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SOUTHEND-ON-SEA BOROUGH COUNCIL

**Place Scrutiny Committee**

**Date: Monday, 28th November, 2016**

**Time: 6.30 pm**

**Place: Committee Room 1 - Civic Suite**

**Contact: Tim Row - Principal Committee Officer**

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**AGENDA**

\*\*\*\* **Part I**

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Questions from Members of the Public**
- 4 Minutes of the Meeting held on Monday 10th October 2016 (Pages 1 - 10)**
- 5 Monthly Performance Report (Pages 11 - 84)**  
Members are reminded to bring with them the most recent MPR for period ending September 2016 which was circulated recently. Comments / questions should be made at the appropriate Scrutiny Committee relevant to the subject matter.

\*\*\*\* **ITEMS CALLED-IN/REFERRED DIRECT FROM CABINET, Tuesday 8th November 2016**

- 6 In-depth Scrutiny report - 20mph speed restrictions in residential streets (Pages 85 - 142)**  
**Minute 441 (Cabinet Book 1 – Agenda Item 6 refers)**  
Called in by Councillors Willis and Ware-Lane
- 7 Gambling Policy (Pages 143 - 184)**  
**Minute 452 (Cabinet Book 2 – Agenda Item 18 refers)**  
Called in by Councillors Ware-Lane and Cllr McDonald
- 8 PVX Policy (Pages 185 - 192)**  
**Minute 453 (Circulated separately – Agenda Item 19 refers)**  
Called in by Councillors Ware-Lane, Nevin, Woodley and Assenheim
- 9 125th Anniversary Celebrations (Pages 193 - 204)**  
**Minute 454 (Cabinet Book 2 – Agenda Item 20 refers)**  
Called in by Councillors Ware-Lane and Gilbert
- 10 Standing Order 46 (Pages 205 - 206)**  
**Pier Entrance (West) and 21 Pier Arches**  
**Minute 456 (Cabinet Book 2 – Agenda Item 22 refers)**  
Called in by Councillors Nevin and McDonald

\*\*\*\* **ITEMS CALLED-IN/REFERRED DIRECT FROM CABINET COMMITTEE, Thursday  
3rd November 2016 - None**

\*\*\*\* **PRE-CABINET SCRUTINY ITEMS**

11 **Growth Strategy**

\*\*\*\* **ITEMS CALLED-IN FROM THE FORWARD PLAN - None**

\*\*\*\* **OTHER SCRUTINY MATTERS**

12 **In-depth Scrutiny Project - 'To investigate the case for additional enforcement resources for Southend'**

13 **Exclusion of the 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.

\*\*\*\* **Part II**

\*\*\*\* **PART II ITEMS CALLED-IN/REFERRED DIRECT FROM CABINET, Tuesday 8th  
November 2016**

14 **Waste Management PFI (Pages 207 - 216)  
Minute 458 (Confidential item circulated separately – Agenda Item 24  
refers)**

Called in by Councillors Gilbert, Willis, Woodley and Assenheim

**Members:**

Cllr K Robinson (Chair), Cllr P Wexham (Vice-Chair), Cllr M Assenheim, Cllr A Bright, Cllr D Burzotta, Cllr T Callaghan, Cllr M Davidson, Cllr F Evans, Cllr N Folkard, Cllr J Garston, Cllr S Habermel, Cllr D Jarvis, Cllr D Kenyon, Cllr H McDonald, Cllr D McGlone, Cllr M Terry and Cllr C Willis

# SOUTHEND-ON-SEA BOROUGH COUNCIL

## Meeting of Place Scrutiny Committee

**Date: Monday, 10th October, 2016**  
**Place: Committee Room 1 - Civic Suite**

# 4

**Present:** Councillor K Robinson (Chair)  
Councillors P Wexham (Vice-Chair), M Assenheim, A Bright,  
D Burzotta, T Callaghan, M Davidson, F Evans, N Folkard,  
J Garston, S Habermel, D Jarvis, D Kenyon, H McDonald,  
D McGlone, C Willis and R Woodley\*  
\*Substitute in accordance with Council Procedure Rule 31.

**In Attendance:** Councillors T Cox, M Flewitt, A Holland and J Lamb (Executive Councillors)  
Councillors B Arscott and A Jones  
A Lewis, J K Williams, S Dolling, P Geraghty, D Patel,  
T MacGregor, P Mathieson, Mr M Thomas, J Martin and T Row

**Start/End Time:** 6.30 pm - 9.40 pm

### 322 Apologies for Absence

Apologies for absence were received from Councillor Terry (Substitute: Councillor Woodley).

### 323 Declarations of Interest

The following interests were declared at the meeting:

- (a) Councillors Cox, Flewitt, Holland and Lamb (Executive Councillors) – interests in all the called-in/referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;
- (b) Councillor Assenheim – Agenda Item No. 12 (Carriage and Wagon Shed Options) – Non-pecuniary interest: Member of the Shoeburyness Coastal Communities Committee;
- (c) Councillor Bright – Agenda Item No. 14 (Members Requests List (Request Ref No. 16/08 - Propose waiting restrictions in Thorpe Hall Close to protect driveway) – Non-pecuniary interest: Within his ward;
- (d) Councillor Bright – Agenda Item No. 15 (Petition Requesting Permit Parking Controls Southend East) – Non-pecuniary interest: Partly within his ward;
- (e) Councillor Cox – Agenda Item No. 12 (Carriage and Wagon Shed Options) – Non-pecuniary interest: Member of the Shoeburyness Coastal Communities Team;

- (f) Councillor Evans – Agenda Item No. 12 (Carriage and Wagon Shed Options) – Non-pecuniary interest: Member of the Leigh Coastal Communities Team;
- (g) Councillor J Garston – Agenda Item No. 8 (SCAAP) – Non-pecuniary interest: Lives in the central area of the town;
- (h) Councillor Holland – Agenda Item No. 7 (Interim Affordable Housing Policy) – Non-pecuniary interest: Son has worked on this item;
- (i) Councillor Jarvis – Agenda Item No. 12 (Carriage and Wagon Shed Options) – Non-pecuniary interest: Member of the Shoeburyness Coastal Communities Team;
- (j) Councillor Kenyon – Agenda Item No. 14 (Members Requests List (Request Ref No. 16/08 - Propose waiting restrictions in Thorpe Hall Close to protect driveway) – Non-pecuniary interest: Within his ward;
- (k) Councillor Lamb – Agenda Item No. 17 (Skills Development) – Non-pecuniary interest: Governor at the Southend Adult Community College;
- (l) Councillor McDonald – Agenda Item No. 15 (Petition Requesting Permit Parking Controls Southend East) – Non-pecuniary interest: Partly within her ward;
- (m) Councillor Wexham – Agenda Item No. 12 (Carriage and Wagon Shed Options) – Non-pecuniary interest: Member of the Leigh Coastal Communities Team;
- (n) Councillor Willis – Agenda Item No. 18 (In-depth scrutiny report - 20mph speed restrictions in residential streets) – Non-pecuniary interest: Member for Westborough Ward;
- (o) Councillor Woodley – Agenda Item No. 8 (SCAAP) – Non-pecuniary interest: Member of BERA who have commented on the document;
- (p) Councillor Woodley – Agenda Item No. 9 (Air Quality Management Area) – Non-pecuniary interest: Daughter is a pilot and flying instructor and uses Southend Airport.

**324 Questions from Members of the Public**

The Executive Councillor for Housing, Planning & Public Protection responded to two written questions from Mr Kearney.

**325 Minutes of the Meeting held on Monday 11th July 2016**

Resolved:-

That the Minutes of the Meeting held on Monday 11th July 2016 be received, confirmed as a correct record and signed.

**326 Monthly Performance Report**

The Committee considered the Monthly Performance Report (MPR) covering the period to end August 2016, which had been circulated recently.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

**327 Annual Report - Comments, Compliments and Complaints - 2015/16**

The Committee considered Minute 265 of Cabinet held on 20<sup>th</sup> September 2016, which had been referred direct by Cabinet and called-in for scrutiny to all three scrutiny committees, together with the report of the Corporate Director for Corporate Services presenting the annual report on compliments and complaints received throughout the Council for 2015/16.

Resolved:-

That the following decision of Cabinet be noted:

“That the Council’s performance in respect of compliments, comments and complaints for 2015-16 be noted.”

Note: This is an Executive Function

**Referred direct to all three scrutiny committees**

Executive Councillors – Lamb, Salter and Courtenay

**328 Interim Affordable Housing Policy**

The Committee considered Minute 274 of Cabinet held on 20<sup>th</sup> September 2016, which had been called-in for scrutiny, together with the report of the Corporate Director for Place outlining the proposed Interim Affordable Housing Policy.

Resolved:-

That the following recommendations of Cabinet be noted:

“1. That the “Interim Affordable Housing Policy (September 2016)” document attached at Appendix 2 to the submitted report, be approved as Corporate Policy.

2. That the Corporate Director for Place, in consultation with the Portfolio Holder for Housing, Planning and Public Protection, be authorised to make any minor amendments to the Interim Affordable Housing Policy to take into account the latest available evidence from the Strategic Housing Market Assessment or its equivalent successor.”

Note: This is a Council Function

Executive Councillor – Flewitt

The Committee considered Minute 275 of Cabinet held on 20th September 2016, which had been called-in for scrutiny, together with the report of the Corporate Director for Place seeking agreement to the publication of the Southend Central Area Action Plan (SCAAP) for consultation. Minute 275 had been revised following the publication of the Digest, to include the following paragraph in the preamble:

“On consideration of the report the Corporate Director for Place confirmed that, outside of the SCAAP process, it was the intention to develop a parking strategy and a tourism strategy for submission to a future meeting of the Cabinet”.

Resolved:-

1. That the following recommendations of Cabinet be noted:

“1. That the Proposed Submission version of the SCAAP (set out in Appendix 1 to the submitted report) and associated Policies Map (set out in Appendix 2 to the report) be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

2. That the response to the consultation comments received on earlier iterations of the SCAAP, as set out in the accompanying Consultation Statement in Appendix 3 to the report, be noted and endorsed.

3. That the SCAAP be submitted to the Secretary of State, prior to Examination in Public, under Regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

4. That the Corporate Director for Place, in consultation with the Executive Councillor, for Housing, Planning and Regulatory Services, in conjunction with the Local Development Framework Working Party (if necessary), be authorised to:

(a) approve and make amendments to the SCAAP that may result from, inter alia, analysis of the representations made following public consultation, recommendations of the Sustainability Appraisal and any additional evidence considered and then consult on these changes, if required, before they are submitted to the Secretary of State.

(b) agree and approve amendments that may be proposed by the Inspector during the Examination in Public process and to any further consultation that may be required as a result of this; and

(c) take all necessary steps to ensure compliance with the relevant statutory processes and procedures necessary for preparation and participation of the Council at the Examination in Public.”

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

Note: This is a Council Function  
Executive Councillor – Flewitt

### **330 Air Quality Management Area**

The Committee considered Minute 276 of Cabinet held on 20th September 2016, which had been called-in for scrutiny, together with the report of the Corporate Director for Place proposing the declaration of an Air Quality Management Area following an assessment of the air quality at the junction of the A127, Hobblythick Lane and Rochford Road.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the outcome of the 2016 Local Air Quality Management Detailed Assessment for Southend-on-Sea Borough Council for nitrogen dioxide exceedences at the junction of A127, Rochford Road and Hobblythick Lane, be noted.

2. That the proposed Air Quality Management Area boundaries for nitrogen dioxide, detailed within Appendix 1 to the submitted report and the Air Quality Management Area Order 1 (Appendix 2 to the report) be declared and that an Order be made under the provisions of Section 83(1) of the Environment Act 1995 formally designating the area as an Air Quality Management Area.

3. That consultation be undertaken on the development of an Air Quality Action Plan, in line with Department for Environment, Food and Rural Affairs (DEFRA) guidance, and that following the completion of the consultation, the Corporate Director for Place, in consultation with the Portfolio Holder for Housing, Planning and Public protection, be authorised to finalise the plan for submission to DEFRA.

4. That an Air Quality Strategy be developed for the Borough.

5. That the funding position for this project, as set out in Section 6.2 of the report, be noted.”

Note: This is an Executive Function  
Executive Councillor – Flewitt

### **331 Low Carbon Strategy**

The Committee considered Minute 277 of Cabinet held on 20th September 2016, which had been called-in for scrutiny, together with the report of the Corporate Director for Place presenting Southend on Sea Borough Council’s Low Carbon Energy and Sustainability Strategy 2015-2020, Annual Update Report.

Resolved:-

That the following decision of Cabinet be noted:

“That the Low Carbon Energy and Sustainability Annual Update Report be approved.”

Noted: This is an Executive Function  
Executive Councillor – Holland

### **332 Joint Development Brief for Land at Fossets Way**

The Committee considered Minute 278 of Cabinet held on 20th September 2016, which had been called-in for scrutiny, together with the report of the Corporate Director for Place on the Development Brief for the land at Fossetts Way and its adoption as Corporate Policy.

In response to a question regarding the potential type of development at this site, the Head of Planning & Transport undertook to discuss with the landowners the inclusion of single storey dwellings within the range of building heights.

Resolved:-

That the following recommendations of Cabinet be noted:

“1. That the development brief, as set out in Appendix 1 to the submitted report, be adopted as corporate policy.

2. That the Corporate Director for Place, in consultation with the Portfolio Holder for Housing, Planning and Public Protection, be authorised to make any minor amendments to the wording of the document as required.”

