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**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Cabinet**

**Date: Tuesday, 10th November, 2015**
**Time: 2.00 pm**
**Place: Committee Room 1 - Civic Suite**
**Contact: Colin Gamble**

**Email: committeesection@southend.gov.uk**

# A G E N D A

**1** **Apologies for Absence**

**2** **Declarations of Interest**

**3** **Minutes of the Meeting held on 22nd September 2015**

**4** **Notice of Motion - Printing and Distribution of Hard Copies of Council Papers**

**5** **Notice of Motion - Help Refugees arriving in Europe**

**6** **Notice of Motion - Hazard Perception Test**

**7** **Notice of Motion - HIV Testing**

**8** **Review of ALMO - South Essex Homes- Request by Council, 22nd October 2015**
Report of Corporate Director for People

**9** **Monthly Performance Report - September 2015 (Circulated separately)**

**10** **Capital Monitoring for 2015/16 and Revised Capital Programme 2015/16 to 2018/19**
Report of Corporate Director for Corporate Services

**11** **Mid-Year Treasury Management Report – 2015/16**
Report of Corporate Director for Corporate Services

**12** **CPO Authority re Land at Roots Hall**
Report of Corporate Director for Corporate Services

**13** **Information Governance - Senior Information Risk Owner (SIRO) Annual Report**
Report of Corporate Director for Corporate Services

**14** **Issues Facing HRA**
Report of Corporate Director for Corporate Services

**15** **21st Century Children's Centres - A Model for Sustainability**
**(This is a Part 2 Item. The report will be considered under agenda item number 24.)**

**16** **Local Account 14/15**
Report of Corporate Director for People

**17** **Success for All Annual Report**
Report of Corporate Director for People

**18** **Market Position Statement**
Report of Corporate Director for People

**19** **Beecroft Building**
Report of Corporate Director for Place

**20** **Gambling Policy**
Report of Corporate Director for Place

**21** **Smoke-free Southend Strategy**
Report of Director of Public Health

**22** **Council Procedure Rule 46**
Report attached

**23** **Exclusion of Press and Public**
To agree that, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act, and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**24** **21st Century Children's Centres – a Model for Sustainability**
Report of Corporate Director for People

**25** **Projects- PSP Southend LLP**
Report of Corporate Director for Corporate Services

a) **HRA Land Review project**
Report of Corporate Director for People.

b) **The Acquisition of land and buildings for school improvement and secondary places**
Report of Corporate Director for People

**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of The Cabinet**

**Date: Tuesday, 22nd September, 2015**
**Place: Jubilee Room, Civic Centre, Southend-on-Sea**

**Present:** Councillor R A Woodley (Chairman)
Councillors I D Gilbert, A P Jones, J W Moyies, D A Norman MBE, M W Terry

**In Attendance:** R Tinlin, J K Williams, S Leftley, A Lewis, A Atherton, J Chesterton, T MacGregor, V Holliday, G Henesy, F Abbott, A Keating and C Gamble

Also Present: Councillors Assenheim, Courtenay, Crystall, Folkard, Habermel, Holland, Lamb, Mulroney and Salter

**Start/End Time:** 14:00/15:55

******** **Part I**

**239 Apologies for absence.**

An apology for absence was received from Councillor Longley.

**240 Declarations of interest.**

(a) Councillor Assenheim – Review of ALMO – South Essex Homes – Board Member of South Essex Homes – non-pecuniary interest

(b) Councillor Terry – Surface Water Management Plan – Lives in a flood risk area – non-pecuniary interest

(c) Councillor Terry – Roots Hall & Fossetts Farm CPO – Southend United FC season ticket holder – disclosable non-pecuniary interest – withdrew

**241 Minutes of the Meeting held on Tuesday, 23rd June, 2015**

Resolved:-

That the Minutes of the Meeting held on Tuesday 23rd June 2015 be confirmed as a correct record and signed.

**242 Pre-Cabinet Scrutiny Items**

- Corporate Asset Management Strategy 2015-2025
- Transport Asset Management Plan

## 243 Petition - To remove taxi rank in Campfield Road, outside the Health Centre

At the meeting of Council held on 23rd July 2015, Councillor Hadley presented a petition, on behalf of residents, requesting the Council to remove the taxi rank directly outside the Health Centre on Campfield Road.

(The petition had been referred to Cabinet in accordance with Council Procedure Rule 15.6).

Resolved:-

1. That a review of the Campfield Road Taxi Rank be included in the forthcoming Taxi Rank Review for Southend, due to be undertaken during 2015/16.

2. That the Health Centre management be approached to review the dedicated parking facilities currently in place at the Centre.

Reason for Decision

To respond to the petition.

Other Options

None.

Note:- This is an Executive Function.
Eligible for call-in to Place Scrutiny Committee.
Executive Councillor:- Terry.

## *244 In depth scrutiny report – How the Council assists and excites individuals and community groups to achieve healthier lifestyles

The Cabinet considered a report of the Corporate Director for Corporate Services presenting the final report of the in-depth scrutiny project 'How the Council assists and excites individuals and community groups to achieve healthier lifestyles'.

Resolved:-

1. That the report and recommendations from the in-depth scrutiny project, attached at Appendix 1 to the submitted report, be approved.

2. That it be noted that approval of any recommendations with budget implications will require consideration as part of future years' budget processes prior to implementation.

3. That the Action Plan update, attached at Appendix 2 to the submitted report, be noted.

Reason for Decision

To encourage healthier lifestyles across the Borough.

Other Options

None.

Note:- This is an Executive Function.
Eligible for call-in to People Scrutiny Committee.
Executive Councillor:- Moyies
***Called in to:- People Scrutiny Committee**

**245 Monthly Performance Report - July 2015**

Resolved:-

That the submitted report be noted.

Note:- This is an Executive Function.
Referred direct to all three Scrutiny Committees.
Executive Councillor:- As appropriate to the item.
***Referred to:- People Scrutiny Committee**
***Referred to:- Place Scrutiny Committee**
***Referred to:- Policy and Resources Scrutiny Committee**

**246 Annual Report – Comments, Compliments and Complaints**

The Cabinet considered a report of the Corporate Director for Corporate Services presenting the annual report on comments, compliments and complaints received throughout the Council for 2014/15.

Resolved:-

That the performance in respect of compliments, comments and complaints for 2014/15 be noted.

Reason for Decision

To inform Members of the comments, compliments and complaints received throughout the Council.

Other Options

None.

Note:- This is an Executive Function
Referred direct to all three Scrutiny Committees
Executive Councillors:- Woodley, Moyies and Jones
***Referred to:- People Scrutiny Committee**
***Referred to:- Place Scrutiny Committee**
***Referred to:- Policy and Resources Scrutiny Committee**

## 247 Digital Strategy – Moving Towards Paperless Meetings

The Cabinet considered a report of the Corporate Director for Corporate Services updating Members on the implementation of the Digital Strategy as regards Members ICT and the move towards paperless meetings.

In answer to questions, the Chairman made it clear that there were no plans to cease the general production of hard copy agendas and reports in the short term. While the Council must be prepared to look at going paperless, this was dependent on new technology proving its worth and Members and officers being trained to use it. He confirmed that the Council would continue to supply printers.

Resolved:-

1. That the progress made to date be noted.

2. That the incremental implementation of the project be noted.

3. That the actions being put in place to support Members and Officers to work towards paperless meetings be noted.

Reason for Decision

To ensure that all Members are fully informed of the progress of the project and are aware of the support to both Members and Officers to achieve implementation.

Other Options

None.

Note:- This is an Executive Function
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Woodley

## *248 Compulsory Purchase Order Authorities re land at Roots Hall and Fossetts Farm

The Cabinet considered a report of the Corporate Director for Corporate Services on a review of the resolutions of the Council to compulsorily purchase land within the Roots Hall Site and at Fossetts Farm pursuant to Section 226 Town and Country Planning Act 1990, in order to facilitate the development of the area.

Recommended:-

1. That the resolution made by the Council on 1st March 2012 to make a Compulsory Purchase Order in respect of land within the Roots Hall Site be reviewed at the next meeting of Cabinet on 10th November 2015.

2. That the resolution made by the Council on 1st March 2012 to make a Compulsory Purchase Order in respect of land at Fossetts Farm be withdrawn as it is no longer required.

Reason for Decision

Further information is required in order to make an informed decision as to whether a CPO is still required in respect of the Roots Hall Site. A CPO in respect of the land at Fossetts Farm is no longer required.

Other Options

The Council could confirm or withdraw the previous CPO resolutions.

Note:- This is a Council Function.
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Woodley
***Called in to:- Policy and Resources Scrutiny Committee**

***249 Corporate Asset Management Strategy 2015-2025**

The Cabinet considered a report of the Corporate Director for Corporate Services presenting the Corporate Asset Management Strategy (CAMS) 2015-2025, incorporating a Commercial Property Investment Strategy.

Resolved:-

1. That the updated CAMS 2015-2025, as set out in Appendix 1 to the submitted report, be approved.

2. That it be noted that the proposed CAMS now includes a commercial property investment strategy as referred to in sections 3 and 6 of the submitted report.

3. That it be noted that progression of the strategy will require specific capital resources being identified as part of the relevant budget process together with some revenue support to be funded from the Business Transformation Reserve.

Reason for Decision

To update the Council's Asset Management Strategy having regard to the comments arising from consultation

To maintain the profile of the Council's Assets and their application in helping the Council to achieve its vision and meet the corporate aims, including regeneration and development.

To provide the framework and governance to support active investment in commercial property to generate long rent revenue.

To re-affirm the reasons why the Council holds assets and why they are held and managed corporately.

To re-affirm the governance arrangements for Asset Management

Other Options

The existing strategy could be maintained and updated but this would not actively support the Council's investment aspirations.

Note:- This is an Executive Function
Eligible for call-in to Policy & Resources Scrutiny Committee
This item had previously been subject to pre-Cabinet Scrutiny
Executive Councillor:- Woodley
***Called in to:- Policy and Resources Scrutiny Committee**

***250 Local Code of Governance Review**

The Cabinet considered a report of the Chief Executive & Town Clerk presenting the Council's Local Code of Governance following approval by the Audit Committee on 24th June 2015.

Recommended:-

1. That the Council's Local Code of Governance, as set out in Appendix 1 to the submitted report, be approved.

2. That the Council's Constitution be updated with the revised Local Code of Governance.

Reason for Decision

To ensure that the Council has an appropriate Local Code of Governance in place and that the Code has been reviewed by Audit Committee and Cabinet.

Other Options

None.

Note:- This is a Council Function
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Woodley
***Called in to:- Policy and Resources Scrutiny Committee**

**251 Mortgage Interest Rate - October 2015 to March 2016**

The Cabinet considered a report of the Corporate Director for Corporate Services declaring the Local Average Rate of Interest on the Council's mortgages.

Recommended:-

1. That it be noted that the current Local Average Rate of Interest has changed to 4.66% from the previous declared rate of 4.67% for the period from March 2015 to September 2015.

2. That the Local Average Rate of Interest be declared at 4.69% for the period from October 2015 to March 2016.

3. That the Council's mortgage interest rate be increased from 4.66% to 4.69% for the period from October 2015 to March 2016.

Reason for Decision

To comply with the statutory requirements of the Housing Act 1985.

Other Options

None.

Note:- This is a Council Function
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Woodley

**252 Quarter One Treasury Management Report - 2015/16**

The Cabinet considered a report of the Corporate Director for Corporate Services detailing the treasury management activity for the period from April 2015 to June 2015.

Recommended:-

1. That the Quarter One Treasury Management Report for 2015/16, be approved.

2. That it be noted that treasury management activities were carried out in accordance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Sector during the period from April to June 2015.

3. That it be noted that the loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.

4. That it be noted that an average of £65.4m of investments were managed in-house. These earned £0.099m of interest during this three month period at an average rate of 0.61%. This is 0.25% over the average 7-day LIBID and 0.11% over the bank base rate.

5. That it be noted that an average of £24.9m of investments were managed by fund managers. These earned £0.042m of interest during this three month period at an average rate of 0.67%. This is 0.31% over the average 7-day LIBID and 0.17% over bank base rate.

6. That it be noted that an average of £5.0m was managed by a property fund manager. This earned £0.100m during this three month period from a combination of an increase in the value of the units and income distribution, giving a combined return of 7.98%. The fund started the quarter at £4.989m and increased in value with the fund at the end of the quarter at £5.081m.

7. That it be noted that the level of borrowing from the Public Works Loan Board (PWLB) (excluding debt relating to services transferred from Essex County Council on 1st April 1998) remained at the same level of £237.8m (HRA: £80.8m, GF: £157.0m) during the period from April to June 2015.

Reason for Decision

The CIPFA Code of Practice on Treasury Management recommends that Local Authorities should submit reports regularly. The Treasury Management Policy Statement for 2015/16 sets out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation.

Other Options

There are many options available for the operation of the Treasury Management function, with varying degrees of risk associated with them. The Treasury Management Policy aims to effectively control risk to within a prudent level, whilst providing optimum performance consistent with that level of risk.

Note:- This is a Council Function
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Woodley

***253 Review of the Council's Risk Management Policy, Strategy and Toolkit**

The Cabinet considered a report of the Chief Executive & Town Clerk outlining changes to the Council's Risk Management Policy, Strategy and Toolkit.

Resolved:-

That subject to the inclusion of a reference to the business continuity planning process, the Council's risk policy, strategy and toolkit, outlined in Appendices 1 and 2 to the submitted report, be approved.

Reason for Decision

To update the Council's approach to risk management in the light of changes in Council officer structure and processes since 2010.

Other Options

None.

Note:- This is an Executive Function
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Woodley
***Called in to:- Policy and Resources Scrutiny Committee**

**254 Review of the Council's Employee Volunteering Policy**

The Cabinet considered a report of the Corporate Director for Corporate Services on a review of the Council's volunteering policy.

Resolved:-

1. That the implications of the revised volunteering policy be noted.

2. That the revised volunteering policy be approved for implementation.

Reason for Decision

To maximise the benefits of volunteering so that staff can gain extra skills to bring back to the workplace and the community can receive extra support to deliver services.

Other Options

None.

Note:- This is an Executive Function
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Gilbert

***255 Better Queensway**

The Cabinet considered a joint report of the Corporate Directors for People and Corporate Services detailing the work undertaken since the report of 23rd September 2014 together with proposals to take the 'Better Queensway' project forward.

Resolved:-

1. That the work of the Housing Working Party and the Project Team to date, be noted.

2. That Phase 2 of the project be progressed, which would include the following:

- Inclusion of Network Rail land at Victoria Station within the outline master plan, as set out in Appendix 1a to the submitted report.
- Undertake further works to determine the future of the tower blocks
- The proposed preferred offer to leaseholders
- Progress investigation work to 'cover' the Underpass and the remodelling of the roadways including the possible widening of Chichester Road
- Progress with further investigation work on the 3 financial options, including procurement routes
- Identify social infrastructure requirements as part of the whole development
- Continue to work with the Smart Cities Project
- Undertake an Economic Impact Assessment which will inform the design brief

3. That the Corporate Director for Corporate Services, in consultation with the Leader of the Council, be authorised to negotiate to purchase any properties which become available within the 'Better Queensway' site if this offers value for money and proves to be advantageous to the Project.

4. That it be noted that best endeavours will be undertaken to minimise disruption to residents and wherever possible, move them only once.

5. That the presentation given to the Housing Working Party on 16th September 2015, as set out in Appendix 3 to the submitted report, be noted.

Reason for Decision

To progress the 'Better Queensway' project.

Other Options

As set out in the submitted report.

Note:- This is an Executive Function.
Eligible for call-in to Policy & Resources Scrutiny Committee.
Executive Councillors:- Woodley and Norman
***Called in to:- People Scrutiny Committee and Policy and Resources Scrutiny Committee**

**256 Local Authority Public Health Savings**

The Cabinet considered a report of the Director of Public Health, outlining initial proposals for in-year savings from the public health ring-fenced grant following the Treasury announcement to reduce the national public health ring-fenced grant by £200m in 2015/16.

Recommended:-

1. That the anticipated reduction to the public health ring-fenced grant in 2015/16 be noted.

2. That the initial proposals to meet the in-year savings requirement from the public health ring-fenced grant be approved.

Reason for Decision

To enable the Council to continue to deliver its mandated services and meet the requirements for the public health ring fenced grant.

Other Options

None.

Note:- This is a Council Function
Eligible for call-in to People Scrutiny Committee
Executive Councillor:- Moyies

***257 School Admission Arrangements for Community Schools and the Coordinated Admission Scheme for Academic Year 17/18**

The Cabinet considered a report of the Corporate Director for People which set out the proposed admission arrangements for community schools for the 2017/18 academic year together with the Coordinated Admissions Scheme for 2017 onwards.

Resolved:-

1. That there be no consultation on the admissions arrangements for community schools for the 2017/18 academic year.

2. That consultation with governing bodies of community schools takes place on the published admission numbers for community infant, junior and primary schools for September 2017, as set out in Appendix 1 to the submitted report.

3. That the Coordinated Admissions Scheme for 2016, as set out in Appendix 2 to the submitted report, be approved in principle, and if there are any minor issues to be resolved following consultation with the schools, the Corporate Director for People, in consultation with the Executive Councillor for Children & Learning, be authorised to make minor amendments to the scheme.

Reason for Decision

The determination of admission arrangements for community schools and the provision of a coordinated admissions scheme is a statutory requirement.

Other Options

None.

Note:- This is an Executive Function
Eligible for call-in to People Scrutiny Committee
Executive Councillor:- Jones
***Called in to:- People Scrutiny Committee**

**258 Annual Report on Corporate Parenting Group**

The Cabinet considered a report of the Corporate Director for People presenting the annual report on the work of the Corporate Parenting Group in regards to the progress and outcomes of children who are looked after by the Council.

Resolved:-

1. That the annual report, as set out in Appendix 1 to the submitted report, be noted.

2. That the overarching priorities for 2015/16, as set out in Appendix 2 to the submitted report, be approved.

3. That the Corporate Parenting Strategy for looked-after children 2015/16, as set out in Appendix 3 to the submitted report, be approved.

Reason for Decision

To receive the annual report.

Other Options

None.

Note:- This is an Executive Function
Eligible for call-in to People Scrutiny Committee
Executive Councillor:- Jones

## 259 Mid-year Adoption Report

The Cabinet considered a report of the Corporate Director for People on the activities of the Southend Adoption Service between January and June 2015.

Resolved:-

That the submitted report be noted.

Reason for Decision

To note the activities of the Southend Adoption service during the first 6 months of 2015.

Other Options

None.

Note:- This is an Executive Function
Eligible for call-in to People Scrutiny Committee
Executive Councillor:- Jones

## *260 Review of the Arm's Length Management Organisation (ALMO) - South Essex Homes

The Cabinet considered a report of the Corporate Director for People proposing an extension of the Council's management agreement with South Essex Homes.

Members received a supplementary paper setting out the rationale for extending the Management Agreement with South Essex Homes for a 3 year period.

Resolved:-

That the management agreement with South Essex Homes be extended for a further 3 year period from 1st April 2016 to 31st March 2019.

Reason for Decision

As set out in the submitted report.

Other Options

1. Not to extend the Management Agreement and to bring the service back into the Council

2. Not to extend the Management Agreement and to consult tenants on other options.

Note:- This is an Executive Function
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Norman
***Called in to:- People Scrutiny Committee**

## *261 Beecroft and Central Museum Energy Project

The Cabinet considered a report of the Corporate Director for Place on a proposal to install a biomass boiler serving the Beecroft Centre and Central Museum and to replace the lifts at the Beecroft Centre.

Recommended:-

1. That the installation of a biomass boiler in the Beecroft Centre, serving both the Beecroft and the Central Museum, and the replacement of the lifts in the Beecroft Centre, be approved.

2. That the project be funded by £720k from the Local Growth Fund and £372k from the Capital Reserve.

3. That the Local Growth Fund budget already in the capital programme be re-profiled, a virement approved to move the £720k to a separate capital project and a new budget be approved for the £372k, to be funded from the capital reserve.

Reasons for Decision

This proposal is an invest-to-save proposition to upgrade the building avoiding future capital costs whilst also generating a future revenue stream at a low cost to the Council which can contribute to future budget savings.

Other Options

1. Do nothing. Doing nothing will leave the Beecroft exposed to failure of the obsolete bank of boilers and with poor heating to the entrance area. The Museum would be exposed to poor heating from the failure of its heating system.

2. Replace with gas boilers. This option will require £350k capital which is not budgeted without any revenue stream to support the expenditure. This would also not address the heating, ventilation and lift improvements.

3. Other renewable technologies including wind, micro anaerobic digestion, ground source heat pumps, biomass CHP and liquid biofuel have all been considered and found not to be feasible.

4. Fund through another source. It may be possible to fund the project through private sector finance sources but this would be more expensive and may not be available for a multi-technology project

5. Smaller biomass and PV. Smaller systems have been considered but they generate less revenue.

6. Framework. This project could be delivered through a Framework such as BSP. Use of an appropriate framework will be considered as part of the procurement of the works.

Note:- This is a Council Function
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Longley
***Called in to:- Place Scrutiny Committee**

## 262 Blenheim Park Pavilion Consultation

The Cabinet considered a report of the Corporate Director for Place informing Members of the outcome of the consultation on the proposal to build a new pavilion in Blenheim Park.

Resolved:-

That this item be deferred to a future meeting of the Cabinet to enable further consultation to take place with the ward councillors and residents.

Reason for Decision

To enable further consultation to take place.

Other Options

1. To refuse to grant Catholic United FC landlord consent and continue with the unsatisfactory changing accommodation provided by two tool sheds/garages and a temporary toilet.

2. Refer the matter back to the club for them to consider relocating the site elsewhere within the park and investigating the possibility of re-designing the building so that it will fit on a smaller plot.

Note:- This is an Executive Function
Not eligible for call-in as this matter has already been subject to the call-in procedure.
Executive Councillor:- Longley

## 263 Southchurch Park Bowls Pavilion

The Cabinet considered a report of the Corporate Director for Place on a proposal to work with Southchurch Park Bowls Club to develop a new pavilion to replace the existing one in the park.

Resolved:-

1. That, in principle, the development of a proposal for Southchurch Park Bowls Club to demolish the existing pavilion and commission a new, larger facility in Southchurch Park, be approved.

2. That the publication of notice of the intention to dispose of public open space in accordance with the statutory procedures of the Local Government Act 1972 S.123 (2) be approved.
3. That it be noted that the proposed development will require external funding, existing £20,000 of financial support from the Council, detailed planning permission

and the agreement of a formal lease demonstrating compliance with the Local Government Act 1972 S.123 (2A).

Reason for Decision

The proposal offers the opportunity to improve the level of facilities available in the park and offer year round use to the club and the local community.

Other Options

The existing provision could continue to be provided direct by the authority, however, building repairs are required at significant cost and on-going maintenance will continue to be the responsibility of the Council.

Note:- This is an Executive Function
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Longley

***264 The London Shipwreck - Seventeenth Century Bronze Cannons**

The Cabinet considered a report of the Corporate Director for Place detailing proposals relating to the three historically-significant cannons illegally salvaged from the site of the 17th Century shipwreck 'the London', lying approximately one mile from the end of Southend Pier.

Recommended:-

That in the event that external grant funding is not secured, the 3 cannons be purchased by the Council for a sum of £56,000 to be met from the Contingency Fund.

Reasons for Decision

To bring the cannons back to Southend to be reunited with the rest of the London archaeology collection and made available for professional research and the enjoyment of the local community.

Other Options

Charitable funding is currently being sought from the Headley Trust (Headley Museums Archaeological Acquisitions Fund) and the V&A Purchase Grant Fund. Competition for such funding remains fierce each year and there is little guarantee that the Museum Service will be granted all or any of the necessary funding.

Note:- This is a Council Function
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Longley
***Called in to:- Place Scrutiny Committee**

**265 Devolution Proposal**

The Cabinet considered a report of the Corporate Director for Place on the

progression of a devolution deal and combined authority.

Resolved:-

1. That the Essex, Southend and Thurrock October submission to the Secretary of State be supported, subject to it reflecting the Council's governance and economic growth ambitions.

2. That the Corporate Director for Place, in consultation with the Leader of the Council, Chief Executive and Group Leaders, be authorised to submit the proposal.

Reason for Decision

To progress work on a devolution deal and combined authority.

Other Options

The Council could withdraw from the current devolution discussions pending any new announcements. This could carry the risk of deals being agreed excluding Southend.

Note:- This is an Executive Function.
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Woodley

**266 Economic Partnerships Update**

The Cabinet considered a report of the Corporate Director for Place informing Members of the current position and activity of key economic development partnerships.

Resolved:-

That the position and activity of the South East Local Enterprise Partnership and the South Essex Growth Partnership be noted as key partnerships where the Council is an active participant.

Reason for Decision

To update Members on the activity of key economic development partnerships.

Other Options

None.

Note:- This is an Executive Function.
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Woodley

**267 Pier Hill Lift Replacement Project**

The Cabinet considered a report of the Corporate Director for Place on a proposal to spend up to £315k to replace the lifts in the Pier Lift Tower on Pier Hill and to

provide a small solar array.

Recommended:-

1. That the lifts in the Pier Lift Tower be replaced and an up to 20kWp solar array be installed on the roof.

2. That a new capital budget be approved for the £315k to be funded from the capital reserve.

Reason for Decision

As set out in the submitted report.

Other Options

1. Do nothing. This will leave the lift towers exposed to poor reliability. The motors will require changing in the next few years which will require capital of between £45-60k.

2. Fund through another source. It may be possible to fund the project through private sector finance sources but this would be more expensive.

Note:- This is a Council Function.
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Longley

***268 Southend Central Area Action Plan (SCAAP)Preferred Approach Public Consultation**

The Cabinet considered a report of the Corporate Director for Place detailing the development principles, opportunity sites and policies within the Preferred Approach version of the SCAAP.

Recommended:-

1. That the SCAAP Preferred Approach, as set out in Appendix A to the submitted report, and associated Policies Map, as set out in Appendix B, be approved for at least a minimum 6 week statutory consultation in accordance with the Southend Local Development Scheme timetable.

2. That the consultation comments received on earlier iterations of the SCAAP, as set out in Appendix C to the submitted report, be noted.

3. That the Corporate Director for Place, in consultation with the Executive Councillor for Housing, Planning and Regulatory Services, be authorised to make any minor adjustments to the approved Preferred Approach version of the SCAAP, which are considered necessary to ensure accuracy, correct references and presentation for public consultation and to take all necessary steps to ensure compliance with the relevant statutory consultation.
Reason for Decision

To ensure that the SCAAP is prepared efficiently to provide the necessary planning policy framework to guide future development in the Town Centre and Central Area

before the final version of the Plan is prepared and subsequently submitted to the Secretary of State for Independent Examination.

Other Options

Not to prepare the SCAAP and consult on the Plan. This is not recommended as an up-to-date plan prepared using local evidence and guided by community consultation, is the most appropriate guide for local planning decisions and regeneration of the town centre and central seafront area.

Note:- This is a Council Function.
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Norman
***Called in to:- Place Scrutiny Committee**

**269 Transport Asset Management Plan**

The Cabinet considered a report of the Corporate Director for Place updating Members on progress in developing the Council's Transport Asset Management Strategy and detailing the draft Policy Statement and guiding principles for Transport Asset Management.

Resolved:-

1. That the policy principles, as set out in Appendix 1 to the submitted report, be approved (these will be used to guide the way in which the Council manages its transport assets).

2. That cross-boundary joint working on asset planning be approved, enabling greater collaborative working, benchmarking and knowledge sharing to support the Management of Assets in Southend.

3. That a more comprehensive approach to asset management and service delivery be adopted and a Stakeholder Engagement Plan be prepared.

4. That the draft Resilient Network, as set out in Appendix 2 to the submitted report, be approved.

5. That the work undertaken so far on the approach to infrastructure investment, be noted.

6. That it be noted that the Transport Asset Management Strategy will influence the Council's approach to Highways Maintenance and Management of assets in order to meet the requirement of the Department for Transport.

7. That the draft Action Plan, as set out in Appendix 4 to the submitted report, be approved.
Reason for Decision

To ensure that the Council can manage the highways infrastructure and public realm sustainably in a way that underpins the wider objectives in the Corporate Plan.

Other Options

The preparation of the TAMS is a requirement to achieve a Band 3 Status and will result in a level of funding over and above Bands 1 and 2 (this relates to the self-evaluation process expected by the DfT). One option would be to do-nothing or settle for a lower band score, however this would mean that the Council has no credible strategy for investing in assets and resulting in a significant loss of external funding for maintenance. This is not a viable position to take.

Note:- This is an Executive Function
Eligible for call-in to Place Scrutiny Committee
This item had previously been subject to pre-Cabinet Scrutiny
Executive Councillor:- Terry

***270 Surface Water Management Plan**

The Cabinet considered a report of the Corporate Director for Place, presenting the draft Surface Water Management Plan (SWMP) and detailing the measures taken to consult on this document.

Members received a summary of the consultation responses to the SWMP together with a detailed response from the Garrison Residents Association.

Resolved:-

1. That the Plan be adopted as the Council's high-level assessment of the sources of surface water flooding across the Borough, along with its proposals to mitigate the effects of those sources of flooding.

2. That the Corporate Director for Place, in consultation with the Executive Councillor for Public Protection, Waste & Transport, be authorised to make amendments to the document arising from Members' or consultees' comments.

3. That the Plan be approved for publication on the Council's website.

Reason for Decision

To ensure that both Members and residents are made aware of the Council's assessment of surface water flooding across the Borough.

Other Options

None.

Note:- This is an Executive Function
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Terry
***Called in to:- Place Scrutiny Committee**

***271 Local Flood Risk Management Strategy**

The Cabinet considered a report of the Corporate Director for Place, presenting the draft Local Flood Risk Management Strategy and detailing the measures taken to consult on this document.

Resolved:-

1. That the Strategy be adopted as the Council's strategic approach to mitigating the effects of surface water flooding throughout the Borough.

2. That, if required due to imposed timescales, the Corporate Director for Place, in consultation with the Executive Councillor for Public Protection, Waste & Transport, be authorised to make amendments to the document arising from Members' or consultees' comments.

3. That the Strategy be submitted to the Environment Agency and published on the Council's website.

Reason for Decision

To ensure that measures are in place in mitigate the effects of surface water flooding throughout the Borough.

Other Options

None.

Note:- This is an Executive Function
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Terry
***Called in to:- Place Scrutiny Committee**

**272 Minutes of the Performance-Related Pay Panel**

The Cabinet considered the minutes of the Performance-Related Pay Panel held on 23rd June 2015.

Resolved:-

That the minutes of the Performance-Related Pay Panel held on Tuesday 23rd June 2015, be noted.

Note:- This is an Executive Function.
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Woodley

**273 Minutes of the Meeting of Southend-on-Sea Local Development Framework Working Party held on Tuesday, 15th September, 2015**

The Cabinet considered the recommendations of the Local Development Framework Working Party held on 15th September 2015.

Resolved:-

That the minutes of the meeting of the Local Development Framework Working

Party be noted.

Note:- This is an Executive Function
Eligible for call-in to Place Scrutiny Committee
Executive Councillor:- Norman

**274 Minutes of the Meeting of Housing Working Party held on Wednesday, 16th September, 2015**

The Cabinet considered the recommendations of the Housing Working Party held on 16th September 2015.

Resolved:-

That the minutes of the meeting of the Housing Working Party be noted.

Note:- This is an Executive Function
Eligible for call-in to Policy & Resources Scrutiny Committee
Executive Councillor:- Norman

***275 Action taken in accordance with Council Procedure Rule 46**

Resolved:-

That the submitted report, be noted.

Note:- This is an Executive Function
Eligible for call-in as appropriate to the item
Executive Councillor:- As appropriate to the item
***Called in to:- People Scrutiny Committee and Place Scrutiny Committee and Policy and Resources Scrutiny Committee**

**276 Exclusion of the Public.**

Resolved:-

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the item of business set out below, on the grounds that it would involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

****** <u>Part II</u>**

***277 Action taken in accordance with Council Procedure Rule 46 - Confidential sheet**

Resolved:-

That the submitted report, be noted.

Note:- This is an Executive Function
Eligible for call-in as appropriate to the item
Executive Councillor:- As appropriate to the item

***Called in to:- People Scrutiny Committee and Place Scrutiny Committee and Policy and Resources Scrutiny Committee**

**Chairman: _____**

**Notice of Motion – Printing and Distribution of Hard Copies of Council Papers.**

We the undersigned wish to put before the council a motion to rescind the decision of this council to stop the printing and distribution of hard copies of council papers.

This motion is proposed by me and seconded by Councillor Alan Crystall

The motion is supported by the following 27 councillors:-

Arscott, Assenheim, Aylen, Ayling, Buckey, Butler, Byford, Courtenay, Cox, Davidson, Evans, Flewitt, Folkard, Garston D, Garston J, Habermel, Holland, Jarvis, Kenyon, Lamb, McGlone, Phillips, Robertson, Salter, Van Looy, Walker, Ward.

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**Notice of Motion**

**Help Refugees arriving in Europe**

“This council recognises the plight of the refugees caught in the Syrian crisis and that this is a real tragedy and genuine help needs to be offered.

We support George Osborne, the Chancellor of the Exchequer, in looking at some of the overseas aid budget as a way of funding financial assistance to the many men, women and children affected and we request funding from the Overseas Aid Budget should this local authority be asked to offer assistance to any of the displaced men, women or children.”

Proposed Cllr Jonathan Garston
Seconded Cllr Mark Flewitt

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# Notice of Motion – Hazard Perception Test

Proposer: Councillor Judith McMahon

Seconder: Councillor Tino Callaghan

We call upon Members of Southend on Sea Borough Council, to support a request to write to Her Majesty's Government with the following request, this being:

'That consideration be given to include within the 'Hazard Perception Test', which is part of the Theory Test for the UK Driving License, a digital simulation of the road as visually perceived by users of other types of road transport, namely motorcycles and cycles. This may highlight the perspective(s) that may be misinterpreted by car drivers without experience of using motorcycles or pedal cycles in the mixed highway environment'

This request is to assist the reduction of incidents of an untoward nature involving these types of transport, with particular regard to Southend on Sea's commitment to 'Safe Sustainable Transport' and the reduction of accidents, especially on our gateway roads into Southend, where unfortunately the combination of these types of transport, with low awareness of the others perception, does, on occasions, have untoward consequences

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**Notice of Motion on HIV Testing**

That this Council:

(i) recognises the importance of local action in co-ordinating and commissioning accessible and effective HIV testing to reach the undiagnosed and reduce the late HIV diagnosis. 107,800 people were living in the United Kingdom with HIV in 2013; 24% were unaware of their status; and 42% of people diagnosed with HIV in 2013 were diagnosed late (with a CD4 count <350mm$^3$). Late diagnosis impacts on individual health, public health and health budgets;

(ii) recognises that Southend-on-Sea has a high prevalence of HIV (over diagnosed per 1000 residents) and commits to strengthening its own provision of HIV testing services through working with local NHS partners, HIV charities and patient groups;

(iii) recognises that late HIV diagnosis is a Public Health Outcomes Indicator in the Public Health Outcomes Framework and that, if diagnosed early, put on a clear treatment pathway and guaranteed access to antiretroviral therapy (ART), people living with HIV can expect to have a near normal life expectancy and live healthy and active lives; and

(iv) recognises the volume and quality of public health and local government guidelines and performance indicators designed to support local authority implementation and monitoring of appropriate and effective testing guidelines.

Recognising the weight of evidence in favour of expanding local HIV testing services, Southend-on-Sea Borough Council:

(i) resolves to:
- act to halve the proportion of people diagnosed late with HIV (with a CD4 count <350mm$^3$) in the Borough of Southend-on-Sea by 2020; and
- act to halve the proportion of people living with undiagnosed HIV in the Borough by 2020.

(ii) Further resolves to:
- ensure that rates of late diagnosed HIV are included as an indicator in its Joint Strategic Needs Assessment (JSNA); and
- ask the Director for Public Health to provide a report outlining what needs to be done locally in commissioning and provision of services in order to halve the late diagnosed and undiagnosed HIV by 2020.

Proposed by: Councillor Evans
Seconded by: Councillor Flewitt

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# Southend-on-Sea Borough Council

**Agenda Item No.**

**Report of Corporate Director for People**

**to**

**Cabinet**

**on**

**10th November 2015**

Report prepared by: Simon Leftley, Corporate Director for People

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**Review of Arm's Length Management Organisation (ALMO) – South Essex Homes – Reference back from Council 22nd October 2015**

**Policy & Resources Scrutiny Committee**
**Executive Councillor: Councillor Norman**
**Part 1 (Public Agenda Item)**

---

## 1. Purpose of Report

1.1 To consider the reference back of Cabinet Minute 260 by Council on 22nd October for further consideration of the length of the proposed Management Agreement with South Essex Homes (SEH).

## 2. Recommendations

2.1 The Cabinet is asked to consider the reference back from Council.

## 3. Background

3.1 On 22 September 2015, the Cabinet received a report (which had been considered by the Housing Working Party on 16 September) proposing an extension to the Management Agreement with South Essex Homes (SEH) together with a supplementary paper setting out the rationale for extending the Agreement for a 3 year period.

3.2 The Cabinet resolved that the Agreement be extended for a further 3 year period from 1 April 2016 to 31 March 2019. The matter was referred up to Council by Policy and Scrutiny Committee at its meeting on 15 October in accordance with standing order 39.

3.2 The relevant reports/minutes are attached as follows:

**Appendix 1** – Minute of Housing Working Party, 16th September 2015 – SEH.

**Appendix 2** – Report of Corporate Director of People – Review of Arm's Length Management Organisation (ALMO) – SEH.

**Appendix 3** – Supplementary note to report of the Corporate Director of People.

**Appendix 4** – Minute of meeting of Policy and Resources Committee, 15th October 15th 2015 on SEH.

3.4 At the meeting of Council on 22nd October, the length of the proposed Management Agreement was referred back for further consideration. Therefore the Cabinet now needs to review the matter and make a decision.

3.5 In accordance with Council Procedure Rule 15e(ii), the call-in procedure does not apply to matters which have previously been the subject of call-in.

## 4. Other Options

As set out in the report of the Corporate Director for People to the meeting of Cabinet, 22 September 2015.

## 5. Reasons for Recommendations

To respond to the request of Council

## 6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

The provision of good tenancy management to Council tenants contributes to the Council's aims of safe, clean and healthy.

6.2 Financial Implications

As set out in the report of the Corporate Director for People to the meeting of Cabinet, 22nd September 2015.

6.3 Legal Implications

A revised legal agreement will be required.

6.4 People Implications

None at present.

6.5 Property Implications

None at present.

6.6 Consultation

None required.

6.7 Equalities and Diversity Implications

No specific implications.

6.8 Risk Assessment

The extension of the Agreement protects current good performance.

6.9 Value for Money

To allow for further potential efficiencies

6.10 Community Safety Implications

None.

6.11 Environmental Impact

None.

## 7. Background Papers

None.

## 8. Appendices

Appendix 1 – Minute of Housing Working Party, 16th September 2015 – SEH.

Appendix 2 – Report of Corporate Director of People – ALMO – SEH.

Appendix 3 – Supplementary note to report of the Corporate Director of People.

Appendix 4 – Minute of meeting of Policy and Resources Committee, 15th October 15th 2015 on SEH.

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**APPENDIX 1**

**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Excerpt from Minutes of the Meeting of Housing Working Party**

**Date: Wednesday, 16th September, 2015**
**Place: Civic 1 (Civic Centre), Committee Room 6**

**Present:** Councillor Norman MBE (Chairman)
Councillors Ayling, Betson, D Garston, Hadley, *Salter and Ward.
*Substitute in accordance with Council Procedure Rule 31.

**In Attendance:** S Holland, J Williams, J Chesterton, S Houlden, A Fiske, D Ubaka and R Harris

**Start/End Time:** 17.00/18.15

******** **Part I**

**4 Review of Arms Length Management Organisation - South Essex Homes**

The Working Party considered a report of the Corporate Director for People to Cabinet on 22nd September 2015, recommending extending the Council's management agreement with South Essex Homes for a 3 year period.

The Chairman advised that the report builds on the consensus reached by the Working Party at the last meeting to extend the management agreement with South Essex Homes.

The Working Party noted the uncertainty around the future of housing, with a Housing Bill to be published shortly.

The Chairman and officers explained the reasons why a 3 year extension was being recommended, rather than a longer or shorter period. The Chairman agreed it would be useful for Cabinet to receive a supplementary report on the point.

Resolved:

That the Cabinet report be endorsed/supported, subject to the production of a supplementary report for Cabinet setting out the rationale for extending the management agreement for a 3 year period.

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**APPENDIX 2**

**Southend-on-Sea Borough Council**

**Report of Corporate Director for People**
**to**
**Cabinet**
**on**
**22nd September 2015**

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

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**Review of the Arm's Length Management Organisation (ALMO) – South Essex Homes**
**Policy & Resources Scrutiny Committee – Executive Councillor: Councillor Norman**

**A Part 1 Public Agenda item**

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## 1. Purpose of Report

This report seeks the approval of Cabinet to extend the Council's management agreement with South Essex Homes (SEH).

## 2. Recommendation

That Cabinet agrees that the Management Agreement with South Essex Homes be extended for a further 3 year period from 1st April 2016 to 31st March 2019.

## 3. Background

3.1 The Council owns the Council's Housing Stock and in effect SEH are our managing agents. SEH has a separate staffing structure and its own Management Board, which includes Councillors nominated by the Council.

3.2 The current management arrangement expires in March 2016 and a decision is needed on what future arrangements should be put in place.

## 4. Other Options

4.1 To not extend the Management Agreement and to bring the service back into the Council;

4.2 To not extend the Management Agreement and to consult tenants on other options.

## 5. Reasons for Recommendation and Next Steps

5.1 In discussion with the Portfolio Holder, it has been suggested that in the short term the Council could make the decision to renew the Management Agreement with SEH.

5.2 Members, including Members of the Housing Working Party, are generally happy with the services that SEH provides to the Council's tenants and there is little appetite for the services to be brought back in house, or any other option to be explored, at this time.

5.3 Should the Council decide to extend the Management Agreement, the Council would then review the governance arrangements in full between the Council and SEH and how the partnership between the two organisations can be strengthened in the coming years, with the aim of reducing unnecessary duplication between the work of the Council's housing teams and that of SEH. This would allow us time to properly evaluate the impacts for Southend-on-Sea of recent Government changes, the potential effects of the 2015 comprehensive spending review and other public sector cutbacks over the next three years. This recommendation will give South Essex Homes a level of certainty to operate over that period, whilst also providing some assurance for local tenants and leaseholders.

5.4 It is proposed that the Management Agreement should form the basis of a new partnership approach with South Essex Homes, should Cabinet endorse these proposals. Subject to Cabinet's agreement the following are indicative dates:-

- September 2015 – Cabinet decision
- October 2015 - January 2016 – Review of legal and governance issues
- March 2016 – Cabinet Report on proposed options
- April 2016 – New Management Agreement implemented

## 6. Corporate Implications

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

The provision of good tenancy management to Council tenants contributes to the Council's aims of safe, clean and healthy.

### 6.2 Financial Implications

6.2.1 There have already been considerable savings made through closer joint working between the Council and SEH, which includes sharing of the Civic Offices and sharing of support service staff.

6.2.2 In the Budget the Chancellor made an unexpected announcement that the Government wants to see a 1% rent reduction on social housing rents over the next four years. This is likely to have a considerable impact on the Council's HRA Business Plan income over that period. In summary over the course of the next four years this will remove a cumulative total of around £9 million from HRA resources as the anticipated rent increases over this period will now not materialise, whilst at the same time the impact of rent decreases is felt. Therefore it is crucial that the management arrangements that are put in place to provide the best value for money.

6.3 **Legal Implications**

A revised legal agreement will be required

6.4 **People Implications**

None at present

6.5 **Property Implications**

None at present

6.6 **Consultation**

None required

6.7 **Equalities and Diversity Implications**

No specific implications

6.8 **Risk Assessment**

The extension of the agreement protects current good performance

6.9 **Value for Money**

The proposed option allows for further potential efficiencies

6.10 **Community Safety Implications**

None

6.11 **Environmental Impact**

None

**7. Background Papers**

None

**8. Appendices**

None

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**APPENDIX 3**

**Supplementary note to Report – Item 21 Review of the Arm's Length Management Organisation (ALMO) - South Essex Homes**

**Introduction**

1. At the Housing Working Party meeting held on 16th September 2015 it was recommended that a supplementary report be submitted to Cabinet setting out:

(a) the rationale for extending the Management Agreement with South Essex Homes for a 3 year period, rather than a longer or shorter period; and
(b) the views of South Essex Homes on the extension.

**Length of Extension**

2. In preparing the report to Cabinet, officers sought to identify the optimum period for extending the Management Agreement.

It needs to be long enough to investigate further efficiencies and remove any remaining duplication with Council services.

However, as the original report mentions, there are major national changes in housing policy being proposed by the Government, including:

- a rent reduction of 1% over the next 4 years, which will have a major impact on the Housing Revenue Account's Business Plan of around £9 million in reduced income over that period; and
- a new Housing Bill published in October which is likely to include extending the Right to Buy to Housing Association tenants and the possibility that Local Authorities will be expected to sell some of its most expensive stock to help fund that initiative. This is also likely to a have a further impact on the HRA Business Plan.

3. With these major national changes to Housing Policy in the pipeline and the financial implications associated with them, a longer extension was not considered prudent and there would be significant risk that a further review would then be required.

On the other hand an extension of less than 3 years would not provide sufficient certainty for S.E.H to continue to plan and operate effectively in the provision of housing management, where they have been so successful.

**South Essex Homes' position**

4. Officers have had discussions with S.E.H senior management on the recommendation put forward to the Cabinet for a 3 year extension to their Management Agreement and they have made the following comments:-

*"Given the rapidly developing landscape for social housing, we welcome the proposal to extend the management agreement by three years. We see that as supporting the view that that current model of management agreement has been both robust and flexible enough to enable delivering the Council's objectives over the period of the existing agreement. A three year extension will enable the close collaboration that will be needed to work out a sustainable way forward in the challenging times ahead taking into account the proposed changes to rent setting, welfare reform and the acute housing needs. The Board and Executive will welcome the opportunity of working with the Council to further develop the existing partnership to deliver:*

- *the service that residents deserve and require*
- *the outcomes that the Council requires*
- *within the financial constraints foreseen*
- *greater value for the Council and the community*

*Ultimately we want to work with the Council to secure a long term role for South Essex Homes which will enable effective business planning for housing services for both the Council and the company."*

**Conclusion**

5. The Housing Working Party was unanimous in their support to extend S.E.H's Management Agreement. The only point of discussion was the length of that extension and hopefully this supplementary report provides the justification for a 3 year period.

**APPENDIX 4**

**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Excerpt from Minutes of the**
**Meeting of Policy and Resources Scrutiny Committee**

**Date: Thursday, 15th October, 2015**
**Place: Jubilee Room, Civic 1, Civic Campus, Victoria Ave**

**Present:** Councillor M A Flewitt (Chairman), Councillor D A Garston (Vice-Chairman)
Councillors B Ayling, B C Arscott, M L Borton, T K Byford, A Crystall, J M Garston, A E Holland, D G Kenyon, J L Lamb, C J Nevin, K Robinson*, M Stafford and C W Walker
(*Substitute in accordance with Council Procedure Rule 31)

**In Attendance:** Councillors R A Woodley, I D Gilbert and D A Norman MBE (Executive Councillors)
Councillors Cox, Betson and Salter
R Tinlin, J K Williams, S Holland, F Abbott, S Leftley, J Chesterton, S Houlden, A Fiske, T MacGregor, A Fiske and A Keating
M Ambrose, S Long, T Nixon and M Medina (SEH – in attendance for item 5)

**Start/End Time:** 18.30 / 20.55

******** **Part I**

**341 Review of the Arm's Length Management Organisation (ALMO) - South Essex Homes**

The Committee considered Minute 260 of Cabinet held on 22nd September, 2015, which had been called in to scrutiny, together with a report of the Corporate Director for People proposing an extension of the Council's management agreement with South Essex Homes. The Committee also had before it a supplementary paper which had been circulated at the Cabinet meeting, setting out the rationale for extending the Management Agreement with South Essex Homes for a 3 year period.

Resolved:-

1. That the following decision of Cabinet be noted:-

"That the management agreement with South Essex Homes be extended for a further 3 year period from 1st April 2016 to 31st March 2019."

2. That, in accordance with Standing Order 39, the matter be referred to full Council for consideration.

Note:- This is an Executive Function
Executive Councillor:- D Norman MBE

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# MONTHLY PERFORMANCE REPORT

## September 2015

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Summary of Capital Expenditure



Version: **V1.0**

Published by the Policy & Partnerships Team


Further information: leolord@southend.gov.uk or (01702) 215685

## Key to Columns and symbols used in report

| Column Heading | Description |
|---|---|
| Minimise, Maximise or Goldilocks | Indicates whether a higher or lower number is better: Minimise = lower is better, maximise = higher is better, Goldilocks = just right (neither too high or too low) |
| 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 2014/15 | Annual target for 2015/16 |
| Outcome | Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance has achieved the annual target. Symbols used and their meaning are:<br> = at risk of missing target<br> = some slippage against target, but still expected to meet year-end target (31/03/2016)<br> = on course to achieve target |
| 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 | 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:<br> = Latest Month's performance is **better** than the same month last year<br> = Latest Month's performance is **worse** than the same month last year<br> = Data not available for current or previous year |

Version: **V1.0**

Published by the Policy & Partnerships Team

Further information: leolord@southend.gov.uk or (01702) 215685

# Section 1: 2015-2016 Exceptions - Current Month Performance

Comments on Indicators rated Red or Amber

**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 2015/16 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance | Scrutiny Committee |
|---|---|---|---|---|---|---|---|---|---|---|
| CP 3.1 | Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Cumulative] | Aim to Maximise | September 2015 | 79.8% | 86% | 86% | | | For September, 95 people from 119 were still at home after 3 months of starting reablement. Year to date, 781 people started reablement, of which 642 (82.2%) were at home 3 months later. A detailed review has commenced jointly with the Southend Clinical Commissioning Group in preparation for re-commissioning reablement services next year. | 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 2015/16 | 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 2015 | 4187 | 3773 | 7389 | | | Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. The majority of the increase in reported crime is within the category 'violence without injury' – typically common assault, harassment and threat offences. A large proportion of these offences have been reported following domestic abuse incidents, which is encouraging as we know that this is traditionally a crime type that is under-reported. Also within this crime category is a change in national crime recording rules which means that Malicious Communications is now recorded as a crime. About 70 such offences have been recorded this year that would not have been recorded last year. | Policy & Resources Scrutiny |

| MPR Code | Short Name | Minimise or Maximise | Latest Month | Month's Value | Month's Target | Annual Target 2015/16 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance | Scrutiny Committee |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year. | |

**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 2015/16 | 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 2015 | 77.27% | 85% | 85% | | | From 1st April to 30th September, 73 children have been reported missing a total of 154 times. Of the 154 episodes,<br>. 119 successful visits<br>. 4 had visits but the child wasn't seen<br>. 8 were refused<br>. 7 were unable to take place<br>. 16 outstanding<br><br>In September, 14 children went missing a total of 30 times. Out of the 30 missing episodes, 15 had successful visits and 2 was unable to take place (Essex will conduct one of the RHIs). Visits remain outstanding for 13 missing episodes which are accounted for by 3 children. Of these 3 children, 2 are LAC; one in Southend and one in Kent, the third child is open to Essex and placed in Southend. | People Scrutiny |

| MPR Code | Short Name | Minimise or Maximise | Latest Month | Month's Value | Month's Target | Annual Target 2015/16 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance | Scrutiny Committee |
|---|---|---|---|---|---|---|---|---|---|---|
| CP 1.4 | Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot] | Goldilocks | September 2015 | 47.1 | 37.8-45.2 | 37.8-45.2 | | | The rate of children subject to a child protection plan has increased in September - following two months of lower than average numbers. There has been a higher than average number of initial child protection plans made, and whilst there was also a higher than average number of child protection plans discontinued, the overall result was an increase in rate. Work continues to scrutinise implementation of child protections plans to ensure that risks are reduced in an effective and timely way. | 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 2015/16 | 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 2015 | 51.49% | 54.00% | 54.00% | | | The delayed commissioning status at the partnerships Mechanical Biological Treatment Plant means residual waste has not been processed to extract recycling. There is also a general rise in waste. | 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 2015/16 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance | Scrutiny Committee |
|---|---|---|---|---|---|---|---|---|---|---|
| CP 3.4 | Public Health Responsibility Deal [Cumulative] | Aim to Maximise | September 2015 | 13 | 20 | 40 | | | We have had one business sign up to Public Health Responsibility Deal in September. The new Business Engagement officer commenced their role on 5th October and their work plan includes targets and monthly trajectories to ensure delivery of the annual target. | People Scrutiny |

| MPR Code | Short Name | Minimise or Maximise | Latest Month | Month's Value | Month's Target | Annual Target 2015/16 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance | Scrutiny Committee |
|---|---|---|---|---|---|---|---|---|---|---|
| CP 3.5 | Number of people successfully completing 4 week stop smoking course [Cumulative] | Aim to Maximise | September 2015 | 383 | 530 | 1,300 | | | The new Tobacco Control Strategy will be considered at Cabinet on 10th November. As part of our Stoptober activity over 1000 free lung tests were carried out. The national Stoptober road show visited Southend at the end of September - as at the 23rd October over 200 smokers have set a quit date making it our best month to date. We continue to monitor the use of electronic cigarettes as smokers are accessing this product without the benefit of clinical and behavioural support to become totally smoke free. | People Scrutiny |

# Section 2: 2015-2016 Corporate Performance Indicators

***Performance Data Expected Outcome: At risk of missing target 2 On course to achieve target 21 Some slippage against target 5***

**Priority** • Create a safe environment across the town for residents, workers and visitors. • Work with Essex Police and other partners 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 2015/16 | 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 2015 | 4187 | 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) | Aim to Maximise | September 2015 | 68.8% | 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 2015 | 77.27% | 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 2015 | 47.1 | 37.8-45.2 | 37.8-45.2 | | | John O'Loughlin | People Scrutiny |
| CP 1.5 | Rate of Looked After Children per 10,000 [Monthly Snapshot] | Goldilocks | September 2015 | 62.5 | 54.4-65 | 54.4-65 | | | John O'Loughlin | People Scrutiny |

**Priority** • 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 2015/16 | 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 2015 | 30 | 45 | 45 | | | Dipti Patel | Place Scrutiny |
| CP 2.2 | % acceptable standard of cleanliness: litter [Cumulative] | Aim to Maximise | September 2015 | 99% | 90% | 90% | | | Dipti Patel | Place Scrutiny |
| CP 2.3 | Percentage of household waste sent for reuse, recycling and composting [Cumulative] | Aim to Maximise | September 2015 | 51.49% | 54.00% | 54.00% | | | Dipti Patel | Place Scrutiny |

**Priority** • Promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. •Enable the planning and development of quality, affordable housing.

| MPR Code | Short Name | Minimise or Maximise | Latest Month | Month's Value | Month's Target | Annual Target 2015/16 | 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 [Cumulative] | Aim to Maximise | September 2015 | 79.8% | 86% | 86% | | | Sharon Houlden | People Scrutiny |
| CP 3.2 | Delayed transfers of care from hospital (social care) [Cumulative] | Aim to Minimise | September 2015 | 5 | 12 | 24 | | | Sharon Houlden | People Scrutiny |
| CP 3.3 | Number of attendances at council run or affiliated arts and sports events and facilities [Cumulative] | Aim to Maximise | September 2015 | 1,674,170 | 1,714,500 | 3,429,000 | | | Nick Harris | Place Scrutiny |
| CP 3.4 | Public Health Responsibility Deal [Cumulative] | Aim to Maximise | September 2015 | 13 | 20 | 40 | | | James Williams | People Scrutiny |
| CP 3.5 | Number of people successfully completing 4 week stop smoking course [Cumulative] | Aim to Maximise | September 2015 | 383 | 530 | 1,300 | | | Liesel Park | People Scrutiny |
| CP 3.6 | Take up of the NHS Health Check programme - by those eligible [Cumulative] | Aim to Maximise | September 2015 | 3,735 | 2,632 | 5,673 | | | Margaret Gray | People Scrutiny |
| CP 3.7 | Number of new affordable homes acquired | Aim to Maximise | September 2015 | 0 | 0 | 70 | | | Sharon Houlden | People Scrutiny |

**Priority** • Ensure residents have access to high quality education to enable them to be lifelong learners and have fulfilling employment. • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation across our communities. • Ensure the town is 'open for businesses' and that new, developing and existing enterprise is nurtured and support. • 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 2015/16 | Expected Outcome | Better or worse than last year | Managed By | Scrutiny Committee |
|---|---|---|---|---|---|---|---|---|---|---|
| CP 4.1 | Proportion of appropriate people using social care who receive direct payments [Monthly Snapshot] | Aim to Maximise | September 2015 | 34.3% | 21% | 21% | | | Sharon Houlden | People Scrutiny |
| CP 4.2 | Proportion of adults with learning disabilities in paid employment [Monthly Snapshot] | Aim to Maximise | September 2015 | 11.6% | 10% | 10% | | | Sharon Houlden | People Scrutiny |
| CP 4.3 | % of Council Tax for 2015/16 collected in year [Cumulative] | Aim to Maximise | September 2015 | 52.80% | 52.60% | 97.00% | | | Joe Chesterton | Policy & Resources Scrutiny |
| CP 4.4 | % of Non-Domestic Rates for 2015/16 collected in year [Cumulative] | Aim to Maximise | September 2015 | 55.20% | 55.10% | 97.60% | | | Joe Chesterton | Policy & Resources Scrutiny |
| CP 4.5 | Major planning applications determined in 13 weeks [Cumulative] | Aim to Maximise | September 2015 | 85.71% | 79.00% | 79.00% | |  | Peter Geraghty | Place Scrutiny |
| CP 4.6 | Minor planning applications determined in 8 weeks [Cumulative] | Aim to Maximise | September 2015 | 94.59% | 84.00% | 84.00% | | | Peter Geraghty | Place Scrutiny |
| CP 4.7 | Other planning applications determined in 8 weeks [Cumulative] | Aim to Maximise | September 2015 | 91.17% | 90.00% | 90.00% | | | Peter Geraghty | Place Scrutiny |
| CP 4.8 | Current Rent Arrears as % of rent due | Aim to Minimise | September 2015 | 1.43% | 1.77% | 1.77% | | | Sharon Houlden | Policy and Resources Scrutiny |
| CP 4.9 | The % of children in good or outstanding Schools [Monthly Snapshot] | Aim to Maximise | September 2015 | 81.62% | 75% | 75% | | | Heather Tomlinson | People Scrutiny |

**Priority** • 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 2015/16 | Expected Outcome | Better or worse than last year | Managed By | Scrutiny Committee |
|---|---|---|---|---|---|---|---|---|---|---|
| CP 5.1 | Number of volunteers hours delivered within cultural services [Cumulative] | Aim to Maximise | September 2015 | 6,710 | 6,500 | 12,000 | | | Nick Harris | Place Scrutiny |
| CP 5.2 | Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative] | Aim to Maximise | September 2015 | 92.30% | 80.00% | 80.00% | | | Nick Corrigan | Policy & Resources Scrutiny |
| CP 5.3 | Number of payments made online [Cumulative] | Aim to Maximise | September 2015 | 30,557 | 24,996 | 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 2015 | 2.98 | 3.01 | 7.20 | | | Joanna Ruffle | Policy & Resources Scrutiny |

## Section 3: Detail of indicators rated Red or Amber

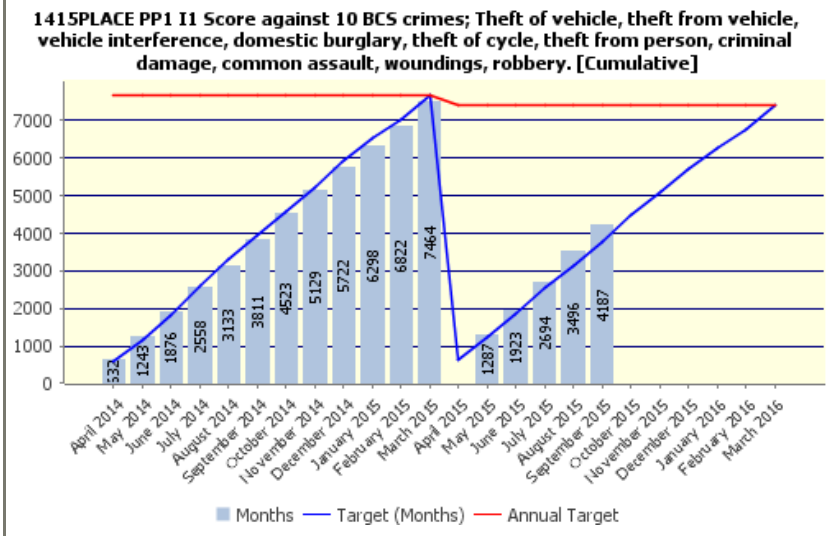
**Priority** • Create a safe environment across the town for residents, workers and visitors. • Work with Essex Police and other partners to tackle crime. • Look after and safeguard our children and vulnerable adults.

Expected Outcome: At risk of missing target 1 Some slippage against target 2

| | | | |
|---|---|---|---|
| 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]** | | |
| **Expected Outcome** | | **Format** | Aim to Minimise |

| | |
|---|---|
| **Managed By** | **Dipti Patel** |
| **Year Introduced** | 2007 |

| Date Range 1 | | |
|---|---|---|
| | Value | Target |
| April 2014 | 632 | 570 |
| May 2014 | 1243 | 1149 |
| June 2014 | 1876 | 1821 |
| July 2014 | 2558 | 2602 |
| August 2014 | 3133 | 3301 |
| September 2014 | 3811 | 3942 |
| October 2014 | 4523 | 4552 |
| November 2014 | 5129 | 5201 |
| December 2014 | 5722 | 5926 |
| January 2015 | 6298 | 6531 |
| February 2015 | 6822 | 7006 |
| March 2015 | 7464 | 7629 |
| 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 | | 4478 |
| November 2015 | | 5078 |
| December 2015 | | 5665 |
| January 2016 | | 6235 |
| February 2016 | | 6754 |
| March 2016 | | 7389 |

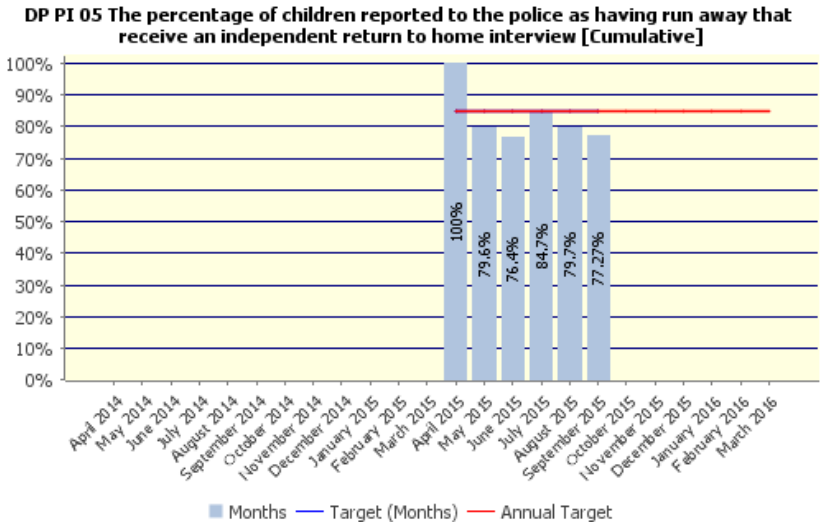



Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. The majority of the increase in reported crime is within the category 'violence without injury' – typically common assault, harassment and threat offences. A large proportion of these offences have been reported following domestic abuse incidents, which is encouraging as we know that this is traditionally a crime type that is under-reported. Also within this crime category is a change in national crime recording rules which means that Malicious Communications is now recorded as a crime. About 70 such offences have been recorded this year that would not have been recorded last year. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year.

| 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 2014 | | |
| May 2014 | | |
| June 2014 | | |
| July 2014 | | |
| August 2014 | | |
| September 2014 | | |
| October 2014 | | |
| November 2014 | | |
| December 2014 | | |
| January 2015 | | |
| February 2015 | | |
| March 2015 | | |
| 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 | | |
| November 2015 | | |
| December 2015 | | |
| January 2016 | | |
| February 2016 | | |
| March 2016 | | |



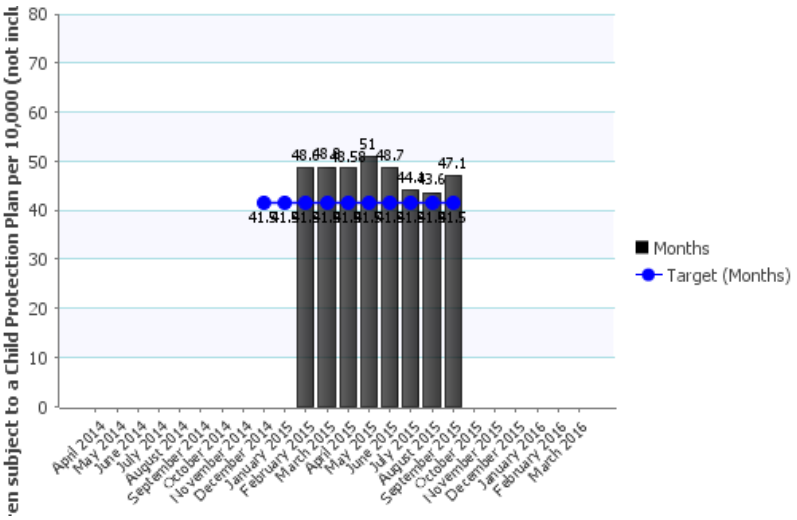

From 1st April to 30th September, 73 children have been reported missing a total of 154 times. Of the 154 episodes,
. 119 successful visits
. 4 had visits but the child wasn't seen
. 8 were refused
. 7 were unable to take place
. 16 outstanding

In September, 14 children went missing a total of 30 times. Out of the 30 missing episodes, 15 had successful visits and 2 was unable to take place (Essex will conduct one of the RHIs). Visits remain outstanding for 13 missing episodes which are accounted for by 3 children. Of these 3 children, 2 are LAC; one in Southend and one in Kent, the third child is open to Essex and placed in Southend.

| CP 1.4 | Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot] | | |
|---|---|---|---|
| **Expected Outcome** | | **Format** | Goldilocks |

| **Managed By** | **John O'Loughlin** |
|---|---|
| **Year Introduced** | |

| Date Range 1 | | |
|---|---|---|
| | Value | Target |
| April 2014 | | |
| May 2014 | | |
| June 2014 | | |
| July 2014 | | |
| August 2014 | | |
| September 2014 | | |
| October 2014 | | |
| November 2014 | | |
| December 2014 | | 41.5 |
| January 2015 | | 41.5 |
| February 2015 | 48.6 | 41.5 |
| March 2015 | 48.8 | 41.5 |
| April 2015 | 48.58 | 41.5 |
| May 2015 | 51 | 41.5 |
| June 2015 | 48.7 | 41.5 |
| July 2015 | 44.1 | 41.5 |
| August 2015 | 43.6 | 41.5 |
| September 2015 | 47.1 | 41.5 |
| October 2015 | | |
| November 2015 | | |
| December 2015 | | |
| January 2016 | | |
| February 2016 | | |
| March 2016 | | |




The rate of children subject to a child protection plan has increased in September - following two months of lower than average numbers. There has been a higher than average number of initial child protection plans made, and whilst there was also a higher than average number of child protection plans discontinued, the overall result was an increase in rate. Work continues to scrutinise implementation of child protections plans to ensure that risks are reduced in an effective and timely way.

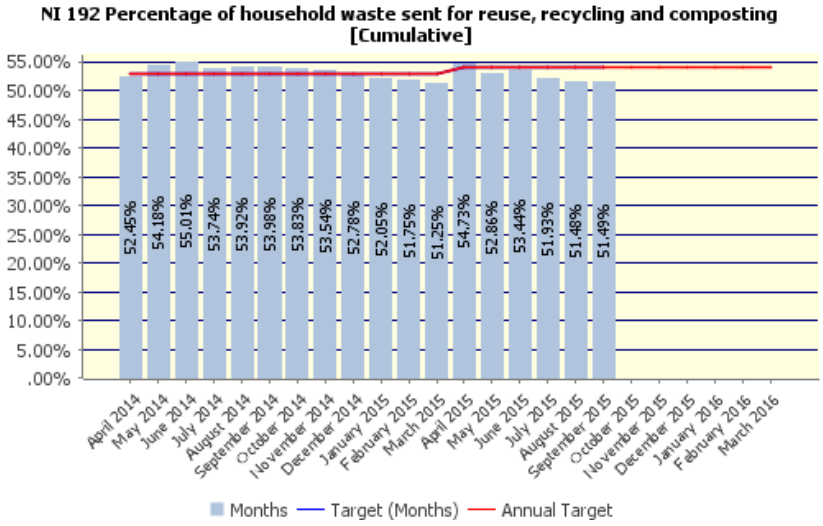
**Priority** • Promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.

Expected Outcome: Some slippage against target 1

| CP 2.3 | **Percentage of household waste sent for reuse, recycling and composting [Cumulative]** | | |
|---|---|---|---|
| **Expected Outcome** | | **Format** | Aim to Maximise |

| | |
|---|---|
| **Managed By** | **Dipti Patel** |
| **Year Introduced** | 2008 |

| Date Range 1 | | |
|---|---|---|
| | Value | Target |
| April 2014 | 52.45% | 53.00% |
| May 2014 | 54.18% | 53.00% |
| June 2014 | 55.01% | 53.00% |
| July 2014 | 53.74% | 53.00% |
| August 2014 | 53.92% | 53.00% |
| September 2014 | 53.98% | 53.00% |
| October 2014 | 53.83% | 53.00% |
| November 2014 | 53.54% | 53.00% |
| December 2014 | 52.78% | 53.00% |
| January 2015 | 52.05% | 53.00% |
| February 2015 | 51.75% | 53.00% |
| March 2015 | 51.25% | 53.00% |
| April 2015 | 54.73% | 54.00% |
| May 2015 | 52.86% | 54.00% |
| June 2015 | 53.44% | 54.00% |
| July 2015 | 51.93% | 54.00% |
| August 2015 | 51.48% | 54.00% |
| September 2015 | 51.49% | 54.00% |
| October 2015 | | |
| November 2015 | | |
| December 2015 | | |
| January 2016 | | |
| February 2016 | | |
| March 2016 | | |




The delayed commissioning status at the partnerships Mechanical Biological Treatment Plant means residual waste has not been processed to extract recycling. There is also a general rise in waste.

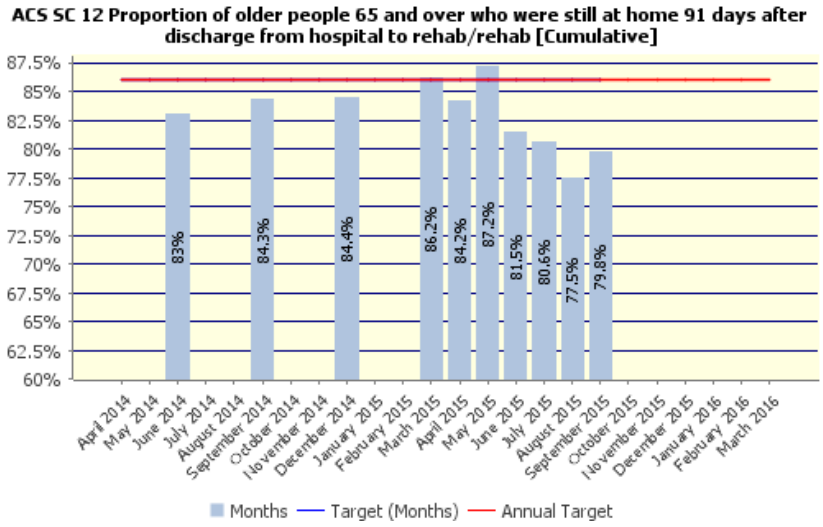
**Priority** • Promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. • Enable the planning and development of quality, affordable housing.

Expected Outcome: At risk of missing target 1 Some slippage against target 2

| CP 3.1 | **Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Cumulative]** | | |
|---|---|---|---|
| **Expected Outcome** | | **Format** | Aim to Maximise |

| | |
|---|---|
| **Managed By** | **Sharon Houlden** |
| **Year Introduced** | |

| Date Range 1 | | |
|---|---|---|
| | Value | Target |
| April 2014 | | 86% |
| May 2014 | N/A | 86% |
| June 2014 | 83% | 86% |
| July 2014 | N/A | 86% |
| August 2014 | N/A | 86% |
| September 2014 | 84.3% | 86% |
| October 2014 | N/A | 86% |
| November 2014 | N/A | 86% |
| December 2014 | 84.4% | 86% |
| January 2015 | N/A | 86% |
| February 2015 | N/A | 86% |
| March 2015 | 86.2% | 86% |
| April 2015 | 84.2% | 86% |
| May 2015 | 87.2% | 86% |
| June 2015 | 81.5% | 86% |
| July 2015 | 80.6% | 86% |
| August 2015 | 77.5% | 86% |
| September 2015 | 79.8% | 86% |
| October 2015 | | |
| November 2015 | | |
| December 2015 | | |
| January 2016 | | |
| February 2016 | | |
| March 2016 | | |

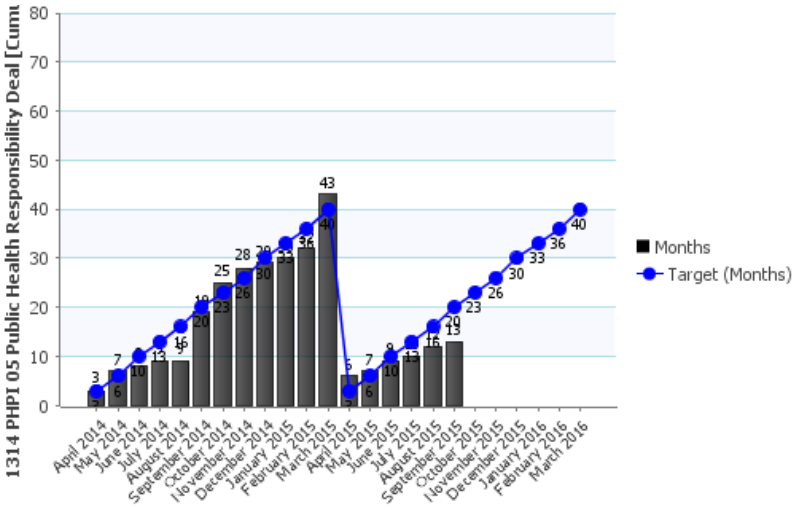



For September, 95 people from 119 were still at home after 3 months of starting reablement. Year to date, 781 people started reablement, of which 642 (82.2%) were at home 3 months later.
A detailed review has commenced jointly with the Southend Clinical Commissioning Group in preparation for re-commissioning reablement services next year.

| CP 3.4 | **Public Health Responsibility Deal [Cumulative]** | | |
|---|---|---|---|
| **Expected Outcome** | | **Format** | Aim to Maximise |

| **Managed By** | **James Williams** |
|---|---|
| **Year Introduced** | |

| Date Range 1 | | |
|---|---|---|
| | Value | Target |
| April 2014 | 3 | 3 |
| May 2014 | 7 | 6 |
| June 2014 | 8 | 10 |
| July 2014 | 9 | 13 |
| August 2014 | 9 | 16 |
| September 2014 | 19 | 20 |
| October 2014 | 25 | 23 |
| November 2014 | 28 | 26 |
| December 2014 | 29 | 30 |
| January 2015 | 30 | 33 |
| February 2015 | 32 | 36 |
| March 2015 | 43 | 40 |
| April 2015 | 6 | 3 |
| May 2015 | 7 | 6 |
| June 2015 | 9 | 10 |
| July 2015 | 10 | 13 |
| August 2015 | 12 | 16 |
| September 2015 | 13 | 20 |
| October 2015 | | 23 |
| November 2015 | | 26 |
| December 2015 | | 30 |
| January 2016 | | 33 |
| February 2016 | | 36 |
| March 2016 | | 40 |




We have had on business sign up to Public Health Responsibility Deal in September. The new Business Engagement officer commenced their role on 5th October and their work plan includes targets and monthly trajectories to ensure delivery of the annual target.

| CP 3.5 | 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 2014 | 85 | 89 |
| May 2014 | 126 | 208 |
| June 2014 | 207 | 297 |
| July 2014 | 241 | 383 |
| August 2014 | 359 | 464 |
| September 2014 | 506 | 558 |
| October 2014 | 609 | 672 |
| November 2014 | 698 | 769 |
| December 2014 | 804 | 729 |
| January 2015 | 925 | 1,068 |
| February 2015 | 1,032 | 1,171 |
| March 2015 | 1,256 | 1,300 |
| 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 | | 650 |
| November 2015 | | 750 |
| December 2015 | | 800 |
| January 2016 | | 1,000 |
| February 2016 | | 1,150 |
| March 2016 | | 1,300 |

The new Tobacco Control Strategy will be considered at Cabinet on 10th November. As part of our Stoptober activity over 1000 free lung tests were carried out. The national Stoptober road show visited Southend at the end of September - as at the 23rd October over 200 smokers have set a quit date making it our best month to date. We continue to monitor the use of electronic cigarettes as smokers are accessing this product without the benefit of clinical and behavioural support to become totally smoke free.

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# Revenue Budget Monitoring 2015/16

# Period 6

# as at 30 September 2015 Portfolio Summary

## Contents


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## 1. Commentary

This report outlines the budget monitoring position for the General Fund and Housing Revenue Account for 2015/16, based on the views of the Directors and their Management Teams, in light of expenditure and income to 30 September 2015.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2015. 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 July, corporate savings of £35,000 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

A variation to the overall Council budget of a £421,000 underspend is currently being forecast for the year-end. Within this position there is a projected overspend of £185,000 in Council departmental spending. This position reflects the budget pressures some services are reporting, offset by some significant one-off underspends as shown in the detail in section 3 on service variances. Without these one-off underspends, pressures would still exist in the Council base budget. The departmental position is then mainly offset by £606,000 in non-service areas.

**General Fund Portfolio Forecast Comparison 2015/16**
**at 30 September 2015 - Period 6**

| Portfolio | Latest Budget 2015/16 £000 | Projected Outturn 2015/16 £000 | September Forecast Variance £000 | August Forecast Variance £000 |
|---|---|---|---|---|
| Health & Adult Social Care | 41,686 | 42,164 | 478 | 429 |
| Children & Learning | 34,035 | 34,154 | 119 | 103 |
| Leader | 4,314 | 4,422 | 108 | 97 |
| Enterprise, Tourism & Economic Development | 14,113 | 13,808 | (305) | (260) |
| Community & Organisational Development | 2,823 | 2,632 | (191) | (121) |
| Public Protection, Waste & Transport | 25,460 | 25,410 | (50) | 5 |
| Housing, Planning & Regulatory Services | 12,583 | 12,609 | 26 | 26 |
| Total Portfolio | 135,014 | 135,199 | 185 | 279 |
| Non-Service Areas | (8,920) | (9,476) | (606) | (606) |
| **Net Expenditure / (Income)** | **126,094** | **125,723** | **(421)** | **(327)** |

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 is produced by the year end.

**3. Service Variances (£185,000 forecast overspend)**

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

| Portfolio | Unfavourable £(000) | Favourable £(000) | Net £(000) |
|---|---|---|---|
| **Health and Adult Social care** | | | |
| Additional income from court of protection | | (34) | |
| Anticipated pressure on staffing vacancy factor | 24 | | |
| People with a Learning Disability - Lower than estimated homecare and residential care placements | | (625) | |
| People with Mental Health Needs - Higher than estimated residential care placements, direct payment packages and supported living | 1,052 | | |
| Physical and Sensory Impairment - Higher than estimated residential care placements. | 266 | | |
| Older People - Reduced residential care packages partly offset by higher than estimated homecare and direct payment packages | | (205) | |
| Minor Variances | | | |
| | **1,342** | **(864)** | **478** |
| **Children & Learning** | | | |
| Connexions Service - income shortfall | 20 | | |
| Legal charges for children in care - high case load | 95 | | |
| Children's Placements -high cost children with disabilities | 175 | | |
| Children's Placements - current cohort of LAC | | (321) | |
| Additional spend on qualified social workers | 285 | | |
| Internal Fostering underspend and in year savings on | | (180) | |
| Agency spend on Independent Reviewing Officers | 80 | | |
| Staffing synergies in Early Years teams | | (30) | |
| Secure Youth Remand | 25 | | |
| Agency cover for Educational Psychologist | 25 | | |
| Home to School Education Transport | | (50) | |
| Minor Variances | | (5) | |
| | **705** | **(586)** | **119** |
| **Leader** | | | |
| Underspend on Asset Management Professional Fees | | | |
| Overspend on cleaning costs and Civic Campus | 50 | | |
| Treasury Management cost in relation to LED street lighting project | 79 | | |
| Council Tax Court Costs raised | | (100) | |
| Reduction in Property and Regeneration contract income | 100 | | |
| Member Conference Expenses | | (16) | |
| Minor Variances | | (5) | |
| | **229** | **(121)** | **108** |

| | | | |
|---|---|---|---|
| **Portfolio (Cont.)** | | | |
| **Enterprise, Tourism & Economic Development** | | | |
| Leisure contract saving | | (300) | |
| Lower than expected Arts Grants | 10 | | |
| Cliff lift maintenance | 10 | | |
| Museums staffing | 10 | | |
| Grounds maintenance staffing overspend | 50 | | |
| Grounds maintenance income | | (20) | |
| Economic development funded by grant | | (40) | |
| High Street market income | | (15) | |
| Advertising and marketing | | (20) | |
| SMAC income and instructor recruitment issues | 10 | | |
| | **90** | **(395)** | **(305)** |
| **Community Development** | | | |
| Bereavement Services Income | | (80) | |
| Change to the Collection Fund Accounting Treatment of Discretionary Relief in the Voluntary Sector | | (131) | |
| Additional overtime and agency costs in Benefits team | 90 | | |
| Staff Vacancies in Customer Service team | | (15) | |
| Staff Vacancies in Information, Comms & Technology | | (55) | |
| | **90** | **(281)** | **(191)** |
| **Public Protection, Waste & Transport** | | | |
| Car parking income | | (100) | |
| Structural maintenance contractor costs | 200 | | |
| Street works permit income | | (150) | |
| | **200** | **(250)** | **(50)** |
| **Regulatory Services** | | | |
| Animal Warden contractors | 26 | | |
| | **26** | **0** | **26** |
| **Total** | **2,682** | **(2,497)** | **185** |

## 4. Non Service Variances (£606,000 forecast underspend)

Borrowing repayments - principal (£101K)
This provision is forecast to be underspent against budget at the year-end as the financing charges for 2015/16 are affected by the financing of the 2014/15 capital programme, as no borrowing was undertaken in that year.

HRA item 8 debit charge (£185K)
Interest receivable on the HRA's internal borrowing is expected to be higher than estimated in the budget.

Appropriations from Reserves (£320K)
There is forecast to be £320,000 appropriations from reserves at the year-end; £300K from the Adults Social Care reserve and £20K from the SEN reform grants reserve.

## 5. Appropriations to / from Earmarked Reserves

Net appropriations from Earmarked Reserves totalling £1,889,000 were agreed by Council when setting the 2015/16 budget in February 2015. The current outturn position allows for further in-year appropriations from/(to) reserves, totalling £2,234,340. Total net appropriations from reserves for 2015/16 will therefore equal £4,123,340.

- £ 415,100 from the Business Transformation Reserve to enable the progression of various projects,
- £ 227,900 of Social Work Training grants and the Practice Learning Fund,
- £ 145,600 from the Adoption Reform grant reserve,
- £1,401,090 from the Public Health Grant
- (£ 275,350) to the Supporting People reserve
- £ 300,000 from the Adults Social Care reserve
- £ 20,000 from the SEN Reform Grant reserve

  £2,234,340

Planned appropriations from Earmarked Reserves which will also be carried out later in the year for specific purposes are;

- £200,000 from the School Improvement Reserve
- £100,000 from the Early Years Reserve
- £293,000 from the single homeless & rough sleeper Grant
- £593,000

## 6. Revenue Contributions to Capital Outlay (RCCO)

The original budget for 2015/16 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £3,090,000.

## 7. Performance against Budget savings targets for 2014/15

As part of setting the Council budget for 2015/16, a schedule of Departmental and Corporate savings was approved totalling £10.5 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.

The latest position is that the majority of savings reported on are on track for full delivery by the year end. Where savings are not being achieved then the relevant Directors are identifying alternative measures to achieve full savings as required.

A detailed 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 | 35 | 665 | 767 | 1,467 | 1,403 | (64) |
| People | 0 | 1,935 | 4,530 | 6,465 | 6,360 | (105) |
| Place | 40 | 930 | 1,598 | 2,568 | 2,506 | (62) |
| **Total** | **75** | **3,530** | **6,895** | **10,500** | **10,269** | **(231)** |

Although the current forecast is showing a shortfall of £231,000 against the required savings total of £10.5 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.

## 8. Budget Virements

In line with the new financial procedure rules approved by Council on 23rd July, 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 from 1st August 2015.

| | DR | CR |
|---|---|---|
| | £ | £ |
| Virements up to 31/07/2015 | 950 | (950) |
| Virements over £50,000 in reported period | 169 | (169) |
| Virements over £50,000 in previous periods | - | - |
| **Total in period virements over £50,000** | **1,119** | **(1,119)** |
| Virements approved under delegated authority | 147 | (147) |
| **Total virements** | **1,266** | **(1,266)** |

The virements for Cabinet approval this period are for £169,000 transferring Best Interest Assessors budget to employee lines.

