put forward for the business case. Pedestrian surveys have now been commissioned.

Bridge and Highway Maintenance works will be focusing on investigation works for improvements to the A127 corridor and supporting Kent Elms works. Surfacing is now complete to the east bound section of the A127 from boundary to just prior to the Progress Road improvement works and in the vicinity of Bellhouse Lane. Further surveys for drainage, traffic data, lighting and safety barriers are yet to be undertaken.

A carry forward request of £425k will be included in the report to November Cabinet on the A127 Growth Corridor scheme to continue works into the new financial year.

Transport

The final account is still being negotiated with the contractor for the main works on the A127 Tesco junction improvements. The Road Safety Audit report has been reviewed with minor adjustments being carried out on traffic signals as necessary.

Minor adjustments to traffic signals on Progress road are yet to be completed.

Southend Transport Model is an on-going scheme to support various multi modal transport projects.

Energy Saving Projects

The ventilation for the Beecroft and Central Museum Energy project is currently in final design. The lift installation has been slightly delayed therefore £200k of the current budget will be included as a carry forward request in the report to November Cabinet.

As part of the Energy Efficiency Projects, surveys on the pier and three lighting schemes are currently being finalised. £150k of the current budget will be required in 2017/18 therefore a carry forward request will be included in the report to November Cabinet.

The Solar PV Project is currently at the tender stage. Some of the works are likely to take place in 2017/18 therefore a carry forward request of £460k will be included in the November Cabinet report.

The solar panels at Southend Adult Community College and Temple Sutton School are now live and the efficiency elements works took place over the summer. Planning permission has been received for the biomass boiler at Southend Adult Community College and the works are taking place during October 2016. The pool cover and heat pump for Temple Sutton Primary School has been designed and agreed with the school.

Summary

Carry forward requests to be included in the report to November Cabinet are Library Review for £100k, New Museum Gateway Review for £500k, Prittlewell Prince Research for £38k, Pump Priming for £333k, Southchurch Park Bowls Pavilion for £20k, Belton Hill Steps for £50k, City Deal Incubation Centre for £44k, Prince George extension works for £976k, S106/S38 schemes for £1.245million, A127 Growth Corridor for £425k, Beecroft and Central Museum Energy project for £200k, Energy Efficiency Projects for £150k and Solar PV Projects for £460k.

Budgets will be added to the programme for Southend Shoreline Strategy for £160k and Dutch Fortress Cannons for £56k.

£26k will be removed from the programme for the S106 Lidl Progress Road works.

Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2016/17 is £10.930million. The latest budget and spend position is as follows:

Housing Revenue Account	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Forecast Variance to Year End 2016/17 £'000	Previous Forecast Variance to Year End 2016/17 £'000
Decent Homes Programme	6,958	1,428	4,919	(2,039)	-
Council House Adaptations	500	195	500	-	-
Sheltered Housing Remodelling	345	-	345	-	-
Other HRA	3,127	1,647	3,117	(10)	-
Total	10,930	3,270	8,881	(2,049)	-

The actual spend at 30th September of £3.270million represents 30% of the HRA capital budget.

Decent Homes Programme

The works being undertaken now relate to Decent Homes failures which occur within the financial year and no works are being undertaken in advance. There is also a need to undertake more infrastructure works such as structural integrity works of blocks and common areas. These types of works require more detailed surveying and planning. Due to this change, the Decent Homes Programme will be reduced in 2016/17 by £1.069million and this will be included in the report to November Cabinet. Carry forward requests will also be included for £400k on the Environmental Health and Safety works scheme and £570k on the Common Areas Improvements Scheme.

Council House Adaptions

This budget relates to minor and major adaptations in council dwellings. Spend depends on the demand for these adaptations and works are currently in progress for 2016/17.

Sheltered Housing Remodelling

A proposal for the use of this budget will go forward to November Cabinet and more details will be known if these works are approved.