Note: This is a Council Function  
Executive Councillor – Flewitt

### **333 Carriage and Wagon Shed Options**

The Committee considered Minute 279 of Cabinet held on 20th September 2016, which had been called-in for scrutiny, together with the report of the Corporate Director for Place detailing the options for the future management and operation of the Carriage and Wagon Shed, Shoebury Garrison.

In response to a question regarding the ownership of the property, the Head of Enterprise, Tourism & Regeneration undertook to seek confirmation and inform Members accordingly.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the Carriage and Wagon Shed be leased to the new Shoebury Coastal Community Interest Company as detailed in section 4 of the submitted report.

2. That the Corporate Director of Place be authorised to advertise the opportunity to develop and manage the building for the benefit of residents and visitors to the borough if the Shoebury Coastal Community Interest Company is unable to take on the lease of the building by 30th September 2017.



3. That the Corporate Director of Place be authorised to negotiate and agree terms of any lease associated with the Carriage and Wagon Shed in consultation with the Council's Asset Management and Legal Teams.

4. That the delivery of any fit-out of the Carriage and Wagon Shed, as set out in the Coastal Communities Funding application, be supported.

5. That the financial position, as set out in section 7.2 of the report, be noted.”

Note: This is an Executive Function  
Executive Councillor – Holland

**334 Minutes of the Local Development Framework Working Party held 6th September 2016**

The Committee considered the Minutes of the meeting of the Southend-on-Sea Local Development Framework Working Party held on 6th September 2016 concerning proposals on new local listings.

In response to a question regarding the process for nominating local buildings for nationally listed status, the Executive Councillor for Housing, Planning & Public Protection undertook to provide clarification to Members.

Resolved:-

That the following decision of Cabinet be noted:

“That the following buildings be designated as locally listed buildings/structures:

- The Co-op building Sutton Road, Southend
- Westcliff Police Station, West Road
- Former Lloyds Bank, London Road, Westcliff
- Civic Centre fountain.”

Note: This is an Executive Function  
Executive Councillor:- Flewitt

**335 Members Requests List (Request Ref No. 16/08 - Propose waiting restrictions in Thorpe Hall Close to protect driveway)**

The Committee considered Minute 251 of Cabinet Committee held on 19th September 2016, which had been called-in for scrutiny, together with the relevant excerpts from the report of the Corporate Director for Place regarding Member's Request ref no. 16/08 for the possible introduction of waiting restrictions in Thorpe Hall Close to protect a driveway.

Resolved:-

That the following decision of Cabinet Committee be noted:

“That no further action be taken in respect of the request and that it be removed from the list.”

Note:- This is an Executive Function  
Executive Councillor: Cox

**336 Petition Requesting Permit Parking Controls Southend East**

The Committee considered Minute 253 of Cabinet Committee held on 19th September 2016, which had been called-in for scrutiny, together with the report of the Corporate Director for Place which appraised Members of the receipt of a petition signed by 320 residents of the roads north of Southend East Railway Station requesting parking controls to deter all day parking by commuters.

Resolved:-

That the following decisions of Cabinet Committee be noted:

“1. That the petition be noted and the residents be thanked for taking the time to compile the petition.

2. That, in accordance with the agreed policy regarding parking management schemes, Ward Councillors be requested to undertake an informal consultation with residents of the wider area affected, including the area south of the railway, the results of which shall be reported back to the Traffic & Parking Working Party and Cabinet Committee for consideration.”

Note:- This is an Executive Function  
Executive Councillor: Cox

**337 Petition Requesting Amendment to Existing Parking Controls Shaftsbury Avenue**

The Committee considered Minute 254 of Cabinet Committee held on 19th September 2016, which had been called-in for scrutiny, together with the report of the Corporate Director for Place which appraised Members of the receipt of a petition signed by 28 residents of Shaftsbury Avenue, requesting amendments to the existing waiting restrictions in the road between Lifstan Way and Warwick Road.

Resolved:-

That the following decisions of Cabinet Committee be noted:

“1. That the petition be noted and the residents be thanked for taking the time to compile the petition.

2. That the Corporate Director for Place be authorised to advertise the appropriate traffic regulation order and notices for the removal of the existing alternate monthly parking restriction in this section of road to increase parking availability and subject to there being no objections following statutory advertisement, to arrange for the order to be confirmed.”

Note:- This is an Executive Function  
Executive Councillor: Councillor Cox

**338 Skills Development**

(This is a pre-Cabinet Scrutiny item.)

The Committee received a report by the Corporate Director for Place by way of pre-Cabinet scrutiny. This sought the Committee's views on the specific outcomes to be tackled in the Skills Strategy and Action Plan.

The Committee discussed the report in some detail, and whilst there was general consensus and support of the content of the draft strategy and action plan, the Head of Economy, Regeneration & Tourism informed the Committee that he would welcome any further comments from Members prior to its submission to Cabinet.

Resolved:-

That the Skills Strategy and Action Plan be noted and endorsed for submission to Cabinet for consideration at its meeting on 8<sup>th</sup> November 2016.

Note:- This is an Executive Function  
Executive Councillor:- Holland

**339 In-depth Scrutiny Report - 20mph Speed Restrictions in Residential Streets**

The Committee considered a report by the Corporate Director for Corporate Services which sought formal approval to the draft final report and recommendations from the scrutiny project for 2015/16 entitled 20mph speed restrictions in residential streets.

Resolved:-

1. That the draft report and the recommendations from the in depth scrutiny project be endorsed for submission to Cabinet.
2. That the Chairman be authorised to agree any final amendments to the draft report.
3. That in accordance with Scrutiny Procedure Rule 10 (Part 4 (e) of the Constitution), to agree that the Chairman of the Project Team present the final report to a future Cabinet meeting.

Note:- This is a Scrutiny Function.

**340 In-depth Scrutiny Project - 'To investigate the case for additional enforcement resources for Southend'**

Further to Minute 110 of its meeting held on 11th July 2016 and Minute 153 of the meeting of the Policy & Resources Scrutiny Committee held on 14<sup>th</sup> July 2016, the Committee considered the project plan in relation to the agreed joint in-depth scrutiny project for 2016/17 entitled 'To investigate the case for additional enforcement resources for Southend'.

The Committee also received an oral update on the progress that had been made with the study to date

Resolved:-

That the project plan be agreed.

Note:- This is a Scrutiny Function.

**Chairman:** \_\_\_\_\_

# MONTHLY PERFORMANCE REPORT

## September 2016

### Contents







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<b>Section 3</b> Page 10-24	<b>Detail of Indicators Rated Red or Amber</b>  Performance detail for indicators rated Red or Amber
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Published by the Policy, Engagement & Communication Team

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## Key to Columns and symbols used in report

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

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Published by the Policy, Engagement & Communication Team

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# Section 1: 2016-2017 Exceptions - Current Month Performance

Comments on Indicators rated Red or Amber

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**Expected Outcome** At risk of missing target  
**Responsible OUs** People



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

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





**Expected Outcome** At risk of missing target  
**Responsible OUs** Place

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



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

**Expected Outcome** Some slippage against target  
**Responsible OUs** Corporate Services



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

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





**Expected Outcome** Some slippage against target  
**Responsible OUs** People

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

**Expected Outcome** Some slippage against target  
**Responsible OUs** Place

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

**Expected Outcome** Some slippage against target  
**Responsible OUs** Public Health

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

## Section 2: 2016-2017 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

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

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

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

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

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

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

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

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

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

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

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

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

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

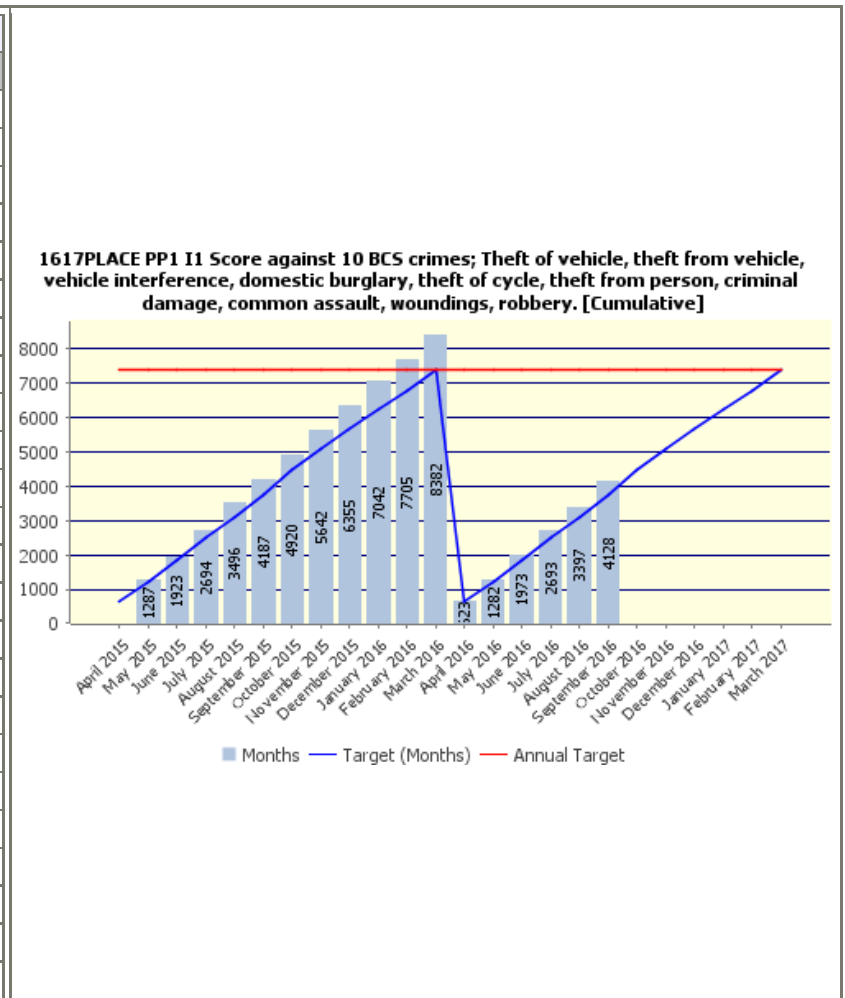
### Section 3: Detail of indicators rated Red or Amber

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

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

CP 1.1	<b>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]</b>			<p>September 2016 result</p> <p>3848 3773 0 4128 10000</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Minimise	
<b>Managed By</b>	<b>Dipti Patel</b>			
<b>Year Introduced</b>	2007			

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

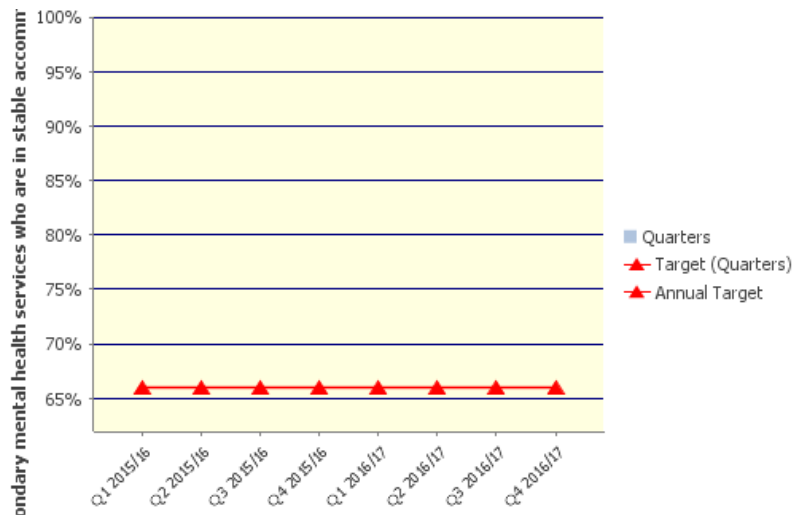


Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are causing concern ( violent crime), and improved strategic and operational links between the key partnership boards. The development of the Community Safety Hub will enhance partnership approaches to tackling crime and ASB within Southend. An all member briefing with senior Police officers is being held on 23 November to review crime statistics. In addition, the in-depth scrutiny review on enforcement is progressing and is due to take evidence from the Police and Crime Commissioner, among a range of other sources’ 22




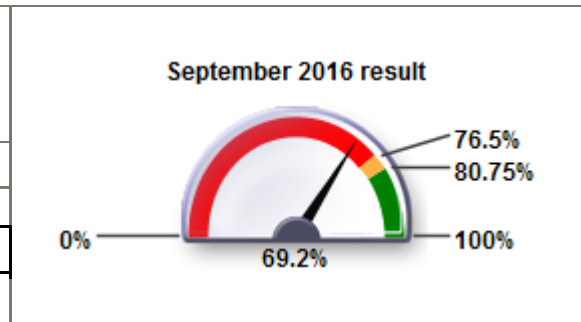
CP 1.2	<b>Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H) [Year to date Snapshot]</b>			<p style="text-align: center;"><b>September 2016 result</b></p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>Sharon Houlden</b>		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

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

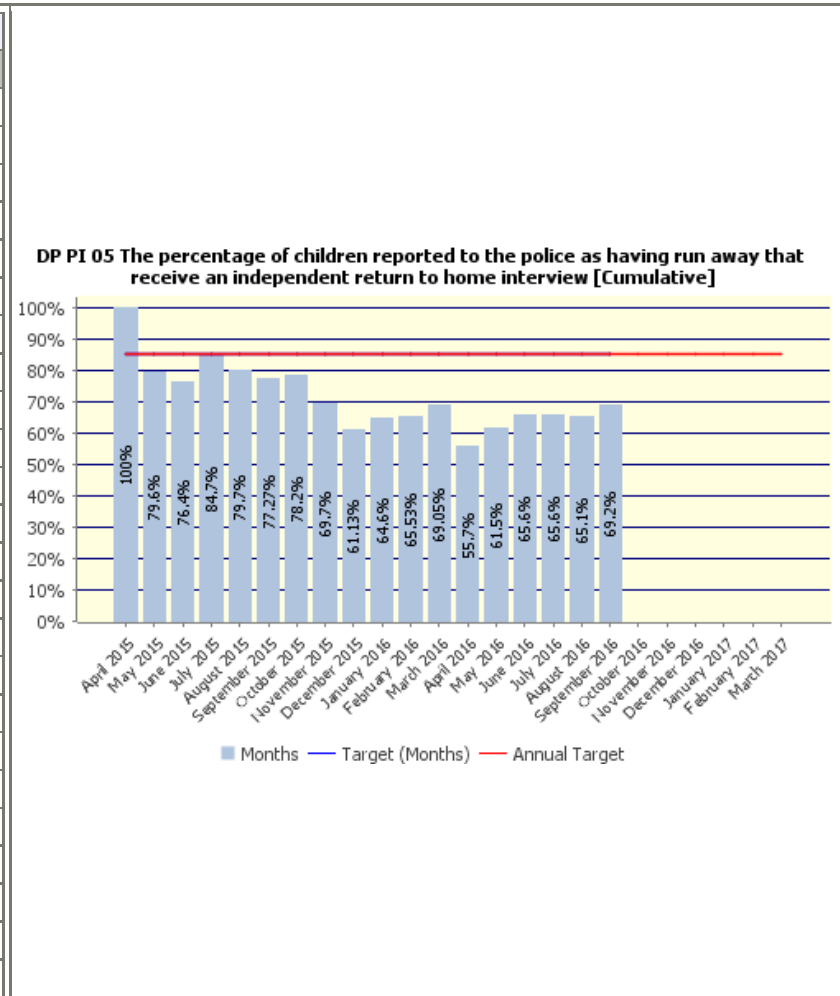


The measure is just below target with 336 clients in contact with SEPT (South Essex Partnership Trust) in stable accommodation, out of 531 in contact with SEPT.