## 9. Overall Budget Performance – Housing Revenue Account (HRA)

The HRA budget was approved by Council on 26th February 2015 and anticipated that £2,721,000 would be appropriated to earmarked reserves in 2015/16.

The closing HRA balance as at 31st March 2015 was £3,502,000.

The current forecast is projecting an overspend on capital financing charges of £185,000 because the interest payable on the HRA's internal borrowing is higher than estimated in the budget, and a pressure of £71,000 relating to the residential security patrol services at Victoria ward. There is also a projected higher than expected rental income of £300,000 and £30,000 fees and charges due to a lower number of void properties than estimated in the budget. It is proposed that the net underspend of £114,000 be transferred to the HRA Capital Investment Reserve, therefore leaving the main revenue reserve unchanged.

**General Fund Forecast 2015/16**
**at 30 September 2015 - 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 |
|---|---|---|---|---|---|---|---|---|---|---|
| Health & Adult Social Care | 73,831 | (33,702) | 40,129 | 1,557 | 41,686 | 42,164 | 478 | 20,729 | 20,978 | 249 |
| Children & Learning | 141,833 | (108,356) | 33,477 | 558 | 34,035 | 34,154 | 119 | 14,071 | 14,197 | 126 |
| Leader | 20,753 | (16,655) | 4,098 | 216 | 4,314 | 4,422 | 108 | 287 | (128) | (415) |
| Enterprise, Tourism & Economic Development | 18,953 | (5,009) | 13,944 | 169 | 14,113 | 13,808 | (305) | 7,360 | 7,186 | (174) |
| Community & Organisational Development | 116,541 | (113,928) | 2,613 | 210 | 2,823 | 2,632 | (191) | 1,539 | 1,139 | (400) |
| Public Protection, Waste & Transport | 37,593 | (12,357) | 25,236 | 224 | 25,460 | 25,410 | (50) | 12,527 | 12,193 | (334) |
| Housing, Planning & Regulatory Services | 14,968 | (2,222) | 12,746 | (163) | 12,583 | 12,609 | 26 | 6,233 | 6,245 | 12 |
| **Portfolio Net Expenditure** | **424,472** | **(292,229)** | **132,243** | **2,771** | **135,014** | **135,199** | **185** | **62,746** | **61,810** | **(936)** |
| Reversal of Depreciation | (26,976) | 6,994 | (19,982) | 0 | (19,982) | (19,982) | 0 | (9,765) | (9,765) | 0 |
| Levies | 550 | 0 | 550 | 0 | 550 | 550 | 0 | 254 | 249 | (5) |
| Financing Costs | 20,050 | (3,988) | 16,062 | (48) | 16,014 | 15,728 | (286) | 6,753 | 6,567 | (186) |
| Contingency | 4,825 | 0 | 4,825 | (809) | 4,016 | 4,066 | 0 | 1,859 | 0 | (1,859) |
| 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 | 299 | 299 |
| **Sub Total** | **(6,333)** | **3,006** | **(3,327)** | **(857)** | **(4,184)** | **(4,420)** | **(286)** | **(899)** | **(2,650)** | **(1,751)** |
| **Net Operating Expenditure** | **418,139** | **(289,223)** | **128,916** | **1,914** | **130,830** | **130,779** | **(101)** | **61,847** | **59,160** | **(2,687)** |
| General Grants | 0 | (3,973) | (3,973) | 0 | (3,973) | (3,973) | 0 | (2,011) | (1,963) | 48 |
| Corporate Savings | (50) | 0 | (50) | 0 | (50) | (50) | 0 | 0 | 0 | 0 |
| Revenue Contribution to Capital | 3,090 | 0 | 3,090 | 0 | 3,090 | 3,090 | 0 | 1,545 | 0 | (1,545) |
| Contribution to / (from) Earmarked | (1,889) | 0 | (1,889) | (1,914) | (3,803) | (4,123) | (320) | (1,694) | (396) | 1,298 |
| Contribution to / (from) General Reserves | 0 | 0 | 0 | 0 | 0 | 421 | 421 | 0 | 0 | 0 |
| **Net Expenditure / (Income)** | **419,290** | **(293,196)** | **126,094** | **0** | **126,094** | **126,144** | **0** | **59,687** | **56,801** | **(2,886)** |

| **Use of General Reserves** | | | | | |
|---|---|---|---|---|---|
| Balance as at 1 April 2015 | 11,000 | | 11,000 | 11,000 | 0 |
| Use in Year | 0 | 0 | 0 | 421 | 421 |
| **Balance as at 31 March 2016** | **11,000** | **0** | **11,000** | **11,421** | **421** |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Health and Adult Social Care**
**Portfolio Holder - Cllr J Moyies**

| | 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 | 498 | (507) | (9) | 0 | (9) | (9) | 0 | (3) | 46 | 49 |
| b | Commissioning Team | 2,063 | (2,062) | 1 | (40) | (39) | (73) | (34) | (18) | (39) | (21) |
| c | Strategy & Development | 1,878 | (1,934) | (56) | (14) | (70) | (46) | 24 | (25) | (81) | (56) |
| d | People with a Learning Disability | 16,712 | (1,734) | 14,978 | 56 | 15,034 | 14,409 | (625) | 7,532 | 7,156 | (376) |
| e | People with Mental Health Needs | 3,105 | (165) | 2,940 | 45 | 2,985 | 4,037 | 1,052 | 1,496 | 2,132 | 636 |
| f | Older People | 31,999 | (14,581) | 17,418 | 294 | 17,712 | 17,507 | (205) | 8,102 | 8,068 | (34) |
| g | Other Community Services | 3,226 | (2,880) | 346 | (19) | 327 | 327 | 0 | 994 | 992 | (2) |
| h | People with a Physical or Sensory Impairment | 4,595 | (552) | 4,043 | (6) | 4,037 | 4,303 | 266 | 1,971 | 2,287 | 316 |
| i | Service Strategy & Regulation | 328 | (107) | 221 | 0 | 221 | 221 | 0 | 57 | 151 | 94 |
| j | Drug and Alcohol Action Team | 2,717 | (2,548) | 169 | 323 | 492 | 492 | 0 | 248 | 247 | (1) |
| k | Young Persons Drug and Alcohol Tea | 301 | (263) | 38 | 5 | 43 | 43 | 0 | (110) | (102) | 8 |
| l | Public Health | 6,409 | (6,369) | 40 | 913 | 953 | 953 | 0 | 485 | 121 | (364) |
| | **Total Net Budget for Portfolio** | **73,831** | **(33,702)** | **40,129** | **1,557** | **41,686** | **42,164** | **478** | **20,729** | **20,978** | **249** |

| **Virements** | **£000** |
|---|---|
| Transfer from earmarked reserves | 1,295 |
| Allocation from Contingency | 297 |
| In year virements | (35) |
| | **1,557** |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Health and Adult Social Care**
**Portfolio Holder - Cllr J Moyies**

| | Forecast Outturn Variance | Year to Date Variance |
|---|---|---|
| a. | | |
| b. | Additional income from court of protection. | |
| c. | | |
| d. | Forecast underspend because of lower than projected residential care placements and direct payments. | Forecast underspend because of lower than projected residential care placements and direct payments. |
| e. | Overspend as a result of higher than estimated residential care placements, direct payments and supported living. | Overspend as a result of higher than estimated residential care placements, direct payments and supported living. |
| f. | Reduced residential care placements offset by higher homecare and direct payment packages. Because of the volatility of this budget, the forecast variance may suddenly change over the year. | |
| g. | | |
| h. | Higher than estimated residential care placements and supported living. | Higher than estimated residential care placements and supported living. |
| i. | | |
| j. | | |
| k. | | |
| l. | | Underspend to date due to vacancies in the Public health team and some delays in starting a number of projects. |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Children and Learning**
**Portfolio Holder - Cllr A P Jones**

| | 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 | 1,093 | (558) | 535 | (34) | 501 | 496 | (5) | 265 | 277 | 12 |
| b | Children with Special Needs | 2,171 | (777) | 1,394 | 320 | 1,714 | 1,984 | 270 | 856 | 1,019 | 163 |
| c | Early Years Development and Child Care Partnership | 11,089 | (9,623) | 1,466 | 1 | 1,467 | 1,437 | (30) | 674 | 658 | (16) |
| d | Children Fieldwork Services | 4,887 | 0 | 4,887 | 0 | 4,887 | 5,172 | 285 | 2,445 | 2,591 | 146 |
| e | Children Fostering and Adoption | 7,182 | (208) | 6,974 | 194 | 7,168 | 6,988 | (180) | 3,585 | 3,473 | (112) |
| f | Youth Service | 1,813 | (390) | 1,423 | 0 | 1,423 | 1,443 | 20 | 640 | 650 | 10 |
| g | Age 14 to 19 Learning and Development | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| h | Other Education | 577 | (524) | 53 | 0 | 53 | 53 | 0 | 26 | 18 | (8) |
| i | Schools Retained Budgets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| j | Private Voluntary Independent | 4,465 | (160) | 4,305 | 0 | 4,305 | 3,984 | (321) | 2,153 | 2,026 | (127) |
| k | Schools Delegated Budgets | 71,093 | (71,093) | 0 | 0 | 0 | 0 | 0 | (620) | (620) | 0 |
| l | Children Specialist Commissioning | 1,201 | (59) | 1,142 | 76 | 1,218 | 1,298 | 80 | 609 | 619 | 10 |
| m | Children Specialist Projects | 219 | (216) | 3 | 1 | 4 | 4 | 0 | 2 | 43 | 41 |
| n | School Support and Preventative Services | 32,969 | (23,616) | 9,353 | 0 | 9,353 | 9,328 | (25) | 2,677 | 2,677 | 0 |
| o | Youth Offending Service | 3,074 | (1,132) | 1,942 | 0 | 1,942 | 1,967 | 25 | 759 | 765 | 6 |
| | **Total Net Budget for Portfolio** | **141,833** | **(108,356)** | **33,477** | **558** | **34,035** | **34,154** | **119** | **14,071** | **14,197** | **126** |

| **Virements** | **£000** |
|---|---|
| Transfer from earmarked reserves | 374 |
| Allocation from Contingency | 151 |
| In year virements | 33 |
| | **558** |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Children and Learning**
**Portfolio Holder - Cllr A P Jones**

| | Forecast Outturn Variance | Year to Date Variance |
|---|---|---|
| a. | Probable underspend on the School Admissions service with changing management arrangements. | |
| b. | Current cohort includes 3 high cost LDD placements. Overspend also due to costs of legal representation in child protection cases and direct payments. | Current cohort includes 3 high cost LDD placements. Overspend also due to costs of legal representation in child protection cases and direct payments. |
| c. | Cost pressure of £100K from delayed saving on management of Children's Centres will be contained for one year by drawing down on reserves earmarked for this purpose. Some underspend on staffing due to synergies with 'A Better Start' project. | |
| d. | Overspend due to cost of Agency Social Workers in frontline child protection roles in Care Management and First Contact teams. | |
| e. | Forecast for current cohort of fostering places, indicates £180K underspend. | Underspend to date broadly in line with annual forecast. |
| f. | Projected shortfall on traded service income and staffing restructure as service adapts to meet current year savings target. | |
| g. | | |
| h. | | |
| i. | | |
| j. | Current cohort of PVI placements is forecast to underspend but this budget remains volatile and susceptible to sudden changes in demand from high cost placements. | Current cohort have cost less than budget to date, but do not yet include any Secure Accommodation placements. |
| k. | | |
| l. | Agency spending on Independent Reviewing Officers. | |
| m. | | |
| n. | Home to School Transport forecast indicates an underspend in line with last year following review of procedures and contracts. This offsets an overspend caused by an interim agency Education Psychologist. Earmarked reserves to be used for specific targeted school improvement actions in year. | Earmarked reserves to be drawn down for specific targeted school improvement actions.<br>SEN and SEND grants will continue to be used to support the work required following the ECHP reforms. |
| o. | 5 Young people currently in remand so costs are likely to exceed the grant and reserves available by.£50k. Vacant post in the Youth Offending Service offsets this overspend. | |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Leader**
**Portfolio Holder - Cllr R Woodley**

| | 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 | Accounts Payable | 194 | (154) | 40 | 0 | 40 | 40 | 0 | 23 | 16 | (7) |
| b | Accounts Receivable | 274 | (282) | (8) | 0 | (8) | (8) | 0 | (4) | (11) | (7) |
| c | Accountancy | 2,616 | (2,834) | (218) | 0 | (218) | (218) | 0 | (96) | (140) | (44) |
| d | Asset Management | 429 | (428) | 1 | 15 | 16 | 11 | (5) | 16 | (12) | (28) |
| e | Internal Audit & Corporate Fraud | 855 | (907) | (52) | 0 | (52) | (52) | 0 | (24) | (27) | (3) |
| f | Buildings Management | 2,843 | (2,873) | (30) | (129) | (159) | (109) | 50 | 125 | 151 | 26 |
| g | Administration & Support | 549 | (550) | (1) | 0 | (1) | (1) | 0 | 0 | (28) | (28) |
| h | Community Centres and Club 60 | 63 | (1) | 62 | 0 | 62 | 62 | 0 | 31 | 31 | 0 |
| i | Corporate and Industrial Estates | 921 | (2,350) | (1,429) | 0 | (1,429) | (1,429) | 0 | (708) | (717) | (9) |
| j | Corporate and Non Distributable Costs | 3,354 | (172) | 3,182 | 1 | 3,183 | 3,262 | 79 | (796) | (1,129) | (333) |
| k | Corporate Subscriptions | 73 | 0 | 73 | 0 | 73 | 73 | 0 | 36 | 28 | (8) |
| l | Council Tax Admin | 1,413 | (471) | 942 | 50 | 992 | 892 | (100) | 504 | 288 | (216) |
| m | Emergency Planning | 102 | 0 | 102 | 0 | 102 | 102 | 0 | 51 | 53 | 2 |
| n | Democratic Services Support | 458 | 0 | 458 | 0 | 458 | 449 | (9) | 231 | 219 | (12) |
| o | Media And Communication | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| p | Member Expenses | 732 | 0 | 732 | 0 | 732 | 716 | (16) | 367 | 347 | (20) |
| q | Department of Corporate Services | 1,053 | (1,053) | 0 | 10 | 10 | 24 | 14 | 13 | 36 | 23 |
| r | Elections and Electoral Registration | 394 | 0 | 394 | 25 | 419 | 419 | 0 | 280 | 265 | (15) |
| s | Strategy & Performance | 895 | (966) | (71) | 9 | (62) | (62) | 0 | (42) | (66) | (24) |
| t | Programme Office | 340 | (341) | (1) | 0 | (1) | (6) | (5) | 0 | (10) | (10) |
| u | Information and Governance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| v | Insurance | 195 | (241) | (46) | 0 | (46) | (46) | 0 | 19 | 14 | (5) |
| w | Local Land Charges | 255 | (319) | (64) | 1 | (63) | (63) | 0 | (3) | (62) | (59) |
| x | Legal Services | 1,105 | (1,131) | (26) | 15 | (11) | (11) | 0 | 3 | (1) | (4) |
| y | Non Domestic Rates Collection | 360 | (302) | 58 | 0 | 58 | 58 | 0 | 36 | 44 | 8 |
| z | Payroll | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| aa | Corporate Procurement | 705 | (705) | 0 | 89 | 89 | 89 | 0 | 58 | (8) | (66) |
| ab | Property Management & Maintenance | 575 | (575) | 0 | 130 | 130 | 230 | 100 | 167 | 591 | 424 |
| | **Total Net Budget for Portfolio** | **20,753** | **(16,655)** | **4,098** | **216** | **4,314** | **4,422** | **108** | **287** | **(128)** | **(415)** |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Leader**
**Portfolio Holder - Cllr R Woodley**

| **Virements** | **£000** |
|---|---|
| Transfer from earmarked reserves | 139 |
| Allocation from Contingency | 85 |
| In year virements | (8) |
| | **216** |

| | **Forecast Outturn Variance** | **Year to Date Variance** |
|---|---|---|
| a. | | |
| b. | | |
| c. | | Underspend due to staff vacancies. More income has been raised than profiled to date in the budget |
| d. | Excess of income on the EPAM System | An underspend on professional fees may be offset by further valuation fees. Income is currently exceeding the profiled budget |
| e. | | |
| f. | Cleaning costs are expected to exceed budget by the end of the year | An overspend on Electricity costs is being offset by an underspend on the costs of Gas. The overspend on Cleaning costs is being partially offset by an underspend on Furniture |
| g. | | Vacancies and vacant hours |
| h. | | |
| i. | | |
| j. | One-off Treasury Management Fees | Current underspend on Salary costs, Pension Backfunding and Corporate Subscriptions. Due to the ad-hoc and high value nature of expenditure for Corporate Initiatives and Pension Backfunding, it is not possible to accurately profile the budget |
| k. | | |
| l. | More court costs relating to Council Tax have been raised to date than anticipated in the budget | More court costs relating to Council Tax have been raised than anticipated although this is likely to result in a high provision for Bad Debt at the end of the year. The higher income is offsetting a pressure on Council Tax employee costs due to agency staffing |

| | Forecast Outturn Variance | Year to Date Variance |
|---|---|---|
| m. | | |
| n. | Expected underspend on the Members' scrutiny budget | Lower than budgeted national insurance & transport expenses and a general underspend across Supplies and Services |
| o. | | |
| p. | Based on an analysis of expenditure in previous years, there is expected to be an underspend on the budget for conferences | Current underspend on Members' national insurance, hospitality and conference budgets |
| q. | Final employee settlement payment following long term sickness, overtime and agency expenditure for P.A. support and costs associated with the staff induction video | Employee costs, staff induction video, advertising audit and training are all contributing to a budget overspend |
| r. | | Grant income received is not yet fully spent |
| s. | | A current underspend on employee budget in the PEC team is being partially offset by Agency costs. There is an underspend across Supplies and Services compared to the profiled budgets |
| t. | Underspend on employee costs | An underspend in salary budgets is being partially offset by higher than expected agency costs in the Programme Office. Printing costs have reduced since the completion of the New Ways of Working project |
| u. | | |
| v. | | |
| w. | | Income is currently exceeding the profiled budget but due to the unpredictable nature of the income/expenditure it may level out by the year-end |
| x. | | |
| y. | | |
| z. | | |
| aa. | | |
| ab. | Income shortfall due to the termination of a contract with Seevic. | Capitalisation of salaries information currently not available. |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Enterprise, Tourism & Economic Development**
**Portfolio Holder - Cllr G Longley**

| | 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 | 516 | (205) | 311 | 3 | 314 | 324 | 10 | 160 | 197 | 37 |
| b | Amenity Services Organisation | 3,005 | (2,389) | 616 | 30 | 646 | 676 | 30 | 369 | 480 | 111 |
| c | Economic Development | 483 | (112) | 371 | 90 | 461 | 421 | (40) | 261 | 100 | (161) |
| d | Culture Management | 135 | (6) | 129 | 0 | 129 | 129 | 0 | 65 | 67 | 2 |
| e | Library Service | 3,509 | (387) | 3,122 | 0 | 3,122 | 3,122 | 0 | 1,710 | 1,701 | (9) |
| f | Museums And Art Gallery | 1,168 | (92) | 1,076 | 45 | 1,121 | 1,141 | 20 | 608 | 613 | 5 |
| g | Parks And Amenities Management | 4,458 | (663) | 3,795 | (30) | 3,765 | 3,765 | 0 | 1,829 | 1,755 | (74) |
| h | Climate Change | 218 | 0 | 218 | 0 | 218 | 218 | 0 | 109 | 100 | (9) |
| i | Resort Services Pier and Foreshore and Southend Marine Activity Centre | 3,130 | (947) | 2,183 | 0 | 2,183 | 2,193 | 10 | 1,140 | 1,163 | 23 |
| j | Sports Development | 277 | (134) | 143 | 30 | 173 | 173 | 0 | 77 | 71 | (6) |
| k | Sport and Leisure Facilities | 836 | 0 | 836 | 0 | 836 | 536 | (300) | 418 | 360 | (58) |
| l | Southend Theatres | 582 | (16) | 566 | 0 | 566 | 566 | 0 | 296 | 281 | (15) |
| m | Support to Mayor | 211 | 0 | 211 | 0 | 211 | 211 | 0 | 113 | 108 | (5) |
| n | Town Centre | 124 | (48) | 76 | 1 | 77 | 62 | (15) | 58 | 72 | 14 |
| o | Tourism | 301 | (10) | 291 | 0 | 291 | 271 | (20) | 147 | 118 | (29) |
| | **Total Net Budget for Portfolio** | **18,953** | **(5,009)** | **13,944** | **169** | **14,113** | **13,808** | **(305)** | **7,360** | **7,186** | **(174)** |

| **Virements** | **£000** |
|---|---|
| Transfer from earmarked reserves | 31 |
| Allocation from Contingency | 0 |
| In year virements | 138 |
| | **169** |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Enterprise, Tourism & Economic Development**
**Portfolio Holder - Cllr G Longley**

| | Forecast Outturn Variance | Year to date Variance |
|---|---|---|
| a. | Focal Point Gallery grant less than anticipated. | Exhibition expenditure. |
| b. | Additional employee costs within the service. | Staff costs greater in the summer season. Inventory purchased in bulk. |
| c. | Some service functions are being funded by grant this year leaving an underspend within the section. | Grant funding received in advance of project commencement. |
| d. | | |
| e. | | |
| f. | Annual servicing of the Cliff lift and peak relief staff costs. | |
| g. | | Grant funding for the Belfair's Woodland Centre project to be spent and a current underspend on third party payments. |
| h. | | |
| i. | SMAC income shortfall. | |
| j. | | |
| k. | Saving achieved from the new Leisure Management Contract. | Saving achieved from the new Leisure Management Contract. |
| l. | | |
| m. | | |
| n. | Market income expected to be greater than targeted. | |
| o. | Full budget not committed for the year. | |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Community & Organisational Development**
**Portfolio Holder - Cllr I Gilbert**

| | 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 | Closed Circuit Television | 403 | (18) | 385 | 92 | 477 | 477 | 0 | 236 | 251 | 15 |
| b | Cemeteries and Crematorium | 1,437 | (2,044) | (607) | 0 | (607) | (687) | (80) | (259) | (424) | (165) |
| c | Community Safety | 356 | (41) | 315 | (93) | 222 | 222 | 0 | 92 | 52 | (40) |
| d | Customer Services Centre | 1,922 | (1,968) | (46) | 49 | 3 | (12) | (15) | 4 | (71) | (75) |
| e | Council Tax Benefit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (32) | (32) |
| f | Dial A Ride | 103 | (17) | 86 | (1) | 85 | 85 | 0 | 42 | 37 | (5) |
| | Housing Benefit and Council Tax | 2,830 | (1,285) | 1,545 | (300) | 1,245 | 1,335 | 90 | 606 | 684 | 78 |
| g | Benefit Admin | | | | | | | | | | |
| h | Rent Benefit Payments | 98,947 | (99,050) | (103) | 300 | 197 | 197 | 0 | 99 | 169 | 70 |
| i | Partnership Team | 327 | 0 | 327 | 10 | 337 | 337 | 0 | 173 | 154 | (19) |
| j | Registration of Births Deaths and Marria | 470 | (323) | 147 | 1 | 148 | 148 | 0 | 74 | 44 | (30) |
| k | Support To Voluntary Sector | 913 | 0 | 913 | 0 | 913 | 782 | (131) | 394 | 387 | (7) |
| l | Human Resources | 1,936 | (1,946) | (10) | 39 | 29 | 29 | 0 | 192 | 171 | (21) |
| m | Information Comms & Technology | 5,064 | (5,450) | (386) | 100 | (286) | (341) | (55) | (165) | (322) | (157) |
| n | People & Organisational Development | 449 | (455) | (6) | 11 | 5 | 5 | 0 | 7 | 9 | 2 |
| o | Transport Management | 209 | (209) | 0 | 29 | 29 | 29 | 0 | 15 | (2) | (17) |
| p | Tickfield Training Centre | 366 | (349) | 17 | 0 | 17 | 17 | 0 | 24 | 22 | (2) |
| q | Vehicle Fleet | 809 | (773) | 36 | (27) | 9 | 9 | 0 | 5 | 10 | 5 |
| | **Total Net Budget for Portfolio** | **116,541** | **(113,928)** | **2,613** | **210** | **2,823** | **2,632** | **(191)** | **1,539** | **1,139** | **(400)** |

| **Virements** | **£000** |
|---|---|
| Transfer from earmarked reserves | 190 |
| Allocation from Contingency | 100 |
| In year virements | (80) |
| | **210** |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Community & Organisational Development**
**Portfolio Holder - Cllr I Gilbert**

| | Forecast Outturn Variance | Year to Date Variance |
|---|---|---|
| a. | Income for burials and cremations is expected to exceed budget | Income for burials and cremations is exceeding the profiled budget |
| b. | Crematorium income is expected to exceed budget | Cemetery and Crematorium income are both currently exceeding the profiled budget |
| c. | | |
| d. | In year vacancies | In year additional computer costs are reducing the underspend on employee budgets |
| e. | | Overpayments repaid relating to prior years |
| f. | | |
| g. | Budget pressure on employees budget due to agency staff and overtime | Overtime and agency costs |
| h. | | Monitored position at Period 6 |
| i. | | The supplies and services budget is not currently being spent in line with the profiling |
| j. | | Income is currently exceeding expectation however this is expected to come in line with budget by year-end due to less demand in the winter period |
| k. | There is an expected underspend in the Voluntary Sector premises costs due to a change in the accounting treatment of business rates. Additionally there should be a saving on employee budgets due to a member of staff now working part-time | |
| l. | | Income currently exceeding profiled budget, which is helping to offset an overspend in staffing costs (overtime and agency) |
| m. | Vacancies. | Staffing vacancies, higher than profiled income and lower than profiled corporate IT application costs are creating an underspend against the year to date budget |
| n. | | |
| o. | | Vacancies are being offset by higher than profiled transport costs and lower than expected income for the time of year |
| p. | | |
| q. | | |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Public Protection, Waste & Transport**
**Portfolio Holder - Cllr M Terry**

| | 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 | Bridges and Structural Engineering | 392 | 0 | 392 | 0 | 392 | 392 | 0 | 196 | 180 | (16) |
| b | Concessionary Fares | 3,489 | 0 | 3,489 | 0 | 3,489 | 3,489 | 0 | 1,749 | 1,775 | 26 |
| c | Decriminalised Parking | 1,965 | (1,601) | 364 | 50 | 414 | 414 | 0 | 177 | 91 | (86) |
| d | Enterprise Tourism and Environment Central Pool | 1,858 | (1,925) | (67) | 0 | (67) | (67) | 0 | (30) | (53) | (23) |
| e | Flood and Sea Defence | 874 | (63) | 811 | 0 | 811 | 811 | 0 | 407 | 225 | (182) |
| f | Highways Maintenance | 10,296 | (2,232) | 8,064 | 0 | 8,064 | 8,114 | 50 | 4,010 | 4,075 | 65 |
| g | Car Parking Management | 1,437 | (5,647) | (4,210) | 1 | (4,209) | (4,309) | (100) | (2,318) | (2,400) | (82) |
| h | Passenger Transport | 389 | (61) | 328 | 0 | 328 | 328 | 0 | 185 | 187 | 2 |
| i | Public Conveniences | 661 | 0 | 661 | 0 | 661 | 661 | 0 | 355 | 351 | (4) |
| j | Road Safety and School Crossing | 365 | (60) | 305 | 0 | 305 | 305 | 0 | 124 | 131 | 7 |
| k | Regional And Local Town Plan | 1,669 | (752) | 917 | 0 | 917 | 917 | 0 | 461 | 441 | (20) |
| l | Traffic and Parking Management | 786 | (5) | 781 | 0 | 781 | 781 | 0 | 402 | 368 | (34) |
| m | Waste Collection | 3,860 | 0 | 3,860 | 40 | 3,900 | 3,900 | 0 | 1,945 | 2,236 | 291 |
| n | Waste Disposal | 4,019 | 0 | 4,019 | 96 | 4,115 | 4,115 | 0 | 2,052 | 1,618 | (434) |
| o | Environmental Care | 652 | (4) | 648 | 0 | 648 | 648 | 0 | 328 | 337 | 9 |
| p | Civic Amenity Sites | 654 | 0 | 654 | 14 | 668 | 668 | 0 | 343 | 336 | (7) |
| q | Waste Management | 2,034 | 0 | 2,034 | 0 | 2,034 | 2,034 | 0 | 1,016 | 1,067 | 51 |
| r | Cleansing | 2,193 | (7) | 2,186 | 23 | 2,209 | 2,209 | 0 | 1,125 | 1,228 | 103 |
| | **Total Net Budget for Portfolio** | **37,593** | **(12,357)** | **25,236** | **224** | **25,460** | **25,410** | **(50)** | **12,527** | **12,193** | **(334)** |

| **Virements** | **£000** |
|---|---|
| Transfer from earmarked reserves | 50 |
| Allocation from Contingency | 173 |
| In year virements | 1 |
| | **224** |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Public Protection, Waste & Transport**
**Portfolio Holder - Cllr M Terry**

| | Forecast Outturn Variance | Year to Date Variance |
|---|---|---|
| a. | | |
| b. | | |
| c. | | |
| d. | | |
| e. | | Contractor costs to be incurred later in the year. |
| f. | Contractor overspend is being partially offset by streetwork permit income. | Contractor overspend is being partially offset by streetwork permit income. |
| g. | Car park income is exceeding expectations. | Car park income is exceeding expectations. |
| h. | | |
| i. | | |
| j. | | |
| k. | | |
| l. | | |
| m. | | Savings for new contract to be reprofiled into the 2nd half of the year. |
| n. | | Penalty costs received from contractor due to not achieving contracted recycling rates. |
| o. | | |
| p. | | |
| q. | | |
| r. | | Savings for new contract to be reprofiled into the 2nd half of the year. |

**General Fund Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Housing, Planning & Regulatory Services**
**Portfolio Holder - Cllr D Norman**

| | 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 | Building Control | 593 | (389) | 204 | 0 | 204 | 204 | 0 | 141 | 114 | (27) |
| b | Development Control | 1,022 | (509) | 513 | 0 | 513 | 513 | 0 | 284 | 223 | (61) |
| c | Regulatory Business | 661 | (11) | 650 | 121 | 771 | 771 | 0 | 390 | 394 | 4 |
| d | Regulatory Licensing | 632 | (474) | 158 | 20 | 178 | 204 | 26 | (40) | 21 | 61 |
| e | Regulatory Management | 239 | 0 | 239 | (155) | 84 | 84 | 0 | 42 | (1) | (43) |
| f | Regulatory Protection | 335 | (62) | 273 | 46 | 319 | 319 | 0 | 131 | 125 | (6) |
| g | Strategic Planning | 398 | 0 | 398 | 0 | 398 | 398 | 0 | 225 | 232 | 7 |
| h | Strategy & Planning for Housing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| i | Private Sector Housing | 5,866 | (338) | 5,528 | 81 | 5,609 | 5,609 | 0 | 2,804 | 2,793 | (11) |
| j | Housing Needs & Homelessness | 1,449 | (439) | 1,010 | 0 | 1,010 | 1,010 | 0 | 507 | 553 | 46 |
| k | Supporting People | 3,773 | 0 | 3,773 | (276) | 3,497 | 3,497 | 0 | 1,749 | 1,723 | (26) |
| l | Queensway Regeneration Project | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 68 | 68 |
| | **Total Net Budget for Portfolio** | **14,968** | **(2,222)** | **12,746** | **(163)** | **12,583** | **12,609** | **26** | **6,233** | **6,245** | **12** |

| **Virements** | **£000** |
|---|---|
| Transfer from/(to) earmarked reserves | (164) |
| Allocation from Contingency | 0 |
| In year virements | 1 |
| | **(163)** |

| | Forecast Outturn Variance | Year to date Variance |
|---|---|---|
| a. | | |
| b. | | Vacant posts within Development Control. |
| c. | | |
| d. | Saving not achieved regarding contractor costs. | |
| e. | | |
| f. | | |
| g. | | |
| h. | | |
| i. | | |
| j. | | |
| k. | | |
| l. | | |

**Housing Revenue Account Forecast 2015/16**
**at 30 September 2015 - 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 | 279 | 0 | 279 | 279 | 0 | 140 | 143 | 3 |
| b | Premises (Excluding Repairs) | 673 | 0 | 673 | 633 | (40) | 100 | 60 | (40) |
| c | Repairs | 5,236 | 0 | 5,236 | 5,236 | 0 | 2,819 | 2,819 | 0 |
| d | Supplies & Services | 66 | 0 | 66 | 137 | 71 | 33 | 55 | 22 |
| e | Management Fee | 9,264 | 0 | 9,264 | 9,264 | 0 | 4,988 | 4,988 | 0 |
| f | MATS | 956 | 0 | 956 | 956 | 0 | 478 | 478 | 0 |
| g | Provision for Bad Debts | 361 | 0 | 361 | 361 | 0 | 0 | 0 | 0 |
| h | Capital Financing Charges | 13,770 | 0 | 13,770 | 13,955 | 185 | 6,616 | 6,724 | 108 |
| | **Expenditure** | **30,605** | **0** | **30,605** | **30,822** | **216** | **15,175** | **15,268** | **93** |
| i | Fees & Charges | (3,789) | 0 | (3,789) | (3,819) | (30) | (1,882) | (1,988) | (106) |
| j | Rents | (26,877) | 0 | (26,877) | (27,177) | (300) | (13,008) | (13,255) | (247) |
| k | Other | (227) | 0 | (227) | (227) | 0 | (214) | (214) | (1) |
| l | Interest | (90) | 0 | (90) | (90) | 0 | (45) | (45) | 0 |
| m | Recharges | (530) | 0 | (530) | (530) | 0 | (265) | (213) | 52 |
| | **Income** | **(31,513)** | **0** | **(31,513)** | **(31,843)** | **(330)** | **(15,414)** | **(15,715)** | **(302)** |
| n | Appropriation to Earmarked reserves | 2,721 | 0 | 2,721 | 2,835 | 114 | 0 | 0 | 0 |
| o | Statutory Mitigation on Capital Financing | (1,813) | 0 | (1,813) | (1,813) | 0 | (1,360) | (1,360) | 0 |
| | **Net Expenditure / (Income)** | **0** | **0** | **0** | **0** | **0** | **(1,599)** | **(1,807)** | **(209)** |

| | | | | | | |
|---|---|---|---|---|---|---|
| | **Use of Reserves** | | | | | |
| | Balance as at 1 April 2014 | 3,502 | 0 | 3,502 | 3,502 | 0 |
| | Use in Year | (0) | 0 | (0) | (0) | (0) |
| | **Balance as at 31 March 2015** | **3,502** | **0** | **3,502** | **3,502** | **(0)** |

**Housing Revenue Account Forecast 2015/16**
**at 30 September 2015 - Period 6**
**Corporate Director - Simon Leftley**

| | Forecast Outturn Variance | Year to Date Variance |
|---|---|---|
| a. | | |
| b. | Forecast underspend on void sheltered accommodation council tax bills. | |
| c. | | |
| d. | Overspend due to the cost of patrol services at Victoria ward. | |
| e. | | |
| f. | | |
| g. | | |
| h. | Interest payable on the HRA's internal borrowing is higher than estimated in the budget. | Interest payable on the HRA's internal borrowing is higher than estimated in the budget. |
| i. | Higher than estimated service charges because of a lower number of void properties than estimated in the budget. | Higher than estimated service charges because of a lower number of void properties than estimated in the budget. |
| j. | Higher than estimated rental income because of a lower number of void properties than estimated in the budge. There is also higher rental income because all new and transferring tenancies are being let at formula rent. | Higher than estimated rental income because of a lower number of void properties than estimated in the budge. There is also higher rental income because all new and transferring tenancies are being let at formula rent. |
| k. | | |
| l. | | |
| m. | | |
| n. | | |
| o. | | |
| p. | | |
| q. | | |
| r. | | |
| s. | | |

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# Capital Programme Budget

# Monitoring 2015/16

## Period 6

## as at 30th September 2015

## Departmental Summary

## Capital Programme Monitoring Report – September 2015

### 1. Overall Budget Performance

The revised Capital budget for the 2015/16 financial year is £63.257million which includes all changes agreed at June and September Cabinet. Actual capital spend at 30th September is £16.128million representing approximately 25% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.838million 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 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Latest Expected Variance to Revised Budget 2015/16 £'000 | Previous Expected Variance to Revised Budget 2015/16 £'000 |
|---|---|---|---|---|---|
| Corporate Services | 10,141 | 1,415 | 5,063 | (5,078) | (4,713) |
| People | 15,880 | 5,959 | 12,083 | (3,797) | (64) |
| Place | 26,890 | 5,566 | 24,125 | (2,765) | (1,352) |
| Housing Revenue Account (HRA) | 10,346 | 3,188 | 9,645 | (701) | - |
| **Total** | **63,257** | **16,128** | **50,916** | **(12,341)** | **(6,129)** |

The capital programme is expected to be financed as follows:

| | | External Funding | | |
|---|---|---|---|---|
| Department | Council Budget £'000 | Grant Budget £'000 | Developer & Other Contributions £'000 | Total Budget £'000 |
| Corporate Services | 10,074 | 67 | - | **10,141** |
| People | 3,373 | 12,507 | - | **15,880** |
| Place | 15,160 | 9,740 | 1,990 | **26,890** |
| Housing Revenue Account (HRA) | 10,232 | - | 114 | **10,346** |
| **Total** | **38,839** | **22,314** | **2,104** | **63,257** |

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<br>£'000 | Developer & Other Contributions Budget<br>£'000 | Total external funding budget<br>£'000 | External funding received<br>£'000 | External funding outstanding<br>£'000 |
|---|---|---|---|---|---|
| Corporate Services | 67 | - | 67 | 67 | **-** |
| People | 12,507 | - | 12,507 | 9,958 | **2,549** |
| Place | 9,740 | 1,990 | 11,730 | 7,787 | **3,943** |
| Housing Revenue Account (HRA) | - | 114 | 114 | 35 | **79** |
| **Total** | **22,314** | **2,104** | **24,418** | **17,847** | **6,571** |

## 2. Department Budget Performance

### Department for Corporate Services

The revised capital budget for the Department for Corporate Services is £10.141million. The budget is distributed across various scheme areas as follows:

| Department for Corporate Services | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Latest Forecast Variance to Year End 2015/16 £'000 | Previous Forecast Variance to Year End 2015/16 £'000 |
|---|---|---|---|---|---|
| Accommodation Strategy - Main | 179 | 135 | 179 | - | - |
| Accommodation strategy - CCTV | 1 | 1 | 1 | - | - |
| Civic Centre – Server Room | 83 | - | - | (83) | - |
| Tickfield | 84 | 59 | 84 | - | - |
| Asset Management (Property) | 4,040 | 511 | 1,439 | (2,601) | (2,713) |
| Cemeteries & Crematorium | 2,360 | 71 | 360 | (2,000) | (2,000) |
| ICT Programme | 3,339 | 638 | 2,945 | (394) | - |
| **Subtotal** | **10,086** | **1,415** | **5,008** | **(5,078)** | **(4,713)** |
| Priority Works (see table) | 55 | - | 55 | - | - |
| **Total** | **10,141** | **1,415** | **5,063** | **(5,078)** | **(4,713)** |

| Priority Works | £'000 |
|---|---|
| Budget available | 1,000 |
| Less budget allocated to agreed schemes | (945) |
| Remaining budget | 55 |

Actual spend at 30th September stands at £1.415million. This represents 14% of the total available budget.

### Accommodation Strategy - Main

As part of the refurbishment of Civic 2, it was originally decided to give the toilets a minor refresh. However the toilets proved to be in a worse condition than realised so it was agreed to undertake a full refurbishment which is now underway. £75k has been allocated

for the refurbishment of the toilets and for the creation of a first aid room on the lower ground floor of Civic 1. The first aid room has now been completed and the works to the Civic 2 toilets commenced on 28th September. All works will be completed by the end of November.

**Civic Centre – Server Room**

The final Server Room works have been amalgamated with other ICT schemes and the £83k budget will be transferred over to ICT at November Cabinet to cover part of the forecast overspend on the Core Infrastructure budget.

**Tickfield**

All building works have now been completed at Tickfield. The final delivery of furniture and signage is still outstanding.

**Asset Management (Property)**

The development agreement for the Airport Business Park site has now been signed. The rugby pitch and infrastructure works are due to start during Easter 2016. It is estimated that £556k budget will be required during 2015/16 with the remaining £2.3m to be included as a carry forward request in the report to November Cabinet.

The £109k budget for the second phase of the new beach huts will be included in the report to November cabinet as a carry forward request. This is because the project is currently on hold until 2016/17.

Works on the refurbishment of Thorpe Hall Avenue toilets are currently at planning stage and they are on track to complete before the end of the financial year.

Various projects within the Victoria Avenue Improvement scheme are currently being considered and costed. It is estimated that only £40k will be required in 2015/16 for feasibility work on the East and Library car parks and the remaining £190k will be included as a carry forward request in the report to November Cabinet.

The Brunel Road Redevelopment scheme is currently under consideration due to viability therefore the £2k budget will be included as a carry forward request in the report to November Cabinet.

**Cemeteries and Crematorium**

The £10k budget for essential Crematorium equipment has been allocated for a replacement fire alarm system in the Crematorium. This is currently with the Property Services team who are carrying out a survey for the tender specification.

The work on the cremator to fully reline the hot bricks is now complete and all invoices have now been paid. This scheme has underspent by £4k which will be used to cover the over-spend on the west chapel pipe organ refurbishment.

The legal negotiating process for the purchase of the new burial ground is on-going. It is estimated that only £279k of the budget will be spent in 2015/16 therefore a carry forward request of £2.0 million will be included in the report to November Cabinet as a carry forward request.

The west chapel pipe organ refurbishment is complete and has been reinstalled in the West Chapel. The works came in at £4k over budget but there is an under-spend on the reline of the crematorium to cover this.

**ICT**

My Southend went live on 22nd September as part of the Citizen Account scheme.

Friars and Thorpedene libraries have been replaced by the new Hub Library located in Shoebury Youth Centre and the availability of wireless is part of the new build. Wireless has now been finalised and handed over at Leigh Library. Other libraries are yet to determine their final requirements therefore £17k of the budget will be included as a carry forward request in the report to November Cabinet.

The budget on the Vehicle Tracking and Performance System scheme has been allocated to fund the Dial a Ride replacement system. The system has now been procured and the system data is currently being input in preparation for go-live anticipated for early November.

Works have begun on the Wireless Borough/City Deal to implement WiFi in areas of the town with high footfall and to develop greater social inclusion. The contract is now out to tender with a closing date at the end of October. The remaining budget of £371k will be included in the report to November Cabinet as a carry forward request as the works are not expected to begin until 2016/17.

The final works on the new server room are taking place as part of the ICT Core Infrastructure scheme and the £83k budget will be transferred at November Cabinet to cover the forecast spend. A further £660k accelerated delivery request will be included to cover further planned works on this scheme.

The Re-provision of Care First scheme will continue into the next financial year and £470k of the 2015/16 budget will be included as a carry forward request in the report to November Cabinet.

Final projects for the Capita One Enhancements and Developments are still be to discussed and agreed with Childrens Services and progress is not expected until 2016/17. A carry forward request of £32k will therefore be included in the report to November Cabinet to continue the project in 2016/17.

The ICT Enterprise Agreement has provided some management software called Microsoft System Centre which is currently in the process of being tested. The payment arrangements as part of the agreement cover numerous financial years therefore a carry forward request of £154k is required in the report to November Cabinet to continue the support.

The E-Procurement System project is currently with procurement and no action is expected in 2015/16. The full budget of £53k will be included as a carry forward request in the report to November Cabinet.

The new Cash Receipting System went live to S-cloud on 10th August however there is further work to carry out to resolve printing and Citrix issues. A carry forward request of £15k will be included in the report to November Cabinet to continue the works to the system.

The systems on the Pier are currently being upgraded and the plan for 2015/16 is to spend £155k on CCTV/Public Safety systems and Symology. The remaining £25k will be included in the report to November Cabinet as a carry forward request.

**Priority Works**

The Priority works provision budget currently has £55k remaining unallocated.

**Summary**

Carry forward requests to be included in the report to November Cabinet are Pier ICT Improvement Programme for £25k, Capita One Enhancements for £32k, ICT Enterprise Agreement for £154k, ICT E-Procurement System for £53k, Libraries Wireless Project for £17k, Replacement and Enhancement of Cash Receipting System for £15k, Wireless Borough City Deal for £371k, Southend Airport Business Park for £2.3m, Brunel Road Redevelopment for £2k, New Beach Huts phase two for £109k, Victoria Avenue Improvements for £190k, Re-provision of Carefirst for £470k and the New Burial Ground for £2.0 million.

An accelerated delivery request of £660k on the ICT Core Infrastructure scheme will also be included in the report to November Cabinet.

£83k will be transferred from the Server Room to ICT at November Cabinet.

## Department for People

The revised Department for People budget totals £15.880million.

| Department for People | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Latest Expected Variance to Year End 2015/16 £'000 | Previous Expected Variance to Year End 2015/16 £'000 |
|---|---|---|---|---|---|
| Adult Social Care | 2,698 | 137 | 1,029 | (1,669) | - |
| General Fund Housing | 2,926 | 523 | 1,606 | (1,320) | - |
| Children & Learning Other | 180 | 4 | 116 | (64) | (64) |
| Condition Schemes | 1,381 | 665 | 1,137 | (244) | - |
| Devolved Formula Capital | 310 | 297 | 310 | - | - |
| Primary School Places | 8,385 | 4,333 | 7,885 | (500) | - |
| **Total** | **15,880** | **5,959** | **12,083** | **(3,797)** | **(64)** |

Actual spend at 30th September stands at £5.959million. This represents 38% of the total available budget.

## Adult Social Care

The Adult Social Care budget consists of the Community Capacity grant which includes £172k for the Care Act capital scheme. The remainder of the Community Capacity grant will be spent on major adaptions that will enable vulnerable individuals to remain in their own homes and to assist in avoiding delayed discharges from hospital. £420k of this budget is estimated to be spent in 2015/16 therefore the remaining budget of £269k will be included in the November Cabinet report as a carry forward request.

The budget for Mental Health has now been allocated to be spent on crisis provision, enabling mental wellbeing and a community recovery college in 2015/16.

Adult Social Care also includes a £165k grant from the Department of Health for Transforming Care Housing. Plans are underway to redesign the support given to people with Learning Disabilities, Autism and Aspergers.

The feasibility study for the Viking Day Service Provision is underway. The remainder of the project is not expected to commence in 2015/16 therefore budget totalling £1.4m will be included as a carry forward request in the report to November Cabinet.

## General Fund Housing

A thorough review of how the Disabled Facilities service is delivered is currently being undertaken and a report on the outcome will be published in the autumn. Only £900k of the 2015/16 budget is forecast to be spent therefore a carry forward request of £129k will be included in the report to November Cabinet.

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition. It is expected that £500k will be required in 2015/16 therefore the

remaining budget of £744k will be included as a carry forward request in the report to November Cabinet.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use. It is not expected that the full budget will be required in 2015/16 therefore a carry forward request of £338k will be included in the report to November Cabinet.

The Private Sector Housing Works in Default Enforcement budget is on-going and only £60k will be required to cover enforcements in 2015/16 therefore a carry forward request of £90k will be included in the report to November Cabinet.

The £19k budget for Choice Based Lettings is no longer required and will be removed in the report to November cabinet.

**Children & Learning Other Schemes**

The Short Breaks for Disabled Children scheme has only spent £4k to date and no more is expected for 2015/16. A carry forward request of £64k will be included in the report to November Cabinet.

Retentions of £80k are being held against projects at Hinguar Primary and Kingsdown Special Schools 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.

**Condition Schemes**

A budget of £1.381m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Of this amount, £229k is for projects started in 2014/15. Most of these works have been undertaken over the summer holidays to minimise disruption to the schools.
Retentions of £28k are being held for works completed in 2014/15 at eight primary schools. This figure is included in the creditors shown above.

The scheme to rewire Prince Avenue Primary School is ahead of schedule and the main works will be taking place in 2015/16. An accelerated delivery request of £81k will be in the report to November Cabinet to fund the additional works taking place.

Condition schemes at Edwards Hall and Futures Community College are progressing but they are expected to continue into 2016/17. Carry forward requests of £58k and £12k will be included in the report to November Cabinet.

The budgets for Shoebury Youth Centre, Chase High Boilers, Temple Sutton Underpinning and West Leigh Junior Gables totalling £135k are to be removed from the capital programme in the report to November Cabinet as these schemes have now finished. The £10k grant funding on the Shoebury Youth Centre will be transferred to the Library Review scheme in Culture to replace part of the borrowing to fund the new library in Shoeburyness.

The £120k budget on the Youth Service Review scheme is to be transferred to the Library Review project in Culture in the report to November Cabinet. This is to support works on the new Library in Shoeburyness.

**Devolved Formula Capital**

This is an annual devolution of dedicated capital grant to all maintained schools. The grant for 2015/16 is £310k.

**Primary School Places**

Capital expansions, both permanent and temporary are on-going to supply primary places to meet significant increased demands. In 2015/16, spend of £8.385m is programmed. This covers large, multi-year projects at St Helen's Catholic Primary, Sacred Heart Catholic Primary, Hamstel Infant and Juniors, The Federation of Greenways Schools, Darlinghurst Primary, St Mary's Prittlewell C of E Primary and Porters Grange Primary Schools.

The contractors are on site at St Helens and a carry forward request of £500k will be in the report to November Cabinet to meet contract milestones in 2016/17.

A further £79k is also being held as retention payments against works completed in 2014/15 on smaller expansion projects. This figure in included in the creditors shown above.

**Summary**

Carry forward requests to be included in the report to November Cabinet include Viking Day Service Provision for £1.4m, Empty Dwellings Management for £338k, Works in Default Enforcement for £90k, Community Capacity for £269k, Disabled Facilities for £129k, Private Sector Renewal for £744k, Edwards Hall Roof for £58k, Futures Heating and Pipe Ducts for £12k, St Helens for £500k and Short Breaks for Disabled Children for £64k.

An accelerated delivery request for Prince Avenue Rewire for £81k will also be included in the report.

£120k will be transferred from Youth Service Review to the Library Review Scheme in Culture.

£19k budget for Choice Based Lettings, £10k for Shoebury Youth Centre, £34k for Temple Sutton Underpinning, £70k for West Leigh Gables and £21k for Chase High Boilers will be removed from the capital programme.

## Department for Place

The revised capital budget for the Department for Place is £26.890million. This includes all changes approved at June and September Cabinet. The budget is distributed across various scheme areas as follows:

| Department for Place | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Latest Expected Variance to Year End 2015/16 £'000 | Previous Expected Variance to Year End 2015/16 £'000 |
|---|---|---|---|---|---|
| Culture | 3,748 | 1,622 | 3,517 | (231) | - |
| Enterprise, Tourism & Regeneration | 3,972 | 62 | 2,993 | (979) | (948) |
| Coastal Defence | 2,606 | 587 | 1,733 | (873) | - |
| Highways and Infrastructure | 4,847 | 509 | 4,847 | - | - |
| Parking Management | 550 | 98 | 550 | - | - |
| Section 38 & 106 Agreements | 1,690 | 94 | 1,038 | (652) | (404) |
| Local Transport Plan | 2,794 | 1,134 | 2,794 | - | - |
| Local Growth Fund | 2,420 | 189 | 2,420 | - | - |
| Transport | 814 | 387 | 784 | (30) | - |
| Waste | 597 | 565 | 597 | - | - |
| Energy Saving Projects | 2,852 | 319 | 2,852 | - | - |
| **Total** | **26,890** | **5,566** | **24,125** | **(2,765)** | **(1,352)** |

Actual spend at 30th September stands at £5.566million. This represents 21% of the total available budget.

## Culture

The drainage works at Belfairs Golf Course are now complete. Other drainage works at Belfairs Park and Southchurch Park are on site and nearing completion.

New external funding totalling £260k from Sport England to part fund the Belfairs Swim Centre Health and Safety works will be added to the capital programme in the report to November Cabinet. The project is now complete and this grant will fund works already carried out.

Works to replace the floor in the auditorium at the Cliffs Pavilion are now complete. External works above the Maritime Room are on-going with a scheduled completion date of March 2016. A specification for tender for the under-croft piping replacement is currently being drawn up with a proposal to go out during November.

Works have now commenced on the Hard Surface Path Improvements in the Parks with a newly appointed contractor. Subject to weather conditions, the works should complete within the current financial year.

The Library Review was partly used to fund the new Shoeburyness Library which opened on 14th September. A programme of works is currently being developed for improvements at Leigh, Westcliff and Kent Elms Libraries to utilise the remainder of the budget. A carry forward request of £130k will be included in the report to November Cabinet to continue these works.

New external funding for £10k from Cory Environmental will be added to the capital programme in the report to November Cabinet to fund works on the Milton Gardens Children's Multi Play Unit.

Scheduled Ancient Monument Consent has now been received for the works to Priory Park Water Main. A start date has been proposed for 26th October.

The publication date for the research on the Prittlewell Prince is later than anticipated therefore the full budget of £38k will be included in the report to November Cabinet as a carry forward request.

Works are progressing on the refurbishment of the war memorials within the Borough. The works on the Cenotaph have been completed and the refurbishment of the Victory Sports Ground gates commenced on 31st August. Future works are scheduled for the St Erkenwalds Memorial at Sutton Road Cemetery and the Priory Park War Memorial.

Plans are being made for the use of the Pump Priming Budget for 2016/17 and budget of £333k will be included in the November Cabinet report as a carry forward request.

**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.

Tenders for the concrete and structural repairs needed on the pier have come in over budget and are currently being value engineered to propose a way forward.

A technical issue with the repair of the Prince George Extension on the pier has caused delays and it is likely that a carry forward request will be required once more detail is known for the costs involved in 2015/16.

The timeframe for spend on the Coastal Communities Fund has been extended by the Big Lottery and CLG. Negotiations are continuing with the Yacht club to enable delivery of the lagoon and costs of enabling works are being explored. It is estimated that around £200k will be spent in 2015/16 with the remaining £948k to be included as a carry forward request at November Cabinet.

The works for emergency maintenance on Pier Hill lifts are now complete and there is a forecast under-spend of £4k once the final invoices have come in. This will be removed from the capital programme in the report to November Cabinet.

The £27k budget on Western Esplanade Cliffs Stabilisation is no longer required and the full budget will be transferred to cover the over-spend on the Coastal Defence Storm Damage scheme. This will be included in the report to November Cabinet.

**Coastal Defence**

Works for the cliff stabilisation at Clifton Drive commenced on 12th April and are progressing well.

A grant from DeFRA is in the process of being claimed for improving resilience to private properties. The budget for this was originally set at £1.5m but it is expected that only £600k will be spent therefore £900k will be removed from the budget in the report to November Cabinet.

The £27k over-spend relates to the Coastal Defence Storm Damage scheme and a transfer from Western Esplanade Cliffs stabilisation will be used to cover this.

**Highways and Infrastructure**

Plans for 2015/16 are currently in hand and implementation works have commenced for the Highways Planned Maintenance schemes. These will continue on a phased basis for the remainder of the financial year.

Further discussions have taken place with Network Rail about moving the fence separating the Cinder Path from Essex Thameside Rail Link. Once the estimate has been received from the contractor, works can be programmed to coincide with the next appropriate rail possession. Resurfacing of the widened Cinder Path can then commence. It is anticipated that works will commence after Christmas with the associated resurfacing works planned before the end of the financial year. The programme is dependent on a suitable quote being received from the contractor.

The revised Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. Surveys have commenced to prepare for the cast iron replacements and the sleeve manufacturer has started measuring the concrete columns so that materials can be ordered. The contractor is currently working in Eastwood to fit sleeves to concrete columns where LED lanterns have been fitted previously. This work will continue for the remainder of the year.

**Parking Management**

Works to the Civic Centre North car park are well underway and expected to complete during October. Any surplus funding will be utilised for works on the Library car park and works to improve the other Borough car parks.

**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 Fossetts Farm Bridleway and North Shoebury Road.

Schemes totalling £604k have been identified as delayed until 2016/17 therefore a carry forward required will be included in the report to November Cabinet. £61k of additional S106 funds and the removal of £109k S106 funds will also be included in this report.

**Local Transport Plans (LTP Schemes)**

Various schemes are now underway for Better Networks and Better Sustainable Transport. A few delays are currently being experienced in the works for Better Operations of Traffic Control Systems and the Highways team are currently working to resolve this.

Programmed resurfacing works have now commenced and are set to continue for the remainder of the summer months.

**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 on new business. The improvement will also support background growth of Southend and Rochford.

The business cases for A127 Kent Elms and Bridge and Highway Maintenance have been approved by South East Local Enterprise Partnership Individual Technical Evaluator to draw down 2015/16 funding. Further work is underway to support the business cases for 2016/17 onwards. 2015/16 works for Kent Elms will be focussing on the design and construction of the advance surface crossing works and design and survey work for the main junction improvement works. Advance utility diversion works for the new surface crossing are nearing completion. Ground penetration radar and drainage surveys are complete and being reviewed. A bridge survey has been commissioned and is currently waiting for a programme. Works on the Bell junction will be focussing on survey work to inform the design for the main junction improvement works. Once Kent Elms survey works have been received and reviewed, similar surveys will be commissioned for the Bell. Bridge and Highway Maintenance will be focussing on investigation works for the improvement to the A127 corridor and also necessary surfacing to the east bound section of the A127 from Boundary to just prior to the Progress Road improvement works.

**Transport**

Main works on the A127 Tesco junction improvements were completed on 29th March 2015 with the switching on of the traffic signals. Traffic signal monitoring will continue to be adjusted as necessary. Repairs to the defects are now underway.

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. Spend is expected at £62k in 2015/16 and a carry forward request of £30k will be included in the report to November Cabinet.

**Waste**

There are commitments for the year in relation to the Commercial Waste and Recycling Centre which will involve ground works, a salt dome and refurbishment of the toilets. Some disused buried structures and contaminated soil have been discovered on site and this has slightly delayed the project. Works are due to finish during October with final snagging to be carried out and the final accounts to be reviewed.

**Energy Saving Projects**

Solar panels have been part installed at Southend Adult Community College and Temple Sutton Primary School. The gas boilers have now been installed at Southend Adult Community College and a tender for energy efficiency work is due to go out at the end of October. The biomass boiler installation started on 3rd October at Temple Sutton and the windows installation is to be completed by February 2016 based on weekend and holiday working.

Some improvements have been made to the Civic Centre heating controls but this has not fully resolved the issue. New thermostats are due to be installed along with a new burner and gas booster on the boiler and this is now out to tender.

**Summary**

Carry forward requests to be included in the report to November Cabinet are Prittlewell Prince Museum for £38k, Pump Priming Budget for £333k, Library Review for £130k,

Coastal Communities Fund for £948k, Southend Transport Model for £30k and various S106 schemes totalling £604k.

£61k of S106 funds will be added and £109k will be removed at November Cabinet.

The under-spend on the Pier Hill lifts emergency maintenance of £4k and £900k for the Flooding Repairs and Renewals will be removed from the capital programme at November Cabinet.

The £27k budget on Western Esplanade Cliffs Stabilisation will be transferred to Coastal Defence Storm Damage in the report to November Cabinet.

New external funding totalling £260k will be added to the capital programme for Belfairs Swim Centre Health and Safety works and £10k for the Milton Gardens Children's Multi Play Unit.

## Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2015/16 is £10.346million. The latest budget and spend position is as follows:

| Housing Revenue Account | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Forecast Variance to Year End 2015/16 £'000 | Previous Forecast Variance to Year End 2015/16 £'000 |
|---|---|---|---|---|---|
| Decent Homes Programme | 7,314 | 2,825 | 6,994 | (320) | - |
| Council House Adaptations | 500 | 239 | 500 | - | - |
| Sheltered Housing Remodelling | 345 | - | - | (345) | - |
| 32 Byron Avenue | 16 | - | 16 | - | |
| Other HRA | 2,171 | 124 | 2,135 | (36) | - |
| **Total** | **10,346** | **3,188** | **9,645** | **(701)** | **-** |

The actual spend at 30th September of £3.188million represents 31% of the HRA capital budget.

### Decent Homes Programme

The on-going Decent Homes schemes are continuing in 2015/16. Kitchens, bathrooms and electrical works are programmed to be complete by December 2015. Additional works are being undertaken to upgrade boilers following requirements identified during the Gas Servicing Programme.

Some of the works for Common Area Improvements and Environmental Health and Safety are currently delayed and carry forward requests of £220k and £100k will be included in the report to November Cabinet.

### 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 2015/16.

### Sheltered Housing Remodelling

There are no plans for the Sheltered Housing Remodelling budget in 2015/16. The budget of £345k will be included in the report to November Cabinet as a carry forward request.

**S106/RTB funded schemes**

The build at 32 Byron Avenue is now complete and settlement of the final accounts is expected by the end of 2015.

**Other HRA**

A scheme to review HRA land is currently underway and planning permission was received on 15th April for the proposed sites. The plan is to construct 18 housing units within the Shoeburyness ward. The tender for construction is currently out for approval with an anticipated start date on site in early 2016. £30k S106 funding has been received to contribute to the feasibility stage of this scheme. A further budget for a S106 contribution as part of the main scheme was duplicated and £66k will be removed from the programme in the report to November Cabinet to correct this.

**Summary**

Carry forward requests for Common Area Improvements for £220k, Environmental Health and Safety for £100k and Sheltered Housing for £345k will be included in the report to November Cabinet.

£30k S106 contribution will be added to the HRA Land Review feasibility and £66k will be removed from the HRA Land Review main scheme.

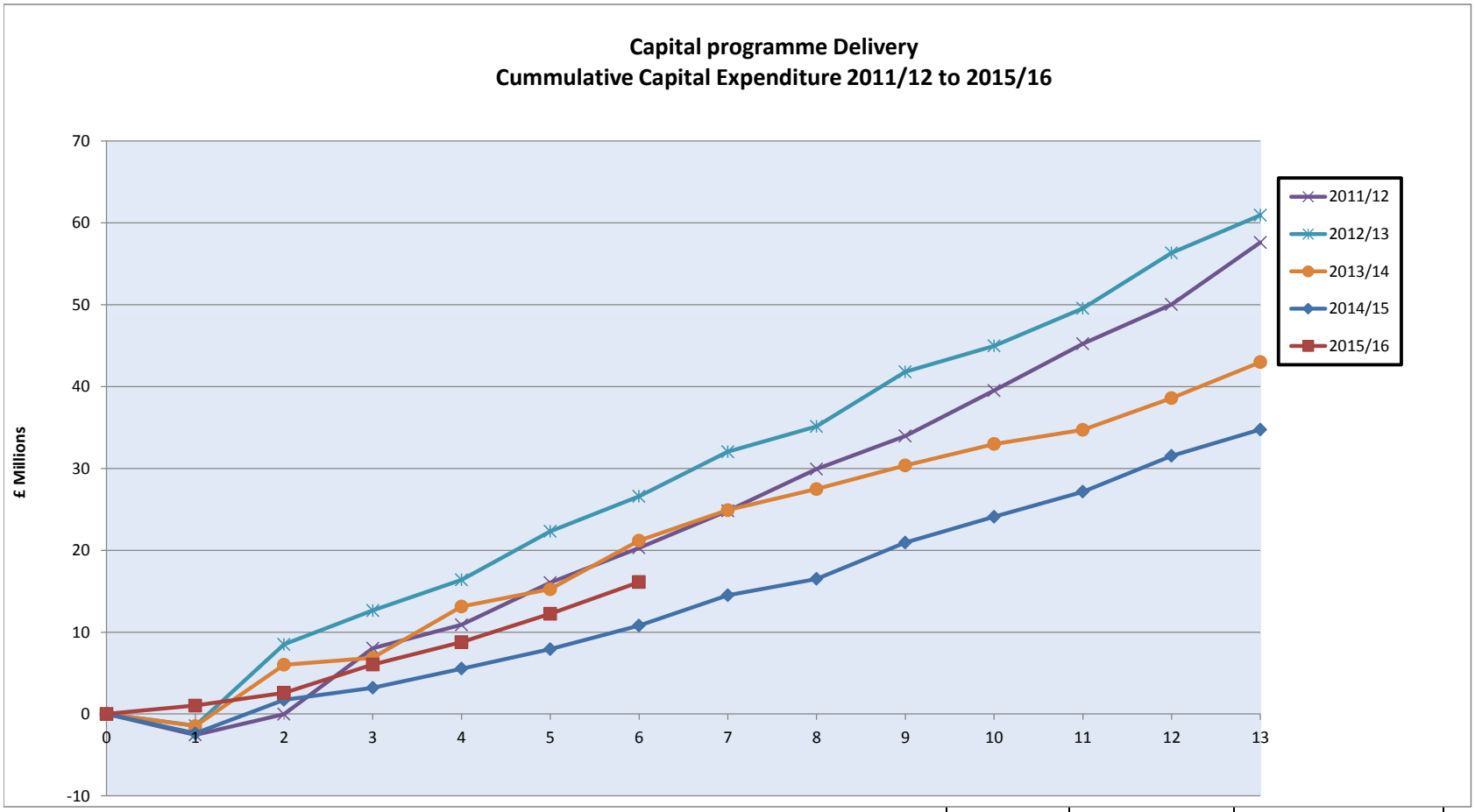
## Summary of Capital Expenditure at 30th September 2015

**Appendix 1**

| | Original Budget 2015/16 £000 | Revisions £000 | Revised Budget 2015/16 £000 | Actual 2015/16 £000 | Forecast outturn 2015/16 £000 | Forecast Variance to Year End 2015/16 £000 | % Variance |
|---|---|---|---|---|---|---|---|
| Corporate Services | 10,252 | (111) | 10,141 | 1,415 | 5,075 | (5,066) | 14% |
| People | 15,392 | 488 | 15,880 | 5,959 | 12,278 | (3,602) | 38% |
| Place | 17,859 | 9,031 | 26,890 | 5,566 | 23,317 | (3,573) | 21% |
| Housing Revenue Account | 10,002 | 344 | 10,346 | 3,188 | 10,001 | (345) | 31% |
| | 53,505 | 9,752 | 63,257 | 16,128 | 50,671 | (12,586) | 25% |
| **Council Approved Original Budget - February 2015** | **53,505** | | | | | | |
| Corporate Services amendments | (94) | | | | | | |
| People amendments | (684) | | | | | | |
| Place amendments | 4,970 | | | | | | |
| Carry Forward requests | 7,587 | | | | | | |
| Accelerated Delivery requests to 2014/15 | (582) | | | | | | |
| Budget re-profiles (July, November and February Cabinet) | (1,872) | | | | | | |
| New external funding | 427 | | | | | | |
| **Council Approved Revised Budget - September 2015** | **63,257** | | | | | | |

**Actual compared to Revised Budget spent is £16.128M or 25%**

**Appendix 2**




| Year | Outturn £m | Outturn % |
|---|---|---|
| 2011/12 | 57.6 | 97.3 |
| 2012/13 | 61.0 | 97.9 |
| 2013/14 | 43.3 | 93.8 |
| 2014/15 | 34.8 | 83.8 |

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# Southend-on-Sea Borough Council

**Agenda Item No.**

**Report of Corporate Director of Corporate Services**
**to**
**Cabinet**
**on**
**10th November 2015**

Report prepared by: Joe Chesterton
Head of Finance and Resources

**Capital Monitoring for 2015/16 and Revised Capital Programme 2015/16 to 2018/19**
**Policy and Resources Scrutiny Committee**
**Executive Councillor: Councillor Woodley**
***A Part 1 Public Agenda Item***

## 1. Purpose of Report

1.1 The purpose of this report is to set out the capital expenditure as at 30th September 2015 and to recommend in-year amendments to the approved Capital Programme for 2015/16 to 2018/19 and later years.

## 2. Recommendations

**That the Cabinet recommend to Council that it;**

**2.1 Note the actual capital expenditure position as at 30thSeptember 2015 of £16.128million as shown in Section 4 and Appendix 1.**

**2.2 Note the financing position of the Capital programme as at 30th September 2015, as set out in Section 5 of this report.**

**2.3 Approve the proposed changes to the Capital Programme as set out in Appendix 6 to this report.**

**2.4 Approve the revised Capital Programme for 2015/16 to 2018/19 and later years, that results from these changes, as set out in Appendix 7.**

## 3. Introduction and Background

3.1 In February 2015 the Council approved a Capital Programme for 2015/16 to 2018/19and later years, totalling £156.221million.

3.2 The Capital Outturn report (June 2015) agreed a number of schemes where there were budget under-spends but financial commitments in 2015/16. In addition, due to the Council's improved ability to deliver capital schemes, some capital expenditure due in 2015/16 was delivered early in 2014/15. These

revisions were agreed at the Cabinet meeting on 23rd June 2015 resulting in a total programme for 2015/16 to 2018/19 and later years of £178.229million.

3.3 Throughout the year Capital Board notes changes to the approved capital programme to be put forward to Cabinet for approval and also reviews the latest spending position of the programme. A mid-year review of the programme has also been carried out which included capital challenge sessions with each Corporate Director, led by the Leader of the Council and supported by the Head of Finance and Resources. This review was to re-align the budgets as necessary, to reflect the latest view on the delivery and funding timescales of the projects and to delete/amend schemes as necessary to assist with the financing of the overall programme.

3.4 This report sets out the capital expenditure as at 30th September 2015 and the in-year amendments to the approved Capital Programme for 2015/16 to 2018/19 and later years, with the following appendices:

- Appendix 1 - latest capital expenditure position for the financial year;
- Appendix 2 – graph showing the capital delivery over the last 5 years;
- Appendix 3 - proposed virements between approved schemes;
- Appendix 4 - proposed re-profile of budgets between years;
- Appendix 5 – new schemes financed by new external funding (e.g. s106 and other grants);
- Appendix 6 -summary of the changes to the approved Capital Programme agreed to date and proposed changes;
- Appendix 7 – amended Capital Programme for 2015/16 to 2018/19 and later years.

## 4. Capital Expenditure Position As at 30th September 2015

4.1 For this report, Appendix 1 shows the latest budget and the expected capital expenditure outturn position as at 30thSeptember 2015. The departmental figures set out in this section are as at 30th September 2015 and are as presented in the Monthly Performance Report. The resulting virements, re-profiles, budget deletions and new external funding are included in the relevant attached appendices.

4.2 The revised Capital budget for the 2015/16 financial year at 30th of September was £63.257million. This includes all changes and budgets carried forward from the previous year as agreed as part of the 2014/15 capital outturn report at June Cabinet and the changes approved at September Cabinet. Actual Capital spend at 30th September was £16.128million. (Outstanding creditors totalling £0.838million have been removed from this figure.) The budget and spend to date is broken down by Department as follows:

| Department | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Expected Variance to Revised Budget 2015/16 £'000 |
|---|---|---|---|---|
| Corporate Services | 10,141 | 1,415 | 5,063 | (5,078) |
| People | 15,880 | 5,959 | 12,083 | (3,797) |
| Place | 26,890 | 5,566 | 24,125 | (2,765) |
| Housing Revenue Account (HRA) | 10,346 | 3,188 | 9,645 | (701) |
| **Total** | **63,257** | **16,128** | **50,916** | **(12,341)** |

Since June and September Cabinet, there have been further revisions proposed to include additional external funding and re-profiling of existing budgets between years and these will be considered for approval as part of this report.

### 4.3 Department for Corporate Services

4.3.1 The revised capital budget for the Department for Corporate Services is £10.141million. The budget is distributed across various scheme areas as follows:

| Department for Corporate Services | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Expected Variance to Year End 2015/16 £'000 |
|---|---|---|---|---|
| Accommodation Strategy – Main | 179 | 135 | 179 | - |
| Accommodation Strategy - CCTV | 1 | 1 | 1 | - |
| Civic Centre – Server Room | 83 | - | - | (83) |
| Tickfield | 84 | 59 | 84 | - |
| Asset Management (Property) | 4,040 | 511 | 1,439 | (2,601) |
| Cemeteries & Crematorium | 2,360 | 71 | 360 | (2,000) |
| ICT Programme | 3,339 | 638 | 2,945 | (394) |
| **Subtotal** | **10,086** | **1,415** | **5,008** | **(5,078)** |
| Priority Works (see table) | 55 | - | 55 | - |
| **Total** | **10,141** | **1,415** | **5,063** | **(5,078)** |

| Priority Works | £'000 |
|---|---|
| Budget available | 1,000 |
| Less budget allocated to agreed schemes | (945) |
| Remaining budget | 55 |

4.3.2 Actual spend at 30th September stands at £1.415million. This represents 14% of the total available budget.

4.3.3 **Accommodation Strategy – Main**

As part of the refurbishment of Civic 2, it was originally decided to give the toilets a minor refresh. However the toilets proved to be in a worse condition than realised so it was agreed to undertake a full refurbishment which is now underway. £75k has been allocated for the refurbishment of the toilets and for the creation of a first aid room on the lower ground floor of Civic 1. The first aid room has now been completed and the works to the Civic 2 toilets commenced on 28th September. All works will be completed by the end of November.

4.3.4 **Civic Centre – Server Room**

The final Server Room works have been amalgamated with other ICT schemes and the budget has been transferred over to ICT in this report to cover part of the forecast overspend on the Core Infrastructure budget.

4.3.5 **Tickfield**

All building works have now been completed at Tickfield. The final delivery of furniture and signage is still outstanding.

4.3.6 **Asset Management (Property)**

The development agreement for the Airport Business Park site has now been signed. The rugby pitch and infrastructure works are due to start during Easter 2016. It is estimated that £556k budget will be required during 2015/16 with the remaining £2.3m included as a carry forward request in this report.

The £109k budget for the second phase of the new beach huts has been included in this report as a carry forward request. This is because the project is currently on hold until 2016/17.

Works on the demolition of the Tramstop and refurbishment of Thorpe Hall Avenue toilets are currently at planning stage and they are on track to complete before the end of the financial year.

Various projects within the Victoria Avenue Improvement scheme are currently being considered and costed. It is estimated that only £40k will be required in 2015/16 for feasibility work on the East and Library car parks with the remaining £190k included as a carry forward request in this report.

The Brunel Road Redevelopment scheme is currently under consideration due to viability therefore the £2k budget has been included as a carry forward request in this report.

4.3.7 **Cemeteries and Crematorium**

The £10k budget for essential Crematorium equipment has been allocated for a replacement fire alarm system in the Crematorium. This is currently with the Property Services team who are carrying out a survey for the tender specification.

The work on the cremator to fully reline the hot bricks is now complete and all invoices have now been paid. This scheme has underspent by £4k which will be used to cover the over-spend on the west chapel pipe organ refurbishment.

The legal negotiating process for the purchase of the new burial ground is on-going. It is estimated that only £279k of the budget will be spent in 2015/16 therefore a carry forward request of £2.0 million has been included in this report.

The west chapel pipe organ refurbishment is complete and has been reinstalled in the West Chapel. The works came in at £4k over budget but there is an under-spend on the reline of the crematorium to cover this.

4.3.8 **ICT**

My Southend went live on 22nd September as part of the Citizen Account scheme.

Friars and Thorpedene libraries have been replaced by the new Hub Library located in Shoebury Youth Centre and the availability of wireless is part of the new build. Wireless has now been finalised and handed over at Leigh Library. Other libraries are yet to determine their final requirements therefore £17k of the budget has been included as a carry forward request in this report.

The budget on the Vehicle Tracking and Performance System scheme has been allocated to fund the Dial a Ride replacement system. The system has now been procured.

Works have begun on the Wireless Borough/City Deal to implement WiFi in areas of the town with high footfall and to develop greater social inclusion. The contract is now out to tender. The remaining budget of £371k has been included in this report as a carry forward request as the works are not expected to begin until 2016/17.

The final works on the new server room are taking place as part of the ICT Core Infrastructure scheme and a transfer of the £83k budget has been requested as part of this report to cover the forecast spend. A further £660k accelerated delivery request has been included to cover further planned works on this scheme.

The Re-provision of Care First scheme will continue into the next financial year and £470k of the 2015/16 budget has been included as a carry forward request in this report.

Final projects for the Capita One Enhancements and Developments are still to be discussed and agreed with Childrens Services and progress is not expected until 2016/17. A carry forward request of £32k has been included in this report to continue the project in 2016/17.

The ICT Enterprise Agreement has provided some management software called Microsoft System Centre which is currently in the process of being tested. The payment arrangements as part of the agreement cover numerous financial years therefore a carry forward request of £154k has been included in this report to continue the support.

The E-Procurement System project is currently with procurement and no action is expected in 2015/16. The full budget of £53k has been included as a carry forward request in this report.

The new Cash Receipting System went live to S-cloud on 10th August. A carry forward request of £15k has been included in this report to continue the works to the system.

The systems on the Pier are currently being upgraded and the plan for 2015/16 is to spend £155k on CCTV/Public Safety systems and Symology. The remaining £25k has been included as a carry forward request in this report.

4.3.9 **Priority Works**

The Priority works budget currently has £55k remaining unallocated.

4.3.10 **Summary**

Carry forward requests included in this report are Pier ICT Improvement Programme for £25k, Capita One Enhancements for £32k, ICT Enterprise Agreement for £154k, ICT E-Procurement System for £53k, Libraries Wireless Project for £17k, Replacement and Enhancement of Cash Receipting System for £15k, Wireless Borough City Deal for £371k, Southend Airport Business Park for £2.3m, Brunel Road Redevelopment for £2k, New Beach Huts phase two for £109k, Victoria Avenue Improvements for £190k, Re-provision of Carefirst for £470k and the New Burial Ground for £2.0 million.

An accelerated delivery request of £660k on the ICT Core Infrastructure scheme has been included in this report.

A request to transfer £83k from the Server Room to ICT is also included in this report.

## 4.4 Department for People

4.4.1 The Department for People revised Capital budget totals £15.880million.

| Department for People | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Forecast outturn 2015/16 £'000 | Variance to year end 2015/16 £'000 |
|---|---|---|---|---|
| Adult Social Care | 2,698 | 137 | 1,029 | (1,669) |
| General Fund Housing | 2,926 | 523 | 1,606 | (1,320) |
| Children & Learning Other | 180 | 4 | 116 | (64) |
| Condition Schemes | 1,381 | 665 | 1,137 | (244) |
| Devolved Formula Capital | 310 | 297 | 310 | - |
| Primary School Places | 8,385 | 4,333 | 7,885 | (500) |
| **Total** | **15,880** | **5,959** | **12,083** | **(3,797)** |

4.4.2 Actual spend at 30th September stands at £5.959million. This represents 38% of the total available budget.

4.4.3 **Adult Social Care**

The Adult Social Care budget consists of the Community Capacity grant which includes £172k for the Care Act capital scheme. The remainder of the Community Capacity grant will be spent on major adaptions that will enable vulnerable individuals to remain in their own homes and to assist in avoiding delayed discharges from hospital. £420k of this budget is estimated to be spent in 2015/16 therefore the remaining budget of £269k has been included in this report as a carry forward request.

The budget for Mental Health has now been allocated to be spent on crisis provision, enabling mental wellbeing and a community recovery college in 2015/16.

Adult Social Care also includes a £165k grant from the Department of Health for Transforming Care Housing. Plans are underway to redesign the support given to people with Learning Disabilities, Autism and Aspergers.

The feasibility study for the Viking Day Service Provision is underway. The remainder of the project is not expected to commence in 2015/16 therefore budget totalling £1.4m has been included as a carry forward request in this report.

4.4.4 **General Fund Housing**

A thorough review of how the Disabled Facilities service is delivered is currently being undertaken and a report on the outcome will be published in the autumn.

Only £900k of the 2015/16 budget is forecast to be spent therefore a carry forward request of £129k has been included in this report.

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition. It is expected that £500k will be required in 2015/16 therefore the remaining budget of £744k has been included as a carry forward request in this report.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use. It is not expected that the full budget will be required in 2015/16 therefore a carry forward request of £338k has been included in this report.

The Private Sector Housing Works in Default Enforcement budget is on-going and only £60k will be required to cover enforcements in 2015/16 therefore a carry forward request of £90k has been included in this report.

The £19k budget for Choice Based Lettings is no longer required and has been removed in this report.

4.4.5 **Children & Learning Other Schemes**

The Short Breaks for Disabled Children scheme has only spent £4k to date and no more is expected for 2015/16. A carry forward request of £64k has been included in this report.

Retentions of £80k are being held against projects at Hinguar Primary and Kingsdown Special Schools 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.

4.4.6 **Condition Schemes**

A budget of £1.381m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Of this amount, £229k is for projects started in 2014/15. Most of these works have been undertaken over the summer holidays to minimise disruption to the schools.
Retentions of £28k are being held for works completed in 2014/15 at eight primary schools. This figure is included in the creditors shown above.

The scheme to rewire Prince Avenue Primary School is ahead of schedule and the main works will be taking place in 2015/16. An accelerated delivery request of £81k has been included in this report to fund the additional works taking place.

Condition schemes at Edwards Hall and Futures Community College are progressing but they are expected to continue into 2016/17. Carry forward requests of £58k and £12k have been included in this report.

Requests to remove the budgets for Shoebury Youth Centre, Chase High Boilers, Temple Sutton Underpinning and West Leigh Junior Gables totalling £135k have been included in this report as these schemes have now finished.

The £10k grant funding on the Shoebury Youth Centre will be transferred to the Library Review scheme in Culture to replace part of the borrowing to fund the new library in Shoeburyness.

A request to transfer the £120k budget on the Youth Service Review scheme to the Library Review project in Culture has been included in this report. This is to support works on the new Library in Shoeburyness.

4.4.7 **Devolved Formula Capital**

This is an annual devolution of dedicated capital grant to all maintained schools. The grant for 2015/16 is £310k.

4.4.8 **Primary School Places**

Capital expansions, both permanent and temporary are on-going to supply primary places to meet significant increased demands. In 2015/16, spend of £8.385m is programmed. This covers large, multi-year projects at St Helen's Catholic Primary, Sacred Heart Catholic Primary, Hamstel Infant and Juniors, The Federation of Greenways Schools, Darlinghurst Primary, St Mary's Prittlewell C of E Primary and Porters Grange Primary Schools.

The contractors are on site at St Helens and a carry forward request of £500k has been included in this report to meet contract milestones in 2016/17.

A further £79k is also being held as retention payments against works completed in 2014/15 on smaller expansion projects. This figure in included in the creditors shown above.

4.4.9 **Summary**

Carry forward requests that have been included in this report include Viking Day Service Provision for £1.4m, Empty Dwellings Management for £338k, Works in Default Enforcement for £90k, Community Capacity for £269k, Disabled Facilities for £129k, Private Sector Renewal for £744k, Edwards Hall Roof for £58k, Futures Heating and Pipe Ducts for £12k, St Helens for £500k and Short Breaks for Disabled Children for £64k.

An accelerated delivery request for Prince Avenue Rewire for £81k has also been included in this report.

£120k will be transferred from Youth Service Review to the Library Review Scheme in Culture.

£19k budget for Choice Based Lettings, £10k for Shoebury Youth Centre, £34k for Temple Sutton Underpinning, £70k for West Leigh Gables and £21k for Chase High Boilers will be removed from the capital programme.

## 4.5 Department for Place

4.5.1 The Department for Place have a revised capital budget of £26.890million. Budget and spend breakdown of the key capital schemes are tabulated below.

| Department for Place | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Expected Variance to Year End 2015/16 £'000 |
|---|---|---|---|---|
| Culture | 3,748 | 1,622 | 3,517 | (231) |
| Enterprise, Tourism & Regeneration | 3,972 | 62 | 2,993 | (979) |
| Coastal Defence | 2,606 | 587 | 1,733 | (873) |
| Highways and Infrastructure | 4,847 | 509 | 4,847 | - |
| Parking Management | 550 | 98 | 550 | - |
| Section 38 & 106 Agreements | 1,690 | 94 | 1,038 | (652) |
| Local Transport Plan | 2,794 | 1,134 | 2,794 | - |
| Local Growth Fund | 2,420 | 189 | 2,420 | - |
| Transport | 814 | 387 | 784 | (30) |
| Waste | 597 | 565 | 597 | - |
| Energy Saving Projects | 2,852 | 319 | 2,852 | - |
| **Total** | **26,890** | **5,566** | **24,125** | **(2,765)** |

4.5.2 Actual spend at 30th September stands at £5.566million. This represents 21% of the total available budget.

4.5.3 **Culture**

The drainage works at Belfairs Golf Course are now complete. Other drainage works at Belfairs Park and Southchurch Park are on site and nearing completion.

New external funding totalling £260k from Sport England to part fund the Belfairs Swim Centre Health and Safety works has been added to the capital

programme in this report. The project is now complete and this grant will fund works already carried out.

Works to replace the floor in the auditorium at the Cliffs Pavilion are now complete. External works above the Maritime Room are on-going with a scheduled completion date of March 2016. A specification for tender for the under-croft piping replacement is currently being drawn up with a proposal to go out during November.

Works have now commenced on the Hard Surface Path Improvements in the Parks with a newly appointed contractor. Subject to weather conditions, the works should complete within the current financial year.

The Library Review was partly used to fund the new Shoeburyness Library which opened on 14th September. A programme of works is currently being developed for improvements at Leigh, Westcliff and Kent Elms Libraries to utilise the remainder of the budget. A carry forward request of £130k has been included in this report to continue these works.