Other HRA

The plan for the HRA Land Review scheme is to construct 18 housing units within the Shoeburyness ward. Building works are progressing well. All external brickwork is now complete on all sites and the contractor gave the 8 week notice for completion on 26th September for Exeter Close and Bulwark Road. A total of four three bedroom houses and

one two bedroom house are scheduled for hand over on week commencing 14th November. Other sites are progressing well with a schedule for completion by spring 2017 for part of Ashanti and a phased delivery for the remainder of this site,

The final account for the new build at 32 Byron Avenue has now been paid and the remaining budget of £10k will be removed from the programme in the report to November Cabinet.

Summary

Carry forward requests included in the report to November Cabinet are for £400k on the Environmental Health and Safety works and £570k on the Common Area Improvements.

Budgets to be removed from the capital programme at November Cabinet include Decent Homes projects for £1.069million and 32 Byron Avenue for £10k.

Summary of Capital Expenditure at 30th September 2016

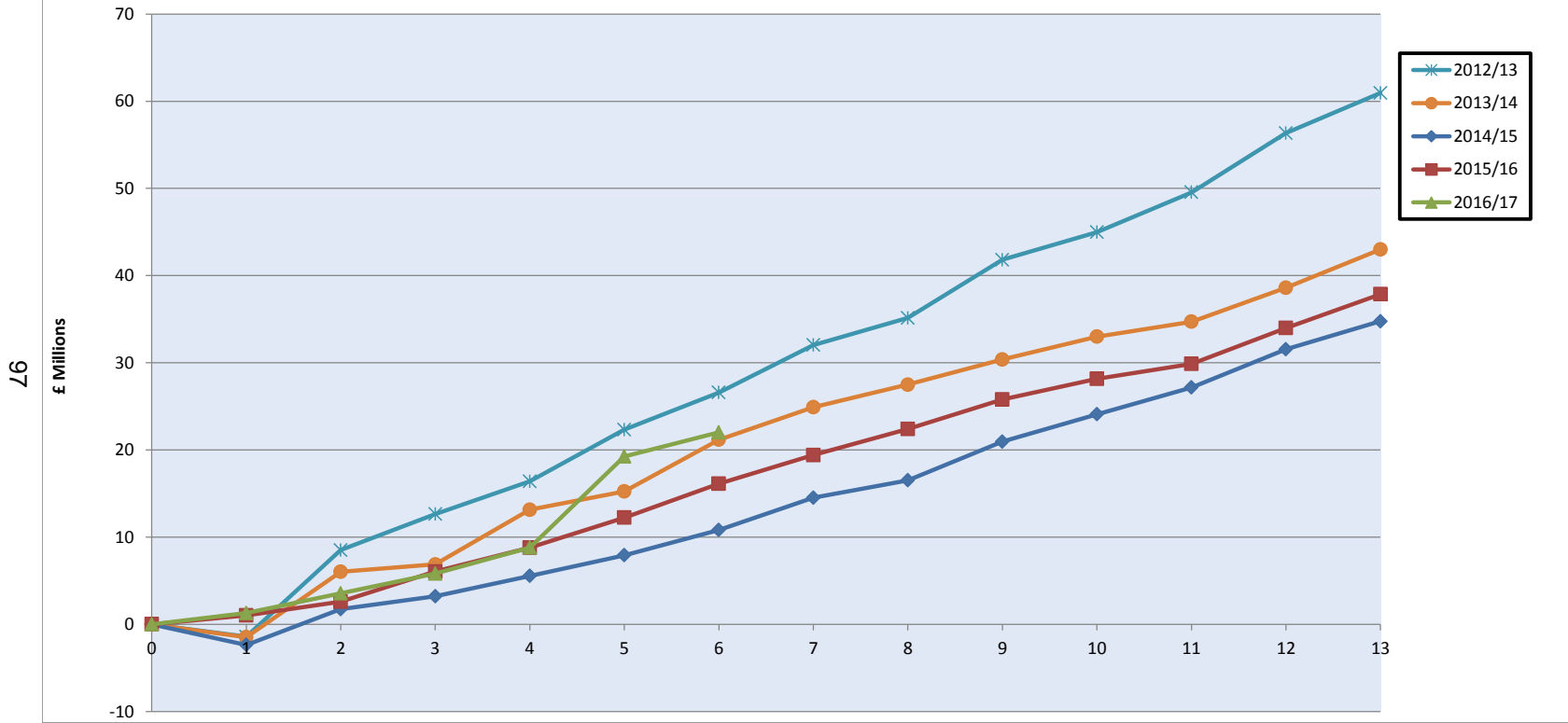
Appendix 1

	Original Budget 2016/17 £000	Revisions £000	Revised Budget 2016/17 £000	Actual 2016/17 £000	Forecast outturn 2016/17 £000	Forecast Variance to Year End 2016/17 £000	% Variance
Chief Executive	11,459	5,776	17,235	1,648	14,519	(2,716)	10%
People	13,365	964	14,329	8,740	12,612	(1,717)	61%
Place	37,853	(3,771)	34,082	8,356	29,731	(4,351)	25%
Housing Revenue Account	10,773	157	10,930	3,270	8,881	(2,049)	30%
	<u>73,450</u>	<u>3,126</u>	<u>76,576</u>	<u>22,014</u>	<u>65,743</u>	<u>(10,833)</u>	<u>29%</u>
Council Approved Original Budget - February 2016	73,450						
Chief Executive amendments	100						
People amendments	-						
Place amendments	(162)						
HRA amendments	-						
Carry Forward requests from 2015/16	4,218						
Accelerated Delivery requests to 2015/16	(2,807)						
Budget re-profiles (June Cabinet)	(134)						
New external funding	1,911						
Council Approved Revised Budget - June 2016	<u>76,576</u>						

Actual compared to Revised Budget spent is £22.014M or 29%

Appendix 2

Capital programme Delivery
Cummulative Capital Expenditure 2012/13 to 2016/17



Year	Outturn £m	Outturn %
2012/13	61.0	97.9
2013/14	43.3	93.8