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



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




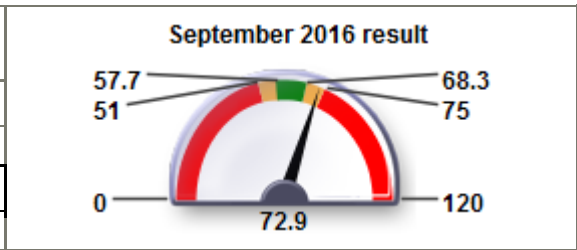
For September 2016 the figure of 69.2% is made up of 281 successful visits, 82 unsuccessful visits (visits refused by the child/young person or the young person wasn't seen during the visit) and 43 outstanding visits.

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

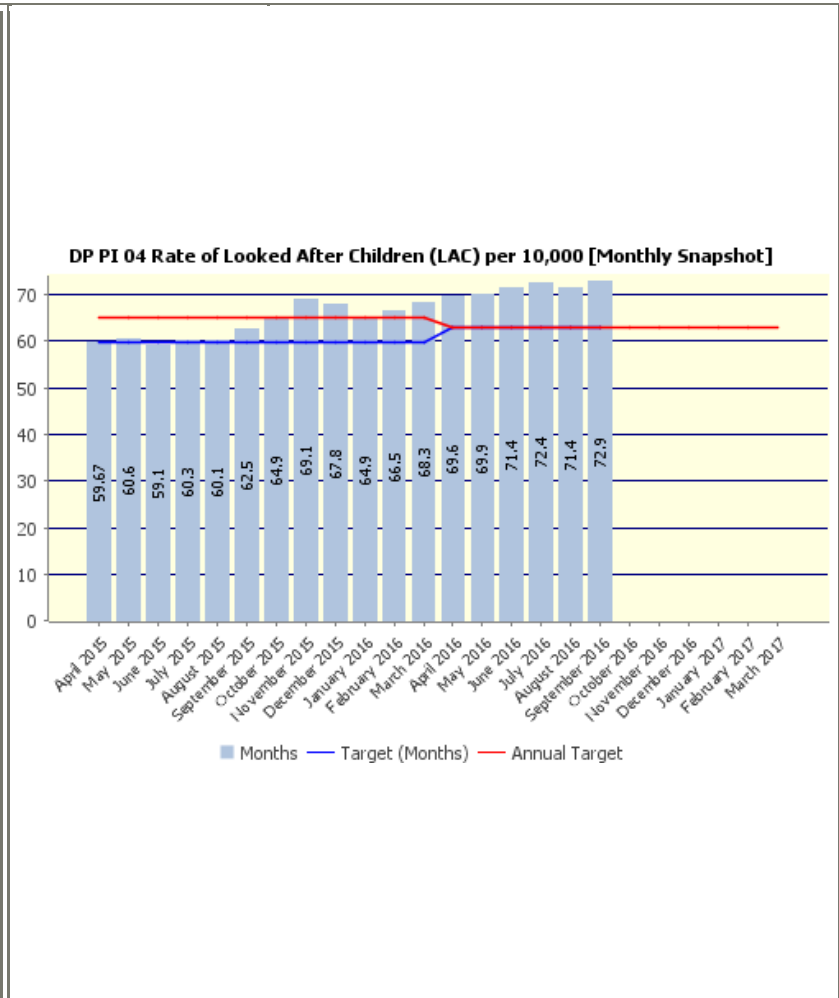
The percentage of successful visits for children looked after by Southend but placed out of borough is 61.0%, with 76.3% offered a visit.

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

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



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

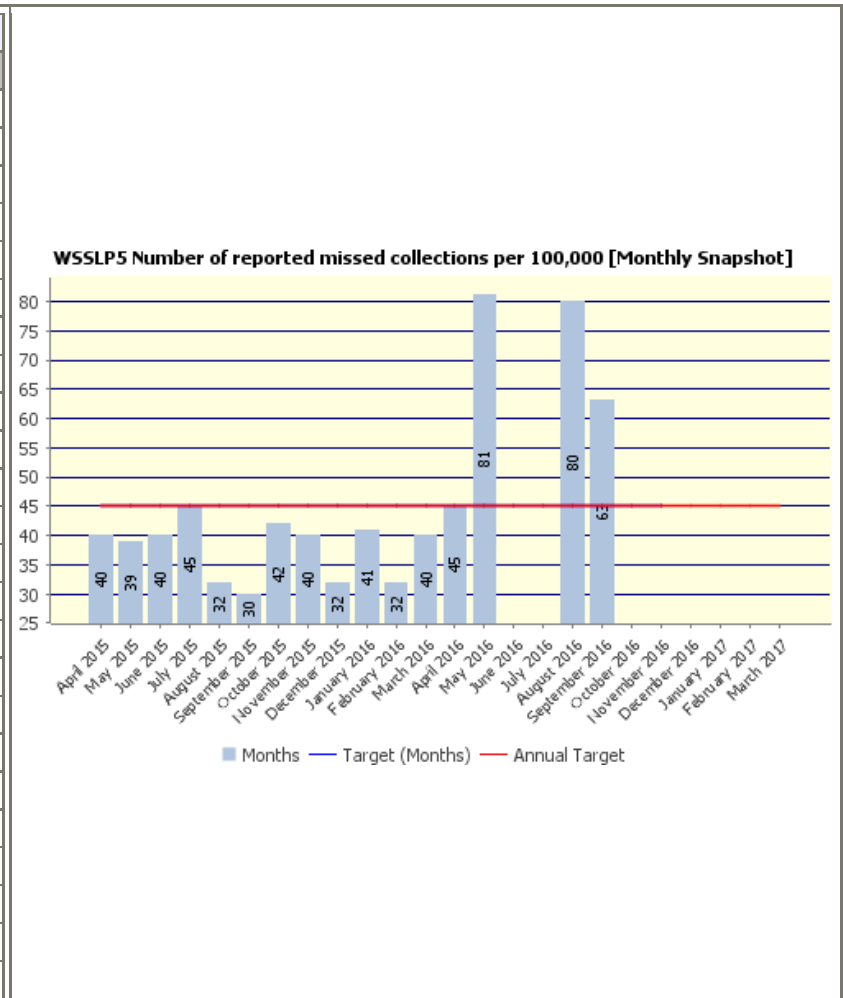


The number of looked after children remain above target at 72.9 per 10,000 population against a target range of 57.3-68.3. The Children's Service Improvement plan will address some of this as it is anticipated that more children will be supported to remain with their family. In addition work is being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

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

CP 2.1	<b>Number of reported missed collections per 100,000 [Monthly Snapshot]</b>			<p>September 2016 result</p> <p>45.45</p> <p>45</p> <p>25</p> <p>63</p> <p>80</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Minimise	
<b>Managed By</b>	<b>Dipti Patel</b>			
<b>Year Introduced</b>				

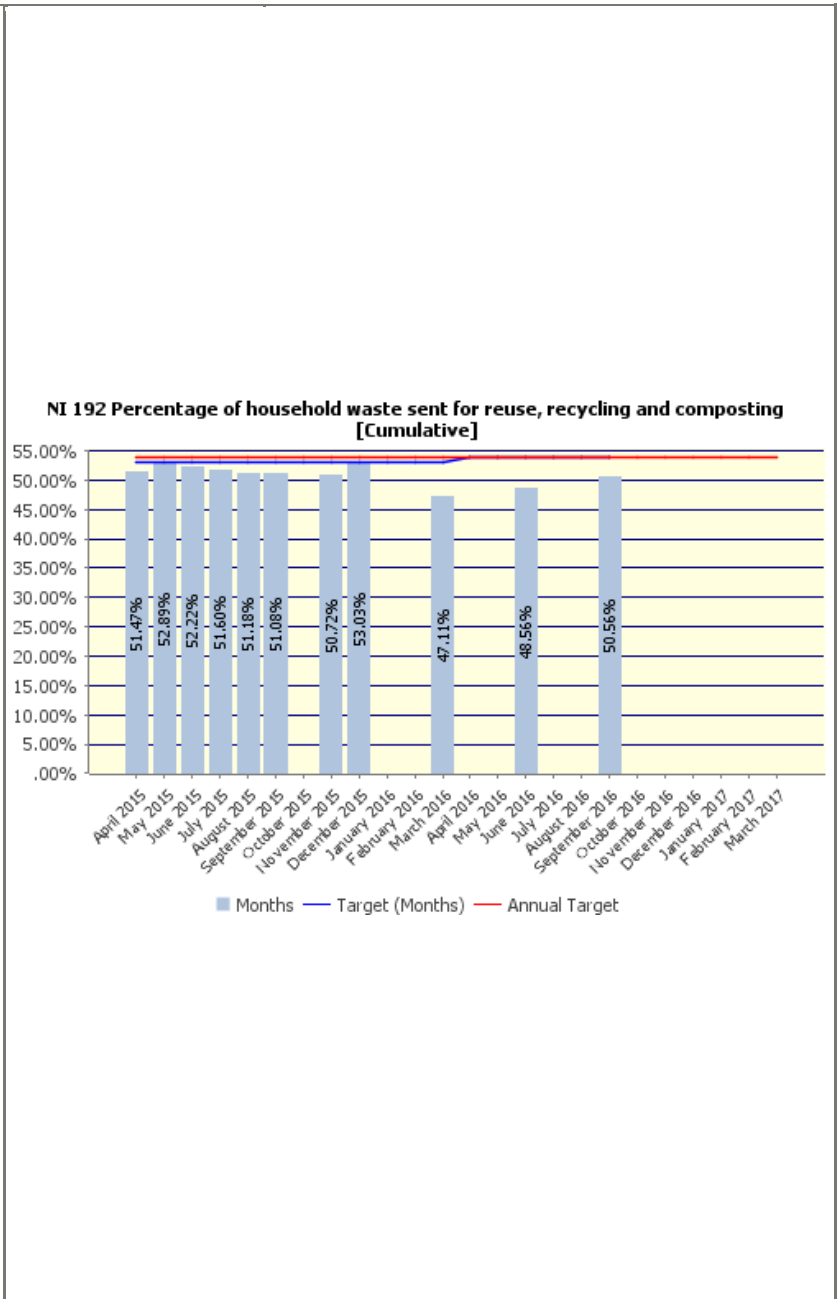
Date Range 1		
	Value	Target
April 2015	40	45
May 2015	39	45
June 2015	40	45
July 2015	45	45
August 2015	32	45
September 2015	30	45
October 2015	42	45
November 2015	40	45
December 2015	32	45
January 2016	41	45
February 2016	32	45
March 2016	40	45
April 2016	45	45
May 2016	81	45
June 2016	N/A	45
July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



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

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

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



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

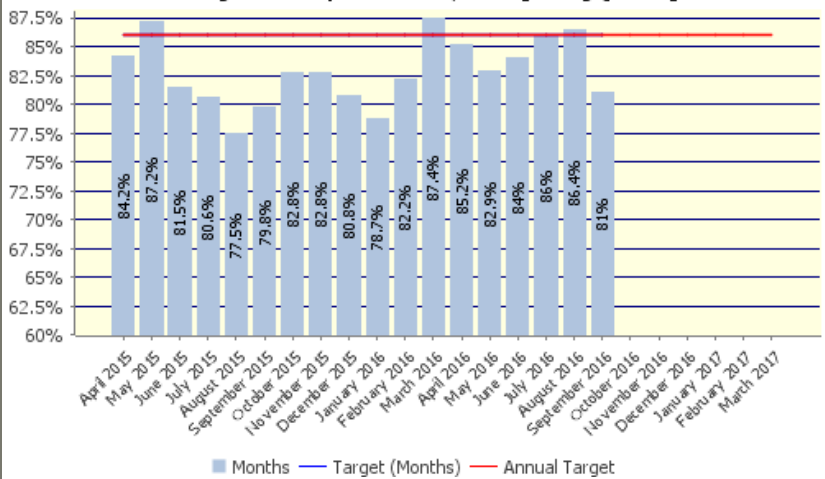
**Priority 3.** • Actively promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation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