New external funding for £10k from Cory Environmental has been added to the capital programme in this report to fund works on the Milton Gardens Children's Multi Play Unit.

Scheduled Ancient Monument Consent has now been received for the works to Priory Park Water Main. A start date has been proposed for 26th October.

The publication date for the research on the Prittlewell Prince is later than anticipated therefore the full budget of £38k has been included in this report as a carry forward request.

Works are progressing on the refurbishment of the war memorials within the Borough. The works on the Cenotaph have been completed and the refurbishment of the Victory Sports Ground gates commenced on 31st August. Future works are scheduled for the St Erkenwalds Memorial at Sutton Road Cemetery and the Priory Park War Memorial.

Plans are being made for the use of the Pump Priming Budget for 2016/17 and the full budget of £333k has been included in this report as a carry forward request.

4.5.4 **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.

Tenders for the concrete and structural repairs needed on the pier have come in over budget and are currently being value engineered to propose a way forward.

A technical issue with the repair of the Prince George Extension on the pier has caused delays and it is likely that a carry forward request will be required once more detail is known for the costs involved in 2015/16.

The timeframe for spend on the Coastal Communities Fund has been extended by the Big Lottery and CLG. Negotiations are continuing with the Yacht club to enable delivery of the lagoon and costs of enabling works are being explored. It is estimated that around £200k will be spent in 2015/16 with the remaining £948k included as a carry forward request in this report.

The works for emergency maintenance on Pier Hill lifts are now complete and there is a forecast under-spend of £4k once the final invoices have come in. This has been removed from the capital programme in this report.

The £27k budget on Western Esplanade Cliffs Stabilisation is no longer required and the full budget will be transferred to cover the over-spend on the Coastal Defence Storm Damage scheme. This has been included in this report.

4.5.5 **Coastal Defence**

Works for the cliff stabilisation at Clifton Drive commenced on 12th April and are progressing well.

A grant from DeFRA is in the process of being claimed for improving resilience to private properties. The budget for this was originally set at £1.5m but it is expected that only £600k will be spent therefore £900k has been removed from the budget in this report.

The £27k over-spend relates to the Coastal Defence Storm Damage scheme and a transfer from Western Esplanade Cliffs stabilisation will be used to cover this.

4.5.6 **Highways and Infrastructure**

Plans for 2015/16 are currently in hand and implementation works have commenced for the Highways Planned Maintenance schemes. These will continue on a phased basis for the remainder of the financial year.

Further discussions have taken place with Network Rail about moving the fence separating the Cinder Path from Essex Thameside Rail Link. Once the estimate has been received from the contractor, works can be programmed to coincide with the next appropriate rail possession. Resurfacing of the widened Cinder Path can then commence. It is anticipated that works will commence after Christmas with the associated resurfacing works planned before the end of the financial year. The programme is dependent on a suitable quote being received from the contractor.

The revised Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. Surveys have commenced to prepare for the cast iron replacements and the sleeve manufacturer has started measuring the concrete columns so that materials can be ordered. The contractor is currently working in Eastwood to fit sleeves to concrete columns where LED lanterns have been fitted previously. This work will continue for the remainder of the year.

4.5.7 **Parking Management**

Works to the Civic Centre North car park are well underway and expected to complete during October. Any surplus funding will be utilised for works on the Library car park and works to improve the other Borough car parks.

4.5.8 **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 Fossetts Farm Bridleway and North Shoebury Road.

Schemes totalling £604k have been identified as delayed until 2016/17 therefore a carry forward request has been included in this report. £61k of additional S106 funds and the removal of £109k S106 funds have also been included in this report.

4.5.9 **Local Transport Plans (LTP Schemes)**

Various schemes are now underway for Better Networks and Better Sustainable Transport. A few delays are currently being experienced in the works for Better Operations of Traffic Control Systems and the Highways team are currently working to resolve this.

Programmed resurfacing works have now commenced and are set to continue for the remainder of the summer months.

4.5.10 **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 on new business. The improvement will also support background growth of Southend and Rochford.

The business cases for A127 Kent Elms and Bridge and Highway Maintenance have been approved by South East Local Enterprise Partnership Individual Technical Evaluator to draw down 2015/16 funding. Further work is underway to support the business cases for 2016/17 onwards. 2015/16 works for Kent Elms will be focussing on the design and construction of the advance surface crossing works and design and survey work for the main junction improvement works. Advance utility diversion works for the new surface crossing are nearing completion. Ground penetration radar and drainage surveys are complete and being reviewed. A bridge survey has been commissioned and is currently waiting for a programme. Works on the Bell junction will be focussing on survey work to inform the design for the main junction improvement works. Once Kent Elms survey works have been received and reviewed, similar surveys will be commissioned for the Bell. Bridge and Highway Maintenance will be focussing on investigation works for the improvement to the A127 corridor and also necessary surfacing to the east bound section of the A127 from Boundary to just prior to the Progress Road improvement works.

4.5.11 **Transport**

Main works on the A127 Tesco junction improvements were completed on 29th March 2015 with the switching on of the traffic signals. Traffic signal monitoring will continue to be adjusted as necessary. Repairs to the defects are now underway.

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. Spend is expected at £62k in 2015/16 and a carry forward request of £30k has been included in this report.

4.5.12 **Waste**

There are commitments for the year in relation to the Commercial Waste and Recycling Centre which will involve ground works, a salt dome and refurbishment of the toilets. Some disused buried structures and contaminated soil have been discovered on site and this has slightly delayed the project. Works are due to finish during October with final snagging to be carried out and the final accounts to be reviewed.

4.5.13 **Energy Saving Projects**

Solar panels have been part installed at Southend Adult Community College and Temple Sutton Primary School. The gas boilers have now been installed at Southend Adult Community College and a tender for energy efficiency work is due to go out at the end of October. The biomass boiler installation started on 3rd October at Temple Sutton and the windows installation is to be completed by February 2016 based on weekend and holiday working.

Some improvements have been made to the Civic Centre heating controls but this has not fully resolved the issue. New thermostats are due to be installed along with a new burner and gas booster on the boiler and this is now out to tender.

4.5.14 **Summary**

Carry forward requests that have been included in this report are Prittlewell Prince Museum for £38k, Pump Priming Budget for £333k, Library Review for £130k, Coastal Communities Fund for £948k, Southend Transport Model for £30k and various S106 schemes totalling £604k.

£61k of S106 funds have been added and £109k have been removed as part of this report.

The under-spend on the Pier Hill lifts emergency maintenance of £4k and £900k for the Flooding Repairs and Renewals have been removed from the capital programme as part of this report.

A request to transfer the £27k budget on Western Esplanade Cliffs Stabilisation to Coastal Defence Storm Damage has been included in this report.

New external funding totalling £260k will be added to the capital programme for Belfairs Swim Centre Health and Safety works and £10k for the Milton Gardens Children's Multi Play Unit.

## 4.6 Housing Revenue Account

4.6.1 The revised budget for the Housing Revenue Account capital programme for 2015/16 is £10.346million. The latest budget and spend position is as follows:

| Housing Revenue Account | Revised Budget 2015/16 £'000 | Actual 2015/16 £'000 | Expected outturn 2015/16 £'000 | Forecast Variance to Year End 2015/16 £'000 |
|---|---|---|---|---|
| Decent Homes Programme | 7,314 | 2,825 | 6,994 | (320) |
| Council House Adaptations | 500 | 239 | 500 | - |
| Sheltered Housing Remodelling | 345 | - | - | (345) |
| 32 Byron Avenue | 16 | - | 16 | - |
| Other HRA | 2,171 | 124 | 2,135 | (36) |
| **Total** | **10,346** | **3,188** | **9,645** | **(701)** |

4.6.2 The actual spend at 30th September of £3.188million represents 31% of the HRA capital budget.

### 4.6.3 Decent Homes Programme

The on-going Decent Homes schemes are continuing in 2015/16. Kitchens, bathrooms and electrical works are programmed to be complete by December 2015. Additional works are being undertaken to upgrade boilers following requirements identified during the Gas Servicing Programme.

Some of the works for Common Area Improvements and Environmental Health and Safety are currently delayed and carry forward requests of £220k and £100k have been included in this report.

### 4.6.4 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 2015/16.

### 4.6.5 **Sheltered Housing Remodelling**

There are no plans for the Sheltered Housing Remodelling budget in 2015/16. The budget of £345k has been included in this report as a carry forward request.

### 4.6.6 **S106/RTB funded schemes**

The build at 32 Byron Avenue is now complete and settlement of the final accounts is expected by the end of 2015.

### 4.6.7 **Other HRA**

A scheme to review HRA land is currently underway and planning permission was received on 15th April for the proposed sites. The plan is to construct 18 housing units within the Shoeburyness ward. The tender for construction is currently out for approval with an anticipated start date on site in early 2016. £30k S106 funding has been received to contribute to the feasibility stage of this scheme. A further budget for a S106 contribution as part of the main scheme was duplicated and £66k has been removed from the programme as part of this report to correct this.

### 4.6.8 **Summary**

Carry forward requests for Common Area Improvements for £220k, Environmental Health and Safety for £100k and Sheltered Housing for £345k have been included in this report.

£30k S106 contribution has been added to the HRA Land Review feasibility and £66k has been removed from the HRA Land Review main scheme as part of this report.

## 5 Capital financing position as at 30th September 2015

5.1 The Capital programme for 2015/16 is expected to be financed as follows:

| Department | SBC Budget | External Funding | | Total Budget |
|---|---|---|---|---|
| | | Grant Budget | Developer & Other Contributions | |
| | £'000 | £'000 | £'000 | £'000 |
| Corporate Services | 10,074 | 67 | - | **10,141** |
| People | 3,373 | 12,507 | - | **15,880** |
| Place | 15,160 | 9,740 | 1,990 | **26,890** |
| Housing Revenue Account (HRA) | 10,232 | - | 114 | **10,346** |
| **Total** | **38,839** | **22,314** | **2,104** | **63,257** |

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.

5.2 The grants and external contributions received as at 30th September are as follows:

| Department | Grant Budget | Developer & Other Contribution Budget | Total external funding budget | External funding received | External funding outstanding |
|---|---|---|---|---|---|
| | £'000 | £'000 | £'000 | £'000 | £'000 |
| Corporate Services | 67 | - | 67 | 67 | **-** |
| People | 12,507 | - | 12,507 | 9,958 | **2,549** |
| Place | 9,740 | 1,990 | 11,730 | 7,787 | **3,943** |
| Housing Revenue Account (HRA) | - | 114 | 114 | 35 | **79** |
| **Total** | **22,314** | **2,104** | **24,418** | **17,847** | **6,571** |

5.3 New Schemes to be financed by new external funding are set out in appendix 5.

## 6 Summarised Changes (as set out in appendix 6)

6.1 On 26th February 2015 the Capital Programme for the Council was approved as follows:

| 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19& later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|
| 53,505 | 34,648 | 37,296 | 30,772 | 156,221 |

6.2 On 23rd June 2015 members approved further changes which subsequently changed the 2015/16 budget from £53.505million to £61.775million. These changes included the carry forward and accelerated delivery of previous year's programme of £7.005million. Also included were budget re-profiles and adjustments totalling £1.872million, new external funding of £1.852million and other adjustments of £1.285million.

6.3 On 22nd September 2015 members approved further changes to the 2015/16 budget of £1.482million bringing the budget to £63.257million.

6.4 Further changes now requested will amend the 2015/16 budget to £51.539million. These include the removal of budgets identified as no longer required totalling £1.233million and a new budget of £325k relating to the exit costs for 93-99 Southchurch Road to be funded from Reserves. Also a new budget of £18k to be added to the Culture Capital Programme to be funded from Capital Receipts following the sale of some machinery to fund some new items. The changes also include the following:

6.5 Virement requests (as set out in appendix 3)

This is reported in appendix 3 and it is to ensure that budgets are properly aligned to schemes. There is no change to the overall budget and there are no adverse financial implications as a result of these virements.

6.6 Re-profile Request (as set out in appendix 4)

The funding profiles of a number of schemes have been revised in line with actual works. This is to ensure that the actual works undertaken or earmarked is aligned to spend profile of the budget. This will have the effect of carrying forward £12.090million from 2015/16 into 2016/17 and later years and an accelerated spend of £0.741million in 2015/16 which will be financed from the 2016/17 and 2017/18 programmes. This does not alter the overall budget for the programme.

6.7 New Schemes Financed by new external funding (as set out in appendix 5)

There is new funding of £0.521million to support programmes in 2015/16 and £0.090million to support programmes in 2016/17.

## 7. Spending Plans

7.1 The Council's revised Capital Programme for 2015/16 to 2018/19 and later years is attached as Appendix 7 which includes all of the adjustments set out in Appendix 6.

7.2 The proposed capital programme represents a significant investment of £179million on the part of the Council in the Southend area and the projected investment in 2015/16 alone amounts to some £52million.

## 8. Other Options

8.1 The proposed Capital Programme is made from a number of individual projects, any of which can be agreed or rejected independently of the other projects.

## 9. Reasons for Recommendations

9.1 To approve changes to the Capital Programme as noted at Capital Board and other proposed changes since the last Cabinet meetings on 23rd June 2015 and 22nd September 2015.

## 10. Corporate Implications

10.1 Contribution to Council's Vision & Corporate Priorities

The projects directly contribute to the delivery and achievement of the Councils Corporate Priorities.

10.2 Financial Implications

As set out in the report.

10.3 Legal Implications

None at this stage.

10.4 People Implications

None at this stage.

10.5 Property Implications

None at this stage.

10.6 Consultation

Consultation has taken place as agreed in the budget timetable.

10.7 Equalities and Diversity Implications

Assessments have been carried out for all capital investment proposals.

10.8 Risk Assessment

All capital projects are delivered using best practice project management tools as appropriate. This requires a full risk assessment and management review to be carried out. The programme includes an appropriate sum within each project to cover build risk and claims.

10.9 Value for Money

All projects are required to follow and adhere to procurement guidance issued by the Council. They must also comply with procedure rules for entering into and managing contracts with suppliers.

10.10 Community Safety Implications

Assessments have been carried out for all capital investment proposals where appropriate.

10.11 Environmental Impact

Assessments have been carried out for all capital investment proposals where appropriate.

## 11. Background Papers

None.

## 12. Appendices

Appendix 1 - latest capital expenditure position for the financial year;

Appendix 2 - graph showing the capital delivery over the last 5 years;

Appendix 3 - proposed virements between approved schemes;

Appendix 4 - proposed re-profile of budgets between years;

Appendix 5 – new schemes financed by new external funding (e.g. s106 and other grants);

Appendix 6 - summary of the changes to the approved capital programme agreed to date and proposed changes;

Appendix 7 – amended Capital Programme for 2015/16 to 2018/19 and later years.

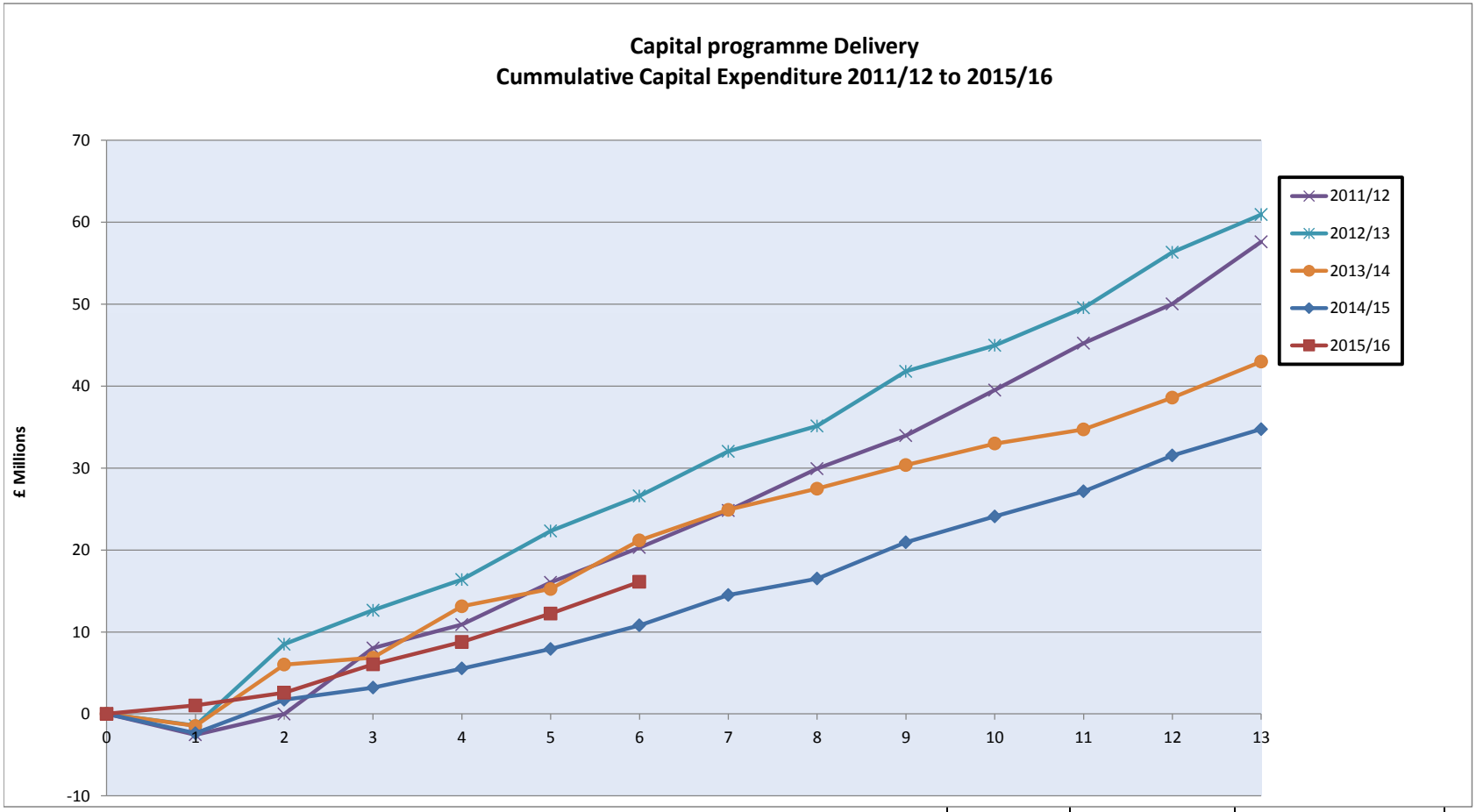
## Summary of Capital Expenditure at 30th September 2015

**Appendix 1**

| | Original Budget 2015/16 £000 | Revisions £000 | Revised Budget 2015/16 £000 | Actual 2015/16 £000 | Forecast outturn 2015/16 £000 | Forecast Variance to Year End 2015/16 £000 | % Variance |
|---|---|---|---|---|---|---|---|
| Corporate Services | 10,252 | (111) | 10,141 | 1,415 | 5,063 | (5,078) | 14% |
| People | 15,392 | 488 | 15,880 | 5,959 | 12,083 | (3,797) | 38% |
| Place | 17,859 | 9,031 | 26,890 | 5,566 | 24,125 | (2,765) | 21% |
| Housing Revenue Account | 10,002 | 344 | 10,346 | 3,188 | 9,645 | (701) | 31% |
| | 53,505 | 9,752 | 63,257 | 16,128 | 50,916 | (12,341) | 25% |
| **Council Approved Original Budget - February 2015** | **53,505** | | | | | | |
| Corporate Services amendments | (94) | | | | | | |
| People amendments | (684) | | | | | | |
| Place amendments | 4,970 | | | | | | |
| Carry Forward requests | 7,587 | | | | | | |
| Accelerated Delivery requests to 2014/15 | (582) | | | | | | |
| Budget re-profiles | (1,872) | | | | | | |
| New external funding | 427 | | | | | | |
| **Council Approved Revised Budget - September 2015** | **63,257** | | | | | | |

**Actual compared to Revised Budget spent is £16.128M or 25%**

**Appendix 2**




| Year | Outturn £m | Outturn % |
|---|---|---|
| 2011/12 | 57.6 | 97.3 |
| 2012/13 | 61.0 | 97.9 |
| 2013/14 | 43.3 | 93.8 |
| 2014/15 | 34.8 | 83.8 |

## VIREMENTS BETWEEN APPROVED SCHEMES

**Appendix 3**

| Scheme/Event | Department | Project Code | Project Description | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 Budget £000 | Total Budget (all years) £000 |
|---|---|---|---|---|---|---|---|---|
| | Corporate Services | C10114 | ELAN System Replacement | (10) | | | | **(10)** |
| | Corporate Services | C10634 | ICT Genogram Implementation | (10) | | | | **(10)** |
| | Corporate Services | C10638 | ICT YOIS Replacement | (10) | | | | **(10)** |
| | Corporate Services | C10185 | Integrated Childrens Services | (18) | | | | **(18)** |
| ICT Capital Programme | Corporate Services | C10186 | Social Care IT Infrastructure | (41) | | | | **(41)** |
| | Corporate Services | C10547 | Web and Intranet Improvements | (3) | | | | **(3)** |
| | Corporate Services | C10576 | ICT Rolling Replacement Programme | 92 | | | | **92** |
| | Corporate Services | C10577 | New Server Room | (83) | | | | **(83)** |
| | Corporate Services | C10606 | ICT Enterprise Architecture Programme (EAP) | (267) | | | | **(267)** |
| | Corporate Services | C10575 | ICT Core Infrastructure | 350 | | | | **350** |
| Asset Management Capital Programme | Corporate Services | C10612 | East Beach CCTV | (2) | | | | **(2)** |
| | Corporate Services | C10630 | Focus House Demolition | 2 | | | | **2** |
| | Corporate Services | C10121 | Priority Works | (71) | | | | **(71)** |
| Priority Works | Corporate Services | C10734 | Pier Arches toilets - waterproofing solution | 71 | | | | **71** |
| | Corporate Services | C10121 | Priority Works | (10) | | | | **(10)** |
| | Corporate Services | C10072 | Accommodation Strategy | 10 | | | | **10** |
| | People | C10642 | FSM Kitchen works | (75) | | | | **(75)** |
| | People | C10063 | Thorpe Greenways | (35) | | | | **(35)** |
| | People | C10619 | Thorpe Greenways Infant/Junior School | 110 | | | | **110** |
| | People | C10534 | Hamstel Infant Fire Systems (H&S) | (28) | | | | **(28)** |
| | People | C10715 | Hamstel Junior Rising Damp | (17) | | | | **(17)** |
| Schools Capital Programme | People | C10116 | Hamstel Infant & Juniors Places | 45 | | | | **45** |
| | People | C10024 | Future condition projects | (19) | | | | **(19)** |
| | People | C10036 | Milton Hall Primary Places | 4 | | | | **4** |
| | People | C10119 | Porters Grange Primary Places | 10 | | | | **10** |
| | People | C10620 | Sacred Heart Primary School | 5 | | | | **5** |
| | People | C10622 | Youth Service Review | (120) | | | | **(120)** |
| | Place | C10624 | Library Review | 120 | | | | **120** |
| S106 Capital Programme | Place | C10666 | S106 Elm Gate 1000655FULM | (15) | | | | **(15)** |
| | Place | C10699 | Local Growth Fund - A127 Growth Corridor | 15 | | | | **15** |
| Enterprise, Tourism and Regenration Capital Programme | Place | C10111 | Two Tree Rowing Feasibility | (177) | | | | **(177)** |
| | Place | C10658 | Coastal Communities Fund | 177 | | | | **177** |
| | Place | C10010 | Western Esplanade Cliffs Stabilisation | (27) | | | | **(27)** |
| Highway Capital Programme | Place | C10660 | Coastal Defence - Storm Damage | 27 | | | | **27** |
| | Place | C10708 | LTP Maintenance - Street Lighting | (210) | (130) | (183) | | **(523)** |
| | Place | C10076 | LTP Maintenance | 210 | 130 | 183 | | **523** |

## VIREMENTS BETWEEN APPROVED SCHEMES

**Appendix 3**

| Scheme/Event | Department | Project Code | Project Description | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 Budget £000 | Total Budget (all years) £000 |
|---|---|---|---|---|---|---|---|---|
| | HRA | C10586 | Remodelling Nestuda | (7) | | | | **(7)** |
| | HRA | C10177 | Sheltered Housing DDA Works | 7 | | | | **7** |
| | HRA | C10161 | Bathroom Refurbishment | 80 | | | | **80** |
| HRA Capital Programme | HRA | C10162 | Central Heating | 142 | | | | **142** |
| | HRA | C10163 | Environmental - H&S works | (192) | | | | **(192)** |
| | HRA | C10164 | Kitchen Refurbishments | 141 | | | | **141** |
| | HRA | C10165 | Rewiring | (70) | | | | **(70)** |
| | HRA | C10168 | Common Areas Improvement | (101) | | | | **(101)** |
| **Budget Adjustments already actioned** | | | | | | | | |
| | Corporate Services | C10121 | Priority Works | (325) | | | | **(325)** |
| | Corporate Services | C10706 | 93-99 Southchurch Road exit costs | 325 | | | | **325** |
| | Corporate Services | C10121 | Priority Works | (32) | | | | **(32)** |
| | Corporate Services | C10644 | East Beach Café Project | 32 | | | | **32** |
| Priority works | Corporate Services | C10121 | Priority Works | (60) | | | | **(60)** |
| | Place | C10725 | Palace Theatre - Replacement of External Windows | 60 | | | | **60** |
| | Corporate Services | C10121 | Priority Works | (6) | | | | **(6)** |
| | Corporate Services | C10597 | 38 Satanita Road - Priority works | 6 | | | | **6** |
| | Corporate Services | C10121 | Priority Works | (30) | | | | **(30)** |
| | Place | C10732 | Chase Sports & Fitness Centre - Fire Alarm | 30 | | | | **30** |
| **Virements actioned as a result of S046** | | | | | | | | |
| Priority works | Corporate Services | C10121 | Priority Works | (25) | | | | **(25)** |
| | Corporate Services | C10733 | The Leas Ventilation equipment trench | 25 | | | | **25** |
| | Place | C10011 | Shoebury Common Sea Defence Scheme | (60) | | | | **(60)** |
| Coastal Defence and Foreshore | Place | C10115 | Cinder Path | (210) | | | | **(210)** |
| | Place | C10683 | Cliff Stabilisation - Clifton Drive | 270 | | | | **270** |
| HRA Capital Programme | HRA | C10177 | Sheltered Housing DDA works | (70) | | | | **(70)** |
| | HRA | C10614 | Strategic acquisition of tower block leaseholds | 70 | | | | **70** |
| | | | | **0** | **0** | **0** | **0** | **0** |

## RE-PROFILES AND AMENDMENTS

**Appendix 4**

| Scheme/Event | Department | Code | Code Description | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 Budget £000 | Total Budget (all years) £000 |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | 0 |
| | Corporate Services | C10631 | New Beach Huts Phase 2 | (109) | 109 | | | 0 |
| Asset Management schemes | Corporate Services | C10208 | Brunel Road Redevelopment | (2) | 2 | | | 0 |
| | Corporate Services | C10261 | Airport Business Park | (2,300) | 2,300 | | | 0 |
| | Corporate Services | C10632 | Victoria Avenue Improvements | (190) | 190 | | | 0 |
| Cemeteries and Crematorium schemes | Corporate Services | C10054 | New Burial Ground | (2,000) | 2,000 | | | 0 |
| | Corporate Services | C10637 | ICT Reprovision of Carefirst | (470) | 470 | | | 0 |
| | Corporate Services | C10633 | ICT - Capita One Enhancements/Developments | (32) | 32 | | | 0 |
| | Corporate Services | C10636 | ICT Enterprise Agreement | (154) | 154 | | | 0 |
| | Corporate Services | C10635 | ICT E-Procument Solution | (53) | 53 | | | 0 |
| ICT Capital schemes | Corporate Services | C10663 | Libraries Wireless Project | (17) | 17 | | | 0 |
| | Corporate Services | C10578 | Replacement & Enhancement to Cash Receipting Sy | (15) | 15 | | | 0 |
| | Corporate Services | C10580 | Wireless Borough/City Deal | (371) | 371 | | | 0 |
| | Corporate Services | C10575 | ICT Core Infrastructure | 660 | (330) | (330) | | 0 |
| | Corporate Services | C10698 | Pier and Foreshore ICT Improvement Programme | (25) | 25 | | | 0 |
| Adult Social Care schemes | People | C10526 | Community Capacity | (269) | 269 | | | 0 |
| | People | C10621 | Viking Day Service Reprovision | (1,400) | | 1,400 | | 0 |
| | People | C10503 | PSH Works in Default - Enforcement Work | (90) | 90 | | | 0 |
| General Fund Housing schemes | People | C10020 | Empty Dwelling Management | (338) | 338 | | | 0 |
| | People | C10145 | Disabled Facilities - Adults | (129) | 129 | | | 0 |
| | People | C10146 | Private Sector Renewal | (744) | 744 | | | 0 |
| | People | C10618 | St Helens to FE | (500) | 500 | | | 0 |
| | People | C10650 | Prince Avenue Fire Systems and Rewire | 81 | (81) | | | 0 |
| Schools Capital schemes | People | C10713 | Edwards Hall Roof | (58) | 58 | | | 0 |
| | People | C10714 | Futures Heating and Pipe Ducts | (12) | 12 | | | 0 |
| | People | C10282 | AHDC Short Breaks for Disabled Children | (64) | 64 | | | 0 |
| Coastal Communities Fund | Place | C10658 | Coastal Communities Fund | (948) | 948 | | | 0 |

## RE-PROFILES AND AMENDMENTS

**Appendix 4**

| Scheme/Event | Department | Code | Code Description | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 Budget £000 | Total Budget (all years) £000 |
|---|---|---|---|---|---|---|---|---|
| | Place | C10199 | S106 Ajax Works 0300130ful | (5) | 1 | 1 | 3 | **0** |
| | Place | C10269 | S106 Lifstan Way 0000273 Out | (80) | 4 | 4 | 72 | **0** |
| S106 Capital schemes | Place | C10274 | S106 Airport 0901960 Fulm | (4) | 4 | | | **0** |
| | Place | C10073 | S106 Seec 0200500ful | (104) | 104 | | | **0** |
| | Place | C10652 | S106 53 Pavilion Dr 0701870OUTM | (128) | 128 | | | **0** |
| | Place | C10205 | S106 Nth Sbury Rd 0301504out | (283) | 283 | | | **0** |
| | Place | C10043 | Prittlewell Prince Museum | (38) | 38 | | | **0** |
| Culture Capital schemes | Place | C10044 | Pump Priming Budget | (333) | 333 | | | **0** |
| | Place | C10624 | Library Review | (130) | 130 | | | **0** |
| Highways and Transport schemes | Place | C10058 | Southend Transport Model | (30) | 30 | | | **0** |
| | HRA | C10177 | Sheltered Housing DDA works | (345) | 345 | | | **0** |
| HRA Capital schemes | HRA | C10163 | Environmental H&S works | (100) | 100 | | | **0** |
| | HRA | C10168 | Common Areas Improvement | (220) | 220 | | | **0** |
| | | | | **(11,349)** | **10,199** | **1,075** | **75** | **0** |

## NEW SCHEMES FINANCED BY EXTERNAL FUNDING

**Appendix 5**

| Scheme/Event | Department | Project Code | Project Description | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 Budget £000 | Total Budget (all years) £000 |
|---|---|---|---|---|---|---|---|---|
| Schools Capital schemes | People | C10735 | Earls Hall Amalgamation | 100 | | | | **100** |
| | People | C10736 | Leigh North Street Amalgamation | 60 | | | | **60** |
| Culture Capital schemes | Place | C10728 | Milton Gardens - Childrens Multi-Play Unit | 10 | | | | **10** |
| | Place | C10623 | Belfairs Swim Centre H & S | 260 | | | | **260** |
| S106/S78 Capital Schemes | Place | C10691 | S106 279 Fairfax Drive 1101349FULM | | 75 | | | **75** |
| | Place | C10218 | S106 285 Sutton Rd 1001190FULM | 25 | 15 | | | **40** |
| | Place | C10264 | S106 7-9 Pembury Road 0902326FULM | 9 | | | | **9** |
| | Place | C10277 | S106 21 Station Rd 0401552 FUL | 12 | | | | **12** |
| | Place | C10730 | S78 Bellway Homes 14/00943/fulm | 15 | | | | **15** |
| HRA Capital schemes | HRA | C10685 | S106 HRA Land Review | 30 | | | | **30** |
| | | | | **521** | **90** | **0** | **0** | **611** |

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## SUMMARY OF CHANGES TO THE CAPITAL PROGRAMME

**Appendix 6**

| Scheme/Event | Department | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 Budget £000 | Total Budget (all years) £000 |
|---|---|---|---|---|---|---|
| **Approved Capital Programme - June Cabinet** | | **61,775** | **45,901** | **40,281** | **30,272** | **178,229** |
| **Approved at September Cabinet** | | | | | | |
| Pier Hill Lifts replacement | Place | 315 | | | | **315** |
| Beecroft and Central Museum Energy Project | Place | 1,092 | | (720) | | **372** |
| Southchurch Park Bowls Pavillion | Place | 75 | | | | **75** |
| **Current approved Capital Programme** | | **63,257** | **45,901** | **39,561** | **30,272** | **178,991** |
| **Proposed changes:** | | | | | | |
| Priority Works | Corporate Services | 325 | | | | **325** |
| Choice Based Lettings | People | (19) | | | | **(19)** |
| S046 Shoebury Youth Centre | People | (10) | | | | **(10)** |
| Chase High Boilers | People | (21) | | | | **(21)** |
| Temple Sutton Underpinning | People | (34) | (79) | | | **(113)** |
| West Leigh Junior Gables | People | (70) | | | | **(70)** |
| ASO Machinery Purchase | Place | 18 | | | | **18** |
| S106 Prospects/Futures College | Place | (3) | | | | **(3)** |
| S106 Univ H-Way0401561ful | Place | (1) | | | | **(1)** |
| S106 - College London Rd | Place | (31) | | | | **(31)** |
| S106 Airport 0901960 Fulm | Place | | (75) | | | **(75)** |
| S106 Valkyrie PCT 1001566 fulm | Place | (2) | | | | **(2)** |
| S106 North Road PCT 1001564 fulm | Place | (2) | | | | **(2)** |
| S106 Officers Mess | Place | (70) | | | | **(70)** |
| Pier Hill Lifts - Emergency Maintenance | Place | (4) | | | | **(4)** |
| Flooding Repairs and Renewals | Place | (900) | | | | **(900)** |
| Construction of New Housing on HRA Land | HRA | (66) | | | | **(66)** |
| Virements (see Appendix 3) | Various | 0 | 0 | 0 | 0 | **0** |
| Budget re-profiles (see Appendix 4) | Various | (11,349) | 10,199 | 1,075 | 75 | **0** |
| New external funding (see Appendix 5) | Various | 521 | 90 | 0 | 0 | **611** |
| **Current Programme - following amendments** | | **51,539** | **56,036** | **40,636** | **30,347** | **178,558** |

Brackets indicate a reduction in budget

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# Amended Capital Programme 2015/16 to 2018/19

**Appendix 7**

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| **Corporate Services** | | | | | | |
| Accommodation Strategy | C10072 | 189 | | | | 189 |
| **Total Accomodation Strategy - main** | | **189** | | | | **189** |
| CCTV relocation & equipment upgrade | C10527 | 1 | | | | 1 |
| **Total Accomodation Strategy - CCTV** | | **1** | | | | **1** |
| Tickfield - Creating Capacity | C10687 | **84** | | | | 84 |
| **Total Tickfield** | | **84** | | | | **84** |
| 38 Satanita Road - Priority works | C10597 | 15 | | | | 15 |
| 93-99 Southuchurch Road - exit costs | C10706 | 338 | | | | 338 |
| Accommodation Review - Queensway House | C10511 | 10 | | | | 10 |
| Airport Business Park | C10261 | 556 | 6,405 | 4,101 | | 11,062 |
| Brunel Road Redevelopment | C10208 | | 50 | | | 50 |
| Capital Allocation to Discharge EEDA agreement | C10656 | | 164 | | | 164 |
| East Beach Café Project | C10644 | 32 | | | | 32 |
| East Street Cottages | C10674 | 30 | | | | 30 |
| Focus House Demolition | C10630 | 160 | | | | 160 |
| New Beach Huts Phase 2 | C10631 | | 109 | | | 109 |
| Pier Arches Remedial works | C10604 | 6 | | | | 6 |
| Pier Arches toilets - waterproofing solution | C10734 | 71 | | | | 71 |
| Pier North End roof repairs | C10600 | 9 | | | | 9 |
| Porters Civic House and Cottage | C10571 | 13 | | | | 13 |
| Porters Civic House - Repairs to Building | C10657 | 3 | | | | 3 |
| Seaways Development Enabling Works | C10643 | | 760 | | | 760 |
| The Leas Ventilation equipment trench | C10733 | 25 | | | | 25 |
| Toilet Refurbishment Thorpe Hall Avenue | C10703 | 190 | | | | 190 |
| Urgent Works To Property | C10181 | 12 | | | | 12 |
| Victoria Avenue Improvements | C10632 | 40 | 3,940 | 4,000 | | 7,980 |
| **Total Asset Management** | | **1,510** | **11,428** | **8,101** | | **21,039** |
| Cremator Hearth Replacement | C10677 | | 22 | 12 | | 34 |
| Crematorium Re-Quip (Mercury) | C10055 | | 16 | | | 16 |
| Essential Crematorium/Cemetery Equipment | C10572 | 10 | 175 | | | 185 |
| Mandatory Works to Cremators | C10573 | 41 | | | | 41 |
| New Burial Ground | C10054 | 279 | 2,000 | | | 2,279 |
| West Chapel Pipe Organ - refurbishment | C10678 | 30 | | | | 30 |
| **Total Cemeteries & Crematorium** | | **360** | **2,213** | **12** | | **2,585** |

# Amended Capital Programme 2015/16 to 2018/19

**Appendix 7**

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| Agresso Enterprise Resource Planning (ERP) system | C10238 | 73 | | | | 73 |
| Citizen Account phase 2 | C10574 | 58 | | | | 58 |
| DEFRA Inspire III | C10640 | 8 | | | | 8 |
| ICT Capita One Enhancements/Developments | C10633 | 56 | 32 | | | 88 |
| ICT Core Infrastructure | C10575 | 1,420 | | | | 1,420 |
| ICT Enterprise Agreement | C10636 | 46 | 354 | 200 | | 600 |
| ICT E-Procument Solution | C10635 | | 82 | 29 | | 111 |
| ICT Reprovision of Carefirst | C10637 | 603 | 1,605 | | | 2,208 |
| ICT Rolling Replacement Programme | C10576 | 171 | 200 | 200 | | 571 |
| IT Human Resources Case Management System | C10679 | 20 | | | | 20 |
| Libraries Wireless Project | C10663 | 8 | 17 | | | 25 |
| Library RFID | C10117 | 18 | | | | 18 |
| Pier and Foreshore ICT Improvement Programme | C10698 | 155 | 25 | | | 180 |
| Replacement and Enhancement to Cash Receipting System | C10578 | 17 | 15 | | | 32 |
| Software Licencing | C10426 | 256 | 250 | 250 | | 756 |
| Vehicle Tracking and Performance System | C10579 | 9 | | | | 9 |
| Wireless Borough/City Deal | C10580 | 27 | 371 | | | 398 |
| **Total ICT Programme** | | **2,945** | **2,951** | **679** | | **6,575** |
| Priority Works | C10121 | 299 | 978 | 988 | | 2,265 |
| **Total Priority Works** | | 299 | **978** | **988** | | **2,265** |
| **Total Department for Corporate Services** | | **5,388** | **17,570** | **9,780** | | **32,738** |

# Amended Capital Programme 2015/16 to 2018/19

**Appendix 7**

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| **Department for People** | | | | | | |
| Community Capacity | C10526 | 420 | 269 | | | 689 |
| Dementia Friendly Environments | C10598 | 44 | | | | 44 |
| Mental Health Funding Stream | C10184 | 75 | | | | 75 |
| Priory House - Condition Works | C10693 | 225 | | | | 225 |
| Transforming Care Housing | C10689 | 165 | | | | 165 |
| Viking Day Service Reprovision | C10621 | 100 | 500 | 1,400 | | 2,000 |
| **Total Adult Social Care** | | **1,029** | **769** | **1,400** | | **3,198** |
| Disabled Facilities - Adults | C10145 | 900 | 1,344 | | | 2,244 |
| Empty Dwelling Management | C10020 | 60 | 413 | 75 | | 548 |
| PSH Works in Default - Enforcement Work | C10503 | 58 | 140 | 50 | | 248 |
| Private Sector Renewal | C10146 | 500 | 744 | | | 1,244 |
| Warmer Healthy Homes Expenditure | C10255 | 88 | | | | 88 |
| **Total General Fund Housing** | | **1,606** | **2,641** | **125** | | **4,372** |
| AHDC Short Breaks for Disabled Children | C10282 | 4 | 64 | | | 68 |
| Kingsdown Phase 2 | C10032 | 22 | | | | 22 |
| New Primary School (Hinguar) | C10030 | 15 | | | | 15 |
| **Total Children & Learning Other Schemes** | | **41** | **64** | | | **105** |

# Amended Capital Programme 2015/16 to 2018/19

## Appendix 7

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| Blenheim Curtain Walling | C10646 | 137 | | | | 137 |
| Bournes Green Junior Boiler | New | | | 135 | | 135 |
| Bournes Green Junior Pipe Works | C10528 | 5 | | | | 5 |
| Bournes Green Junior Roof | New | | 168 | | | 168 |
| Chalkwell Infants Hall/Kitchen Windows | New | | | 23 | | 23 |
| Chalkwell Infants Main Building Windows | New | | | 45 | | 45 |
| Chalkwell Infants Roof | New | | | 12 | | 12 |
| Chase High Boilers | C10529 | 10 | | | | 10 |
| Earls Hall Amalgamation | C10735 | 100 | | | | 100 |
| Earls Hall Ducts and Pipework | C10711 | 23 | 56 | 68 | | 147 |
| Earls Hall Underpinning | C10712 | 25 | | | | 25 |
| Edwards Hall Roofs | C10713 | 110 | 58 | | | 168 |
| Earls Hall Roof Drainage | New | | 28 | | | 28 |
| Fairways Fire Alarm | New | | | 42 | | 42 |
| Friars Boilers | New | | 196 | | | 196 |
| Friars Curtain Walling | C10532 | 20 | | | | 20 |
| Friars Fire Systems Replacement | C10647 | 71 | 35 | | | 106 |
| Future condition projects | C10024 | 154 | 162 | 142 | | 458 |
| Futures College Roof | C10648 | 23 | | | | 23 |
| Futures Heating and Pipe Ducts | C10714 | | 292 | 168 | | 460 |
| Futures Rewire | New | | | 84 | | 84 |
| Hamstel Juniors Fire Systems (H&S) | C10534 | | 28 | | | 28 |
| Hamstel Infants Windows | New | | | 40 | | 40 |
| Hamstel Junior Windows | New | | 84 | 84 | | 168 |
| Kingsdown Fire System Upgrade | New | | 34 | | | 34 |
| Kingsdown Roof Fire Breaks (H&S) | C10536 | 17 | | | | 17 |
| Leigh North Street Amalgamation | C10736 | 60 | | | | 60 |
| Prince Avenue Fire Systems and Rewire | C10650 | 202 | 36 | | | 238 |
| Porters Grange Boilers | New | | | 140 | | 140 |
| Richmond Roof | New | | | 17 | | 17 |
| Temple Sutton Underpinning | C10716 | 45 | | | | 45 |
| Thorpedene Boiler | C10717 | 135 | | | | 135 |
| Thorpedene Water Tanks | C10540 | 11 | | | | 11 |
| West Leigh Infant Roofs | C10718 | 23 | 34 | | | 57 |
| West Leigh Junior Gables | C10720 | 62 | | | | 62 |
| **Total Condition Schemes** | | **1,233** | **1,211** | **1,000** | | **3,444** |

# Amended Capital Programme 2015/16 to 2018/19

**Appendix 7**

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| Devolved Formula Capital | C10014 | 310 | | | | 310 |
| **Total Devolved Formula Capital** | | **310** | | | | **310** |
| Basic Need Future Demand | C10641 | 214 | | | | 214 |
| Darlinghurst Hall | C10530 | 209 | | | | 209 |
| Expansion of 2 yr old Childcare Places | C10558 | 121 | | | | 121 |
| Hamstel Infant & Juniors Places | C10116 | 1,476 | | | | 1,476 |
| Milton Hall Primary Places | C10036 | 4 | | | | 4 |
| Porters Grange Primary Places | C10119 | 76 | | | | 76 |
| School Improvement and Provision of School Places | C10475 | | 5,000 | 5,000 | | 10,000 |
| Sacred Heart Primary School | C10620 | 1,540 | | | | 1,540 |
| St Helens to FE | C10618 | 1,500 | 1,070 | | | 2,570 |
| St Marys East | C10617 | 1,572 | | | | 1,572 |
| Thorpe Greenways Infant/Junior School | C10619 | 1,312 | | | | 1,312 |
| **Total Primary School Places** | | **8,024** | **6,070** | **5,000** | | **19,094** |
| **Total Department for People** | | **12,243** | **10,755** | **7,525** | | **30,523** |

# Amended Capital Programme 2015/16 to 2018/19

**Appendix 7**

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| **Department for Place** | | | | | | |
| ASO Machinery Purchase | C10731 | 18 | | | | 18 |
| Belfairs Farm Buildings - condition surveys and costings | C10704 | 10 | | | | 10 |
| Belfairs Golf Course - Drainage | C10552 | 15 | | | | 15 |
| Belfairs Swim Centre H & S | C10623 | 717 | | | | 717 |
| Belfairs Woodland Centre Project | C10502 | 58 | | | | 58 |
| Bridges in Priory Park - Health & Safety | C10659 | 40 | | | | 40 |
| Chalkwell Park and Priory Park Tennis Courts | C10682 | 180 | | | | 180 |
| Chase Sports & Fitness Centre - Fire Alarm | C10732 | 30 | | | | 30 |
| Cliffs Pavilion - External Works above Maritime Room | C10695 | 200 | | | | 200 |
| Cliffs Pavilion - Refurbishmen of passenger lift | C10692 | 62 | | | | 62 |
| Cliffs Pavilion - Replacement floor in auditorium | C10670 | 60 | | | | 60 |
| Cliffs Pavilion undercroft piping replacement – urgent works | C10722 | 90 | | | | 90 |
| Elmer Sq Project - Library | C10019 | 411 | | | | 411 |
| Energy Improvements in Culture Property Assets | C10565 | 169 | | | | 169 |
| FPG | C10488 | 5 | | | | 5 |
| Hard Surface Path Improvements | C10566 | 174 | | | | 174 |
| Library Review | C10624 | 521 | 260 | | | 781 |
| Milton Gardens - Childrens Multi-Play Unit | C10728 | 10 | | | | 10 |
| Palace Theatre fire exit installation – urgent works | C10723 | 30 | | | | 30 |
| Palace Theatre - Replacement of External Windows | C10725 | 60 | | | | 60 |
| Palace Theatre - Replacement of roof over smoke hood | C10705 | 15 | | | | 15 |
| Parks Land Drainage - Blenheim Park | C10680 | 105 | | | | 105 |
| Parks Land Drainage - Southchurch Park | C10681 | 75 | | | | 75 |
| Parks Sports Pitch Drainage | C10694 | 85 | | | | 85 |
| Priory Park Water Main | C10625 | 100 | | | | 100 |
| Prittlewell Prince Museum | C10043 | | 38 | | | 38 |
| Prittlewell Prince Storage | C10696 | 200 | | | | 200 |
| Pump Priming Budget | C10044 | | 333 | | | 333 |

# Amended Capital Programme 2015/16 to 2018/19

**Appendix 7**

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| Southchurch Park Bowls Pavillion | C10739 | 95 | | | | 95 |
| Southchurch Park Lake | C10077 | 3 | | | | 3 |
| Southchurch Park Lighting | C10591 | 9 | | | | 9 |
| Southend Leisure & Tennis Centre - Refurbishment of Lift | C10627 | 21 | | | | 21 |
| War Memorials within the Borough | C10569 | 87 | | | | 87 |
| **Total Culture** | | **3,655** | **631** | | | **4,286** |
| City Deal - Incubation Centre | C10668 | 80 | | | | 80 |
| Coastal Communities Fund | C10658 | 377 | 948 | | | 1,325 |
| Pier Hill Lifts - Emergency Maintenance | C10551 | 9 | | | | 9 |
| Pier Hill Lifts Replacement | C10737 | 315 | | | | 315 |
| Prince George Extension Works | C10038 | 1,243 | | | | 1,243 |
| Property Refurbishment Programme | C10626 | 369 | 300 | 300 | | 969 |
| Southend Pier - Condition Works | C10697 | 600 | 500 | 500 | 1,050 | 2,650 |
| **Total Enterprise, Tourism & Regeneration** | | **2,993** | **1,748** | **800** | **1,050** | **6,591** |
| Cliff Stabilisation - Clifton Drive | C10683 | 847 | | | | 847 |
| Coastal Defence (Shoebury Common Sea Defence Scheme) | C10011 | 105 | | 4,320 | | 4,425 |
| Coastal Defence - Storm Damage | C10660 | 42 | | | | 42 |
| Flooding - Repairs and Renewals | C10707 | 600 | | | | 600 |
| Two Tree Island - Slipway | C10654 | 139 | | | | 139 |
| **Total Coastal Defence** | | **1,733** | | **4,320** | | **6,053** |
| Cinder Path | C10115 | 348 | 487 | | | 835 |
| Highways Planned Maintenance Investment | C10029 | 552 | 502 | 502 | | 1,556 |
| Street Lighting Renewal | C10061 | 3,947 | 6,905 | 2,485 | | 13,337 |
| **Total Highways & Infrastructure** | | **4,847** | **7,894** | **2,987** | | **15,728** |
| Car Parks Upgrade | C10151 | 550 | | | | 550 |
| **Total Parking Management** | | **550** | | | | **550** |

# Amended Capital Programme 2015/16 to 2018/19

## Appendix 7

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| S106 Airport 0901960 Fulm | C10274 | 7 | 4 | | | 11 |
| S106 Audley Court 0200874 Ful | C10276 | 10 | | | | 10 |
| S106 - College London Rd | C10203 | 50 | | | | 50 |
| S106 Ajax Works 0300130ful | C10199 | 1 | 1 | 1 | 3 | 6 |
| S106 Elm Gate 1000655FULM | C10666 | 7 | 125 | | | 132 |
| S106 279 Fairfax Drive 1101349FULM | C10691 | | 75 | | | 75 |
| S106 Former College 1000225FUL | C10207 | 11 | | | | 11 |
| S106 Garrison 0000777 Deposit | C10690 | 21 | | | | 21 |
| S106 Garrison Park Store | C10188 | 1 | | | | 1 |
| S106 High Works Shoe Garrison | C10213 | 6 | | | | 6 |
| S106 Land North Of Ambleside | C10201 | 2 | | | | 2 |
| S106 Lifstan Way 0000273 Out | C10269 | 4 | 4 | 4 | 72 | 84 |
| S106 910 London Road 0901899 ful | C10479 | 1 | | | | 1 |
| S106 Manchester Drive 10/01584/FULM | C10491 | 1 | | | | 1 |
| S106 North Rd & Salisbury Ave 1200056 | C10605 | 2 | | | | 2 |
| S106 Nth Sbury Rd 0301504out | C10205 | 438 | 648 | | | 1,086 |
| S106 7-9 Pembury Road 0902326FULM | C10264 | 9 | | | | 9 |
| S106 53 Pavilion Dr 0701870OUTM | C10652 | | 143 | | | 143 |
| S106 Premier Inn 1300835FULM | C10653 | 15 | | | | 15 |
| S106 87 Rectory Gr 1101018FULM | C10581 | | 155 | | | 155 |
| S106 Seec 0200500ful | C10073 | | 104 | | | 104 |
| S106 21 Station Rd 0401552 FUL | C10277 | 12 | | | | 12 |
| S106 Sunlight Ldry 1400411FULM | C10686 | 16 | | | | 16 |
| S106 285 Sutton Rd 1001190FULM | C10218 | 66 | 15 | | | 81 |
| S106 Univ H-Way0401561ful | C10196 | 46 | | | | 46 |
| S106 199-207 West Road 0501108OUT | C10582 | 12 | | | | 12 |
| S38/S278 Airport 0901960 Fulm | C10275 | 111 | | | | 111 |
| S78 Bellway Homes 14/00943/fulm | C10730 | 15 | | | | 15 |
| S38 Foot/Cycleway at Garrison | C10191 | 4 | | | | 4 |
| S38 Fossetts Farm Bridleway | C10193 | 116 | | | | 116 |
| S38 Garrison NBP Road Supp Fee | C10267 | 34 | | | | 34 |
| S38 Inspection Magazine Rd | C10190 | 5 | | | | 5 |
| **Total S106 & S38 Agreements** | | **1,023** | **1,274** | **5** | **75** | **2,377** |

# Amended Capital Programme 2015/16 to 2018/19

**Appendix 7**

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| LTP (Integrated Transport block) - Bridge Strengthening | C10512 | 400 | 380 | 370 | 350 | 1,500 |
| LTP (Integrated Transport block) - Better Sustainable Transport | C10384 | 400 | 400 | 400 | 400 | 1,600 |
| LTP (Integrated Transport block) - Better Networks | C10671 | 400 | 400 | 400 | 400 | 1,600 |
| LTP (Integrated Transport block) - Traffic Management Schemes | C10513 | 400 | 400 | 400 | 400 | 1,600 |
| LTP (Integrated Transport block) - Network Management | C10470 | 201 | 201 | 201 | 201 | 804 |
| LTP - Maintenance | C10076 | 993 | 847 | 868 | 621 | 3,329 |
| LTP - Maintenance - Street Lighting | C10708 | | 50 | | 150 | 200 |
| **Total Local Transport Plan** | | **2,794** | **2,678** | **2,639** | **2,522** | **10,633** |
| Local Growth Fund - A127 Growth Corridor | C10699 | 1,515 | 4,300 | 1,680 | 10,560 | 18,055 |
| Local Growth Fund - Local Sustainable Transport Fund | C10700 | 800 | 200 | | | 1,000 |
| Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Non-Transport) | C10701 | 120 | 120 | 1,400 | 4,340 | 5,980 |
| Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport) | C10702 | | 1,000 | 2,000 | 4,000 | 7,000 |
| **Total Local Growth Fund** | | **2,435** | **5,620** | **5,080** | **18,900** | **32,035** |
| A127 Junction Improvements | C10553 | 696 | 171 | | | 867 |
| HCA Progress Road | C10254 | 20 | | | | 20 |
| Southend Transport Model | C10058 | 62 | 30 | | | 92 |
| Victoria Gateway - Design Review | C10609 | 6 | | | | 6 |
| **Total Transport** | | **784** | **201** | | | **985** |
| Short Street Depot | C10570 | 591 | | | | 591 |
| Waste Transfer Station | C10467 | 6 | | | | 6 |
| **Total Waste** | | **597** | | | | **597** |
| Beecroft and Central Museum Energy Project | C10738 | 1,092 | | | | 1,092 |
| Civic Centre Boilers - Low Loss Header | C10676 | 36 | | | | 36 |
| LED Lighting - Civic Centre Underground Car Park | C10662 | 19 | | | | 19 |
| Southend Adult Community College Energy Project | C10664 | 581 | | | | 581 |
| Temple Sutton School Energy Project | C10665 | 1,124 | | | | 1,124 |
| **Total Energy Saving** | | **2,852** | | | | **2,852** |
| **Total Deparment for Place** | | **24,263** | **20,046** | **15,831** | **22,547** | **82,687** |
| **Total General Fund Capital Schemes** | | **41,894** | **48,371** | **33,136** | **22,547** | **145,948** |

# Amended Capital Programme 2015/16 to 2018/19

**Appendix 7**

| Scheme | Project code | 2015/16 Budget £000 | 2016/17 Budget £000 | 2017/18 Budget £000 | 2018/19 & later years Budget £000 | Total Current Budget £000 |
|---|---|---|---|---|---|---|
| **Housing Revenue Account (HRA)** | | | | | | |
| Bathroom Refurbishment | C10161 | 380 | | | | 380 |
| Central Heating | C10162 | 492 | | | | 492 |
| Common Areas Improvement | C10168 | 2,660 | 220 | | | 2,880 |
| Environmental - H&S works | C10163 | 1,314 | 100 | | | 1,414 |
| Kitchen Refurbishments | C10164 | 691 | | | | 691 |
| Rewiring | C10165 | 80 | | | | 80 |
| Roofs | C10166 | 1,090 | | | | 1,090 |
| Windows and Doors | C10167 | 250 | | | | 250 |
| Efdf - Whole Home Energy Project | C10160 | 37 | | | | 37 |
| Future Programme (MRA & Decent Homes) | C10298 | | 7,000 | 7,500 | 7,800 | 22,300 |
| **Total Decent Homes Programme** | | **6,994** | **7,320** | **7,500** | **7,800** | **29,614** |
| HRA Disabled Adaptations - Major Adaptations | C10015 | 450 | | | | 450 |
| HRA Disabled Adaptations - Minor Adaptations | C10257 | 50 | | | | 50 |
| **Total Council House Adaptions** | | **500** | | | | **500** |
| Sheltered Housing DDA works | C10177 | | 345 | | | 345 |
| **Total Sheltered Housing Remodelling** | | | **345** | | | **345** |
| S106 New Build 159 Bournemouth Park Road | C10584 | 12 | | | | 12 |
| S106 HRA Land Review | C10685 | 66 | | | | 66 |
| **Total S106 Funded HRA Projects** | | **78** | | | | **78** |
| New Build 159 Bournemouth Park Road - RTB funded | C10595 | 4 | | | | 4 |
| **Total RTB Funded HRA Projects** | | **4** | | | | **4** |
| Construction of New Housing on HRA Land | C10684 | 1,934 | | | | 1,934 |
| Strategic acquisition of tower block leaseholds | C10614 | 135 | | | | 135 |
| **Total Other HRA** | | **2,069** | | | | **2,069** |
| **Total HRA Capital Schemes** | | **9,645** | **7,665** | **7,500** | **7,800** | **32,610** |
| **TOTAL PROPOSED CAPITAL PROGRAMME** | | **51,539** | **56,036** | **40,636** | **30,347** | **178,558** |

# Southend-on-Sea Borough Council

**Agenda Item No.**

**Report of Corporate Director of Corporate Services**
**to**
**Cabinet**
**on**
**10 November 2015**

Report prepared by: Joe Chesterton
Head of Finance and Resources

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**Mid-Year Treasury Management Report – 2015/16**
**Policy and Resources Scrutiny Committee**
**Executive Councillor: Councillor Woodley**
***A Part 1 Public Agenda Item***

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## 1. Purpose of Report

1.1 The Mid-Year Treasury Management Report covers the treasury management activityand compliance with the treasury management strategy for both quarter two and the period from April to September 2015.

## 2. Recommendations

**That the following is approved:**

**2.1 The Mid-Year Treasury Management Report for 2015/16.**

**2.2 The Revised Minimum Revenue Provision Policy 2015/16 attached at Appendix 3, the changes to which are set out in Section12.**

**That the following is noted:**

**2.3 Treasury management activities were carried out in accordance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Sector during the period from April to September 2015.**

**2.4 The loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.**

**2.5 An average of £66.0m of investments were managed in-house. These earned £0.20m of interest during this six month period at an average rate of 0.62%. This is 0.26% over the average 7 day LIBID (London Interbank Bid Rate) and 0.12% over bank base rate.**

**2.6 An average of £24.9m of investments was managed by our external fund manager. These earned £0.08m of interest during this six month period at an average rate of 0.66%. Thisis 0.30% over the average 7 day LIBID and 0.16% over bank base rate.**

**2.7 An average of £5.0m was managed by a property fund manager. This earned £0.185m during this six month period from a combination of an increase in the value of the units and income distribution, giving a combined return of 7.38%. The fund started the six month period at £4.989m and increased in value with the fund at the end of the period at £5.174m.**

**2.8 The level of borrowing from the Public Works Loan Board (PWLB) (excluding debt relating to services transferred from Essex County Council on 1st April 1998) remained at the same level of £237.8m (Housing Revenue Account (HRA): £80.8m, General Fund: £157.0m) during the period from April to September 2015.**

**2.9 The level of financing for 'invest to save' schemes increased from £0.14m to £0.65m during the period from April to September 2015.**

## 3. Background

3.1 This Council has adopted the 'CIPFA Code of Practice for Treasury Management in the Public Sector'and operates its treasury management service in compliance with this code.The code recommends that local authorities submit reports regularly as part of its Governance arrangements.

3.2 Current guidance is that authorities should report formally at least twice a year and preferably quarterly. The Treasury Management Policy Statement for 2015/16 set out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation. This is the second quarter report for the financial year 2015/16.

3.3 Appendix 1 shows the treasury management position at the end of quarter two of 2015/16.

3.4 Appendix 2 shows the treasury management performance specifically for quarter two of 2015/16.

## 4 National Context

4.1 The UK economy has continued to grow and with earnings growth continuing to exceed the rate of inflation and supporting growth in real income, retail sales growth should be supported for the coming months at least. There was a return to deflation of -0.1% in Septemberfrom 0% in August.

4.2 With the governor of the Bank of England and the Monetary Policy Committeenot expecting a rise in inflation until the turn of the year, a temporary bout of deflation is seen as beneficial for the UK economy. This has relieved the

pressure on the Bank of England to increase interest rates, which are now likely to remain stable until next year. Throughout the period the Bank of England kept the bank base rate at its historic low of 0.5% and continued with its policy of quantitative easing, keeping the level at £375 billion.

4.3 US data supports this stance on rates in terms of the Federal Reserve whose market participants also do not expect to increase rates until next year. Across the globe there are increased concerns surrounding the economic health of China, who witnessed its CPI inflation fall further from target, while the Eurozone recovery remains sluggish.

4.4 The economic situation together with the financial market conditions prevailing throughout the quarter continued to provide challenges for treasury management activities. There have not been substantial changes in the credit ratings of financial institutions so we continue to have a restricted list of counterparties (i.e. people we can invest with) that still meet our prudent investment criteria.

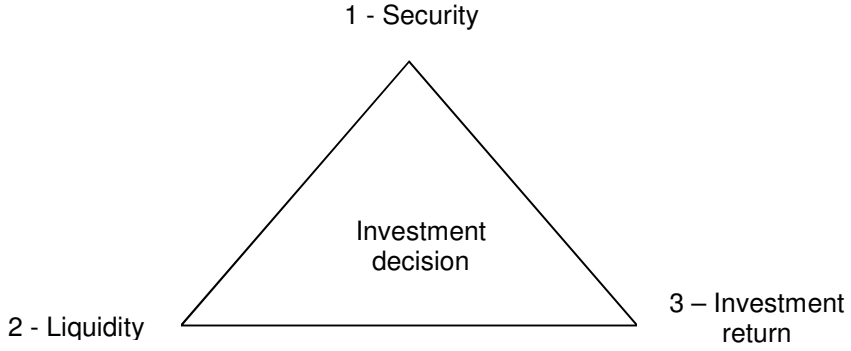
4.5 However, with a restricted list of counterparties and the increased focus on counterparty riskfollowing the Icelandic Banks collapse, monies were mainly placed for short periods of time or in instant access accounts, which increased the liquidity of these funds.

4.6 Low interest rates prevailed throughout the period from April to September 2015 and this led to low investment income earnings from all our investments.

## 5 Investments – quarter two (July to September)

5.1 A prime objective of our investment activities is the security of the principal sums invested. To ensure this security before a deposit is made an organisation is tested against a matrix of credit criteria.During the period from July to September 2015 investment deposits were limited to those who met the criteria in the Annual Investment Strategy when the deposit was placed.

5.2 Other investment objectives are to maintain liquidity (i.e. adequate cash resources to allow the council to operate) and to optimise the investment income generated by surplus cash in a way that is consistent with a prudent level of risk. Investment decisions are made with reference to these objectives, with security and liquidity being placed ahead of the investment return. This is shown in the diagram below:



Security:

5.3 To maintain the security of sums invested, we seek to lower counterparty risk by investing in financial institutions with good credit ratings, across a range of sectors and countries. The risk of loss of principal of monies is minimised through the Annual Investment Strategy.

5.4 Pie chart 1 of Appendix 1 shows that at the end of quarter two;61% of our in-house investments were placed with financial institutions with a long term rating of AAA, 9% with a long term rating of Aand 30% with a long term rating of A-.

5.5 As shown in pie chart 2 of Appendix 1, these monies were with various counterparties, 39% being placed directly with banks and 61% placed with a range of counterparties via money market funds.

5.6 Pie chart 3 of Appendix 1 shows the range of countries where the parent company of the financial institution with which we have monies invested is registered. For money market funds there are various counterparties spread across many countries. The cumulative balance of funds held with any one institution was kept within agreed limits.

Liquidity:

5.7 Our in-house monies were mostly available on an instant access basis at the end of quarter two, except for £10m which has been placed in a 100 day notice account and £5m which has been placed in a 9 month fixed term deposit. The maturity profile of our investments is shown in pie chart 4 of Appendix 1.

Investment return:

5.8 During the quarter the Council continued to use the fund manager Aberdeen Asset Managementto manage monies on our behalf. Anaverage of £24.9m was invested in this fund throughout the quarter earning an average rate of 0.66%.

5.9 The Council had an average of £66.6m of investments managed in-house over the period from July to September, and these earned an average interest rate of 0.62%. Of the in-house managed funds:

- an average of £10.0m was held in notice accounts that earned an average interest rate of 0.68%;
- an average of £1.6m was held in fixed term deposits that earned an average interest rate of 0.88%;
- use was also made of call accounts during the year, because they provide instant access to funds. An average of £8.3m was held in these accounts and earned an average return of 0.64% over the quarter;
- an average of £46.7m was held in money market funds earning an average of 0.60% over the quarter. These work in the same way as a deposit account but the money in the overall fund is invested in a number of counterparties, therefore spreading the counterparty risk.

5.10 In accordance with the Treasury Management Strategy the performance during the quarter is compared to the average 7 day LIBID(London Interbank Bid Rate). Overall, investment performance was higher than the average 7 day LIBIDandhigher than the average base rate for the quarter.The bank base rate remained at 0.50% throughout the period from July to September 2015, and the 7 day LIBID rate fluctuated between 0.36% and 0.38%. Performance is shown in Graph 1 of Appendix 2.

## 6 Investments – quarter two cumulative position

6.1 During the period from April to September 2015 the Council complied with all of the relevant statutory and regulatory requirements which limit the levels of risk associated with its treasury management activities. In particular its adoption and implementation of the Code of Practice for Treasury Management means its treasury practices demonstrate a low risk approach.

6.2 The Council is aware of the risks of passive management of the treasury portfolio and hasproactively managed levels of debt and investments over the six month period with the support of its treasury management advisers.

6.3 The table below summarises the Council's investment position for the period from April to September 2015:

Table 1: Investment position

| | At 31 March 2015 | At 30 September 2015 | April to September 2015 | |
|---|---|---|---|---|
| | Actual Balance (£000s) | Actual Balance (£000s) | Average Balance (£000s) | Average Rate (%) |
| Notice accounts | 10,000 | 10,000 | 10,000 | 0.68 |
| Fixed term deposits | 0 | 5,000 | 806 | 0.88 |
| Call accounts | 8,037 | 7,074 | 7,975 | 0.64 |
| Money market funds | 33,000 | 34,000 | 47,239 | 0.59 |
| **Total investments managed in-house** | **51,037** | **56,074** | **66,020** | **0.62** |
| Investments managed by external fund managers | 24,858 | 24,941 | 24,907 | 0.66 |
| Property fund | 0 | 5,174 | 5,036 | 7.38 |
| **Total investments** | **75,895** | **86,189** | **95,963** | **0.99** |

6.4 The majority of the cash balances held by the Council are required to meet short term cash flow requirements and therefore throughout the six month periodmonies were placed 30 timesfor periods of one year or less. The table on the next page shows the most used counterparties overall and the countries in which they are based. All deals are in sterling despite the country the counterparties are based in.
Table 2: Counterparties used

| Counterparty | Country | No. of Deals | Value of Deals (£m) |
|---|---|---|---|
| Goldman Sachs | Money Market Fund (Various Counterparties) | 12 | 62 |
| BlackRock | Money Market Fund (Various Counterparties) | 13 | 59 |
| Insight Investment Management Ltd | Money Market Fund (Various Counterparties) | 1 | 6 |
| Standard Life Investment | Money Market Fund (Various Counterparties) | 3 | 12 |
| Goldman Sachs International Bank (Fixed Term Deposit)* | UK Bank | 1 | 5 |

*This fixed term deposit is shown in Table 1 of Appendix 2.

6.5 In addition to the above, use was also made of call accounts during the year, because they provide instant access or 7-day notice to funds. This meant that funds were available for unexpected cash flow events to avoid having to pay higher rates to borrow from the market. During the period from April to September 2015an average of £8.0m was held in such accounts.

## 7. Property Funds – quarter two (July to September)

7.1 Following a tender exercise, two property funds were chosen for the investment of long term funds: Rockspring Property Investment Management Limited and Lothbury Investment Management Limited. At the beginning of quarter one £5.0m was invested in the Rockspring property fund with £5m expected to be invested in the Lothbury fund in quarter three.

7.2 The monies are invested in units in the fund, the fund is then invested as a whole by the fund managers into properties. An income distribution will be generated from the rental income streams from the properties in the fund. Income distributions will be reinvested back into the fund.There are high entrance and exit fees and the price of the units can rise and fall, depending on the value of the properties in the fund, so these funds are invested over the long term with the aim of realising higher yields than other investments.

7.3 The interest equalisation reserve will be used to capture some of the income in the years when the property values are rising, and will then be available to offset any losses should property values fall. Members should be aware that this means that the investment returns in some quarters will look very good and in other quarters there may be losses reported, but these will not impact the revenue account as the interest equalisation reserve would be used to meet any temporary losses.

7.4 An average of £5.1m was managed by Rockspring Property Investment Management Limited. During quarter two, the value of the fund increased by £0.029m due to the increase in the unit value. There was also an income distribution relating to that period of £0.064m and this distribution will be confirmed and distributed in quarter three.

7.5 The fund earned £0.093m during this three month period from a combination of the increase in the value of the units and the income distribution, giving a combined return of 7.18%. The fund started the quarter at £5.081m and increased in value with the fund at the end of the quarter at £5.174m. This is set out in Table 2 of Appendix 2.

## 8 Property Funds – quarter two cumulative position

8.1 An average of £5.0m was managed by Rockspring Property Investment Management Limited. During the period from April to September 2015, the value of the fund increased by £0.062m due to the increase in the unit value. There was also an income distribution relating to that period of £0.123m and the quarter two part of this distribution will be confirmed and distributed in quarter three.

8.2 The fund earned £0.185m during this six month period from a combination of the increase in the value of the units and the income distribution, giving a combined return of 7.38%. The fund started the six month period at £4.989m and increased in value with the fund at the end of the period at £5.174m.

## 9. Borrowing – quarter two

9.1 The Capital Financing Requirement (CFR) is the Council's theoretical need to borrow but the Section 151 Officer can manage the Council's actual borrowing position by either:

1 - borrowing to the CFR;
2 - choosing to use temporary cash flow funds instead of borrowing (internal borrowing) or;
3 -borrowing for future increases in the CFR (borrowing in advance of need)

9.2 The Council began quarter two in the second of the above scenarios, with actual borrowing below CFR.

9.3 This, together with the Council's cash flow, the prevailing Public Works Loans Board (PWLB) interest rates and the future requirements of the capital programme, were taken into account when deciding the amount and timing of any loans. No new PWLB loans were taken out during the quarter and none were repaid on maturity.

9.4 The level of borrowing from the Public Works Loan Board (PWLB) (excluding debt relating to services transferred from Essex County Council on 1st April 1998) remained at £237.8m during the quarter. A profile of the repayment dates is shown in Graph 2 of Appendix 2.

9.5 The level of PWLB borrowing at £237.8m is in line with the financing requirements of the capital programme and the revenue costs of this borrowing are fully accounted for in the revenue budget. The current level of borrowing is also in line with the Council's prudential indicators and is prudent, affordable and sustainable.

9.6 Interest rates from the PWLB fluctuated throughout the quarter in response to economic events: 10 year PWLB rates between 2.61% and 3.10%; 25 year PWLB rates between 3.21% and 3.67% and 50 year PWLB rates between 3.07% and 3.58%. These rates are after the PWLB 'certainty rate' discount of 0.20%.

9.7 During quarter two, there was no short term borrowing activity undertaken for cash flow purposes. This is shown in Table 3 of Appendix 2.

## 10. Borrowing – quarter two cumulative position

10.1 The Council's borrowing limits for 2015/16are shown in the table below:

| | **2015/16 (£m)** |
|---|---|
| Authorised Limit | 280 |
| Operational Boundary | 270 |

The Authorised Limit is the "Affordable Borrowing Limit" required by the Local Government Act 2003. This is the outer boundary of the Council's borrowing based on a realistic assessment of the risks and allows sufficient headroom to take account of unusual cash movements.

The Operational Boundary is the expected total borrowing position of the Council during the year and reflects decisions on the amount of debt needed for the Capital Programme. Periods where the actual position is either below or over the Boundary are acceptable subject to the Authorised Limit not being breached.

10.2 The Council'soutstanding borrowing as at 30th September 2015 was:

- Southend-on-Sea Borough Council £237.8m
- ECC transferred debt £13.8m

Repayments in the first 6 months of 2015/2016were:

- Southend-on-Sea Borough Council £0m
- ECC transferred debt £0m

10.3 Outstanding debt relating to services transferred from Essex County Council (ECC) on 1st April 1998, remains under the management of ECC. Southend Borough Council reimburses the debt costs incurred by the County. The debt is recognised as a deferred liability on our balance sheet.

10.4 The interest payments for PWLB and excluding transferred debt, during the period from April to September 2015 were £5.373m, compared to the original budget of £5.373m for the same period. These interest payments are the same as budgeted as, due to the reasons set out in paragraph 9.3, nonew loans were taken out in 2014/15 and no new loans were taken during the first two quarters of 2015/16.

10.5 The table below summarises the PWLB borrowing activities over the period from April to September 2015:

| Quarter | Borrowing at beginning of quarter (£m) | New borrowing (£m) | Re-financing (£m) | Borrowing repaid (£m) | Borrowing at end of quarter (£m) |
|---|---|---|---|---|---|
| April to June 2015 | 237.8 | 0 | 0 | (0) | 237.8 |
| July to September 2015 | 237.8 | 0 | 0 | (0) | 237.8 |
| *Of which:* | | | | | |
| General Fund | 157.0 | 0 | 0 | (0) | 157.0 |
| HRA | 80.8 | 0 | 0 | (0) | 80.8 |

All PWLB debt held is repayable on maturity.

## 11 Funding for Invest to Save Schemes

11.1 During 2014/15 a capital project was completed on draught proofing and insulation in the Civic Centre which will generate on-going energy savings. This is an invest-to-save project and the predicted revenue streams cover the financing costs of the project.

11.2 To finance this project the Council took out an interest free loan of £0.14m with Salix Finance Ltd which is an independent, not for profit company, funded by the Department for Energy and Climate Change that delivers interest-free capital to the public sector to improve their energy efficiency and reduce their carbon emissions. The loan is for a period of four years with equal instalments to be repaid every six months. There are no revenue budget implications of this funding as there are no interest payments to be made and the revenue savings generated are expected to exceed the amount needed for the repayments. There were no repayments of this loan during the period from April to September 2015.

11.3 At the meeting of Cabinet on 23rd June 2015 the LED Street Lighting and Illuminated Street Furniture Replacement Project was approved which was to be partly funded by 25 year reducing balance 'invest to save' finance from the Green Investment Bank (GIB). The balance outstanding at the end of quarter two was £0.65m. There were no repayments during the period from April to September 2015.

11.4 Funding of these invest to save schemes is shown in Appendix 2.

## 12 Revised Minimum Revenue Provision Policy

12.1 As a result of the funding for Invest to Save Schemes it has been necessary to amend the Minimum Revenue Provision Policy for 2015/16 to clarify the charges that will be applicable.

12.2 A Revised Minimum Revenue Provision Policy for 2015/16 is attached as Appendix 3. A new paragraph (4.5) has been added at the end.

## 13 Compliance with Treasury Management Strategy – quarter two

13.1 The Council's investment policy is governed by the CIPFA Code of Practice for Treasury Management in the Public Sector (revised in November 2009), which has been implemented in the Annual Investment Strategy approved by the Council on 26th February 2015. The investment activity during the quarter conformed to the approved strategyand the cash flow was successfully managed to maintain liquidity. This is shown in Table 4 of Appendix 2.

## 14 Other Options

14.1 There are many options available for the operation of the Treasury Management function, with varying degrees of risk associated with them. The Treasury Management Policy aims to effectively control risk to within a prudent level, whilst providing optimum performance consistent with that level of risk.

## 15 Reasons for Recommendations

15.1 The CIPFA Code of Practice on Treasury Management recommends that Local Authorities should submit reportsregularly. The Treasury Management Policy Statement for 2015/16 set out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation.

## 16 Corporate Implications

16.1 Contribution to Council's Vision & Critical Priorities

Treasury Management practices in accordance with statutory requirements, together with compliance with the prudential indicators acknowledge how effective treasury management provides support towards the achievement of the Council's Vision and Critical Priorities.

16.2 Financial Implications

The financial implications of Treasury Management are dealt with throughout this report.

16.3 Legal Implications

This Council has adopted the 'CIPFA Code of Practice for Treasury Management in the Public Sector' and operates its treasury management service in compliance with this code.

16.4 People Implications

None.

16.5 Property Implications

None.

16.6 Consultation

The key Treasury Management decisions are taken in consultation with our Treasury Management advisers.

16.7 Equalities and Diversity Implications

None.

16.8 Risk Assessment

The Treasury Management Policy acknowledges that the successful identification, monitoring and management of risk are fundamental to the effectiveness of its activities.

16.9 Value for Money

Treasury Management activities include the pursuit of optimum performance consistent with effective control of the risks associated with those activities.

16.10 Community Safety Implications

None.

16.11 Environmental Impact

None.

## 17 Background Papers

None.

## 18 Appendices

Appendix 1 – Treasury Management Position as at 30th September 2015

Appendix 2 – Treasury Management Performance for Quarter Two – 2015/16

Appendix 3 – Revised Minimum Revenue Provision Policy 2015/16

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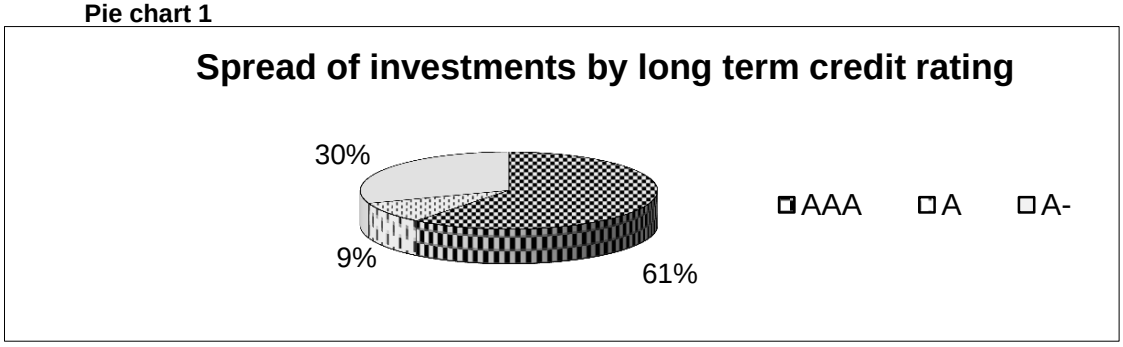
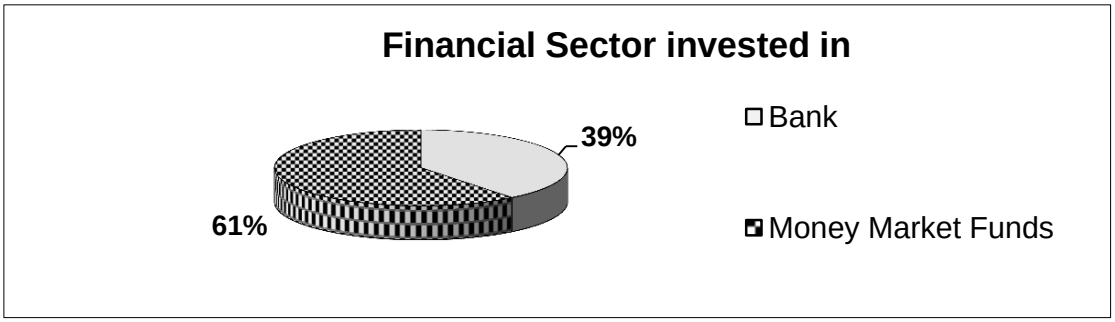
# TREASURY MANAGEMENT PERFORMANCE AS AT END OF QUARTER TWO - 2015/16

## INVESTMENTS - SECURITY AND LIQUIDITY

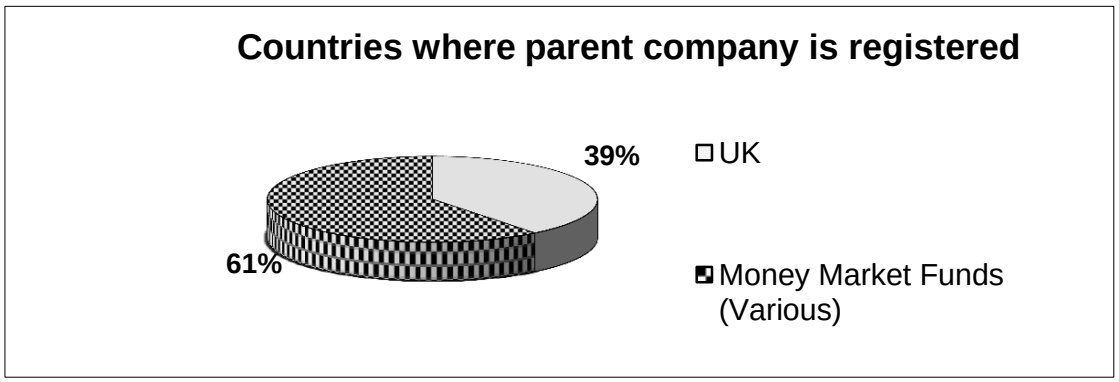
**Pie chart 1**



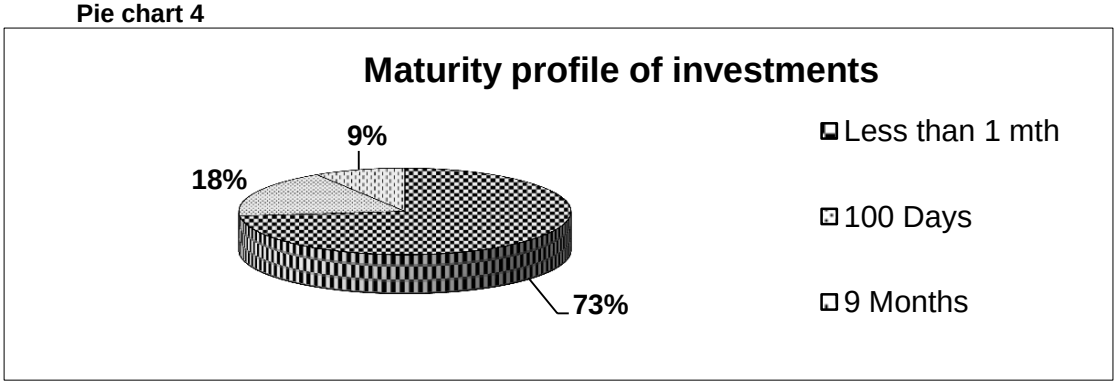

**Pie chart 2**




**Pie chart 3**




**Pie chart 4**



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**INVESTMENTS - RETURN**

**Graph 1**

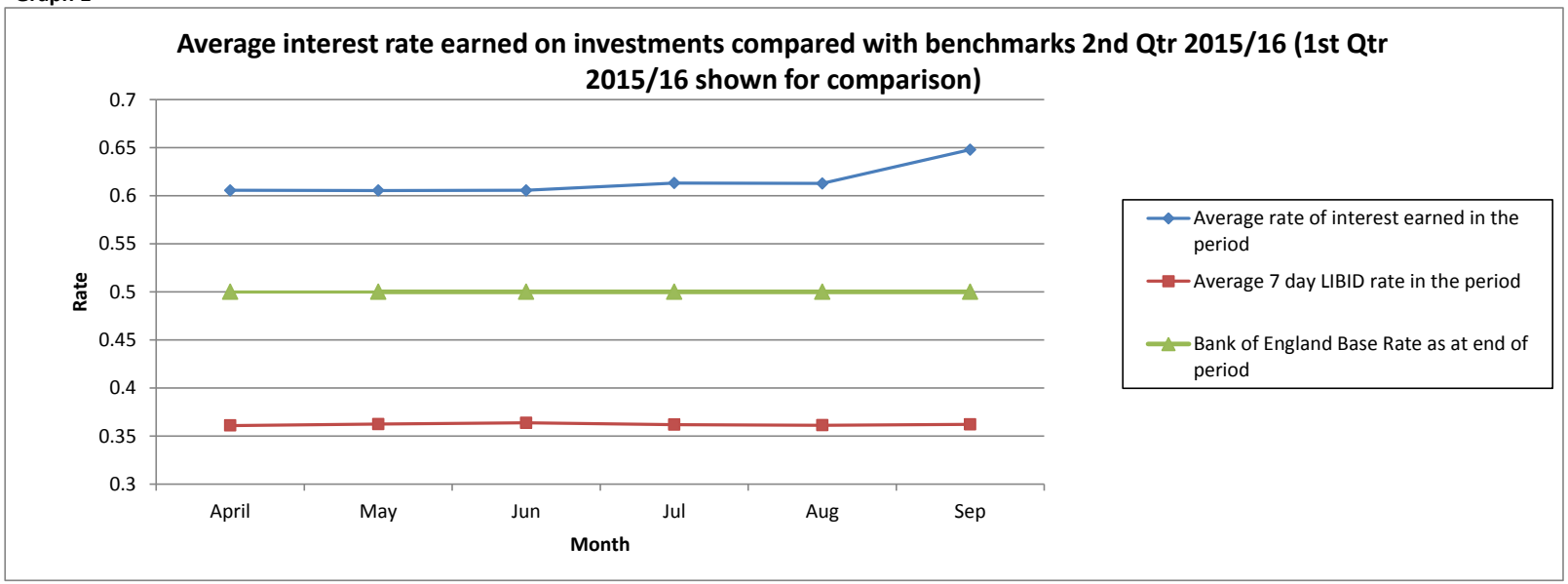



**Table 1**

| FIXED INVESTMENTS | Financial Institution | Rate | Amount £(000) | From | To |
|---|---|---|---|---|---|
| Taken out this Quarter | Goldman Sachs International Bank | 0.88% | 5,000 | 02/09/2015 | 02/06/2016 |

**Table 2**

| PROPERTY FUND<br>Financial Institution | Date | Period of investment | Return date | Amount of fund at beginning of Qtr 2 £(000) | Number of units | Increase/ Decrease in fund value £(000) | Income Distribution Qtr 2 £(000) | Amount of fund at end Qtr 2 £(000) | Combined interest Rate % |
|---|---|---|---|---|---|---|---|---|---|
| Rockspring Hanover Real Estate Investment Mgt Ltd | 02/04/2015 | 5 Years + | N/a | 5,081 | 375 Units + 4 Units distributed on 30/09/2015 | 29 | 64 | 5,174 | 7.18% |

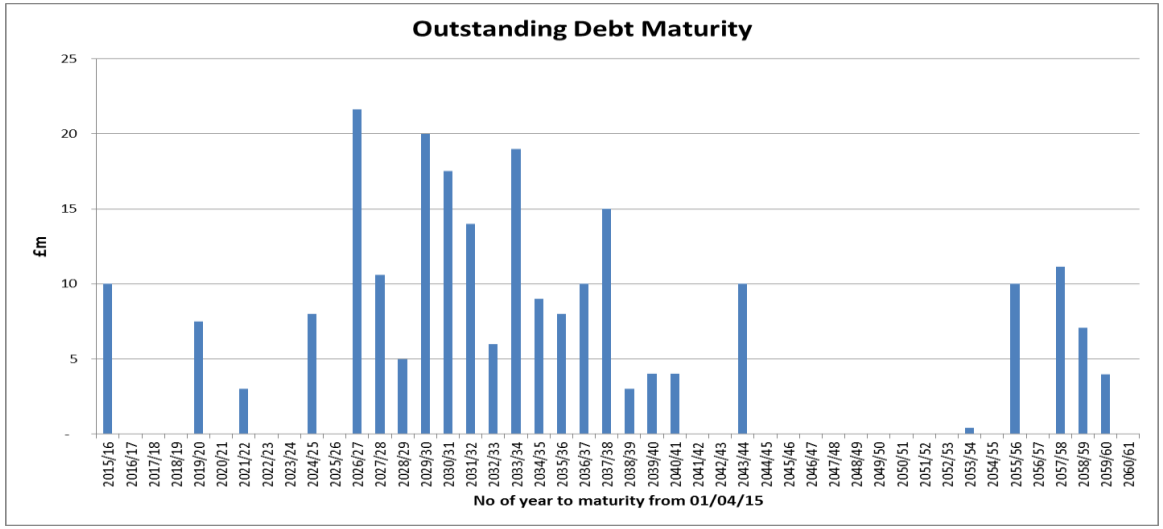
**BORROWING**

**Table 3**

| SHORT TERM BORROWING | Counterparty | Rate | Amount £(000) | From | To |
|---|---|---|---|---|---|
| None | | | | | |

**Graph 2**

**LONG TERM BORROWING - PWLB**




There was no long term PWLB borrowing this quarter

**Repaid this quarter**

No long term PWLB borrowing repaid this quarter

| | Lowest | Highest |
|---|---|---|
| Range of 10 year PWLB new loan rates this quarter | 2.61 | 3.10 |
| Range of 25 year PWLB new loan rates this quarter | 3.21 | 3.67 |
| Range of 50 year PWLB new loan rates this quarter | 3.07 | 3.58 |

**INVEST TO SAVE FUNDING**

| Financial Institution | Date | Period of loan | Repayment date | Amount borrowed £(000) | Rate of interest % |
|---|---|---|---|---|---|
| Salix Finance Ltd Energy Efficiency Programme | 26/03/2015 | 4 Years | 01/04/2019 | 141 | 0.00 |

Green Investment Bank:
- 25 year reducing balance finance
- balance of £0.65m outstanding at the end of quarter two
- there were no repayments during this quarter

**COMPLIANCE WITH TREASURY MANAGEMENT STRATEGY**

**Table 4**

| | |
|---|---|
| All transactions properly authorised | ✓ |
| All transactions in accordance with approced policy | ✓ |
| All transactions with approved counterparties | ✓ |
| Cash Flow successfully managed to maintain liquidity | ✓ |
| Any recommended changes to procedures | ✓ |

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# SOUTHEND-ON-SEA BOROUGH COUNCIL

# REVISED MINIUMUM REVENUE PROVISION POLICY 2015/16

## 1 Background

1.1 The Minimum Revenue Provision (MRP) is an amount to be set aside for the repayment of debt. In previous years the amount of the charge had been defined by statute.