2014/15	34.8	83.8
2015/16	37.9	97.0

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Southend-on-Sea Borough Council

Report of Corporate Director for People

to
Cabinet

on

8th November 2016

Report prepared by: Sharon Houlden
Head of Adult Services and Housing

Agenda
Item No.

17

Sheltered Housing Review and Review of Housing Need of Older People

People Scrutiny Committee

Policy & Resources Scrutiny Committee

Executive Councillors: Councillor Mark Flewitt & Councillor Lesley Salter

A Part 1 Agenda Item

1. Purpose of Report

- 1.1 PFA were commissioned in November 2015 to undertake a review of housing need of older people in the borough in order to assist the Council in addressing concerns about the demand/supply equation of housing (both general needs and specialist provision) in the town, and have committed to this Review as a first step towards addressing this issue.
- 1.2 This report accompanies the first presentation of the outcome of the Review to Cabinet via the attached report of Peter Fletcher Associates (PFA).
- 1.3 PFA were commissioned in November 2015 to undertake a review of housing need of older people in the borough; with a specific brief to explore the fitness for purpose and potential of the sheltered housing service to meet current and anticipated need. Their Review Report makes a number of recommendations for the Council to consider as a means of progressing and developing our vision for housing solutions for older people that address identified need, and are congruent with the Council's strategic priorities for creating a better Southend. The Review Report presents options for consideration and is intended to facilitate a process of discussion and consultation. No decisions on the options presented will be made until the appropriate processes of stakeholder consultation have been completed. Key stakeholders in the process are elected Members as representatives of residents and tenants in their wards.

2. Recommendations

- 2.1 That the contents of this report and the accompanying PFA Report are noted;
- 2.2 That Cabinet agree that a series of workshops and working groups be convened for the purpose of exploring in detail the main themes of the report, namely:
 - **Physical structure of the schemes** –including accessibility within Schemes and the size of individual accommodation units.