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

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


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

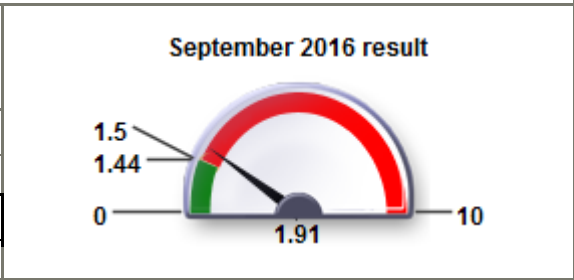
**ACS SC 12 Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]**



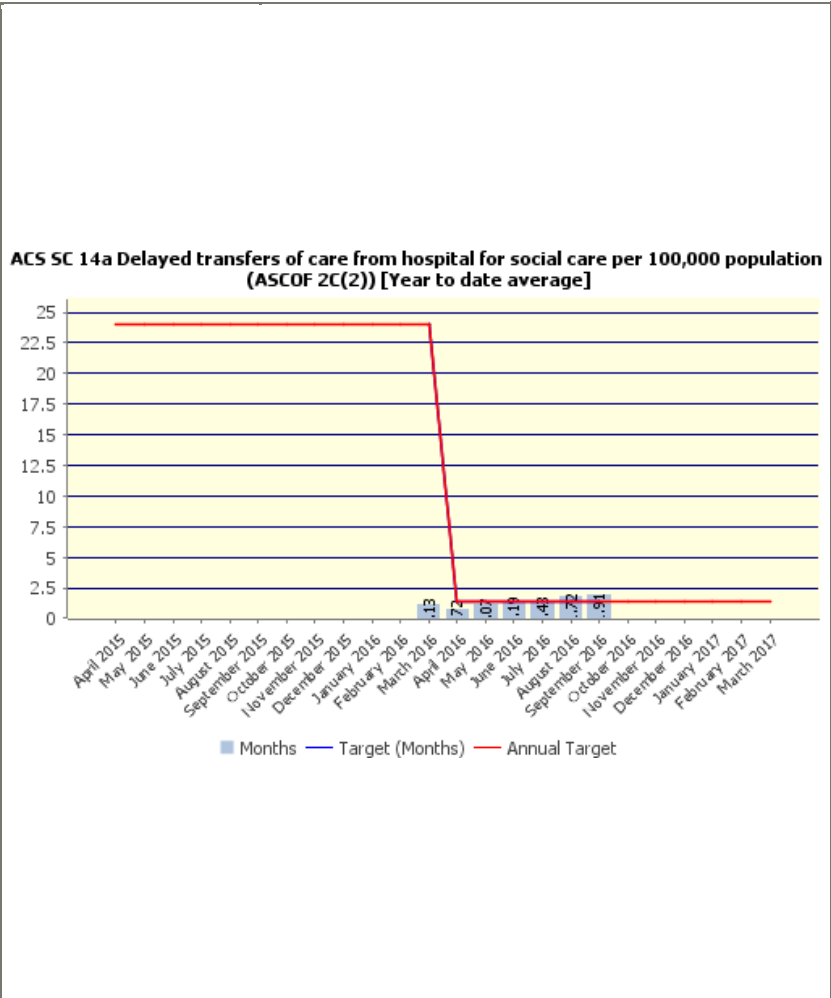
For the period April - June which is reported 3 months later in September 2016, 79 people started

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


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

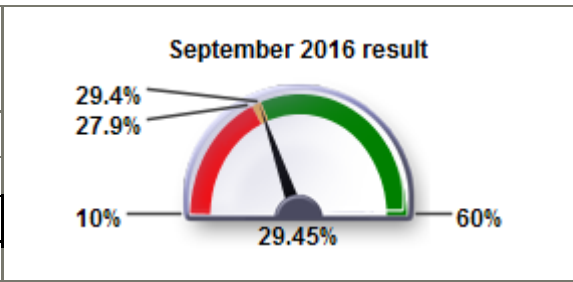


Date Range 1		
	Value	Target
April 2015		
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016	1.13	24
April 2016	0.72	1.43
May 2016	1.07	1.43
June 2016	1.19	1.43
July 2016	1.43	1.43
August 2016	1.72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

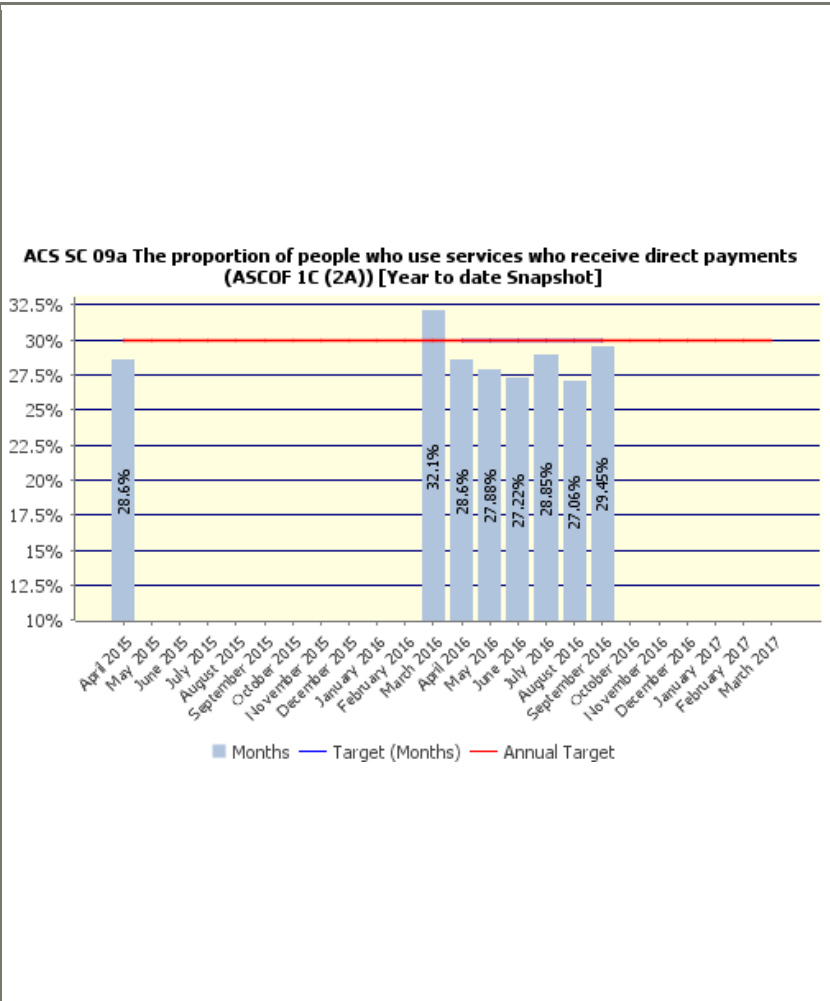


There have been 16 delays attributed to Social Care so far this year. This is made up of 13 delays from the acute side (Southend Hospital) and 3 from the Non-Acute (SEPT/Rochford). Our current performance remains above the regional average.

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




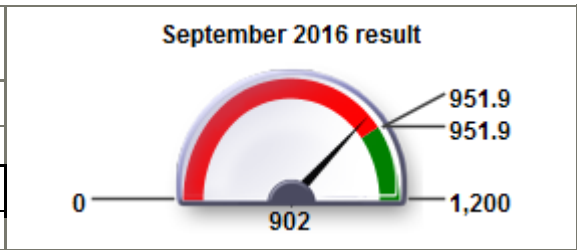
Date Range 1		
	Value	Target
April 2015	28.6%	30%
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016	N/A	
March 2016	32.1%	
April 2016	28.6%	30%
May 2016	27.88%	30%
June 2016	27.22%	30%
July 2016	28.85%	30%
August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



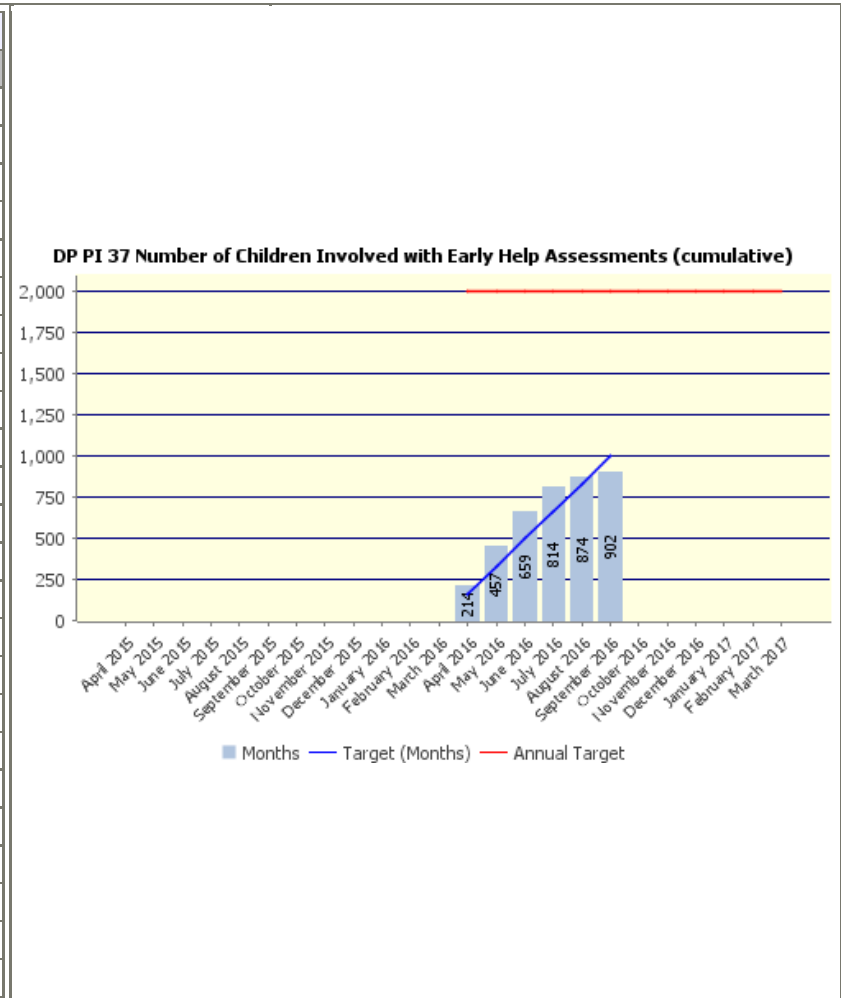
Further October update- this increase is due to staff being reminded in supervisions and appraisals and team meetings We have also had adults wishing to take a DP to move to a Dom care provider of their choice




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

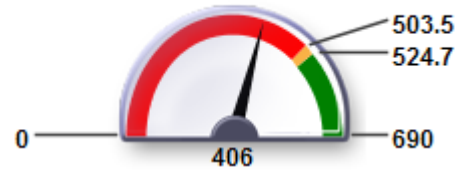


Date Range 1		
	Value	Target
April 2015		
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016		
April 2016	214	167
May 2016	457	333
June 2016	659	500
July 2016	814	668
August 2016	874	835
September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

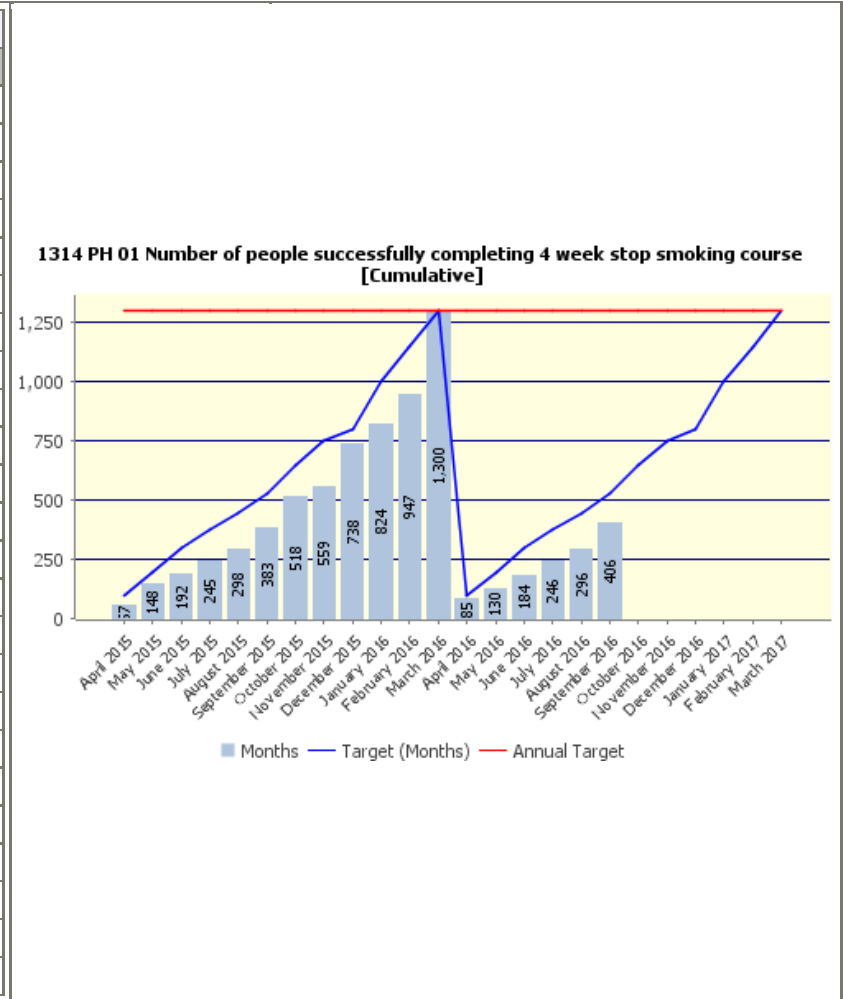


The number of children involved in EHA is below target this month. The numbers are currently draft whilst we continue to refine our database. We expect the numbers to increase next month when reporting mechanisms are refined and referrals from schools increase after the dip in the summer holidays.