1.2 The Chartered Institute of Public Finance & Accounting (CIPFA) defines MRP as the 'minimum amount which must be charged to an authority's revenue account each year and set aside as a provision for credit liabilities, as required by the Local Government & Housing Act 1989'.

1.3 Under previous regulations all MRP was a 4% charge in respect of the amount of non-HRA Capital Financing Requirement (CFR). The CFR represents the cumulative amount of borrowing that has been incurred to pay for the Council's capital assets less amounts that have been set aside for the repayment of debt over the years. The MRP charge for any one financial year is applied to the CFR calculated as at the end of the previous financial year.

## 2 Changes to MRP regulations

2.1 Under the new regulations the detailed rules have been replaced with a general duty for a local authority to make an MRP charge to revenue which it considers to be prudent. Responsibility has also been placed upon the full Council to approve an annual MRP policy statement.

2.2 Under the 2003 regulations there were five options a local authority could adopt as a method for calculating their MRP;

Option 1 – The regulatory method; applying the statutory formula set out in the 2003 regulations

Option 2 – CFR Method: multiplying the CFR at the end of the preceding financial year by 4%

Option 3a – Equal instalment method; amortising expenditure equally over an estimated useful life

Option3b – Annuity method; takes account of the time value of money

Option 4 – Depreciation method; charges to revenue based on depreciation calculation

2.3 The new regulations for MRP applied from the financial year 2007/08 whereby option 1 at this point was revoked. A policy statement regarding the 2015/16 year should be approved before 31st March 2015.

2.4 It is recommended that Southend-on-Sea Borough Council continues with its current policy that has been in operation since 2007/08 of:

Supported Borrowing – Option 2 CFR method
Unsupported Borrowing – Option 3a – Equal Instalment method

## 3 Duration of the Policy Statement

3.1 This Minimum Revenue Provision Statement covers the 2015/16 financial year.

## 4 Minimum Revenue Provision Policy

4.1 The amount of MRP chargeable for 2015/16 will be applied at 4% to all:

- Capital expenditure incurred in the years before the start of this new approach
- New capital expenditure financed by supported borrowing that causes an increase in the CFR up to 31st March 2015.

4.2 The amount of MRP chargeable for 2015/16 will be applied in equal annual instalments to any:

- Capital expenditure financed by long term unsupported borrowing (also referred to as Prudential Borrowing) that causes an increase in the CFR up to 31st March 2015.

The period over which it will be charged will be assessed on a basis which most reasonably reflects the anticipated period of benefit that arises from the expenditure.

4.3 No MRP for 2015/16 will be applied to:

4.3.1 Capital expenditure financed by unsupported borrowing that causes an increase in the CFR up to 31st March 2015 but has been taken out in the short term to bridge the timing difference between anticipated and actual capital receipts.

It is anticipated that capital receipts will be received to repay this borrowing. Therefore no MRP charge is required as there is already a prudent provision for repayment.

4.3.2 Capital expenditure financed by unsupported borrowing that causes an increase in the CFR up to 31st March 2015 but has been taken out in the short term to bridge the timing difference between the expenditure being incurred and the budgeted revenue contribution to capital outlay being applied.

It is anticipated that revenue contributions will be received to repay this borrowing. Therefore no MRP charge is required as there is already a prudent provision for repayment.

4.3.3 Capital expenditure financed by unsupported borrowing that causes an increase in the CFR up to 31st March 2015 but has been taken out in the short term to bridge the timing gap while grant conditions are being met and therefore the grant being applied to capital expenditure under International Financial Reporting Standards (IFRS).

It is anticipated that the grant conditions will be met therefore no MRP charge is required as there is already a prudent provision for repayment.

4.4 The amount of MRP chargeable for 2015/16 relating to finance leases will be such that the combined impact of the finance charge and MRP is equal to the estimated rentals payable for the year.

4.5 The amount of MRP chargeable for 2015/16 relating to capital expenditure financed by unsupported borrowing that has been taken out to finance invest to save schemes will either be applied in equal annual instalments or be matched to the repayment profile of the loan, as appropriate.

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# Southend-on-Sea Borough Council

**Report of Corporate Director for Corporate Services**

**to**

**Cabinet**

**on**

**10th November 2015**

Report prepared by: John Williams,
Head of Legal & Democratic Services

**Agenda Item No.**

**12**

**Compulsory Purchase Order Authority re land at Roots Hall**

**Policy & Resources Scrutiny Committee**
**Executive Councillor: Councillor Ron Woodley**

**A Part 1 Public Agenda Item**

## 1. Purpose of Report

To review the resolution of the Council made on 1st March 2012 to compulsorily purchase land at Roots Hall ("the Roots Hall Site") pursuant to Section 226 Town and Country Planning Act 1990 in order to facilitate the development of the area.

## 2. Recommendation

**That Cabinet recommends to the Council that its resolution of 1st March 2012 to make a Compulsory Purchase Order in respect of land within the Roots Hall Site (and all earlier CPO resolutions relating to the same site) be withdrawn.**

## 3. Background

3.1 On the 26th January 2012 the Cabinet considered a report on "*Variations to the agreed land transaction terms at Roots Hall and Fossetts Farm and revised Compulsory Purchase Order (CPO) Authorities*".

3.2 This report focuses on one aspect of that 2012 report, namely the compulsory purchase of land within the Roots Hall Site comprising commercial properties fronting Victoria Avenue and a property owned by Prospects fronting Fairfax Drive.

The recommendation of Cabinet as confirmed by Council on 1st March 2012 was as follows:

(i) *"That the parcels of land within the Roots Hall Site shown hatched black on the plan at Appendix 4 to the submitted report be compulsorily purchased pursuant to section 226 Town and Country Planning Act 1990 on the basis of the justification set out in paragraph 5.1.5 of the said report, subject to Roots Hall Limited and Sainsbury's indemnifying the Council in full in respect of all the costs and compensation involved."*

(ii) "*That the Corporate Director of Support Services in consultation with the Deputy Leader (subject to the Deputy Leader also consulting with the group leaders of the other political groups on the Council) was authorised to finalise the details of the CPO*".

Attached at **Appendix A** is a copy of the report to Cabinet (without the confidential appendices), the corresponding minute (681) and the formal resolution of Council on 1st March 2012 (minute 780).

Particular attention is drawn to section 5.1.5 of the report which sets out the justification for the CPO of the land within the Roots Hall Site ("the 2012 CPO Resolution") and also section 5.1.6 which high lights that the CPO will assist Southend United FC to relocate to a new stadium at Fossetts Farm.

3.3 As explained in an update report to Cabinet on 22nd September 2015 (minute 248 refers), the CPO in respect of land within the Roots Hall Site has not yet been made, although:

- The planning policy support for compulsory acquisition of the land within the Roots Hall Site is essentially unchanged since 2012: The Core Strategy adopted in 2007 remains in place and there has been no change in the guidance for compulsory acquisition in Circular 6 / 2004; and

- The Club wish the Council to maintain the 2012 CPO Resolution.

3.4 However, it is appropriate that the Council should review the 2012 CPO Resolution and the justification for pursuing compulsory acquisition, in the light of the following factors:

- Some three and a half years have passed with limited progress. In particular Roots Hall Limited and Sainsbury's have not entered into the required Indemnity Agreement or wanted the Council to proceed with making the CPO;

- Acquisition by agreement has been successful in part, with 5 shops fronting Victoria Avenue being purchased. However, despite being urged to do so by the Council and Prospects stating that it is a willing seller, the Club has not concluded negotiations for the acquisition of the Prospects site;

- There is a significant degree of uncertainty over the comprehensive development of the Roots Hall Site upon which the 2012 CPO Resolution was predicated. Neither Roots Hall Limited, nor Sainsbury's have confirmed that the approved scheme for a comprehensive development including a major supermarket will still proceed. Furthermore the planning permission for the replacement St Mary's Court has expired;

- Little progress has been made on the original proposal for a new stadium scheme at Fossetts Farm, which was linked to the development at Roots Hall. The original permission has expired and the S.106 Agreement in connection with renewal planning application 11 / 00538 / EXTM has not been completed some 2 years after the Development Control Committee last considered the matter. The introduction of the new CIL regime in July 2015 now requires the renewal application to be reassessed and re-submitted to the Committee and the Club was notified of this fact well in advance;

- The latest proposals announced by the Club for a new stadium at Fossetts Farm are no longer dependent on the redevelopment of Roots Hall, at least for Phase one; and

- There is the potential for owners of properties affected by the 2012 CPO Resolution to allege their properties are being blighted. Prospects has already made such an allegation stating it was the reason why a potential purchaser decided not to proceed. While it is not considered that a legal claim based on blight would be successful, the Council should adopt a reasonable approach to the matter.

3.5 In the light of the factors set out in 3.4 there no longer seems to be a compelling case to justify the compulsory acquisition of the remaining properties in Victoria Avenue and the Prospects site in Fairfax Drive.

According it is recommended that the 2012 CPO Resolution (and all earlier CPO resolutions relating to the same site made in 2009 and 2010) be withdrawn.

Of course if circumstances change, then a report can be brought back to Cabinet.

The Council has always supported the Club in its plans to provide a new stadium and this report does not represent any change in this approach.

3.6 <u>Fossetts Farm</u>

On 26th January 2012 the Cabinet also recommended to Council that a small parcel of land at Fossetts Farm should be compulsorily purchased. The Council agreed to make a CPO.

On the 22nd September 2015 the Cabinet reviewed this resolution and recommended to Council that it be withdrawn because it was no longer required (minute 248 refers). The Council formally withdrew the resolution at its meeting on 22nd October 2015.

## 4. Other Options

The Council could confirm the 2012 CPO Resolution.

## 5. Reasons for Recommendations

There is not a compelling case to confirm the 2012 CPO Resolution at this point in time.

## 6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

Prosperous Southend

6.2 Financial Implications

Withdrawing the 2012 CPO resolution will result in a saving of time and costs.

6.3 Legal Implications

The Council is entitled to confirm or withdraw the 2012 CPO Resolution if it considers it appropriate to do so.

6.4 People Implications

None

6.5 Property Implications

As set out in the report, Appendices and Background Papers.

6.6 Consultation

Internal and the planning process involved consultation in the usual way.

6.7 Equalities and Diversity Implications

There are no significant equality implications.

6.8 Risk Assessment

There are risks associated with making a CPO and also maintaining a CPO resolution if it cannot be justified. In terms of the latter there is the potential for owners of properties affected by the 2012 CPO Resolution to allege their properties are being blighted. While it is not considered that a legal claim based on blight would be successful, the Council should adopt a reasonable approach to the matter.

6.9 Value for Money

No issues.

6.10 Community Safety Implications

None

6.11 Environmental Impact

The proposed developments are subject to the full planning process.

## 7. Background Papers

Roots Hall – CPO report to Council 4th November 2010.

CPO authorities re land at Roots Hall and Fossetts Farm – Report to Cabinet 22nd September 2015.

## 8. Appendices

**Appendix A** Report to Cabinet on 26th January 2012 (without the confidential appendices), Cabinet minute 681 and Council minute 870 of 1st March 2012 confirming the 2012 CPO Resolution.

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774 **Minutes of the Meeting of Development Control Committee held on Wednesday, 4th January, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

775 **Minutes of the Meeting of Cabinet Committee held on Thursday, 5th January, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

776 **Minutes of the Meeting of The Cabinet held on Tuesday, 10th January, 2012**

Resolved:

That the minutes of this meeting be received and adopted, including the recommendations set out under Minutes 639 and 649.

777 **Minutes of the Meeting of Licensing Sub-Committee A held on Wednesday, 11th January, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

778 **Minutes of the Meeting of Audit Committee held on Thursday, 12th January, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

779 **Minutes of the Meeting of Licensing Sub-Committee B held on Monday, 16th January, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

780 **Minutes of the Meeting of The Cabinet held on Thursday, 26th January, 2012**

Resolved:

That the minutes of this meeting be received and adopted including the recommendations set out under Minutes 674, 675, 676, 677 and the recommendations 3 to 5 in Minute 681 as set out below:

'3. Roots Hall Site – CPO

That the parcels of land within the Roots Hall Site shown hatched black on the plan at Appendix 4 to the submitted report be compulsorily purchased pursuant to Section 226 Town and Country Planning Act 1990 on the basis of the justification set out in paragraph 5.1.5 of the said report, subject to Roots Hall Limited and Sainsbury's indemnifying the Council in full in respect of all the costs and compensation involved.

4. Fossetts Farm Site - CPO

That the land within the Fossetts Farm Site shown hatched black on the plan at Appendix 5 to the submitted report be compulsorily purchased pursuant to Section 226 Town and Country Planning Act 1990 on the basis of the justification set out in paragraph 5.2.3 of the said report subject to Roots Hall Limited and Sainsbury's indemnifying the Council in respect of all the costs and compensation involved.

5. That the Corporate Director of Support Services in consultation with the Deputy Leader (subject to the Deputy Leader also consulting with the Group Leaders of the other political groups on the Council) be authorised to finalise the details of either CPO referred to in 3 and 4 above.'

781 **Minutes of the Meeting of Children & Lifelong Learning Scrutiny Committee held on Monday, 30th January, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

782 **Minutes of the Meeting of Development Control Committee held on Tuesday, 31st January, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

783 **Minutes of the Meeting of Community Services & Culture Scrutiny Committee held on Tuesday, 31st January, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

784 **Minutes of the Meeting of Economic & Environmental Scrutiny Committee held on Thursday, 2nd February, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

785 **Minutes of the Meeting of Development Control Committee held on Wednesday, 8th February, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

786 **Minutes of the Meeting of Children & Lifelong Learning Scrutiny Committee held on Monday, 6th February, 2012**

Resolved:

That the minutes of this meeting be received and adopted.

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3. That the Director of Adult & Community Services, in consultation with the portfolio holder for Adult Social Care, Health and Housing, be authorised to determine which sites will be used to deliver the four units.

4. That the final identified sites be transferred to Hastoe Housing Association Limited for £1 each, in return Southend Borough Council will have Nomination Rights in perpetuity to the affordable housing thereon.

**Reasons for Decisions**

To ensure the Council and their Registered Provider Partner is able to complete the scheme as agreed with the HCA within the identified timetable.

**Other Options**

To bring forward 35 affordable housing units on the understanding that capacity to deliver four affordable housing units is lost and that the registered provider will be forced to return c£152,000 in grant to the HCA.

Note:- This is an Executive Function.
Referred to Community Services and Culture Scrutiny Committee.
Executive Councillor: Councillor Salter.

681 **Southend United Football Club - Variations to the agreed land transaction terms at Roots Hall and Fossetts Farm and revised Compulsory Purchase Order Authorities**

The Cabinet received a report by the Corporate Director Support Services concerning requests made by Ron Martin, Chairman of Southend United Football Club and Roots Hall Limited in connection with the Club's relocation proposals.

Members noted indications that discussions had resumed on a major property element relating to the need for a CPO and encouraged the continuation of those negotiations.

Members also noted in particular the requirement for the new replacement flats at St Mary's Court to be no smaller in size than the existing flats.

Resolved:-

1. Roots Hall Site – Land disposals

That the disposal to Roots Hall Limited or Sainsbury's of the Council's freehold interests in St Mary's Court and 299-301 Victoria Avenue, (together with granting access rights over 291-297 Victoria Avenue) pursuant to the commercial Heads of Terms set out in the Confidential Appendix (1), to facilitate the delivery of a Sainsbury Superstore and the replacement of St Mary's Court, be approved subject to:

(a) The District Valuer certifying that the terms represent best consideration for the purposes of S.123 Local Government Act 1972;

(b) Obtaining confirmation that the consent obtained from the Secretary of State to the Council's sale of housing land at St Mary's Court on 30th November 2009 is still valid or seeking a further consent if required; and

(c) Appropriation of the replacement St Mary's Court to housing land.

2. Fossetts Farm Site – Land disposals

That the disposal to Roots Hall Limited of the Council's freehold interest in the training ground forming part of the Fossetts Farm Site pursuant to the commercial Heads of Terms set out in the submitted Confidential Appendix (2), to facilitate the delivery of the New Stadium for Southend United Football Club and associated retail and other development be approved, subject to the District Valuer certifying that the terms represent best consideration for the purposes of s.123 Local Government Act 1972.

Recommended:-

3. Roots Hall Site – CPO

That the parcels of land within the Roots Hall Site shown hatched black on the plan at Appendix 4 to the submitted report be compulsorily purchased pursuant to Section 226 Town and Country Planning Act 1990 on the basis of the justification set out in paragraph 5.1.5 of the said report, subject to Roots Hall Limited and Sainsbury's indemnifying the Council in full in respect of all the costs and compensation involved.

4. Fossetts Farm Site -CPO

That the land within the Fossetts Farm Site shown hatched black on the plan at Appendix 5 to the submitted report be compulsorily purchased pursuant to Section 226 Town and Country Planning Act 1990 on the basis of the justification set out in paragraph 5.2.3 of the said report subject to Roots Hall Limited and Sainsbury's indemnifying the Council in respect of all the costs and compensation involved.

5. That the Corporate Director of Support Services in consultation with the Deputy Leader (subject to the Deputy Leader also consulting with the Group Leaders of the other political groups on the Council) be authorised to:

(a) Deal with any minor amendments required to any of the commercial Heads of Terms referred to in 1 and 2 above; and

(b) Finalise the details of either CPO referred to in 3 and 4 above.

**Reasons for Decision**

To enable the development of a new football stadium and associated retail development on the Fossetts Farm Site and the development of a new Sainsbury Superstore on the Roots Hall Site, together with the new housing accommodation as a replacement for St Mary's Court.

To support the Council's regeneration agenda for the Borough

To create employment and housing and stimulate investment into Southend.

To raise the profile of Southend on Sea.

**Other Options**

The proposed variations to the terms of the land transactions and the revised CPO authorities sought could be refused. However this would mean that neither the development of the Roots Hall Site nor the Fossetts Farm Site would be likely to proceed because the previously agreed terms are no longer viable and the land assembly risks would present serious difficulties for Roots Hall Limited and Sainsbury's.

Note:- The decisions in 1-4 above constitute an Executive Function. The recommendations in 3-5 above constitute a Council Function.
Referred to Economic and Environmental Scrutiny Committee.
Executive Councillor:- Lamb and Moring.

**CHAIRMAN:** _____

# Southend-on-Sea Borough Council

Agenda Item No. 10

**Report of Corporate Director of Support Services**
**to**
**CABINET**
**on**
**26th January 2012**

Report prepared by:
Alan Richards – Group Manager Asset Management
John Williams – Head of Legal and Democratic Services

**Southend United Football Club**
**Variations to the agreed land transaction terms at Roots Hall and Fossetts Farm and revised Compulsory Purchase Order Authorities**

**Economic and Environmental Scrutiny Committee**
**Executive Councillor: Councillors J. Lamb and A. Moring**

***A Part 1 Public Agenda Item (Save for Part 2 Appendices 1-3)***

## 1. Purpose of Report

To report on requests by Ron Martin, Chairman of Southend United Football Club and Roots Hall Limited, in connection with the Club's relocation proposals. These requests are for the Council to:

- Agree the disposal of Council land forming part of the development site at Roots Hall ("the Roots Hall Site") pursuant to the revised commercial Heads of Terms attached to this report. These Heads of Terms reflect the direct involvement of Sainsbury Superstore Limited ("Sainsbury's") and resultant changes to the proposed development and funding arrangements;

- Agree the disposal of Council land forming part of the development site at Fossetts Farm ("the Fossetts Farm Site") pursuant to the revised commercial Heads of Terms attached to this report, to reflect changes in the proposed development and funding arrangements. Again these Heads of Terms reflect the direct involvement of Sainsbury's and resultant changes to the proposed development and funding arrangements;

- Pass new resolutions to use compulsory powers under Section 226 of the Town and Country Planning Act 1990 to:

  (a) Acquire all land forming part of the Roots Hall Site not in the ownership of the Council, Roots Hall Limited or Sainsbury's necessary to facilitate the development of the area; and

(b) Acquire all land at Fossetts Farm not in the ownership of the Council or Roots Hall Limited necessary to facilitate the development of the area.

## 2. Recommendations

2.1 Roots Hall Site – Land disposals

To agree the disposal to Roots Hall Limited or Sainsbury's of the Council's freehold interests in St Mary's Court and 299-301 Victoria Avenue, (together with granting access rights over 291-297 Victoria Avenue) pursuant to the commercial Heads of Terms set out in **Confidential Appendix 1**, to facilitate the delivery of a Sainsbury Superstore and the replacement of St Mary's Court, subject to:

(a) The District Valuer certifying that the terms represent best consideration for the purposes of S.123 Local Government Act 1972;

(b) Obtaining confirmation that the consent obtained from the Secretary of State to the Council's sale of housing land at St Mary's Court on 30th November 2009 is still valid or seeking a further consent if required; and

(c) Appropriation of the replacement St Mary's Court to housing land.

2.2 Fossetts Farm Site – Land disposals

To agree the disposal to Roots Hall Limited of the Council's freehold interest in the training ground forming part of the Fossetts Farm Site pursuant to the commercial Heads of Terms set out in **Confidential Appendix 2**, to facilitate the delivery of the New Stadium for Southend United Football Club and associated retail and other development, subject to the District Valuer certifying that the terms represent best consideration for the purposes of s.123 Local Government Act 1972.

2.3 Roots Hall Site – CPO

That the Cabinet recommends to the Council that the parcels of land within the Roots Hall Site shown hatched black on the plan at **Appendix 4** be compulsorily purchased pursuant to Section 226 Town and Country Planning Act 1990 on the basis of the justification set out in paragraph 5.1.5 of this report, subject to Roots Hall Limited and Sainsbury's indemnifying the Council in full in respect of all the costs and compensation involved.

2.4 Fossetts Farm Site -CPO

That the Cabinet recommends to the Council that the land within the Fossetts Farm Site shown hatched black on the plan at **Appendix 5** be compulsorily purchased pursuant to Section 226 Town and Country Planning Act 1990 on the basis of the justification set out in paragraph 5.2.3 of this report subject to Roots Hall Limited and Sainsbury's indemnifying the Council in respect of all the costs and compensation involved.

2.5 That the Corporate Director of Support Services in consultation with the Deputy Leader (subject to the Deputy Leader also consulting with the Group Leaders of the other political groups on the Council) be given delegated authority to:

(a) Deal with any minor amendments required to any of the commercial Heads of Terms referred to in 2.1 and 2.2 above; and

(b) Finalise the details of either CPO referred to in 2.3 and 2.4 above.

## 3. Background

3.1 On the 20 April 2009, the Cabinet agreed the following transactions in respect of the Roots Hall Site as shown on the plan at **Appendix 4**, subject to detailed Heads of Terms (minute 1213 refers):

- A Deed of Exchange with Roots Hall Limited whereby the Council transfers its freehold interest in St Mary's Court to the company in exchange for a freehold interest in a replacement housing block to be constructed on the Roots Hall Site;
- The sale of 291-301 Victoria Avenue to Roots Hall Limited; and
- The making of a compulsory purchase order (CPO) to acquire all land forming part of the Roots Hall Site not in the ownership of Roots Hall Limited, save for the Prospects Site fronting Fairfax Drive.

The Cabinet's decisions were referred to Economic and Environmental Scrutiny Committee also on the 20th April 2009 and the Committee noted the Cabinet's decisions (minute 1220 refers). The minutes of Cabinet and Scrutiny Committee were ratified by Council on the same date (minutes 1240 and 1241 refer).

On the 4th November 2010 the Council agreed a more specific CPO resolution relating to 341-357 and 363-365 Victoria Avenue (Minute 601 refers).

On the 30th November 2009 the Secretary of State granted consent for the disposal of housing land comprising St Mary's Court.

3.2 Also on the 20 April 2009, the Cabinet agreed the following transaction in respect of the Fossetts Farm Site as shown on the plan at **Appendix 5**, subject to detailed Heads of Terms (minute 1214 refers):

- The sale of the Council's freehold interest in the training ground to Roots Hall Limited.

The Cabinet's decision was referred to Economic and Environmental Scrutiny Committee also on the 20th April 2009 and the Committee noted the Cabinet's decision (minute 1221 refers). The minutes of Cabinet and Scrutiny Committee were ratified by Council on the same date (minutes 1240 and 1241 refer).

3.3 On the 24th June 2011 the Council granted outline planning permission for the redevelopment of the Roots Hall Site for a superstore, associated filling station and residential development (SOS/07/01111/OUT). A S.106 Agreement was completed immediately prior to the issue of the planning permission and requires, amongst other things, that the demolition of the existing stadium be linked to the prior completion of the north, south and west stands and the provision of a minimum of 13,663 and a maximum of 14,221 seats at the new stadium at Fossetts Farm.

An application for approval of reserved matters was submitted on 9th November 2011 (SOS/01540/RESM), but remains to be determined. A separate full application to replace St Mary's Court has also been submitted and remains to be determined (SOS/11/01548/FUL).

3.4 On 30th June 2008, the Secretary of State issued a decision granting full planning permission (following a call-in Inquiry) for the redevelopment of the Fossetts Farm Site for a new stadium and retail development (SOS/06/01300/FUL). An associated S.106 Agreement was completed on 25th October 2007 which requires, amongst other things, the payment of various financial contributions and provisions to ensure that construction of the retail units proceed in tandem with the new stadium and that the stadium should be completed before the retail units are occupied.

An application to extend for the life of the permission remains to be determined (SOS/11/00538/EXTM).

An application for a revised form of stadium with 3 sides and a more extensive retail element remains to be determined (SOS/11/00965/FULM). However as its meeting on 25th May 2011 the Development Control Committee did agree the variation of the 2007 S.106 Agreement so that key milestones (including the opening of the retail units) be linked to the prior completion of the north, south and east stands and the provision of a minimum of 13,663 and a maximum of 14,221 seats in the new stadium. This variation has not yet been formalised.

It is understood that further amendments to the proposed development are in the pipeline and these will be the subject of a fresh planning application.

## 4. Revised Heads of Terms for the Roots Hall and Fossetts Farm Sites

4.1 The land transactions referred to in 3 above have not been finalised due to difficulties with the remaining land assemblies and very difficult economic conditions.

Negotiations have been ongoing between Roots Hall Limited and Sainsbury's in respect of both sites, since Sainsbury's are not only building the superstore on the Roots Hall Site, but also acting as joint employer for the building contract for constructing the New Stadium on the Fossetts Farm Site. Sainsbury's is also very heavily involved in the funding of the developments on both the Roots Hall and Fossetts Farm Sites.

Also, the commercial arrangements in respect of the proposed development at Fossetts Farm have progressed.

Revised terms for the Roots Hall and Fossetts Farm Sites have now been negotiated and these are set out in **Confidential Appendices 1 and 2** respectively.

A summary of all the changes are set out in **Confidential Appendix 3**.

The Heads of Terms are designed to have flexibility to accommodate some amendments to the development proposals on both the Roots Hall and Fossetts Farm Sites, without the need to renegotiate terms.

4.2 The changes do not affect the monetary considerations for either the Roots Hall or Fossetts Farm Sites, although there are some small but important changes to the transactions which are clearly set out at **Confidential Appendix 3**. Clearly the comprehensive development proposals on both Sites need to be fundable and the changes reflect this requirement.

4.3 The revised Heads of Terms include conditions which are considered to be of critical importance so as to ensure that:

- The New Stadium is built before the existing stadium is touched; and
- There is no retail development on either the Roots Hall or Fossetts Farm Sites without a completed stadium.

These safeguards are in addition to the strong controls in the S.106 Agreements referred to in 3.3 and 3.4 above.

Relevant provisions in the S.106 Agreements will be replicated in the sale contracts and the Heads of Terms provide for this.

Most importantly, before any Council land is transferred, Roots Hall Limited and Sainsbury's must have entered into a building contract for the new stadium and also covenanted with the Council to ensure the delivery of that building contract.

4.4 It is therefore recommended that the revised Heads of Terms for the Roots Hall Site (**Confidential Appendix 1**) and the Fossett's Farm Site (**Confidential Appendix 2**) are agreed.

## 5. Revised Compulsory Purchase Orders

5.1 Roots Hall

5.1.1 As explained in 3.1 above, the Council has already resolved to use its compulsory purchase powers to facilitate the development of the Roots Hall Site. However, this authority did not extend to the Prospects Site fronting Fairfax Drive which was at that time the subject of an Option to Purchase Agreement between Roots Hall Limited and Prospects. The CPO has not yet been made, although preliminary steps have been taken.

5.1.2 Ron Martin has confirmed to the Council that:

- The Option to Purchase Agreement has since expired and was terminated. At the present time Roots Hall Limited / Sainsbury's have been unable to secure a further option from Prospects;
- Sainsbury's are not in a position to purchase the Prospects Site immediately, as the purchase needs to proceed in tandem with the rest of the scheme and so they require a fresh option;
- This impasse represents a significant risk to the delivery of the development of the Roots Hall Site and also the development of the Fossetts Farm Site, since the two schemes are inextricably linked.

5.1.3 Accordingly Ron Martin has requested that the Council resolve to make a fresh CPO extending to all land forming part of the Roots Hall Site not in the ownership of the Council, Roots Hall Limited or Sainsbury's (as shown hatched black on the plan at **Appendix 4)** necessary to facilitate the development of the area, subject to Roots Hall Limited and Sainsbury's indemnifying the Council in full in respect of all the costs and compensation involved. They have supplied advice from a leading QC to confirm that this is a reasonable approach in the circumstances and that the CPO should therefore be successful.

5.1.4 Such a CPO would be made pursuant to Section 226 Town and Country Planning Act 1990. This legislation enables the Council (subject to confirmation by the Secretary of State) to acquire land compulsorily where it believes that the acquisition will facilitate the carrying out of development that will promote the economic, environmental or social well being of the area.

5.1.5 Justification for CPO

(a) That for the purposes of section 226(1)(a) of the Town and Country Planning Act 1990 the acquisition of the land at the Roots Hall Site showed hatched black on the plan at **Appendix 4** would facilitate the carrying out of the proposed development for retail, residential and related purposes on or in relation to the land to be acquired.

(b) That the proposed development is likely to contribute to achieving the promotion and improvement of the economic, social and environmental well-being of its area.

(c) That the proposed development would accord with planning permission granted on 24th June 2011 on application SOS/07/01111/OUTM: Furthermore it would be consistent with Core Strategy Policy CP3 which considers that there is an indicative quantitative need for convenience foods in the range of 3,000 to 3,500 sq m for the period 2006 to 2016 based on the Council's Retail Study used as the evidence base for the Core Strategy DPD. It is considered to comply with Policy CP2 as there is a need for additional retail development within the Borough, the sequential approach and test was followed in selection of the site and, as this development would allow the existing Town Centre store site for redevelopment, there are likely to be regeneration benefits to the Town Centre, there would be no detrimental impact on other town centre as a result of the proposals.

Core Policy CP8 sets out the requirement with regard to Dwelling Provision. The principle of residential uses on this site is considered acceptable and in line with the Core Strategy spatial approach to focus additional housing growth on previously developed land and spatially focus growth in the Town Centre and Central Area (Policy KP1). This site also performs well with regard to the sequential approach to the location and siting of development set out in Policy KP2 'Development Principles'. Affordable housing would be provided in accordance with Policy CP8. Design is a Reserved Matter, and the site is located adjacent to a Conservation Area and at the gateway to the town. Notwithstanding this Officers are satisfied that the indicative massing of the store meets the objectives of policies KP2 and CP4 of the Core Strategy and that it will be possible to achieve good quality development through the use of imaginative and innovative design, sustainable and quality materials and landscaping and imaginative use of public art. This development will also safeguard the historic environment and heritage. In addition, the design solutions will be required to meet objectives of policy KP2 and that at least 10% of the energy needs of new development should come from on-site renewable options.

With regard to transport and accessibility, as required by Core Policy CP3, the development, which would generate large traffic movements, is located in an area well served by a range of transport modes and close to the Southend Regional Interchange Centre. The development should reduce sole reliance on the car for accessibility.

In addition, the development proposals will be contribute to the implementation of the transport improvements and the provisions of the Southend on Sea Local Transport Plan. Core Policy CP7 'Sport, Recreation and Green Space' is considered to be met in that a new stadium is required to be developed (elsewhere) to a playable standard prior to cessation of use of the existing stadium. S.106 Agreement contributions will also be made to improve local leisure facilities within the vicinity of the site.

Thus the development is considered to be acceptable and will result in regeneration of a key site on the approach to the town.

(d) That, having regard to the identified and other planning benefits through the development of the land to be acquired, it is desirable in the public interest that the carrying out of the proposed development is carried out as early as can reasonably be secured.

(e) That compulsory acquisition is necessary in that the land proposed to be acquired is required for the development to be carried out, that it has not been possible to negotiate acquisition by agreement and that it is uncertain whether it will be possible to do so within a timescale consistent with the early delivery of the proposed development.

(f) That with the acquisition of the land proposed to be acquired the proposed development can reasonably be expected to be delivered and, on the evidence available to the Council, is capable of being funded and financially viable.

(g) That with the acquisition of the land proposed to be acquired there is no identified impediment to early delivery of the proposed development.

(h) That in all the circumstances there is a compelling case for compulsory acquisition in the public interest.

(i) That this would justify any consequent interference with the human rights of interested parties and, in particular, their rights under Article 1 to the First Protocol.

5.1.6 It is still hoped that terms will be agreed with all land owners without the need for the Council to actually make a CPO. However to demonstrate its strong support for the development proposals and particularly to assist Southend United to relocate to a new Stadium on the Fossetts Farm Site, it is recommended that the Council agrees to the request.

5.2 Fossetts Farm

5.2.1 Ron Martin has also requested that the Council resolve to make a CPO extending to that part of the Fossetts Farm Site not in the ownership of the Council or Roots Hall Limited (shown hatched black on the plan at **Appendix 5)** necessary to facilitate the development of the area, subject to Roots Hall Limited and Sainsbury's indemnifying the Council in full in respect of all the costs and compensation involved.

5.2.2 Such a CPO would be made pursuant to Section 226 Town and Country Planning Act 1990 as per the CPO referred to above re the Roots Hall Site.

5.2.3 Justification for CPO

(a) That for the purposes of section 226(1)(a) of the Town and Country Planning Act 1990 the acquisition of the land at the Fossetts Farm Site identified on the plan at **Appendix 5** would facilitate the carrying out of the proposed development for a football stadium, residential, retail, restaurant, heath club and related purposes on or in relation to the land to be acquired.

(b) That the proposed development is likely to contribute to achieving the promotion and improvement of the economic, social and environmental well-being of its area.

(c) That the proposed development would accord with planning permission granted by the Secretary of State by letter dated 30th June 2008 on application no. SOS/06/01300/FUL: Furthermore it would be consistent with Policy KP1 of the Core Strategy which provides a substantial level of support for the proposals, from its general identification of Fossetts Farm as a Priority Urban Area (PUA) and from the specific reference to a football stadium. Policy CP2 of the Core Strategy applies to sites that are not part of the hierarchy or sequentially preferred and has been conceived in the knowledge of Southend United FC's Fossetts Farm proposal. The terms of the policy reflect the tests of need, impact and application of a sequential approach, evidence submitted with the planning application demonstrated that the tests of need and impact are complied with and the Secretary of State accepted, that as the relevant part of Policy CP2 has been devised to apply to sites that are not sequentially preferred, the sequential approach was also adequately complied with.

In relation to the key local consideration of not prejudicing the role of Southend town centre, the Inspector considered that there are two important features operating in favour of the proposal by serving to distinguish it from other out of centre proposals that might come forward at some later date.

The first was that the scheme is already well developed and is capable of being brought forward at an early date, thereby reducing competition with medium to long term town centre projects.

The second was that the retail development is promoted as an integral part of a wider scheme enabling a stated ambition of the Core Strategy, viz a new stadium at Fossetts Farm, to be achieved. Taking account of these distinguishing characteristics, together with the extent of identifiable retail floor space deficiency in the Southend area and an impact on town centre trade, estimated at some £16.5 million, 2.6% of current total turnover in the town centre, it is considered that, notwithstanding the scale of out of centre retail floor space proposed, the role of Southend town centre would not be prejudiced.

On the basis of evidence presented at the public inquiry and with distinguishing features of this scheme, it is concluded that all the tests in Policy CP2 have been sufficiently complied with, whilst there are fine judgements involved in that assessment; in particular in assessing impact, it is considered that the significance attaching to the development that would be enabled by the proposed 16,400m$^2$ retail park, is a key factor in differentiating this out of centre proposal from other proposals on this site and from proposals on other potential out of centre sites. There are very significant potential benefits arising from development, including those associated with Southend United FC and its role within the Southend community and improved prospects for the future of the football club. There is also a significant potential down side, if Southend United FC are unable to relocate from the aged and very basic Roots Hall stadium. The position taken by the Local Planning Authority was that in this case the attractions of the development taken as a whole were such as to warrant a decision in favour of granting planning permission. The Secretary of State agreed with this perspective.

In relation to accessibility and sustainability, the stadium and retail park would be readily accessible from the catchment areas from which they will draw and, the multi-faceted response secured in the Section 106 Agreement, including Travel Plans and a Transport Management Strategy, footpath provision and local junction improvements, would help to achieve a development that would be accessible and sustainable, in accordance with PPG13 and Core Strategy Policy CP3.

The new stadium will provide the site with a high quality development which will create a local identity, and on match days at least, a vibrant atmosphere. The mix of uses, including retail, housing and the hotel will by providing activity on non-match days contribute to a sense of place. The design of the development is considered to comply with the provisions of Core strategy policy CP4.

The provision of housing as a component of the development is in line with policies favouring mixed development and will make a particular contribution to levels of local activity on non-match days. Affordable Housing provision will be provided either within the site, or in an alternative location (this is secured within the S.106 Agreement). The proposed housing is considered to comply with Core Strategy Policy CP8

The proposals would preserve the setting of the adjacent Scheduled Ancient Monument and a sum for maintenance will be available through the S.106 Agreement, the Scheduled Ancient Monument itself would be enhanced, at least visually. This is considered to be in accordance with PPS5 and Core Strategy Policy CP4.

The application site is in an area with a low risk of flooding and there is no major point at issue with regard to flood risk. Conditions are proposed to deal with storage and discharge of surface water. The application is therefore considered to comply with the provisions of PPG25 and Core Strategy Policy KP1.

The proposed development would allow the town's football club to relocate to the new, improved stadium; this is considered to the beneficial to the Borough.

(d) That, having regard to the identified and other planning benefits through the development of the land to be acquired, it is desirable in the public interest that the carrying out of the proposed development is carried out as early as can reasonably be secured.

(e) That compulsory acquisition is necessary in that the land proposed to be acquired is required for the development to be carried out, that it has not been possible to negotiate acquisition by agreement and that it is uncertain whether it will be possible to do so within a timescale consistent with the early delivery of the proposed development.

(f) That with the acquisition of the land proposed to be acquired the proposed development can reasonably be expected to be delivered and, on the evidence available to the Council, is capable of being funded and financially viable.

(g) That with the acquisition of the land proposed to be acquired there is no identified impediment to early delivery of the proposed development.

(h) That in all the circumstances there is a compelling case for compulsory acquisition in the public interest.

(i) That this would justify any consequent interference with the human rights of interested parties and, in particular, their rights under Article 1 to the First Protocol.

5.2.4 Again it is still hoped that terms will be agreed with all land owners without the need for the Council to actually make a CPO. However to demonstrate its strong support for the development proposals and particularly to assist Southend United to relocate to a new Stadium, it is recommended that the Council agrees to the request.

## 6. Other Options

The proposed variations to the terms of the land transactions and the revised CPO authorities sought could be refused. However this would mean that neither the development of the Roots Hall Site nor the Fossetts Farm Site would be likely to proceed because the previously agreed terms are no longer viable and the land assembly risks would present serious difficulties for Roots Hall Limited and Sainsbury's.

## 7. Reasons for Recommendations

To enable the development of a new football stadium and associated retail development on the Fossetts Farm Site and the development of a new Sainsbury Superstore on the Roots Hall Site, together with the new housing accommodation as a replacement for St Mary's Court.

To support the Council's regeneration agenda for the Borough

To create employment and housing and stimulate investment into Southend.

To raise the profile of Southend on Sea.

## 8. Corporate Implications

8.1 Contribution to Council's Vision & Corporate Priorities

Prosperous Southend

8.2 Financial Implications

The Council is obtaining best consideration and is to be indemnified by Roots Hall Limited and Sainsbury's in respect of the CPO procedures. In addition Roots Hall Limited must meet all the Council's internal and external legal and surveyor's costs.

8.3 Legal Implications

- S.123 of the Local Government Act 1972 requires that the Council must obtain the best consideration reasonably obtainable when disposing of land and buildings. There is no necessity to advertise the land for sale or conduct an auction or tender process; best consideration can still be demonstrated in the case of a sale by private treaty, particularly in a case like this where there is a special purchaser, namely Roots Hall Limited and where the District Valuer has certified that the terms represent best consideration;

- The sale of St Mary's Court requires the specific or general consent of the Secretary of State as it is housing land;

- The requirement to advertise the proposed disposal of open space at Fossetts Farm in S.123 (2A) Local Government Act 1972 does not apply, since the public do not have access, whether by right or permission, to the Training Ground; and

- Any CPO would be made pursuant to Section 226 Town and Country Planning Act 1990. This legislation enables the Council (subject to confirmation by the Secretary of State) to acquire land where it believes that the acquisition will facilitate the carrying out of development that will promote the economic, environmental or social well being of the area.

- Lawyers acting for the Council have confirmed that the proposals in this report will ensure that the New Stadium is provided before the existing one is closed and that retail development at Roots Hall and Fossetts Farm can only be carried out if the new stadium is provided.

8.4 People Implications

None

8.5 Property Implications

As set out in the report, Confidential Appendices and Background Papers

8.6 Consultation

Internal and planning process involved consultation in the usual way and the principles of Roots Hall Limited's proposals are widely and publicly known.

8.7 Equalities and Diversity Implications

There are no significant equality implications – although the New Stadium development will meet appropriate access standards.

8.8 Risk Assessment

The risks are dealt with through the conditions set out in the report and Confidential Appendices.

8.9 Value for Money

Best consideration is being obtained.

8.10 Community Safety Implications

None

8.11 Environmental Impact

The proposed developments are subject to the full planning process.

## 9. Background Papers

Roots Hall and Fossett's Farm reports to Special Cabinet 20th April 2009

Roots Hall – CPO report to Council 4th November 2010

## 10. Appendices

**Confidential Appendices (PART 2)**

**Confidential Appendix 1** – Revised Heads of Terms for Roots Hall

**Confidential Appendix 2** – Revised Heads of Terms for Fossett's Farm

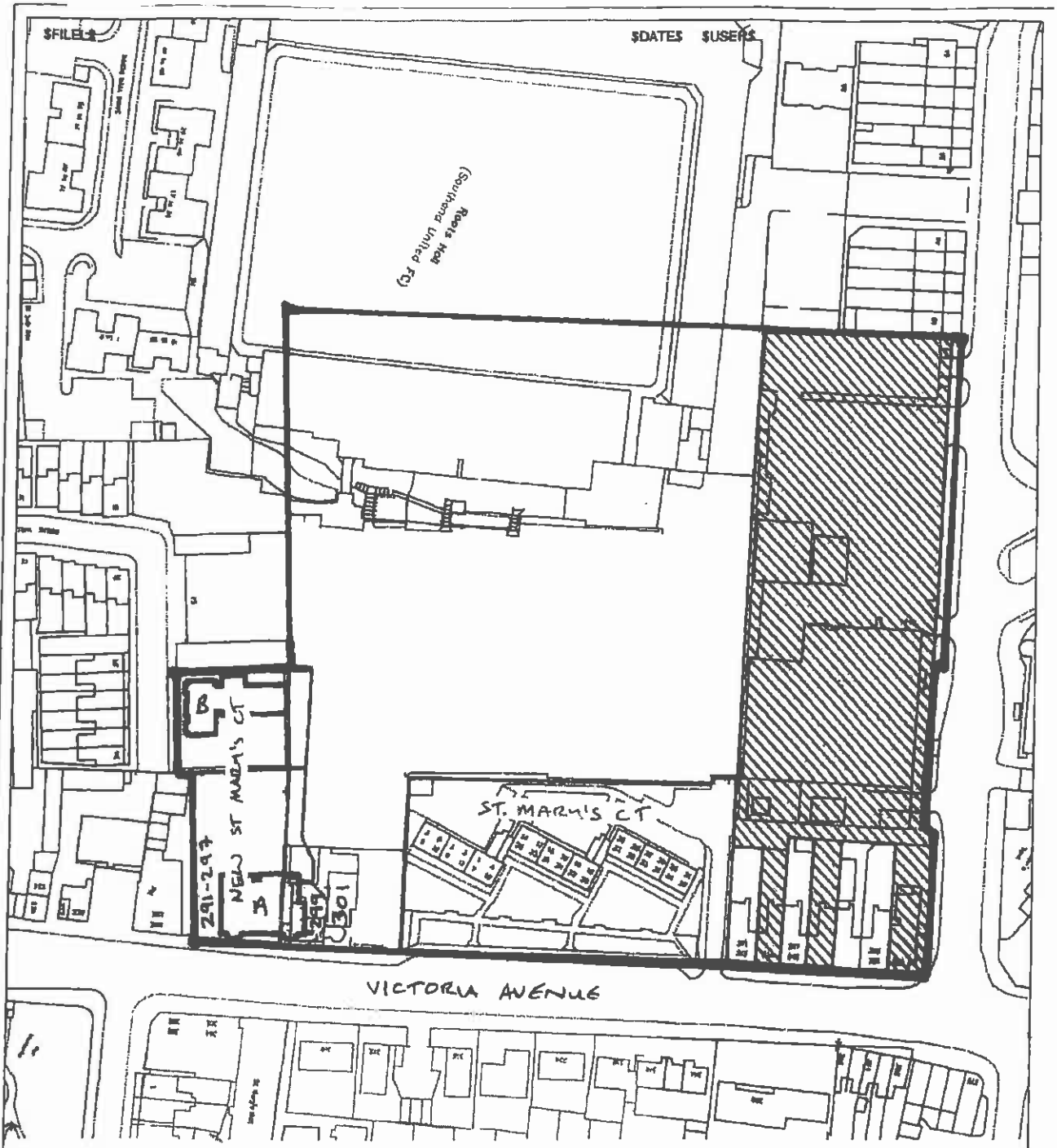
**Confidential Appendix 3** – Summary of the changes to Heads of Terms

**Appendix 4** – Plan of Roots Hall Site – and areas subject to proposed CPO

**Appendix 5** – Plan of Fossetts Farm Site – and area subject to proposed CPO

ROOTS HALL CPO PLAN

APPENDIX 4




KEY

CPO Land hatched black

| revision | date | amendment | initials |
|---|---|---|---|

| | | |
|---|---|---|
| Project / Client: St Marys Court Housing Development, Southend | Project Ref: 5980 | North : |
| Roots Hall Ltd | Drawing No. : 1225 | Scale : 1:1250@A4 |
| Drawing Title: CPO Plan | Drawn : RW | Date : 12.01.2012 |
| | Checked : DM | Date : 12.01.2012 |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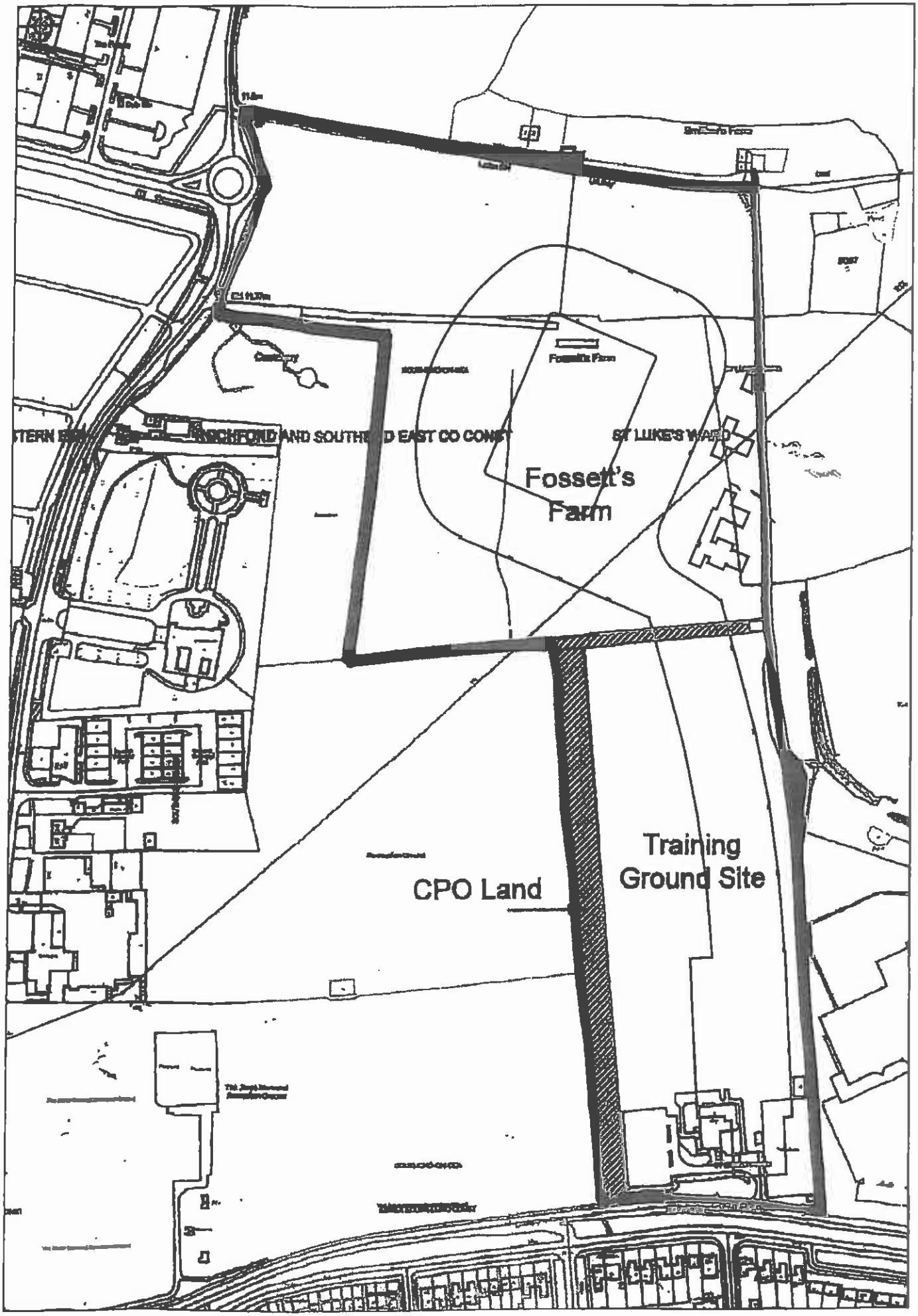
Appendix 9.




SUFC RELOCATION NEW STADIUM PROPOSALS - FOSSETTS FARM
SITE PLAN 16.01.12 1:2000 @ A3

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# Southend-on-Sea Borough Council

**Report of the Corporate Director for Corporate Services**
**to**
**Cabinet**
**on**
**10th November 2015**

Report prepared by: Indi Viknaraja – Data Governance Advisor
Policy, Engagement & Communication

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**Information Governance**
**Senior Information Risk Owner (SIRO) Annual Report**
**Policy & Resources Scrutiny Committee**
**Executive Councillor: Councillor Woodley**

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## 1. Purpose of Report

The Senior Information Risk Owner "(SIRO)" is required to produce an annual report to Cabinet on:

a. assurances of progress and developments in Information Governance achievements in 2014/15; and
b. the strategic direction for Information Governance work for 2015/16.

## 2. Recommendations

2.1 To note the SIRO'S Report on Information Governance in 2014/15 and the proposed work for 2015/16.

## 3. Background

3.1 The Council is required to appoint a SIRO to take overall ownership of the Council's Information Management Strategy; act as advocate for information risk for the Council and provide an annual SIRO report on Information Governance to Members. The SIRO for the Council is Sally Holland, the Corporate Director for Corporate Services and this report has been prepared on her behalf.

3.2 This annual report provides Members with an overview of Information Governance work carried out in 2014/15 and to demonstrate that personal data is held, maintained and shared in accordance with the law particularly the Data Protection Act 1998. This report also details proposed action in 2015/16.

## 4. Report on 2014/15 Activities

4.1 <u>Key Actions in 2014/15</u>

- The Council signed up to the Whole Essex Information Sharing Framework (WEISF) to formalise the sharing of information with Essex wide partners. As a partner to WEISF, this Council has agreed to actively promote the sharing of data whilst protecting service users' confidentiality.
- Key actions from the Information Commissioner's Office (ICO's) consensual audit undertaken in 2012 are continually addressed. These include the following:

    - Regular review of the Information Asset Register which maintains a list of all physical and electronic storage of personal data.
    - The Overarching Information Management Strategy is appropriately updated to reflect changes to governance arrangements in the Council.
    - All s29 requests (third party data requests) are processed in line with the procedures outlined in 'How to Process a Section 29 Request.

- The Care Act, which came into force in April 2015, places a duty on the Council to carry out its care and support functions with the aim of integrating services with those provided by the NHS and other health related services. To support this duty, and adequately address the requirements under the Data Protection Act, due consideration has been given to the purpose for which personal data is collected, fair processing notices and consent to ensure that all processing is fair and lawful.
- Southend was one of the 14 pioneers to participate in the Integrated Care Programme. All steps were taken to comply with the obligations of the Data Protection Act. Appropriate fair processing notices, with 'opt out' facilities were used to ensure the fair collection of personal data and, where applicable, this Council actively sought consent from its residents.
- As the Council processes Public Health and Adult Social Care related personal data, it has to carry out an annual assessment against the Department of Health's Information Governance policies and standards, to ensure that personal data is handled correctly and is protected according to the Data Protection Act. This external assessment by the Health and Social Care Information Centre consists of a total of 28 requirements covering the following initiatives: Information Governance, Confidentiality and Data Protection, Information Security and Care Records Assurance. The assessment was successfully completed with the Council scoring 100% and a level 3 (the highest score).
- Attendance at Data Protection and Information Management training sessions has resulted in improved staff awareness of information governance requirements and associated organisational processes.

## 4.2 Leadership and Governance

The SIRO has responsibility for ensuring organisational information risk is properly identified and managed. The SIRO also acts as champion for information risk on the Corporate Management Team and provides an annual SIRO report in regard to information management and risk.

Support for the role is provided by:

- The Chief Privacy Officers ( Data Controllers), the Head of Legal and Democratic Services and Head of Customer Services
- The Caldicott Guardians, the Head of Children's Services and the Group Manager for Safeguarding and Community Team

- The Information Asset Owners (Group Managers)
- The Data Governance Advisor

## 4.3 Training and awareness

The Council has an extensive training programme in Data Protection and Information Governance. In 2014/2015, nineteen training sessions were carried out. These include the Corporate and Induction training sessions and the tailor made sessions after a breach/potential breach.

Additionally, all staff also have to complete the on line e-learning module on Data Protection. Successful completion of this is also a prerequisite for staff receiving their citrix key to enable them to work remotely. 1851 members of staff have completed the mandatory on line 'SPARK' Data Protection e-learning module.

As a part of their Induction session, new Members undertook their Data Protection training on SPARK.

The Data Governance Advisor attended courses in Records Management in November 2013 and Security and Incident Management in June 2014.

One of the Council's Caldicott Guardians achieved her Caldicott Certificate in July 2014.

## 4.4 Freedom of Information

A total of 1108 requests were received in 2014/2015, compared to 983 in 2013/14. The FOI function sits within the Policy, Engagement and Communication team. The Council replied to 76.26% requests within 20 working days.

## 4.5 Data Protection

There have been 151 Subject Access Requests (SARs) processed in 2014/2015, compared to 114 processed in 2013/2014. These are requests from customers for copies of their personal data held by the Council. The Council replied to 79.47% of these requests within the 40 day timeline.

A separate log is also maintained of all section 29 requests for third party data from other organisations, including the Police and the DWP. In 2014/2015 there have been 380 requests. These requests were received through Legal and Democratic Services, Revenues and Benefits and the Corporate Policy, Engagement and Communications teams.

The processing of all SARs through the Covalent system commenced in April 2013. This has encouraged consistency in recording; increased efficiency in the monitoring of requests through automatic triggers; enables the maintenance of audit trails and facilitates the production of timely reports.

Increased awareness through the Council's Communications Strategy and extensive training programme continue to improve and highlight the data

protection profile in the Council. This has led to an increase in the reporting of data breaches, which ultimately helps with the continual improvement.

A total of 28 minor incidents were reported for 2014/15. None of them required notification to the ICO. Investigations were undertaken and evaluations with recommendations were made to the SIRO. To mitigate further incidents, follow up work was carried out to ensure recommendations were implemented.

4.6 **Records Management**

All Data Protection training sessions now include aspects of Records Management. This helps to further increase awareness on the secure disposal and archiving of records.

4.7 **Information Security**

There is a comprehensive Information Security Framework to support the current and evolving information security requirements. This ensures that personal data is protected from unauthorised access, loss, damage and destruction. The ICO Audit Action Plan also focussed on a number of security related actions.

The Council continues to have double and, for some applications which are accessed externally, triple password protections.

All Council ICT badged assets are held within the Hornbill system (e.g. asset tag, make and model, number). Any unidentified objects get removed.

In line with Public Service Network compliance, a penetration test was conducted in February 2015 to assess the robustness of the Council's network and this was successfully completed.

Council owned PCs and laptops have Sophos installed to protect against Malware and anti-virus.

## 5 Strategic Direction - Future Programme of Work - 2015/16

5.1 The proposed EU Data Protection Regulation has been debated for more than 3 years. The discussion is to continue and the ICO says that the planned timetable will run until December 2015. "If all goes according to that plan, then we'll know pretty much what's going to be in the regulation by the end of this year", the Deputy Information Commissioner wrote in the ICO blog on 26 August 2015. The Data Governance Advisor is to attend a Workshop in October 2015 which will determine the likely changes, what aspects of the Regulation will impact the Council and any possible challenges.

5.2 With on-going Corporate and team restructures and continuing organisational change, 2014/15 proved to be a very challenging year for the Council. In 2015/16 the Policy, Engagement and Communication team will continue to work across all areas of the Council to meet the requirements of governance legislation and meet the requirements of the Local Government Data Handling Guidelines.

## 6 Corporate Implications

6.1 Contribution to the Council‟s Vision and Corporate Priorities.

Excellent – Deliver targeted services that meet the identified needs of our community.

6.2 Financial Implications

Any financial implications arising from this work will be considered through the normal financial management processes. Proactively managing information can result in reduced costs to the Council by reducing exposure to potential loss (such as fines for security breaches).

6.3 **Legal Implications**

Legal requirements must be complied with to ensure an individual‟s rights are respected. Inadvertent disclosure of data could leave the Council open to legal claims and fines. The collection, use and disclosure of personal information are governed by a number of different areas of law. The main pieces of legislation governing an individual‟s rights are:

Human Rights Act 1998
Data Protection Act 1998
Environmental Information Regulations 2004
Freedom of Information Act 2000
Computer Misuse Act 1990
The Access to Health records
Civil Contingencies Act 2004
Crime and Disorder Act 1998
Children Act 2004

6.4 **People Implications**

Any people implications will be considered through the Council‟s normal business management processes.

6.5 **Property Implications**

None

6.6 **Consultation**

Internal

6.7 **Equalities and Diversity Implications**

The Council collects a range of information to help it meet the needs of its customers and staff, including, where relevant, information on the „protected characteristics‟ as defined in the Equality Act 2010 (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race,

religion and belief, sex, sexual orientation). In line with the Act the Council, each year, publishes a profile of its customers (along with how they rate services) and its workforce, and who share protected characteristics. All information is collected and maintained in line with the Data Protection Act, for example, to ensure it is anonymous.

6.8 **Risk Assessment**

Non compliance with the law would adversely affect the Council‟s reputation in the community and reduce public trust and could lead to “incidents‟ with regulatory penalties and disruption to business continuity.

6.9 **Value for Money**

No issues

6.10 **Community Safety Implications**

None

6.11 **Environmental Impact**

None

## 7 Background Papers

None

## 8 Appendices

None

# Southend-on-Sea Borough Council

**Agenda Item No.**

**Report of Corporate Director for People**

**to**

**Cabinet**

**on**

**10 November 2015**

Report prepared by: Ian Ambrose
Group Manager, Financial Management

**Financial Pressures facing the Housing Revenue Account**

**Policy and Resources Scrutiny Committee**
**Executive Councillor: Councillor David Norman**
***A Part 1 Public Agenda Item***

## 1 Purpose of Report

To bring to Members attention, ahead of the Housing Revenue Account (HRA) Budget and Rent Setting 2016/17 report, various financial pressures facing the HRA as a result of recent changes in Government policy and on-going work to ensure charges to tenants are reasonable.

## 2 Recommendation

2.1 That Cabinet note the report;

2.2 That the Cabinet approve the refund of overpaid heating charges; and

2.3 That from 2016/17 consideration be given to South Essex Homes be charged with setting and recovering service, heating and water charges directly, and their management fee be reduced accordingly.

## 3 Background

3.1 Since the introduction of self-financing for the Housing Revenue Account (HRA) in 2012, the financial stability of the HRA had improved, despite the requirement to take on additional debt under the settlement arrangements. Since then the Government has

- Increased the discount available on right to buy to encourage additional purchases of council housing stock, allowing the Council to retain more of

the subsequent capital receipt on the proviso that it is used to part fund new affordable housing;
- Terminated the rent convergence process; and
- Altered the guidance on rent increases from RPI plus 0.5% to CPI plus 1%.

3.2 The changes since the initial self-financing settlement have had limited impact on the HRA business plan.

3.3 As part of the June budget, the Chancellor announced various plans that will affect social housing tenants and the financial standing of the HRA. These are

- Reduction in rents by 1% a year, from 1 April 2016, for 4 years;
- Obligatory "pay to stay" market rents for tenants earning over £30,000; and
- Proposed duty to consider the disposal of higher value stock as it becomes void.

3.4 The June budget also set out plans to reduce the benefits cap and to freeze the level of working age benefits for the life of the Parliament. Additionally recently there have also been statements about changing the nature of the affordable housing obligations placed on developers.

3.5 There is a lack of firm detail as yet: The Welfare Reform and Work Bill and the Housing and Planning Bill are the routes for the introduction of these changes. Both Bills rely on regulations yet to be published.

3.6 Separately South Essex Homes and the Council have been reviewing charges levied on tenants through Heating, Service and Water Charges.

## 4 Decrease in Social Rents

4.1 Up to now, Government rent increase guidance has steered local authorities to steady increase rents above inflation through the convergence to "formula rents" and a RPI / CPI plus annual increase. Although essentially voluntary, as housing subsidy and latterly the self-financing settlement assumed compliance with Government policy, to set rents below policy levels would have been detrimental to the financial stability of the HRA.

4.2 Housing Association rent increases are enforced through regulation.

4.3 The Government has announced that through the proposed Welfare Reform and Work Act it will force local authorities and housing associations to reduce current rent levels by 1% a year for the next four years starting 1 April 2016. This applies to both formula and affordable rents. This reverses the announcement from Government made last year that rents would increase by CPI plus 1% for the next ten years, and the basis for planning the current HRA Medium Term Financial Forecast (MTFF).

4.4 Based on the Office of Budgetary Responsibility forecasts of CPI inflation (July 2015) over coming years, this change in policy will have the following impact on rental yield.

| | Existing CPI + 1% policy £M | 1% pa reduction policy £M | Loss in anticipated annual rental yield £M / % | |
|---|---|---|---|---|
| 2015/16 | 26.450 | 26.450 | 0.000 | 0% |
| 2016/17 | 26.950 | 26.190 | 0.760 | 2.8% |
| 2017/18 | 27.650 | 25.930 | 1.720 | 6.2% |
| 2018/19 | 28.450 | 25.670 | 2.780 | 9.8% |
| 2019/20 | 29.250 | 25.410 | 3.840 | 13.1% |
| **Cumulative loss of income** | | | **9.100** | |

4.5 As can be seen, the HRA will have a cumulative £9 million less resources over the next four years, and even though it is assumed that rent increase policy will revert back to CPI + 1% from April 2020, the HRA will by then have some £4M less rental income each year than otherwise would have been the case. Based on a rough and ready extension of the HRA MTFF, by 2018/19 the HRA will no longer make a surplus, and in 2019/20 will be in deficit by around £1M.

4.6 Surpluses accrued within the HRA are currently being set aside in a reserve for future HRA capital investment, particularly for new build and regeneration. The loss in rental yield will mean, all things being equal, that there will be £9M less in the reserve than previously anticipated over the next four years, and more worryingly unless action is taken to rebalance the HRA through efficiency, the reserves created will need to be used to underwrite the on-going deficit from 2019/20 onwards. Either way the ability of the HRA to undertake new build or major refurbishment will be severely hampered and the Council will need to look at alternative funding sources if it wishes to continue with a programme of building social housing for rent.

4.7 Tenants will see their rents go down. The average weekly rent is currently running at £87.41. Had the rent increase policy remained unchanged, average rents would have been expected to rise by £9.31 to £96.72. However under the Government's policy of reducing rents, average rents will instead fall by £3.45 to £83.96. This will leave average rents £12.76 or 13% lower than they otherwise would have been by 2020.

4.8 For those tenants that are not on housing benefit, they will see a reduction in their weekly out goings as a result; for the approximately 75% of tenants on housing benefit, their benefits will go down £ for £ in line with the reduction in their rent, and so all things being equal, will be no better off.

4.9 Work will be undertaken by the Council and South Essex Homes to give Members at least some options to consider during the forthcoming budget round for rebalancing the HRA.

http://researchbriefings.files.parliament.uk/documents/SN01090/SN01090.pdf

## 5 Pay to Stay

5.1 Up to now the Council has had the discretionary option to charge tenants who have household income of £60,000 or more a market rent for their property.

5.2 As part of the Sumer Budget 2015 the Chancellor announced that the discretionary 'pay to stay' scheme would be made compulsory and that new, lower, household income thresholds would be introduced. These thresholds are expected to be £40,000 in London and £30,000 elsewhere. It is anticipated that some form of taper will be introduced, increasing rent as household income rises above the threshold; until such time as market rent is reached. It is not known at this stage how the Government will define market rent.

5.3 Local authorities will be expected to pay the additional rental income to the Treasury, while housing associations will be able to use the additional income to reinvest in new housing.

5.4 The move to a mandatory 'pay to stay' scheme will require primary legislation introduced through the Housing and Planning Bill; the Government has issued a consultation on the proposal, including how income will be calculated for those affected. It appears the intention is a scheme of income declaration by tenants, backed up by a verification process involving HMRC.

5.5 For tenants not in receipt of housing benefit, the Council does not have details of household income, and therefore it is not possible to estimate the number of tenants that may be affected or the amount of additional rent that may be raised. In any case the Council will be acting as a revenue collecting agency for the Treasury, not raising additional revenue for itself.

5.6 Some commentators have argued that this policy will encourage more right to buy, in that the tenant may prefer to pay a mortgage rather than increased rent. Alternatively it may encourage them to move into the private sector, (although security of tenure may be a factor in their decision making). Ultimately it would be a personal decision for the affected tenant.

5.7 The policy is due to come into effect from 1 April 2017.

http://researchbriefings.files.parliament.uk/documents/SN06804/SN06804.pdf

## 6 Housing Association Right to Buy and Vacant High Value Local Authority Housing

6.1 As part of its manifesto, the Government announced plans to give housing association tenants the right to buy, on the same terms as Council tenants. As part of the proposal, the Government has announced that the cost of the discounts offered to housing association tenants will be funded through the enforced sale of local authority's "most expensive properties" as they fall vacant.

6.2 Housing Association right to buy was to be brought in through the proposed Housing and Planning Act. However the National Housing Federation, which represents Housing Associations, has negotiated a voluntary agreement which

will allow for housing association tenants to exercise right to buy from 2016. This voluntary agreement is included within the draft Housing and Planning Bill, by giving the Secretary of State to pay a grant to cover the cost of the discounts provided, and by giving the Homes and Communities Agency a role in monitoring the performance of housing associations on 'right to buy' and home ownership.

6.3 The proposed Housing and Planning Act will be the statutory route through which the Government will introduce a duty on councils to consider selling high value vacant social housing when it becomes vacant. The Bill has changed the understanding of the nature of the scheme, in that it empowers the Secretary of State to require an upfront payment from the Council calculated by reference to the market value of their "high value" housing stock, rather than just paying over the proceeds of the actual sales, raising the possibility that should insufficient properties be sold, the HRA will have to fund the levy through other resources.

6.4 From the little published it would appear that the receipt generated from each sale will be expected to:

- Repay the (assumed) debt associated with the property;
- Compensate housing associations for the right to buy discount they will have to offer (so between the proceeds from their right to buy receipt and the compensation received, housing associations will get full market value for their sold stock);
- Replace the sold council house "in the same area" on a "one for one basis"; and
- Go towards the creation of a £1bn Brownfield Regeneration Fund.

6.5 High value homes have yet to be defined, and the methodology for calculating any levy has yet to be proposed. Previously the Conservative Party published a table setting out the market value thresholds for the sale of high value.

| | I Bed | 2 Bed | 3 bed | 4 Bed | 5 Bed or more |
|---|---|---|---|---|---|
| North East | 80,000 | 125,000 | 155,000 | 250,000 | 310,000 |
| North West | 90,000 | 130,000 | 160,000 | 270,000 | 430,000 |
| Yorkshire & the Humber | 85,000 | 130,000 | 165,000 | 265,000 | 375,000 |
| East Midlands | 105,000 | 145,000 | 175,000 | 320,000 | 430,000 |
| West Midlands | 100,000 | 145,000 | 180,000 | 305,000 | 415,000 |
| **East** | **155,000** | **220,000** | **265,000** | **440,000** | **635,000** |
| London | 340,000 | 400,000 | 490,000 | 790,000 | 1,205,000 |
| South East | 165,000 | 250,000 | 320,000 | 495,000 | 755,000 |
| South West | 135,000 | 200,000 | 260,000 | 375,000 | 535,000 |

6.6 What is not clear at present is whether the definition of high value stock will include specialised units, such as sheltered and extra care, or new build properties, or whether these thresholds will ultimately remain.

6.7 However based on these values, and the latest market value information for our stock, it would appear that the Council has 200 1 bed and 141 2 bed properties that are of "high value", nearly 6% of the total stock, with another 35 2 beds and 125 3 beds just below the threshold.

http://researchbriefings.files.parliament.uk/documents/CBP-7224/CBP-7224.pdf

## 7 Affordable Housing and Welfare Benefits

7.1 The Prime Minister announced at the October Conservative Party Conference the intention to change the nature of the affordable housing obligations put on developers, such that it can be discharged through the provision of affordable units for sale to first time buyers, rather than for on-going rent as at present. This has been confirmed in the Housing and Planning Bill. This has the potential for reducing the provision of affordable rented stock, and therefore reducing the options for those on the housing waiting list.

7.2 Housing Associations are similarly warning that their development plans for affordable units are being reduced as a result of the rent reduction proposals.

7.3 Whilst not an immediate issue for the HRA, it will clearly increase demand for the limited Council housing stock, and is likely to increase the need for the Council to provide temporary accommodation to discharge its housing duties.

7.4 Separately through the Welfare Reform and Work Bill, the Government has stated its intention to simultaneously reduce the benefits cap from £23,000 down to £20,000, and freeze the level of Working-age benefits, including tax credits and Local Housing Allowance for four years from 2016/17. Given the lower rent levels, even before the forthcoming reductions, of council housing, this change are not expected to immediately impact on the housing benefit available to our tenants, but is predicted to reduce housing benefits payable to out of work families and lone parents with two or more children in the private rental sector.

7.5 A more detailed report on these issues will be brought to a future meeting of Cabinet.

## 8 Service Charges, etc

8.1 A significant proportion of income to the HRA comes from service, heating and water charges. The income comes directly into the HRA, with the costs of providing these services being incurred by South Essex Homes and therefore included within the management fee.

8.2 It is beholden on South Essex Homes and the Council to ensure that service charges are reasonable, and as near as possible are set on a cost recovery basis. This process is however hampered by a mismatch of responsibilities and lack of clarity; SEH provide the service, SBC collects income. Therefore from time to time reviews are carried out.

8.3 Where service charges are found to be under-recovering, the Council has the ability to increase the charges going forward. Where there is over-recovery, there is an obligation to rectify the situation, either through reduced charges going forward, or by making a refund.

8.4 Such a situation has occurred in relation to heating charges made to residents of sheltered schemes. Despite only increasing heating charges by just under

10% since 2008/09, a significant over-recovery has occurred amounting to £1M. It is recommended that this be refunded to tenants. Full provision for the refund was made in last year's accounts, and so will have no impact on existing budgets. Appendix 1 is a briefing note prepared by South Essex Homes giving more background to the issue.

8.5 As stated in 8.2 above, South Essex Homes have full details of their costs associated with the provision of chargeable services, and although it collects the charges on the Councils behalf, it is the Council that actually sets the charge. Going forward it may make more sense if South Essex Homes sets and recovers the charges directly on a cost recovery basis, albeit ratified by the Council. This will give greater clarity over the setting of service charges and hopeful avoid significant over recovery situations in the future. It is therefore suggested that this proposal be explored as part of the introduction of the new management agreement from 1 April 2016.

## 9 Corporate Implications

9.1 Contribution to Council's Vision & Critical Priorities
The proposed statutory provisions will make it more difficult for the Council to address its priorities in relation to the provision of new mixed tenure affordable housing and its ability to enable the planning and development of quality, affordable housing.

9.2 Financial Implications
The financial implications, as far as they can be predicted at this stage, are included throughout the report. The reduction in rent yield within the HRA will have a destabilising impact on the HRA business plan, and will require work by the Council and South Essex Homes to, at least partially, offset the loss in income through further efficiencies to rebalance the HRA.

9.3 Legal Implications
The report refers to two proposed statutory instruments; the Welfare Reform and Work Act and the Housing and Planning Act, both of which are at the Bill stage. Their development through the Houses of Parliament may bring about changes to the detail of their operation, as will the proposed regulations arising from the legislation once enacted.

9.4 People Implications
There are no people implications arising from this report

9.5 Property Implications
There are no immediate property implications arising from this report, although the statutory provisions referred to are likely to see an acceleration of the reduction of the Council's housing stock, and a decrease in the provision of new affordable homes for rent.

9.6 Consultation
There are no consultation implications arising from this report

9.7 Equalities Impact Assessment

There are no equalities implications arising from this report

9.8 Risk Assessment
There are no risk implications arising from this report

9.9 Value for Money
There are no value for money implications arising from this report

9.10 Community Safety Implications
There are no community safety implications arising from this report

9.11 Environmental Impact
There are no environmental implications arising from this report

## 10 Background Papers

Hyperlinks within the report point Members to House of Commons Library briefing papers relating to these issues.

## 11 Appendices

**Appendix 1** Briefing paper on the proposed Heating Charge refund

**Appendix 1**

**Briefing note on the need to make a refund of Heating Charges to Tenants of Sheltered Housing Schemes**

The heating charges for sheltered housing schemes from 2008/9 to 2014/15 were based on 2007/8 actual costs plus an allowance for estimated increase in gas costs each year. The charge for each dwelling (adjusting for a bed sit or one bed) was divided equally across all tenancies in the sheltered schemes. This did, however, lead to a position whereby the Council was recovering more than the cost of energy consumed.

At its meeting of 15th February 2015 Cabinet changed the basis of charge to tenants in sheltered schemes for 2015/16 onwards. The basis of charge is now calculated using actual costs for each scheme based on the previous year. The Sheltered Housing Focus Groups were consulted on this and accepted the change in approach.

This has led to a reduction in charges for residents in all sheltered schemes for 2015/16.

A petition was subsequently received from Adams Elm House stating that they felt they had been overcharged and requesting a refund for previous years.

The total refund would be in the region of £1,033,000. Full provision has been made in the Council's accounts for this sum at the end of 2014/15. The total refundable to individual sheltered scheme tenants would be £4.30p per week for a one bed and £2.87p per week for a bed sit for the duration of their tenancy up to seven years.

It is proposed to write to all tenants in sheltered schemes setting out the position and stating that a refund will be made, less any arrears of rent or Council tax.

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# Southend-on-Sea Borough Council

**Agenda Item No.**

**Report of Corporate Director for People**
**to**
**Cabinet**
**on**
**10 November 2015**

Report prepared by: Jenni Naish, Planning & Engagement Manager

## A Local Account of Adult Social Care Services in Southend 2014-15
## Department for People – Executive Councillor: Councillor Moyies

***A Part 1 Public Agenda Item***

## 1. Purpose of Report

1.1 To present a draft of the Local Account of Adult Social Care services in 2014-15, including priorities and plans for 2015-16. This is the fifth year of producingan annual report of this sort.

1.2 The Local Account aims to provide information about the quality and value of the social care services to the users of services and local people. It is the Council's self assessment of how it provided services during 2014/15 together with plans for the future which contribute to the overall health and wellbeing of the local community.

## 2. Recommendation

**2.1 That the draft Local Account be noted as the Council's self assessment for these services**

## 3. Background

3.1 In the years leading up to 2010/11, an annual assessment of adult social care services was undertaken by the Regulator of adult social care services. The last annual assessment was carried out by the Care Quality commission (CQC) for the year 2009/10 where the Council was assessed as "performing well ... consistently delivering above the minimum requirements" and in two out of the seven areas assessed, achieving a rating of "excellent", the highest rating.This was the third year in succession in which adult social care services in Southend had improved.

3.2 Annual assessments by CQC have now ended. The Local Account is a self-assessment which summarises what Adult Social Services have done over the past year, how successful they have been delivered and what their future priorities are. The Local Account includes the most recent Adult Social Care Outcomes Framework (ASCOF) data for 2014-2015.

3.3 The intention of the Local Account is to promote transparency and enable local citizens to have a stronger voice in deciding how well services are doing and what Adult Social Care should be reporting on. The Local Account has now replaced the previous performance framework used to judge and rate our services by the national regulator, the Care Quality commission.

## 4. Other Options

4.1 No other options are presented

## 5. Reasons for Recommendation

5.1 The publication of the Local Account of adult social care services for 2014/15 ensures the continuity of information for the public about the performance of this service.

## 6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

HEALTHY – Continue to improve outcomes for vulnerable adults and older people

PROSPEROUS – Reduce inequalities and increase the life chances of people living in Southend.

EXCELLENT – Deliver strong, relevant and targeted services that meet the needs of our community.

6.2 Financial Implications

The cost of planning the production of future Local Accounts will be met within the existing resources for consultation on adult social care services. Any new costs arising from the Local Account for adult social care services for 2015/16 and future years will need to be considered as part of the relevant annual budget process for the Council.

6.3 Legal Implications

Publication of a Local Account of adult social care in 2014/15 is a requirement of the department of Health

6.4 People Implications

The Account demonstrates how increasingly our staff are working in a more integrated way with other public and voluntary organisations within Southend.

6.5 Property Implications

None

6.6 Consultation

Partners and commissioned service providers were consulted on the content of the draft local account.

6.7 Equalities and Diversity Implications

Policies for developing adult social care services are subject to equality impact analysis.

6.8 Risk Assessment
The Local Account of adult social care in 2014/15 is a report to which risk assessments were applied as part of the service planning.

6.9 Value for Money
Financial and performance information has been included within the Account as well as how well we are using our joint resources with health more effectively.

6.10 Community Safety Implications
Extracts from the annual safeguarding report are included within the Local Account in line with guidance from the Association of Directors of Adult Social services.

6.11 Environmental Impact
Not applicable

## 7. Background Papers
None

## 8. Appendices

8.1 Appendix : A Local Account of adult social care services in Southend 2014/15

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# LOCAL ACCOUNT 2014-15

## A review of adult social care services provided by

## Southend-on-Sea Borough Council

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**Local Account 2014-15**

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Foreword

The Local Account describes the delivery of adult social care services in Southend-on-Sea in 2014-15, and our priorities and plans for 2015-16 and beyond.