- **Community & Locality** –location of Schemes in relation to local facilities (i.e. accessibility to local amenities and transport links) and encouraging community access to Scheme facilities as part of a wider Locality approach to services.
 - **Meeting Housing, Care and Support needs of older people** –how Schemes enable tenants to stay in their homes as they become frailer, developing a criteria for sheltered housing based on need, and developing use of Telecare, Telehealth, and assistive technology options.
- 2.3 That the workshops and working groups be convened and facilitated by officers from the strategic housing service, South Essex Homes, and adult social care services, and be supported and attended by elected Members as key stakeholders and decision makers.
- 2.4 That the outcome of these workshops and working groups be presented as a follow up Cabinet report in the spring of 2017 with recommended options for developing a model of sheltered housing provision in order to meet the housing need of older people in Southend.

3. Background

3.1 Peter Fletcher Associates (PFA) were commissioned to provide independent specialist advice on the fitness for purpose of the existing sheltered housing service and stock, and to support the development of a vision for housing for older people that is sustainable going forward.

3.2 The PFA Report is attached to this Report as Appendix 1. Key issues and recommendations can be summarised as follows:-

- **Demographic Trends** indicate that there will be a growing older person's population in the Borough - 66,300 people aged 50+ in 2015, rising to 87,100 by 2035 – increase of 31.4%. 85+ population to increase by 103.8% between 2015 and 2035.
- **Supply** - there is a large supply of sheltered housing for rent including schemes developed in the 1970's and 80's with bedsits managed by providers such as Anchor Trust and Genesis and some small local almshouse providers. The total number of sheltered housing units for social rent is 1,282 units. In addition there are 475 units of Part 1 accommodation (not included in the above table) managed by south Essex Homes bringing the total to 1,757 units.
- **Technical Appraisal of Schemes** - Schemes are generally well maintained, with the usual focus on 'Decent Homes' compliance and following Stock Condition Survey (SCS) forecasts for renewal programmes.

3.3 Recommendations from the report:

- **Strategic** – develop a vision and strategic role for sheltered housing, extra care housing and Careline set within the wider local context of integrated commissioning of services for older people across the Borough.

- **Operational** – improve service delivery in sheltered and extra care housing to achieve better outcomes for residents and ensure value for money for the Council, e.g. by growing Careline to provide services to more older and vulnerable people.
- **Extra Care schemes** - The two Council run extra care schemes are small with only 15 units and the costs to the Council of commissioning care on site 24/7 is over £380,000 per annum (rents and service charge are paid for by residents either self-funded or by Housing Benefit). The future arrangements for these schemes could be reviewed to achieve greater efficiency and better outcomes for residents.
- **Sheltered Housing** - Sheltered housing services in the Borough would benefit from having a more strategic role to play in supporting older people to remain independent. This is the case for the Council schemes and those managed by RP's and small charities.

4. Other considerations and dependencies

- 4.1 The Report takes into account the wider local landscape in relation to housing need and the links with Adult Social Care; considering our ambition to achieve good quality housing across tenures, provide proportionate information and advice in relation to care and support, and maintain our focus on enabling older people to remain living independently in their communities.
- 4.2 **Locality Approach** – Southend Clinical Commissioning Group (CCG) and Southend Borough Council (SBC) have committed to a partnership approach to delivering health and social care services according to a locality model, with four identified Localities in the Borough. This model will support the health and social care integration agenda and it would be prudent to use this opportunity to map our housing resource (as part of a wider package of support) in relation to Localities.

5. Reasons for Recommendations

- 5.1 The provision of good quality housing for older people is an important issue that is crucial to the successful delivery of the Council's strategic objectives in relation to health and wellbeing, safety, prosperity, and value for money.

6. Contribution to Council's Vision & Corporate Priorities

- 6.1 The Sheltered Housing Review will contribute to the Council's vision of "creating a better Southend" through the following:-
- "Healthy" – by looking to provide good quality housing for older people will enable older people to remain living independently for longer.
 - "Safe" – one of the benefits of living in well-designed housing for older people is that they are very safe environments in which to live.