CP 3.8	<b>Number of people successfully completing 4 week stop smoking course [Cumulative]</b>		<b>September 2016 result</b>	
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>Liesel Park</b>			
<b>Year Introduced</b>				

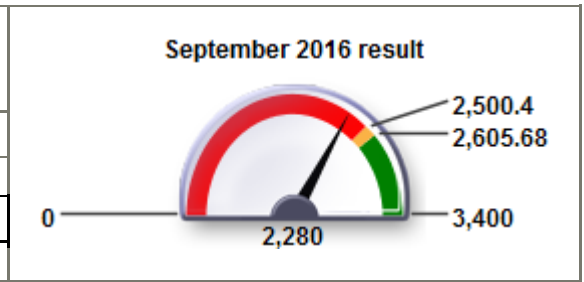


Date Range 1		
	Value	Target
April 2015	57	100
May 2015	148	200
June 2015	192	300
July 2015	245	380
August 2015	298	450
September 2015	383	530
October 2015	518	650
November 2015	559	750
December 2015	738	800
January 2016	824	1,000
February 2016	947	1,150
March 2016	1,300	1,300
April 2016	85	100
May 2016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

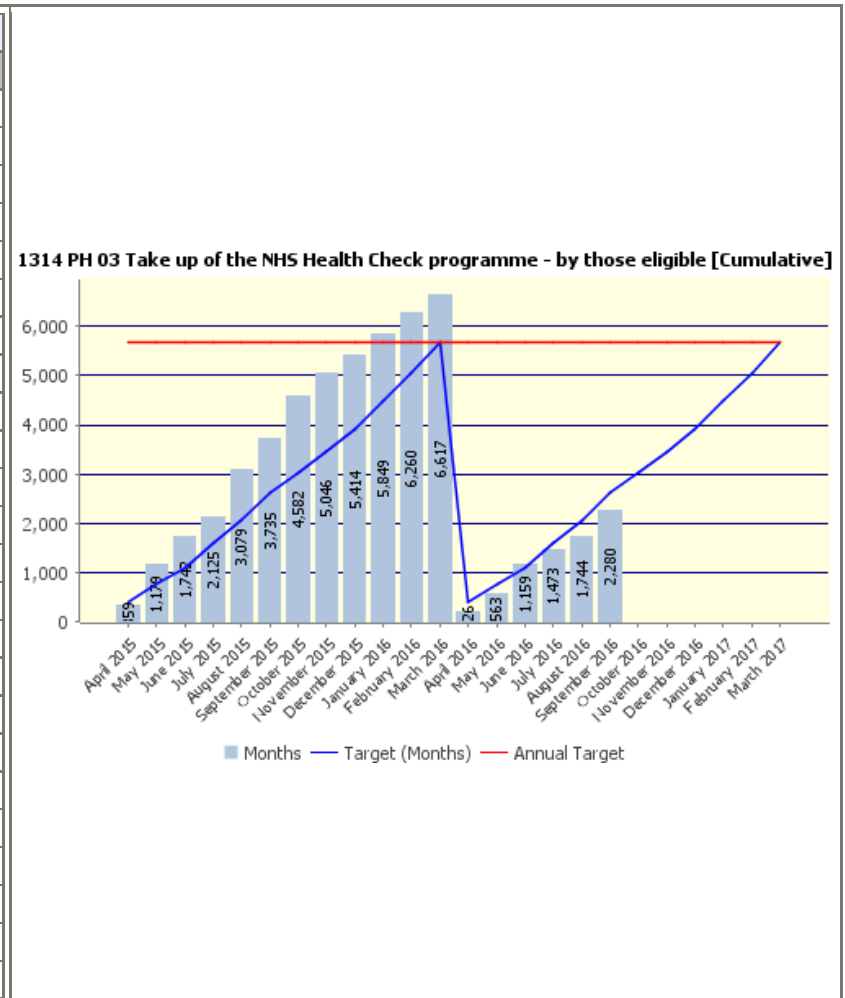


Final quit data for September is unlikely to be available until the end of November 2016. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.

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



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



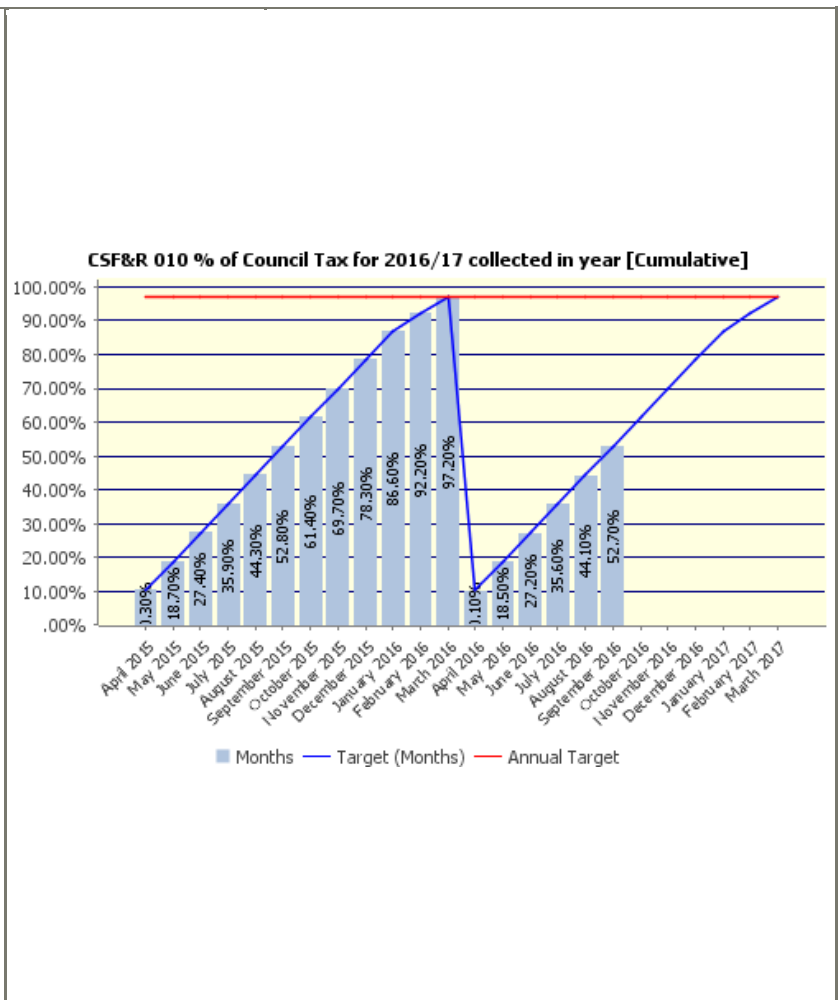
Data from the outreach provider has been received and is being verified. This data will be included in the figures for next month.  
The health check trajectory remains on track to hit target by the end of the year.

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


Expected Outcome: Some slippage against target 2

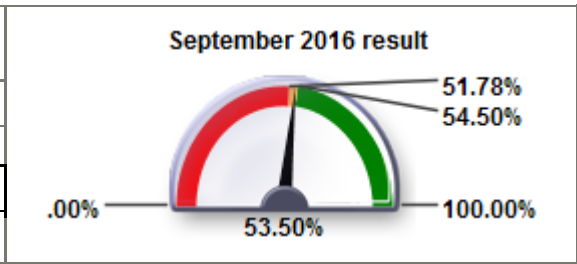
CP 4.3	<b>% of Council Tax for 2016/17 collected in year [Cumulative]</b>			<p><b>September 2016 result</b></p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>Joe Chesterton</b>			
<b>Year Introduced</b>	2000			

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

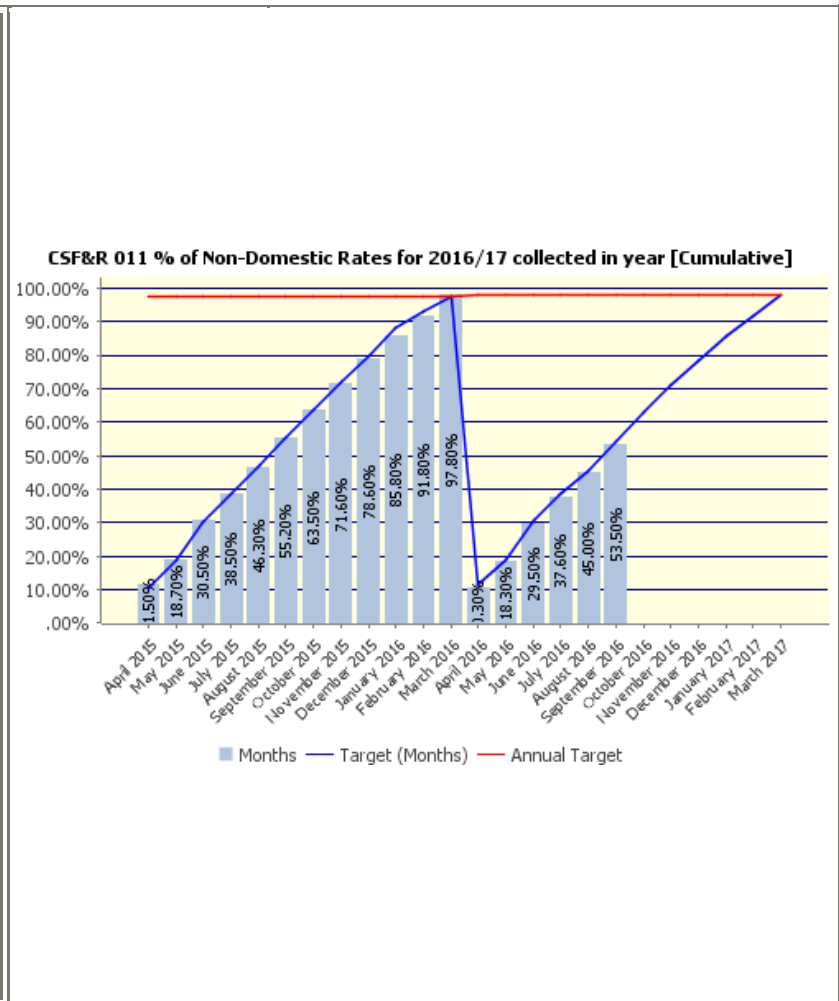


Although collection is slightly down in Council Tax for the current financial year targeted recovery is now underway to increase collection over the remaining months to reach the end of year target. Since 1st April 2016 the net collectable position has increased due to new properties and the removal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

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



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



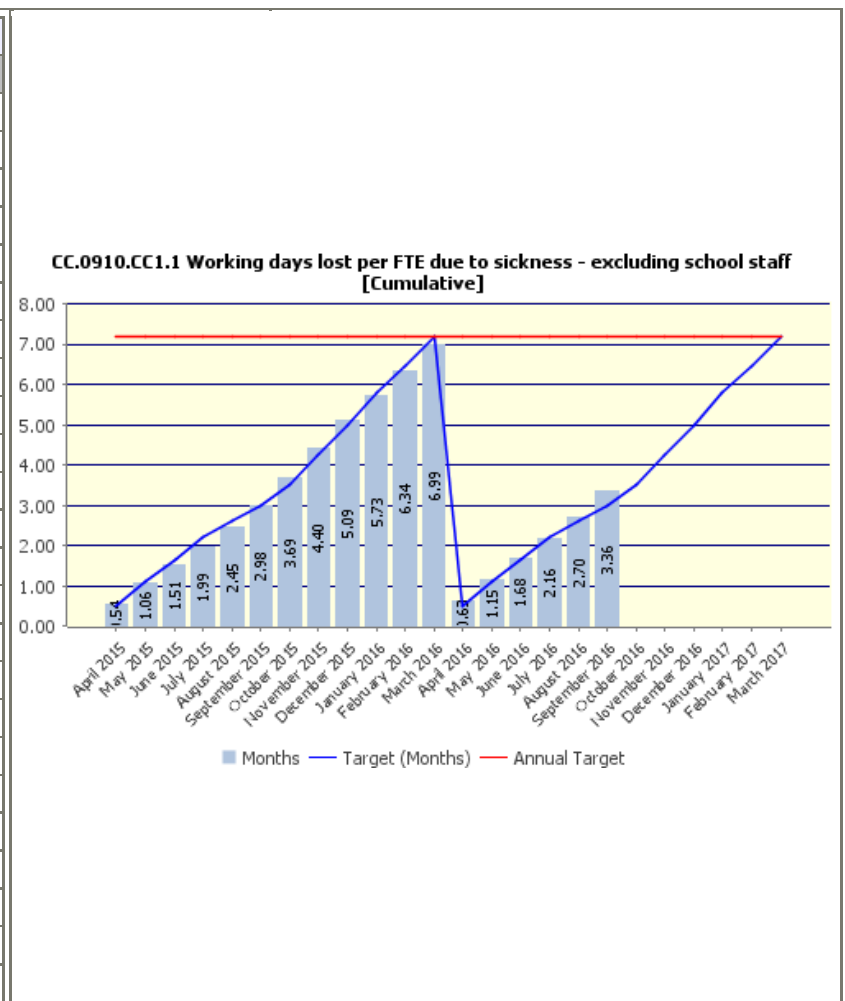
For NDR we have identified a few ratepayers who last year paid in full at the beginning of the year and now have changed to monthly instalments. We have been profiling and are confident collection will be on target at the end of the financial year. We are now receiving payments from Enforcement Agents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

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

Expected Outcome: Some slippage against target 1

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

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



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



# **Revenue Budget Monitoring 2016/17**

## **Period 6**

**as at 30 September 2016  
Portfolio Summary**

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## 1. Commentary

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

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

## 2. Overall Budget Performance – General Fund

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

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

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

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

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

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

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

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

#### **Non Service Variances (£138,000 forecast underspend)**

##### Financing Costs – (£138K)

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

#### **4. Appropriations to / from Earmarked Reserves**

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

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

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

**£1,781,990**

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

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

## 6. Performance against Budget savings targets for 2016/17

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

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

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

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

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

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

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

## 8. Budget Virements

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

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

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

The virements for Cabinet approval this period are:

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

**£1,405,650**

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

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

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

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

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

45

**Virements**

£000

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

0

0

0

0

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

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



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

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

**Virements**

£000

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

250

10

193

**453**

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

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

48

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

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

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

**Virements**

**£000**

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

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

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

51

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

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

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

**Virements**

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

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

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

54



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

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

**Virements**

	<b>£000</b>
Transfer from earmarked reserves	235
Allocation from Contingency	196
In year virements	(21)
	<u><b>410</b></u>

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

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

56

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l.