On the 1st April 2015 the Care Act came into force across England, the changes that came into force are the largest changes to the way adult social care is to be delivered for many decades. We have explained these changes in this publication.

In general and in Southend-on-Sea people are now living longer than they have historically. Southend-on-Sea social care continues to be committed to supporting people to experience fulfilling lives. We take an empowering and enabling approach that focuses on a person's strengths, assets, and resources. We aim to foster and encourage maximum independence and to support people to maintain their own wellbeing. Our priority is to enable people to have control over day to day living, which means giving people choices about their support; for example, what support it is and who provides it.

We are working in partnership with local health providers and voluntary organisations to ensure people who have particular support needs receive excellent care and preventative information, advice and support that enables them to enjoy independence and be a part of society.

The purpose of this document is to inform people living in the Borough about the services that we deliver and the impact these have on people's lives.

Over the last year we have continued to work with our Health colleagues under our integrated Pioneer status; one of only twenty five local authorities with this status in the United Kingdom. Our Pioneer Project will drive integration and joint working between health and local authority social care (commissioners and providers), will improve the quality and speed of services help improve people's wellbeing for years to come. This is important with the challenge of a growing older population and projected significant reductions in funding from central government.

Our services are provided by a dedicated and professional workforce that is focussed on providing the best outcomes for our service users. We are committed to the on-going development of our staff and as a local authority have been awarded Investors in People Gold status. Our staff's passion for work is reflected in the high quality of services that we deliver. However, we are not complacent and we continue to review our performance in order to continue to deliver excellent services for local people.

We are pleased to present this overview of adult social care in Southend-on-Sea 2014-15.

Simon Leftley — Director for People

Councillor James Moyies — Portfolio Holder for Adult Social Care

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## Executive Summary

During the course of 2014-15 Southend-on-Sea Borough Council has undertaken an enormous amount of work to ensure that it meets the requirements in the Care Act for the delivery of adult social care. We have, as with all other local authorities, had significant reductions to our budgets over many years, and this is likely to continue. As a result we have been reviewing the way we deliver services such as our residential care home provision and ensuring that we consider the best option to continue these services.

As a result of our Pioneer status and pooling funds between health and social care via the Better Care Fund we have been working closely with our colleagues across the Health sector, at Southend Clinical Commissioning Group and Southend University NHS Foundation Trust, in order to plan significant changes to health and social care. The planned outcomes from this work are (a) streamlining services; (b) improving the efficiency; and (c) increasing customer satisfaction and quality of life.

We deliver adult social care services and commission other organisations to deliver services that meet the needs of our town. In five of the seven key adult social care survey indicators we perform above or in line with our comparator authorities in the Eastern Region. Our strategy is to commission local organisations and businesses where possible to ensure that local people benefit from employment opportunities and so that service users are more familiar with the service providers.

Southend-on-Sea Borough Council prides itself on finding innovative and sustainable solutions to the problems and requests for support that people approach us with. We have a clear long term vision for regeneration and redesign of the provision of adult social care, health and housing within the town. These initiatives will meet current needs and help to prevent future needs from becoming an issue.

We aim to continue to support people to live healthy, active, independent and fulfilling lives and our plans for 2015-16 as set out in this local account set out how we will make this a reality and address areas that will bring our key performance metrics that are not currently in line with or above benchmarks up, to ensure people living in Southend receive the best quality services we can deliver.

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## 1. The National Picture

### *The Care Act 2015*

From April 2015, care and support has changed as a result of new legislation. The new Care Act creates a single, consistent route to establishing an entitlement to care and support for all adults with eligible needs. “Care and Support” is the term used to describe help may need with things like washing, dressing, eating, reading mail, doing shopping, getting out and about and keeping in touch with friends and family. Anyone living in the Borough is entitled to have their needs met if they are assessed as being eligible for "Care and Support". In addition, any carer who seems as though they may benefit from carer’s support is entitled to an assessment.

The emphasis is now on meeting individual needs, rather than on ‘providing services’. For the first time, there will be a national set of rules to determine care and support needs, which could make it easier for people to get the help they need, whether this is to stay in their own home, or move to more appropriate accommodation.

Everyone’s needs are different. They may be physical or emotional. People may find that the support they need could be met by something going on in their local community, for example services organised by local charities or other support networks. Whatever their level of need, Southend-on-Sea Borough Council will be able to put people in touch with organisations to support their wellbeing and help them remain independent for longer.

People receiving care and support will have more control of decisions that affect them, and will get help to put together a care plan tailored to their needs. The plan will work out how they can do the things that are important to them with the right level of care and support.

From April 2015, carers could benefit from the changes. A carer can have a carer’s assessment even if the person that they care for does not get any help from the Council and they will not need to be assessed. Carers may be eligible for support, offered as a personal budget, to spend on the things that make caring easier or signposting to local carers’ support groups.

Anyone who is likely to have difficulty in taking part in the process is also entitled to an independent advocate. Southend-on-Sea can put you in touch with organisations who can provide independent advocacy to help at any point, whether during the assessment or when finding the right services to meet your needs.

Whether people receive or provide support, under the Care Act, they will now know how much it will cost to meet their needs and how much the council will contribute towards the cost. People will have more control over how that money is spent, and will have a personal

budget to pay for their care and support. If they are eligible and if that is what they want, they could receive this money as a direct payment.

The changes do not mean that the council always funds the cost of care. The Care Act has financial provisions which were due to come into come into force in April 2016 but have been delayed until 2020. More information regarding these changes will be shared as it becomes available.

Southend-on-Sea Borough Council has developed a website, the Southend Health and Wellbeing Information Point www.southendinfopoint.org, to help people to find out how these changes will affect them. In addition to Information and Advice, there is a directory of the services available that can provide help, support and advice locally, and a register of organisations and individuals that can provide services in people's own homes. To find out more visit www.southendinfopoint.org or call Southend-on-Sea Borough Council on: 01702 215008 for more information and to get advice.

*"My mother became very frail and could not look after herself and was very, very distressed. When we got to mothers we phoned the social people up from the council and they sent someone round and we felt really, really reassured. She held my mother's hand and spoke her through her problems and mum was crying and she said 'don't worry darling we will find you a solution'"* J – March 15. (A service user's daughter)

**The Children and Families Act 2014** has also introduced some significant changes for young adults with learning difficulties. The transition stage for young people aged 13 to 25 is seen as an important time for children, young people and their families. At that time young people and their families are thinking about the future and considering their options, including how those with learning disabilities can manage their own lives and reduce dependency on health and social care services in the future. This is being achieved by:

- Replacing Special Educational Needs (SEN) statements and separate learning difficulty assessments (for older children) with a single, simpler birth to 25 years assessment process and Education, Health and Care (EHC) plan from September 2014. Parents with the plans also have the right to a personal budget for their support.
- Providing statutory protections comparable to those currently associated with a statement of SEN to up to 25-years-old in further education
- Re-commissioning emotional health and wellbeing services jointly in Southend, Essex and Thurrock.

**The Better Care Fund** was announced, as a plan, in June 2013. The fund introduced a pooled budget of £3.8 billion (nationally) for health and social care services. Each area,

(of which Southend-on-Sea is one), was challenged in 2015-15 to develop a joint plan across health and social care, with the objective of improving outcomes for the public and providing better value for money. The planned budget for 2015-16 will deliver health and social care services that are shared between the NHS and local authorities and deliver better outcomes and greater efficiencies for older and disabled people. We have been working as a Pioneer local authority with our local Health colleagues to plan and deliver better integrated care in Southend-on-Sea as part of this national approach.

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## 2. **The local picture –** Our services to you

Improving collaboration and integration of health and social care has been a key objective for Southend's partners for some time. Our focus is very much on personalised care. By giving people control over their lives, through the ability to decide how their support needs are met, we allow them to gain independence and exercise as much real decision making as possible. Evidence shows outcomes are improved when people have been actively involved in decisions about their care, we know that individuals are often better equipped than the public sector to use resources in creative ways to achieve results.

A major theme within social care is keeping people as independent as possible through **independence, choice and control**. This means supporting people safely and appropriately in the community, and having the fewest number of people in permanent residential placements as possible. As such we are looking to give as many people as possible as much choice and control as possible. It is also important to us that our professional colleagues across a range of services and agencies can make quick and appropriate referrals.

We have developed a customer journey which aims to support people to help themselves, provide a quick and measured response to people who need some limited support and offer support planning and review to those people who have longer term needs. We work closely with our colleagues in the health service to do this .The key elements of our customer journey are described below.

Our Access team offer advice, information and guidance to carers and people who may need support. They can also offer advice and information to professionals and third parties calling on behalf of a carer or someone who needs support.

> *"My social worker has changed my life. She helped me to get someone to help me with my independent living skills. I can talk to her about anything and know... she will understand and she will talk to me about it." Life for me now is all I ever dreamed it could be. From when I found out about my syndrome I thought this is where I want to be in 6-7 years and I'm mostly there, which is an incredible feeling and I couldn't have done it without my social worker and Southend council I'd like to say thank you to Southend Council because they've helped me out incredibly and they've made the person I am today, in a year, in such a short space of time" A- March 15.*
> *(*Blind since the age of 10 and recently moved into Southend)

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**The SPOR (Single Point of Referral**) is a reablement team, for professionals, that helps GPs and the discharge from hospital team to ensure the focus of all health and social care agencies is on the needs of the individual older person.

Reablement is about helping people to recover, or sustain, their independence, reducing unnecessary admissions to hospital and supporting discharges from hospital, including reducing delayed hospital discharges.

Our Locality and review social work teams work with adults from the age of 18 years and above, who have longer term care needs.

The teams will carry out needs led assessments to identify the adult's current level of needs, their strengths and informal networks to formulate a jointly agreed support package. Adults will have a choice around how their care is managed, either through a direct payment managed by the adult or direct service, which is managed by the Council. The main aim for Adult Social Care is to support adults to remain in their home for as long as possible, however when an adult's level of need requires more intensive care, the social work teams will support adults to transfer into alternative forms of accommodation, such as Extra Care Housing and Residential Homes. The Locality Social Work Teams will undertake a yearly review of the care and support provided by Adult Social Care to ensure the support package is continuing to support the adult's needs.

Within Southend Hospital there is a team of Social workers to undertake needs led assessments for people aged 18 years and above who present with a need for care and support. The main aim of the team will be to ensure the adult returns to their own home in a safe and timely manner. In addition, the initial aim of the care and support provided to the adult will be through a reablement service to promote the adult's ability to regain their independence.

*"You couldn't get a better service than what I got from Southend. One girl said to me 'you can walk right round that park, I'll give you three weeks and we'll walk round the park and back again'. It's a mile and I thought my god she believes in me, she can see me doing it." E - March 15. (*Reablement service user)

Some of the ways in which we support people to be as independent as possible are through **Personal Budgets;** these are made up of Direct Payments, and Self-Directed Support.

Self-Directed Support means that following a social care assessment to find out about a resident's eligible care needs, they can be given a Personal Budget to meet their care needs and improve the quality of their life.

A Personal Budget is designed to give an individual choice and control over their social care support and the way it is provided.

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The money can be used to**:**

- Get support from a personal assistant (a relative in some circumstances, but not a relative they live with).
- Go to work, college or a community group (for example - learning disability client group).
- Buy something to help keep them healthy, safe and independent (for example, stand-alone Telecare equipment).

The money can be paid:

- As a monthly Direct Payment to the individual.
- To a nominated person to look after the money for the individual.
- As a Direct Payment to a Trust - payments are made to a group of people who manage the money on behalf of the individual. This group is called a Trust and would usually be a small group of reliable people like close friends and family members.
- As a Council Managed Personal Budget – we can hold the personal budget and organise support on behalf of the individual.

*"The council on the whole have been very good and they have been extremely good with what I have been able to do with the budget; what has been negotiated for me has been above and beyond."* T- March 15 (Has cerebral palsy)

The aim of the **Supporting People** programme is to commission high quality services geared towards helping people to establish and maintain a secure tenancy and live as independently as possible. They commission services for:

- older people,
- people with learning disabilities,
- mental health services,
- homeless night shelters,
- domestic abuse service,
- offender and substance misuse services,
- people with physical and sensory impairments

**Housing Related Support** (HRS) services play a significant role in Southend, assisting some of the most vulnerable people to live independent, healthy lives. HRS is funded and regulated by the Supporting People Team and reports into the Health and Wellbeing Board. It can be provided via accommodation-based services or via floating (visiting) support to an individuals' own home. HRS has a broad role and supports a diverse set of client groups, it:

- plays a preventative role, helping avoid unnecessary admission to higher cost settings such as hospital or residential care, as well as preventing homelessness, crime and other factors which will affect someone's health or wellbeing

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- enables people to gain skills that help them sustain daily living in the community: including cooking, healthy eating, managing health conditions, benefits, budgeting and tenancy management, and enjoying life as a member of the community e.g. accessing leisure, education, training and employment
- is available for a range of vulnerable groups, including people with mental health issues, learning disabilities, physical and/or sensory disabilities, pregnant teenagers, teenage mothers, domestic abuse victims, young people, people who are homeless, ex-offenders, and older people in sheltered housing
- is, where possible, a route to fully independent living rather than a home for life. There are a number of ways to find accommodation for those who are ready to move on from supported housing

"We are currently supporting over 3000 vulnerable people in Southend to live independent, safe and healthy lives"

All services are listed on the Southend Health and Wellbeing Information Point (SHIP) webpages - www.southendinfopoint.org.

*"I've overcome a lot of things in my life, I didn't have a very good childhood and I didn't have a very good marriage but since I've been in Southend and been at supporting people and been under the council they've helped me tremendously and I can't thank them enough. If it hadn't been for the council and supporting people helping me get where I am today I don't know where I'd be today"* – Z – March 15 (Supporting People service user)

**The Adaptations Team** delivers their service through the guidance of the new Policy for Adaptations and Accessible Housing – 2014.

Adaptations are split into two categories – minor and major. These distinctions are based on the nature of the work required to implement the adaptation, rather than the impact the adaptation will have on the individual concerned. Both minor and major adaptation work can impact significantly on an individual's quality of life. A recent survey shows that approximately 34% of the housing stock has had either major or minor adaptations.

Minor adaptations (typically under £1000) include ramps, handrails, grab rails and lever taps. Major adaptations (typically over £1000) require more extensive and complex access work and include the installation of stair lifts and showers, and bathroom and kitchen conversions.

The Adaptations Team provides a link between the needs of people with physical difficulties and the housing stock we manage. They help support tenants living in the 6,200 social housing properties in Southend. The overall aim is to enable tenants to remain in their home for as long as it is safe and reasonable to do so.

*"Thank you for your help in finding me a new home, I am so excited" Ms L – June 15* Nomination Panel disabled tenant

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*"The level access shower has improved the health and wellbeing of the client and carer – "It has improved my friend's health, no longer have to lift him from the bath!" Mr O – May 15*

Adapted home tenant

"45 people were helped to access previously adapted social housing, saving approximately £225,000 in 2014-15"

"101 major adaptations and 153 minor adaptations have been provided for disabled tenants"

Information on all services can be found on the SHIP site www.southendinfopoint.org or by contacting Adult Social Care on 01702 215008.

More information about Southend Supporting People can be found at www.southend.gov.uk/supportingpeople

*"Southend Council have done so much for me here, I've got so much more confidence. [the staff at Priory House ] are just so lovely. I'd like to say to the staff thank you, I think deep down you saved a life"* S – March 15. (A resident at Priory House)

We commission a range of pre and post diagnostic dementia support services from the Alzheimer's Society providing information, advocacy, peer support and dementia support to people living with dementia and their carers in Southend these include:

A range of **Dementia Support Services** are commissioned from the Alzheimer's Society which provides information, advocacy, peer support and dementia support to people living with dementia and their carers in Southend.

**Memory Clinic at Southend Hospital:** Runs 4 days a week and is facilitated by a Dementia Support Worker. Clients meet the consultant psychiatrist for the elderly and are given the option of speaking to the Alzheimer's Society Dementia Support Worker for support, advice and information.

**Memory Clinic at Harlands:** Clients meet with the Consultant or Dementia Nurses and are given the option of speaking to the Alzheimer's Society Dementia Support Worker for support, advice and information.

**Dementia Cafés at Leigh on Sea, Westcliff-on-Sea, Shoeburyness:** Providing an informal meeting place for people with dementia and their carers to come together where they can meet others in a similar situation and receive information and support from staff and visiting professionals. Guest speakers will attend and educational information is available.

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There is a wide range of activities and groups on offer including support for carers of people with dementia, Singing for the Brain sessions, Motivational Men's Groups, information and awareness raising events and peer support.

Tel: 01702 345156. www.alzheimers.org.uk Email: southend@alzheimers.org.uk

In partnership with Darby and Joan organisation we have created The St Martins Community Dementia Garden. Based in St Martins Care Home, Imperial Avenue the sensory garden has been designed specifically for people living with dementia and their carers and has special features such as sensory planting, reminiscence features in the form of a bus stop and post box and sensory water features stimulating sound and touch. The garden is open to visitors on the 3rd Thursday of every month by appointment only. Groups by arrangement at other times. To book an appointment to visit, please call 01702 475891.

We also provide information and support to all providers of dementia care in the borough through the Southend Dementia Action Alliance and Dementia Friends Initiative.

We commission a range of services for **adults with Mental Health** needs and their carers to enable people to access advice, guidance, support and advocacy and maximise their independence and choice.

**Community Links (Richmond Fellowship)** provides individually tailored, one-to-one, and on-going support for individuals to engage in and sustain mainstream activities, in ordinary community settings, alongside other members of the community who are not service users.

To contact either telephone 01702 431177 or visit the website below:

http://www.richmondfellowship.org.uk/

**Peer Support (Mind)** The service provides training and support to people with mental health difficulties to become Peer Support Volunteers. Peer volunteers assist other service users to develop their recovery plans and to support them in managing their own care and support arrangements.

To contact either telephone 01702 601123 or Email:office@SEandCEssexMind.org.uk

http://www.southendmind.org.uk/

**Mental Health Supported Accommodation (Richmond Fellowship)** is both shared and self-contained accommodation which is designed to help people move through to more independent living during their recovery journey. People with mental health issues can manage their tenancy, budget successfully, keep safe, learn new life skills to maximise independence, manage their physical health and explore future options, including training, work and learning.

To contact either telephone 01702 352192 or visit the website below:

http://www.richmondfellowship.org.uk/

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**Carers of People with Mental Health conditions (Trustlinks)** provides a range of services for carers of people with mental health issues including information and advice, counselling and a range of groups to participate in.

To contact either telephone 01702 213134 or Email: office@trustlinks.org
www.trustlinks.org

**Mental Health Advocacy (Together)** provides independent advocacy for adults with mental health issues which promotes independence and self-advocacy for people who use the service.

To contact either telephone 01702 349191 or visit:
http://www.together-uk.org/our-mental-health-services/advocacy/

**Queensway Resource Therapy Centre** This service was commissioned during the period 2014-15. It offered structured support groups on different mental health issues—depression, stress, anxiety and many others. There were supported social groups for people who found it difficult to cope in regular community activities. The aim of the service was that people who accessed the service were able to access mainstream services and enable their own recovery journey.

The **Southend Learning Disability Partnership Board** helps to make decisions about support for people with learning disabilities in Southend. There are people with learning disabilities, Carers, Council Staff and support groups on the Board.

The Board aims to enable people with a learning disability to have more choice and control about their health and relationships. Other aims of the Board include:

- looking at ways of supporting people with learning disabilities when going to see a health professional, doctor or when going to hospital;
- developing the role of volunteers in supporting people with a learning disability;
- holding training sessions for hospital staff about the needs of people with a learning disability;
- encouraging advocacy; in which someone is trained to support people with Learning Disabilities to make their views and choices known;
- supporting, Helping, Informing Everyone with Learning Disabilities in Southend (SHIELDS) are a group of people who have learning disabilities who speak up on behalf of other people with learning disabilities

“Making It Work” is a scheme that helps people with learning disabilities find jobs. This involves training in work skills, helping an employee to join the workforce, help with communication between employee and work colleagues and providing a Job Coach.
The Learning Disability Partnership Board also takes an overview of the quality of services for people with Learning Disabilities in Southend-on-Sea. It does this by using the Learning

Disability Self-Assessment Framework. The 2014 Self-Assessment Framework, drafted after consultation with people with Learning Disabilities showed that there were many good things going on but also some challenges which the Board will seek to address. One of the main challenges is the uptake of Annual Health Checks for people with Learning Disabilities. SHIELDS, described above made a presentation to the Health and Wellbeing Board, about the importance of GPs doing Annual Health Checks.

"The number of Annual Health Checks in Southend-on-Sea has increased because of listening and action by the partners, including health facilitators and GPs working together. The Learning Disability Partnership Board wants to take this further and achieve more together."

The final percentage figure for Learning Disability Health Checks for Southend-on-Sea was 68% for 2014/15. This represented an increase on the previous year of approximately 22%. (45% was the figure reported to us by NHS England for 2013/14).

This increase for Southend-on-Sea appears to go against the national trend reported earlier in the year which was downwards. Southend-on-Sea has by far the greatest percentage compared to other Essex Clinical Commissioning Groups and likely achieved because of a recognition by GPs of the importance Annual Health Checks. We do want to increase the numbers of Annual Health Checks further.

**Learning disabilities nurses** – We have continued to work in partnership with community nurses and occupational therapists to provide specialised support for people with Learning Disabilities and their carers.

**Advocacy** – Southend-on-Sea Borough Council commissions an advocacy service to ensure that older people or those with physical or learning disabilities or mental health needs can access independent assistance to ensure that their interests and wishes are represented. Information on how to find advocacy support can be obtained through social workers or through our information website: www.southendinfopoint.org.

**The Autism Partnership Board** has been set up since early 2015 to improve the lives of people with autism and aspergers in Southend-on-Sea. It has a large number of partners on it, including Job Centre Plus and the local police. It's most important members are people with autism and aspergers. It is taking a role in overseeing and coordinating action to improve services for people of all ages and is seeking to achieve effective co-production through regular discussion. The Board will also oversee the development of a joint local Autism Strategy with Health partners.

**Supporting Carers -** A Carer is someone who provides unpaid care for a friend or family member with an illness, disability, a mental health problem or an addiction where the individual cannot cope without their support. Carers make a vital contribution in supporting

people to stay in their community. In Southend, we have supported more than 1,200 Carers in their role over the last year through direct payments, grants to the voluntary sector and services which can currently be accessed without recourse to a social care assessment. From 2015, The Care Act entitles all Carers to a free social care assessment. Therefore one of the important challenges for the future will be how we balance the need for equitable services across the borough in light of an expected increase in demand.

We currently commission seven services across the borough as follows:

| Service | Description |
|---|---|
| The Southend Carers Forum | This services provides counselling, advice, online support and group meetings and a helpline for carers |
| The **Carers Emergency Respite Scheme** (CERS) | The aim of this free service is to provide Carers with peace of mind if they are suddenly taken ill or find themselves unable to return home as might happen if they are admitted into hospital.<br><br>Carers register with the scheme and are supported to create an emergency plan for such situations. If the Emergency Contacts are unavailable, trained and experienced care workers are then mobilised to provide up to 48 hours of support or 72 hours support over a Bank Holiday, enabling the individual receiving care to remain in their own home and avoiding admission into a residential setting.<br><br>The total number of carers registered for April 2014 to March 2015 was 249 |
| Services for carers of people with dementia | This service provides a range of specialist support including peer support groups, advice and guidance for Carers of people with dementia. |
| Carers Breakthrough | This is Southend-on-Sea's specialist provision for Carers of people with enduring mental illness. The offer includes counselling, one-to-one listening services and relaxation classes. |
| Carers Flexi breaks | This service is currently offered free to any Carer who is a Southend resident and provides more than 21 hours of unpaid care each week. This scheme provides up to 30 hours of sitting |

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| | |
|---|---|
| | services for such Carers without recourse to a social care assessment. |
| Prescription Breaks | Like the Carers flexi breaks, Carers living in Southend and providing more than 21 hours of Care each week are eligible for this free service. |
| Hospice at Home | This specialist service is for Carers of people who are in the later stages of terminal conditions. It provides 24/7 information, advice and emotional support for these carers and the provision of Carer respite during this period. |

**Priory and Delaware Residential Care Homes**

Delaware House and Priory House are 2 Council operated Care Homes for older people. Delaware House is a 24 bedded care home in Shoeburyness and provides long term care for older people with dementia. Priory House is a 28bedded care home in Prittlewell (26 long term beds and 2 respite beds) and provides long term care for older people with high levels of physical frailty and some of these residents will have dementia. Delaware House has an occupancy rate of approximately 85%, Priory House has an occupancy rate of around 65%.

## 3. Monitoring and accountability

**Healthwatch**,
Healthwatch England is the new national consumer champion for people who use health and social care services. It was set up as part of the changes to the way the NHS and social care services are run. It represents the views of the public to improve services nationally. Each local Healthwatch is independent of the NHS and Local authorities.

**Healthwatch Southend** gives a voice to all the people of Southend-on-Sea; adults and children. It offers a range of services to the people of Southend, including:

- advocacy support for people who wish to raise a concern or complaint about NHS services and who would like help to do so;
- information and advice about health and social care services in the area;
- 'enter and view' of health and social care services

If repeated concerns are received, Healthwatch can influence both the organisations delivering health and social care services and those that pay for them. Healthwatch researches trends in poor service and reports their findings to Healthwatch England to influence the Department of Health and NHS England. At a local level they report research findings to the people who make the decisions about health and social care, such as the

NHS Clinical Commissioning Group (CCG), hospital, and Southend-on-Sea Borough Council.

There is now a **Health and Wellbeing Board** in each council to oversee the aim of improving the overall health and wellbeing of the population, and reducing health inequalities.

The Board produced the **Joint Health and Wellbeing Strategy 2013-15*,*** which outlines the key ambitions for promoting health and wellbeing in the Borough. These are;

- A positive start in life
- Promoting healthy lifestyles
- Improving mental wellbeing
- A safer population
- Living independently
- Active healthy ageing
- Protecting health
- Housing
- Maximising opportunity

These were identified by the Board as areas where focussed work will result in meaningful and measurable improvements in health and wellbeing.

In February 2015 the Health and Wellbeing Board refreshed the strategy and added three new Broad Impact Goals for 2015-16 which complement and add value to the nine original ambitions. These are:

- Increased Physical Activity (prevention)
- Increased Aspiration and Opportunity (addressing inequality)
- Increased Personal Responsibility and Participation (sustainability)

Identification of these factors is only possible when the Board understands the health and social care needs of the people living in Southend. This is done by undertaking a Joint Strategic Needs Assessment (JSNA).This is a statutory requirement for all CCG's, local authorities and Public Health. It contains evidence about the needs of the population, and is used to identify the priorities to be included in the Joint Health & Wellbeing Strategy. The results of the pending JSNA and further engagement with stakeholders and service users will then inform longer term priorities beyond 2016

**Commentary from Healthwatch Southend**

Healthwatch Southend is a health and social care consumer champion for the residents of Southend. We are commissioned by Southend-on-Sea Borough Council using funding provided by the Department of Health and are a confidential, independent and free service

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for all Southend residents and anyone receiving health or social care services within the Borough.

In addition to representing the views of the public to influence the design, commissioning and delivery of services, we also provide information and advice about any aspect of health and social care, and offer advocacy support for people who need help to raise complaints or concerns about NHS services. Further information can be found at www.healthwatchsouthend.co.uk

As a statutory partner on the Health and Wellbeing Board, and a co-opted member of the People Scrutiny Committee, we have direct access to local decision makers at a strategic level. Representatives from across the health and social care economy have shown a real willingness to engage with us to incorporate the views of local people in their planning and decision making. Our input is valued and our involvement is sought at many levels, with public engagement seen as a vital aspect of decision making processes in the Borough.

Domiciliary Care was identified as a priority for Healthwatch Southend in 2014-15, and we held an event focusing on the subject in November 2014. We were pleased to welcome commissioners, service providers and services users to present and discuss issues including the length of home visits, the provision of care at night, knowledge amongst residents about the services that are available and direct payments. This area of service remains a priority for us in 2015-16, and we will be engaging with stakeholders to review progress on the issues raised at our original event, and planned improvements for the future.

We will publish a report in Autumn 2015 to detail our findings, recommendations, and the actions that we have agreed will be taken by Healthwatch and other stakeholders. We will continue to review and report developments in Domiciliary Care following this, working with commissioners and providers to secure the best outcomes for the people who use Domiciliary Care services.

Local people are key to what we do and why we are here, and we are working hard to extend the range of people that we hear from. We want to ensure that the views and lived experience of as many people as possible informs the design and delivery of health and social care services in the Borough. Anyone can join our supporters list, and we send all members a monthly newsletter and regular alerts about developments, consultations and events related to health and social care in Southend.

We encourage anyone who is interested in learning more, becoming a supporter or in telling us about their views and experiences to contact us via our website, by telephone on 01702 356 066 or face to face at the range of events we attend in the community each month, details of which can be found at www.healthwatchsouthend.co.uk.

John Cooke
Healthwatch Manager

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## 4. Integrated Pioneer Pilot and our Partnership approach

Southend-on-Sea has a well-established culture of partnership working amongst health, social care, clinical commissioners, Southend Hospital and a range of local public, private and voluntary sector partners. This has enabled Southend-on-Sea Borough Council and its partners to achieve **integrated health and social care pioneer status.** In 2013 just 14 pioneer sites across the country were chosen to showcase innovative ways of creating change in the health service in order to bring services closer together. In January 2015 a further 11 sites were selected as Pioneers bringing the total to 25. The plans we have developed in Southend will mean better support at home and earlier treatment in the community to prevent people needing emergency care in hospital or in care homes.

The ambitions of local partner organisations are brought together in Southend's Joint Health and Wellbeing Strategy. The strategy, and resulting action plan, is owned and driven forward by the Health and Wellbeing Board. Within the strategy all partners are committed to:

- listen to the voice of people who use our services;
- share a vision about the priorities for local services;
- commit to continuing development of integrated work;
- reflect the Joint Strategic Needs Assessment (JSNA) for the population of Southend;
- contribute to the wider vision for communities shared with partner commissioners;
- shape other local commissioning plans to enable integration of services and pathways;
- integrate planning so that local resources are used to better effect.

There are many examples of our integrated approach that people living in Southend may already have seen as well as many behind the scenes changes that make providing services easier:

- we have recently established an integrated care commissioning team between the council and the CCG;
- well established Multi-Disciplinary Teams working across the borough and focused around GP practices;
- we were first in the country to link and share health and social care data for the purposes of risk stratification / case finding and commissioning;
- a social worker team established at the hospital to ensure patients in need of social services receive them at the right time and in the right place;
- the way we manage hospital discharge is considered national best practice;
- we are a National Pathfinder for Patient and Public Involvement.

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## 5. Our Performance in 2014-15

Our performance and the outcomes we achieve for people living in Southend is measured and reported through a variety of local and national frameworks. With our health partners, Southend-on-Sea Borough Council (including the Public Health function of the council) is working to achieve the outcomes of the following national outcomes frameworks:

- The Adult Social Care Framework
- The Public Health Framework
- The NHS Outcome Framework

These outcomes frameworks offer a way of comparing the performance of health and local authorities in different locations across the United Kingdom.

The Adult Social Care Outcomes Framework (ASCOF) seeks to achieve the following:

1. Enhancing the quality of life for people with care and support needs
2. Delaying and reducing the need for care and support
3. Ensuring that people have a positive experience of care and support
4. Safeguarding adults whose circumstances make them vulnerable and protecting them from avoidable harm

In 2015 we carried out a self-assessment of our adult social care services along with our regional colleagues. This was as part of our sector led improvement agenda through which we aim to reflect on and improve our performance by talking to and benchmarking ourselves against other Local Authorities. Our self-assessment demonstrated that we are performing well in the areas of supporting people with disabilities; we have higher level of people with disabilities living at home or with their family and higher levels of people with a disability in paid employment relative to our comparators and national figures. Southend is also very strong at preventing any delays in the care transfer process, moving people from hospital to other care services, this ensures “bed blocking” in our hospital is minimised. Our self-assessment also points to some areas for us to focus on. This includes ensuring that carers and service users are able to access information about support and services in an easy and straight forward manner and that people who user use our services are satisfied with what they receive.

ASCOF Outturns Source: ASCOF 2014/15, HSCIC

The Adult Social Care Outcomes Framework (ASCOF) is a set of measures that benchmark the performance of adult social care services.

In 2014/15 we supported 5514 adults of which 4408 were supported through community based services. This reflects our focus on preventing, reducing and delaying the need for social care, ensuring more people receive support earlier to prevent their care needs

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becoming more serious. It also reflects our development of innovative community based services to reduce the reliance on residential based services.

We continue to see an increase in the proportion of people in Southend choosing to receive direct payments up from 14.6% in 13/14 to 24.0% in 2014/15. This is what is expected as we continue to promote personal choice as a means of people gaining real control over their lives and being able to decide how their needs are met and by whom. Results from 2014-15 tell us that when compared to 2013-14 the proportion of people who use services who have control over their daily lives has improved from 73.8% to 76.6%.

Our out turned performance in 2014/15 further shows that Southend's Proportion of adults with learning disabilities in paid employment is 7.1% against a national figure of 6% and in addition our performance on this measure is in line with our eastern peers. The 2014/15 performance for the Proportion of adults with learning disabilities who live in their own home or with their family (%) was 81.4% significantly above the national benchmark of 73.3%, the eastern region out turned below this benchmark. Southend's delayed transfers of care from hospital which are attributable to adult social care per 100,000 population was just 1 against a national benchmark of 3.7 demonstrating that this is a real strength for Southend, the Eastern region outturns at a similar level to the national figure.

In the self-assessment we acknowledged that we could focus more on ensuring that we improve the proportion of people who use services and carers who find it easy to find information about support. In 2014/15 we out turned 65.3% which is slightly above our Eastern region peers and only fractionally below the national figure of 65.5%. A summary of our regional Self-assessment findings can be found in Appendix A.

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| | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
|---|---|---|---|---|
| **NUMBER OF SERVICE USERS HELPED** | **5740** | **5640** | **5514** | **5674** |
| OF WHICH; | | | | |
| NUMBER OF PEOPLE RECEIVING COMMUNITY BASED SERVICES (18-64) | 1210 | 1231 | 1282 | 1066 |
| NUMBER OF PEOPLE RECEIVING COMMUNITY BASED SERVICES (65+) | 3363 | 3255 | 3126 | 3524 |
| NUMBER OF PEOPLE IN RESIDENTIAL CARE (18-64) | 159 | 135 | 148 | 156 |
| NUMBER OF PEOPLE IN RESIDENTIAL CARE (65+) | 986 | 1003 | 939 | 921 |
| NUMBER OF PEOPLE IN NURSING CARE (18-64) | 1 | 0 | 8 | 1 |
| NUMBER OF PEOPLE IN NURSING CARE (65+) | 27 | 16 | 11 | 6 |
| | | | | |
| NUMBER OF PEOPLE ASSESSED (18-64) | 393 | 493 | 542 | - |
| NUMBER OF PEOPLE ASSESSED (65+) | 1710 | 1813 | 1714 | - |
| **TOTAL ASSESSMENTS** | **2103** | **2306** | **2256** | **-** |
| | | | | |
| New client assessments (18-64) | | | | 290 |
| New client Assessments (65+) | | | | 1646 |
| Total new clients assessed | | | | 1936 |
| | | | | |
| **TOTAL CARERS SUPPORTED WITH SERVICES and ADVICE** | **959** | **1005** | **1094** | **1248** |
| | | | | |
| NUMBER OF SERVICE USERS RECEIVING DIRECT PAYMENTS | 517 | 587 | 712 | 695 |
| NUMBER OF CARERS RECEIVING DIRECT PAYMENTS | 119 | 90 | 83 | 23 |
| PERCENTAGE OF CLIENTS AND CARERS RECEIVING DIRECT PAYMENTS | 11.30% | 13.08% | 16.15% | 21.20% |
| | | | | |
| NUMBER OF CLIENTS REVIEWED | 4762 | 4688 | 4536 | 3913 |
| PERCENTAGE OF CLIENTS REVIEWED | 82.96% | 83.12% | 82.26% | 78.49% |

Please note that in 2014-15 the Adult Social Care Framework of performance changed. 2014-15 data is generally not comparable with historical year's data.

**Independence, choice and control**

In 2014-15 623 people were referred to the reablement service as part of Hospital admission avoidance alongside 575 people following hospital discharge. In total 1198 people were assessed and received intensive support to regain any lost independence and therefore require smaller care packages or no support at all.

In 2014-15 we successfully moved 9 people with learning disabilities from long-term residential placements into the community support living settings, compared to 2013-14 when we also moved 9 people.

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Throughout 2014-15 we have supported 1,248 people in their role as carers. The number of carers in receipt of direct payments has reduced over the years because the way in which we offer services to carers differs to other services. In most cases we provide carers with a direct service rather than through a direct payment because it meets the needs of the carer, ensures quality, and currently offers better value for money. The processes are currently being reviewed to ensure we continue providing the best service in the right way.

**Supporting People commissioned services**

Across accommodation and floating support services for all client groups during 2014-15 the average of units available was 100% and the average utilisation was 97%. Planned moves totalled 568 and 116 moves were unplanned.

The following are examples of performance in some of the key areas of activity funded through the Supporting People Programme:

- Within services for older people with support needs such as sheltered accommodation, 1,465 service users from a total of 1,219 funded units of accommodation received support to maintain independence. During 2014-15 an average of 204 service users received a package of care to enable them to continue to live independently in sheltered accommodation with support being provided to initiate 71 new packages during the year, but 57 service users were admitted to residential care during the year (an increase of 10 on the previous year).

- During 2014-15 the Domestic Abuse Floating Support service received 307 referrals and 295 were offered a service within 24 hours of receipt. Of these 102 new clients accepted and received support during the year. The Women's Refuge received 153 referrals and of the 79 applicants that were offered accommodation 72 accepted. There were 76 moves out of the service 71 of which were planned with 36 being supported into independent living, 13 into other supported accommodation, 19 moved in with family, 2 were evicted, 1 abandoned the tenancy and 5 moved into Bed and Breakfast accommodation. Just 3 women returned to their perpetrators.

- In Learning Disability services 18 people moved on, with 6 planned moves into independent living with or without floating support (5% of service capacity) 7 into other supported /sheltered housing, 2 moved in with family, 1 moved into residential care and one person died. There are 56 people of working age in accommodation based services, and 1 works more than 16 hours per week, 1 works between 4 and 16 hours per week, and 12 work as unpaid volunteers. Approximately 44% of individuals in accommodation based services are involved in education, training and/or employment, and on average, 13 people participate in structured and meaningful activities on a regular basis at day centres. The majority have been encouraged and supported to gain new skills and participate in service decision making.



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- In Mental Health services during 2014-15 there was again only one unplanned admission into acute psychiatric hospital. A total of 14 people moved on from the service, including 7 into independent living with or without floating support (13% of service capacity), 6 into other supported /sheltered housing, and one person died.

The priority for Supporting People services is to move people out of short term accommodation services after a period of support into their own tenancies in a planned way. The table below summarises the number of people who were supported in short term services during 2014-15 and the number of planned moves.

| Service Provision | Services Capacity | Total Clients Supported | Planned Moves | Total Moves | Planned Departures |
|---|---|---|---|---|---|
| Domestic Abuse Refuge | 22 | 94 | 71 | 76 | 93% |
| Ex-Offenders | 11 | 32 | 7 | 13 | 54% |
| Mental Health | 54 | 75 | 13 | 14 | 93% |
| Single Homeless | 55 | 145 | 126 | 199 | 63% |
| Teenage Parents | 16 | 36 | 17 | 17 | 100% |
| Young Offenders | 3 | 10 | 2 | 8 | 25% |
| Young People | 30 | 50 | 19 | 20 | 95% |
| **TOTALS / AVERAGE %** | **191** | **442** | **255** | **347** | **75%** |

**Long Term Services** – Support in Maintaining Independence

During 2014-15 648 individuals were supported to establish or maintain independence through long term and floating support services. Overall the average duration of support provision was 7.5 months.

**Housing related support services** are routinely monitored against national quality standards to deliver high quality support and accommodation. During 2014-15 all funded services received review visits. The programme delivered accommodation based support to over 1,465 people in the borough of Southend across a range of client groups.

Advice and information and handy person services were offered to over 2,000 people via the Home Improvement Agency and approximately 63 leaseholders received a contribution to their service charges.

Family Mosaic, the contracted generic floating support service, provides a duty desk for support by appointment in the centre of town. In addition there are drop-in facilities twice a week at St John's Church on Tuesdays and at the Balmoral Centre on Fridays.

**Performance of commissioned Services**

**Carers Emergency Respite Service**: In 2014-15 115 care worker hours were provided across 8 call outs. There were 315 carers registered and the scheme had 246 customer contacts throughout the year.

**Flexi and prescribed breaks**: During 2014-15 2,667 hours of support were provided across 945 breaks for 104 carers.

**Carers breakthrough**: 170 carers made contact with the service during 2014-15. 92 carers (including 19 new clients) had 1:1 counselling, 46 yoga and relaxation classes were held and 23 support group sessions were run.

**Hospice @ Home**: During the year, 223 carers had 2215 hours of support across 669 breaks.

**Alzheimer's Society**: Last year 72 group meetings were held and 1287 carers (including 435 new carers) had 1-1 support.

**Southend Carers Forum - Carers Project:** 154 new carers joined Southend Carers Forum. 2066 clients received support via Helpline/Drop In support. 766 people had Outreach support. 55 support groups were run.

**The Adaptations Team**

Of the current social housing properties 24% (1,488) have major adaptations (at least an adapted shower) and in total 34% (2100) have minor or major adaptations.

We have a policy of recycling existing adapted properties when they become available. This process meets the needs of disabled people where their home cannot be adapted or their circumstances now mean they need adapted accommodation. This is a more efficient way of using the adapted housing stock. During 2014-15, 45 people were best matched with suitable properties - allowing them to live more independently. This helped the council avoid costs leading to savings of approximately £225,000.

**Delaware and Priory Care Homes**

Delaware and Priory Care Homes are both council owned facilities. There are many financial challenges facing the provision of local authority care homes which led to a review of the future of these two homes. Following extensive consultations with the residents and their families the decision was taken to not close the homes. We are currently reviewing and scoping the possibility of establishing a local authority trading company in order to secure the future of these homes.

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**Financial Expenditure**

The table below shows expenditure for 2013-14, 2014-15 and planned expenditure for 2015-16.

| Service | 2013-14 Actual | 2014-15 Actual | 2015-16 Budget |
|---|---|---|---|
| Drug & Alcohol Action Team | 172,617 | 156,863 | 169,300 |
| Older People | 19,561,152 | 18,630,360 | 17,383,884 |
| Learning Difficulties | 14,358,513 | 14,202,245 | 14,945,131 |
| Physical or Sensory Impairment | 4,125,662 | 4,634,731 | 4,033,755 |
| Mental Health Needs | 4,079,313 | 4,318,110 | 2,933,119 |
| Other Community Services | 473,560 | 380,202 | 344,694 |
| Service, Strategy & Regulation | 485,008 | 120,305 | 220,267 |
| | **43,255,826** | **42,442,816** | **40,030,150** |

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**Safeguarding – *'supporting people to live lives free from abuse'***

The work of the **Southend-on-Sea Safeguarding Adults Board (SAB)** supports adults who have care and support needs and due to these needs, may be unable to protect themselves from abuse.

The SAB has ensured that partner agency policies, strategies and corporate plans reflect local and national safeguarding adults' guidance and priorities.

The SAB is made up of a wide range of public sector organisations both from the statutory and voluntary sectors. The purpose of the Board is to ensure that organisations from around the Borough work together in partnership to help reduce the risks of abuse and prevent adults being subject to abuse. The Board also ensures that organisations work in a coordinated way to safeguard adults with support and care needs when abuse or neglect is identified

Members of the SAB commit to supporting adults with care and support needs to enjoy a full life, free from abuse. All adults in Southend should be able to make informed choices without fear or intimidation.

The SAB also leads work in the community aimed at raising awareness about abuse, preventing abuse and supporting those who have been harmed by abuse.

Each partner agency commits, at Chief Executive level, to support the work of the SAB, by making sure the right people are able to do the work of the SAB and by contributing financial and other resources.

An Annual Report will be produced in December 2015 for the Board for the period October 2014 to September 2015; and a Strategic Plan for the period 2015 to 2018 has been agreed. Together with the LSCB Annual Report, the Board will review how well children and adults with care and support needs are protected from abuse. This report will be produced by the SAB and LSCB in December each year.

**Local Safeguarding Children Board (LSCB)** The Safeguarding Adults Board continues to have strong links with the LSCB. Both Boards have the same independent chair and a shared business support team. Joint Training, Community and E Safety sub groups enhance the integration of the safeguarding adults and children activity of partners. The SAB and LSCB are represented on each Board and developed a joint safeguarding commissioning strategy in 2014/15.

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## SUMMARY OF COUNCIL ACTIVITY IN 2014/15

### Deprivation of Liberty Safeguards

The Deprivation of Liberty Safeguards (DoLS) are part of the Mental Capacity Act 2005. They aim to make sure that people in care homes, hospitals and supported living are looked after in a way that does not inappropriately restrict their freedom. The safeguards should ensure that a care home, hospital or supported living arrangement only deprives someone of their liberty in a safe and correct way, and that this is only done when it is in the best interests of the person and there is no other way to look after them.

Staff in care homes, hospitals and supported living should always try to care for a person in a way that does not deprive them of their liberty. If this is not possible, there is a requirement under DoLS that this deprivation of liberty be authorised before it can go ahead.

Southend Borough Council is the 'Supervisory Body' for all Southend and self-funding residents in care homes. As of 1 April 2013, the Council assumed responsibilities as Supervisory Body for all Southend local authority/Southend Clinical Commissioning Group funded and self-funded people within long stay and acute hospitals. Since 2009, the Council has also been the Supervisory Body for people placed in care homes and hospitals outside of Southend.

Nationally local authorities have experienced an expediential increase in DoLS referrals, following a landmark Supreme Court Judgement in March 2014. During 2014/15, the Council received 401 applications from care homes and hospitals. This represents a 568% increase in referrals from 2013/14. As a result of this the Council has ensured that additional resources are in place to meet the increase in referrals.

### Dental Care

The Council worked collaboratively with the University of Essex and Southend Clinical Commissioning Group to look at whether current training provision to the care workforce meets the needs of people who use services with reference to dental hygiene. The project, aimed to provide carers and managers with the opportunity to give their views about current practices within their services. The aim of the work is to develop an evidence base from which to commission further training to encourage staff to refresh or gain new skills to support people to maintain their health through effective interventions to maintain or improve oral hygiene. This work is on-going.

### Quality Assurance

The Council participated in multiagency audits of safeguarding investigations that were carried out in 2014/15 by the Safeguarding Board. The findings for learning were shared with the Safeguarding Adults Board and informed the work of the Subgroups. The Council

intends to carry out audits across Mental Capacity Assessments and safeguarding enquiries during 2015/16.

**Keep Safe**

Children's Services and the Safeguarding Adults Board and the Safeguarding Children's Boards have funded the pilot year of Keeping Safe with launch in 2015/16. Keeping Safe is a scheme to support people aged 16+ who have a learning disability and access the community independently. The scheme is facilitated by SHIELDs Parliament, a self-advocacy group supported by Basildon and Thurrock Independent Advocacy Service (BATIAS). Local businesses are identified and sign up to the scheme by agreeing to provide use of a telephone in a public area for a person who may be experiencing an emergency or who are in distress. Participants in the scheme would look for the yellow and black telephone sticker in the shop window. Using the emergency number card or fob provided, the person themselves would call their carer or parent. If required, the shop would assist or call the police if needed. The scheme aims to support people to reduce the feelings of fear or agitation in accessing the community alone.

**PREVENT**

Southend Borough Council has assumed new responsibilities in assisting the Government to prevent vulnerable people being drawn into terrorist activity. The Council's new duties are part of the PREVENT Strategy, which is part of CONTEST.

Adult Services has been working closely in partnership with the Department for Place, including Public Protection and Children's Services to ensure that there is a strategic approach as well as an operational response. The PREVENT Board is a multi-agency initiative chaired by the Department of Place, supported by Adult and Children's Services. The Council is setting up CHANNEL Panels, which are a convened group of safeguarding professionals, representative of statutory and third sector services who can assist in supporting a person who is or is at risk of being radicalised. The person must be willing and consent in the CHANNEL process and will be involved in working with professionals who are proactively supporting the disruption of the exploitation to ensure that the person is adequately safeguarded.

**Key Partnerships**

<u>Safeguarding Adults Board Subgroups</u>

The Council plays a key role in supporting and engaging with the subgroups to deliver against the SAB Business Plan priorities. Below please find the key Council contributions towards the individual subgroups.

*Quality, Monitoring and Audit Sub Group*: Southend Borough Council continues to play the lead role in supporting the SAB to deliver against the business plan. To this end, members of the Council's strategic and operational management teams participate in the SAB action

groups. The Council chairs the Quality, Monitoring and Audit Sub Group, which concentrates on monitoring the delivery against learning from Serious Case Reviews, learning from multi agency audits and works to ensure that safeguarding performance data is analysed and improvements and developments imbedded in practice.

*SAB & LSCB Training Sub Group:* In 2014, the Southend Local Safeguarding Children's Board (LSCB) and the SAB agreed to merge the work of the subgroups into one entity. A joint training strategy was developed to which the Council has collaborated heavily. Focused work led by the Council has been undertaken to review the provision of domestic abuse training provided by the Council via Essex Police to internal staff and Board partners, especially in response to learning derived from Domestic Homicide Reviews and Serious Case Reviews.

*SAB & LSCB Community Sub Group:* The Council participates in this merged group and looks forward to delivering against the SAB business plan.

*SAB & LSCB E Safety Sub Group:* The Council joined this merged group and looks forward to delivering against the SAB business plan.

Children's Department and the Local Safeguarding Children's Board

Southend Borough Council's Adult Social Care takes its responsibilities for safeguarding children within the context of the work we do with families as paramount. Adult Social Care is represented both on the LSCB Board and the LSCB Executive, representing the needs of adult family members and carers. For example, in the last year, we have worked collaboratively with Children's Services and Workforce Strategy to ensure that our operational social work staff and our in house community based services have had e-learning in child protection, recognising neglect and abuse in children, and awareness of Child Sexual Exploitation.

Adult Social Care is also represented in the work to prevent and support victims of child exploitation and sit on the Southend Child Sexual Exploitation Workgroup. We are also engaged in the Child and Family Poverty Workgroup, looking to increase the opportunities and life outcomes for people experiencing poverty and the ramifications.

Public Health and Improved Health Outcomes

Safeguarding Adults works collaboratively with the Public Health Team to deliver outcomes that improve wellbeing and reduce the impact of abuse and violence. The Safeguarding Team is part of the wider range of internal partners with whom the Public Health team consult yearly in the development of their work plan. Safeguarding Adults is a longstanding and committed member of the Southend Domestic Strategy Group, led by the Deputy Director of Public Health. Currently, there is a project underway between Adult Safeguarding and Public Health to analyse and support the provision of services to male

victims of sexual violence. Further work is underway with the team to work with partners across Southend to identify the prevalence of the issue for people who engage in hoarding/self-neglect and the service responses and best practice currently available with the aim to reduce the impact for these people.

Domestic Abuse

Southend Borough Council - Adult Social Care is a key partner in the delivery of domestic abuse support in Southend. Adult Social Care has a duty to support adults with care and support needs who may be experiencing domestic abuse, which may occur alongside a myriad of other social needs. Adult Social Care is represented in the work of the Southend Domestic Abuse Strategy Group, which delivers against the Southend Domestic Abuse Strategy.

Adult Social Care is working to continuously review the provision of domestic abuse training to ensure that practitioners have the required skills to support people experiencing harm. As a result, in 2015/16, a number of new domestic abuse focused trainings have been commissioned around various topics such as; intergenerational abuse, forced marriage and honour based abuse.

Adult Social Care makes referrals into and attends the Southend Multi Agency Risk Assessment Conference (MARAC). An experienced and appropriately trained operational manager attends MARAC twice monthly. Council practitioners and operational SAB partners receive standard and advanced training from Essex Police to ensure that workers appropriately risk assess victims using the Domestic Abuse, Stalking and Harassment (DASH) risk assessment tool.

## SAFEGUARDING PERFORMANCE DATA

### Safeguarding Investigations/Enquiries

| Year | Referrals | People |
|---|---|---|
| **2012/13** | 682 | 612 |
| **2013/14** | 685 | 576 |
| **2014/15** | 599 | 522 |

In 2013/14, the Department of Health has changed what needs to be recorded and reported to them about safeguarding activity. Previously, we reported on the number of referrals whereas since 2013, we report on the number of people for whom a safeguarding referral is made. In reporting in this way there appears to be a decline in activity. In 2014/15, the Southend, Essex and Thurrock (SET) Safeguarding Adults Board adopted guidelines that allow information to be recorded as ‘alerts’ or ‘referrals’. A referral is information of concern

that meets the threshold for a safeguarding investigation/enquiry. In 2014/15, 599 referrals received were for 522 individuals in 2012/13.

**Deprivation of Liberty Referrals**

| Year | Applications |
|---|---|
| **2013/14** | 60 |
| **2014/15** | 401 |

During 2014/15, the Council received 401 applications from care homes and hospitals. This represents a 568% increase in referrals from 2013/14.

## 7. Improving Services through Consultation and Involvement

**Surveys**

Local authorities have a statutory duty to carry out a sample survey of all users of adult social care services. **Internal** 2014-15 results can now be compared to last year's 2013-14 survey. Some examples of survey results include:

- At 60.2% the overall satisfaction of people who use our services has slipped marginally since last year (61.1%);
- At 76.6% the proportion of people who said they had control over their daily life has increased since last year (73.8%);
- At 69.9% the proportion of people that 'feel safe' has increased slightly from last year.
- The proportion of people who say that their services helped them 'feel safe and secure' has increased substantially compared to last year (79.4% last year and 87.4% this year), a 10% rise this year;

**Using survey results**

We will continue to use this information to improve services and in particular we will:

- Formally raise concerns reported with homecare and residential providers via our Contracts Team. This will include, where possible, actions for homecare providers as part of their formal contract monitoring process. Last year, providers received feedback relating to communication and late visits;

- Explore the outcomes and satisfaction of clients receiving direct payments versus the satisfaction of clients with traditional home care services. We will continue to communicate the benefits of direct payments and the additional control this gives service users;
- Present findings to social care management teams. Last year, social workers were given feedback about communication skills and how they could improve during assessment and review visits.

**Carers' survey**

Local authorities have a statutory duty to carry out a survey of carers. The results compared to the England Average give us an indication of areas we can work on improving over the coming year

Some examples of 2014-15 carers' survey results include:

- 41.5% of carers were satisfied with the support services they and the person they care for received from social services in the last 12 months (41.8% in 2013-14).

- 65.3% of carers said they found information and advice about support, services or benefits easy to find (70% in 2013-14).

Results from the carer survey are also fed back to social workers as well as the local authority and health carer commissioners so service user feedback can be incorporated into strategies and commissioning of local services.

The next survey of carers is due to take place in 2015-16.

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## 8. Plans for 2015-16

In 2015-16 we remain committed to providing excellent social care services to people aged 18 and over in Southend. We recognise that our resources are reducing and we will need to adapt and change the way we provide services so that we can continue to support the most vulnerable.

We will continue to develop our work, with the implementation of the Better Care Fund, with our health partners in the Clinical Commissioning Group, South Essex Partnership Trust and Southend Hospital University Foundation Trust. Over the coming eighteen months people living in Southend will see a difference in how health and social care support is delivered. There will be a much more joined up approach so that GPs, district nurses, social workers and community health staff are able to work together to provide a better service to local people.

### Joint Strategy for Older People

In July 2015, the Health and Wellbeing Board approved the first joint health and social care strategy for older people in Southend. The strategy describes the work being developed by Southend-on-Sea Borough Council and Southend Clinical Commissioning Group to support older people to:

*"...lead fulfilling lives and be given every opportunity to age well in a community that values their experience of life, whilst also helping them to stay healthy enough to remain independent for as long as possible. This includes the most vulnerable and those with complex needs".*

Local people were involved throughout the development of this strategy and contributed to the over-arching aim (as quoted above).

This is the first joint strategy to be produced by the Integrated Commissioning Team, where colleagues from both health and social care are working alongside each other to commission joined-up and co-ordinated services for people living in Southend.

The Older People strategy can be downloaded from http://www.southend.gov.uk/downloads/download/564/southend-on-seas_older_people_strategy

or by calling 01702 215 000

### Integrated Market Position Statement

The Market Position Statement sets out how Southend's Clinical Commissioning Group and Southend-on-Sea Borough Council will work together to commission community care services over the next three years. In doing so it confirms the local authority's strategic vision for care provision and gives providers a steer of how to shape their business. The Market Position Statement is not a statutory document but it will show how we intend to deliver statutory requirements as set out in the Care Act. It is the start of our commitment to market facilitation. Namely:

- Facilitate and shape the market;
- Focus on outcomes and wellbeing;
- Promote quality, including workforce development;
- Support sustainability and ensure choice; and
- Market oversight and market failure.

From Southend Council's perspective the term 'market' is used to refer to those people who live in Southend who are entitled to adult based community care services. Moving forward, Southend's commissioners will work with providers to better understand what 'their' market is as we are aware that the two interpretations may not be the same - our provider's will also include people coming from out of borough.

In a world where there is not a one size fits all approach to service provision, we will look at the person beyond the condition and work with them, their families, carers, peers, operational staff and providers to offer the right services at the right time for the right cost – our commitment to effective stakeholder engagement will shape future services and our commitment to advocacy will help people to pick the services which are right for them. We will make sure everyone with an assessed level of need has a personal budget with the opportunity to receive Direct Payments. In our Market Position Statement we highlight the importance of personalised services and put the citizen at the heart of not only the care package but also its development; we encourage providers to develop preventative community focused services rather than intense institutional ones; which come with a premium cost.

Detailed client specific chapters will be produced throughout 2015/16.

**Residential Care Homes**

During 2015-16 in order to address the challenges of delivering residential care homes, we will be acting upon the decisions that will be taken as a result of our feasibility study around developing a local authority trading arm. We will also be exploring the appropriate introduction of high quality apprenticeships to ensure that we are able to continue to provide a quality adult social care workforce.

We have compared our performance with other local authorities across the Eastern Region and we have highlighted throughout this local account areas where we have strong performance and areas where we need to focus on improving over the course of the next financial year. Our service objectives for 2015-16 seek to address issues of lower performance and build upon our current successes.

**Service objectives for 2015-16**

During the Autumn/Winter of 2014-15 the council prepared its corporate priorities and service plans for the 2015-16 financial year. The following areas were highlighted as key service objectives for the 2015-16 period:

- Maintain excellent safeguarding services for vulnerable adults
- Continue to support people to live independently in their own homes for as long as possible
- Establish a Community Recovery Pathway, a single pathway across health and social care which will help reduce long-term dependencies on care and support.
- Continue to increase the number of people in receipt of direct payments and personalised budgets
- Implementation of the Care Act
- Maintain zero social care related delayed transfers from hospital
- Develop a clear community recovery pathway
- Review learning disability and mental health services
- Maintain frontline housing related support services for vulnerable adults
- Deliver more affordable homes in the Borough
- Undertake the regeneration of the Queensway Estate
- Complete new Council House building on land in Shoeburyness
- Carry out a review of the Sheltered Housing provision in the Borough
- Carry out a review of how Aids and Adaptations are carried out in both private and public sectors
- Ensuring the houses of multiple occupancy (HMO) in the Borough are safe for tenants and taking action against landlords who are in breach of the regulations
- Promote the improvement in quality of the existing stock achieving decent, healthy & environmentally sustainable homes across all tenures.
- Promoting greater accessibility to different types of housing, promoting independent living for vulnerable groups and continuing work to prevent homelessness

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**Useful Contacts**

Carers Emergency Respite Scheme (CERS)
CERS Co-ordinator
Ashley Care LLP
22 Pembury Road
Westcliff on Sea
Essex
SS0 8DS
Tel: 01702 348142

Southend-on-Sea Borough Council Adult
Social Care
Tel: 01702 215008

Southend Health and Wellbeing Information Point
www.southendinfopoint.org

Southend Hospital
Tel: 01702 435555
www.southend.nhs.uk

Citizen Advice Bureau
1 Church Road
Southend on Sea
Essex SS1 2AL
Tel: 0344 477 0808
www.citizensadvicesouthend.org.uk

South Essex Homes
Tel: 0800 833 160
www.southessexhomes.co.uk

Southend Mencap
Tel: 01702 341 250
www.southendmencap.org.uk

Dial-a-ride Southend
Tel: 01702 212212
www.southend.gov.uk/info/200340/travel_information/39/dial-a-ride

Southend Association of Voluntary Services
(SAVS)
Tel: 01702 356000

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www.savs-southend.org

Ask SAL
Tel: 08452 66 66 63
www.asksal.org.uk

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## GLOSSARY

| | |
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| Adult Social Care | Personal care and practical help for adults over 18 who have care or support needs due to age, illness or disability to help them live life as independently as possible. |
| Advocacy | An independent process which supports and enables people to express their views about their needs and choices. |
| Adult Social Care Survey | An annual questionnaire that seeks to gain an understanding of service users' views and experience of Adult Social Care. It seeks feedback from service users about how adult social services have affected their lives. This feedback and experience from service users is crucial information for improving Adult Social Services. |
| Assessment | An assessment is the process by which the Council gains an understanding of a service user's level of need. It will involve asking the service user a series of questions, following which a financial assessment may also take place to determine whether funding can be provided |
| The Better Care Fund | A pooled fund between Health and Social Care that facilitates the delivery of joined up local services. |
| Carer | Somebody who provides support or who looks after a family member, partner or friend who needs help because of physical or mental illness or disability. |
| Clinical Commissioning Group (CCG) | A CCG is a group of GPs and clinicians which commissions (buys) health services for their local communities. |
| Commissioning | The process of identifying what services or products are needed, acquiring them and ensuring that they meet requirements. |
| Community based services | Care and support services provided in the community rather than in hospital or residential homes. |
| Dementia | A syndrome (a group of related symptoms) associated with an on-going decline of the brain and its abilities. |
| Direct payment | Money payment made to people who need care following an assessment to help them buy their own care or support and be in control of those services. |

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| Equipment and adaptations | Specialist items provided to people following an assessment by an occupational therapist or Physiotherapist. |
| Extra care housing | Self-contained homes with design features and support services available to enable self-care and independent living for those requiring higher levels of care than supported living schemes. |
| GP (General Practitioner) | A doctor who looks after the health of people in their local community. |
| Health and Wellbeing Board | A group for key leaders from the local health and care organisations with the remit to work together to improve the health and wellbeing of their local population and reduce inequalities. |
| HealthWatch | A consumer champion for health and social care, intending to give service users a greater voice in decisions about local care and health services. |
| Harm | Harm to an adult at risk can include physical, psychological, sexual or financial harm by another person, paid/unpaid carer or institution. |
| Home care | Help at home from paid carers for people with care and support needs. |
| Integrated care | Care and support provided jointly by health and social care services |
| Integrated Pioneer | A Government awarded status for health and social care systems that are designing new ways of delivering coordinated care. |
| Joint Strategic Needs Assessment (JSNA) | An assessment of the health and social care needs of a local population. |
| Learning Disability Partnership Board | The Learning Disability Partnership Board champions the needs of people with learning disabilities in the local community. It is responsible for supporting people with learning disabilities to lead active, independent and full lives |
| Local Account | The Local Account summaries what Adult Social Services have done over the past year. It assesses how successful Adult Social Services have been and outlines the future priorities. |

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| Market Position Statement | The Market Position Statement outlines the commissioning priorities for Adult Social Care services, and highlights the key factors influencing developments in the care market. It looks at the demand, supply and our commissioning intentions so that we can support our current and future providers to develop quality care services. |
| NHS England | The public body that oversees the budget, planning, delivery and day-to-day operation of the commissioning (purchasing) part of the NHS. |
| Nursing care | Care carried out or supervised by a qualified nurse including injections and dressings, paid for by the NHS |
| Outcome | End result, change or benefit for an individual who uses social care and support services or takes part in other community activities. |
| Personal Assistant | A person who is employed by an individual with care or support needs. The services of personal assistants can be bought directly by service users, making service become delivered in a person centred way. |
| Personal budget | Money allocated to someone who needs support where the money comes from the council's social care funding. |
| Procurement | Where commissioning is the process that identifies what services are required, procurement is the process of identifying the best provider to meet that requirement. |
| Public Health | The Department within Southend Council concerned with changing and preventing harmful behaviours to improve wellbeing. |
| Reablement | Is a programme to support service users to regain and develop the confidence and skills to safely and independently, live at home. It provides service users with help to perform certain tasks such as personal care and daily living. |
| Review | Regular evaluation of a person's needs to make sure their care and support plan is personalised and meets their needs. |
| Safeguarding | Protecting a vulnerable person's health, wellbeing and human rights, and enabling them to live free from harm, |

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| | abuse and neglect. |
| SBC (Southend-on-Sea Borough Council) | The local authority with responsibility for the borough of Southend-on-Sea. |
| Self-Directed Support | Is a way of providing support that means people are given choice and control over what kind of support they get. It means that people can choose and arrange some or all of their own support instead of having it chosen and arranged by other people. |
| Solution | The meeting an individual's needs. |
| Specialised Support | High-level health and social care support. |
| Telecare | Telecare services use technological equipment, devices and services to help users live more independently at home (e.g. fall sensors and safety alarms) |
| Transition | When young disabled people move from childhood to adulthood |
| Wellbeing | Health and happiness. |

We welcome feedback. If you would like to comment on the Local Account, please contact the Department for People on Tel: 01702 215008 or E-mail council@southend.gov.uk. You can use these contact details to request a copy in an alternate format, such as audio, large print or a translated version.

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**APPENDIX A**

## Regional Self-Assessment Tool (SAT) for Adult Social Care – October 2015

### What is the Regional Self-Assessment Tool (SAT)?

The new SAT was introduced this year by the Association of Directors of Adult Social Services (ADASS) group and is the first time the tool has been used to assess performance across a wide range of areas including risk, metrics, engagement, accountability and transparency.

As well as a general comparison of our RAG (Red, Amber, Green) rated performance; analysis also included a 'test' of responses to ensure that councils had been both fair and consistent when assessing performance. Southend was shown to be both fair and consistent throughout the process.

The SAT includes clear 'prompts' to ensure consistency and is split into four main areas:

- *Self-awareness and risk areas* – Requires allocation of a RAG rating and short narrative summary of key issues;
- *Metrics and risks* – This includes various performance and budget indicators and requires two RAG ratings, one assessing our performance and one assessing data quality, as well as short narrative summary;
- *Engagement transparency and accountability* – Narrative updates relating to various pieces of work e.g. Local Account, Healthwatch annual report, Peer reviews etc;

Key priorities and best practice - including top three areas Southend is most proud of. The following areas, all of which are covered within the Local Account, Southend recognised as areas we are most proud of and made a difference to people who use services, their carers and families:

1. Integrated Approaches e.g. Integrated Commissioning Team consisting of NHS and Council Commissioners and other integration initiatives such as Pioneer and BCF work streams.

2. Success and many achievements of LD services e.g. LD Self-assessment Form regional results and Winterbourne View work

3. Successful implementation of phase 1 of the Care Act.

### How did Southend compare with regional peers?

Table 1 below gives a breakdown of RAG ratings by each local authority within the eastern region. Names of local authorities have been removed to meet agreed terms of use. Southend was one of only two local authorities across the region with no **Red** ratings, least number of **Amber** ratings and the highest number of **Green** ratings.
The budget element of the SAT also provides comparison adult social care across the region. The data shows that Southend experienced the second largest net budget saving across the region since 2010/11. Whilst these figures should be considered with caution as councils will have different baselines and counting procedures, maintaining performance

against one of the largest spending reductions across the region is a significant achievement for Southend.

Further work will take place over the coming year to maintain this overall level of performance.

**Summary of our SAT findings**

Regional SAT benchmarking results indicate that Southend continues to maintain areas of outstanding performance when compared to the rest of the region and further work will take place over the coming year to continue this trend. The fact that Southend has achieved these results alongside one of the largest reductions in adult social care budget across the region and within a challenging national financial climate makes this achievement even more significant.

**Table 1 – Regional Self-Assessment Tool (SAT) for Adult Social Care – Summary of RAG ratings**

| Council | Red | Amber | Green | No Response |
|---|---|---|---|---|
| Council 1 | 7 | 21 | 21 | 3 |
| Council 2 | 10 | 25 | 16 | 0 |
| Council 3 | 2 | 26 | 22 | 2 |
| Council 4 | 4 | 22 | 26 | 0 |
| Council 5 | 4 | 30 | 18 | 0 |
| Council 6 | 2 | 20 | 28 | 2 |
| Council 7 | 10 | 19 | 20 | 3 |
| Council 8 | 2 | 26 | 19 | 5 |
| SOUTHEND | 0 | 19 | 33 | 0 |
| Council 9 | 0 | 22 | 30 | 0 |
| Council 10 | 6 | 28 | 13 | 5 |

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# Southend-on-Sea Borough Council

**Agenda Item No.**

**Report of Corporate Director for People**

**to**

**Cabinet**

**on**

**10th November 2015**

Report prepared by: Jenni Naish
Planning and Engagement Manager

## Success for All Children Group Annual Report

**People Scrutiny Committee – Executive Councillor: Cllr Anne Jones**
**Part 1**

## 1. Purpose of Report

1.1 To present a draft of the Success for All Children Group's Annual Report April 2014 – March 2015.

## 2. Recommendations

That Cabinet note the report.

## 3. Background

3.1 The Success for All Children Group publishes an annual report as part of their performance management and planning cycle and to inform Cabinet of the progress made in delivering the overarching objectives for children's services across the partnership.

## 4. Corporate Implications

4.1 Contribution to Council's Vision & Corporate Priorities

The delivery of the Children and Young People's Plan and the work of the Success for All Children Group contribute to the following Southend Borough Council priorities:

- Continue to improve outcomes for vulnerable children and adults
- Reduce inequalities and increase the life chances of people living in Southend
- Encourage the prosperity of Southend and its residents
- Deliver cost effective, targeted services that meet the identified needs of our community.

4.2 Financial Implications

The Children and Young People's plan is delivered within the resources available for children's services within the Council and in partner agencies.

4.3 Legal Implications

None

4.4 People Implications

None

4.5 Property Implications

None

4.6 Consultation

The Children and Young People's plan was devised through discussion and consultation with the agencies and organisations which constitute the Success for All Group. All partners have been consulted in the development of the annual report.

4.7 Equalities and Diversity Implications

The Children and Young People's plan helps to promote equalities by focussing on improving outcomes for all children and young people and narrowing the gap between those who do well and those who do not.

4.8 Risk Assessment

None

4.9 Value for Money

Agreeing key priorities and actions as part of the planning process ensures that resources available are targeted at those areas needing most improvement.

4.10 Community Safety Implications

The report includes delivery of a number of strategies and planned actions for keeping children and young people safe, for example, from abuse and exploitation, bullying and tackling substance misuse.

4.11 Environmental Impact

None

## 5. Background Papers

None

## 6. Appendices

6.1 Success for All Children Group Annual Report April 2014 – September 2015.

# Success for All Children Group Annual Report For the period April 2014 – March 2015

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## 1. Strategy and vision

### 1.1 Introduction

The Success for All Children Group is Southend's Children's Trust. Since 2007 the Group has worked in partnership to jointly address key issues for Southend's children, young people and families. The group is aligned with the Southend Health and Wellbeing Board and its work supports the delivery of the Health and Wellbeing Strategy. It is the vehicle that facilitates agencies and organisations in Southend-on-Sea to work in partnership with the aim of improving outcomes for children, young people and their families living in Southend.

The Success for All Children Group continues to have strategic oversight of the Children's agenda, working together to set challenging and ambitious targets and to improve outcomes for children and young people in Southend. The group has representatives from Southend Borough Council, South East Essex Primary Care Trust, Essex Fire and Rescue, Primary and Secondary Head Teachers, School Governors, South Essex Partnership Trust, Southend CCG, the Police and the voluntary sector. The Health and Wellbeing Board sets the overall strategy for health and wellbeing in Southend and the Success for All Group reports into the Board on progress on specific children and young people targets and actions.

This Annual Report sets out our achievements over the reporting period of April 2014 – March 2015. The Local Authority's Children's Services were not inspected during the period April 2014 – March 2015.

Partners of the Success for All Children Group continue to remain committed to partnership and the vision of the Children and Young People's Plan – Success for All. As our individual organisations' resources become more constrained we will strengthen our efforts for integrated working, joint commissioning and early intervention and target our energies where they are most needed. Innovation continues to be a key driver to our continued improvement of outcomes, as we strive to find new ways of delivering services through partnerships with the voluntary sector and other organisations, and Pioneering new approaches through our A Better Start programme of work.

A comprehensive analysis of local needs helps us to develop our Children and Young People's Plan and realise our ambitious vision to continue improving outcomes in Southend-on-Sea. This is set within a systematic, annual cycle of service planning and commissioning, monitoring and evaluation. The annual report and needs analysis informs priorities and actions to achieve continuous improvement, particularly to close the gap for different groups of children and young people. Our Children and Young People's Plan can be found at www.southendchildren.org. The Southend Clinical Commissioning Group operational plan can be found here; this

outlines the key health priorities and measures for children and young people and their families in Southend.

## 1.2 Our vision and ambition for children in Southend-on-Sea

Our vision is simple, Success for All. We are committed to achieving success for all children but remind ourselves that this success needs to be defined with the children and young people and their families. As a partnership we recognise that our role is to fan the potential that exists in every child and work together to remove the injustices and barriers that prevent them from reaching their full potential.

One of our strengths is the way, as organisations, we work together in Southend. Our vision statement clearly sets out the ways we want to continue to work together to give children and young people the best possible start in life. Our vision statement and other key documents can be found at www.southendchildren.org.

## 1.3 Commissioning

Commissioning within Southend Borough Council and Southend CCG has been brought together under the Pioneer Project. An Integrated Commissioning Team now commissions for both organisations.

The Early Help Practitioner Toolkit (updated May 2014), which can be found at www.southendchildren.org underpins the services commissioned jointly by the Success for All Children Group. These are targeted at early intervention, prevention and equality of access and opportunity.

During 2014-2015 we have continued to commission the following services, which were first commissioned in 2010:

**Domestic Abuse Project** – In 2014/15 SOS Domestic Abuse Projects supported 97 children and 71 adults and none of the families discharged were not referred back into the service. The contract is in its 3rd year with the option to extend the contract for a further 2 years.

**Child and Adolescent Mental Health Service** (CAMHS) – The current contract with Sept for CAMHS services comes to an end in October 2015. From the 1st of November 2015, NELFT (North East London Foundation Trust) will begin providing a Children and Young Peoples Emotional Wellbeing and Mental Health Service (CYP EWMHS) across Essex consisting of Southend, Essex, Thurrock and all 7 CCGs. The service will be an integrated CYP EWMHS with a crisis pathway and will work with local services to deliver through a single point of access.

## 1.4 Workforce Development Strategy

We are committed to developing and maintaining the competence, enthusiasm and commitment of our workforce. We have strong integrated strategies that have proved effective in delivering a competent and stable children's workforce.

The turnover rate for Children's Social Workers in Southend during 2014-15 was just 10.2%, which is considerably lower than regional and national averages. Vacancy rates are also lower than regional and national averages, and work continues to convert agency workers to permanent contracts. Our reliance on agency workers is also favourable in comparison with other LAs in the region.

Southend Borough Council has taken steps to make Southend an attractive place to work, especially with regard to Social Workers, successfully addressing on-going challenges in recruiting and retaining permanent social work staff through a range of measures. Since the introduction of an Assessed and Supported Year in Employment (ASYE) for newly qualified Social Workers in September 2012, 43 NQSWs across the Council have successfully completed the ASYE. Four NQSWs within the first cohort of ASYE have recently been promoted to senior practitioner. We were part of a national pilot to have our ASYE endorsed by the College of Social Work, and we are now working to build on this success to provide a clear career framework for social work teams to strengthen our commitment to providing experienced social workers for children and families across Southend and provide career progression to assist retention and career options for social workers at all levels.

The professional development of Social Workers has been aligned with the Professional Capabilities Framework for over two years, and a Professional Development Framework was introduced in 2014 that integrated performance management with CPD, supervision, direct observation and the requirements of HCPC re-registration. This is helping to create a culture of continuous learning and improvement in social work teams. The emphasis on evaluation of learning places the service user at the heart of learning and social work practice.

Comprehensive CPD programmes for social workers and foster carers were delivered in 2014-15, with a new programme to follow in October 2015. Foster Carers have been given access to the Schools Learning Network (SLN) so that they can see what learning and development is available specifically for them, discuss this and other training with their supervising social workers and book on-line. The SLN also provides a forum to allow foster carers to share learning and good practice across the borough, to the benefit of the children and young people they care for. Social workers continue to have access to a range of Masters Level modules to help develop their practice, from child protection, reflective practice, assessing other professionals, leadership and management and so on.

Locality working offers multi-agency and multi-skilled, co-located teams. This facilitates a sharing of skills across professional boundaries and a more holistic understanding of the needs of children, young people and families. We are members of the LSCB/SAB learning and development group and are working closely with safeguarding leads across the Council to develop a corporate safeguarding training strategy.

Over the last eight years, we have supported schools to utilise the Newly Qualified Teacher (NQT) induction process to assist with the retention of teachers in their early careers and to support wider school improvement. In 2014, we implemented an early intervention approach, which enables schools to support NQTs to make the necessary improvements to pass induction. Since December 2012, schools have had the opportunity to approach other Appropriate Bodies for statutory induction but schools have chosen to remain with us. Despite our success, we have led a process of transferring schools workforce development back to the School Improvement Team, as we believe this will create strategic advantage for schools and the Council.

### 1.5 Voice and Influence

We value our service users' feedback as it helps us to understand how well we deliver our services and how we can improve. During 2014–15 we continued to provide a range of opportunities for children and young people to contribute their views and influence our decision making and service design. In addition to existing tools such as the vibrant Youth Council, and the Children in Care Council which is growing in strength, we have the annual Your Say survey, feedback on social workers and have a clear commitment to involving our service users in our staff recruitment interview panels, with all key social work posts involving a young person's interview panel, including the recruitment to the Head of Children's Services. Service users are also invited to provide feedback into Social Worker, Independent Reviewing Officer and Youth Offending worker staff appraisals.

Once again in the Spring of 2015 we asked children in care if they feel we are keeping to our 'Pledge to Looked after Children', we have benchmarked ourselves against the annual national Care Monitor survey and have acted on the feedback. In 2013 67.6% of children felt well looked after, in 2014 this increased to 80% and in 2015 88%. Our complaints process is well embedded into practice and in 2014-15 the number of complaints received was 61. While this was an increase on 2013-14 (38 received) it was in line with previous years. It should be noted that the Local Government Ombudsman has also seen a rise nationally in complaints. Compliments have increased from 44 in 2013-14 to 60 in 2014-15.

As a partnership we recognise the importance of service user feedback and will continue to develop and strengthen this area of work to evidence that our services are commissioned, designed and implemented with service user feedback in mind.

## 2. Safeguarding, early intervention and prevention

### 2.1 How did we do in 2014-2015?

Over the past year the Success for All Group has focused on delivering the priorities of the Children and Young People's Plan 2014 – 2015.

1. Closing the divide between more advantaged and less advantaged children and families in Southend
2. Supporting families at the earliest opportunity to prevent their needs escalating and to help them transition through our services
3. Keeping children and young people safe
4. Supporting young people and families to live healthier lifestyles
5. Continuing to improve the life chances for looked after children and those on the edge of care
6. Supporting young people to prepare for employment
7. Ensuring agencies proactively seek out and respond to the views of children and young people

In this section we take a moment to highlight some of our key successes against our priorities form April 2014 – March 2015.

**A Better Start**

The Council, Pre-School Learning Alliance and its partners worked together to be awarded £40,044,000 by the Big Lottery Fund. Funding which was only awarded to four other areas in the country. 'A *Better Start'* is a once-in-a-generation opportunity to make a real difference to the future of all Southend-on-Sea's children, particularly those in the most disadvantaged parts of our community. The vision of the programme, is to transform the first years of life for children and their families in our target areas; changing the way they engage with the services and the opportunities available in Southend. It will also support parents and families in raising their aspirations, realising their potential and expanding their skills. Our ambition is bold and unflinching; by providing the next generation with excellent opportunities in a borough transformed with rewarding career prospects, safer public spaces and engaged communities, we will help to give children the best start in life.

The funding, which will last for ten years, is specifically aimed at improving social and emotional development, communication and language development, and nutrition of children from conception to their 4th birthday. Local parents, the community and professionals will work together co-producing and sharing, through testing and learning new programmes and services, and redesigning of some existing pathways. Starting in 6 wards selected by Big Lottery Fund criteria (Shoeburyness, West Shoebury, Milton, Westborough, Victoria and Kursaal), these will then be expanded across Southend and to older age ranges as appropriate.

We will link the *'A Better Start'* evidence-based preventative approach to both Early Years and early help provision with existing ambitious initiatives in the borough, which together will form the Southend Approach. Linking centres for innovation, research and best practice, the Southend Approach will be built on science, evidence and the sharing of knowledge and experience.

Ultimately, *'A Better Start'* will change the way Southend works, lives and thrives. By focusing on the foundations of development, which are the birthright of every child, it will build a community for the future.

**Early Years Provision**

Early Years providers in the private, voluntary and independent sectors have seen continuous improvement over a number of years in the percentage of providers judged as good or better by Ofsted.

The current profile for pre-schools, day nurseries and independent schools is:

| | | |
|---|---|---|
| Outstanding | 29% | (89% Good or Outstanding) |
| Good | 60% | |
| Satisfactory | 11% | |
| Inadequate | 0% | |

The current profile for Southend's registered childminders is:

| | | |
|---|---|---|
| Outstanding | 20% | (91% Good or Outstanding) |
| Good | 71% | |
| Satisfactory | 9% | |
| Inadequate | 0% | |

Furthermore, taking into account the size of settings and the number of children attending, 95% of all children accessing early education in private, voluntary or independent providers are attending a setting rated Good or Outstanding by Ofsted.

**Troubled Families**

Our Troubled Families Programme completed the final year of its initial funding. Streets Ahead reached 100% payment by result claims, successfully turning around 420 families. These families benefited from a dedicated Key worker, working persistently, assertively and intensively with the whole family, providing a practical "hands on" approach which addressed the needs of every individual within the household. The family was taken on a journey kept on track with a robust family plan, and involving all professionals needed to make that change.
This was an e-mail received from a Father after they had completed their journey to the Key Worker and his Supervisor:

*"The work you have done not only for me but S and the children has been nothing short of brilliant and I want to make sure whoever is high up in your organisation will certainly know about what you have done for us. Not only 2 of the nicest people I have had the pleasure to meet in you and XXX but brilliant at what you do.*

*Thank you from the bottom of my heart for everything, we will stay in touch."*

Southend looked to the future and sustainability, and were the only area to employ a team of Community workers, whose local knowledge provide a wealth of information to address future needs of troubled families, and the community as a whole. In fact the Department for Communities and Local Government (DCLG) have recently informed us that other areas are now looking to implement a community factor based on our model.

**Southend Challenge**

This is the second year of the Southend Challenge, our strategy to promote a self-sustaining school to school system of support. Schools have worked collaboratively in six clusters to collectively address their own school improvement priorities with the critical challenge and support role held by the local authority. The success of this approach has been evidenced by an increasing number of schools being judged good or better, 80% compared to 72% in 2014. We also maintained good attainment levels at key stages KS1 and KS2. At KS1, there was an improvement in the percentage of pupils achieving a level 2B in each of reading, writing and maths. At KS2 in 2015, 79% of Southend pupils achieved level 4 or above in all of reading, writing and mathematics (compared to 80% last year). 69% of pupils in Southend achieved a 'good' level 4 or above (4B) in reading, writing and maths, the same as last year. 25% of pupils achieved level 5 or above in reading, writing and maths, the same as last year. There has been an improvement in the percentage of pupils achieving a level 4B in reading and in writing as well as improvements at all measures in grammar, punctuation and spelling

The Southend Borough Council Annual Education Report is published on www.southend.gov.uk and provides a more detailed analysis of pupil progress and attainment.

A key focus of the partnership is addressing the impact of poverty on children and families. This means not only working together to address the health and housing needs but also working together to close the attainment gap between pupils eligible for Pupil Premium funding and their peers.

## 2.2 Improving the safeguarding of children and young people in Southend through multi-agency work

In Southend there is a strong ethos of partnership working to safeguard and meet the needs of children and families as early as possible, which is embedded in a broad range of agencies and services.

With our partners and multi-agency practitioners we value and are committed to integrated working; this is the foundation for our staged model of intervention and allows us to plan and meet the needs of children in a systematic way.

Our last Ofsted inspection was in June 2012 when our partnership working, ambition and prioritisation to meet the needs of children were judged as outstanding.

We give safeguarding children the highest priority and our Local Safeguarding Children Board (LSCB) has ensured that the understanding of thresholds is solid, regularly reviewed, and safely maintained across the partnership.