6.2 Financial Implications

There are likely to be financial implications arising from the Review which will need to be considered in the Housing Revenue Account capital programme from 2017/18 onwards. The Registered Provider's older persons housing revenue funding in the borough will be reviewed by the Integrated Commissioning Team.

6.3 Legal Implications

There are no major legal implications arising from this Report.

6.4 People Implications

None

6.5 Property Implications

None

6.6 Consultation

There will continue to be a wide range of consultation undertaken as part of this Review including external and internal stakeholders, including Sheltered Housing tenants themselves.

6.7 Equalities and Diversity Implications

The provision of good quality, accessible accommodation for older people will have a number of positive impacts particularly for those older people with physical disabilities and dementia. The Review will also consider whether the schemes are meeting the need of citizens with designated protected characteristics and a full Equalities Impact Assessment will be undertaken in relation to any recommendations arising from the workshops and working groups.

6.8 Risk Assessment

There are no significant risk issues at this stage.

6.9 Value for Money

6.10 Community Safety Implications

6.11 Environmental Impact

7. **Background Papers**

8. **Appendices**

Appendix 1: Peter Fletcher Associates Report

Appendix 2: Peter Fletcher Associates Executive Summary Report

Southend-on-Sea Borough Council

Report of Deputy Chief Executive (Place)

To

Cabinet

On

8th November 2016

**Report prepared by Peter Geraghty
Director of Planning & Transport.**

Agenda
Item No

19

Proposed Revisions to the Permanent Vehicular Crossings Policy (PVXs) Executive Councillor: Councillor Tony Cox

A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To seek the Cabinet approval to amend the existing Permanent Vehicular Crossing (PVX) Policy, following the outcome of its review in light of feedback from residents and Members.

2. Recommendation

- i) That the issues identified in Section 5 relating to the PVX Policy, process and procedures be noted.
- ii) To agree the following amendments to the PVX Policy.
- Paragraph 5.2(a)
 - Paragraph 5.2(b)
 - Paragraph 5.2(c)
 - Paragraph 5.2(d)
- iii) To agree a preference from options in paragraph 5.3(iii).
- iv) To agree the matters that are not considered to amount to exceptional circumstances set out in paragraph 5.5.
- v) To endorse the approach to refusing applications set out in paragraph 5.6.
- vi) To endorse the approach to exceptional circumstances set out in paragraph 5.8 acknowledging that each application is different and each exceptional circumstances case will be considered on its own merits subject to the decision on paragraph iv above.
- vii) To agree the recommendations in Paragraph 5.9 subject to decisions on (ii to vi) above.
- viii) To endorse the approach to fees set out in paragraph 5.11.

3. Background

- 3.1 The Council agreed a new policy for approving Permanent Vehicular Crossings (PVXs) in March 2013 which was subsequently reviewed in October 2014. A report was considered by the Cabinet on 15th March 2016. This was called in to Place Scrutiny where it was discussed on 11th April 2016. A number of issues were raised and the Portfolio Holder agreed to withdraw the report to take on board the discussions and views expressed by Scrutiny Members. The report has been updated to address those comments.
- 3.2 This report therefore sets out further revisions to the policy and the processes for dealing with applications for vehicular crossings and details a set of amendments for the Cabinet's approval.

4. Legal Requirements

- 4.1 The Council as the Highway Authority has a responsibility to consider applications from the residents to construct a crossover which it may approve with or without modifications.

The Authority may propose alternative works, or may reject the request. In determining whether to use its powers in respect of a request, the Council, as the Highway Authority, must under Section 184 of the Highways Act 1980, have regard to the need to prevent damage to the footway or verge and in respect of Section 184 (1)(a) or (3) have regard to:

- a) The need to ensure, so far as practicable, safe entry to and exit from premises.
- b) The need to facilitate, so far as practicable, the passage of vehicular traffic on the highway network.