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m.

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

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

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

199  
1,217  
170  

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**1,586**

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

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

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

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

**Virements**

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

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

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

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

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

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g.

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

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

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j.

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k.

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

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m.

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n.

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o. There are currently vacancies within the team.

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p. Legal advice re New Waste Contract

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

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

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

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

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<b>Virements</b>	<b>£000</b>
Transfer from/(to) earmarked reserves	37
Allocation from Contingency	0
In year virements	0
	<b>37</b>

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

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

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

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

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

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

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**Capital Programme Budget  
Monitoring 2016/17**

**Period 6**

**as at 30<sup>th</sup> September 2016  
Departmental Summary**

## Capital Programme Monitoring Report – September 2016

### 1. Overall Budget Performance

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

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

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

The capital programme is expected to be financed as follows:

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

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

The grants and external contributions position to 30<sup>th</sup> September is as follows:

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

## 2. Department Budget Performance

### Department for Corporate Services

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

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

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

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

### Queensway

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



## **Tickfield**

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

### **Asset Management (Property)**

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

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

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

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

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

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

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

### **Cemeteries and Crematorium**

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

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

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

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

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

## **ICT**

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

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

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

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

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

## **Priority Works**

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

## **Summary**

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

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

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

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

## Department for People

The revised Department for People budget totals £14.329million.

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

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

### Adult Social Care

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

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

### General Fund Housing

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

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

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

### Children & Learning Other Schemes

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

## **Condition Schemes**

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

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

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

## **Devolved Formula Capital**

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

## **Primary and Secondary School Places**

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

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

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

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

## **Summary**

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

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

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

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

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

## Department for Place

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

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

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

### Culture

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

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

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

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

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

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

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

### **Enterprise, Tourism & Regeneration**

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

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

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

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

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

### **Coastal Defence and Foreshore**

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

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

### **Highways and Infrastructure**

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

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

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

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

### **Parking Management**

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

### **Section 38 and Section 106 Schemes**

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

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

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

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

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

### **Local Growth Fund**

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

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

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

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



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

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

## **Transport**

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

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

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

## **Energy Saving Projects**

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

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

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

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

## **Summary**

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

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

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

## Housing Revenue Account

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

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

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

### Decent Homes Programme

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

### Council House Adaptions

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

### Sheltered Housing Remodelling

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

### Other HRA

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

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

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

## **Summary**

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

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

Summary of Capital Expenditure at 30th September 2016

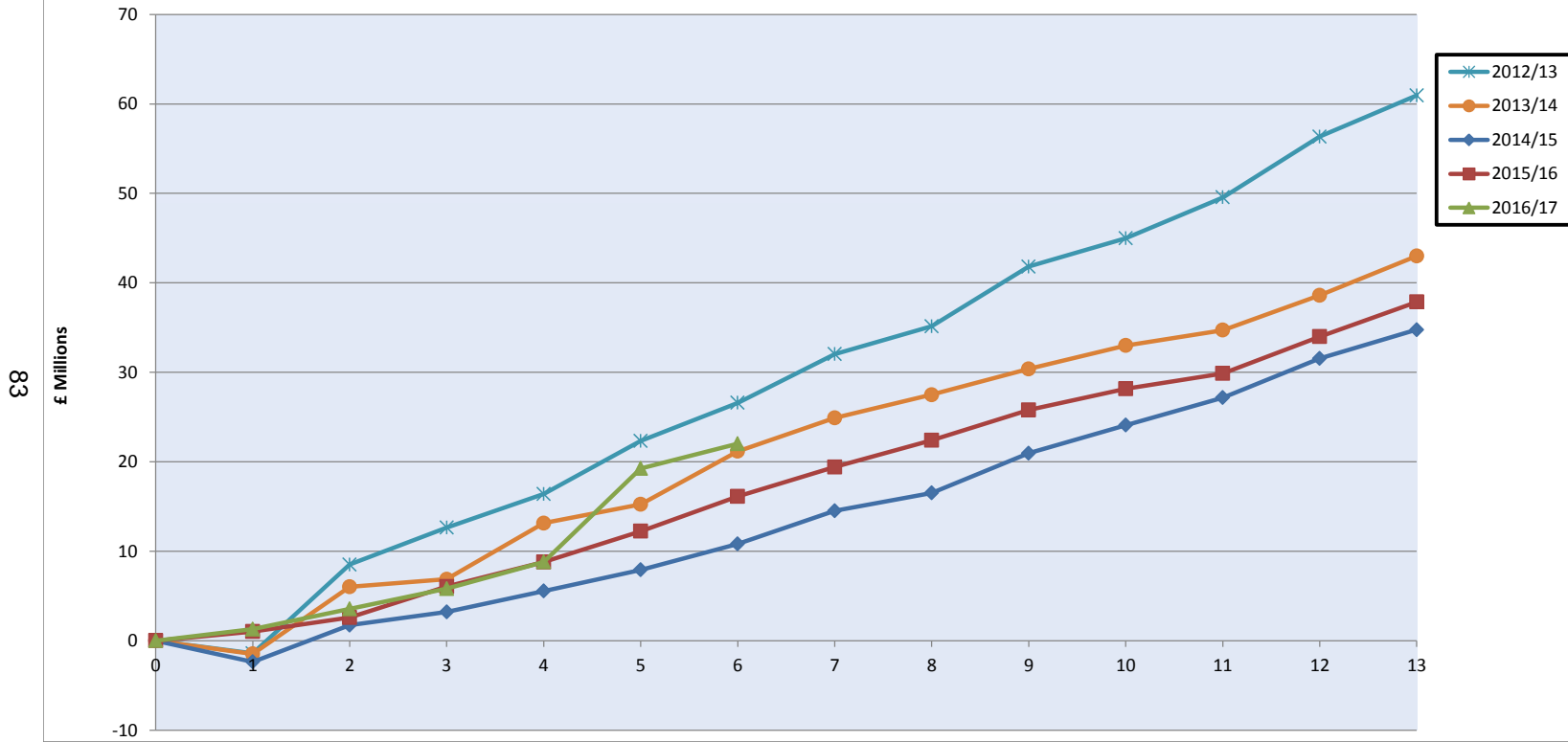
Appendix 1

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

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

Appendix 2

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



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

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## Report of Chief Executive

to

Cabinet

on

8<sup>th</sup> November 2016

Report prepared by:  
Tim Row

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**In depth scrutiny report –  
'20mph Speed Restrictions in Residential Streets'  
A Part 1 Agenda Item**

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### 1. Purpose of Report

To seek formal approval to the draft report of the scrutiny project – '20mph Speed Restrictions in Residential Streets'.

### 2. Recommendations

- 2.1 That Cabinet approves the report and recommendations from the in depth scrutiny project attached at **Appendix 1**.
- 2.2 To note that approval of any recommendations with budget implications will require consideration as part of future years' budget processes prior to implementation.

### 3. Background

- 3.1 At its meeting on 13th July 2015, the Place Scrutiny Committee agreed that its in-depth study for the year should be "20mph in residential streets" (Minute 125 refers). The project plan was approved by the Place Scrutiny Committee at its meeting on 12th October 2015 (Minute 312 refers).
- 3.2 The Member Project Team, which was chaired by Councillor Stephen Habermel, considered a range of evidence to inform their approach. The Project Team comprised Councillors Habermel (Chairman), Assenheim, Callaghan, Cox, Evans, Kenyon, Mulronev and Ware-Lane. Cheryl Hindle-Terry, Adrian Watling and Lewis Pearmain and Tim Row.
- 3.3 The project team considered a variety of research documentation, legislation and national guidance. It also heard from a variety of witnesses through presentations and written submissions. These included the Council's transport policy officers, representatives from the Safer Essex Roads Partnership and the Council's Public Health Team. It also had regard to Council policies and the evidence from the existing 20mph zones and limits in the Borough.
- 3.4 The draft scrutiny report was considered by the Member Project Team and at the Place Scrutiny Committee at its meeting on 10<sup>th</sup> October 2016 (Minute 339 refers).

## 4 Recommendations

- 4.1 In accordance with Scrutiny Procedure Rule 10 (Part 4 (e) of the Constitution), the in depth scrutiny report is now attached at **Appendix 1** for approval by Cabinet. It should be noted that approval of any recommendations with budget implications will require consideration as part of future years' budget processes prior to implementation. The recommendations are as follows:

Recommendations:-	
1	To note the outcome of the study
2	To wait until the results of the study by the Department for Transport are published before considering undertaking any consultation on the introduction of a Borough wide 20mph speed restriction in all residential streets
3	To work with the Safer Essex Roads Partnership and other agencies to reduce death and serious injury on roads in Southend
4	To consider the introduction and prioritisation of 20mph schemes, including the use of variable speed limits within the Borough where and when necessary, particularly around local schools and other appropriate locations
5	To write to the Secretary of State for Transport to suggest that they consider the merits of reducing the default urban speed limit in roads with street lighting be reduced from 30mph to 20mph

## 5. Other Options

Not applicable.

## 6. Corporate Implications

- 6.1 Contribution to Council's Vision and Critical Priorities – Becoming a safe, excellent and high performing organisation; Creating a safe environment across the town for residents, workers and visitors.
- 6.2 Financial Implications – there are financial implications to some recommendations but as yet they are unquantifiable. However, any recommendations progressing with associated financial implications will need to go through the annual budgetary process before implementation, as currently no revenue or capital budgets exist for the proposals.
- 6.3 Legal Implications – none.
- 6.4 People Implications – none.
- 6.5 Property Implications – none.
- 6.6 Consultation – as described in report.
- 6.7 Equalities Impact Assessment – none.
- 6.8 Risk Assessment – none.



**7. Background Papers –**

- Project team meeting/witness session notes
- Other evidence as described in the report.

**8. Appendix**

**Appendix 1 – in depth scrutiny project report and plans**

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Place Scrutiny Committee  
In-depth Scrutiny Project 2015/16

# 20 mph speed restrictions in residential streets



Final Report & Recommendations



## 20 mph Speed Restrictions in Residential Streets

### 1. Background

1.1 At its meeting on 13<sup>th</sup> July 2015, the Place Scrutiny Committee agreed that its in-depth study for the year should be “20mph in residential streets” (Minute 125 refers). The project plan was approved by the Place Scrutiny Committee at its meeting on 12th October 2015 (Minute 312 refers). The study was undertaken on behalf of the Scrutiny Committee by the project team whose membership comprised:

Councillors Habermel (Chairman), Assenheim, Callaghan, Cox, Evans, Kenyon, Mulroney and Ware-Lane.

1.2 The project team considered a variety of research documentation, legislation and national guidance. It also heard from a variety of witnesses through presentations and written submissions. These included the Council’s transport policy officers, representatives from the Safer Essex Roads Partnership and the Council’s Public Health Team. It also had regard to Council policies and the evidence from the existing 20mph zones and limits in the Borough.

1.3 The project team was supported in its investigations by the following officers:

Cheryl Hindle-Terry, Adrian Watling and Lewis Pearmain (Technical Support) and Tim Row (Project Co-ordinator).

### 2. Framework for the Study

2.1 It was agreed that the framework for the study should be:

- (i) To investigate and consider the feasibility of introducing 20mph speed restrictions in “residential streets”;
- (ii) To investigate the potential benefits of 20 mph speed restrictions on road safety in terms of reducing vehicle speeds, casualty numbers and injury severity and the implications;
- (iii) To investigate whether reductions in traffic speeds and improvements in road safety are likely to be achieved without the need for physical calming measures and regulated by signage and road markings (20 speed limits) or whether such calming features are necessary to reduce traffic speeds to 20 mph (20 mph zones);
- (iv) To consider the potential consequences of any displacement of traffic as a result of introducing lower speed limits and encourage the appropriate and efficient use of the road network; and
- (v) To consider and compare the potential costs and/or savings of implementing 20 mph restrictions including environmental impacts.