In line with Government Policy changes, and to build on our successful experience of the Common Assessment Framework, the Early Help Assessment (EHA) has been developed; to enable multi-agency practitioners to use a common approach and language to assess the wide variety of needs that an individual baby, infant, child or young person (0-19) might have. The common core values and principles of the common assessment framework have been enhanced further with a greater emphasis on the inclusion of the voice of the child in the assessment and the full and active involvement of children, young people and their families in the continuing reviewing process. As a result, families will no longer have to tell and re-tell their stories to multiple practitioners with different ways of working. The assessment was launched in May 2014 and is the first phase of the refresh of Southend's framework for early help.

We have been consistently supporting children and their families who are vulnerable or have complex needs (stage 2 and 3 of the four staged intervention model) preventing difficulties becoming acute and demanding action by more specialist services. This approach supports the development of capacity, independence and resilience of families, children and young people by engaging them in a way that builds on their strengths and that allows them to identify their own solutions and to take ownership and responsibility for the future.

Between April 2013 and March 2014, 765 individual assessments were completed, with 720 assessments for the same period in 2014/15. The most substantial change this year was the success of the Southend Information

Point (SHIP), which encourages service users and practitioners to access the earliest help independently, through a highly informative website. For some families, accessing this help as initial needs arise, prevents the need for additional support through the EHA and may explain the 5% fall in assessments for this year. The children and families platform of the website was created in November 2013 and has gone from zero records and users to an average of 18,000 unique page requests per month, with peek months usually around school holiday periods, rising to 21,760. Service users can access information, advice and guidance on childcare, activities, clubs and community events, voluntary and targeted services, health needs, education, employment and financial matters, with the most recent addition being a comprehensive 'Local Offer for Special Educational Needs and Disability'.

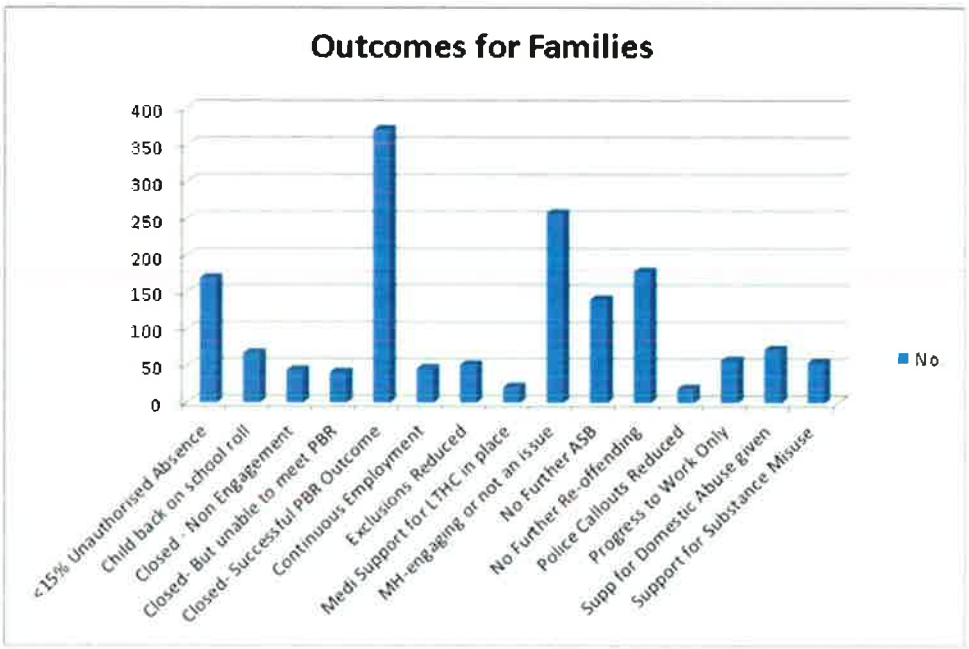
The majority of children (48%) started their journey through the early help assessment at stage 2 (vulnerable) and remain held and supported with targeted services at this stage until it is agreed that the desired outcomes have been achieved. Throughout the year only 12% of children's needs escalated to a higher stage and 29% decreased in need and moved down the staged intervention triangle.

The early help assessment delivery plans are reviewed and individual outcomes are collated and measured against 25 universal aims based upon the original Every Child Matters framework which enables us to analyse areas of need and target our resources much more effectively. This information has contributed to the Southend Child and Adolescent Mental Health (CAMHs) strategy and has resulted in the development of a health toolkit which is being piloted in Southend, to encourage more children, young people and their families to live healthier lifestyles.

**Troubled Families**

Streets Ahead in the community is an innovative approach to family work, providing opportunities for families to access resources in their communities. The programme supports positive change and also prevents families who are on the periphery of the Streets Ahead criteria needing intensive intervention by working with communities to strengthen communication, co-operation and take up of services. Evidence suggests that families who live in flourishing communities experience improved emotional health & wellbeing which reduces long term dependency on services. Our community workers ensure that projects are sustainable and delivered with the involvement of the local community and Streets Ahead families with their aim being to empower, up-skill and foster community cohesion and family resilience, not to create unrealistic expectations or dependency.

The chart below shows how together with partner agencies we have worked with families around problematic areas.




Please note that not all cases from phase 1 have been closed and these will reflect further successful outcomes.

Some of Streets Ahead's achievements and practices that have been embedded this year are set out here

- There are now 12 established Community Projects and a Community Hub which give on-going support for the Hard to Reach communities and families.

- By addressing the needs of the whole family, we have worked with the younger siblings as well as the young offender, giving importance to early help and ensuring that is an integral part of the plan, feeding into the sustainable outcomes and preventing generational recurrence of the same issues.

- Our Action Plans and reviews are inclusive to family and all agencies involved thus preventing escalation and reducing costs. Our families and professionals have a voice and a case will only be closed when everyone is in agreement and all outcomes have been achieved. This also offers challenge to families that do not engage and forms evidence for pursuing any legal action.

- All families are put into "Maintenance" and referred to our Community Workers for on-going support within their community. Thus the family feel reassured and it gives them the tools to continue to make the right choices.

- We have employed a Missing / Child Sexual Exploitation (CSE) Co-ordinator as part of the Team, this role fulfils a crucial part of the Troubled Families Programme as many of Missing Children/CSE high risk cases are working with Streets Ahead to support the whole family through the issues associated with these cases.

- We were successful in achieving MJ National Award for Innovation in the Community, Team of the Year for a pilot Firebreak for Fathers and children, and Streets Ahead were awarded Runner Up Team of the Year – Stars Awards, SBC.

Due to outstanding success in Phase 1, particularly achieved in 2014/15, the Department for Communities and Local Government (DCLG) have accepted us as an early Starter in Phase 2, funded for five years, giving more than 1480 families the opportunity for support and a better quality of life. The DCLG have broadened the selection criteria to now meet 6 key issues; adult and youth Crime/Anti-social Behaviour (ASB), Education attendance/behaviours, Unemployment, Domestic Abuse, Children who need help and Health. This allows for most family issues to be addressed and early help to be provided, preventing later issues and producing cost savings for all Partner agencies.

**Development of a Multi-Agency Safeguarding Hub (MASH)**

In autumn 2014 a scoping exercise of Southend was completed, looking at the potential to develop a Multi-Agency Safeguarding Hub (MASH). In autumn 2015 following meetings with the Police, local health leaders and the LSCB it was agreed that the best model to pursue would be to extend the existing Joint Domestic Abuse Triage Team (JDATT). This model requires less change management, than implementing a full MASH, and would speed up response to families through a swift link to casework. Extending the JDATT would also enhance information sharing and allow it to focus on decision making and safety planning. The extended JDATT would include a health practitioner, 2 Police staff, early help practitioner and Independent Domestic Violence Advisor (IDVA).

**We need to further focus on:**

• Continue to improve mechanisms to identify and provide help to children and families as early as possible ensuring we maximise the opportunities of the continuations of the Troubled Families services and the A Better Start programme.

• Implement a refined early help single front door aligned with the new child and adolescent mental health service (CAMHs) provision.

## 2.3 Reducing the impact of domestic abuse on children and young people's life chances

SOS Domestic Abuse Projects (SOSDAP) Fledglings Child and Family Centre deliver a range of services which enable families, perpetrators, victims and children affected by domestic abuse to undertake therapeutic work. This helps those affected to overcome the effects of domestic abuse and family breakdown. The approach is holistic as it offers support to every member of the family over the age of five. The ethos is that working with parents and children has a greater and long term impact of improvement for the whole family.

SOSDAP is the only service in Southend that provides this service. The organisation delivers the Staying Safe group work to parents and children to improve communication and relationships – to understand what has happened and its impact on the dynamics of the family. The contract includes supporting teenagers by exploring behaviours and responsibilities with a view to engaging in healthy relationships. It also offers a young males project for 13-19 year old males who have experienced domestic abuse as children and are now showing negative abusive behaviours.

The prevalence of domestic abuse in Southend is high and covers all wards. It is most prevalent in three of our most deprived wards, Victoria, Milton and Kursaal. The Kursaal ward has the highest number of incidents reported to the police.

| | |
|---|---|
| Police incident calls July 13 - 14 | Total calls 4154 |
| Breakdown by gender | Females 3236 |
| | Male Victims 918 |

**Our safeguarding and early intervention performance in 2014-2015:**

- Despite the doubling of targets in September 2014, all parents wishing to access a funded early education place for their 2 year old were able to find a place.
- 89% of early education settings in the private, voluntary or independent (PVI) sector were judged as Good or Outstanding by Ofsted, with 95% of all children accessing funded places attending these settings.
- 89% of Children's Centres assessed were judged as Good or Outstanding by Ofsted.
- 3 and 4 year old funding take up: 95% in Southend (4340 children)

- 3 year olds (2,130): PVI = 73% Maintained = 27%

- 4 year olds (2,210): PVI = 26% Maintained = 74%

  (of the 74%, 14% school nursery, 66% reception)

- Referrals resulting in a single social work assessment - During April 2014 – March 2015 1,386 (provisional figures) referrals were received by social care and the rate of referrals resulting in a Single Social Work Assessment was 93.4% (provisional figures), which demonstrates that threshold is understood across the partnership.

- During the reporting period of April 2014 to March 2015, 937 learners across the partnership registered for safeguarding training provided by the LSCB. Of which 169 were issued with free safeguarding E-learning.
- We have continued to make improvements in management oversight and monitoring of our social work practices, this includes undertaking regular case audits.

**We need to further focus on:**

- Continue to improve mechanisms by which we evidence examples of changes we make as a result of feedback from service users.
- Implement the new Emotional Health and Wellbeing strategy
- Ensure our knowledge of and response to child sexual exploitation (CSE) is swift and comprehensive

## 3. Services and outcomes for vulnerable children

### 3.1 Reducing the need for Children and Young people to be looked after

Since 2006 the number of Looked after Children has been progressively reduced from 302 to 228 in March 2015.

Improvements in care planning, a focus on permanency for all children and the early involvement of the adoption team in Court care planning processes has contributed to this continued improvement. Other contributory factors are effective use of early prevention work, enabling children to remain living at home where appropriate and being able to return home in a timely manner.

Improving quality of provision and outcomes for Looked after Children has been a consistent feature of our Children and Young People Plan, which articulates our high ambitions for this group. The Success for All children Partnership have very significantly improved outcomes for Looked after Children. Over recent years there has been a year-on-year trend of

improvement on most indicators and performance is now better than, or compares well with, comparator authorities.

A very strong track record is evidenced by performance indicators and inspection outcomes of fostering and adoption. The indicator that monitors long term stability of placements remains around 70% (provisional result of 69% in 2014/15 and 69.7% in 2013/14).

Performance on the timeliness of placements for adoption remains strong and 80% of children who were adopted moved to live with their adoptive parents within 12 months of that decision being made.

98.6% of Looked After Children reviews were held within timescale in 2014/15.

The vast majority of children and young people continue to communicate their views as part of their annual review.

**We need to further focus on:**

- Delivering the Streets Ahead programme to maintain early intervention and family focus
- Delivering Early Help services, including the Troubled Families programme, to support children to remain living with their families.
- Further developing support for young people aged 14, 15 and 16 years old as they comprise the 3rd, 4th and 5th largest group by age entering care
- Implementing the initial year of *'A Better Start'*
- Improving the recruitment and retention of foster carers to increase stability of placements
- Refreshing the Early Help offer to simplify the access and consistency for families

## 3.2 Narrowing the achievement gap for vulnerable groups

### Looked after Children (LAC)

The Virtual School and Virtual School Headteacher continues to monitor the progress and attendance of Looked after Children as a basis for informing Social Workers, supporting Designated Teachers and raising aspiration and outcomes for this group of children.

The impact of levels of trauma among Looked after Children is reflected in the high proportion of Looked after Children with identified Special Educational Needs (SEN). In 2014-15, 49.2% of Southend's Looked after Children were identified as having SEN, compared to 17.9% (latest figure available 2013-14) for all children nationally. The percentage of Southend Looked after Children with a Statement 20.9% is also very high compared to all children nationally 2.8% (latest figure available 2013-14).

Provisional figures for Key Stage 2 Looked after Children 2014-15. In Year 6 there is a cohort of eight Looked after Children who were in care at 31/03/2015 of which, two have been disapplied from the national tests due to their disabilities. The six looked after children eligible to take the national Key Stage 2 tests, have prior data to calculate progress from KS1; 66.6% of the cohort reached level 4+ in reading, 50% reached Level 4+ in writing, 66.6% reached Level 4+ in mathematics and 50% reached Level 4+ in reading, writing and mathematics. In terms of progress provisional data indicates that 100% made 2 levels of progress from their starting points at KS1 in reading, 100% in writing, 83.3% in mathematics and 83.3% made 2 levels of progress in reading, writing and maths combined. Comparative data for 'all pupils' is not yet available for 2014-15.

In 2013/14 there was a cohort of 31 Looked after Children in the Borough at the end of KS4 19.4% achieved 5A*-C with English and Maths, compared to national figure of 56.9%. The figures for 2014 -15 will be available during September 2015.

All figures above are for Southend Looked after Children only; those educated in Southend and in other local authorities.

### Attainment

Comparing the attainment of Southend LAC with National LAC, Southend LAC achieve above LAC national average for all headline measures. However compared to non LAC pupils and all pupils there is a significant gap, in all measures except Reading.

| ***Headline measure*** | ***Southend LAC %*** | ***Cohort size*** | ***National Average (all*** | ***floor standard%*** | ***National Average*** | ***National average (Non*** |
|---|---|---|---|---|---|---|

| | | | pupils)% | | (LAC) % | LAC) % |
|---|---|---|---|---|---|---|
| *KS2 Reading Level 4+* | *100%* | *10* | *88.6%* | *n/a* | *68* | *89* |
| *KS2 Writing Level 4+* | *70%* | *10* | *85.1* | *n/a* | *59* | *85* |
| *KS2 Maths Level 4+* | *70%* | *10* | *86.0* | *n/a* | *61* | *86* |
| *KS2 R,W & M* | *60%* | *10* | *78.4* | *65* | *48* | *79* |
| *KS4 5A*-C inc. E&M* | *19.4* | *31* | *56.9* | *40* | *14.2* | *54.3* |

**Expected Progress**

KS4 progress for Southend LAC is below national average for LAC in all measures, except 3 levels + progress in maths. KS2 writing is a Teacher Assessment not a test as with all the other headline measures.

| *Headline measure* | *Southend LAC %* | *Cohort size* | *National Average (all Pupils)%* | *floor standard %* | *National Average (LAC) %* | *National average (Non LAC) %* |
|---|---|---|---|---|---|---|
| KS2 Reading (2 levels +) | 70 | 10 | 92 | 91 | 81 | 91 |
| KS2 Writing | 80 | 10 | 94 | 95 | 82 | 93 |
| KS2 Maths | 60 | 10 | 90 | 92 | 75 | 89 |
| KS4 English (3 Levels +) | 26.1 | 23 | 72.1 | 73 | 34.5 | 69.3 |
| KS4 Maths | 30.4 | 23 | 66.4 | 73 | 26.3 | 64.0 |

The above tables will be updated when validated data becomes available. (Looked after children: Dec 2015)

**Pregnant Girls and Young Mums**

In Southend, school age pregnant girls and young mums (KS4) have made the following achievements in terms of gaining GCSE qualifications:

| Outcomes for pregnant girls/young mums KS4 | Summer 10 | Summer 11 | Summer 12 | Summer 13 | Summer 14 |
|---|---|---|---|---|---|
| % achieving 5 A* -C Including English and Maths | 14.3% | 0.0% | 0.0% | 12.5% | 0.0% |
| % achieving 5 A*-C | 28.6% | 25.0% | 20.0% | 25.0% | 0.0% |
| % achieving 1 A* -G Including English and Maths | 57.1% | 25.0% | 100% | 62.5% | 50.0% |
| % achieving 1 A*-G | 57.1% | 75.0% | 100% | 100% | 50.0% |

In July 2014, pregnant teenagers and teenage mothers account for 11.6% of all young people Not in Education, Employment or Training (NEET).

In 2013 (most recent data), 37.3% of under 18 conceptions led to abortion, this was the lowest percentage rate since 2000. This means that more young people are opting to continue with their pregnancy and require more support from the Teenage Pregnancy Personal Adviser.

**Children eligible for Pupil Premium Grant**

Closing the achievement gap between all children and young people and those who are disadvantaged remains a high priority. In spite of additional funding being made available, many schools have not been successful in accelerating the progress of their disadvantaged pupils and the gap remains stubbornly wide.

In the Early Years Foundation Stage, 56% of children who were eligible for Free School Meals reached a good level of development compared with 71% of non-Free School meal pupils and 69% of all pupils. The gap at key stage 1 was 2.7 points, equivalent to roughly 2 and a half terms, and at the end of key stage 2 eligible children were on average 3 terms behind their peers.

The Pupil Premium Strategy Group representing all Challenge Clusters provides challenge and direction for all schools in their efforts to close the gap. Actions include: Link Advisers and school support partners challenging the actions of all schools in raising pupil premium attainment and progress;

analysis of data Cluster by Cluster with weekly challenge to individual school leaders and governors where gaps are not closing; the identification of good practice; the setting of performance targets relating to the gap for individual officers and the raised profile through half termly Pupil Premium Network meetings and updates in the weekly newsletter are all aspects of our strategy for securing better and more consistent progress.

**We need to further focus on:**

- Continuing to focus on the progress and attainment of looked after children and ensuring that Personal Education Plans have an impact on outcomes
- Addressing the barriers to Pupil Premium attainment and progression.
- Increasing take up of the Free School Meal offer, particularly in KS1.
- Promoting the positive uses of Pupil Premium grant funds on improving outcomes for children on free school meals.
- Increasing the level of challenge to school leaders and governors, drawing where necessary on our full powers of intervention

### 3.3 Care Leavers in Education, Employment or Training

Currently Care Management 16+ (CM16+) has 142 young people allocated to the Team. 38% of all young people allocated within the 16+ team are Looked After and there are currently 8 young people attending university.

The purpose of the CM16+ team is to ensure that appropriate planning is in place for all allocated young people. As well as promoting formal education for our young people CM16+ has been looking at various strategies to engage our hardest to reach young people initially within less formal education forums.

There have been a number of drop-in opportunities created including sessions focusing on teenage pregnancy and healthy eating and budgeting. These "cook for life" sessions have proved the most successful in engaging young people around issues of independence, budgeting and healthy cooking and eating. As the health drop in sessions tended to be poorly attended the team are now inviting health professionals to various drop-ins in order that they can engage with young people in a less direct way.

The CM 16+ team has begun to devise a resource pack of educational activities aimed at engaging the most challenging young people. Services have been enlisted from some outside organisations such as the Wilderness Programme that has offered education to young people in a creative way. The feedback from this programme has been good and this has led to some exciting educational and life experiences for our young people. For example educational trips to Scotland and South Africa to learn and share cultural experience.

Despite these efforts 29% of our young people are recorded as not in education, employment or training (NEET). Some of this is impacted upon by how educational activities are recorded which means that despite engagement in educational activities the young person may still be considered to be NEET. Also young people who are pregnant are not required to engage in employment or training and there are those who are actively seeking employment or apprenticeship with no success currently; support is continually offered to these young people. For such reasons the broad figures do not represent the full picture in terms of the efforts of the CM16+ team to engage all young people in education and educational activities.

The CM16+ team ensure that once the Young Person is transferred to the CM16+ team they will have a Pathway Plan within one month.

**We need to further focus on**

- Working with the data team to identify young people at their 15th birthday and flagging this for joint working between CM and CM16+
- Continue to explore creative ways to engage the most difficult to reach young people in educational activities.
- Focus on embedding accurate recording systems around engagement of young people in educational activities.

### 3.4 Children with Special Educational Needs and Disabilities

In September 2014 reforms within the Children and Families Bill for children with Special Educational Needs and Disabilities (SEND) came into effect. Among other things the reforms introduced:

- The requirement to jointly commission services
- The requirement to produce a Local Offer of services for children and young people with SEND, a 20 week assessment process leading to an Education Health and Care Plan (EHCP)
- A requirement to convert all current statements to EHCPs by April 2018
- The right to request a personal budget to secure particular provision specified in the EHCP.

The SEND reform has been a significant change project affecting all staff in settings and services working with children and young people with SEND. The project involved consultation, user engagement, the implementation of new ICT systems and training across organisational boundaries, and work in these areas continues as we learn from implementing the reforms.

The Local Authority and Southend CCG's commissioners for children's services are now within the same team and health commissioners are working closely with the SEN team to ensure the redesigned community paediatrics service better meets the needs of children and young people with SEND.

Clear steps have been taken to meet the new duties to publish an interactive Local Offer that sets out the support available to all children and young people with SEND from mainstream, targeted and specialist services, including arrangements for leisure, health, social care provision and post-16 education training or employment. Work continues on this to ensure it remains compliant.

The 20 week timeframe for new statutory assessments has proved particularly challenging, with initial figures for the number of plans completed within 20 weeks below 20%, and around 30% being over 26 weeks. This compares to 96.7% of all cases being completed in 26 weeks in the previous year. This appears to be due in part to the model used to agreed assessments and in part to agencies that contribute to the assessment getting used to the new system. Work continues with each agency to address any issues and bottlenecks to deliver the plans on time.

We published a Transition Plan setting out details of how we intended to meet the deadline to convert all statements by April 2018. In the academic year 2014/2015 we aimed to hold transfer reviews for all pupils with statements in Nursery, Year 2, Year 6, Year 9, Year 11 and Year 14, as well as pupils in Year 13 in school sixth forms. This equated to around 345 reviews. We have made considerable progress and the plan is to implement year 2 of the Transition Plan as published.

Since September 2014 parents of children with SEND have able to request a personal budget which is linked to the Local Offer. A policy is being drafted so that there is a common approach from all agencies that is based on the success of the arrangements made within social care.

In addition to the above there has been on-going work in relation to implementing the second year of the SEN Strategy (Early Help, Choice, Partnership and Ambition). Analysis of attainment of SEN learners indicates that in Southend, children are doing less well than children with SEN nationally, and that progress to close the gap continues to be slow. Schools were expected to review their SEN registers by September 2015 to ensure that only children with clearly identified SEN are placed on school SEN Support stage. This will potentially result in a short term widening of the SEN gap and greater challenge in addressing this. However the aim is to close the gap to be at least in line with national trends. Southend Challenge groups of schools are working together to raise standards and close attainment gaps in all of the Borough's schools. The focus is to reduce inequalities in the attainment of vulnerable children particularly those on Free School Meals. Alongside this, training and support for schools to provide high quality SEN provision has been provided. This focused on the importance of correct identification of children with SEN as opposed to those children who may be underachieving. The new SEN Code of Practice makes it clear that Quality First teaching is the first response for children who are underachieving. The training also covered assessment tools, moderation and criteria for SEN support as well as mapping provision and using resources effectively.

## 4. Outcomes for all children

### 4.1 Overall school attainment

In the Early Years Foundation Stage 69% of children achieved a Good Level of Development which was 7% higher than in 2014. At Key Stage 1 the percentage of pupils achieving the expected level (Level 2 or above) increased in writing and in maths with more children achieving the higher level 3 in reading, writing and in science. 79% of Southend pupils achieved Level 4 or above at the end of Key Stage 2 in reading, writing and mathematics.

At Key stage 4 Provisional results for 2015 show that 64% of Southend pupils achieved 5 or more A*-C grades including English & Maths at GCSE. In 2014 the figure was 62% which was above the national average and put Southend in the top quartile nationally.

**We need to further focus on:**

- The continued development of strong strategic partnerships between strong schools and weaker schools
- Challenge to the leadership and governance of all schools where progress is not secure enough and the gaps between disadvantaged pupils and all pupils continue to prevail

A more detailed analysis can be found in our Annual Education Report

### 4.2 Healthy Schools

The Healthy Schools programme addresses many priorities especially those concerned with healthy weight, physical activity, under 18 conceptions, substance misuse and the emotional health and wellbeing of children and young people

Currently 96% of Southend schools as well as two independent schools and the Virtual School have achieved National Healthy Schools Status (NHSS). This requires schools to meet the criteria around Personal, social and health education (PSHE), Healthy eating, Physical activity and Emotional health and wellbeing.

86% of these schools have moved onto a more in depth piece of work that addresses a specific health priority. For this stage of the process an action plan is submitted and schools work towards achieving Enhanced Healthy School Status.

17 schools have achieved Enhanced Healthy School Status as of November 2014. A further 12 schools are expected to achieve in November 2015.
An annual Enhanced Healthy School celebration takes place each November.

**Healthy School Programme developments**

Involvement and completion of other substantial pieces of work such as the Drug Aware and Equality and Diversity Champion programme also merit Enhanced Healthy School Status. Some of our more outstanding schools are embarking on several projects concurrently.
Eleven schools are about to complete our Equality and Diversity Champion Programme, this programme aims to help the school to promote strong inclusive values and thus significantly reduce discriminatory behaviour and bullying. This programme will be involving a further 12 schools 2015/16.

The Drug Aware programme is continuing in partnership with the Drug and Alcohol Commissioning Team, with 3 schools from the first cohort close to completion and their final event. A further 5 schools have signed up to the programme.
Schools working towards the Drug Aware mark 2013-14 are also to achieve Enhanced Healthy School Status on completion due to their work on Substance misuse.

In partnership with CAMHS, Healthy Schools have been running half termly mental health training for school staff. There have been sessions on Anxiety, Self-Harm, Depression, Eating disorders and General Mental Health and Building Resilience. These sessions have proved to be very popular with 60-80 attendees to each session.

Southend schools with secondary aged children were offered the theatre forum, Prince Charming by Outloud Productions which tackled the subject of teenage relationship abuse. 18 schools took up the offer and approximately 2500 young people had access to the experience. The tour will be repeated in November to a new cohort of young people. School staff were also offered training on Domestic Abuse and the impact on Children and Young People 70+ staff attended

**4.3 Sexual Health**

A Sexual Health Needs Assessment was completed and the findings supported the publication of the *Southend-on-Sea Borough Council Sexual Health Strategy 2014-2017*. The *Strategy* sets out the priorities and actions to deliver change and improve the sexual health and well-being of the local population.

The Council commissioned an Integrated Sexual Health Service to provide open access, high-quality, confidential sexually transmitted infections testing and treatment services, contraception provision, sexual health information and targeted interventions in a range of settings. The contract was awarded to South Essex Partnership Trust (SEPT) and commences on the 1 July 2015.

In June 2014 Public Health England published the annual National Chlamydia Screening Programme 2013 data. Southend achieved a detection rate of 2340 per 100,000 people aged 15 to 24 with 8.2% positivity. This exceeded the national detection rate target of 2300 per 100,000 population.

The *Where Do You Draw The Line* consent and sexual safety education programme was delivered in three secondary schools in the Borough. The programme is delivered by Essex Police, the Council's Integrated Youth Support Service, SOS Rape Crisis and South Essex Partnership Trust.

The Family Planning Association's *Growing up with Yasmine and Tom* relationships and sex education (RSE) online resource has been accepted by all primary schools in the Borough. The resource provides age appropriate lesson plans that are fun, interactive and meet curriculum requirements. The programme also provides support to staff to confidently deliver the resource as well as training on RSE policy and talking with parents/carers.

Secondary schools, following consultation workshops with both staff and pupils, will be provided with an RSE scheme of work including resources and training to support its implementation from September 2015.

## 4.4 Teenage Conception

| Year | Number of Conceptions | Conception rate per 1,000 women in age group | Percentage change from 1998 Baseline | Percentage of conceptions leading to abortion |
|---|---|---|---|---|
| 1998 | 155 | 56.4 | 0.0 | 45.8 |
| 1999 | 132 | 48.5 | -14.0 | 35.6 |
| 2000 | 126 | 46.8 | -17.0 | 42.1 |
| 2001 | 130 | 47.4 | -16.0 | 49.2 |
| 2002 | 146 | 50.9 | -9.8 | 44.5 |
| 2003 | 140 | 47.7 | -15.4 | 46.4 |
| 2004 | 135 | 46.8 | -17.0 | 41.5 |
| 2005 | 136 | 46.2 | -18.1 | 48.5 |
| 2006 | 143 | 47.5 | -15.8 | 46.9 |
| 2007 | 127 | 40.7 | -27.8 | 48.8 |
| 2008 | 131 | 41.8 | -25.9 | 41.2 |
| 2009 | 128 | 41.4 | -26.6 | 42.2 |
| 2010 | 109 | 36.1 | -36.0 | 52.3 |
| 2011 | 108 | 34.8 | -38.3 | 47.2 |
| 2012 | 94 | 30.4 | -46.1 | 47.9 |
| 2013 | 83 | 26.6 | -46.5 | 37.3 |

In 2013 (the latest published data) Southend saw a continued decrease in the under 18 conception rate to 26.0 per 1,000 women under 18; this is a percentage decrease of 46.5% of change in conception rate based on the 1998 baseline.

The rate of teenage conceptions has declined quicker in Southend, than in England and East of England between 1998 and 2013. However, teenage pregnancy in Southend is still higher than the regional and national average.

### Prevention Work and Partnership Approaches

Nationally, the areas that have had the most success have made sure all young people have access to effective sex and relationships education and access to contraception, but have also specifically targeted support to at risk groups. This includes young people in and leaving care, NEET and those in the criminal justice system.

Southend continues to take a multi-agency and partnership approach to reducing under 18 conceptions and supporting local young parents. Amongst some of the many programmes of work are:

- The Family Nurse Partnership offers first time, teenage parents under 20 in Southend, an evidence based programme to help them to ensure their babies get the best start in life. Its purpose is to enable young parents to have a healthy pregnancy, improve their child's health and development and plan their own futures and achieve their aspirations. It begins in early pregnancy and is orientated to the future health and well-being of the child. The programme consists of frequent home visits and contacts until the child is two years old. The family nurses in the team are drawn from a range of health professionals including health visiting, midwifery, children's and mental health nursing bringing together a wide variety of additional skills and experience. The family nurses guide their clients safely through what is often a difficult life transition to becoming the parent they want to be for their new baby.

- Teen BUMPs and Teen BUMPs + - a multi-agency team offering antenatal and postnatal support specific to the needs of teenagers

- CEOP (Child Exploitation Online Protection) - IYSS team delivering internet and social media interventions through its Street Engagement Team.

- Care To Learn provision.

- Sanctuary Housing – support for young parents with everyday living through housing placements.

**Achievements in 2014-2015 include:**

- The newly appointed Teenage Pregnancy Coordinator coordinated approaches across all agencies to support the reduction in teenage pregnancies in Southend Borough Council
- Established Teenage Pregnancy Strategy 2015-2018 that will sustain the continual reduction of under 18 conceptions and ensure positive outcomes for teenage parents and their babies.
- Reporting of pregnant teenagers and teenage parents in education, employment or training (EET), thus facilitating focussed approach and work to support teenagers.
- Initiatives to develop and raise teenagers' self-esteem and aspirations include opportunities to volunteer at Teen BUMPs and Teen BUMPs+ and also to share experiences and present at conferences.
- Public Health commissioned an integrated sexual health services that will ensure easy and improved access for young people

- Phase 2 of Streets Ahead services to work with disadvantaged families and their communities to improve their life chances

**We need to further focus on:**

- Monitor the Implementation the Teenage Pregnancy Strategy and the action plan for 2015-2016.
- Targeted interventions for vulnerable young people and young parents through IYSS and LAC and Leaving Care teams.
- Improve awareness of risk taking behaviour and sexual health matters for RSE leads in schools; for parents and foster carers; and for all professionals working with young people so that children and young people get the education, knowledge and skills they need to experience positive relationship and sexual health
- Improving access to the local sexual health services

## 4.5 Substance Misuse

In late 2013 the Drug and Alcohol Commissioning Team (DACT) commissioned a package of preventive substance misuse education, DrugAware, which was piloted with a cohort of nine schools from early 2014. This programme is intended to develop consistent standards of preventive education across the Borough and to enable schools to identify and intervene earlier with students who are at risk of substance misuse. Three schools are likely to have completed the Award programme by September 2015. A further 10 schools are currently signed up and working towards their Award. The eventual aim is to ensure that all schools across Southend achieve the DrugAware standards, but in the shorter term, our goal is to ensure that at least 18 schools are engaged with the programme by 31st December 2015.

In early 2014, the DACT invested in the training of seven practitioners from a range of adults and young people's services to deliver the M-PACT (Moving Parents and Children Together) Programme. This programme is aimed at supporting children and young people who are affected by a parent's substance misuse. National evidence suggests that for every one person in specialist substance misuse treatment, there is at least one child affected by substance misuse; this suggests that in Southend there are likely to be at least 800 children affected. Two successful M-PACT programmes have been delivered so far to a total of eight families, one in April 2014 and another in October 2014. A third programme is set to commence in September 2015 and alongside this the DACT is funding the training of a second set of practitioners to deliver future programmes. At present, five further practitioners have signed up for this training. The DACT is committed to the Children and Young People's Plan target to provide the M-PACT programme to at least 15 families by 31st December 2015.

Despite national trends suggesting that substance misuse among young people is falling, Southend's Young People's Drug and Alcohol Team (YPDAT) have continued to engage with proportionally higher numbers of young people and young adults during 2014/15 than regional and statistical neighbours. During 2014/15, YPDAT engaged 123 under 18's (a slight fall from 131 in the preceding year) and 34 18-21 year olds (a slight fall from 39 in the previous year) but in both cases, these falls are not as steep as those seen regionally and nationally. The proportionally higher rate of young people engaging with YPDAT is likely to be due in part to their well-established links with a wide range of young people's services and their positioning within the Integrated Youth Support Service (IYSS).

### 4.6 Improving outcomes for Child and Adolescent Mental Health Services

Child and Adolescent Mental Health Services (CAMHS) during 2014-15 were commissioned and provided separately across the following 4 Tiers in Southend, Essex and Thurrock (SET) in:
Tier 1 - Universal Services
Tier 2 - Emerging Emotional Health Services (Local Authority commissioned)
Tier 3 - Specialist Mental Health service (Southend CCG commissioned)
Tier 4 - Complex and Critical services (commissioned by NHS England).

This has resulted in a service which is difficult to access, not enough children and young people are helped. There are gaps in service across SET with our most vulnerable, receiving poor, untimely or no service at all, including children looked after and children with behavioural needs and children with disabilities. The complexity of referrals is increasing while resources are not.

Health and Social Care reforms together with the current financial climate where local authorities and CCGs have to deliver more for less, have also given further impetus for change.

As a result of the above Southend, Essex, Thurrock and all 7 CCGs in Essex signed a collaborative agreement, re-commissioned and re-tendered the Children & Young People Emotional Wellbeing and Mental Health Services (C&YP EWMHS). The tendering process ended in May 2015 and with the contract going to NELFT who will begin providing the service from 1st November 2015.

Below are the key outcomes for the new C&YP EWMHS which were explored extensively with bidders during the dialogue sessions. This is in line with the five key principles identified by Dr Martin McShane in *Future in Mind: Children and Young People's Mental Wellbeing*:

- Improved emotional wellbeing/intelligence, resilience and self-esteem for Children, young people, their families and carers.

- Children, young people, their families and carers receive easier access to services with a quick response to their needs and improved consultation, advice, support, training and guidance from the Service for themselves.

- More effective collaboration and support for frontline clinicians from the Service. This will enable them to work more effectively and working jointly builds resilience at front line.

- Improved joint working with adult mental health services with provision of age appropriate services and smoother transition for 14 - 25 year olds.

- Improved joint working with other services and an integrated holistic approach to ensure improved wellbeing.

- Improve crises pathways for all children and young people and reduced inappropriate use of A&E to access EWMH Services.

- Reduced waiting lists for specific treatments.

- Did Not Attend (DNAs) are reduced.

- Reduced health inequalities across greater Essex through provision of consistent model

### 4.7 Reducing school absenteeism

Southend has reduced absence and persistent absence levels in all school sectors compared to last year, resulting in an improvement in the national rankings. The full statistical release for 2013/14 academic year showed that we were below the national and statistical neighbour average for overall absence in secondary and special schools for compulsory school age children. The largest rank improvement was in special schools where Southend improved by 36 places from the 3rd quartile to the 2nd quartile nationally. In primary schools the absence level dropped by 0.8% but there were similar improvements nationally, placing Southend primary absence slightly higher than national (4% compared with 3.9% nationally).

The percentage of persistent absentees has decreased in Southend schools since the last academic year. The biggest improvement was in Secondary schools where the figure dropped by 1.9%, meaning that Southend is now at the same level as national and has improved by 35 ranking places to reside in the 3rd quartile nationally. Special schools also made a big improvement of 27 places; this was achieved by lowering the percentage of persistent absence

pupils by 3.8% (the national reduction was only 1.6%). The primary school figure reduced by 1% which was also larger than national (0.8%). Overall, Southend schools are still slightly above national in terms of persistent absence but the margin is much smaller than 2012/13. Furthermore, the local figure of 3.8% is now lower than the statistical neighbour average of 4%.

Persistent absence is a significant factor in children underachieving and gaining lower exams results. The Child and Family Early Intervention Team have piloted a project with a number of priority schools with higher than national persistent absence to offer a tailored support to differing school needs to target and reduce persistent absence. This initiative incorporates various aspects from supporting schools to better analyse their data; increased numbers of early intervention meetings with parents and young people; enforcement and rewards; attendance awareness parenting groups held within community venues focussing on parental engagement; health and resilience; holidays during term time; empowerment and anxiety; links between attendance and attainment and planned transition work with vulnerable pupils transferring from primary to secondary school during the August summer break.

**We need to further focus on:**

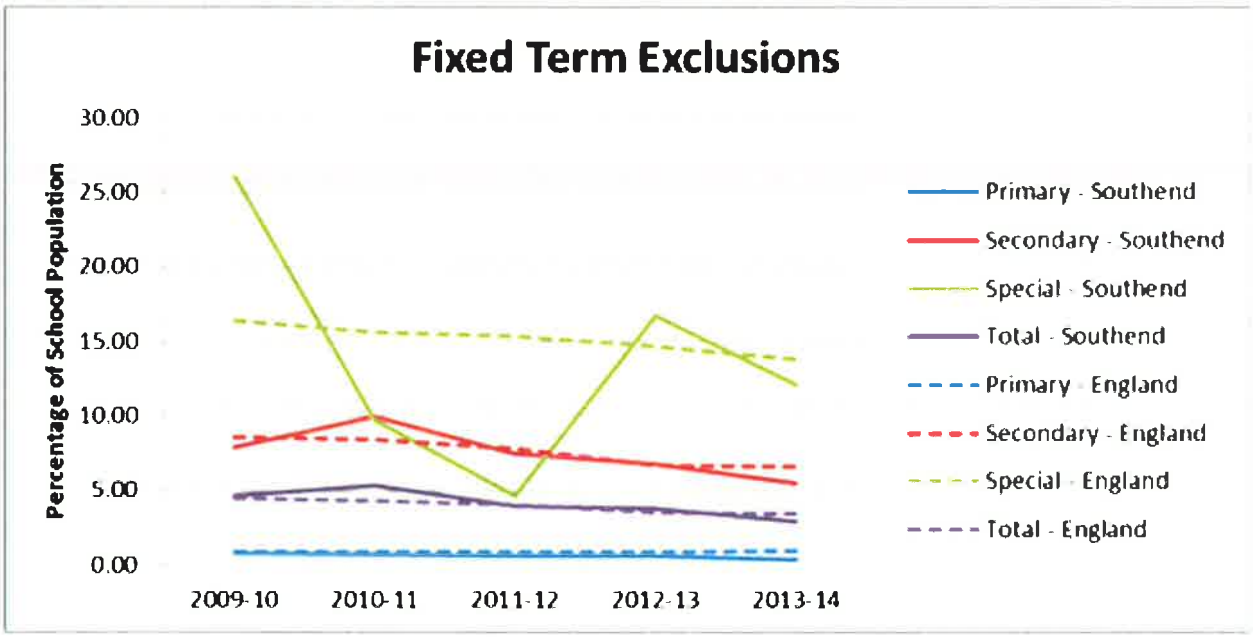
- Continuing to reduce absence and persistent absence in schools with a specific focus in primary schools and early years to embed routines and the importance of attending regularly at school from an early age.
- Educating the wider community on the importance of school attendance.

### 4.8 Reducing Exclusions

One measure of how well children behave in schools is to consider the number of fixed term and permanent exclusions from schools across the Local Authority. It is generally accepted that pupils excluded from school are having their education interrupted, which will have an impact on the progress and achievement of an individual. As a result, schools and local authorities try as far as possible to manage children's behaviour within the school system, although it is recognised that some young people are not able to be educated in the mainstream school system and may need specialist individual education provision.

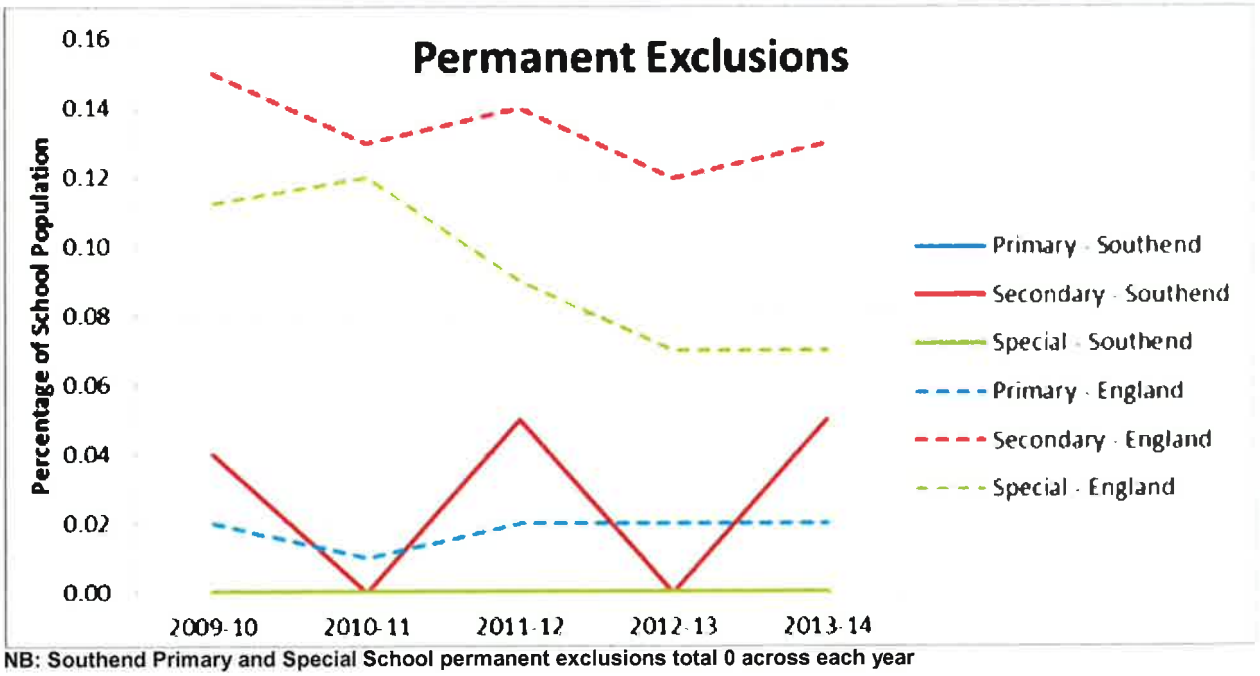
**Fixed term exclusions**
Fixed term exclusions, which are short term exclusions from the school due mainly to inappropriate behaviour and lasting from a day to a week or so, shows an improving trend over the five year period covered in the below table. While in primary schools the percentage of children subject to fixed term exclusions is consistently less than that nationally, in secondary and special

schools the trend is more mixed. Data for 2014/15 has yet to be released, however internal data suggests an increase in fixed term exclusions for both primary and secondary schools. It should be noted however, that there has been a significant increase in school academies and multi academy trusts within Southend where zero tolerance behaviour policies have become more common which has a direct impact upon increased fixed term exclusions.




**Permanent exclusions**

The LA has for many years, together with schools in Southend, had the aim of ensuring no child or young person is permanently excluded from school. This aim, supported by a range of strategies has seen a significantly lower percentage of pupils permanently excluded from either primary, secondary or special schools than that nationally. The data between 2009/10 and 2013/14 in the table below shows the significance of the much lower permanent exclusion rate in the borough, in particular within primary and special schools where there have been none. We have however seen a slight increase in permanent exclusions within secondary schools but this remains less than national and statistical neighbours.




NB: Southend Primary and Special School permanent exclusions total 0 across each year

A new Behaviour Outreach Service has been established through Seabrook College and will prioritise work with schools across Southend with increased fixed term exclusions. The service will work in partnership with schools to support the development of effective school strategies to prevent negative behaviour escalating and thus avoiding the need for further exclusions. Impact of this service will be evaluated at regular periods throughout the year.

### 4.9 - Reducing the number of young people Not in Education, Employment or Training (NEET), improving level 3 achievement for those from lower income families

In March 2015 the NEET figure was 5.6% for 16-18 year olds against our locally set target of 7%. This compared with a mean indicator of 6% for our statistical neighbours.

There are clear targets in the Children and Young People's Plan to reduce the number of NEET young people and improve opportunities for young people from vulnerable groups. The Learning Support Team and Leaving Care Team in partnership with providers is continuing to offer courses for young people leaving care as well as programmes for Young Offenders. These programmes have been successful in engaging young people by enabling them to access education and progress onto further education or apprenticeships. By supporting vulnerable learners to gain qualifications and progress into employment the NEET figure is further reduced. From September 2014 Southend Borough Council was able to access the Flexible Support Fund from the Department for Work and Pensions, to support young people leaving care aged 18-24. This programme was delivered by Southend Adult Community College.

Other local providers contribute to a broad range of formal learning programmes for post 16 learning providers. For example, Southend Adult Community College has successfully provided a range of formal learning programmes for post-16 learners, including study programmes and Prince's Trust programmes which are particularly targeted at vulnerable learners such as young offenders, teenage parents, SEN and disaffected/disruptive learners.

The Youth Contract directly supported vulnerable young people to stay in post 16 education and our target of 20 young people completing the course was exceeded by 3 learners. This initiative continues into the following year but will cease in March 2016.

The partnership continues to demonstrate a commitment to improving access to Further Education opportunities to vulnerable groups for example a commitment to prioritise interviews for apprentices for young people leaving care.

### 4.10 Continuing to reduce the impact of anti-social behaviour and offending on children, young people and the community

### To prevent children and young people from entering the criminal justice system

The Youth Offending Prevention Service continues to exceed its targets for delivery of CEOP interventions, reducing the risks associated with CSE, improving school attendance and undertaking street engagement deployments which significantly reduce anti-social behavior and youth crime across the borough.

### 2014/15 Achievements

- Only 53 young people have become First Time Entrants throughout 2014/15. A reduction of 20.8% compared to the same period last year.

- Since Triage being implemented within the Borough in April 2009, 1109 young people have been through the process. Re-offending rates for Triage over a 6 year period are only 16.3% demonstrating that the programme is successfully targeting young people at the earliest point of their criminal career and diverting them away from the youth justice system

- Our Challenge and Support programme involves every under 18 year old who is stopped by the police. Identifying young people who are at risk and/or vulnerable at the earliest opportunity and ensuring the appropriate level of support is put in place. During 2014-15 it worked with 115 children and young people through the use of Warning letters, Home visits, and Acceptable Behaviour Contracts (ABC's). 5

Acceptable Behaviour Contracts have been issued during the year and no anti-social behaviour orders (ASBO's).

- Our Street Engagement Team undertake specific operations in identified hotspots between 7pm and midnight to protect children left to wander the streets at night without adult supervision who are at risk of offending, underage drinking or ASB. These are joint initiatives undertaken by the Youth Offending Service (YOS) and Police.

- Street based deployments are also undertaken. Offering young people viable and attractive alternatives to anti-social and criminal behaviour to help break the damaging cycle of negative influence and raise aspirations. Signposting young people to more positive activities using a triple track approach of challenge, support and enforcement. During 2014/15 there were:

    - 15 Joint police operations
    - 325 deployments
    - 2376 children and young people engaged
    - 17 NSPCC Child Exploitation Online Protection (CEOP) courses delivered to 291 school teaching staff and students

- The Every School Day Matters project (now known as Operation Newcastle) promotes the positive aspects of school attendance to children, their families and the wider community. Youth offending service (YOS) Prevention staff attend the home addresses to identify the reasons for non-attendance. If they are not supplied with a valid reason the young people are taken to school and in all cases the parents are informed and advised of consequences of non-attendance. These patrols are undertaken twice per week, working in partnership with the Police

There has been a marked improvement of educational attendance since the inception of this project. During April 14 and March 15 there were:

- 92 days of operational deployments
- 77 young people returned to school
- 459 parents educated

The YOS continues to offer one to one support to young people in the community who are assessed as being at risk of committing crime or ASB. Young people are also referred to this service for specified CEOP work and as exit strategies from Court Orders. During 2014-15:

- 157 young people have been referred and worked with on a one to one case work basis. These include CEOP, ASB, Youth Cautions and agency referrals.

- 9 x Youth Conditional Cautions

In 2014-15 the combined work undertaken with Prevention and Challenge and Support cases resulted in only **4.3%** (11 young people) going on to offend.

A total of **720** youth ASB calls were made to the police in 2014-15, a **30%** reduction from the previous year.

**To reduce re-offending by children and young people under the age of 18**

Since 2007 Southend has reduced its cohort of offenders from 562 to 179. During this period the % re-offending has risen from 32.2% to 44.1%. While our reoffending rate is still above 40%, it has been consistently reducing across the last few quarters. It is also important to note that Triage re-offending data is not included in the performance measures. If Triage data was included the % re-offending would be significantly lower (the Triage re-offending rate is 16.3% over **6 years,** cumulative).

Through strong and effective partnership working and by providing additional support and intervention (over and above that prescribed by National Standards) during the last 3 years we have reduced the size of our prolific offenders from 35 offenders responsible for 69% of all youth crime (2012-13) to 14 offenders responsible for 40% of all youth crime (2014-15). We are working hard to engage this small entrenched and challenging cohort of prolific offenders in different ways such as programme activities.

Southend YOS undertook its fifth Problem Profile for the period 2014-15 to provide a detailed understanding of local youth crime. This enables us to enhance our targeting of resources to prevent youth crime/anti-social behaviour and re-offending. The two most frequent offence types of Theft and Assault accounted for 50.5% of the overall offences committed. The majority of offenders (60%) were aged 16-17 years of age.

**2014/15 Achievements:**

- The only crime type showing a notable increase is Vehicle Theft and further analysis determined that this was due to one of the identified prolific offenders committing 5 offences of Vehicle Theft during an offending spree.

- The 2014-15 Problem Profile demonstrates a reduction in 10 out of 12 crime types. In most of these, there has been a significant decrease with the most prevalent being Violent and Robbery Offences.

- Violent Offences, including Serious Violent Offences, across both Court Orders and Triage have substantially reduced by 54% (164 offences reduced to 88) compared to last year. Specific targeted group programmes, our enhanced Intensive Prevention Programme, Streets

Ahead input and tailored interventions across the YOS have contributed to this reduction and will be continued into 15/16.

- All young people subject to court orders are required to undertake payback to the community as well as, where appropriate, restorative justice interventions. During this time period 1408 hours of reparation were undertaken by young people.

- Southend YOS continues to use the Youth Justice Board Re-Offending Toolkit as a live monitoring and performance measure to ensure analysis informs practice.

**To minimise the use of remand and custody for children and young people**

Southend YOS is committed to ensuring that the use of remands and custody is a last resort for young people.

**2014/15 Achievements:**

In 2014-15 there were 0.68 custodial sentences per 1000 10-17 year olds in the Borough, a significant reduction on previous years (average for 2010-2014 was 1.19).

The key for 2015/16 will be to maintain this reduction, a challenge that we know will be made more difficult by the concentration of prolific young offenders in the borough. We need to provide substantial well considered options to the court to engage young people in the community as a direct alternative to a custodial sentence.

**Ensure children and young people are protected from harm and are helped to achieve more**

Southend YOS are represented on the Local Safeguarding Children's Board and produce a yearly section 11 report to the Board.

Multi agency meetings are held to manage vulnerability and risk of harm for all those assessed as being high or very high within these areas.

We are fully integrated with children's specialist services and look forward to opportunities to integrate further with adult services as we move forward as one department. Being part of the Integrated Youth Support Service also ensures that there are additional specialist workers who can specifically contribute to work with young people who have a range of complex needs.

**2014/15 Achievements:**

Attend joint YOS/Social Care meetings to ensure effective joint management

and working arrangements

Child Sexual Exploitation (CSE) Strategic and Operational Groups have been established in conjunction with Social Care, Police and Health. Risk Assessment Toolkit developed and successfully disseminated to all staff.

Provide support and training to children's homes within the borough on restorative approaches in order to reduce the risk of Looked after Children being criminalised

Since April 2014 all children that are reported to the police and registered as Missing are offered a return to home interview, to establish the Child's story about their missing period whilst at the same time assessing if they have been at risk of Child Sexual Exploitation and any safeguarding issues that may need referring to social care and or the police. During this time period 110 children were reported missing to the police with 204 missing periods and 256 home visits were completed (93.1%)

### 4.11 Support for Young Carers

Our key priority for Young Carers in Southend is to ensure that they are safeguarded from inappropriate caring and to ensure as far as we can that they are able to enjoy and achieve in line with their peers and to have time away from their caring role. We (IYSS/Premier Care) have continued to raise awareness of Young Carers in schools, colleges, with other professionals and agencies and also the general public.

We have of 4 Young Carers Champions, within the borough; their role is to raise awareness and to act as the voice of Young Carers in Southend at a national level. These young people attend regular training sessions with the Children Society. One of our Young Carers was successful in gaining the Diana Award – a national award for courageous young people.

Thirty Young Carers enjoyed a weekend at the Young Carers Festival at the YMCA Fairthorne Manor (the theme for this year was "Our Journey my future"). They had the opportunity to meet other Young Carers from around the country and be involved in a variety of outdoor activities. Young Carers from Southend always take part in the "Voice Zone" sharing their view/ideas around their caring roles.

Working in conjunction with Premier Care and the Southend Carers Forum a wide range of visits and trips have been undertaken and enjoyed by Young Carers.

Southend Borough Council became one of the pilot authorities to be an early implementation site for the Young Carers School Standards. 5 schools signed up and we were also successful in requesting South Essex College of Further and Higher Education be involved thus adding an FE and HE dimension to the standards. We are the only pilot to have this additional aspect.

During this year we were given a day a week from the Virtual Headteacher role to enable her to develop the work to ensure that Young Carers are able to attend and achieve at school in line with their peers.

Maths Angels, an online virtual classroom has been extended to include Young Carers. A local initiative with Southend High School for Girls, it will provide our Young Carers at Key Stage 4 with maths support as a regular part of the CHIL session on a Tuesday evening. South Essex College of Further and Higher Education has also offered their study facilities every Wednesday evening for any Young Carer in secondary education to use for their homework providing a quiet place to study with access to computers.

Young Carers also became an aspect of Equality and Diversity in the Enhanced Healthy schools initiative and 12 schools in the borough were enrolled to undertake the enhanced award.

A new session with Macmillan nurses was set up on 3rd March 2015. A 5 week course of specialist support for Young Carers who have parents/siblings suffering with cancer.

We recognised that there was a void for Young Adult Carers and following consultation with our older and past Young Carers a Transition group was formed.in April 2014. South Essex College and Essex University (Southend Campus) are involved and provide the venue. It is being led by a volunteer older young carer with guidance from Southend Carers Forum and supported by South Essex College.

SYC&MORE Young Carers (for our youngest children (5-8 years) who live in a family who have a caring role) have worked with Children's University and have gained their bronze/silver hours. Two graduation ceremonies took place in July 2014 and January 2015 at the POD South Essex College, with 12 Young Carers celebrating their achievement at the ceremonies.

On a sad note a well loved and respected Young Carer passed away this year. This Young Carer had been known to the service since he was 8 years old, he was 18 years old. We held a celebration of his life and also have a bench at SYC in his memory.

At the end of March 2015 there was a total 689 Young Carers known to Southend Borough Council/Premier Care/Southend Carers Forum collectively. However we acknowledge that some may no longer be in a caring role. Therefore we have decided to contact all young carers on our database to update and refresh our records thus ensuring that we have an accurate reflection of the picture in the borough and ensure that our services can be focussed in the most appropriate way.

**We need to further focus on:**

- Changes in the Care Act and Children and Families Act, both of which come into effect from April 2015.

- Involvement of Health services in general to ensure the optimum health for Young Carers.

DRAFT

**Southend-on-Sea Borough Council**

**Report of Corporate Director for People**
**to**
**Cabinet**
**on**
**10 November 2015**

Report prepared by: Mike Sinden, Strategy, Commissioning and Funding Manager, Department for People

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# Southend Market Position Statement

**Executive Councillor: Councillor James Moyies**
**A Part 1 Public Agenda item**

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## 1. Purpose of Report

This report introduces Southend's first integrated Market Position Statement.

## 2. Recommendations

2.1 That Cabinet agrees the commitments set out in Appendix 1 for citizens, commissioners and providers (pages 1 and 2);

2.2 That Cabinet notes tools to support the market (page 2)

2.3 That Cabinet commits to the next steps (page 13); and

2.4 That Cabinet delegates powers of authority to publish refreshed and focussed chapters to the portfolio holder for Health and Adult Social Care in consultation with Director for Department of People and Chief Accountable Officer of Southend Clinical Commissioning Group (CCG).

## 3. Background

3.1 The Market Position Statement has been produced for providers of adult health and social care services. It sets out how commissioners intend to work with the community and providers to support people with care needs. In doing so the Market Position Statement confirms the local authority's strategic vision for care provision.

3.2 The Market Position Statement is not a statutory document but it is a conduit to deliver duties placed on Local Authorities through the Care Act 2014, namely to;

- Facilitate and shape the market;
- Focus on outcomes and wellbeing;

- Promote quality, including workforce development;
- Support sustainability and ensure choice; and
- Market oversight and market failure.

3.2 Some Local Authorities approach the Market Position Statement by producing focussed sub chapters. Southend will use this approach. Our focussed chapters will benefit providers who offer specialist support.

The Market Position Statement is the start and not the end point of a process of market facilitation and community empowerment.

The content of the Market Position Statement is reflective of the priorities for Southend Borough Council as well as the Clinical Commissioning Group and incorporates feedback coordinated through Southend Association of Voluntary Sector.

This document needs to be endorsed through both Southend Council and Southend Clinical Commissioning Groups governance routes.

3.3 The current draft Market Position Statement sits alongside the Joint Strategic Needs Assessment. It considers performance highlighted through the Local Account and fits within the strategic direction offered through the Health and Well-Being Strategy. It is reflective of the priorities identified within the Better Care Fund Programme.

3.4 The Market Position Statement sets out clear commissioning principles and expectations for providers, as well as identifying the tools to deliver an improved commissioning service. It acknowledges several cross cutting themes and priority areas, which are equally relevant to all client groups; emphasising personalisation, prevention and support for carers. Social Value is promoted as a key component of our commissioning model.

The market position statement does not offer detailed insight of any demographic group – this will be addressed through production of focussed chapters which align with the Joint Strategic Needs Assessment chapters.

Commissioners will continue to deliver the priorities set out in the Integrated Commissioning Work plan, Southend Borough Council Procurement plan and Southend Clinical Commissioning Group Operational plan.

## 4. Other Options

None

## 5. Reasons for Recommendation

None

## 6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

The Market Position Statement supports the council's vision and the corporate priorities which focus on health, prosperity and excellence.

6.2 Financial Implications

There are no direct financial implications of this market position statement. There is a commitment to commission intelligently and provide better value for money.

6.3 Legal Implications

The Market Position Statement has been produced for providers of Adult Community Care Services. It is not a statutory document but Local Authorities are expected to have one because it informs providers about the strategic direction for care provision in the borough – in this respect it is also shows how local authorities will meet statutory duties as set out in the Care Act.

6.4 People Implications

The Market Position Statement sets out how Community Care Commissioning will ensure citizens will:

- Live in active and supportive communities - keeping friends, family and place;
- Have access to information to make decisions about lives;
- Have greater choice and control;
- Will have access to support to define the outcomes they want to achieve;
- Have the information they need, when they need it;
- Have personalised support;
- Always have dignity and respect;
- Live interdependently to benefit from a better Southend.

6.5 Property Implications

None

6.6 Consultation

The market position statement is a live document which will be updated annually. The current version has been produced by the integrated commissioning team and incorporates feedback from departments within Southend Council, Southend Clinical Commissioning Group as well as Southend's Association of Voluntary Services.

As an integrated position statement, the document requires sign off through both Southend Council and Southend Clinical Commissioning Group's governance routes.

6.7 Equality and Diversity Implications

The Market Position Statement advocates evidence based commissioning. This will include conducting risk assessments as part of the options appraisal for future commissioning activity.

6.8 Risk Assessment

The Market Position Statement advocates evidence based commissioning. This will include conducting risk assessments as part of the options appraisal for future commissioning activity.

6.9 Value for Money
There are no direct financial implications of this market position statement. There is a commitment to commission intelligently and provide better value for money.

6.10 Community Safety Implications
None

6.11 Environmental Impact
None

## 7. Background Papers
None

## 8. Appendices
Appendix 1 – Southend-on-Sea Market Position Statement.

## The future of Adult Community Care Commissioning in Southend

The production of an Integrated Health and Social Care Market Position Statement comes from the duty placed upon Local Authorities under the newly introduced Care Act 2014. Through this statement we aim to establish the responsibilities of all parties, and this includes citizens, commissioners of community health and social care services and providers.

**Citizens will[1]:**

- Live in active and supportive communities - keeping friends, family and place;
- Have access to information to make decisions about lives;
- Have greater choice and control;
- Will have access to support to define the outcomes they want to achieve;
- Have the information they need, when they need it;
- Have personalised support;
- Always have dignity and respect;
- Live interdependently to benefit from a better Southend.

**Integrated Community Care Commissioners will:**

- Be proactive, coproducing solutions to future challenges;
- Be adaptive to the environment, ensuring there are a variety of support options in the community;
- Commission intelligently – basing decisions on evidence (qualitative and quantitative);
- Coproduce service specifications with citizens, professionals and partners to best meet the needs of the individual and the community;
- Actively divert resources to prevent demand escalating to unnecessary, more costly support packages – including emergency admission to hospital;
- Invest to save - encouraging and rewarding innovation to provide greater flexibility for providers to increase the range of care options available;
- Clarify funding streams;
- Only invest in providers who can demonstrate how their services will make a better Southend;
- Facilitate provider events to share learning and improve services;
- Be consistent in our approach with providers from private, public, charity and community sectors; and
- Be clear about the quality expected of services and how failure to deliver will be challenged.

**Providers will be able to:**

- Promote and manage directly their services on Southend's Health and Well-Being Info Point (SHIP);
- Work with commissioners and citizens to coproduce services which meet growing need in an increasingly challenging financial climate;
- Commit to actively seeking and acting on feedback to improve services;
- Give citizens choice and control over their lives to maximise independent living and reduce escalation of need;
- Recruit and retain skilled staff;
- Promote independence, wellbeing and recovery through innovative solutions which lead to a reduction in care; and

[1] Reference TLAP

- Be entitled to business support.

**What is our Market Position Statement (MPS)?**

We are committed to stimulating a diverse, active market where quality and positive outcomes are rewarded. This is an important role for everyone and a key part of shaping Southend-on-Sea; namely a place where citizens, their families and carers are included and involved in community, economic and social life regardless of circumstance and quality of health.

We want to build on our current successes in integrated care delivery to ensure that prevention and self-management options support people with care needs. Our goal is to remove barriers to ensure that providers and citizens will receive the same quality of service regardless of service type or funding stream. We will achieve a consistent approach to the market through a shared approach to:

- Purpose and strategy;
- Development of community support networks;
- Needs assessment and market Intelligence;
- Stakeholder engagement programmes;
- Resource allocation and management;
- Workforce development strategy;
- Market management;
- Contracting;
- Meeting individual outcomes that promote independence and recovery; and
- Safeguarding.

The Market Position Statement is the start and not the end point of a process of market facilitation. We will work with providers, adults and their families/carers and operational teams to establish priority market related actions over the next three years – publishing citizen/theme specific chapters as required.

**Who is the Market Position Statement For?**

The MPS promotes opportunities to:

- Existing providers of adult community care services in Southend-on-Sea;
- Community Care providers and organisations not currently active in Southend-on-Sea;
- Voluntary and Community Organisations as well as people interested in local business development and social enterprises; and
- Private providers.

This document will also be used and regarded by Southend Council, Southend Clinical Commissioning Group (CCG), Southend Public Health, providers of Adult Community Care Services and other key stakeholders as a commitment to:

- Service remodelling;
- Embed and promote well-being;
- Offer equality of care across all health and adult social care in Southend;
- Set quality standards; and
- Establish a basis for all contracting arrangements

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Services targeted at children and their families will be explored further within our next Market Position Statement which is intended to be produced by April 2016. Our vision for children's services is currently available in the Children and Young People's Plan.

**Why is our Market Position Statement needed?**

The Care Act 2014[i] represents the largest reform to adult social care for over sixty years and introduces the 'Well-Being Principle', which underpins the ethos of the Care Act. The Act places new duties on the Local Authority and on providers to ensure that the needs of individuals are met. In doing so, additional emphasis is placed on:

- Everyone involved in supporting adults who need services to prevent/postpone the need for care and support;
- Putting people in control of their lives so they can pursue opportunities to realise their potential;
- Ensuring everyone across England is assessed and supported in a consistent way;
- Providing Carers with the same legal rights as those they care for;
- Local Authorities to ensure the availability of timely, accurate Information, Advice and Guidance services for the whole population;
- The role and provision of local advocacy services;
- The Duty to integrate care and support with health, while referencing the significant role that housing and local community has to play in a person's wellbeing; and
- The Local Authority has a statutory function to manage market failure to protect the provision of care services adults receive.

The NHS has introduced their strategic vision - The Five Year Forward View[ii] which considers the role of health providers alongside social care and places a strong emphasis on:

- Prevention: supporting the population to remain healthier for longer - where support is required, the preferred option is to deliver it within the community wherever possible and reduce the pressure on acute services;
- Personalisation: supporting people to make more decisions over managing their own care – ensuring they are treated with dignity and respect;
- System change: the systems that deliver social care and health are changing and integrating due to a number of factors, including demographic shifts and technological advances. This is an opportunity to improve existing systems;
- Service standardisation: the need to prioritise improvements in areas which perform worse than in neighbouring regional and national counterparts; and
- Working with partners: there is a realisation that the future health and social care system will not be able to meet all the demands without working collaboratively with other organisations, including the third sector and the community. This is an opportunity to share knowledge, skills and experience as well as resources.

We are keen to promote the benefits of working in Southend and will reduce the administrative burden often associated with the public sector so that providers can rightly focus on delivery. Registering with the following websites will ensure that providers are kept abreast of opportunities to tender and given a platform to do so in line with amendments to the UK Contract Regulations (Feb 2015).

- Crown Contracts Finder website (we must legally publish all opportunities >£25k); and
- Our E-Procurement website where we now need to host all our tender opportunities and will utilise the quick quote element in the near future. Over the next two years the E-

Procurement tool will be developed as a resource to support contract review meetings and performance management.

We will also draw on the expertise available across our organisations to provide a range of business support services. Through http://www.businesssouthend.co.uk/ you will be able to access a range of support services tailored to assist with the start-up of local businesses as well as growth and funding opportunities. We are keen to develop relationships with the private sector to explore local learning opportunities and collaborative arrangements - nationally *Shopping for Shared Value* and *Social Impact bonds* are two examples of innovation where the private sector can work alongside local community care services.

**Financial Expenditure**[iii]

The table below shows expenditure for 2013-14, 2014-15 and planned expenditure for 2015-16.

| | **2013-14** | **2014-15** | **2015-16** |
|---|---|---|---|
| Service | **Actual** | **Actual** | **Budget** |
| Drug & Alcohol Action Team | 172,617 | 156,863 | 169,300 |
| Older People | 19,561,152 | 18,630,360 | 17,383,884 |
| Learning Difficulties | 14,358,513 | 14,202,245 | 14,945,131 |
| Physical or Sensory Impairment | 4,125,662 | 4,634,731 | 4,033,755 |
| Mental Health Needs | 4,079,313 | 4,318,110 | 2,933,119 |
| Other Community Services | 473,560 | 380,202 | 344,694 |
| Service, Strategy & Regulation | 485,008 | 120,305 | 220,267 |
| | **43,255,826** | **42,442,816** | **40,030,150** |

**Social Performance in 2014-15**

Our performance and the outcomes we achieve for our residents is measured and reported through a variety of local and national frameworks. With our health partners, Southend-on-Sea Borough Council (including the Public Health function of the council) is working to achieve the outcomes of the following national outcomes frameworks:

- The Adult Social Care Framework
- The Public Health Framework
- The NHS Outcome Framework

These outcomes frameworks offer a way of comparing the performance of health and local authorities in different locations across the United Kingdom.

The Adult Social Care Outcomes Framework (ASCOF) seeks to achieve the following:

1. Enhancing the quality of life for people with care and support needs
2. Delaying and reducing the need for care and support
3. Ensuring that people have a positive experience of care and support

4. Safeguarding adults whose circumstances make them vulnerable and protecting them from avoidable harm

In 2015 we carried out a self-assessment of our adult social care services along with our regional colleagues. This was as part of our sector led improvement agenda through which we aim to reflect on and improve our performance by talking to and benchmarking ourselves against other Local Authorities. Our self-assessment demonstrated that we are performing well in the areas of supporting people with disabilities; we have a higher level of people with disabilities living at home or with their family and higher levels of people with a disability in paid employment relative to our comparators and national figures. Southend is also very strong at preventing any delays in the care transfer process, moving people from hospital to other care services, this ensures "bed blocking" in our hospital is minimised. Our self-assessment also points to some areas for us to focus on. This includes ensuring that carers and service users are able to access information about support and services in an easy and straight forward manner and that people who use our services are satisfied with what they receive.

**ASCOF Outturns Source: ASCOF 2014/15, HSCIC**
The Adult Social Care Outcomes Framework (ASCOF) is a set of measures that benchmark the performance of adult social care services.

In 2014/15 we supported 5514 adults of which 4408 were supported through community based services. This reflects our focus on preventing, reducing and delaying the need for social care, ensuring more people receive support earlier to prevent their care needs becoming more serious. It also reflects our development of innovative community based services to reduce the reliance on residential based services.

We continue to see an increase in the proportion of people in Southend choosing to receive direct payments up from 14.6% in 13/14 to 24.0% in 2014/15. This is what is expected as we continue to promote personal choice as a means of people gaining real control over their lives and being able to decide how their needs are met and by whom. Results from 2014-15 tell us that when compared to 2013-14 the proportion of people who use services who have control over their daily lives has improved from 73.8% to 76.6%.

Our out turned performance in 2014/15 further shows that Southend's Proportion of adults with learning disabilities in paid employment is 7.1% against a national figure of 6% and in addition our performance on this measure is in line with our Eastern Region peers. The 2014/15 performance for the Proportion of adults with learning disabilities who live in their own home or with their family (%) was 81.4% significantly above the national benchmark of 73.3%, the Eastern Region out turned below this benchmark. Southend's delayed transfers of care from hospital which are attributable to adult social care per 100,000 population was just 1 against a national benchmark of 3.7 demonstrating that this is a real strength for Southend, the Eastern region outturns at a similar level to the national figure.

In the self assessment we acknowledged that we could focus more on ensuring that we improve the proportion of people who use services and carers who find it easy to find information about support. In 2014/15 we out turned 65.3% which is slightly above our Eastern Region peers and only fractionally below the national figure of 65.5%

| | **2011-12** | **2012-13** | **2013-14** | **2014-15** |
|---|---|---|---|---|
| **NUMBER OF SERVICE USERS HELPED** | **5740** | **5640** | **5514** | **5674** |
| OF WHICH; | | | | |
| NUMBER OF PEOPLE RECEIVING COMMUNITY BASED SERVICES (18-64) | 1210 | 1231 | 1282 | 1066 |
| NUMBER OF PEOPLE RECEIVING COMMUNITY BASED SERVICES (65+) | 3363 | 3255 | 3126 | 3524 |
| NUMBER OF PEOPLE IN RESIDENTIAL CARE (18-64) | 159 | 135 | 148 | 156 |
| NUMBER OF PEOPLE IN RESIDENTIAL CARE (65+) | 986 | 1003 | 939 | 921 |
| NUMBER OF PEOPLE IN NURSING CARE (18-64) | 1 | 0 | 8 | 1 |
| NUMBER OF PEOPLE IN NURSING CARE (65+) | 27 | 16 | 11 | 6 |
| | | | | |
| NUMBER OF PEOPLE ASSESSED (18-64) | 393 | 493 | 542 | - |
| NUMBER OF PEOPLE ASSESSED (65+) | 1710 | 1813 | 1714 | - |
| **TOTAL ASSESSMENTS** | **2103** | **2306** | **2256** | **-** |
| | | | | |
| New client assessments (18-64) | | | | 290 |
| New client Assessments (65+) | | | | 1646 |
| Total new clients assessed | | | | 1936 |
| | | | | |
| **TOTAL CARERS SUPPORTED WITH SERVICES and ADVICE** | **959** | **1005** | **1094** | **1248** |
| | | | | |
| NUMBER OF SERVICE USERS RECEIVING DIRECT PAYMENTS | 517 | 587 | 712 | 695 |
| NUMBER OF CARERS RECEIVING DIRECT PAYMENTS | 119 | 90 | 83 | 23 |
| PERCENTAGE OF CLIENTS AND CARERS RECEIVING DIRECT PAYMENTS | 11.30% | 13.08% | 16.15% | 21.20 % |
| | | | | |
| NUMBER OF CLIENTS REVIEWED | 4762 | 4688 | 4536 | 3913 |
| PERCENTAGE OF CLIENTS REVIEWED | 82.96% | 83.12% | 82.26% | 78.49 % |

Please note that in 2014-15 the Adult Social Care Framework of performance changed. 2014-15 data is generally not comparable with historical year's data.

**The Community Care Market in Southend**

Community Care describes the services and support which help people to continue to live as independently as possible in their own home.

In this document the term 'market' is used to refer to those people who are Southend residents who need short or long-term support in the community. There will be occasions where we explore joint commissioning opportunities with neighbouring Local Authorities and Clinical Commissioning Groups in order to achieve economies of scale and improved quality – where this is the case we will always prioritise the offer which is best for residents of Southend.

In the future Southend's commissioners welcome the opportunity to work with providers to better understand what '*their*' market is. In many respects Southend is unique because our Community Care provider's business is dependent on several routes – in the case of permanent residential care we recognise that almost half of the placements are made direct by self funders and other Local Authorities – which underlines the importance of us working to understand the market from a providers perspective to ensure we continue to meet the needs of Southend's communities. We need to better understand the market for self funded services, the likely impact of the £72,000 cap from 2020 and the citizens right to subsidise their package (topping it up with their own resources if they choose to buy extra services beyond their assessed need).

Throughout this MPS we highlight the importance of personalised support which put the citizen at the heart of not only the care but also its development. We will encourage providers to develop preventative community focussed services rather than intense institutional ones which come with a premium cost. In a world where there is not a one size fits all approach to service provision, we will look at the person beyond the condition and work with them, their families, carers, peers, operational staff and providers to offer the right services at the right time for the right cost – our commitment to effective stakeholder engagement and co-production will shape future services and our commitment to advocacy will help citizens to pick the services which are right for them. We will make sure everyone with an assessed level of need has a personal budget with the opportunity to receive Direct Payments.

In Southend there are currently 97 permanent residential homes with a capacity of 2096 beds. In 2014 payments to permanent residential homes represented 44% of the total spend for Older People Services, 35% of the total spend for Learning Disability services, 11% of the total spend for Physical and Sensory Impairment Services and 38% of the total spend for Mental Health Services. **This represents £15,627,000 expenditure in 2014/15.**

We expect there to be an increase in community care provision and recommend existing residential and nursing care providers to consider preventative, high quality care which reduces dependency and maximises interdependency. We would also recommend considering the role of assistive technology as we look to support people to live in their own home.

The 2011 Census reports that there were 17,628 unpaid carers in Southend. Carers are vital to the wellbeing and independence of thousands of people and a key component of our Prevention agenda. Many Southend carers provide more than 50 hours of unpaid support per week; the demands of which can have a negative impact on their quality of life. It has been calculated that the Social Return on Investment for carers services is almost £4 for every £1 spent (NHS England, 2014. P.34.)[iv].

Greater emphasis will be placed on the support available to carers, regardless of whether those they care for are supported by social care. We will prioritise:

- use assistive technology to support the carer as well as the vulnerable adult;
- extending our tailored training packages to support carers;

- better identification of unpaid carers so that we can support them in their caring role as well as signposting them direct to support services; and
- expecting providers to engage with carers as partners to develop support packages.

**Encouraging and Supporting 'Outstanding' Community Care Services**

Increasing service demand, greater numbers of self-funders, an increase in Direct Payments and restrictions in local government expenditure will mean significant change to the health and social care market in the coming years - which means we need to change the way we interpret and address the challenges we face. For Southend Council alone, this means making a saving in excess of £33 million over the next 3 years- which is approximately £42,000 per working day.

This challenge is reflective of the current national economic climate and we understand the impact that it is having on our private, voluntary and independent adult social care providers who are also experiencing a similar reduction in financial resources. This understandably leads to a review of business priorities and service scope against a backdrop of the more challenging quality standards driven by the Care Act; reinforced through Care Quality Commission Inspections and supported by the introduction of a new induction framework. Significant issues in recruiting and retaining the adult social care Workforce puts existing Care Providers in an increasingly challenging position. Southend Borough Council and Southend Clinical Commissioning Group need to work with all providers, including those from the voluntary and third sectors, to jointly explore realistic, sustainable business models which deliver high quality services that support both the current market conditions and economic climate – recognising how the cost of our service provision differs to local, regional and national comparators. As the Integrated Commissioning Team identifies efficiencies in service provision we will work with providers to explore the full costs of all provision and review our payment structure accordingly. Rollout of the 'Making Every Contact Count' (MECC) programme highlights our shared responsibility to support adults with care needs.

For providers we acknowledge that staff pay has been highlighted as a factor which affects care quality. We are considering our policy on minimum hourly rates, as well as exploring other ways we are able to incentivise the workforce; promoting the career potential health and social care professions offer. It is important that providers become familiar with the integrated Procurement Framework as this sets out how providers will be appointed and costs agreed. Our new easy to use e-procurement system will support bidders through the tendering process, reducing bureaucracy and cutting administrative requirements placed on your organisation.

Our commissioning focus will turn to whether we feel services can achieve positive outcomes rather than individual outputs. We believe this shift will encourage creativity, innovation and commitment from providers who will be able make the most of their sector experience to offer better services within the financial constraints. Providers should be able to evidence how their service makes a difference to individuals ' and communities' health and quality of life as well as how they are providing cost savings and benefits.

Southend Borough Council and its partners are committed to and are aware of the value, need and benefit of independent advocacy for the most vulnerable in our community and wish to commission services which support and enable people to be in control of their lives.

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The different types of advocacy and client groups means there is potential for advocacy itself to become complicated; therefore, we want to commission a clear, straightforward pathway of advocacy services which are easy for people to access.

We will place greater emphasis on the impact of social value when considering tenders and expect all service providers to sign up to the Public Health Responsibility Deal. As part of the commissioning process we will consider the social value of providers to the local community before offering a contract.

Southend-on-Sea has changed significantly during the last decade and will continue to do so. Major public sector regeneration, airport expansion, new hotel investment, improved road and rail provision and thriving, diverse business sectors have contributed to new opportunities for those who live, work and visit the area. Southend-on-Sea now boasts a story of renewal and positive energy that makes it an attractive investment – for businesses and residents. With Southend attracting more residents, there will also be more demand for health and social care services and greater competition among employers.

We will *ensure that everyone living in Southend-on-Sea has the best possible opportunity to live long, fulfilling, healthy lives* through both its Fulfilling Lives and its Better Care Fund Programmes.

Key considerations for providers of any service include:

- How it complements existing provision;
- Early diagnosis of conditions to allow for more effective planning of treatment and appropriate support for the person and their family;
- All providers should maximise use of latest technology;
- Easy access to Information, Advice and Guidance and support for pre and post diagnosis;
- Effective data sharing; and
- Enhanced home support.

Our commitment to creating a better Southend is clear through our determination to secure funding to lead transformational programmes. Through Southend's Big Lottery Funded Programme: Fulfilling Lives, a £40million ten year initiative to provide services which improve the life chances of children aged 0-three years old across Six wards: Kursaal, Milton, Victoria, Westborough, Shoebury, and West Shoebury will undoubtedly present opportunities for local providers. Southend's Better Care Fund (BCF) Plan describes how schemes will reduce demand on acute services by adopting a system wide view which understands the impact on all key constituents. Providers should also be aware of our BCF schemes which focus predominantly on long-term conditions and older people services. They are:

1) <u>Redesign Social Services through Independent living</u>
   To invest in services which support independent living and reduce the reliance on all forms of institutional care. The scheme aims to reduce permanent admissions to residential care and reduce or delay reliance on longer term social care. The success of the scheme is linked to the range of local providers to offer reablement, home care, non-statutory advice and support and care home placements.
2) <u>End of Life, Palliative Care and Community Services</u>
   To redesign and remodel existing services to increase the number of people supported to remain in their home and community setting to achieve their preferred place of care. This will promote

choice and control during the final stages of their lives and ensure that the appropriate services are available to people to avoid any unnecessary admissions for hospital care.

3) Prevention including Intermediate Care, Primary Care, Reablement and transforming the Emergency Pathway
   The Community Recovery and Independence pathway includes a range of services traditionally referred to as intermediate care, reablement and rehabilitation. Rather than commissioning separate services to provide reactive, short-term interventions to realise independence, this model represents a **single** pathway across health and social care and may include, but is not exclusive to:-
   - Crisis and rapid response
   - Hospital supported discharge
   - Community rehabilitation and reablement
   - Bed based rehabilitation
   - Domiciliary care
   - Falls prevention services
   - Voluntary sector provision (including universal provision to sign posted services)
4) Integrated Care through the Community Hub
   The strategic objective of this scheme is to reduce hospital admissions and support social services. The Community Hub will act as an 'early adopter', and a catalyst for improvement that will deliver seven-day services across the whole system. This will ensure better outcomes and improved patient experience. Services will be monitored and evaluated to understand impact and effectiveness which may lead to further project design, or full roll-out to other GP practices.

It is imperative that commissioners work with providers to consider the opportunities for local community care provision as details of the programmes are agreed.

## Population headlines

The Joint Strategic Needs Assessment provides in depth analysis of Southend's communities. The illustration below provides a helpful summary of the breakdown of the population in Southend.

**Southend-on-Sea Population Pyramid Mid-year Estimate 2014**

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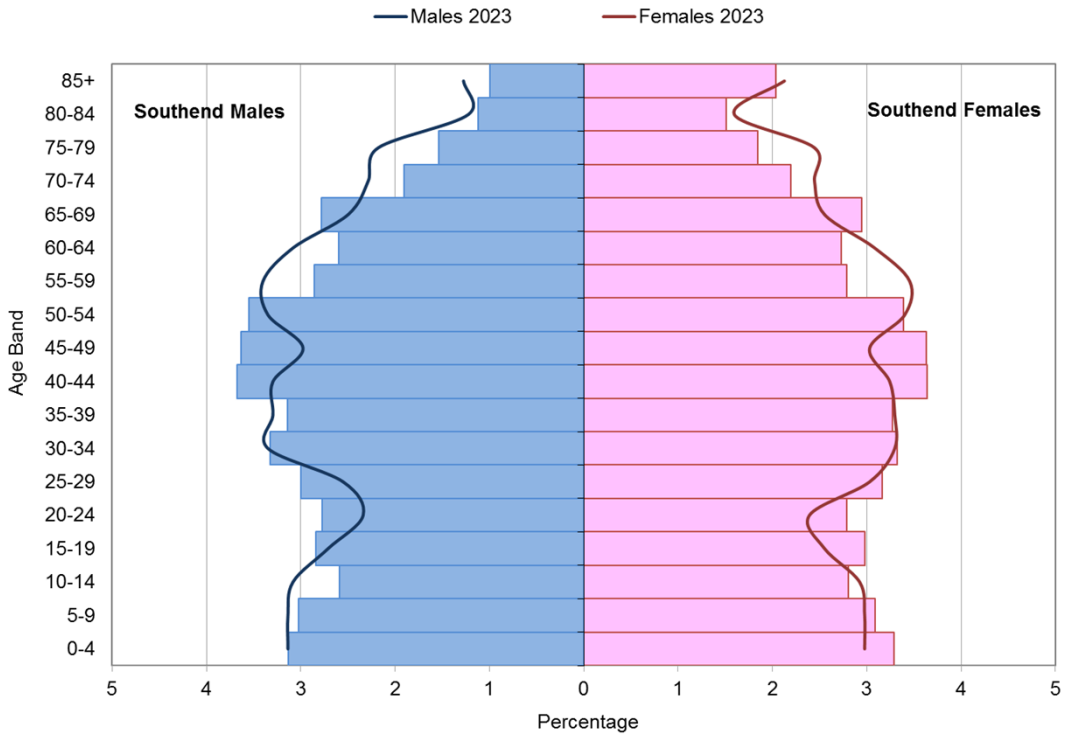


Source: ONS Population Estimate Analysis Tool, Mid-2014

It is our intention to produce a series of focussed sub chapters to the Market Position Statement which align with the chapters of the Joint Strategic Needs Assessment. These will offer providers greater direction for service related decisions.