5. Proposed Changes to the Policy

- 5.1 A Members' Workshop was held on 14th December 2015 to discuss the existing PVX policy, its operational effectiveness and to enable Members' to suggest any changes that may need to be considered by the Cabinet in its review of the policy. This workshop was open to all Members of the Council and 14 Members attended. The Cabinet at its meeting on 13th March 2016 considered the proposed amendments to the policy which were "Called In" by the Place Scrutiny Committee where the proposals were further discussed on 11th April 2016.
- 5.2 The recommendation changes set out in this report have been developed based on feedback from Members following a Workshop, individual Members' comments, discussions at the Place Scrutiny on 11th April 2016 and customers on about the operation and effectiveness of the policy. The Cabinet is recommended to consider and approve the following revisions to the existing PVX policy:-
- a) Instruct Officers to make necessary contractual arrangements with the existing term contractors to facilitate construction of all future PVX upon approval. As the existing contracts have been awarded through competitive process, this will enable better value for money, reducing heavy construction costs that have been incurred by the residents who sought quotations through independent

contractors on the approved list. It is expected that the change in these arrangements will enable the Council to negotiate a better price for customers, alleviating a serious concern of residents and Members.

- b) Full Width PVX -. Extension of PVX to cover full width of the property has been raised as an issue as a number of residents are seeking to extend full width. This was discussed in detail at the Place Scrutiny where some Members expressed their concerns in this regard. It was the view of the Members that a full width PVX will lead to loss of parking for others as only the property owner would be able to park there if the street is unrestricted. Where a street is restricted the width of the PVX will be covered by yellow lines, leading to loss of space which may otherwise be used for residents parking or pay & display as appropriate. Furthermore, the cumulative effect of approving full width crossings, needs to be borne in mind, as these would diminish the kerb line segregation between the footway and carriageway and thereby increase the risk to pedestrians from vehicles mounting the footway. As such applications can only be considered under the exceptional circumstance where officers will consider these from wider traffic, safety, and parking and accessibility perspective.
- c) Tree and Root Protection – To use of the National Joint Utilities Code of Practice - This requires measuring the circumference at 1.5m height of the tree and multiplying this by a factor of 4 to enable effective area for tree root protection. This proposal follows the same principle as the British Standard, but the multiplying factor is 4 rather than 12. This is proposed on the basis of hand digging for exploratory investigations to assess the presence of the roots and whether the tree can be safely retained through root protection measures. It is proposed that the cost associated with such works is borne by the applicant.
- d) If a proposed PVX application necessitates the need to amend an existing Traffic Regulation Order (TRO), the application would have to be accompanied by a legal undertaking by the applicant to agree to pay the cost associated with amending or removing the TRO including advertisements, contractor's costs and administration time. TRO's are subject to a separate statutory process and there is no guarantee that having followed this process, the alteration or changes would be approved.

5.3 Exceptional Circumstances and Review of Applications - There was considerable discussion at the Place Scrutiny meeting on 11th April on the operation of the existing "Exceptional Circumstances" applications. It was noted that the past applications under exceptional policy have largely not been as a result of any exceptional needs put forward by the applicants. These have largely been based on not having the site measurements as required by the policy or on the basis that there are existing PVXs in the vicinity. Members were of the view that decisions regarding inadequate measurements to meet policy requirements are not exceptions unless there are very minor differences in terms of shortage of space, i.e. 5mm-10mm. It was suggested examples of what did and did not constitute exceptional circumstances might be provided (this is covered below).

The Cabinet is asked to consider various options below as discussed at the Place Scrutiny in this regard and indicate their preference.