### 3. Definition of “Residential Streets”

3.1 For the purposes of this scrutiny study, the term “residential street” was defined as a road fully or predominantly made up of residential dwellings excluding distributor and local distributor routes, unless there was a clear and valid reason for their inclusion. This definition is consistent with the Department for Transport’s (DfT) guidance.

### 4. Context and Drivers

4.1 The key drivers for the study to be undertaken included road safety, the potential to safely increase traffic levels, the environmental benefits in terms of air and noise pollution levels, the development of safe shared spaces and the perception of safety by the public/residents.

4.2 It is evident that the demand for the default speed limit to be reduced from 30 mph to 20 mph has increased in recent years. This has essentially been in response to national and local campaigns by local residents, pressure groups, etc. As a result, a number of local authorities have now implemented or are investigating the implementation of 20 mph schemes.

4.3 ‘Brake’ is a road safety charity that works with communities and organisations across the UK to stop the tragedy of road deaths and injuries, making streets and communities safer for everyone. It also supports people bereaved and seriously injured on roads. One of their campaigns is GO20, which seeks safe walking and cycling for all, through slower speeds in communities and changing the default urban speed limit to 20 mph.

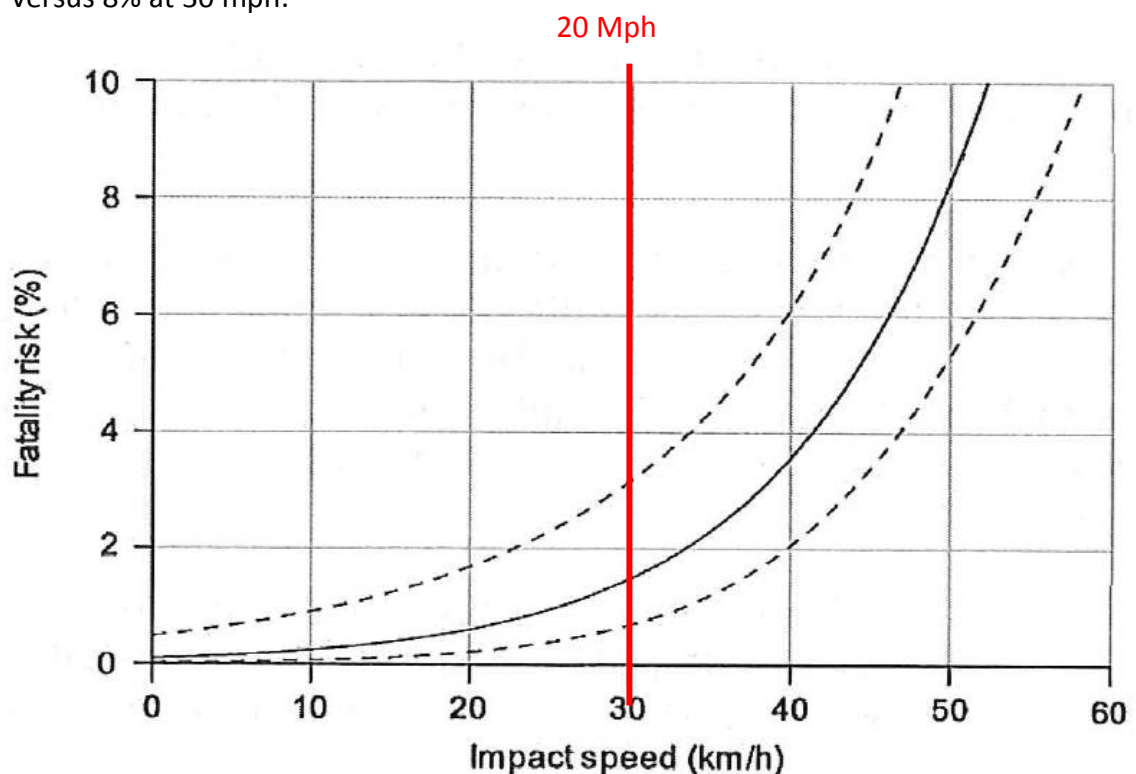
4.4 ‘20s Plenty for Us’ is a “not for profit” organisation which campaigns for the default speed limit on residential and urban roads to be reduced to 20 mph. It has been a driver for many communities to seek a reduction of the default to 20 mph.

4.5 Traffic travelling at speeds less than 20mph gives the driver a shorter stopping distance and gives more room and time to react. This is illustrated in the diagram below, which has been taken from the official driving theory test.



4.6 These braking and overall stopping distances greatly increase depending on the weather/road conditions. In wet conditions, the braking and overall stopping distance will be at least doubled. In icy conditions, these can increase to up to ten times.

4.7 The project team heard that the risk of death, or serious injury, when an adult pedestrian is hit by a motor vehicle follows a curve. Speed significantly increases the chance of being injured in a collision. Evidence from the Royal Society for the Prevention of Accidents stated that research had shown that the risk of death for pedestrians struck by cars increases at higher impacts speeds, although the exact risk levels varied between the studies. One of the first studies of pedestrian injury and car impact speed<sup>1</sup> found that at 20mph there was a 2.5% chance of being fatally injured, compared to a 20% chance at 30mph, although this study is now regarded as having overestimated the risks. A recent review identified the studies which had produced the most reliable modern estimates<sup>2</sup>. The results from one of these studies is presented in the table below, which shows a fatality risk of 1.5% at 20 mph versus 8% at 30 mph.



The solid line is the most likely estimate and the dotted lines show the 95% confidence limits

## 5. Local Transport Policy

5.1 The Project Team noted that the Council has a variety of policies and plans that support the principles of 20mph schemes. Policies CP3 and CP4 of the Council's Core Strategy 2001-2021 are particularly relevant to this study. These are set out below:

<sup>1</sup> Ashton S J and Mackay G M **Some characteristics of the population who suffer trauma as pedestrians when hit by cars and some resulting implications** 4th IRCOB International Conference, Gothenborg. 1979

<sup>2</sup> Erik Rosén, Helena Stigson, Ulrich Sander, **Literature review of pedestrian fatality risk as a function of car impact speed**, Accident Analysis and Prevention Volume 43, 2011

Policy CP3: Transport and Accessibility - safeguarding and enhancing the environment of ‘Environmental Rooms’, as defined in the Southend Local Transport Plan

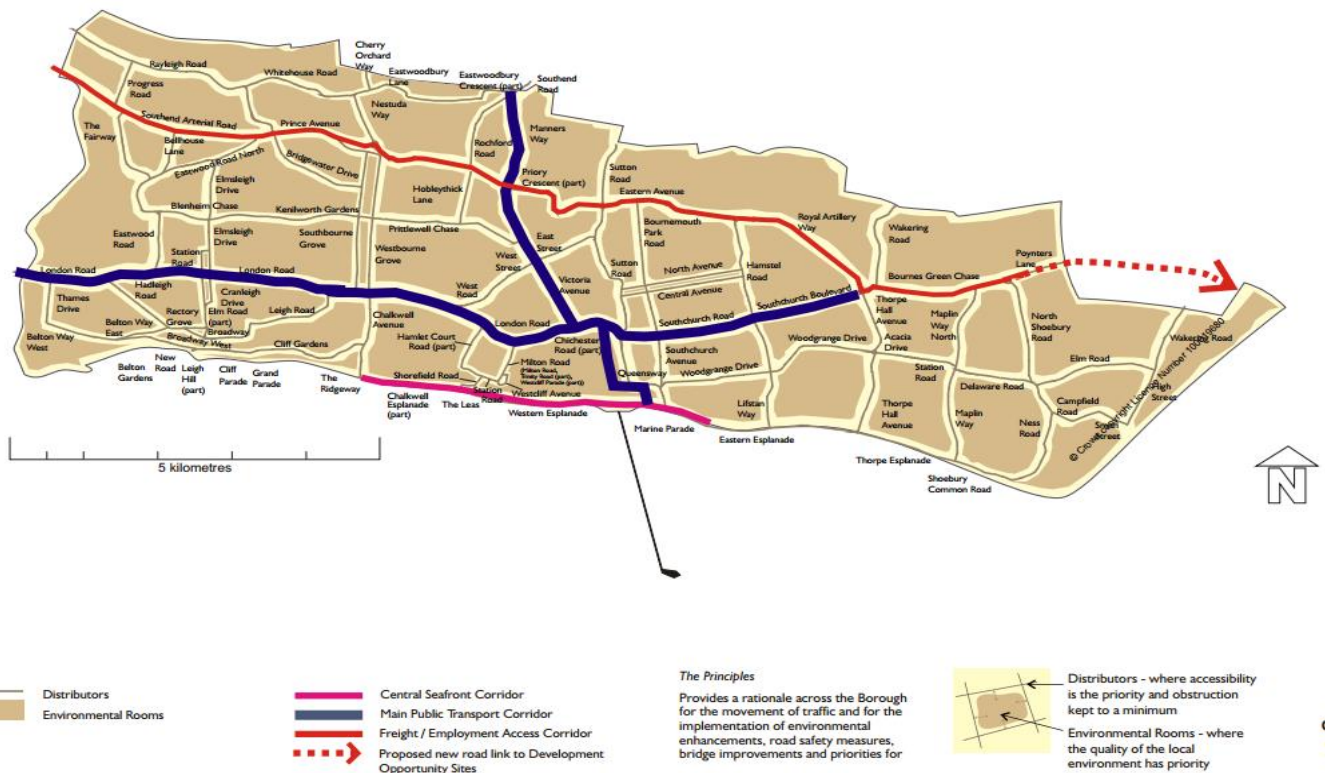
Policy CP4: The Environment and Urban Renaissance - creating safe, permeable and accessible development and spaces that encourage walking and cycling within ‘Environmental Rooms’.

5.2 The Local Transport Plan (LTP) is a vital tool in ensuring that the transport policies are part of a holistic approach to deliver the objectives of a “Safe, Clean, Healthy, and Prosperous Southend”.

5.3 The Local Transport Plan 2 established the principle, which provided a rationale across the Borough, for the movement of traffic and the implementation of environmental enhancements, road safety measures, bridge improvements and priorities for Distributors, where accessibility and the quality of the environment is the priority and obstruction is kept to a minimum.

5.6 A plan illustrating the concept and layout of the environmental rooms and distributor routes for the Borough is shown below.

Environmental Rooms and Distributors



5.7 This concept had been further developed in the Local Transport Plan 3, which aims to encourage healthier lifestyles by providing environments that promote good physical and mental health (e.g. through promotion of active modes of travel, improvement of local air quality and tranquillity levels). It set out an undertaking that the Council



would consider the introduction of residential 20 mph limits in the Borough after their potential impact has been assessed; not just on road safety but also wider impacts such as congestion, wider economic impacts, and CO<sub>2</sub> emissions. It identified the potential of 20mph speed limits in residential streets giving modal priority to pedestrians, bicycles, buses and cars. This is illustrated in the relevant excerpt from the Local Transport Plan 3 below.

Route Hierarchy Category	Mode Priority	Special Characteristics (see Footway Hierarchy below)	General Characteristics	Traffic Flows (Annual Average Daily Traffic Flows)
Strategic Primary A127 and A1159	HGV Bus *Car/Bicycle /Walking	High Quality Streetscape Cycle Route Pedestrian Focus	Top Priority traffic route	> 20,000
Primary Distributor including A13	Bus HGV *Car/Bicycle /Walking	High Quality Streetscape Cycle Route Pedestrian Focus	Second Priority traffic routes	15,000 to 19,999
Secondary Distributor	Bus LGV *Car/Bicycle /Walking	High Quality Streetscape Cycle Route Pedestrian Focus	Link the top and 2 <sup>nd</sup> priority routes to local areas of the town. All 30 mph	10,000 to 14,999
Local Distributors	Bus *Car/Bicycle /Walking LGV	High Quality Streetscape Cycle Route Pedestrian Focus	Local traffic – 30 mph	5,000 to 10,000
Residential Roads	Walk Bicycle Bus Car	High Quality Streetscape Cycle Route Pedestrian Focus	Local traffic – 20mph?	< 5,000

5.8 The LTP3 also seeks to contribute to an improvement of road safety for users of all modes of transport through measures such as:

- Traffic management e.g. 20mph zones, traffic calming and signing;
- Accident investigation including accident databases and road safety audits;
- Engineering schemes and enforcement;
- Education, training and publicity;
- Safe paths for walking and cycling.

5.9 The design of traffic calming needs to be carefully considered to avoid negative effects on the effective operation of public transport, e.g. road humps may adversely affect operation of low floor buses. The LTP also3 indicates that a more radical approach to street design with people oriented understanding of public space, known as “shared space” or “Home Zones” should be given serious consideration where appropriate. Such design of streets and other public spaces allows tackling not only safety but also congestion, economic vitality and community severance.