The proportion of people aged 65 and over currently living in Southend-on-Sea is higher than the average for England (18.7% compared to 17.3% respectively). *There are significant implications for health and social care services, associated with managing issues arising from an increasing ageing population*. Southend-on-Sea has the 6th highest level of older people living in poverty in the East of England, and disadvantage in older people is significantly higher than the England average. Life expectancy is 10.1 years lower for men and 9.7 years lower for women in the most deprived areas of Southend-on-Sea compared to the least deprived.

Much can be gained from focussing on community based factors which impact on the ageing process such as nutrition, lifestyle and the environmental factors such as poverty, housing, transport and employment, often referred to as the wider determinants of health[v] – all of which contribute to health inequalities which separate our communities[vi]. Therefore the health of Southend's older people is a good indication of the quality of life and services in the borough. This is emphasised within the Corporate Plan[vii] and the local Health and Well-being strategy[viii]. We recognise that one of the roles of commissioners is to support existing community assets and their future development.

Complex and wide ranging issues affect this group of people, the following list highlights the scope for preventative services.

- quality of housing and fuel poverty that impacts on health and well-being. For example studies show people living in cold homes are at greater risk from heart disease, stroke, have reduced resistance to respiratory infections and are susceptible to poor mental health.

Locally a number of initiatives are in place to address these issues. The Council has been working with the voluntary sector and local housing charities to implement a 'Warm and Well' project. Local action on fuel poverty is believed to have contributed to the downward trend and reduction in excess winter deaths evidenced in Southend-on-Sea from 2007 to 2013.

- There are recognised benefits associated with being physically active, however, fewer than 20% of men and women aged 65-74 achieve the recommended levels of 30 minutes of physical activity five times per week.
- Diet also affects key aspects of health in old age. The proportion of people who are overweight or obese tends to increase with age. Being obese is not the only issue for older people. Research suggests 1 in 10 of people aged over 65 are malnourished or at risk of malnutrition.
- Falls and fall-related injuries are a common and serious problem for older people. It is estimated that 9,185 local people aged 65 years and over will have experienced a fall in the last 12 months. Of these falls, 2.8% will have been an injurious fall resulting in a fracture or soft tissue damage that requires treatment. There were 224 hip fractures in people aged 65 and over in Southend-on-Sea during 2012/13. The local falls prevention programme includes a Community Falls Service, a Postural Stability Instructor Programme, reablement services and a Fracture Liaison Service.
- Flu vaccination is a safe and effective way to protect older people and reduce avoidable illness, hospitalisation and excess seasonal deaths. Only 66% of people aged 65 and over living in Southend-on-Sea received flu vaccine in 2013, which is below the England average (73.2%) and below the World Health Organisation target of 75% for vulnerable groups.
- The prioritisation of the management of long term conditions, such as coronary heart disease, chronic obstructive pulmonary disease and diabetes is a major issue for Southend-on-Sea. Long term conditions are more prevalent in older people. Most long term conditions are multifactorial, however, there is a strong link between unhealthy lifestyle behaviours and some of the most prevalent and disabling long term conditions.

Dementia is one of the major health and social care issues of our time. Currently around 815,827 people in the UK have dementia and this number is set to increase by 40% in the next 12 years. It is more common in people aged over 65 and prevalence roughly doubles from this age onwards. In Southend currently less than half (40.78%) of the estimated number of people with dementia have received a formal diagnosis. We anticipate an increase in the **number of people diagnosed with Dementia from 2504 people in 2014 to 3867 by 2030**.

**We expect to see an increase in the number of people diagnosed with a mental health disorder increase by 1362 from 25,881 in 2014 to 27,243.**

Over the next few years there will be an increase in the number of **people living with a Learning Disability in Southend, from 3159 in 2014 to 3330 in 2030**. There will also be more people with complex health needs surviving into adulthood and, significantly, we will have more people coming through transition to adult services which presents an opportunity to explore a pilot for integrated personal budgets (health and personal budgets) as the successor to Education, Health and Care budgets (EHC) which are used to purchase Children's services Plans.

The Joint Strategic Needs Assessment 2015 will offer further insight into demand for all citizen specific groups including those people on the Spectrum of Autism and those with physical and sensory impairments.

**Next Steps:**
Southend Council's current procurement plan is available at ****hyperlink to be confirmed and added prior to final publication****
Southend Clinical Commissioning Group's procurement plan is available at **** hyperlink to be confirmed and added prior to final publication****

Our aim is to avoid unnecessary care or treatment, but if support is required, to place the person at the centre so they remain in control of their lives and maintain their social networks. This principle underpins our commitment to remodel services in Southend.

The Transforming Care programme will make sure that we provide accessible community support which is not restricted by labels or conditions. We will continue to grow and learn from our successful dementia action alliance programme to build a more resourceful and resilient community.

By April 2016 we will pilot a Mental Health Recovery College in Southend. This will challenge historical models of delivery and reposition provision across the community.

We will continue to meet our statutory requirements while redesigning adult social services around strengths already present in the community. Wherever possible we will work with adults to create support networks around their lives and close to their home. Our sheltered housing review is integral to this approach as is our ongoing review of the reablement service.

The voluntary and community sector will play a strong part in maintaining people's independence. Our remodelled advocacy service will be procured by October 2016.

A new carers strategy will be coproduced with the community so that we better recognize, support and recruit carers. Carers are one of our greatest assets and the remodelled carers services will reflect this with new contracts by October 2016.

We will improve our networking capacity to ensure that we listen to and work with front line services and adults. A communication and consultation plan will be published so that we capture invaluable qualitative feedback as we look to learn more about life in Southend. Experience will be considered as we commission and case studies will form part of contract reviews.

We will publish a suite of focussed documents to support providers to identify development opportunities. All JSNA chapters will be used within focussed market position statement chapters. These will be refreshed annually to align community development, providers and commissioners. JSNA chapters are available at **** hyperlink to be confirmed and added prior to final publication****.

In 2016 we will remodel our community catering offer to ensure that nutritional needs of adults are met across Southend in a way that best fits with their lifestyle.

We will explore the potential use of health technology such as blood pressure monitors / virtual consultations to monitor and deliver timely interventions for patients with long-term conditions. Southend will have a Community Geriatrician to complement the skill sets of existing GP practices and offer a targeted health service for those who are frail and require complex care. This will increase older people access to primary care and reduce unnecessary admissions to hospital.

We will also commission a dedicated GP service for residents of our older people's care and nursing homes. The service will provide more proactive support to care home residents and will develop strong working relationships with care home staff to provide a more responsive service.

Our integrated commissioning team is keen to develop a proactive commissioning model; coproducing solutions to future challenges.

**For** more **information please contact a member of the integrated commissioning team on:**
***** "hyperlink to be confirmed and added prior to final publication"****

[i] http://www.legislation.gov.uk/ukpga/2014/23/contents/enacted
ii https://www.england.nhs.uk/wp-content/uploads/2014/10/5yfv-web.pdf
iii Local Account
iv NHS England, 2014. Commissioning for Carers:Principles and resources to support effective commissioning for adult and young carers. London: NHS England. P.34.

v http://www.who.int/social_determinants/en/
vi http://www.lho.org.uk/LHO_Topics/National_Lead_Areas/HealthInequalitiesOverview.aspx

vii http://www.southend.gov.uk/info/200403/information_centre/453/about_southend-on-sea_borough_council/2
viii http://www.southend.gov.uk/info/200403/information_centre/453/about_southend-on-sea_borough_council/2

DRAFT

**Southend-on-Sea Borough Council**

**Report of Corporate Director for Place**

**to**
**Cabinet**
**on**
**10th November 2015**

**Agenda Item No.**

Report prepared by: Sharon Wheeler: Strategy & Development Manager: Culture

# Outcome of consultation on the future of the former Beecroft Art Gallery Building, Station Road, Westcliff-on-Sea

**Place Scrutiny Committee**
**Executive Councillor: Councillor Graham Longley**
**Part 1 (Public Agenda Item)**

## 1. Purpose of Report

1.1 To present the results from the consultation on the future of the former Beecroft Art Gallery Building, Station Road, Westcliff-on-Sea to enable Cabinet to make a recommendation to Council (as Trustee) on the future of the building.

## 2. Recommendations

**2.1 That the Council acting as Trustees give permission for officers of the Council to investigate the viability of using the former Gallery Building as artist studios. This option would further the objects of the Trust and merits further investigation to determine if it would be financially viable and therefore, in the best interests of the Trust.**

**2.2 If the feasibility study finds that the conversion of the building into artist studios will not be viable, the Trustees should proceed with one of the identified options for disposal (see section 5.1.1).**

## 3. Background

3.1 In order to inform options for the council, acting in its capacity as the sole trustees of the Beecroft Art Gallery Trust, consultation has been undertaken on the options available to the Trust in respect of the former Beecroft Art Gallery building, Station Road Westcliff on Sea.

3.4 Advice was taken from the Charity Commission on the proposed public consultation document and, in general, they were content with the outline of the consultation and the approach being suggested.

3.5 The Council as trustees, entered into a 12 week period of public consultation from 29th June 2015 to 20th September 2015.

3.6 Local interest groups, local residents associations (within the Westcliff area), local conservation society, the Beecroft family, Arts Council England, Southend-on-Sea Arts Council, Metal, Focal Point Gallery, TAP (Temporary Arts Project), Leigh Art Trail and other local arts and cultural organisations were directly approached with details of the consultation to enable them to respond.

3.7 The consultation **(Appendix 1)** was also made available online via the Council's online consultation portal for any other interested party to participate.

3.8 Residents and the wider community were able to participate in the consultation either by writing / e-mailing their comments directly or by using the online consultation portal.

## 4 Consultation Outcome

4.1 Respondents were asked to give their views on a range of options identified by the Trust, namely;

- Option 1: Retain Premises
- Option 2(a): Sell the premises as it is without additional outlay or cost
- Option 2(b): Sell the site with Planning consent for residential conversion
- Option 3: Alternative proposal (put forward by the respondent)

4.2 From the comments and suggestions received there is much support for the Beecroft to be used to maintain the original vision of Walter Beecroft and use the premises as either an arts & crafts centre or artist studios; bringing vitality back to the local area.

4.3 Of the proposals put forward, the strongest body of feedback was for the premises to be used for artist studios and exhibition space.

4.4 With core demand for artist studios anticipated to arrive from London (a report by Greater London Authority identifies only 298 studio sites in the capital, for an estimated 11,500 artists), the project would allow Southend to embrace its potential as an alternative place to reside and create.

4.5 A key goal for other regional artist studios, including Plymouth's Ocean Studios, is to prevent graduates from leaving the area. South Essex College alone has more than 25 creative, art and design courses. It is crucial that these students can develop a career within the area.

4.6 Locally there are only three comparable sites in south Essex for local artists; two of which are under threat and all of which are full with waiting lists. Graduates emerging from education here have no studio spaces in which to develop their career.

4.7 As noted by a 'Local Economic Assessment' [2013], 'Southend has a significant concentration of creative and cultural businesses…Whilst this sector has significant employment and wealth-generating capacity, experience from elsewhere suggests that it also has the ability to create a step change in the

economy, attracting new, ambitious people to Southend-on-Sea and helping the town retain some of the spending power of residents that work in London.'

4.8 A study by Greater London Authority [Sept 2014] identified that one in six new jobs in London is in the Creative industries. Evidence suggests that this is beginning to leave the city, due to a dearth of flexible and affordable work spaces. By investing and engaging these professionals, Southend can attract this talent, spend and potential residents.

4.9 The study also estimated that 3,220 London-based artists were at risk of losing their places of work in the next five years, primarily due to rising property prices and (ironically) the success artist communities have had in regenerative areas such as Hackney.

4.10 This option would meet the objects of the Trust and therefore, merits further investigation to determine if it would be financially viable and therefore, in the best interests of the Trust.

## 5 Consultation Results

5.1 In total, 44 responses were received as follows:-

| **Options** | **Number** | **%** |
|---|---|---|
| Option 1: Retain Premises | 10 | 23 |
| Option 2(a): Sell the premises as it is without additional outlay or cost | 7 | 16 |
| Option 2(b): Sell the site with Planning consent for residential conversion | 18 | 41 |
| Option 3: Alternative proposal | 9 | 20 |
| | | |
| **Total** | **44** | **100** |

5.2 As can be seen from the table above 43% of respondents indicated they would like the premises to either be retained or used for an alternative purpose. Whilst 57% indicated a preference for the premises to be sold, comments were provided to support their view of what selling the premises meant to them.

5.3 Of the 9 respondents who indicated a preference for an alternative solution, 8 provided their ideas on what such an alternative solution could be. In addition a further 8 respondents provided additional comments to qualify their preferences to the options they had selected. **Appendix 2** provides the full details of those comments.

5.4 Other suggestions for use of the building were:

- Sell for development as a Boutique hotel (to address a gap in the borough's hotel offer)
- Use the premises as a shelter for the homeless
- Develop into conference and catering facilities

- Use as an incubator facility for the new museum project
- Sell the premises and put the money towards the Cliff Museum project
- Coffee shop / free bookshop
- Performance area for poetry, book readings, music performances , local artworks & exhibitions, display street art / graffiti currently not traditionally displayed in the area.

5.5 Concerns were raised within the consultation; the majority of which were associated with over-development of the area. Other concerns were:

- Desire to retain the character of the existing property
- Property located within a deprived area and additional development will put a strain on the existing infrastructure
- Issues around parking
- Concerns over the size / height of a new replacement building
- Impact on the appearance of the conservation area.

5.6 Overall, from the additional comments received, the majority of respondents were keen to see the building used in some way to retain the original vision of Walter Beecroft “for the advancement of Art, Music and Literature”, and to retain the character of the building within the local area.

## 5. Options considered

5.1 Table 5.1.1 overleaf considers a full range of options for the future of the premises.

### 5.1.1 Options for consideration

| Option | Comments | Cost / Income / Benefit | Risk |
|---|---|---|---|
| 1. Retain the premises for use as artist studios | Building may be able to provide in the region of 35 artist studios, an exhibition space and a café bringing in a regular income stream for the trust.<br><br>Refurbishment of the building will improve the value of the asset if future resale considered.<br><br>Artist studios will not require as high a specification for refurbishment as it would for residential purposes<br><br>Growing demand for artist workspace in the local area as well as increased demand from artists who can no longer afford studio space in London<br><br>A scheme of this nature would be in line with the objects of the Trust and would not need approval by the Charities Commission. | Feasibility study, costing in the region of £25k, required to test viability of the scheme and enable an application to be made to the Arts Council England Large Capital Grants fund (grants of between £500k - £5m)<br><br>Refurbishment costs estimated to be in the region of £500k & will incorporate rectifying the structural and access issues of the building.<br><br>Early estimates of annual income of £75k, with £30k p.a. profit going back into the Trust. | Trust would need SBC to fund initial feasibility study costs (to be repaid if grant application made)<br><br>Trust will need to consider either working with a partner or employing a member of staff to deal with the management of the scheme.<br><br>Will need to consider planning implications and whether or not change of use would need to be applied for. |

| | | | |
|---|---|---|---|
| 2. Continue to use the building as an art gallery | With the relocation of the Gallery to new premises, it is unlikely that the Trust will have any further use for an additional Art Gallery. | Minimum of £250,000 would need to be spent on the building before it can be used again safely in any form.<br><br>Additional staffing would be needed, placing financial pressure on the trust.<br><br>Trust does not have the reserves to fund the cost on initial remedial works or further staffing. | High revenue cost for the trust in having to run 2 premises.<br><br>Accessibility within the premises will still remain an issue. |
| 3. Use the premises for storage | The Trust does not have a current need for additional storage – new premises have ample storage and can also make use of the Museums Service storage at Tickfield. | Minimum of £250,000 would need to be spent on the building before it can be used again safely in any form.<br><br>Trust does not have the reserves to fund the cost on initial remedial works | Repair and maintenance on the building would be required – likely to be quite high.<br><br>The Trust would become responsible for the long-term management liability for the building. |
| 4. Sell the site (with outline planning permission to knock down and re-build) | Planning consent may be difficult to achieve as premises located in a conservation area.<br><br>Property agents have advised that this would be the most attractive option for developers due to challenges with re-developing the existing premises and its location within the site itself). | £30,000 to obtain outline planning permission (includes all architects & agents fees).<br><br>Trust does not have the reserves to fund the cost on initial remedial works<br><br>Sale likely to realise in the region of £800,000.<br><br>Agent's fees of a minimum of 1% of the sale value would need to be paid from | Trust does not have the reserves to fund the cost of obtaining planning permission<br><br>Property located in conservation area and subject to Planning Policy C4 – Council has a statutory duty to preserve and enhance the character of its conservation area. The building is deemed to make a positive contribution |

| | | | |
|---|---|---|---|
| | | the proceeds of the sale. | to the area. Making a case to replace it with a new build property may therefore be difficult and time consuming.<br><br>Objections likely from local community keen to retain the original building which may have an impact on the outcome of the planning decision. |
| 5. Sell the site in its current condition (without planning permission) | This option involves the least amount of input from the Trust.<br><br>(Property agents have advised this would not be preferred option for developers due to existing challenges with the site and premises.) | Sale likely to realise in the region of £525,000 - £575,000<br><br>Agent's fees of a minimum of 1% of the sale value would need to be paid from the proceeds of the sale.<br><br>This option will not require any funding to be made available by the Trust. | Potential developers would need to undertake a full feasibility study of the site before considering an offer.<br><br>Premises may be on the market for some time risking further deterioration in the condition of the premises.<br><br>On-going Security of the site will need to be considered. Site may become a haven for a range of anti-social behaviour. |

## 6 Recommendation

4.11 Whilst the majority of consultation respondents were in favour of selling the premises in some form or other, a clear view has emerged from the comments and alternative proposals provided that the premises should be used for Art, Music and Literature, with very strong feedback suggesting the use of the premises as artist studios. This option would further the objects of the Trust and therefore, merits further investigation to determine if it would be financially viable and therefore, in the best interests of the Trust.

6.1 The viability of the potential business model of artist studios will be better understood with a feasibility study, which will confirm the number of studios available and the potential rental income that could be realised. An initial estimate suggests the site could attract around £75,000 income per annum at full capacity, with a profit of around £30,000 per annum for the Trust, before any private sector income if a café were to be included within the development.

6.2 It is proposed that the Trust seeks external funding to undertake a feasibility study to incorporate the following:-

- Survey of site
- Project brief and schedule of works
- Costing
- Analysis of business model

This is crucial to decide whether renovation proceeds and for the funding proposals for the capital. Following the feasibility study, funding would be sought for capital investment.

## 7 Implications for the Trust

7.1 Financial Implications

7.1.1 It is understood from previous condition surveys carried out on the building that a minimum of £250,000 needs to be spent to address the main structural issues with the building. (It should be noted that this figure is now several years old and therefore costs are likely to be higher). A full feasibility study needs to be carried out to determine the full scale of works required and the associated costs.

7.1.2 It is anticipated that the likely costs of a feasibility study will be in the region of £25k, for which the Trust would need to request the financial support of the Council. This money could be repaid to the Council at a future date once the trust has either generated an appropriate level of income or been successful in attracting external funding for the scheme.

7.2.1 The Trust may be able to apply for funding for the project through the Arts Council England Large Capital Grants. The Arts Council has budgeted £88 million from the National Lottery over the period 2015-18 for large capital grants.

7.2.2 The available budget has been split over two application rounds, with the first round already having taken place. £43 million will be available in 2016/17.

Whilst the full budget is committed over the three-year period, the Arts Council expect the money to be paid over a longer period.

7.2.3 The application is a two-stage process. There is the opportunity at stage 1 of the process for the Trust to request a Development Grant. The development grant can only cover the costs of work needed to be completed between the period of a stage one decision and the submission of a stage two application.

7.2.4 The Arts council do not normally cover 100 per cent of the development costs and would expect the Trust to contribute funding from other sources.

7.2.5 The Trust does not hold any reserves and would need to approach the Council for assistance in funding the initial feasibility study and any match funding requirement from the Arts Council England. This amount to be repaid once appropriate levels of funding allow.

7.2.6 If the Trust does decide to sell the premises, the income from the sale will be re-invested back into the Trust.

7.3 Legal Implications

7.3.1 Whilst considering the different options it is worth noting that the trustees (The Council) are legally bound by the requirements of the Charity Act 2011.

- As sole Trustee, the Council is duty bound to ensure that the maximum value is received from the use or disposal of any asset held by the Trust.

- Any proceeds of sale will be a permanent endowment which means that the income received from the proceeds of sale (e.g. through investment) will be available to further the objects of the Charity.

- If any of the capital is to be expended rather than just the income, it would additionally be necessary to establish to the total satisfaction of the Charity Commission that this would be expedient in the interests of the Charity.

7.4 People Implications

7.4.1 There are no direct people implications as a result of this report.

7.5 Property Implications

7.5.1 This consultation provided a range of options detailing the property implications for the former Gallery Building.

7.5.2 The recommendation of this report is for the Trust to retain the premises and, providing that the feasibility study confirms the financial viability of the scheme, the structural issues with the property will be remedied as part of the refurbishment programme to develop artist studios.

7.5.3 Retaining the premises would be in keeping with the Council's planning policy relating to Conservation areas:-

POLICY C4 - CONSERVATION AREAS - All buildings, open spaces, gardens, trees, views from public places and other aspects of the environment which contribute to the character of Conservation Areas will be protected and enhanced. Proposals for demolition and development will normally be permitted only where they would not be detrimental to the local scene and the character of the area. All development affecting Conservation Areas should meet the following requirements:

- the position and design of new buildings should respect the general pattern of the area, and should preserve or enhance as appropriate its townscape character;
- the mass of extensions and new buildings should be in scale and harmony with the existing and neighbouring buildings and with the area as a whole;
- the proportions, detailing and materials of extensions, alterations and new buildings should be appropriate to the area and sympathetic to the existing and neighbouring buildings.

7.6 Consultation

7.6.1 This report provides information relating to the period of public consultation undertaken from 29th June 2015 – 20th September 2015.

7.6.2 Accepting the recommendation within this report will demonstrate the actions the Trust has taken in response to the alternative proposals received during the consultation. However, should the Trustees decide to proceed with disposal of the former Gallery Building, the Charity Commission have discretion as to whether further public notice over a new scheme or, possibly, a sale of the property will be required. They have indicated they may be prepared to waive the requirement for public notice but this will depend on the level of controversy generated.

7.7 Equalities and Diversity Implications

7.7.1 Access within the property is restricted, particularly for people with mobility issues. Any refurbishment works would need to comply fully with requirements under the Disability Discrimination Act.

7.8 Risk Assessment

| Risk | Impact / Likelihood High (H) Medium (M) Low (L) | Mitigation |
|---|---|---|
| Conflict of interest with the Trustees being the Council | H/H | Decisions must only be in the best interests of the Trust and its objectives |
| Trust unable to obtain level of funding required to undertake initial feasibility study | H/M | The Trust would seek financial support from the Council |
| Trust unable to secure funding for capital works | H/M | Discussions have been had between the Council and Arts Council England who are |

| | | |
|---|---|---|
| required | | generally in support of the creating of artist studios in the borough. They have been clear that an objective, third-party survey would first be required to bring about a strong application. |
| The artist studio business model does not work | H/M | A feasibility study will assist in establishing a robust business plan for the scheme.<br><br>The value of the Trust's asset will have been improved by the refurbishment works and may realise more income for the Trust if disposed of. |

7.9 Value for Money

7.9.1 The proposal provide the Trust with the opportunity to significantly improve the value of its asset and generate an income for the Trust, thereby reducing reliance on Southend Borough Council to meet any operational deficiencies.

7.9.2 Any works undertaken to further this proposal will ensure that the best value possible will be obtained.

7.10 Community Safety Implications

7.10.1 There are no community safety implications as a result of this report.

7.11 Environmental Impact

7.11.1 The gallery building is located within the Milton Conservation area. Refurbishing the property will maintain the character of the local area and help to revitalise the area.

## 8. Background Papers

Beecroft Art Gallery Trust Governing Document

## 9. Appendices

9.1 Appendix 1: Consultation Document

9.2 Appendix 2: Consultation Comments

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**APPENDIX 1**

# The Beecroft Art Trust

## Consultation on the future of the former Beecroft Art Gallery Building, Station Road, Westcliff-on-Sea

29th June 2015 – 20th September 2015

**Registered Charity No. 310658**

The Beecroft Art Trust is carrying out this consultation with the help of its trustees, Southend-on-Sea Borough Council.

**Background**

The Foundation for the Beecroft Art Gallery and collection was set up in 1949 by Walter Beecroft for the advancement of Art, Music and Literature in the County Borough of Southend-on-Sea. The gallery building was purchased in 1951 and the Beecroft Art Gallery first opened in Station Road, Westcliff, on 9th October 1953.

At that time the building contained a small collection of paintings belonging to the founder of the Gallery, Walter G Beecroft, a solicitor from Leigh on Sea, Essex. Over time the collection has grown through donations from the Friends of the Beecroft Art Gallery, the Thorpe Smith bequest of local paintings and funds from Southend-on-Sea Borough Council.

The Station Road building was always intended as a temporary home for the collection, which has now been transferred to the New Beecroft along Victoria Avenue. In time the gallery looks forward to transferring the collection to a purpose built museum.

By virtue of a Charity Commission Scheme dated the 18th February 1980 the Council is now sole trustee of the endowment consisting of the Gallery building, the Beecroft collection itself and additional funds held for the benefit of the Charity.

Southend-on-Sea Borough Council has operated both the trust and gallery as part of its Museum Service since this date.

**The need to move the Gallery**

The Gallery building in Station Road, Westcliff has been suffering from major structural issues for some time; consequently the decision to relocate the Beecroft Art Gallery to the former Library building in Victoria Avenue was taken by the Council in May 2013, following which further temporary measures have been undertaken to support the building.

Further deterioration of the building and concerns for the on-going safety of both staff and members of the public saw the Gallery close while plans were made to re-house the collection in the former Library Building along Victoria Avenue.

The relocated gallery in the former Library Building, Victoria Avenue re-opened to the public during August 2014. The new premises allow more of the existing collection to be displayed and are much more accessible to a wider range of people.

The trust does not have any revenue and neither does it hold any financial reserves. Any deficit which arises in the operation of the trust is funded by Southend-on-Sea Borough Council; Southend –on-Sea Borough Council are meeting all of the costs of providing and operating the Gallery in its new location.

**Requirements of the Trust**

It is now time for the Trustees to consider and consult on the future of the original gallery building in Station Road, Westcliff which remains empty.

Whilst considering the different options it is worth noting that the trustees (Southend –on-Sea Borough Council) are legally bound by the requirements of the Charity Act 2011.

As sole Trustee, the Council is duty bound to ensure that value received from the use or disposal of the land / building at Station Road, Westcliff-on-Sea is the "best that can be reasonably obtained".

The Trust was set up for the "promotion of the study of art, music and literature and in particular the provision and maintenance of the Beecroft Art Gallery at Southend-on-Sea as a public art gallery and library."

Any proceeds of sale will be a permanent endowment for the Trust and the income received from the proceeds of sale (e.g. through investment) must be used to further the objects of the Trust.

## The Options:

## Option 1: Retain the former gallery building, Station Road Westcliff, and use it for either additional gallery space or as storage.

*Points for consideration:*

- With the relocation of the Gallery to new, larger premises, it is unlikely that the Trust will have any further use for an additional Art Gallery.
- The gallery's new premises in Victoria Avenue already have ample storage for the collection; with room to expand in the future. The gallery can also make use of the Museums Service storage facilities at an off-site location at no additional cost.
- Due to the present condition of the premises a considerable amount of money would need to be spent on the building before it can be used again safely in any form.
- Accessibility problems within the building itself would still remain a problem – the building comprises 3 floors and does not have a lift. The toilets are located on the first floor of the building. Those with mobility problems and those with prams / pushchairs will continue to have restricted access to the building.
- An additional gallery would require increased staffing levels, placing financial pressure on the trust.
- On-going repair and maintenance on the building would be required; the cost of which is likely to be quite high.

- The Trust would become responsible for the long-term management liability of the building.
- The Trust does not have the reserves to fund the cost of remedial works or further staffing.

## Option 2: Sell the site

### a. Sell the premises as it is without additional outlay or cost.

*Points for consideration:*

- Any proceeds of sale will be a permanent endowment for the Trust and the income received from the proceeds of sale (e.g. through investment) must be used to further the objects of the Trust.
- Offering the site for sale without planning permission involves the least amount of input from the Trust and minimal capital outlay (costs associated with selling the building could be covered from the proceeds of a sale).
- A sale (without planning permission) will realise a significant amount for the Trust; but not quite as much as if the site were to be sold with the benefit of planning permission.
- Property agents have advised this would not be the preferred option for developers due to existing challenges with the site and premises.

### b. Sell the premises with planning consent for residential conversion

*Points for consideration:*

- As with option 2(a); any proceeds of sale will be a permanent endowment for the Trust and the income received from the proceeds of sale (e.g. through investment) must be used to further the objects of the Trust.
- The property is located in a conservation area and subject to Planning Policy C4 – The Council has a statutory duty to preserve and enhance the character of its conservation area. The building is deemed to make a positive contribution to the area. Making a case to replace it with a new build property may therefore be difficult and time consuming.
- Property agents have advised that selling the site with planning permission would be the most attractive option for developers due to challenges with re-developing the existing premises and its location within the site itself.
- The Trust would incur costs to get plans drawn up and obtaining planning permission – the Trust would need to raise funds to finance this as they do not have sufficient reserves.
- This option has the potential of realising a substantial sum for the Trust but would involve the Trust having to borrow money in the first instance to obtain planning permission and carries a far greater level of risk

## Option 3:  Alternative Proposal

There may be other options which you feel the Trust should consider.

When telling us your ideas please do bear in mind that the Trust can only undertake activities in accordance with its “Charitable Objects” - these are the goal, aims or ends for which the charity exists and are the limits within which the charity can lawfully act.  Another important factor is that the trust does not have any revenue and neither does it hold any financial reserves.

## What do you think the Trust should do?

The Trust would like to find out your thoughts on the range of options presented within this consultation document.

**Please take the time to consider the options along with the various considerations, implications and the Trust’s financial position as set out above.**

Once you have done this, please tell us which of the following options you feel would be in the best interest of the trust:-

☐ **Option 1: Retain the premises**

☐ **Option 2a: Sell the site as it is without additional outlay or cost**

☐ **Option 2b: Sell the site with Planning Consent for residential conversion**

☐ **Option 3: Alternative Proposal (please provide as much detail as possible)**

| **My alternative suggestion is:** |
| --- |
| |

## About you

The following section is optional but getting this information will enable the Beecroft Art Trust to get a picture of who has been involved in this consultation and help us make sure that all interested parties are fully represented.

**If you are completing this on behalf of an organisation,** please provide the Organisation's name and contact details:-

**If you are completing this as an individual,** please answer the questions below by ticking the boxes that you feel best describe you. If you do not want to answer a specific question, please leave it blank.

Some questions may feel personal; the information we collect will be kept strictly confidential in accordance with the Data Protection Act. If you would like to know how we will use this information, please contact us.

**What is your home postcode?**

**Age**

- 16-24
- 25-44
- 45-64
- 65+
- Prefer not to say

**Gender**

- Male
- Female
- Prefer not to say

**Disability -** Do you consider yourself to be disabled?

- Yes
- No
- Prefer not to say

**Ethnicity -** What is your ethnic origin?

- White:
- Asian/Asian British:
- Black/Black British:
- Mixed:
- Other Ethnic Groups: Please state:
- Prefer not to say

**Religion/belief -** What is your religion?

- Buddhist
- Christian (all denominations)
- Hindu
- Jewish
- Muslim
- Sikh
- No religion
- Any other religion
- Prefer not to say

**Thank you for taking the time to complete this form and give us your views.**

**Please return this completed form by Sunday 20th September 2015 to:-**

**THE BEECROFT ART TRUST**
C/O Southend-on-Sea Borough Council
Civic Centre
Victoria Avenue
Southend-on-Sea
Essex
SS2 6ER
F.A.O. Sharon Wheeler
sharonwheeler@southend.gov.uk

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# Former Beecroft Art Gallery Building Consultation Responses with additional Comments - APPENDIX 2

| Option Selected | Comments Supplied |
|---|---|
| **Option 1: Retain the premises** | Use space for artists' studios - with an area where they can show their works. The studios should be for new artists; and studios should only be available for a limited period at a time - possibly a year or six months - to enable as many artists as possible to be able to access the facilities |
| **Option 1: Retain the premises** | Walter Beecroft's vision for the site as 'for the promotion of the study of art, music and literature' must be maintained. Perhaps something similar to Southend BID could be set up in the area, based at Cliff's or Hamlet Court Road, to boost this area as a centre for the arts. This could provide funding for the repair and maintenance of what should be a listed building and set the area up to rival Leigh as a mixed arts centre. |
| **Option 1: Retain the premises** | As you say the building is an asset in the conservation area, it would be preferable for a period property like this to stay, and stay as a public space in some shape of form for the residents of the area to enjoy. This is an over developed, deprived area of Southend that can definitely do without another residential development.<br><br>We want to be 'city of culture', don't we?! Selling off the building to developers surely goes against the very fundamentals of this important & worthwhile concept & public legacy. |
| **Option 1: Retain the premises** | Since reading about it in the "Echo" I have come to the conclusion that it should be used to display the cultural history of Southend and area: historical aspects (Saxon king?), Victorian age with royal visitors and first swimmers, the beginning of railway links and - with them - the masses of working class visitors. Part of the exhibition could be devoted to, for example, "The secret history of Southend-on-Sea" as described in the book of that name by Dee Gordon, 2014.<br><br>These are only my initial thoughts on the subject, but I am convinced that, once the building has been refurbished, it could be put to good use and play a significant role in Southend and area's new image. |

# Former Beecroft Art Gallery Building Consultation Responses with additional Comments - APPENDIX 2

| | |
|---|---|
| **Option 1: Retain the premises** | My alternative suggestion is if possible to retain the property and the land, I know very little of the history of the building which for many years has been the Beecroft Art Gallery. Although I realise many years ago, the property is an imposing property, unlike most of the other properties within the area.<br><br>I know from various sources that the building was purchased by a Mr Beecroft who I understand was a Solicitor, for the housing of an art collection /gallery and if I understand correctly the property together with the art collection is/was administered by the Council on behalf of the Beecroft Trust and the residents of the Borough.<br><br>The property is a large imposing building on a substantial area of ground and stands in a very prominent position in Westcliff overlooking the Thames, opposite the Cliffs Pavilion. With good access to Westcliff Rail Station. Therefore if marketed properly the venue would attract businesses, for conferences from outside the borough.<br><br>I accept that possible parts of the building might now have some structural problems and will require a lot of work/money spent on the property but the property of this size and design and in this location does have a lot of potential.<br><br>There is a property located on the London Road (A 13) which was empty for many years, between Hamlet Court Road and the Cricketers Public House, the property possible suffered from the same problems. This property has now been repaired and restored and is now being used for residential purposes.<br><br>Therefore the property which is the subject of this correspondence could possibly be repaired and restored, together with any of the internal decorations, once the repairs have been completed, the rooms located within the property could be advertised for council functions and conferences together with catering facilities.<br><br>However if the property is beyond repair, the property could be demolished and a replica property built, maintaining the Beecroft name and then used as mentioned above and below.<br><br>I fully understand that there would be a substantial cost involved, possible funding could be accessed via the Lottery and via other grants mentioning the age local history and the design of the property. |

# Former Beecroft Art Gallery Building Consultation Responses with additional Comments - APPENDIX 2

| | |
|---|---|
| | May I refer you to an item Page 1 of the Southend Standard 10 July 15 with the heading Pier repair plan will cost £1.5m Therefore I believe the money should also be found to repair or replace the property which was the former Beecroft Art Gallery.<br><br>If space allows, have Arts and Crafts centre, together with a small cafe offering hot and cold meals, the cafe could be located to the front of the property, on the ground floor of the building, to be operated by an independent provider. The cafe could also supply the catering facilities for any conferences or council functions.<br><br>The cafe will also attract the people many of whom are residents who are walking along the cliffs.<br>I would also like to see in the entrance hall a plaque with the history of the property.<br><br>The property could carry the name, The Beecroft Business and Community Centre thereby retaining the name and therefore the link with the original property owner, Mr Beecroft.<br><br>However if the property is sold and demolished and flats are built, then further problems will then arise with the additional infrastructure required, together with school places, doctors, and long term vehicle parking. |
| **Option 2a: Sell the site as it is without additional outlay or cost** | No more residential conversions. They are never fit for purpose and there are inadequate jobs in the area. |
| **Option 2b: Sell the site with Planning Consent for residential conversion** | Sell with planning consent and put the money towards the Cliffs Museum project (so long as this can meet the aims of the trust) |
| **Option 3: Alternative Proposal** | A coffee shop with free bookshop and performance area. The coffee shop could be used to give paid work experience to young people who wish to get into the catering industry. The free bookshop would follow the example that ran in Basildon town centre and would be staffed by volunteers and receive book donations, with the books given away free or for a voluntary donation.<br><br>The performance area would cover poetry, book readings, rap and acoustic music performances, with |

# Former Beecroft Art Gallery Building Consultation Responses with additional Comments - APPENDIX 2

| | |
|---|---|
| | preference given to local artists. Artworks could be exhibited across the entire site and could exhibit graffiti / street styles not catered for within the new Beecroft site. This performance space would give the chance for new acts to showcase their talents on the first step towards playing venues like the Cliffs Pavilion opposite.<br><br>This use of the building would fulfil Walter Beecroft's wishes for the promotion of the study of art, music and literature. |
| **Option 3: Alternative Proposal** | Sell the site with the purposes to limit development into a hotel again. The Southend 'offer' has improved dramatically in recent years but quality and period buildings are rare enough and could definitely be developed into a boutique hotel for Southend - a niche underdeveloped market locally. |
| **Option 3: Alternative Proposal** | Turn it into a shelter for the homeless |
| **Option 3: Alternative Proposal** | Retain the building but use it for something else art related. Creative businesses or artist studios would provide an income. |
| **Option 3: Alternative Proposal** | Incubator facility for parts of the new museum project for the cliffs bandstand site. |
| **(No option selected)** | Demolish the premises and rebuild as an artist's studio. The light at the Old Beecroft is superb and it is ideally situated. We have in the town many accomplished artists who gladly give their time to train younger up-coming artists and who would value this facility greatly. |
| **(No option selected)** | There are numerous artists in Southend and I would suggest that some would be happy to have purpose built room in which to have studios or give art lessons. If the price per unit could be kept to a reasonable rate it would at least give them the opportunity to earn from what is after all an art venue. The rent being paid albeit a slow amount of revenue could go towards the buildings refurbishment. Art clubs, in particular Southend Art Club which I belong to had a keen interest in the building until quite recently and could |

| | |
|---|---|
| | consider using it for art exhibitions. I do not have enough knowledge of property to suggest whether my suggestion would be a viable option but would like to think it is considered. If the above is not considered viable, whatever happens if it goes for sale, nothing should be done in the way of residence without adequate parking being made available due to the strict parking restrictions in the area and other residents should be considered. |
| **(No option selected)** | We would comment as follows:<br><br>1. We are concerned about a conflict of interest with the Trustees being the Council and decisions must only be in the best interests of the Trust and its objectives. Such a conflict could lead to judicial review.<br><br>2. If there is no other suitable use for the building by the Trust we can see that disposal is a viable alternative, raising funds for the Trust to further its objectives. However, the use of such funds should not in itself create a conflict of interest, for example funding Council owned assets in anything other than a way that fairly meets the Trusts objectives and represents best use of the Trusts funds.<br><br>3. We consider that attempts to secure planning consent before disposal are fraught with danger and potential conflict of interest. Therefore the site should probably be sold as it stands. We would like to see a good and appropriate new use such as hotel/guest house or residences, giving vitality back to the site.<br><br>4. A primary concern is for the building to be retained largely in its present form and appearance, making an important contribution to the conservation area with a suitable use as described above. It is apparent that the building needs some structural repair but this need not preclude its re-use in its present form (allowing for some reasonable internal modernisation) even if this requires partial re-building to match the existing external appearance.<br><br>5. We would fundamentally disagree with any sale that would lead to an acceptance by the Council of an enlarged building on the plot, for example of increased number of stories that would harm the conservation area. Any acceptance of increased building height on this corner plot, as has been allowed on many sites throughout the borough, would not be acceptable and in an area of conservation designation, would be contrary to the written advice of English Heritage. |

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Sealed

County - Essex.
Place - Southend-on-Sea.
Charity - Beecroft Art Gallery.

L5.
310,658 A/1.

Stamp £1

Scheme including appointment of Trustee and vesting.

C H A R I T Y  C O M M I S S I O N.

In the matter of the Charity called the Beecroft Art Gallery, at Southend-on-Sea, in the County of Essex, regulated by a Scheme made by the Minister of Education on the 18th September 1956; and
In the matter of the Charities Act, 1960.

THE CHARITY COMMISSIONERS FOR ENGLAND AND WALES HEREBY ORDER that the following Scheme be approved and established as the Scheme for the regulation of the above-mentioned Charity:-

S C H E M E.

1. Administration of Charity. - The above-mentioned Charity and the property thereof specified in the schedule hereto and all other the property (if any) of the Charity shall be administered and managed subject to and in conformity with the provisions of this Scheme under the title of The Beecroft Art Trust by the Trustee hereinafter appointed.

2. Object. - The object of the Charity shall be the promotion of the study of art, music and literature and in particular but without prejudice to the generality of the foregoing the provision and maintenance of the Beecroft Art Gallery, at Southend-on-Sea, in the County of Essex (hereinafter referred to as the Art Gallery) as a public art gallery and library.

3. Trustee. - The Southend-on-Sea Borough Council shall be the Trustee of the Charity.

4. Vesting. - The property specified in the said schedule is hereby vested in the Trustee for all the estate and interest therein belonging to or held in trust for the Charity.

5. Investment of cash. - Sums of cash at any time belonging to the Charity and not needed for immediate working purposes shall be invested in the name of the Official Custodian for Charities unless the Charity Commissioners otherwise direct.

6. Powers of Trustee. - In furtherance of the object of the Charity and without prejudice to the generality thereof the Trustee may -

(a) delegate from time to time any of its powers of management to the Amenities Committee or any sub-committee of the said council: Provided that all acts and proceedings of such committee or sub-committee shall be reported back as soon as possible to the Trustee;

(b) subject to the condition that the use of the Art Gallery in manner aforesaid shall not be unduly interfered with, let the same or any part thereof from time to time for purposes approved by the Trustee;

(c) charge for admission to the Art Gallery or any part thereof or any special exhibitions held therein: Provided that the sum charged for admission shall not be more than the amount approved from time to time by the Commissioners, and that students and persons to whom such a charge would cause hardship shall be admitted free or at a reduced fee.

7. Expenses of management. - The Trustee shall first defray out of the income of the Charity the cost of repairs and insurance and all other charges and outgoings payable in respect of the property of the Charity and all the proper costs, charges and expenses of and incidental to the administration and management of the Charity.

8. Application of income. - Subject to payment of the expenses aforesaid the Trustee shall apply the income of the Charity in the following order of priority:

(1) In making payments to the Extraordinary Repair Fund in accordance with the provisions hereinafter contained;

(2) In furthering the object of the Charity.

9. Extraordinary Repair Fund. - Subject to any further Order or Orders of the Commissioners -

(1) The Trustee shall establish and maintain a reserve fund, to be entitled Extraordinary Repair Fund, for the purpose of providing for the extraordinary repair, improvement or rebuilding of the property belonging to the Charity.

(2) The fund shall be established and maintained out of the income of the Charity either by transfer to the fund of a yearly sum of not less than £ or in such other manner as the Commissioners from time to time approve or direct.

(3) The fund and the income therefrom shall be invested in the name of the said Official Custodian.

10. Questions under Scheme. - Any question as to the construction of this Scheme or as to the regularity or the validity of any acts done or about to be done under this Scheme shall be determined by the Commissioners upon such application made to them for the purpose as they think sufficient.

# S C H E D U L E.

Land situate at Westcliff-on-Sea in the County of Essex having a frontage to Station Road with the building thereon known as the Beecroft Art Gallery.

The collection of pictures, sculptures and other works of art known as the Beecroft Collection.

The contents, furniture and fittings of the Beecroft Art Gallery, other than the Beecroft Collection.

£108 cash standing in the names of

in the Southend-on-Sea Borough Council Internal Investment Fund.

£24.29 cash on current account at the branch of Barclays Bank Limited at 45 Victoria Avenue, Southend-on-Sea, Essex.

This schedule is made up to the

Sealed by Order of the Commissioners this

of

L.S.

# Southend-on-Sea Borough Council

**Agenda Item No.**

**Report of Corporate Director for Place**
**to**
**Cabinet**
**on**
**10 November 2015**

Report prepared by Adam Penn,
Regulatory Services Manager

**Gambling Act 2005 - Approval of Statement of Gambling Licensing Policy**

**Economic and Environmental Scrutiny Committee –**
**Executive Councillor: Councillor Norman**

***A Part I Public Agenda Item***

## 1. Purpose of Report

1.1 To update Members on the outcome of the formal consultation process in respect of the Gambling Licensing Policy.

1.2 To set out a proposed final statement for the purposes of the Gambling Act 2005. An approved document must be in place by December, in order to meet the statutory timetable for publication by 14th January 2016.

## 2. Recommendation

**2.1 That Cabinet recommends to Council that the Statement of Gambling Licensing Policy, set out in Appendix 2, be adopted.**

## 3. Background

3.1 The Council's Statement of Policy under the Act was approved in December 2012, and came into force on 16th January 2013. It is valid for a maximum period of 3 years. It is thus imperative that the Council undertakes a review process and publishes its next Statement of Policy before the beginning of 2016

3.2 The Act requires that the Policy is kept under constant review and amended before the statutory period ends where significant change is identified.

3.3 Before determining the Policy for each three year period, the Licensing Authority must consult:

3.3

a) The Chief Officer of Police for the Licensing Authority's area;
b) One or more persons who the Licensing Authority considers to represent the interests of persons carrying on gambling business in the authority's area, and

c) One or more persons who appears to the Licensing Authority to represent the interests of persons affected by the excise of the authorities functions under the Act

3.4 In determining its Policy, the Licensing authority must have regard to the Gambling Commission publication 'Guidance to Licensing Authorities'.

3.5 The Gambling Commission recently carried out a consultation on their Guidance to Licensing Authorities (GLA) with significant changes being made. It was anticipated by the Commission that the publication date of the revised document following consultation was to be sometime towards the end of September 2015. The Council's Licensing team was advised by the Commission on 17th September 2015, that the publication would slip in to mid October, which was too late to amend and re consult on the policy.

3.6 This has left the Council in a situation whereby our Statement of Licensing Policy requires updating to reflect changes made by the Gambling Commission, but insufficient time to carry out a meaningful consultation before the existing Policy expires on 15th January 2016.

13.5 is removed completely and replaced with new wording. This is because the Regulatory Services Enforcement Policy has been updated since the last Gambling Policy was published, thus more clarity is required for that.

3.7 It was therefore agreed by Cabinet that the Council consults on re-adopting the current Policy, as it stands with just some minor amendments, for the next three year period (January 2016 to January 2019). Because a policy should always be kept under review so that it can reflect changes in law, guidance and codes of practice, this method provides sufficient time for the Licensing Authority to carry out a full review of the Policy, in light of the Gambling Commissions published changes to the Licensing Conditions and Code of Practice (LCCP) and GLA, and for a review to take place as soon as possible following the publication of these documents in order that the Policy can be updated at the earliest convenience.

3.8 Following the Cabinet's approval to readopt the Policy, a consultation exercise was carried out in accordance with the provisions of the Gambling Act. In addition to the statutory consultees outlined at 3.3 above letters or emails were sent to the following:

a) all the responsible authorities under the Act
b) the Licensing Committee Members

This letter outlined the reasons behind the decision to re-adopt and highlighted the minor changes which were intended at this time.

These changes comprise:-

3.1 is amended to reflect downturn in number of premises

6.3 is amended to removed persons and bodies not consulted this time

8.2 the word " comprehensive" has been added

11.3 is amended to make the Licensing Authority's information sharing protocol clearer

3.9 As a result of the consultation process 4 responses were received. In summary, one was in favour of re-adoption, one centred mainly on the links between the respondent (The association of British Bookmakers) and the enforcing authorities the other two merely acknowledged receipt. Copies and an analysis of the letters can be found in **Appendix 2.**

## 4. Other Options

4.1 Should the Council fail to approve a final Statement of Policy, it will be in breach of its statutory duty under Section 349 of The Gambling Act 2005.

4.2 The deadline for publication of the Policy is 15th January 2016.

4.3 It is not considered that another option exists.

## 5. Reason for Recommendation

5.1 To enable the Council to comply with its statutory duty under Section 349 of The Gambling Act 2005.

## 6. Corporate Implications

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

A statement of licensing policy will be instrumental in the effective assessment of applications, and in helping to ensure proper conduct of approved premises. It is thus supportive of the Council's Vision. Further, the licensing objective of "preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime" is central to the Council's Critical Priority of creating a Safer and Prosperous Southend.

### 6.2 Financial Implications

The annual licence fees form part of the overall budget for the Council; however fee levels do not form part of this Policy. The Act requires that fees are set at a level which covers the cost of administering the system without making a profit with a statutory maximum fee for each type of licence set by the Government.

### 6.3 Legal Implications

Section 349 of the Gambling Act requires all licensing authorities to prepare and publish a statement of the principles that they propose to apply in exercising their functions under the Act during the three-year period to which the Policy applies.

### 6.4 People Implications

No people implications

6.5 **Property Implications**

No property implications

6.6 **Consultation**

Section 349 of the Gambling Act requires that all Licensing Authorities consult on a draft policy prior to approving a final policy. The list of persons to be consulted when preparing this Licensing Authority's Statement of Policy is outlined at Annex A in the Policy.

6.7 **Equalities and Diversity Implications**

None. An equalities assessment was carried out for this policy

6.8 **Risk Assessment**

The main risk identified is that failure to adopt a policy which has regard to the Gambling Commission 'Guidance to Licensing Authorities', or publish the final Policy by 16th January 2016, would put the Council in breach of its statutory duty under the Act.

6.9 **Value for Money**

The annual licence fees form part of the overall budget for the Council; however fee levels do not form part of this Policy. The Act requires that fees are set at a level which covers the cost of administering the system without making a profit..

6.10 **Community Safety Implications**

The Regulators Code contributes to the Crime and Disorder Strategy in outlining our processes and targeting resources as do the 3 objectives of the Act in particular the objectives of:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

6.11 **Environmental Impact**

There are no environmental impacts as a result of the report.

**7. Background Papers**

7.1 Gambling Act 2005.

7.2 Gambling Commission Guidance to Local Authorities, September 2012, 4th Edition.

7.3 Gambling Commission Guidance to Local Authorities, March 2015, 5th Edition consultation document.

## 8. Appendices

8.1 **Appendix 1:** Draft Statement of Gambling Licensing Policy.

8.2 **Appendix 2:** Summary of consultation responses to the draft Gambling Policy.

8.3 **Appendix 3**: Letter received in response to the consultation process.

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*Appendix 1*

# GAMBLING LICENSING POLICY STATEMENT 2016-2018

Gambling Policy Document – Adopted 31st January 2016

Version History

| Version No: | Period to which policy applies: | Review date: |
|---|---|---|
| 1 | 2007-09 | 2009 |
| 2 | 2010-12 | 2012 |
| 3 | 2013-15 | 2015 |
| 4 | 2016-18 | 2016-17* |

* =Review date will be determined once the Gambling Commission have published their Guidance to Local Authorities

# SOUTHEND-ON-SEA BOROUGH COUNCIL
# GAMBLING LICENSING POLICY STATEMENT


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# PART A

## 1.0 INTRODUCTION

**1.1** This Statement of Licensing Policy sets out the principles by which Southend-on-Sea Borough Council, as the Licensing Authority under the Gambling Act 2005 (referred to in this document as 'the Act'), intends to apply in discharging its functions to license premises for gambling under the Act as well as:-

- designating the body responsible for advising the Authority on the protection of children from harm;
- determining whether or not a person is an "Interested Party";
- exchanging information with the Gambling Commission and others; and
- inspecting premises and instituting court proceedings for offences committed under the Act.

## 2.0 THE LICENSING OBJECTIVES

**2.1** In exercising most of its functions under the Act, Licensing Authorities must have regard to the Licensing Objectives as set out in Section 1 of the Act. The Licensing Objectives are:-

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way; and
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

## 3.0 DESCRIPTION OF THE DISTRICT

**3.1** The County of Essex comprises 12 District and 2 Unitary Authorities. Southend-on-Sea Borough Council is one of those Unitary Authorities. The number of premises licensed under the Act saw steady growth when the legislation came into force but started to stagnate in 2012 and decreased in 2013 and 2014. A map of the area is attached to this Policy document at Annex 'D'

## 4.0 RESPONSIBILITIES UNDER THE ACT

**4.1** The Act introduced a licensing regime for gambling, to be conducted by the Gambling Commission and by Licensing Authorities, depending on the matter to be licensed.

**4.2** Southend-on-Sea Borough Council is the Licensing Authority for the area shown on the attached map, whose responsibilities must be discharged by the Licensing Committee created under Section 6 of the Licensing Act 2003.

**4.3** The Gambling Commission is responsible for issuing Operating and Personal Licences to persons and organisations who:-

- operate a casino;
- provide facilities for playing bingo or for pool betting;
- provide betting or act as intermediaries for betting.
- make gaming machines available for use in Adult Gaming Centres and Family Entertainment Centres;
- manufacture, supply, install, adapt, maintain or repair gaming machines;
- manufacture, supply, install or adapt gambling machine software; or
- promote a lottery.

**4.4** The Licensing Authority is responsible for licensing premises in which gambling takes place. All types of gambling are included, other than spread betting and the National Lottery. It is also responsible for issuing permits for premises with gaming machines and for receiving notices from operators wishing to use unlicensed premises for gambling on a temporary basis. The Licensing Authority has additional responsibility for the registration of certain types of exempt Small Society Lotteries.

**4.5** The Licensing Authority cannot become involved in the moral issues of gambling and must aim to permit the use of premises for gambling in so far as it thinks it :-

a) in accordance with any relevant Code of Practice under Section 24 of the Act;
b) in accordance with any relevant Guidance issued by the Gambling Commission under Section 25;
c) reasonably consistent with the Licensing Objectives (Subject to paragraphs a) and b))and
d) in accordance with the Licensing Authority's Statement of Licensing Policy (subject to paragraphs a) and c)).

Before the Licensing Authority can determine an application for a Premises Licence, an Operating and Personal Licence, or both, must have been obtained from the Gambling Commission.

## 5.0 STATEMENT OF LICENSING POLICY

**5.1** The Licensing Authority is required by the Act to publish a Statement of Licensing Policy which contains the principles it proposes to apply when exercising its functions under the Act.

**5.2** This Policy must be reviewed and published every three years. The Policy must also be reviewed from 'time to time' and any proposed amendments and/or additions must be subject to fresh consultation. The 'new' Policy must then be published.

**5.3.** This Policy takes effect on 31 January 2016, and replaces the policy previously in force.

## 6.0 CONSULTATION

**6.1** In producing this Policy, the Licensing Authority consulted widely before finalising and publishing it. In addition to the statutory consultees (listed below), the Council chose to

consult with additional local groups and individuals. A full list of all groups and persons consulted is provided at Annex 'A'.

**6.2** The Act requires that the following parties are consulted by the Licensing Authority:-

- The Chief Officer of Police for the Authority's area;
- One or more persons who appear to the Authority to represent the interests of persons carrying on gambling businesses in the Authority's area; and
- One or more persons who appear to the Authority to represent the interests of persons who are likely to be affected by the exercise of the Authority's functions under the Act.

**6.3** The other groups and people consulted were:-

- Organisations, working with people who are problem gamblers, Other elements of local government;
- Businesses who are, holders of Premises Licences;
- Responsible Authorities under the Act.

**6.4** Consultation took place between 22nd July 2015 and 4th September 2015

## *7.0* APPROVAL OF POLICY

**7.1** This Policy was approved at a meeting of the full Council on xxxxx and was published via its website on xxxxxx. Copies are available on request.

**7.2** It should be noted that this Policy does not override the right of any person to make an application, to make representations about an application, or to apply for a review of a licence, as each case will be considered on its own merit and according to the requirements of the Act.

## 8.0 DECLARATION

**8.1** The Licensing Authority declares that it has had regard to the Licensing Objectives, formal Guidance issued to Licensing Authorities and any responses from those consulted during the consultation process, and will adopt the Principles of Better Regulation.

**8.2** The Council recognises its responsibilities under equality legislation and will monitor the impact of these statutory duties through its various corporate schemes such as the Councils "Comprehensive Equality Policy".

## 9.0 RESPONSIBLE AUTHORITIES

**9.1** A full list of the Responsible Authorities designated under the Act and their contact details are given in Annex 'B'. It should be noted that under the Act, the Licensing Authority itself is designated as a Responsible Authority.

**9.2** The Licensing Authority is required to designate, in writing, a body that is competent to advise it about the protection of children from harm. In making this designation the following principles have been applied:-

- the competency of the body to advise the Licensing Authority;
- the need for the body to be responsible for an area covering the whole of the Licensing Authority's area; and

- the need for the body to be answerable to democratically elected persons rather than any particular interest group etc.

**9.3** In accordance with the Gambling Commission's Guidance to Local Authorities, the Licensing Authority designates Southend-on-Sea Borough Council's Department of Children and Learning.

## 10.0 INTERESTED PARTIES

**10.1** Interested Parties can make representations about licensing applications or apply for a review of an existing licence. An Interested Party is defined in the Act as follows:-

*'… a person is an interested party in relation to a premises licence or in relation to an application for or in respect of a premises if, in the opinion of the Licensing Authority which issues the licence or to which the application is made, the person:-*

*a) lives sufficiently close to the premises to be likely to be affected by the authorised activities,*

*b) has business interests that might be affected by the authorised activities, or*

*c) represents persons who satisfy paragraphs (a) or (b).'*

**10.2** Interested parties can be people who are democratically elected such as councillors and Members of Parliament. Where appropriate this will include county, parish and town councillors.

Interested parties can also be trade associations, trade unions, residents' associations and tenants' associations. Providing that these people represent those living or having business interests in the area which might be affected, no specific evidence of authorisation is required.

Otherwise, the licensing authority will generally require a third party to produce some form of authorisation to speak on behalf of an interested party.

**10.3** Whether a person is an interested party will be determined on a case by case basis. The types of organisations which may be considered to have business interests will be given a wide interpretation.

**10.4** In determining if a person lives or has business interests sufficiently close to the premises that they are likely to be affected by the authorised activities, the Licensing Authority will consider the following factors:-

- The size of the premises;
- The nature of the premises;
- The distance of the premises from the location of the person making the representation;
- The potential impact of the premises (e.g. number of customers, routes likely to be taken by those visiting the establishment);
- The circumstances of the complaint. This does not mean the personal characteristics of the complainant but the interest of the complainant, which may be relevant to the distance from the premises;
- The catchment area of the premises (i.e. how far people travel to visit); and
- Whether the person making the representation has business interests in that catchment area that might be affected.

**10.5** The Licensing Authority will decide if a representation made in respect of an application is valid based on the following factors:

- It is not frivolous or vexatious.
- It raises issues that relate to Guidance issued by the Gambling Commission.
- It raises issues that relate to this policy.
- It relates to the Licensing Objectives.

## 11.0 EXCHANGE OF INFORMATION

**11.1** In its exchange of information with parties listed in Schedule 6 of the Act, the Licensing Authority will have regard to:-

- the provisions of the Act, which include the provision that the Data Protection Act 1998 will not be contravened;
- the Guidance issued by the Gambling Commission;
- relevant Legislation and Regulations

**11.2** In accordance with Section 350 of the Gambling Act 2005, the Licensing Authority may exchange information with the following statutory bodies or individuals:

- A constable or police force
- An enforcement officer
- A licensing authority
- Her Majesty's Revenue and Customs
- The Gambling Appeal Tribunal
- The Secretary of State
- Scottish Ministers
- Any other person or body designated by the Secretary of State in accordance with the Act.

**11.3** The Licensing Authority may also exchange information provided by applicants with law enforcement agencies for purposes connected with the prevention and detection of crime, but we will only share any personal details for this purpose unless required to do so by law.

## 12.0 PUBLIC REGISTER

**12.1** The Licensing Authority is required to keep a public register and share information in it with the Gambling Commission and others. Regulations prescribe what information should be kept in the register. Copies of the register may be obtained on payment of a fee.

## 13.0 COMPLIANCE AND ENFORCEMENT

**13.1** In exercising its functions with regard to the inspection of premises and to instituting criminal proceedings in respect of offences specified, the Licensing Authority will follow best practice. This requires that actions should be

- Proportionate – Intervention will only be when necessary. Remedies should be appropriate to the risk posed and costs identified and minimised.

- Accountable – The Authority must be able to justify decisions and be subject to public scrutiny.

- Consistent – Rules and standards must be joined up and implemented fairly.

- Transparent – Enforcement should be open and regulations kept simple and user friendly.

- Targeted – Enforcement should be focused on the problems and minimise side effects.

**13.2** The Licensing Authority will endeavour to avoid duplication with other regulatory regimes, so far as is possible, and adopt a risk based inspection programme. All enforcement action is taken having regard to the Regulatory Services Enforcement policy.

**13.3** The main enforcement and compliance role of the Licensing Authority in terms of the Act, is to ensure compliance with the Premises Licence and other permissions which it authorises. The Gambling Commission is the enforcement body for Operating and Personal Licences. Concerns about the manufacture, supply or repair of gaming machines are not dealt with by the Licensing Authority but will be notified to the Gambling Commission.

**13.4** The Licensing Authority will keep itself informed of developments as regards the work of the Better Regulation Executive in its consideration of the regulatory functions of Local Authorities, and will have regard to best practice.

**13.5** Where appropriate complaints will be investigated in accordance with the stepped approach outlined in the Regulatory Services Enforcement Policy. A copy of this document is available on the Council website. In the first instance we encourage complaints to be raised directly with the licensee or business concerned.

# PART B
# PREMISES LICENCES

## 14.0 GENERAL PRINCIPLES

**14.1** Premises Licences are subject to the permissions/restrictions set out in the Act as well as the specific mandatory and default conditions detailed in Regulations issued by the Secretary of State. The Licensing Authority is able to exclude default conditions and also attach others, where it is thought appropriate.

**14.2** In accordance with section 150 of the Act, premises licences can authorise the provision of facilities on:

- casino premises
- bingo premises
- betting premises, including tracks and premises used by betting intermediaries
- adult gaming centre premises (for category B3, B4, C and D machines)
- family entertainment centre premises (for category C and D machines) (note that, separate to this category, the licensing authority may issue a family entertainment centre gaming machine permit, which authorises the use of category D machines only).

**14.3** Each case will be decided on its merits, and will depend upon the type of gambling that is proposed, as well as taking into account how the applicant proposes that the Licensing Objective concerns can be overcome.

**14.4** The Licensing Authority is required by the Act, in making decisions about Premises Licences, to permit the use of premises for gambling so far as it thinks it::-

a) in accordance with any relevant Code of Practice under Section 24 of the Act;

b) in accordance with any relevant Guidance issued by the Gambling Commission under Section 25;
c) reasonably consistent with the Licensing Objectives (Subject to paragraphs a) and b))and
d) in accordance with the Licensing Authority's Statement of Licensing Policy (subject to paragraphs a) and c)).

**14.5 Definition of Premises**

In the Act 'premises' is defined as including 'any place'. It is for the Licensing Authority (having due regard for the Gambling Commission Guidance) to determine on the merits of each application whether different parts of a building can be regarded properly as separate premises.

The Licensing Authority will pay particular attention to applications where access to the licensed premises is through other premises (which themselves may be licensed or unlicensed).

**14.6 Demand**

Demand is a commercial consideration and is not an issue for the Licensing Authority.

**14.7 Location**

Location will only be a material consideration in the context of the Licensing Objectives.

**14.8 Duplication with other Regulatory Regimes**

Duplication with other statutory/regulatory regimes will be avoided where possible. The Licensing Authority will not consider whether a licence application is likely to be granted Planning Permission or Building Control consent.

**14.9 Licensing Objectives**

Premises Licences granted must be reasonably consistent with the three Licensing Objectives. With regard to these Objectives, the following will be considered:-

- **Preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime –**
  The Licensing Authority is aware that there is a distinction between disorder and nuisance and that the prevention of nuisance is not a Licensing Objective under the Act.

  Whilst the Licensing Authority is aware that the Gambling Commission takes a leading role in preventing gambling from being a source of crime, it will pay attention to the proposed location of gambling premises in terms of this Licensing Objective.

  Where an area has known high levels of organised crime, the Licensing Authority will consider carefully whether gambling premises are suitable to be located there and the need for conditions, such as the provision of Door Supervisors.

- **Ensuring that gambling is conducted in a fair and open way –**
  The Gambling Commission does not generally expect Licensing Authorities to be concerned with ensuring that gambling is conducted in a fair and open way.

- **Protecting children and other vulnerable persons from being harmed or exploited by gambling –**
  In practice, the Objective of protecting children from being harmed or exploited by gambling often means preventing them from taking part in, or being in close proximity to, gambling.

  There is no definition of the term 'vulnerable person' in the Act, but this could include people who are gambling beyond their means and people who may not be

able to make informed or balanced decisions about gambling due to a mental impairment, or substance misuse of alcohol or drugs.

The Licensing Authority will consider very carefully whether applications for Premises Licences in respect of gambling premises located close to schools, centres for gambling addicts, or residential areas where there may be a high concentration of families with children, should be granted.

**14.10 Conditions**

The Licensing Authority is aware that the mandatory and default conditions imposed by the Gambling Commission will normally be sufficient to regulate gambling premises. In exceptional cases where there are specific risks or problems associated with a particular locality, specific premises or class of premises the Authority may consider attaching individual conditions related to the Licensing Objectives.

Any conditions attached to Licences will be proportionate and will be:-

- relevant to the need to make the proposed premises suitable as a gambling facility;
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises; and
- reasonable in all other respects.

In addition, the Licensing Authority will examine how applicants propose to address the Licensing Objectives. In considering applications the Licensing Authority will particularly take into account the following, if deemed appropriate:-

- Proof of age schemes;
- Closed Circuit Television;
- Door Supervisors;
- Supervision of entrances/machine areas;
- Physical separation of areas;
- Location of entrances;
- Notices and signage;
- Specific opening hours; and
- With particular regard to vulnerable persons, measures such as the use of self- barring schemes, provision of information, leaflets, helpline numbers for organisations such as Gamcare;

**14.11** It is recognised that there are conditions which the Licensing Authority cannot attach to Premises Licences. These are:-

- any conditions on the Premises Licence which make it impossible to comply with an Operating Licence condition;
- conditions relating to gaming machine categories, numbers, or method of operation;
- conditions which provide that membership of a club or body be required (the Act specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated);
- conditions in relation to stakes, fees, and the winning of prizes.

**14.12 Credit**

Credit facilities are prohibited from being provided in casinos and bingo licensed premises. Cash machines (ATM's) may be installed in such premises but the Licensing Authority may apply conditions as to where they are sited.

**14.13 Betting Machines [See Annex C for definition]**

In relation to Casinos, Betting Premises and Tracks, the Licensing Authority can restrict the number of betting machines, their nature and the circumstances in which they are made available by attaching a licence condition to a Betting Premises Licence or to a Casino Premises Licence (*where betting is permitted in the Casino*).

**14.14** When considering whether to impose a condition to restrict the number of betting machines in particular premises, the Licensing Authority, among other things, shall take into account:-

- the size of the premises;
- the number of counter positions available for person to person transactions; and
- the ability of staff to monitor the use of the machines by children and young persons or by vulnerable persons.

**14.15** In deciding whether to impose conditions to limit the number of betting machines, each application will be considered on its own merit and account will be taken of Codes of Practice or Guidance issued under the Act.

## 15.0 PROVISIONAL STATEMENTS

**15.1** An application for a provisional statement may be made in respect of premises which the applicant

- expects to be constructed
- expects to be altered
- expects to acquire a right to occupy.

The applicant should refer to the Act and the detailed information provided in the Guidance

## 16.0 REVIEWS

**16.1** Applications for a Review of a Premises Licence may be made by Responsible Authorities and Interested Parties.

**16.2** It is for the Licensing Authority to decide whether the review is to be carried out. This decision will generally be on the basis of whether the request for the review is relevant to the matters listed below:-

- Whether the grounds for the request raises issues relevant to the principles to be applied by the Licensing Authority and set out within the Licensing Authority Statement of Policy;
- Whether the grounds for the request are frivolous or vexatious.
- Whether the grounds for the request would certainly not cause the Licensing Authority to alter/revoke/suspend the Premises Licence;
- Whether the grounds for the request are substantially the same as previous representations or requests for a review.
- In accordance with any relevant codes of practice issued by the Gambling Commission.
- In accordance with any relevant guidance issued by the Gambling Commission.
- Reasonably consistent with the Licensing Objectives.

**16.3** In accordance with the Guidance. The Licensing Authority can also initiate a review of a Licence on the basis of any reason which it thinks is appropriate

## 17.0 ADULT GAMING CENTRES

**17.1** An Adult Gaming Centre is defined in Annex 'C'. Entry to these premises is age restricted.

**17.2** The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

## 18.0 LICENSED FAMILY ENTERTAINMENT CENTRES

**18.1** A Licensed Family Entertainment Centre is defined in Annex 'C'. Entry to these premises is not generally age restricted although entry to certain areas may be restricted, dependent on the category of machines available for use.

**18.2** The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

## 19.0 CASINOS

**19.1** A casino is defined in Annex 'C'. Entry to these premises is age restricted

**19.2** The Licensing Authority is empowered to pass a resolution not to issue new licences for casinos in its area. No such resolution has been made.

**19.3** The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

**19.4 Betting Machines**
Conditions may be imposed, in accordance with paragraphs 14.13, 14.14 and 14.15 above.

**19.5** In deciding whether to impose conditions to limit the number of betting machines, each application will be on its own merits and account will be taken of Codes of Practice or Guidance issued under the Act.

**19.6 Credit**
Credit facilities are prohibited in casinos, however, this does not prevent the installation of cash dispensers (ATMs) on the premises, although the Licensing Authority may attach conditions as to the siting of such machines.

## 20.0 BINGO PREMISES

**20.1** Bingo is defined in Annex 'C'. Entry to these premises is not generally age restricted although entry to certain areas may be restricted, dependent on the category of machines available for use.

**20.2** The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

**20.3 Credit**
Credit facilities are prohibited in premises licensed for Bingo, however, this does not prevent the installation of cash dispensers (ATMs) on the premises, although the Licensing Authority may attach conditions as to the siting of such machines.

## 21.0 BETTING PREMISES

**21.1** Betting is defined in Annex 'C'. Entry to these premises is age restricted.

**21.2** The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

**21.3 Betting Machines**
Conditions may be imposed, in accordance with paragraphs 14.13, 14.14 and 14.15 above

**21.4** In deciding whether to impose conditions to limit the number of betting machines, each application will be on its own merits and account will be taken of Codes of Practice or Guidance issued under the Act.

## 22.0 TRACKS

**22.1** A Track is defined in Annex 'C'. Entry to these premises may be age restricted. Please refer to the Gambling Commission Guidance.

**22.2** The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

**22.3 Betting Machines**
Conditions may be imposed, in accordance with paragraphs 14.13, 14.14 and 14.15 above

**22.4** In deciding whether to impose conditions to limit the number of betting machines, each application will be on its own merits and account will be taken of Codes of Practice or Guidance issued under the Act

## 23.0 TRAVELLING FAIRS

**23.1** The facilities for gambling (being category D machines and/or equal chance prize gaming without a permit) must amount to no more than an ancillary amusement at the fair. The Licensing Authority will determine whether this requirement is being met.

# PART C
# PERMITS

**24.0** The Act introduced a range of permits for gambling which are granted by Licensing Authorities. Permits are required when premises provide a gambling facility but either the stakes and prizes are very low or gambling is not the main function of the premises. The permits regulate gambling and the use of gaming machines in a specific premises. With the exception of limiting machine numbers on Licensed Premises Gaming Machine permits, the Licensing Authority may only grant or reject an application for a permit. No conditions may be added.

## 25.0 UNLICENSED FAMILY ENTERTAINMENT CENTRE GAMING MACHINE PERMITS

**25.1** Where a premises does not hold a Premises Licence but wishes to provide Gaming machines, it may apply to the Licensing Authority for a Permit. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use.

**25.2** The Licensing Authority will expect the applicant to show that there are written policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The suitability of such policies and procedures will be considered on their merits, however, they may include:-

- A basic Criminal Records Bureau or equivalent criminal record check for the applicant and the person having the day to day control of the premises;
- Proof of age schemes;

- How the applicant proposes to ensure that children will be protected from harm whilst on the premises;

- Training covering how staff would deal with:-
  - unsupervised, very young children being on the premises,
  - children causing perceived problems on/around the premises, or
  - suspected truant children

In addition applicants should be able to demonstrate a full understanding of maximum stakes and prizes (and that staff are suitably trained in this respect)

## 26.0 (ALCOHOL) LICENSED PREMISES GAMING MACHINE PERMITS

**26.1** There is provision in the Act for premises licensed to sell alcohol for consumption on the premises to automatically have two gaming machines, of Categories C and/or D via a notification to the Licensing Authority.

**26.2** Gaming machines can only be located on licensed premises that have a bar for serving customers.

**26.3** Premises restricted to selling alcohol only with food, will not be able to have gaming machines or apply for a Permit.

**26.4** Where an application for more than two gaming machines is received, the Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the Authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only machines. Measures will cover such issues as:-

- Adult machines being in sight of the bar;
- Adult machines being in sight of staff who will monitor that the machines are not being used by those under 18;
- Appropriate notices and signage; and
- As regards the protection of vulnerable persons, the Licensing Authority will consider measures such as the use of self-barring schemes, provision of information, leaflets/help line numbers for organisations such as Gamcare.
- Relevant codes of practice issued by the Gambling Commission

The Licensing Authority can decide to grant an application with a smaller number of machines and/or a different category of machines than that applied for but conditions other than these cannot be attached.

## 27.0 PRIZE GAMING PERMITS[See Annex C for definition]

**27.1** The Licensing Authority will expect the applicant to show that there are written policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The suitability of such policies and procedures will be considered on their merits, however, they may include:-

- A basic Criminal Records Bureau or equivalent criminal record check for the applicant and the person having the day to day control of the premises.

- Proof of age schemes

- How the applicant proposes to ensure that children will be protected from harm whilst on the premises.

- Training covering how staff would deal with:-
  - unsupervised, very young children being on the premises,
  - children causing perceived problems on/around the premises, and
  - suspected truant children

In addition applicants should be able to demonstrate a full understanding of maximum stakes and prizes (and that staff are suitably trained in this respect)

In making its decision on an application for a Permit, the Licensing Authority does not need to have regard to the Licensing Objectives but must have regard to any Gambling Commission guidance.

## 28.0 CLUB GAMING AND CLUB MACHINE PERMITS

**28.1** Members' Clubs and Miners' Welfare Institutes may apply for a Club Gaming Permit and/or a Club Gaming Machine Permit, but are restricted by category and number of machines and to equal chance gaming and games of chance.

**28.2** Commercial clubs may apply for a club machine permit, subject to restrictions

**28.3** The gambling provided under the authority of a club gaming permit must also meet the following conditions:

(a) in respect of gaming machines:

no child or young person may use a category B or C machine on the premises

that the holder must comply with any relevant provision of a code of practice about the location and operation of gaming machines.

(b) the public, children and young persons must be excluded from any area of the premises where the gaming is taking place.

**28.4** Section 273 of the Act sets out the conditions that will apply to the club machine permit, including that in respect of gaming machines no child or young person uses a category B or C machine on the premises and that the holder complies with any relevant provision of a code of practice about the location and operation of gaming machines.

# PART D
# OCCASIONAL AND TEMPORARY PERMISSIONS

## 29.0 TEMPORARY USE NOTICES (TUN)

**29.1** A 'TUN' is defined in Annex 'C'.

**29.2** A TUN may only be granted to a person or company holding an Operating Licence relevant to the temporary use of the premises. Regulations issued by the Secretary of State prescribe the activities to be covered. At present a Temporary Use Notice can only be issued for equal chance gaming.

**29.3** For the purposes of a TUN, a set of premises is the subject of a TUN if any part of the premises is the subject of the Notice. This prevents one large premises from having a TUN in effect for more than 21 days per year by giving a Notice in respect of different parts.

**29.4** The definition of a "set of premises" will be a question of fact in the particular circumstances of each Notice that is given. In considering whether a place falls within the definition of "a set of premises", the Licensing Authority will consider, amongst other things, the ownership/occupation and control of the premises.

**29.5** The Licensing Authority will object to Notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises.

## 30.0 OCCASIONAL USE NOTICES

**30.1** Occasional Use Notices (OUN) are defined in Annex 'C'.

**30.2** The Licensing Authority has very little discretion as regards these Notices, aside from ensuring that a statutory limit of 8 days in a calendar year is not exceeded.

**30.3** The Licensing Authority will, however, consider the definition of a track and whether the applicant is permitted to avail him/herself of the Notice.

## 31.0 SMALL SOCIETY LOTTERIES

**31.1** The definition of a Small Society Lottery is contained in Annex 'C' and these require registration with the Licensing Authority.

## 32.0 APPENDICES

**32.1** Appendices have been attached to this Statement providing further information and guidance and they are intended only to assist readers and should not be interpreted as legal advice or as constituent of the Licensing Authority's policy. Readers of this document are strongly advised to seek their own legal advice if they are unsure of the requirements of the Act, or the guidance or regulations issued under the Act.

## 33.0 DELEGATION OF POWERS

**33.1** The Licensing Authority has agreed a scheme of delegation for discharging its functions under the Act.

## 34.0 DEFINITIONS – Annex 'C'

## 35.0 FEES – Annex 'E'

## 36.0 USEFUL CONTACTS

The Gambling Commission maintains a list of useful contacts on organisations involved in gambling and their contact details can be found on the Commission's website www.gamblingcommission.gov.uk Some of these organisations provide codes of practice on their particular interest area.

## ANNEX 'A'

## List of Consultees

The draft policy was placed on the Council Website and in accordance with the Act the following organisations and individuals were consulted as part of the formal consultation exercise on the Statement of Gambling Licensing Policy.

- All responsible Authorities for the Gambling Act (as specified in Annexe 2).
- Holders of Premises Licences and Permits under the Gambling Act 2005
- Gamblers Anonymous,
- The Licensing Committee

In addition to those specifically consulted, no requests were received for copies of the draft Policy Document.

**(note the consultation list is deliberately light as this policy is a re-adoption of the previous policy pending the outcome of the Gambling Commission Guidance review. Once that review is complete this policy will be reviewed and the Licensing Authority will revert to the fuller consultation process used for all previous policy reviews).**

**ANNEX 'B'**

## Contact Details for the Licensing Authority and Responsible Authorities

The Licensing Authority is:

The Licensing Authority
Public Protection Division (Floor 13)
Southend-on-Sea Borough Council
Civic Centre
Victoria Avenue
Southend-on-Sea
Essex SS2 6ZG Telephone: 01702 215005

The Responsible Authorities are:

a) The Chief Officer of Police
Essex Police, Licensing Unit
Leigh Police Station
Elm Road
Leigh on Sea
Essex SS9 1SP

b) The Fire and Rescue Authority
Essex County Fire and Rescue Service
Southend Service Delivery Point
Sutton Road (Rear of Fire Station)
Southend-on-Sea
Essex SS2 5PX Telephone 01376 576740

c) The Local Planning Authority
The Development Control Section
Southend-on-Sea Borough Council
Civic Centre
Victoria Avenue
Southend-on-Sea
Essex
SS2 6ZG
DX 2812 Telephone: 01702 215327

d) The Local Authority with functions related to prevention of risk of pollution of the environment:-

The Environmental Protection Team
Public Protection Division (Floor 13)
Southend-on-Sea Borough Council
Civic Centre
Victoria Avenue
Southend-on-Sea SS2 6ZG
DX 2812 Telephone: 01702 215811

e) The body designated by the Licensing Authority as being competent to advise on the Authority about protection of children from harm.