- i) Maintaining *status quo* where the decisions in relation to “Exceptional Circumstances” applications are made by Ward Councillors by majority decision. It needs to be noted that this may put Ward Councillors in a difficult position with regard to dealing with the decisions of this nature with their constituents. However, there is also a view amongst Members that they are well familiar with their areas and they are probably best placed to take such decisions.
- ii) To set up a Member Level Independent Panel to deal with all exceptional circumstances applications where there are substantial reasons to deviate from the policy due to exceptional needs of the residents. This Panel can be fully trained in terms of the policy, the legislation and the responsibilities in this regard. The Panel could comprise of three Councillors who would neither be the Ward Councillors nor residents of the Ward relating to the application under consideration and a decision will be based on simple majority. Panel Members will need to complete necessary decision paperwork, detailing reasons for their decision. However, this does mean setting up another panel, placing additional demand on Member’s time.
- iii) To add this to the remit of the Traffic & Parking Cabinet Committee/Working Party. This option was discussed at the Place Scrutiny and if this is the one that the Cabinet prefers, it is suggested that this becomes part of the remit of the Traffic & Parking Working Party (not the Cabinet Committee). If this is the preferred option, it will require change in the “Terms of the References” of the Working Party (not the Cabinet Committee to avoid the need for such applications to go through the Cabinet and the Full Council process). It will also enable the applicant and the Ward Councillors who may come to the Working Party to make their case for decision by the Working Party. If adopted, this will ensure a full and proper hearing by Members of the Working Party who will need to be provided with the appropriate training.
- iv) Appeal’s Panel - There was a suggestion that the decisions of this kind may be added to the remit of the existing Panel. However, technically this is not an appeal but rather an application under the “exceptional circumstance”. As such it is not considered appropriate to add this to the remit of this Panel.

The Cabinet is asked to indicate their preference in this regard.

- 5.4 Members’ views are also sought in respect of an issue that has arisen recently. Home owners who have either had an application for planning permission refused or been advised that permission would not be granted are circumventing the process by making an application for highways consent under exceptional circumstances and persuading Members to approve it. The Cabinet is asked to endorse the current policy which states that a planning consent where required must be granted before an application is made under this policy. Also there is no guarantee that if planning permission is granted that Highways approval will automatically be granted. It is also noted that failure to meet the necessary policy requirements cannot be used for the purpose of considerations under the exceptional circumstances.

The criterion for exceptional circumstances applications is part of the current published policy and the Cabinet is asked to endorse it.

5.5 The following are not exceptional circumstances;

- Existence of existing PVX's
- The existence of parking and waiting restrictions generally
- The number and/or size of vehicles in a household
- Lack of on street parking
- Job requirements i.e., shift working.

5.6 The Cabinet is asked to endorse the approach which is to refuse applications where:

- The application is considered to be detrimental to the efficient and safe use of highway
- There is a conflict with other legislation/policy.
- Other permissions are required and have been refused or not yet obtained (i.e. planning permission)
- Minimum policy standard have not been met with regard to the size of the parking area.
- Where availability of on street parking will be adversely affected.
- Inability to protect statutory undertakers apparatus
- Where there will be a need to relocate or remove a street lighting column/equipment where it impacts on safety and illumination standards.

5.7 The above list is by no means exhaustive. If the revised policy requirements are unmet then the application will be refused. However, if the Cabinet wish to continue with the exceptional circumstances as discussed in 5.2(b) above, then it is recommended that the applicant demonstrates such exceptional need based on their individual circumstance which are difficult to pre-empt until such applications are submitted given it is the site being considered for suitability against the policy requirements.

5.8 Applications under the exceptional circumstances will only be considered if the applicant can demonstrate their exceptional needs. Each application under this process will be different and as a guidance, the following may be considered as exceptions based on individual merits of the case:-

- If the applicant or a household resident has a substantial and permanent disability (for 12 months or longer) and experience great difficulty in accessing their home and can demonstrate dependency on a vehicle. This will only be an exception if there is no disabled parking bay outside the property.
- Due to serious illness or other disability there is medical need for a car parking space close to the property and there is evidence to support that the level of on street parking makes it exceptionally difficult to find a parking space nearby.

- If there is an adjoining wall between the two properties and the owners could legally agree to remove this to enable meeting the requirements of the policy for circulation area.
- If there is a common shared area between two properties, which meets minimum policy requirement
- Any other medical and/or physical needs that may be regarded as an exception to the policy.
- Properties that are short of the required measurement by 5 – 10mm.