The Department of Children & Learning
(Child Protection Advisor)
PO Box 59
Southend-on-Sea Borough Council
Queensway House
Essex Street
Southend-on-Sea
Essex SS2 5TB Telephone: 01702 534417

f) The Gambling Commission
Victoria Square House
Victoria Square
Birmingham
B2 4BP Telephone: 0121 230 6500

g) Her Majesty's Revenue and Customs
HMRC Banking
St Mungos Road
Cumbernauld
Glasgow
G2 4 Telephone: 0141 5553633

In relation to vessels only, the Navigation Authority having functions in relation to any place where the vessel is or is likely to be while activities are carried on in reliance on a premises licence. For this purpose, correspondence should be sent to:

Surveyor-in-Charge
Maritime & Coast Guard Agency
Marine Office
Central Court
1B Knoll Rise
Orpington, BR6 0JA Telephone: 01689 890400

**Any further enquiries or assistance can be obtained from the Licensing Authority on the telephone number given above. These addresses were correct at the time of going to press but are subject to change without notice. Any change made will not form part of a review of the Council's Statement of Licensing Policy**

**ANNEX 'C'**

**DEFINITIONS**

**Please note, definitions listed below are for guidance only and do not form part of the Council's Statement of Licensing Policy**

| | |
|---|---|
| Adult Gaming Centre | Premises in respect of which an Adult Gaming Centre Premises Licence has effect. |
| Authorised Local Authority Officer | A Licensing Authority Officer who is an authorised person for a purpose relating to premises in that Authority's area. |
| Betting | In this Act "betting" means making or accepting a bet on—<br>(a) the outcome of a race, competition or other event or process,<br>(b) the likelihood of anything occurring or not occurring, or<br>(c) whether anything is or is not true. |
| Betting Machines | A machine designed or adapted for use to bet on future real events [not a gaming machine]. |
| Bingo | Bingo is not given a statutory definition in the Act other than that it means any version of the game irrespective of by what name it is described. It is to have its ordinary and natural meaning. Two types of bingo are commonly understood:<br>• cash bingo, where the stakes paid make up the cash prizes that are won<br>• prize bingo, where various forms of prizes are won, not directly related to the stakes paid. |
| Casino | An arrangement whereby people are given an opportunity to participate in one or more casino games. |
| Casino Resolution | Resolution not to issue Casino Premises Licences. |
| Child | Individual who is less than 16 years old. |
| Club Gaming Machine Permit | Permit to enable the premises to provide gaming machines [3 machines of Categories B,C or D.] |
| Conditions | Conditions to be attached to licences by way of:-<br>❑ Automatic provision<br>❑ Regulations provided by Secretary of State<br>❑ Conditions provided by Gambling Commission |

| | |
|---|---|
| | ❑ Conditions provided by Licensing Authority<br><br>Conditions may be general in nature [either attached to all licences or all licences of a particular nature] or may be specific to a particular licence. |
| Default Conditions | Conditions that will apply unless the Licensing Authority decides to exclude them. This may apply to all Premises Licences, to a class of Premises Licence or Licences for specified circumstances. |
| Delegated Powers | Decisions delegated either to a Licensing Committee, Sub-Committee or Licensing Officers. |
| Disorder | No set interpretation. However, likely to be connected to the way gambling is being conducted. In the case of Gambling Premises' Licences, disorder is intended to mean activity that is more serious and disruptive than mere nuisance. |
| Equal Chance Gaming | Games that do not involve playing or staking against a bank and where the chances are equally favourable to all participants. |
| Exempt Lotteries | Lotteries specified in the Gambling Act as permitted to be run without a licence form the Gambling Commission. There are four types:<br>❑ Small Society Lottery [required to register with Licensing Authorities.<br>❑ Incidental Non Commercial Lotteries.<br>❑ Private Lotteries.<br>❑ Customer Lotteries. |
| Family Entertainment Centre (FEC) | There are two types of FEC:-<br>A licensed FEC (ie one with a Premises Licence) has no limit on the number of category C or D machines permitted<br>An unlicensed FEC (ie one with a Permit) has no limit on the number of category D machines permitted |
| Gaming & game of chance | In the Act “gaming” means playing a game of chance for a prize.<br>and “game of chance”—<br>(a) includes—<br>(i) a game that involves both an element of chance and an element of skill,<br>(ii) a game that involves an element of chance that can be eliminated by superlative skill, and<br>(iii) a game that is presented as involving an element of chance, but |

| | |
|---|---|
| | (b) does not include a sport |
| Gaming Machine | Machine covering all types of gambling activity, including betting on virtual events. |
| Guidance to Licensing Authorities | Guidance issued periodically by the Gambling Commission |
| Incidental Non Commercial Lottery | A lottery promoted wholly for purposes other than private game, and which are incidental to non commercial events [commonly charity fundraising events, lottery held at a school fete or at a social event such as a dinner dance] |
| Lottery | An arrangement which satisfies the statutory description of either a simple lottery or a complex lottery in Section 14 of the Act. |
| Members' Club | A club, as defined by the Licensing Act 2003, that must:-<br>❑ Have at least 25 members;<br>❑ Be established and conducted 'wholly or mainly' for purposes other than gaming;<br>❑ Be permanent in nature;<br>❑ Not be established to make commercial profit;<br>❑ Be controlled by its members equally. |
| Occasional Use Notice (OUN) | Betting may be permitted on a 'track' by an OUN without the need for a full Premises Licence. |
| Off Course Betting | Betting that takes place other than at a track, i.e. at a licensed betting shop. |
| Off Course Betting - Tracks | Betting that takes place in a self-contained betting premises with the track premises providing facilities for off course betting, i.e. on other events, not just those taking place on the track. Normally operates only on race days. |
| On Course Betting - Tracks | Betting that takes place on a track while races are taking place. |
| Operating Licence | Licence to permit individuals and companies to provide facilities for certain types of gambling. It may authorise remote or non remote gambling. |
| Permits | Authorisation to provide a gambling facility where the stakes and prizes are very low or gambling is not the main function of the premises. |
| Personal Licence | Formal authorisation to individuals who control facilities for gambling or are able to influence the outcome of gambling. Cannot be held by companies. |
| | |

| | |
|---|---|
| Pool Betting - Tracks | Betting offered at a horse racecourse by the Tote and at a dog track by the holder of the Premises Licence for the track. |
| Private Lotteries | There are three types of Private Lotteries:<br><br>❑ Private Society Lotteries - tickets may only be sold to members of the Society or persons who are on the premises of the Society;<br><br>❑ Work Lotteries - the promoters and purchasers of tickets must all work on a single set of work premises;<br><br>❑ Residents' Lotteries - promoted by, and tickets may only be sold to, people who live at the same set of premises. |
| Prize Gaming | Where the nature and size of the price is not determined by the number of people playing or the amount paid for or raised by the gaming. The prizes will be determined by the operator before play commences. |
| Prize Gaming Permit | A permit to authorise the provision of facilities for gaming with prizes on specific premises. |
| Responsible Authorities | Public Bodies that must be notified of all applications and who are entitled to make representations in relation to Premises Licences, as follows:-<br><br>❑ The Licensing Authority in whose area the premises is partly or wholly situated<br>❑ The Gambling Commission<br>❑ The Chief Officer of Police<br>❑ Fire and Rescue Service<br>❑ The Planning Authority for the local authority area<br>❑ Environmental Health Service for the local authority area<br>❑ The Body competent to advise on the protection of children from harm<br>❑ HM Revenue and Customs<br>❑ Authority in relation to vulnerable adults<br>❑ Vessels only - the Navigation Authority whose statutory functions are in relation to waters where the vessel is usually moored or berthed, i.e. the Environment Agency, British Waterways Board, the Maritime and Coastguard Agency<br><br>Full details of Responsible Authorities for the Borough are contained in Appendix 'B' to this Policy. |
| Small Society Lottery | A lottery promoted on behalf of a non commercial society, i.e. lotteries intended to raise funds for good causes. |

| | |
|---|---|
| Society | The society, or any separate branch of such a society, on whose behalf a lottery is to be promoted. |
| Temporary Use Notice (TUN) | To allow the use of a premises for gambling where there is no Premises Licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. |
| Tote [or Totalisator] | Pool betting on tracks. |
| Track | Sites where races or other sporting events take place, e.g. horse racing, dog racing or any other premises on any part of which a race or other sporting event takes place or is intended to take place. |
| Vehicles | Defined as trains, aircraft, sea planes and amphibious vehicles other than hovercraft. No form of commercial betting and gaming is permitted. |
| Vulnerable Persons | No set definition, but likely to mean group to include people who:-<br>❑ gamble more than they want to<br>❑ gamble beyond their means<br>❑ who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs |
| Young Person | An individual who is not a child but who is less than 18 years old. |

**ANNEX 'D'**

© Crown copyright Licence Number 100019680
Shoeburyness
Thorpe Bay
Southend East
Victoria
Central
Pier
Westcliff
London Southend Airport
Chalkwell
A127
A13
Leigh on Sea
5 kilometres

## ANNEX 'E'

Non statutory fees are reviewed by the Licensing Authority on an annual basis in accordance with the Gambling (Premises Licence Fees) (England and Wales) Regulations 2007. Details of current fees can be obtained by contacting

The Licensing Authority
Public Protection Division (Floor 13)
Department of Enterprise, Tourism and the Environment
Southend-on-Sea Borough Council
Civic Centre
Victoria Avenue
Southend-on-Sea
Essex SS2 6ZG Telephone: 01702 215005

Email: licact2003@southend.gov.uk

or alternatively by viewing the Council's Website

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*Appendix 2*

# Summary of Consultation Responses to the Draft Gambling Policy.

| Respondent | Response | Licensing Authority comments | Change policy? |
|---|---|---|---|
| 1. Coral Betting | Supports the policy | None | No |
| | Highlights the forthcoming requirement for operators to produce local area risk assessments (LARA's) | The Licensing Authority is aware of the requirement which commences in April 2016. This will no doubt form part of the next Gambling Commission Guidance to Local Authorities as it is they who have introduced this obligation. Once that document has been published we will look at LARA's and how we expect operators to complete them. It is highly likely this will be included in the next policy. | No |
| 2. The Association of British Bookmakers (ABB) | Talks about various pilot schemes which assist vulnerable persons to 'self-exclude' including ones in Medway and Glasgow | The Licensing Authority are aware of these schemes and officers have met with Gambling Commission representatives to discuss them. It is anticipated that if the pilots are successful they will be implemented nationally. The correct time to consider if such schemes would influence policy would be once the outcomes are known. | No |
| | Highlights the forthcoming requirement for operators to produce local area risk assessments (LARA's) | Response as above (Coral) | No |
| | Requests that should a local area profile be produced it would be freely available as part of the policy | The Gambling Commission have indicated that local area profiles will be included in forthcoming guidance to local authorities. Once the guidance is published a decision will be made firstly, on if a profile will be produced for this borough,and secondly how this will be communicated to the local licence holders. | No |

| | | | |
|---|---|---|---|
| | States the ABB's commitment to work with The Gambling Commission and local authorities | The Licensing Authority welcomes this | No |
| 3. Essex Police | Acknowledge receipt and make no comment | None | No |
| 4. Essex County Fire and Rescue Service | Requesting a different address is included for applicant consultations. | Address will be amended, although this is not technically a policy change. | No |

(1)

CORAL

Licensing Team
Southend-on-Sea Borough Council
Civic Centre
Victoria Avenue
Southend-on-Sea
SS2 6ER

3rd September 2015

Dear Sir,

**Consultation on Southend-on-Sea Borough Council's Statement of Principles – Gambling Act 2005**

Coral Racing Limited is most grateful to be given the opportunity to respond to this consultation exercise. Coral was one of the first national bookmakers to be licensed under the Betting and Gaming Act of 1960, and so has been operating the length and breadth of the UK for over 50 years. Its premises comprise locations in the inner city, on the high street, in suburbs and in rural areas, and in areas of both high and low deprivation. It now operates 1850 betting offices across Great Britain, which comprise about 20% of all licensed betting offices. It is, therefore, a highly experienced operator.

Coral Racing Limited recognise that your policy is largely unchanged from the previous version (due to the reasons provided in the summary letter) and are supportive of the document. It again notes that the Board when considering applications are still required to 'aim to permit gambling' where this is 'reasonably consistent with the licensing objectives', additionally noting that it should not take into account of moral objections to gambling.

Coral Racing Limited would though like to highlight the requirement to supply risk assessments with future applications or variations from April 2016 under new Gambling Commission LCCP provisions and assume that the detail of these, will be included in the revised document when it is consulted upon again.

Coral's experience is that through all it does, it achieves an exemplary degree of compliance already, and attracts negligible evidence of regulatory harm. Through the additional local risk assessment to be introduced, Coral believe that these should be a) to assess specific risks to the licensing objectives in the local area, and b) to assess whether control measures going beyond standard control measures are needed.

If we can provide any further information, we would be pleased to do so.

Yours faithfully,

[redacted]

John Liddle
Director of Development – Coral Retail

**Coral Racing Limited**
One Stratford Place, Montfichet Road, London E20 1EJ
**Registered Office:** New Castle House, Castle Boulevard, Nottingham NG7 1FT
Registered in England No. 541600
**Tel:** 020 3288 7000 **Fax:** 020 3288 7050
a [redacted] company

(2)

abb
association of british bookmakers ltd

**Gambling Policy Statement of Principles consultation | ABB response**

September 2015

---

**Introduction**

The Association of British Bookmakers (ABB) represents over 80% of the high street betting market. Our members include large national operators such as William Hill, Ladbrokes, Coral and Paddy Power, as well as almost 100 smaller independent bookmakers.

Please see below for the ABB's response to the current consultation on Southend on Sea Borough Council's review of its gambling policy statement.

This sets out the ABB approach to partnership working with local authorities and details any areas of concern within the draft statement, including our views on the implementation of the new LCCP requirements, from April 2016, relating to operators' local area risk assessments and their impact on the licensing regime.

In our view the current regime already adequately offers key protections for communities and already provides a clear process (including putting the public on notice) for objections to premises licence applications. The recent planning law changes effective since April 2015 have also already increased the ability of licensing authorities to review applications for new premises, as all new betting shops must now apply for planning permission.

It is important that this is also set within the context of declining betting shop numbers. Over recent years betting shop numbers have been relatively stable at around 9,000 nationally, but more recently a trend of overall downwards decline can be seen. The latest Gambling Commission industry statistics show that numbers as at 31 Mar 2015 were 8,958 - a decline of 179 from the previous year, when there were 9,137 recorded as at 31 March 2014.

---

**Working in partnership with local authorities**

The ABB is fully committed to ensuring constructive working relationships exist between betting operators and licensing authorities, and that where problems may arise that they can be dealt with in partnership. The exchange of clear information between councils and betting operators is a key part of this and we welcome the opportunity to respond to this consultation.

- **LGA – ABB Betting Partnership Framework**

In January 2015 the ABB signed a partnership agreement with the Local Government Association (LGA), developed over a period of months by a specially formed Betting Commission consisting of councillors and betting shop firms, which established a framework designed to encourage more joint working between councils and the industry.

Launching the document Cllr Tony Page, LGA Licensing spokesman, said it demonstrated the

*"...desire on both sides to increase joint-working in order to try and use existing powers to tackle local concerns, whatever they might be."*

The framework builds on earlier examples of joint working between councils and the industry, for example the Ealing Southall Betwatch scheme and Medway Responsible Gambling Partnership.

In Ealing, the Southall Betwatch was set up to address concerns about crime and disorder linked to betting shops in the borough. As a result, crime within gambling premises reduced by 50 per cent alongside falls in public order and criminal damage offences.

In December last year, the Medway Responsible Gambling Partnership was launched by Medway Council and the ABB. The first of its kind in Britain, the voluntary agreement allows anyone who is concerned they are developing a problem with their gambling to exclude themselves from all betting shops in the area.

The initiative also saw the industry working together with representatives of Kent Police and with the Medway Community Safety Partnership to develop a Reporting of Crime Protocol that is helpful in informing both the industry, police and other interested parties about levels of crime and the best way to deal with any crime in a way that is proportionate and effective.

Learnings from the initial self-exclusion trial in Medway have been incorporated into a second trial in Glasgow city centre, launched in July this year with the support of Glasgow City Council, which it is hoped will form the basis of a national scheme to be rolled out in time for the LCCP deadline for such a scheme by April 2016.

Jane Chitty, Medway Council's Portfolio Holder for Planning, Economic Growth & Regulation, said:

*"The Council has implemented measures that work at a local level but I am pleased to note that the joint work we are doing here in Medway is going to help the development of a national scheme."*

Describing the project, Glasgow's City Treasurer and Chairman of a cross-party Sounding Board on gambling, Cllr Paul Rooney said:

*"This project breaks new ground in terms of the industry sharing information, both between operators and, crucially, with their regulator."*

- **Primary Authority Partnerships in place between the ABB and local authorities**

All major operators, and the ABB on behalf of independent members, have also established Primary Authority Partnerships with local authorities.

These Partnerships help provide a consistent approach to regulation by local authorities, within the areas covered by the Partnership; such as age-verification or health and safety. We believe this level of consistency is beneficial both for local authorities and for operators.

For instance, Primary Authority Partnerships between Milton Keynes Council and Reading Council and their respective partners, Ladbrokes and Paddy Power, led to the first Primary Authority inspection plans for gambling coming into effect in January 2015.

By creating largely uniform plans, and requiring enforcing officers to inform the relevant Primary Authority before conducting a proactive test-purchase, and provide feedback afterwards, the plans have been able to bring consistency to proactive test-purchasing whilst allowing the Primary Authorities to help the businesses prevent underage gambling on their premises.

(2)

abb
association of british bookmakers ltd

**Local area risk assessments**

From April 2016, under new Gambling Commission LCCP provisions, operators are required to complete local area risk assessments identifying any risks posed to the licensing objectives and how these would be mitigated.

Licensees must take into account relevant matters identified in the licensing authority's statement of licensing policy and local area profile in their risk assessment, and these must be reviewed where there are significant local changes or changes to the premises, or when applying for a variation to or a new premises licence.

The ABB supports this requirement as set out in the LCCP, as this will help sustain a transparent and open dialogue between operators and councils. The ABB is also committed to working pro-actively with local authorities to help drive the development of best practice in this area.

- **Evidence based approach**

The industry fully supports the development of proportionate and evidenced based regulation, and is committed to minimising the harmful effects of gambling. The ABB is continuing to work closely with the Gambling Commission and the government to further evaluate and build on the measures put in place under the ABB Code for Responsible Gambling, which is mandatory for all our members.

- **Additional concerns**

We would also request that where a local area profile is produced by the licensing authority that this be made clearly available within the body of the licensing policy statement, where it will be easily accessible by the operator and also available for consultation whenever the policy statement is reviewed.

---

**Conclusion**

The ABB and our members are committed to working closely with both the Gambling Commission and local authorities to continually drive up standards in regulatory compliance in support of the three licensing objectives: to keep crime out of gambling, ensure that gambling is conducted in a fair and open way, and to protect the vulnerable.

Indeed, as set out, we already do this successfully in partnership with local authorities now. This includes through the ABB Code for Responsible Gambling, which is mandatory for all our members, and the Safe Bet Alliance (SBA), which sets voluntary standards across the industry to make shops safer for customers and staff. We would encourage local authorities to engage with us as we continue to develop both these codes of practice which are in direct support of the licensing objectives.

---

**Contact:** For any responses or requests for additional information please contact Lauren Hilton, Public Affairs Executive [redacted]

## Adam Penn

**From:** [redacted]
**Sent:** 12 August 2015 11:55
**To:** Lee Colby
**Cc:** Southend Licensing
**Subject:** Gambling Act 2005
**Attachments:** ATT00001.txt

3

Lee,

I have received a copy of the policy statement in relation to the above. Having read through it I have no relevant observations to pass to you.

Regards

Ian Hughes
Southend Town Beat Section and Licensing Sergeant 2853 | South Local Policing Area | Essex Police |
*[redacted]
*[redacted]

[twitter] <http://www.twitter.com/EssexPoliceUK> [facebook] <https://www.facebook.com/EssexPoliceUK?rf=105581512808954> [youtube] <http://www.youtube.com/user/essexpoliceuk>

**Adam Penn**

**From:** [redacted]
**Sent:** 07 August 2015 14:40
**To:** licact2003
**Subject:** FW: Gambling Policy, Responsible Authority consultation
**Attachments:** Gambling Policy draft 2016 re-adoption version.docx

4

Thank you for the opportunity to respond to the raft policy.

The only comments we have at this time, would be that the contact details for Essex Fire Service need updating to :-

The Fire and Rescue Authority
Essex County Fire and Rescue Service
Southend Service Delivery Point
Sutton Road (Rear of Fire Station)
Southend-on-Sea
Essex SS2 5PX Telephone 01376 576740

Kind regards

Neil Guyett GIFireE
Station Officer

Technical Fire Safety (East)
Safer Communities Directorate
Essex County Fire and Rescue Service
Southend Service Delivery Point
Southend Fire Station
Sutton Road
Southend SS2 5PX

Tel: [redacted]
Mobile
E-mail

For further information please click the link below

http://www.essex-fire.gov.uk/Work_Fire_Safety/Sprinklers/

Please consider the environment before printing this e-mail

*"Doing more than we have ever done to make Essex safer"*

Please consider the environment before printing this e-mail

# Southend-on-Sea Borough Council

**Agenda**

Item No.

**Report of the Director of Public Health**
**to**
**Cabinet**
**on**
**10th November 2015**

Report prepared by:
Caroline Tomes, Public Health Specialty Registrar
Liesel Park, Public Health & Health Intelligence

---

**Smoke Free Southend: A strategy to tackle smoking in Southend-on-Sea 2015- 2018**
**People Scrutiny Committee**
**Executive Councillor: Councillor Moyies**
***A Part 1 Public Agenda Item***

---

## 1. Purpose of Report

1.1 To present 'Smoke Free Southend: A strategy to tackle smoking in Southend-on-Sea 2015-2018'.

.

## 2. Recommendations

2.1 That Cabinet agree that 'Smoke Free Southend: A strategy to tackle smoking in Southend-on-Sea 2015-2018' is adopted in principle, and

2.2 That any minor amendments to the strategy are agreed by the Portfolio Holder for Health and Adult Social Care with the Director of Public Health, in response to feedback from the proposed consultation.

## 3. Background

3.1 Smoking is the leading cause of preventable illness and premature death in Southend-on-Sea. Smoking tobacco is costly to individuals, the economy, and is the greatest single cause of health inequalities. Latest data from Public Health England shows that 21.8% of adults in Southend-on-Sea smoke, which is significantly higher level than the England average.

3.2 'Smoke Free Southend' provides a strategic framework and action plan to support the long-term vision for a healthier Southend-on-Sea through reducing the harmful effects of tobacco and working towards a smoke free future for our children.

3.3 The development of 'Smoke Free Southend' is in line with the national strategy 'Healthy Lives, Healthy People: A Tobacco Control Plan for England' (2011). The strategy has also been informed by a CLeaR self-assessment conducted in July 2015, which is an evidence-based approach for excellence in local tobacco control.

3.4 The overall aim of the strategy is to improve the health of everyone living and working in Southend-on-Sea by reducing exposure to tobacco in all its forms and the health inequalities associated with smoking.

3.5 'Smoke Free Southend' is guided by the following strategic priorities:

- Strengthen community action for tobacco control
- Reduce the uptake of smoking
- Reduce the exposure to second-hand smoke
- Help tobacco users to quit
- Reduce inequalities caused by smoking
- Adopt a harm reduction approach

3.6 An action plan has been developed to ensure delivery of the strategy's aims. This highlights the key actions, responsibilities for delivery and how success will be measured.

## 4. Other options

4.1 'Smoke Free Southend' provides a strategic framework and action plan to strengthen, coordinate and add value to work taking place across the borough that contributes to the tackling smoking agenda. The other option would be for such work to continue without a strategic framework to guide priorities. This approach would have a slower rate of progress, miss opportunities for the synergy created from joint working and be less efficient.

## 5. Reason for recommendations

**5.1** The 'Smoke Free Southend' strategy and the associated action plan will help to improve the health and wellbeing of the local population and strengthen partnership working across the borough for this agenda.

It is also intended to reduce the prevalence of tobacco use in the longer term and therefore generate economies over time by reducing the cost burden of tobacco.

## 6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

Reducing the prevalence of smoking in the borough will lead to improved health and wellbeing and help to reduce health inequalities. A healthy population will reduce demands on services and provide a healthier workforce to contribute to the economic prosperity of the borough. A reduction in the number of smokers will also contribute to cleaner streets by reducing the amount of cigarette litter.

6.2 Financial Implications

The Council currently spends £400k on Stop Smoking services as well as an element of cost for Regulatory Services that relates to test purchasing on the sale of cigarettes to underage customers.

The ‘Smoke Free Southend’ strategy will deliver its action plan within the current public health ring-fenced budget allocation.

6.3 Legal Implications

Not applicable.

6.4 People Implications

The ‘Smoke Free Southend’ strategy 2015-2018, aims to ensure that all individuals resident in the borough have access to evidence-based smoking cessation services, and are able to live and work in an environment free from the harmful effects of tobacco.

6.5 Property Implications

Not applicable

6.6 Consultation

The ‘Smoke Free Southend’ strategy was considered at People Scrutiny Committee on 13th October as part of Pre-Cabinet Scrutiny, and was endorsed for submission to Cabinet with a couple of minor amendments.
A consultation on the ‘Smoke Free Southend’ strategy 2015-2018 is planned for the autumn. The outcomes of the consultation will be incorporated into the ‘Smoke Free Southend’ strategy 2015-2018.

6.7 Equalities and Diversity Implications

The ‘Smoke Free Southend’ strategy 2015-2018 is an inclusive strategy for the population of Southend-on-Sea.

6.8 Risk Assessment

Failure to implement the ‘Smoke Free Southend’ strategy could have a negative impact on health outcomes in the local population.

6.9 Value for Money

The joined up approach delivered by the strategy creates a more efficient way of working and the opportunity to generate savings to the wider local economy in the longer term.

6.10 Environmental Impact

Reducing the number of smokers in the population will help to reduce the amount of smoking related litter in the streets and reduce exposure to second hand smoke in those areas where smoking is allowed under current legislation.

## 7. Documents used to inform this report

Southend-on-Sea Local Tobacco Control Profile, Southend Health and Wellbeing Strategy (2013-2015) and Health and Wellbeing Strategy Refresh (2015-2016).

## 8. Appendix

8.1 Appendix 1 – Smoke Free Southend: A strategy to tackle smoking in Southend-on-Sea 2015-2018

# **Smoke Free Southend**: A strategy to tackle tobacco in Southend-on-Sea 2015-2018

southend onsea BOROUGH COUNCIL

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# Introduction

Smoking remains the primary cause of preventable illness and premature death in Southend-on-Sea. Smoking is costly to individuals, the economy, and is the greatest single cause of health inequalities.

The context for smoking and tobacco control is rapidly changing. In recent years we have seen the introduction of new products (such as e-cigarettes) and legislation including the Health Act 2006 and the Children and Families Act 2014. *"Smoke Free Southend: A strategy to tackle tobacco in Southend"* outlines our vision for improving the way we deliver tobacco control for the period 2015-2018. With the anticipation of a new national strategy in the near future, the strategic priorities and action plan contained within this strategy will be reviewed on an annual basis.

The changes across the health and social care economy following the Health and Social Care Act 2012 have had far-reaching implications for the delivery of tobacco control across our borough. The development of this strategy has provided an excellent opportunity to review current delivery and plan for the years ahead.

This document provides a working tool to assist and monitor our progress and will be reviewed and revised on an annual basis. The way this strategy is translated into action will be the real measure of its success.

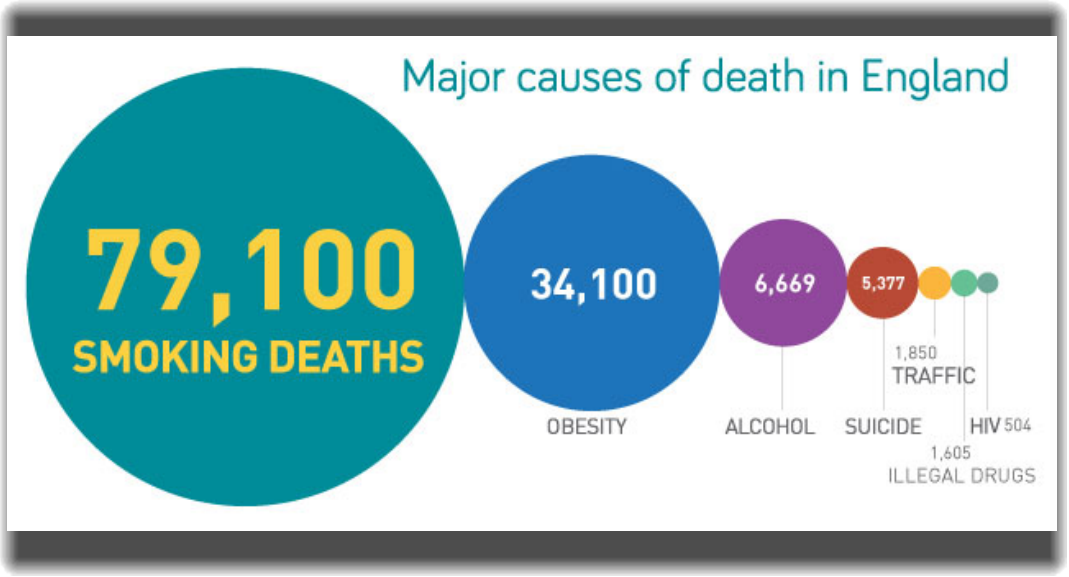
# 1. The problem with tobacco

Smoking is the leading cause of preventable death in Southend-on-Sea and is the greatest single cause of health inequalities.

## The impact on health

Smoking kills approximately 79,100 people a year in England[1]. Despite great progress to reduce the number of people smoking it is still the single biggest cause of early deaths, accounting for more than the next six biggest causes combined (Figure 1). Most smoking-related deaths are from lung cancer, chronic obstructive pulmonary disease or coronary heart disease. For those long-term smokers who do not quit, half will eventually be killed by their addiction and often suffer disease and disability for many years.

***Figure 1: Major causes of death in England in 2012 (source: Tobacco Free Futures)***




Due to the hundreds of toxic and poisonous chemicals contained in cigarettes, there are many medical conditions associated with or aggravated by smoking. These may not all be fatal but can cause years of poor quality of life due to debilitating illness. It is estimated that for every death caused by smoking, approximately 20 smokers are suffering from a smoking related disease[2].

There is strong evidence to show that second hand smoke has immediate health effects. It can reduce lung function, exacerbate respiratory problems, trigger asthma attacks, reduce coronary blood flow, irritate eyes, and cause headaches, coughs, sore throats, dizziness and nausea. There is therefore no safe level of exposure to tobacco smoke.

> *"There is no risk-free level of exposure to tobacco smoke, and there is no safe tobacco product"*
> *(US Surgeon General Report, 2010)*

## Health inequalities

Smoking - not social status - is the leading cause of health inequalities. Smokers from the highest social class have a lower life expectancy than non-smokers in the lowest social class *(Gruer et al, 2009[3])*. The most deprived in our communities smoke at higher rates; their habit is the single biggest reason for the difference in their life expectancy compared to the most affluent in our communities. To reduce health inequalities, we must specifically target smokers in marginalised and deprived communities.

*"Tobacco control is central to any strategy to tackle health inequalities"*
*(Sir Michael Marmot, 2012)*

An effective strategy to reduce adult smoking will also help reduce health inequalities and add to the disposable income of many families living in poverty in Southend-on-Sea.

Smoking rates amongst people with a mental health disorder are also significantly higher than in the general population. This association becomes stronger relative to the severity of the mental disorder, with the highest levels of smoking found in psychiatric in-patients[4]. Some researchers believe that smoking could act as a trigger for mental ill-health[5]. As a result of higher smoking rates, people with a mental health disorder also have high mortality rates compared to the general population.

## Children and Young People

Smoke free legislation has meant that adults in Southend-on-Sea can enjoy their everyday lives without coming into contact with second hand smoke. Hundreds of babies and children do not have this freedom as one in ten mothers smoke throughout pregnancy[6]. The harm caused by smoking starts during pregnancy and persists throughout childhood. In England every year smoking during pregnancy causes 5,000 miscarriages and 300 perinatal deaths[7]. Reducing smoking prevalence gives children a better start in life.

Exposure to smoking is damaging to child health. Children exposed to tobacco smoke are at much greater risk of cot death, lung infections and ear disease, resulting in around 10,000 hospital admissions each year in the UK[8].

Children who live with adult smokers are much more likely to start smoking than those who live in smoke free homes[9]. Helping adult smokers to quit is critical in reducing smoking initiation and to achieving a long-term decline in smoking prevalence. Youth-based interventions offer limited effectiveness, and at best, delay the age young people start to smoke. Comprehensive population based

*"Children and young people are the primary victims of tobacco in the 21st century"*
*(Beyond Smoking Kills, ASH, 2015)*

tobacco control policies are the most effective way of reducing youth smoking[10]. Smoke free homes and cars are vital in cutting the exposure of children and young people to the toxins in second hand smoke.

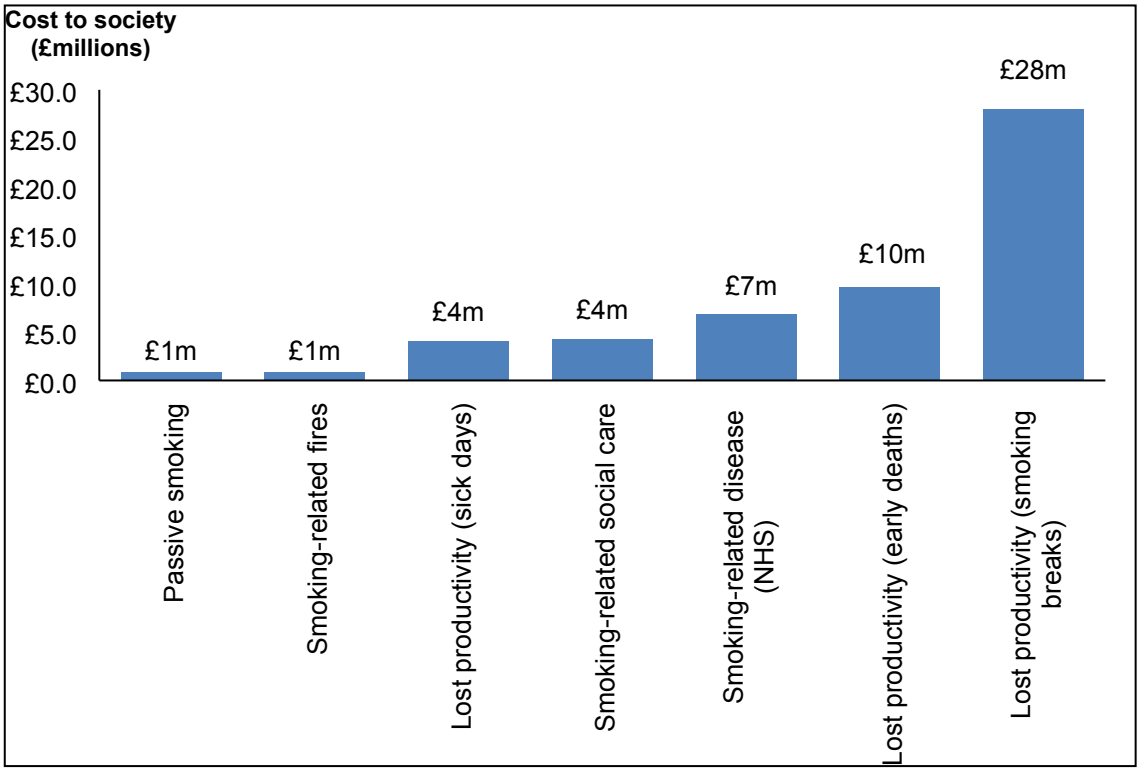
## The cost

The economic case for action to reduce smoking unequivocally demonstrates that not only does smoking cessation save local government and the NHS money through reduced sickness and increased productivity, but it also saves individuals both a considerable amount of money and immeasurable benefits in the health and life years gained.

A significant proportion of a smoker's disposable income is spent on tobacco. On average someone smoking 20 a day spends over £1,800 a year. In addition, as low income groups are more likely to smoke, a larger proportion of their disposable income will be spent on smoking compared to higher income groups.

In Southend-on-Sea it is estimated that smoking costs approximately £54.6million each year.[11] Figure 2 provides a breakdown of these societal costs; highlighting the impact upon local businesses, local government, as well as health and social care organisations.

***Figure 2: Estimated cost of smoking in Southend-on-Sea, per year (£millions)***




*Source: ASH Ready Reckoner May 2015*

In 2013/14 smokers in Southend-on-Sea paid approximately £29million in duty on tobacco products (Figure 3). Despite this contribution to the Exchequer, tobacco still cost the local economy roughly twice as much as the duty raised.

***Figure 3: Smoking costs compared to taxation costs in Southend-on-Sea, 2013/14 (£millions)***

*Source: ASH Ready Reckoner May 2015*

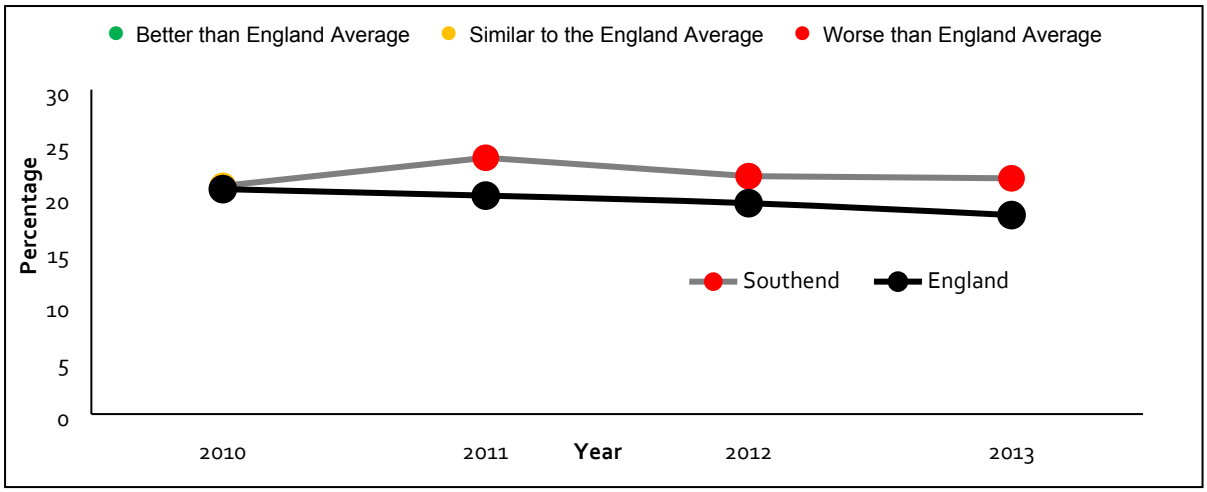
# 2. Tobacco in Southend-on-Sea

## The local picture

### *How many adults smoke?*

Estimates indicate that 21.8% of adults in Southend-on-Sea smoke[12]. Figure 4 shows that the prevalence of smoking among adults in Southend is higher than the England average. This difference is statistically significant and has been the case since 2011.

***Figure 4: Prevalence of smoking among persons aged 18 years and over 2010-2013***




*Source: Integrated Household Survey*

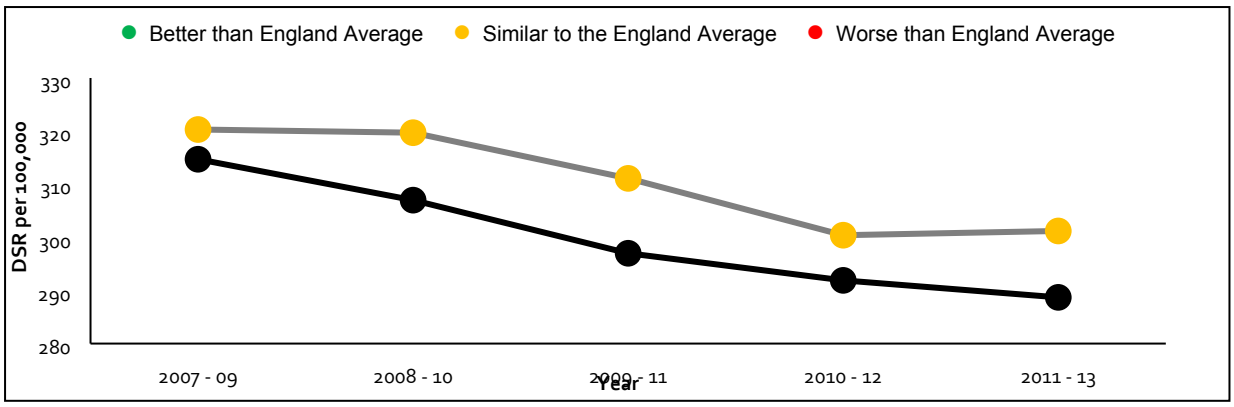
### *How many children smoke?*

90% of smokers start smoking before the age of 19. It is estimated that 13.37% of 15 year olds in Southend-on-Sea are regular or occasional smokers[13]. This is statistically similar to the estimated England average of 12.71%[14]. It is notable that areas with high adult smoking prevalence are accompanied by high children smoking prevalence. This highlights the importance of helping adults to quit smoking in order to prevent children from starting, and to achieve a long-term population decline in smoking. However, the report of the national survey "Smoking, Drinking and Drug Use Among Young People in England 2014"[15] shows a major decline in the number of young people smoking (from 42% in 2003).

### *What is the impact of smoking on death and disease?*

Around 1,330 hospital admissions a year in Southend-on-Sea are due to smoking-related diseases; this costs more than £1.9million annually[16]. Furthermore, in Southend-on-Sea it is estimated that 932 deaths were attributable to smoking between 2011-2013 (which is a directly standardised rate of 301.2 deaths per 100,000), as presented in Figure 5. This difference is not significantly different from the England average.

***Figure 5: Estimated deaths attributable to smoking per 100,000 people (aged 35+)***




*Source: ONS Mortality File*

### *How does smoking affect children?*

Based on national figures from a Royal College of Physicians report[17], it is estimated that there are 869 additional incidents of childhood disease each year within Southend-on-Sea directly attributable to the effects of second hand smoke (SHS), as highlighted in Table 1.

### *How does smoking affect maternal health?*

Smoking during pregnancy poses a significant health risk to both mother and unborn child and this continues to be a priority for action at a local level. 11.5% of pregnant women in Southend-on-Sea self-report as being current smokers (267 maternities annually), however, this figure could be as high as 334 maternities due to typically high levels of under-reporting[18].

***Table 1: Estimated Southend-on-Sea ill-health events attributable to SHS***

| Disease Type | Age range (years) | Estimated Southend-on-Sea events attributable to SHS[19] |
|---|---|---|
| Lower Respiratory Infections | 2 and under | 160 |
| Middle ear Infections | 0-16 | 589 |
| Wheeze | 2 and under | 74 |
| Asthma | 3-4 | 26 |
| Asthma | 5-16 | 19 |
| Meningitis | 0-16 | 1 |
| Total incidents | | 869 |

### *What do residents think about tackling tobacco?*

Residents in the East of England residents show high levels of public support for tobacco control as highlighted by Figure 6.

Further information on the health impact of tobacco in Southend-on-Sea is provided in Appendix 1.

*Figure 6: East of England residents' opinions on tackling tobacco (YouGov, 2014[20])*

## CLeaR self-assessment

CLeaR is an evidence-based approach for excellence in local tobacco control. A CLeaR self-assessment for Southend-on-Sea was completed in July 2015. This self-assessment has informed the basis of this strategy, its objectives and the action plan.

CLeaR stands for three linked domains, as displayed in Figure 7.

*Figure7 : Three domains of the CLeaR model*

- **Challenge for existing tobacco control services**. This is based on evidence of the most effective components of comprehensive tobacco control, as outlined in NICE Guidance and "Healthy Lives, Healthy People, a Tobacco Control Plan for England". This covers:
    - Prevention
    - Compliance
    - Communication and denormalisation
    - Innovation and learning
    - Smoking cessation

- **Leadership for comprehensive action to tackle tobacco.** This covers:
    - Vision and leadership
    - Planning and commissioning
    - Partnership, agency and supra-local work

- **Results demonstrated by the outcomes delivered against national and local priorities**. This covers:
    - Quit data
    - Prevalence

## Tackling tobacco in Southend-on-Sea

### Case-study 1: 'Quit Because'

Last year 'Quit Because' worked with 923 children in Southend-on-Sea to support them to make informed choices about smoking. After attending this specialist youth prevention and intervention service, school pupils had stronger negative attitudes towards smoking and were more likely to report a firm intention to not smoke in the future. This is what school pupils said:

*"It definitely made me want to say NO to smoking"*

*"I like it because it tells people the problems of smoking and how you can stop it"*

### Case-study 2: Southend Stop Smoking Service

Julie* (41 years old) came to a stop smoking service information event in January. She asked about stopping and was sign posted to local pharmacy in where she completed a successful quit. She was still smoke free after 6 months and said *"treatment was at a good pace and the advisors were really helpful"*

Nigel* (61 years old) had previously been unable to quit smoking. He decided to try again with the Stop Smoking Service in April. With medication and continuing support he was able to successfully quit and was smoke free at end of treatment.

The Southend Stop Smoking Service provides information, advice and support over 2,000 people every year – just like Julie and Nigel – to stop smoking.

**Names changed to protect confidentiality*

*

### Case-study 3: Regulatory Services

The Regulatory Services in Southend-on-Sea have an important role to play in tobacco control. Through enforcement of advertising and underage sale legislation and regulations the Regulatory Services are responsible for ensuring compliance with smoke free legislation which supports a smoke free environment.

For example in 2014-15 the Council's Regulatory Services undertook three Test Purchases for cigarettes. All three shops did not sell cigarettes to underage customers, and therefore passed the test.

# 3. The Policy Context

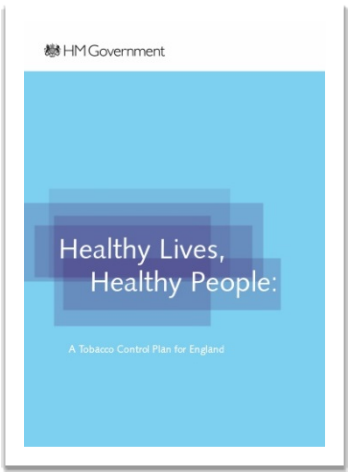
## 10 years of progress

Significant progress has been made in tackling smoking in recent years since the publication of *Smoking Kills (1998).* The creation of NHS Stop Smoking Services, the enactment of smoke free legislation, social marketing campaigns, changes to tobacco packaging, as well as increased regulation, enforcement and education have all contributed to reducing smoking prevalence. In the last decade, smoking prevalence has been driven down nationally from 28% to 22%[21]. As a result of this multi-interventional sustained activity, the UK now leads Europe in tobacco control.

While there is clear evidence that action to date has led to a range of health benefits (including reduced heart attack admissions to hospital[22], reduced childhood asthma admissions to hospital[23], and fewer premature births[24]) tobacco use still remains one of Southend-on-Sea's most significant public health challenges.

## National policy drivers

Preventing smoking is an established national priority. *Healthy Lives, Healthy People: A Tobacco Control Plan for England* (DoH 2011) recognises the devastating impact that tobacco use has on communities, and sets out a vision to maximise efforts to reduce tobacco use. This strategy advocates six strands of action:




1. Stopping the promotion of tobacco
2. Making tobacco less affordable
3. Effective regulation of tobacco products
4. Helping tobacco users to quit
5. Reducing exposure to second-hand smoke
6. Effective communications for tobacco control

The *Public Health Outcomes Framework (DoH 2012)* for 2013-2016 included the following smoking related targets to focus local tobacco control work:

| |
|---|
| **Reduce smoking prevalence in 15 year olds** in England to 12% or less by 2015<br>**Reduce smoking prevalence in adults** in England to 18.5% or less by 2015<br>**Reduce smoking during pregnancy** to 11% or less by 2015 |

This strategy will also contribute to the *2013/14 NHS Outcomes Framework (DoH 2012)* measures:

| |
|---|
| Life expectancy at 75<br>Under 75 mortality rate from cardiovascular disease<br>Under 75 mortality rate from respiratory disease<br>Under 75 mortality from cancer |

The NHS Five Year Forward View (2014) identified the following areas as crucial to close the widening gaps in population health, improve quality of care and to ensure funding of services:

- Disease prevention;
- New, flexible models of service delivery tailored to local populations and needs;
- Integration between services; and
- Consistent leadership across the health and care system.

## Local policy drivers

The Southend-on-Sea *Health and Wellbeing Strategy (2013-2015)* and *Health and Wellbeing Strategy Refresh (2015-2016)* visualises a future where children have the best start to life, local people are encouraged and supported to make healthier choices, and the health gap between the most and least wealthy is reduced. To this end the Southend-on-Sea Health and Wellbeing Board has committed to ensure:

- There are appropriate education programmes for children to discourage them from starting to smoke
- Support is available to help those people already smoking to stop
- Services are in place to support smoke free environments and reduce tobacco related harm
- Partnership approaches exist to tackle illicit tobacco

This strategy will contribute to the following Southend-on-Sea *Health and Wellbeing Strategy (2013-2015)* ambitions:

| |
|---|
| Ambition 1: A positive start to life<br>Ambition 2: Promoting healthy lifestyles<br>Ambition 4: A safer population<br>Ambition 6: Active and healthy ageing<br>Ambition 7: Protecting health<br>Ambition 9: Maximising opportunities |

# 4. A Strategy for Southend-on-Sea

Our long-term vision is for a healthier Southend-on-Sea through reducing the harmful effects of tobacco and working towards a smoke free future for our children.

The aim of this strategy is to improve the health of everyone living and working in Southend-on-Sea by reducing exposure to tobacco in all its forms and the health inequalities associated with smoking. This strategy is guided by the following aims:

- Strengthen community action for tobacco control
- Reduce the uptake of smoking
- Reduce exposure to second-hand smoke
- Help tobacco users to quit
- Reduce inequalities caused by smoking
- Adopt a harm reduction approach

## What we will do to tackle tobacco

### Priority 1: Strengthen community action for tobacco control

*Why is this important?*
A comprehensive and coordinated approach is essential to achieving successful tobacco control. Local government, regulatory bodies, professional groups, voluntary and community sector organisations all have a large and unique contribution to make.

*What's been proven to work?*
Making 'Smoke Free' a priority ambition for local partnerships. Local government, health services, professional groups, voluntary and community sector all have a significant and unique role to play; and by working collectively they have greater impact.

*How we will do this:*

- Monitor progress in implementing this strategy through a multi-agency partnership group with senior level accountability
- Obtain support for this strategy from the Southend Health and Wellbeing Board
- Identify clinical leadership champions and engage them with local activity on tobacco
- Develop a Southend Declaration on Tobacco Control which confirms a clear ambition for tobacco control

- Develop a coordinated approach to intelligence-gathering to support tackling illicit tobacco
- Regular and coordinated communications to support tobacco control in Southend-on-Sea
- Continue enforcement of tobacco control legislation

## Priority 2: Reduce the uptake of smoking

*Why is this important?*

Reducing the uptake of smoking is a priority because most adult smokers start in childhood or adolescence. This is before they have the knowledge or experience to be able to understand the nature of addiction or the severity of the health risks related to smoking. Helping adults to quit smoking is vital to reduce the uptake of smoking among children.

*What's been proven to work?*

De-normalising smoking and the use of tobacco reduces the association of smoking with normal adult behaviour[25].

*How we will do this:*

- Reduce the number of adult role models by helping more people to quit smoking
- Ensure education and prevention programmes are delivered in schools
- Raise awareness of Stop Smoking Services available in the community

## Priority 3: Reduce exposure to second-hand smoke

*Why is this important?*

There is strong evidence that exposure to second-hand smoke causes a range of diseases, many of which can be fatal. Children are particularly vulnerable to the harms of second-hand smoke. This burden can be minimised by both encouraging smokers to quit and by encouraging responsible behaviour by smokers so that their smoking does not put the health of others at risk. Smoke free laws are proving effective, popular and compliance is high. However residents continue to be exposed to the harmful effects of second-hand smoke in their own homes and private motor vehicles.

*What's been proven to work?*

Ensuring compliance with smoke free legislation; promoting awareness of the dangers, and encouraging smoke free environments.

*How we will do this:*

- Raise awareness of the health consequences of second-hand smoke
- Support children's play areas to become smoke free

- Encourage sign up to the Public Health Responsibility Deal pledge to support staff to give up smoking and support a smoke free environment

## Priority 4: Help tobacco users to quit

*Why is this important?*

By helping people to quit smoking for good, we can significantly reduce health inequalities and improve public health. By quitting, tobacco users can improve their own and their family's health and wellbeing, and also reduce the likelihood that their children will become smokers. Evidence shows that local stop smoking services provide the most effective type of support to quit smoking. Success in reducing the illicit share of the tobacco market helps to reduce consumption, reduce organised crime in local communities and supports legitimate local retailers. Systematic intelligence-gathering to support enforcement teams is important to tackle illicit tobacco.

*What's been proven to work?*

Provision of clinical stop smoking support[26] using the Russell Standard[27] and the use of very brief advice by trained staff to prompt behaviour change.

*How we will do this:*

- Ensure a targeted approach by Stop Smoking Services to groups with high smoking prevalence
- Enable health and social care providers to identify and refer smokers into local support
- Raise awareness of Stop Smoking Services available in the community

## Priority 5: Reduce inequalities caused by smoking

*Why is this important?*

Smoking is the single biggest cause of health inequalities in Southend-on-Sea. Tobacco use is both an effect of and a contributor to social inequality. Reducing smoking in pregnancy would hugely benefit child health; furthermore the highest rates of smoking through pregnancy and beyond are among those from disadvantaged backgrounds. People with mental health problems smoke more and have higher rates of death and disease due to smoking, compared to the general population.

*What's been proven to work?*

Targeting and promoting interventions to the most deprived communities and vulnerable groups[28]

*How we will do this:*

- Monitor smoking data to assess progress in reducing inequalities

- Develop a comprehensive plan to increase smoking quit attempts for vulnerable groups
- Facilitate the development of stop smoking services to mental health settings

## Priority 6: Adopt a harm reduction approach

*Why is this important?*

Evidence highlights a harm reduction approach leads to economic benefits including savings for employers (by reducing the number of staff cigarette breaks and the amount of sickness absence), reductions in social care costs and fewer house fires. The use of e-cigarettes (tobacco-free vapourisers) has increased. In a harm reduction approach, e-cigarettes are recognised to be a safer alternative to cigarettes and may be useful in reducing the harm of tobacco in those who are unable to quit.

*What's been proven to work?*

Evidence on use of e-cigarettes is still in its infancy, however, there is strong evidence that the more cigarettes that are smoked, the higher the risk is of mortality from major diseases including all cancers and ischaemic heart disease.[29] Pharmacotherapy can be successfully used to help cutting down smoking, and there are a variety of different delivery methods for nicotine replacement therapy products.

*How we will do this:*

- Develop approaches to harm reduction and smoking cessation, including e-cigarettes. E-Cigarettes are due to be licensed and regulated by 2016.

## 5. Action plan

Priority 1: Strengthen community action for tobacco control

| Objective | Action | Who is involved? | Completion date | Indicators |
|---|---|---|---|---|
| Implement this strategy through a multi-agency partnership group with senior level accountability | • Establish Southend Tobacco Control Partnership (multi-agency partnership group)<br>• Conduct annual CLeaR assessment | Southend Tobacco Control Partnership | On-going | • Terms of reference and outputs of group |
| Obtain support for this strategy from the Southend Health and Wellbeing Board | • Present a paper to the Southend Health and Wellbeing Board<br>• Provide updates on progress as required | Southend Tobacco Control Partnership | 2015 | • Paper for the Southend Health and Wellbeing Board |
| Identify clinical leadership champions and engage them with local activity on tobacco | • Establish multi-agency partnership group | Southend Tobacco Control Partnership | On-going | • Terms of reference and outputs of group |
| Develop a Southend Declaration on Tobacco Control | • Develop a Southend Declaration on Tobacco Control | SBC, SCCG, SUHFT, SEPT | 2018 | • Signed Declaration on Tobacco Control |

| | | | | |
|---|---|---|---|---|
| Develop a coordinated approach to intelligence-gathering to support tackling illicit tobacco | • Identify sources of intelligence on illicit tobacco<br>• Agree pathway for sharing and reviewing intelligence | SBC, Trading Standards, HMRC | On-going | • Pathway for sharing and reviewing intelligence agreed and in place |
| Run a regular and coordinated communications programme to support tobacco control in Southend-on-Sea | • Involvement of multi-agency partners to identify communication messages and opportunities<br>• Maximise linking to national campaigns<br>• Develop a communication and marketing plan to support this strategy | Southend Tobacco Control Partnership | On-going | • Communication and marketing plan<br>• Established process for media monitoring |
| Continue enforcement of tobacco control legislation | • Regulations on tobacco trading, counterfeit, point of sale, advertising and sponsorship<br>• New regulations for smoke free private vehicles (Oct 2015) and standardised packaging (May 2016) | SBC, Trading Standards, HMRC | On-going | • Enforcement statistics<br>• Test purchasing outcomes<br>• Remedial actions with retailers who are non-compliant with tobacco legislation |

## Priority 2: Reduce the uptake of smoking

| Objective | Action | Who is involved? | Date for completion | Indicators |
|---|---|---|---|---|
| Deliver education and prevention programmes in schools | • Ensure delivery of "Quit Because", Drug Aware, Risk Avert and PSHE programme for key stages 1-4 in schools | SBC (Public Health) | On-going | • Number of schools and children engaged in programmes per year<br>• Smoking status and intention to smoke measures from "Quit Because" feedback questionnaire |
| Reduce the number of adults that model smoking as a normal behaviour | • Stop smoking support running in a variety of clinical and community settings throughout the Borough | SBC (Public Health) | On-going | • Adult smoking prevalence |
| Raise awareness of Stop Smoking Services available in the community | • Deliver a communication and marketing plan to support this strategy | Southend Tobacco Control Partnership | On-going | • Communication and marketing plan |

## Priority 3: Reduce exposure to second-hand smoke

| Objective | Action | Who is involved? | Date for completion | Indicators |
|---|---|---|---|---|
| Raise awareness of the health consequences of second-hand smoke | • Deliver a communication and marketing plan to support this strategy<br>• Increase uptake of Brief Intervention Training, especially among professionals who work with families | Southend Tobacco Control Partnership | On-going | • Communication and marketing plan<br>• Number of different professional groups who complete Brief Intervention Training per year |
| Support children's play areas to become smoke free | • Explore voluntary and/or regulatory mechanisms to support smoke free play areas<br>• Support and promote smoke free play areas | Southend Tobacco Control Partnership, schools, children's centres and nurseries | 2018 | • Proportion of smoke-free play areas across the Borough<br>• Communication and marketing plan |
| Sign businesses and organisations up to the Public Health Responsibility Deal pledge to "support staff to give up smoking and support a smoke free environment" | • Promote Public Health Responsibility Deal to local organisations and businesses<br>• Pledging organisations and | Southend Tobacco Control Partnership, PHRD Business Engagement Officer, local businesses and organisations | On-going | • Communication and marketing plan<br>• Number of organisations and businesses pledging support<br>• Percentage of pledging organisations with a |

| | | | |
|---|---|---|---|
| | businesses have smoke free policy in place<br>• Pledging organisations and businesses have referral mechanisms in place or provide smoking cessation support | | smoke free policy in place who employ routine and manual workers<br>• Percentage of pledging organisations with referral mechanisms in place or provide smoking cessation support |

## Priority 4: Help tobacco users to quit

| Objective | Action | Who is involved? | Date for completion | Indicators |
|---|---|---|---|---|
| Continue to offer Stop Smoking Services in a wide range of clinical and community settings | • GPs, pharmacies and other community providers commissioned to deliver direct stop smoking support and pharmacotherapy to support smokers to quit | SBC (Public Health), GPs Pharmacies, | 2016 | • Number of 4 week smoking quitters |
| Offer Stop Smoking Services to groups with high smoking prevalence in a way they find best to access them | • Conduct a Health Equity Audit<br>• Develop an action plan focusing on findings of Health Equity Audit | Southend Tobacco Control Partnership | 2016 | • Referral, uptake and quit rates by key target populations and groups<br>• Health equity audit<br>• Action plan in place focusing on findings of Health Equity Audit |
| Enable health and social care providers to identify and refer smokers into local support | • Continue roll out of Making Every Contact Count (MECC) to health and social care providers<br>• Monitor referrals to Stop Smoking Services from health and social care providers | Southend Tobacco Control Partnership, SCCG, SUHFT, SEPT, General Practices, Pharmacies | On-going | • Number of health and social care staff completing MECC training per year<br>• Increasing numbers of people referred from health and social care providers to the Stop Smoking Service |

| | |
|---|---|
| Widely promote Stop Smoking Services available in the community | • See priority 1 |

## Priority 5: Reduce inequalities caused by smoking

| Objective | Action | Who is involved? | Date for completion | Indicators |
|---|---|---|---|---|
| Continue to work directly within settings and groups that directly enable the support of those with greatest need to engage potential quitters | • Face to Face events with the Stop Smoking team held in community settings e.g. food bank<br>• Face to face engagement at community events e.g. Village Green | SBC (Public Health) | 2016 | • Number of sessions held<br>• Number of people engaged |
| Review smoking data to assess progress in reducing inequalities | • Identify robust data indicators to assess inequalities<br>• Ensure data collection pathway for groups known to suffer inequalities in smoking (including smokers in pregnancy, Black Asian and Minority Ethnic groups, routine and manual workers, and other groups identified through the Health Equity Audit) | SBC (Public Health) | 2016 | • Data indicators and pathways for reporting agreed and established |

| | | | | |
|---|---|---|---|---|
| Develop a comprehensive plan to increase smoking quit attempts for vulnerable groups | • Conduct a Health Equity Audit<br>• Develop an action plan focusing on findings of Health Equity Audit<br>• Consider incentives | Southend Tobacco Control Partnership | 2016 | • Health Equity Audit<br>• Action plan in place focusing on findings of Health Equity Audit |
| Facilitate the development of stop smoking services to mental health community settings | • Develop a pathway for mental health service users to enter stop smoking treatment<br>• Offer Brief Advice training to community mental health team | SBC, SCCG, SEPT | On-going | • Pathway agreed and established<br>• Number of community mental health team who complete BA training |

## Priority 6: Develop a harm reduction approach

| Objective | Action | Who is involved? | Date for completion | Indicators |
|---|---|---|---|---|
| Develop approaches to harm reduction and smoking cessation, including e-cigarettes | • Develop harm reduction approaches to smoking in line with NICE guidance PH45 and good practice | Southend Tobacco Control Partnership | 2016 | • Harm reduction position statement |

## 6. Monitoring

Delivery of this strategy will be overseen by the Southend Tobacco Control Partnership group which will report to the Southend Health and Wellbeing Board.

The action plan will be reviewed and updates annually to ensure the aims and objectives of this strategy are achieved and remain relevant to the needs of the Southend-on-Sea population.

## 7. Glossary

| | |
|---|---|
| *Advocacy* | Encouraging others to champion the tobacco control agenda and use their influence to progress important campaigns and activities. |
| *Brief intervention* | Succinct advice on giving up smoking and how to access support. Locally training is provided by the local Stop Smoking Service and through the Make Every Contact Count initiative. |
| *CCGs* | Clinical Commissioning Groups formally came into existence in 2013. They are the organisation responsible for most local health services directed by clinical leadership. |
| *Clinical leadership* | Leaders drawn from the medical and related health services. |
| *Denormalisation* | Challenging and changing accepted social norms (e.g. “everyone smokes around here…”) |
| *Health and Wellbeing Board* | Statutory committee of the local authority responsible for commissioning all aspects of public health and social care, information on which can be found here: http://www.southend.gov.uk/info/200233/health_and_wellbeing/468/health_and_wellbeing_board |
| *Health and Wellbeing Strategy* | Main strategy document created by the Health and Wellbeing Boards. |
| *JSNA* | Joint Strategic Needs Assessment – process by which local health priorities are identified and documented. |
| *Second hand smoke (SHS)* | Second hand smoke (SHS) is inhalation of other people’s tobacco smoke. SHS is also commonly known as ‘passive smoking’, ‘environmental tobacco smoke’ and ‘involuntary smoking’. Inhaling SHS is an unavoidable consequence of being in a smoke-filled environment |
| *Prevalence* | Prevalence measures the proportion of individuals in a defined population that have a disease or other health outcomes of interest at a specified point in time (point prevalence) or during a specified period of time (period prevalence). |
| *Incidence* | A measure of the number of new cases of a disease (or other health outcome of interest) that develops in a population at risk during a specified time period. |

# Appendix 1

***Figure 7: Estimated deaths attributable to smoking per 100,000 population, aged 35+, comparing Southend to the England average (Source: Integrated Household Survey)***

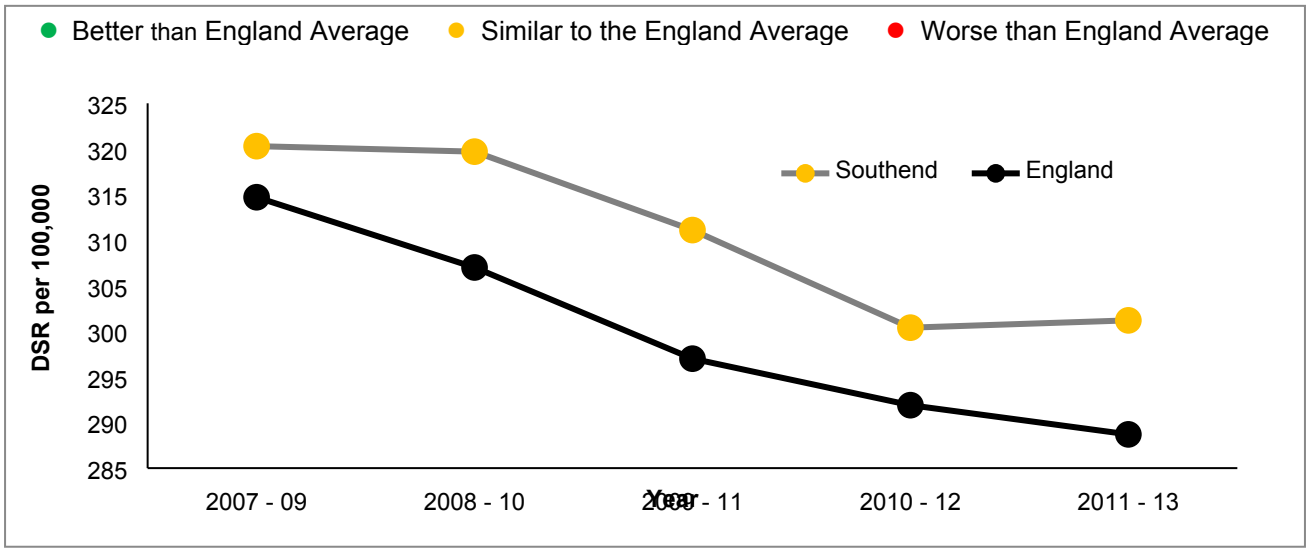



***Figure 8: Estimated deaths attributable to smoking per 100,000 population, aged 35+ (2012), comparing Southend to ONS Cluster Group (Source: Integrated Household Survey)***

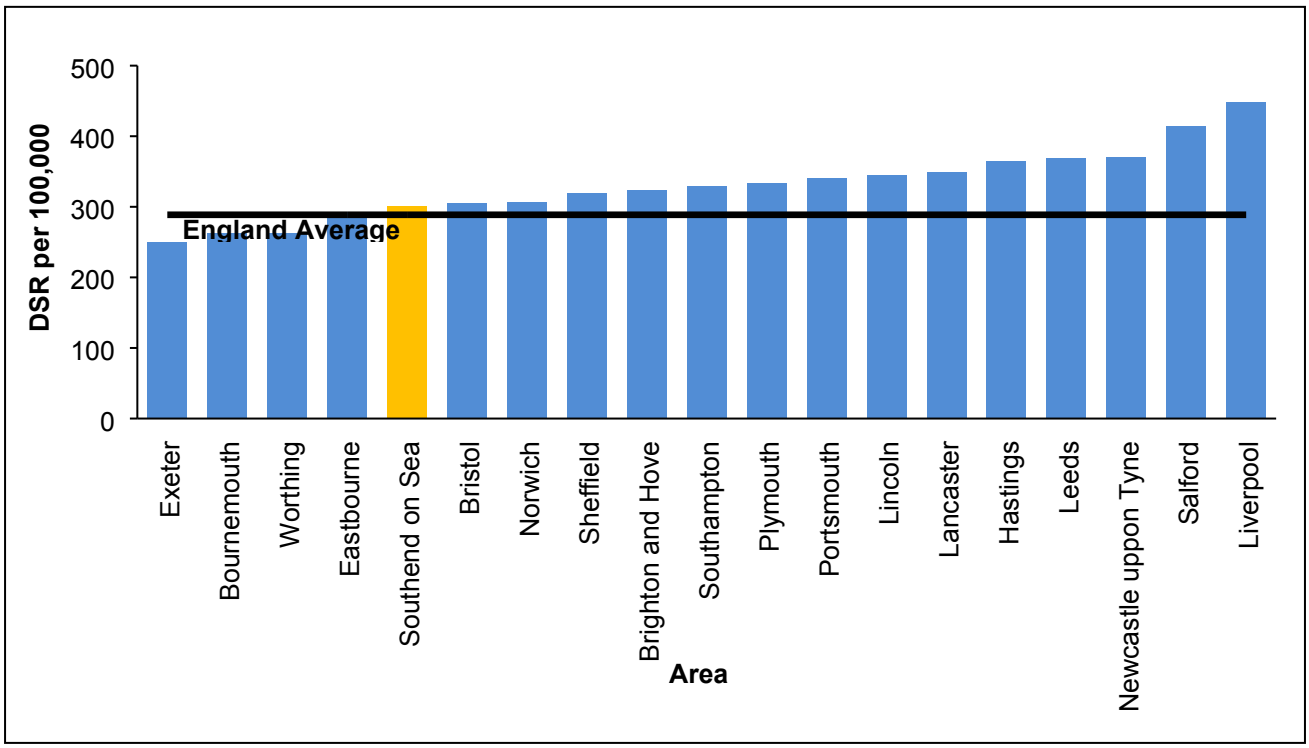


***Figure 9: Prevalence of smoking among persons aged 18 years and over, comparing Southend to the England Average (Source: Integrated Household Survey)***

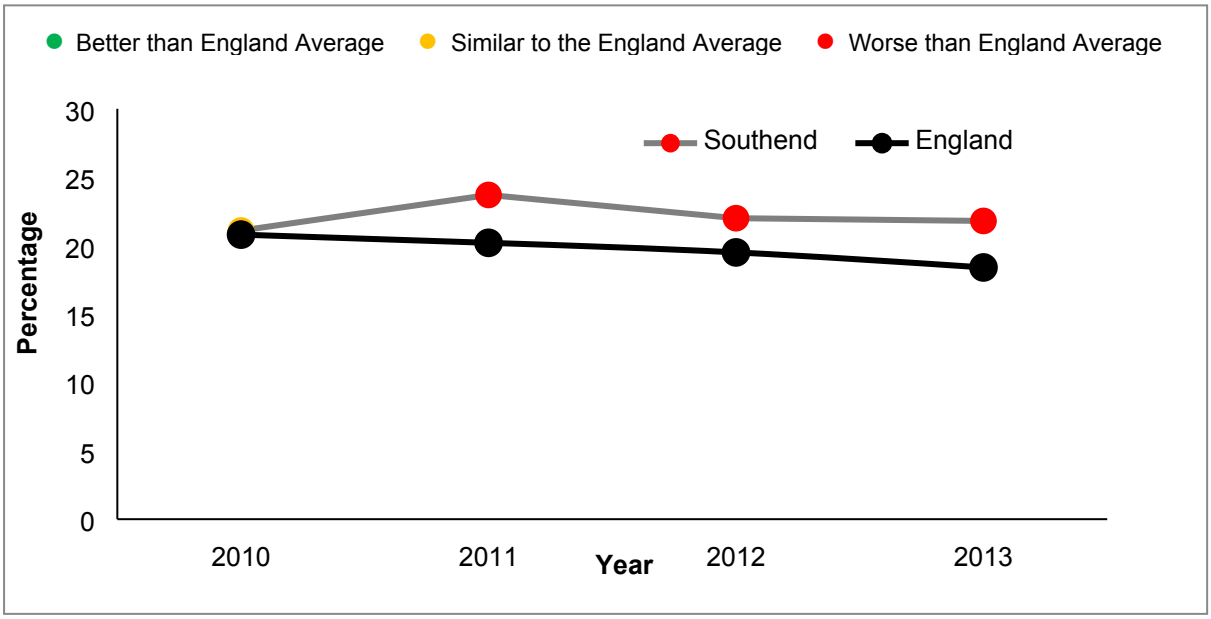



***Figure 10: Estimated current smoking prevalence (2013), comparing Southend to ONS Cluster Groups (Source: Integrated Household Survey)***

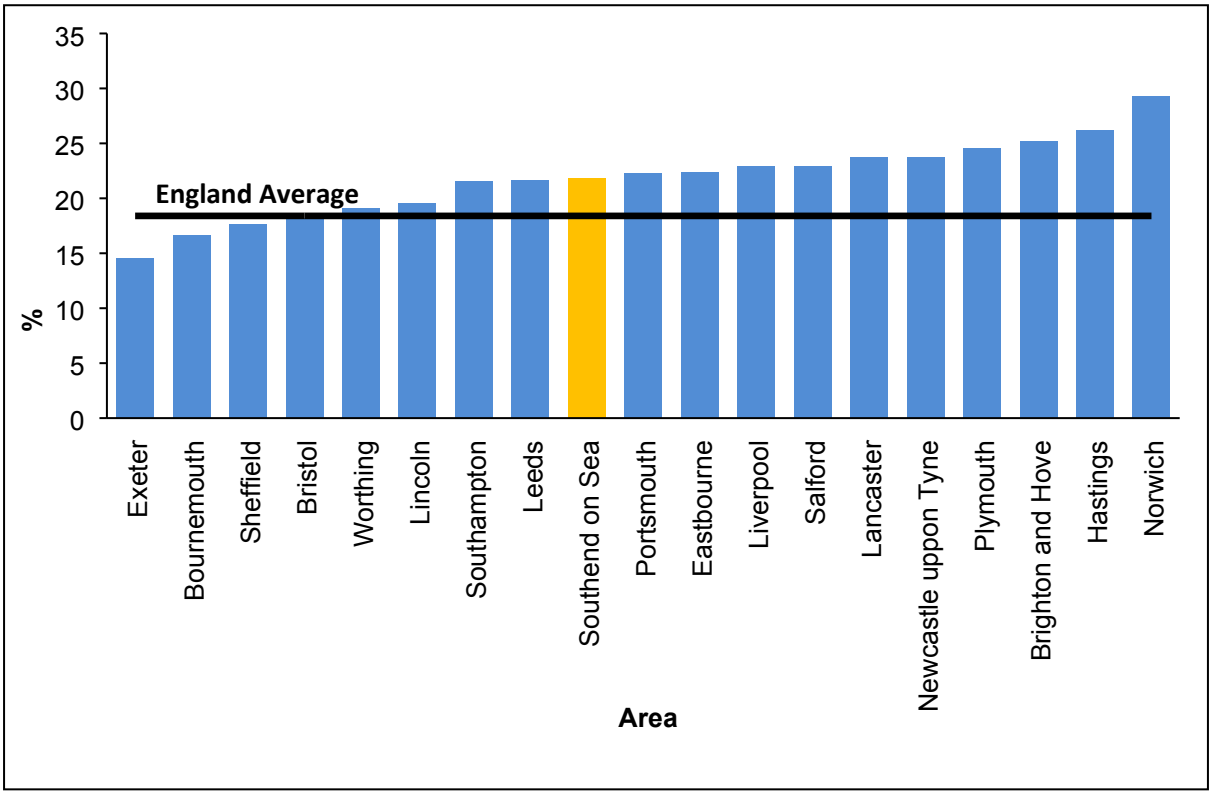


***Figure 11: Prevalence of cigarette smoking in England among adults by age (2010) (Source: HSCIC: Statistics on Smoking - England, 2012)***

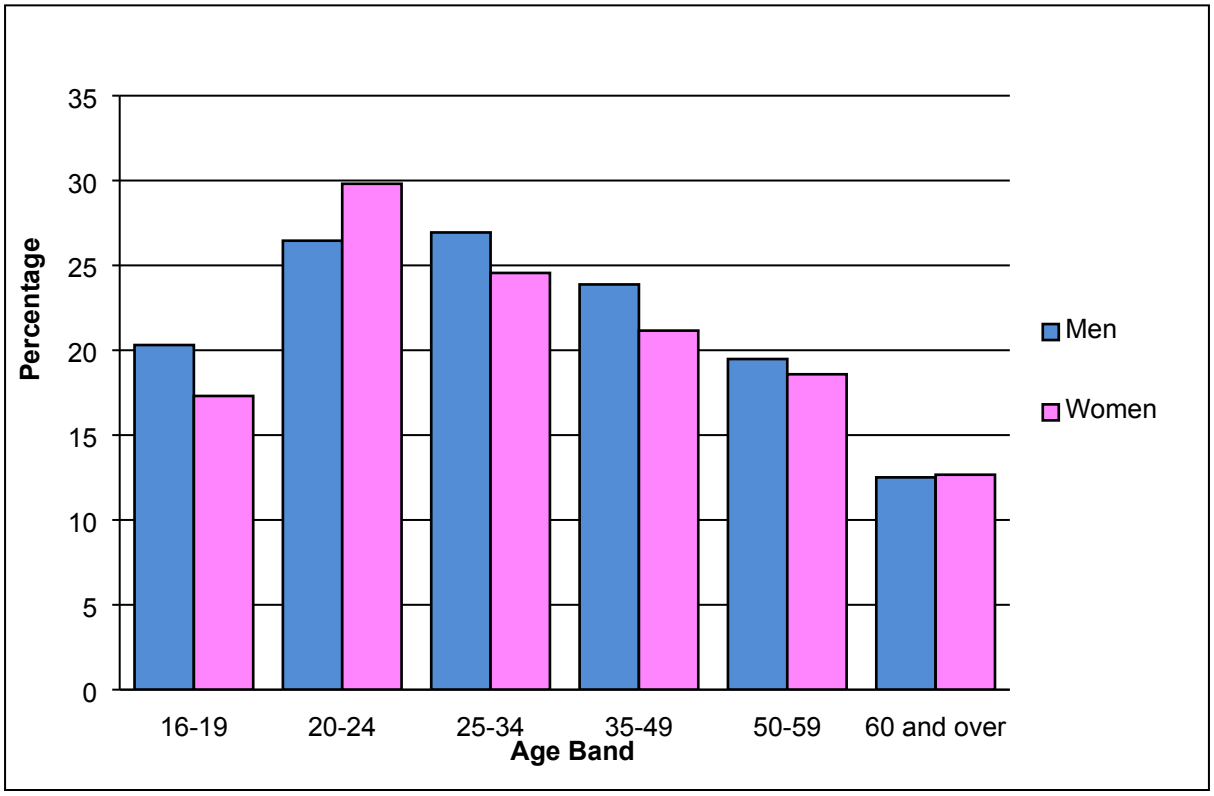



***Figure 12: Number of successful quit attempts at 4 weeks per 100,000 smokers (2013-2014) Southend compared to ONS Cluster Groups (Source: Local Tobacco Profile, PHE)***

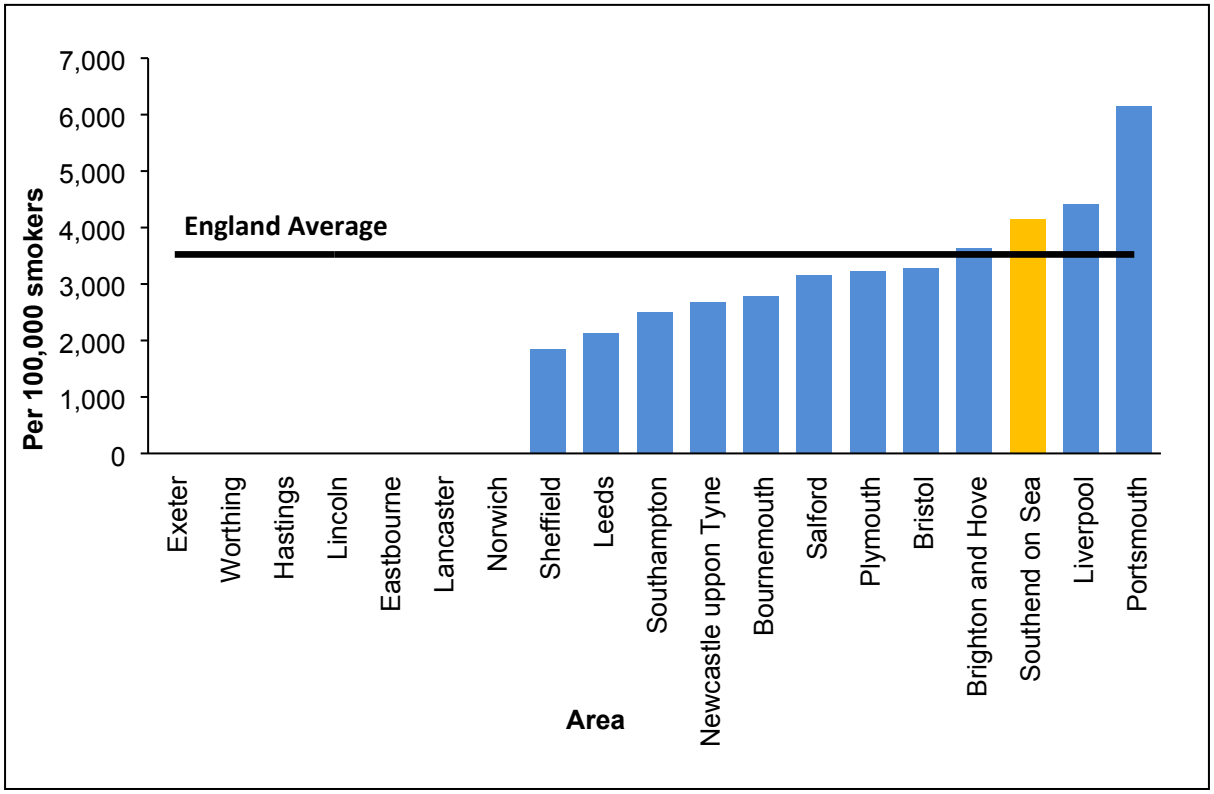


***Figure 13: Proportion of pupils in England who are regular smokers, by age and sex (2011) (source: HSCIC: Smoking, drinking and drug use among young people in England)***

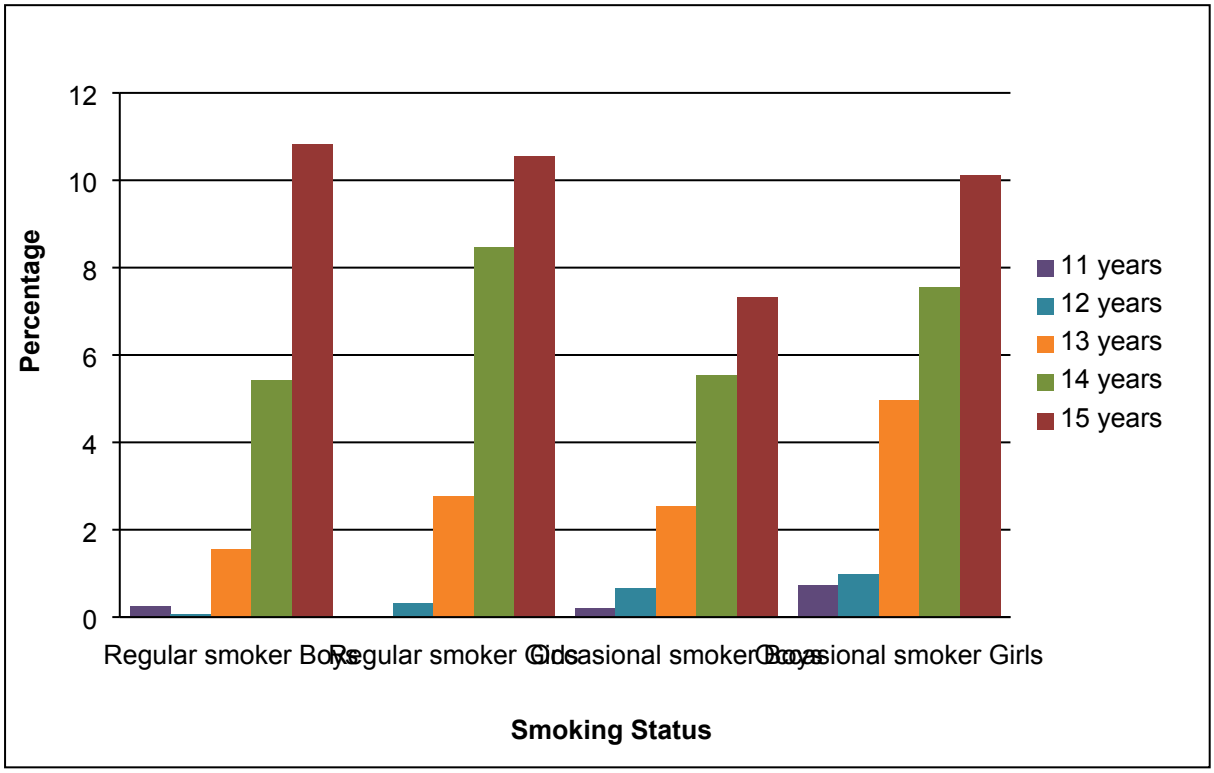
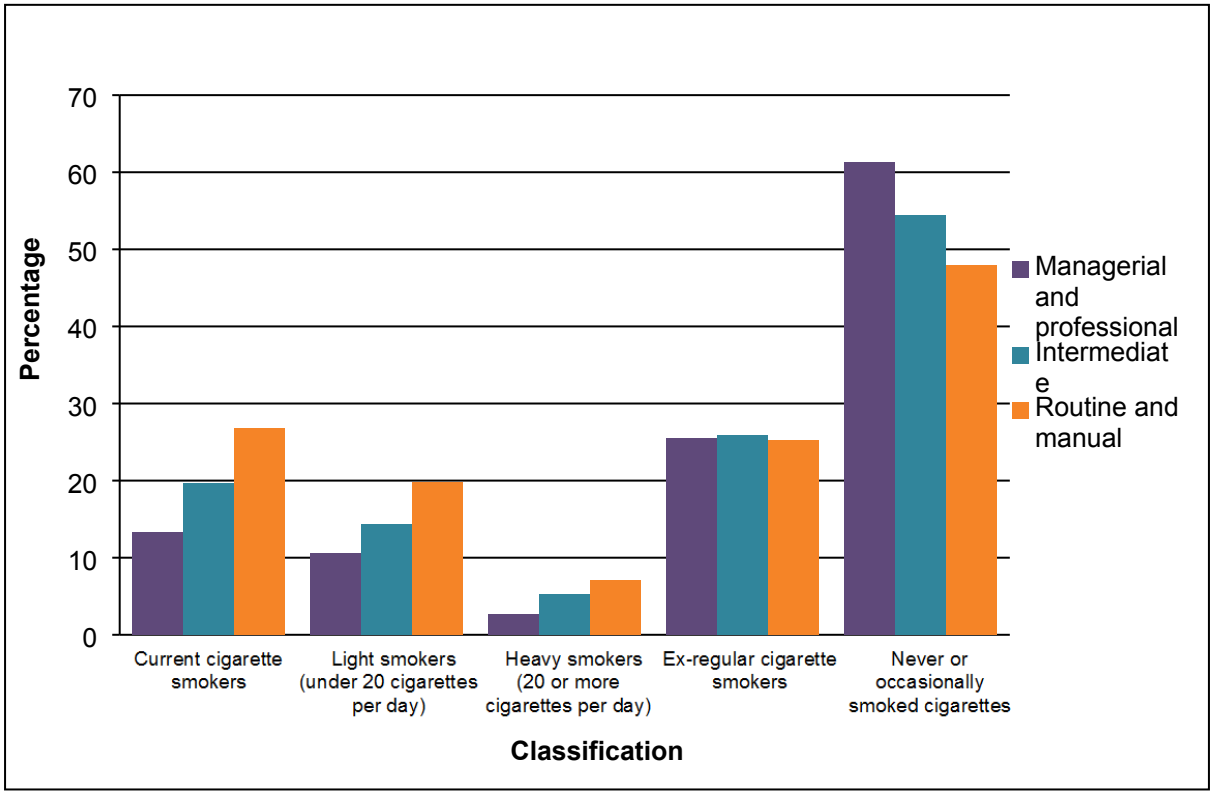



***Figure 14: Cigarette smoking in adults by socio-economic classification (2010)***



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# CABINET

Tuesday, 10th November 2015

## COUNCIL PROCEDURE RULE 46

The following action taken in accordance with Council Procedure Rule 46 is reported. In consultation with the appropriate Executive Councillor(s):-

### 1. The Corporate Director for Corporate Services authorised:

1.1 Beach Hut Leases

Agreement that all beach hut tenants will be allowed to hold over on the terms and rent of their current leases for a further 12 months to allow time for the Council to assess the options and select a preferred scheme for the sea wall enhancements required to manage flood risk. This provides some certainty to beach hut owners whilst protecting the Council's position and ensuring the rents can be collected in the meantime.

1.2 Purchase of 36 Malvern Coleman Street Southend-on-Sea

The use of HRA reserves to bid for this property at auction up to the agreed maximum limit, the costs of which will be created by a virement from the existing HRA capital programme. The auction took place on 30 September 2015.

### 2. The Corporate Director for Place authorised:

2.1 Technical Housing Standards - Policy Transition Statement

The publication of the Council's Policy Transition Statement on the Council's website which sets out how the existing policies relating to Housing Standards in the Development Management Document and Core Strategy should be applied from 1st October 2015.

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