5.9 It is proposed that no changes are made to the remaining policy or the criteria which is to ensure safety, free flow of traffic and protection of the local environment.

5.10 The proposed changes are being recommended to deal with the issues raised by Members and residents during the review process. If agreed, these will be incorporated into the PVX policy. Explanatory and guidance material for future applicants will also be amended to reflect the proposed changes.

5.11 The application fee level for PVX applications under highways legislation will be reviewed on an annual basis as part of the fees and charges.

6. Other Options

6.1 If the proposed changes are not agreed by the Council, the only option is to continue with the system that currently exists.

7. Reason for Recommendation

7.1 The changes proposed are in response to feedback from Members and the customers.

8. Corporate Implications

8.1 The revised policy and procedures will meet the aims of the Council's vision including:

- Clean, ensuring a well maintained and attractive street scene, parks and open spaces.
- Prosperous, enable well planned quality developments that meet the needs of the Southend residents and businesses.
- Excellent, deliver cost effective, targeted services that meet the identified needs of our community.
- Safe, ensure that works are carried out safely and are safe for highway users.

8.2 Financial Implications

8.2.1 The cost of administering and processing an application and the construction costs are to be funded by the applicant. The changes to the policy will result in additional work for officers in managing the process and this will be absorbed by the Department for Place.

8.2.2 Charges for applications and administration are reviewed annually and agreed by the Council. The cost of construction is dependent on the works required and will cover future maintenance costs.

8.3 Legal Implications

8.3.1 The proposed policy and approach will enable the Council to comply with its statutory duty under Section 184 of the Highways Act 1980 in a more effective and efficient manner. There will be liabilities for those agreeing the design of PVXs arising from the CDM Regulations.

8.4 People Implications

8.4.1 There will be additional impact on staff and resources arising from managing the contractors and this will be undertaken using in-house staff.

8.5 Property Implications

8.5.1 The proposals will ensure that the highway is better protected against damage caused by unauthorised access across the footpath.

8.6 Consultation

8.6.1 During the review, consultation has taken place with various teams within the Council and the policy has also been discussed at Special Members' Workshop.

All Council Members were sent a copy of the issues raised at the Workshop meeting and invited to provide any additional feedback.

8.7 Equalities and Diversity Implications

8.7.1 During the re-design both equality and diversity issues were considered and the proposed service is believed to accommodate both.

8.7.2 Everyone is provided with equal access and opportunity to make an application. The service is primarily available via the Council's Website, an online application can be made or relevant paper copies are available to download and/or print. Where access to our online service is unavailable, paper copies can be posted upon request.

8.7.3 Where an application is to create access for a disabled person living or intending to live in the premises it is proposed that the application fee is exempt, (all other costs relating to construction will remain the responsibility of the applicant). This is to ensure consistency with existing planning procedures (and evidence of disability will be required to qualify for this discount).

8.7.4 The revised policy and criterion also aims to ensure both the Planning Service and Highways Service assessment are consistent specifically in respect of the minimum parking area required.

8.8 Risk Assessment

8.8.1 There are no relevant risk issues arising from the changes to the policy other than those set out in the report.

8.9 Value for Money

8.9.1 The proposed new process will provide better value for money as the works will be undertaken by term contractors which have gone through a competitive tendering process.

8.10 Community Safety Implications

8.10.1 It is important that any procedure provides an outcome that does not lend to situations detrimental to pedestrians or highway safety. The new process will lend to better outcomes and decisions.

8.11 Environmental Impact

8.11.1 The proposed process and criteria aim to strike a balance between a request for a permanent vehicular crossing and the need to clearly and decisively protect the environment specifically having regard to the protection of all existing highway and the general street scene and amenity including grass verges.

9. Background Papers

Southend Design & Townscape Guide

Southend Streetscape Manual

Highways Act 1980

Cabinet report June 2013, September 2014 and 11th March 2016
11th April 2016 Place Scrutiny

10. Appendices

None

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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