5.10 The following policies within the Local Transport Plan support the principles of establishing 20 mph speed restrictions in residential streets in the Borough:

Policy 15: Support safety partnerships and promote safer communities includes: *'The consideration of residential areas within the Borough to have 20 mph limits'*

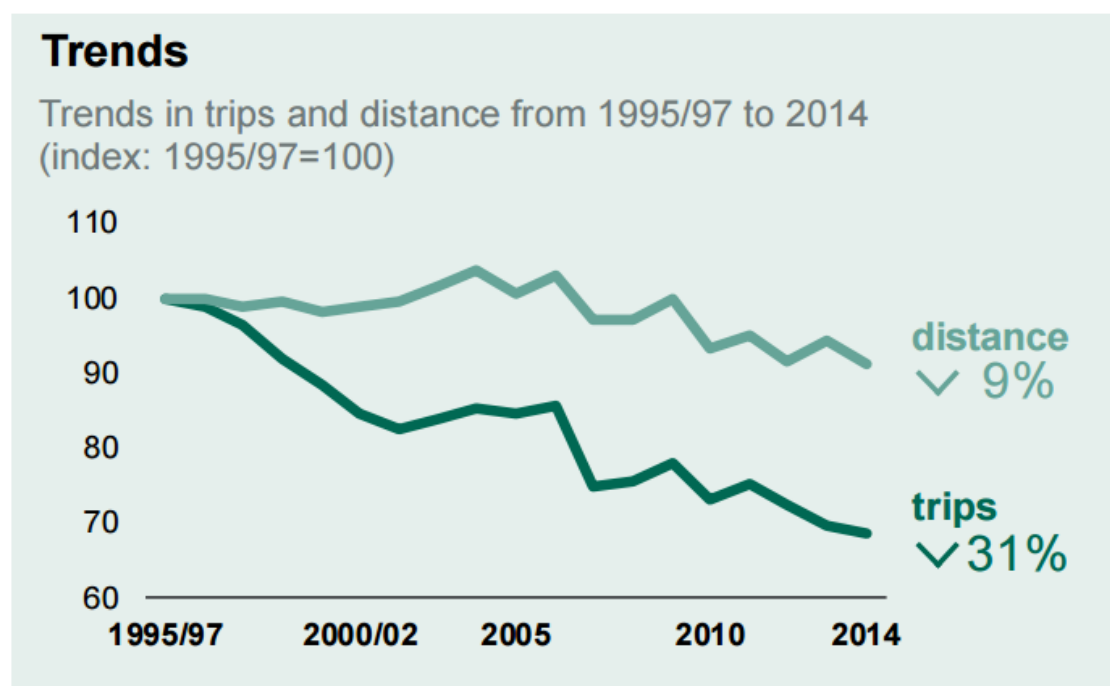
Policy 21: Tackle health inequalities by increasing the number of adults and children who walk and cycle for work, education and leisure

Policy 22: Ensure all public transport is fully accessible by 2017 includes: *'Seek to ensure pavements and pedestrianised areas are maintained to a good standard to aid ease of mobility for vulnerable road users'*.

5.11 Nationally, the annual British Social Attitudes Survey (BSA) continues to report that public opinion is pro-20mph. For example, research in 2010 showed that 71% of British people support 20mph. This was 72% when the BSA reported last on the issue in 2012.

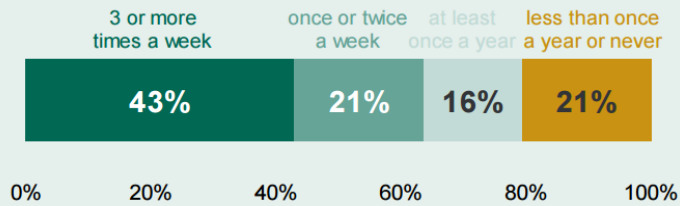
5.12 The National Travel Survey (NTS) is a household survey designed to monitor long-term trends in personal travel and to inform the development of policy including a DfT business plan indicator. It is the primary source of data on personal travel patterns by residents of England within Great Britain.

5.13 The survey collects information on how, why, when and where people travel as well as factors affecting travel (e.g. car availability and driving licence holding). The 2014 National Travel Survey (NTS) is the latest in a series of household surveys designed to provide a consistent source of data on personal travel behaviour across England. It shows, in general terms, that walking trends are declining.

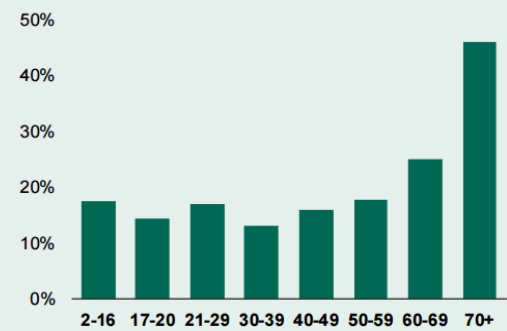


## Frequency of walking

64% of people aged 2+ walk for 20 minutes at least once a week.



Proportion who walk for 20 minutes less than once a year or never, 2014



## 6. Public Health

6.1 Policies in the Local Transport Plan have clear linkages with public health, aside from the obvious target of reducing and preventing accidents. Although the numbers of those killed or seriously injured on roads is a nationally recognised target, these numbers are relatively small on a local scale so can be skewed heavily by a single incident. Trend data can be used to identify outliers and give a clearer picture of the burden of injuries.

6.2 There are a wide range of associated public health benefits that relate to transport and street environments and the slowing of vehicle speeds. These can support the public health outcomes identified in the tables below:

High level outcomes	Wider determinants	Health improvements	Healthcare improvements
<ul style="list-style-type: none"> <li>• Healthy life expectancy</li> <li>• Health inequalities</li> </ul>	<ul style="list-style-type: none"> <li>• Children in poverty</li> <li>• Pupil absence</li> <li>• 16–18 year old NEET</li> <li>• Employment for people with a LTC</li> <li>• Sickness absence rate</li> <li>• Killed and seriously injured on the road</li> <li>• Violent crime</li> <li>• Population affected by noise</li> <li>• Use of green space for exercise</li> <li>• Social connectedness</li> <li>• Older people's perception of safety</li> </ul>	<ul style="list-style-type: none"> <li>• Low birth rate</li> <li>• Breastfeeding</li> <li>• Early childhood development</li> <li>• Childhood obesity</li> <li>• Wellbeing of looked after children</li> <li>• Diet</li> <li>• Adult obesity</li> <li>• Physical inactivity</li> <li>• Diabetes</li> <li>• Self-reported wellbeing</li> <li>• Falls and fall injuries in the over-65s</li> </ul>	<ul style="list-style-type: none"> <li>• Preventable deaths</li> <li>• Premature deaths from cardiovascular disease</li> <li>• Premature deaths from all cancers</li> <li>• Early death from respiratory disease</li> <li>• Suicide</li> <li>• Quality of life for older people</li> <li>• Hip fractures in the over-65s</li> <li>• Dementia</li> </ul>
<b>Health protection</b> <ul style="list-style-type: none"> <li>• Air pollution</li> <li>• Sustainable development plans for public sector organisations</li> </ul>			

Overarching indicators:

Outcome 1: Increased healthy life expectancy

Outcome 2: Reduced differences in life expectancy and healthy life expectancy between communities

- Killed and seriously injured casualties on England's roads
- The rate of complaints about noise
- Percentage of physically active and inactive adults
- Hospital admissions caused by unintentional and deliberate injuries in under 18s
- Fraction of mortality attributable to particulate air pollution
- Mortality rate from causes considered preventable

- Health related quality of life for older people
- Hip fractures in people aged 65 and over

6.3 Guidance issued by National Institute for Health and Core Excellence (NICE) also supports the introduction of a 20mph speed limit. This is reflected in the following points:

- ensuring that people can easily access local services on foot or bicycle
- ensuring that new developments prioritise physically active lives, including walking and cycling
- prioritising pedestrians and cyclists by restricting motor vehicle access, reallocating road space, traffic calming
- safe and attractive walking and cycling networks accessing public facilities, workplaces, shops, social destinations, public open spaces
- new sites are laid out to encourage walking and cycling

6.4 The Project Team heard that being more active is about lifestyle change. It is not solely about joining a gym, it can include active travel, such as walking and or cycling instead of using the car. Creating safer, more attractive walking and cycling routes through a reduction of the speed limit to 20mph could significantly increase numbers of walkers and cyclists and contribute to a shift to active travel. It can also create safer access to parks and public spaces creating home zones and play streets. Cyclists feel safer in quieter, residential areas than on distributor roads. This was evident when we compare the plans illustrating the environmental routes with the Cycle Southend travel maps. By reducing speed limits in these roads, numbers of people choosing to walk or cycle may increase. Such initiatives can support the ambitions of the Southend-on-Sea Physical Activity Strategy (2016-2021). This is reflected in the British Heart Foundation’s position statement which states:

*“Areas with slower vehicle speeds are associated with increased opportunities for walking and cycling. Taking into account the wide health benefits of physical activity, including protection against the risk factors of cardiovascular disease, the National Heart Forum supports a reduction in the default speed limit for built up areas to 20 mph.”*

6.5 Walking and cycling not only makes a very positive contribution to improving health and increasing physical activity levels, it can also contribute positively to improving accessibility and tackling congestion, and reducing carbon emissions and improving the local environment. Engines of vehicles travelling at lower speeds and at a steady pace essentially use less fuel and therefore generate less pollution from particulates. These environmental benefits can also have a positive impact on respiratory problems and other associated health issues.

6.6 Older People feel safer in environments where the speed of traffic is low. They are therefore more likely to use streets where vehicle speeds are low to visit neighbours creating a form of exercise and increasing their social contact. It is recognised that there is an increased risk of injury when older people or the more-frail fall, however, the other public health benefits outweigh this risk.

## 7 20 mph Limits and 20 mph Zones

- 7.1 20 mph zones and limits are now relatively wide-spread, with more than 2,000 schemes in operation in England, the majority of which are 20 mph zones<sup>3</sup>.
- 7.2 The setting of local speed limits is the responsibility of local Highway Authorities, taking account of national guidance and legislation. In its circular 01/2013, the Department for Transport (DfT) published a draft revised circular entitled “Setting Local Speed Limits”. It included new advice and guidance to local Highway Authorities on the implementation of 20mph schemes.
- 7.3 The guidance recommends that whilst the standard speed limit in urban areas is 30 mph, which represents a balance between mobility and safety factors, for residential streets and other town and city streets with high pedestrian and cyclist movement, local traffic authorities should consider the use of 20 mph schemes. However, where they do so, general compliance needs to be achievable without an excessive reliance on enforcement.
- 7.4 A summary of the Government’s guidance on the implementation of 20mph schemes is set out below:-
- Successful 20mph limits and zones are those that are generally self-enforcing.
  - Self-enforcement can be achieved either, by the existing road conditions or using measures such as signing or traffic calming to attain mean speeds compliant with the speed limit.
  - To achieve compliance there should be **no** expectation on the police providing additional enforcement unless explicitly agreed.
  - The full range of options should be considered before introducing 20mph schemes.
  - Zones should not include roads where motor vehicle movement is the primary function.
  - While the Government has reduced the traffic calming requirements in zones they must be self-enforcing and include at least one physical traffic calming feature such as a road hump or build out.
  - 20mph limits are generally only recommended where existing mean speeds are already below 24mph.
- 7.5 There are two different methods of implementing 20mph speed restrictions; 20mph limits, which rely solely on signing, and 20mph zones which require traffic calming to reduce speeds. Highway Authorities also have the powers to introduce 20mph speed limits that apply only at certain times of day. These variable limits may be particularly relevant where a school is located on a major through road that is not suitable for a full-time 20 mph zone or limit.
- 7.6 A local traffic authority may introduce a 20 mph speed limit or 20mph zone without obtaining consent from the Secretary of State. A consultation process must be

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<sup>3</sup> Setting Local Speed Limits – DfT circular 01/2013

followed before implementing a new speed limit or zone as an essential part of the implementation process and needs to include local residents, local government, the police and emergency services and any other relevant local groups.

- 7.7 It is for local authorities to determine whether a speed limit is appropriate to the area but they must have regard to national guidance. National guidance on all local speed limits, including national guidance on 20mph limits and zones, is set out in the DfT Circular 01/2013 'Setting local speed limits'

## **8. 20mph Speed Limits**

- 8.1 20mph speed limits cover areas where the speed limit has been reduced to 20mph in a similar way to other local speed limits including 30mph or 40mph. 20mph speed limits do not require physical traffic calming measures, such as road humps or speed cushions, but may do so. 20 mph speed limit areas are signed on entry on both sides of the road, with corresponding 30mph signs on exit, and include further 20mph speed limit repeater signs or markings within the area. According to government guidelines, 20 mph limits can be introduced where there are significant numbers of vulnerable road users.
- 8.2 Research shows that 20mph speed limits are most appropriate for roads where average speeds are already low. This is consistent with the guidance from the DfT which suggests that average speeds should already be below 24mph. The layout and use of the road must also give the clear impression that a 20mph speed or below is appropriate. This is generally the case for the majority of local access residential roads, particularly where the roads are narrow thorough engineering or where on-street parking is available. The early evidence suggests that 20 mph limits without any traffic calming reduce mean speeds by about 1 mph on average.
- 8.3 There is generally less resident opposition to the use of 20 speed limits in comparison to 20 mph zones as no other physical features are required to reduce the speed of traffic. Achieving compliance with 20mph limits however, can be a challenge. Nevertheless, 20mph limits (as opposed to 20mph zones) are now the more common approach, due to their lower implementation cost and because they do not require physical traffic calming measures which can be controversial.

## **9. 20 mph Zones**

- 9.1 20mph zones must use physical or physiological traffic calming measures throughout the area to enhance conformity and encourage compliance with the speed limit. Zones can include a range of traffic calming measures such as road humps, raised tables, speed cushions, traffic chicanes, road narrowing, coloured surfacing and other physical or visual measures to emphasise the nature of the road. Signage is required on both sides of the road at the entry and exit points of the zone, which do not need to be illuminated. Repeater signs within the zone are not required. Research shows that 20 mph zones are on the whole more effective in reducing vehicle speed (typically 9mph reduction) and casualty numbers. This is largely due to the inclusion of the physical traffic calming measures.

9.2 Some calming measures can be unpopular due to the inconvenience and discomfort caused to road users, including the emergency services and public service vehicles. It can also lead to road users accelerating between the calming features. The introduction of physical traffic calming measures also leads to a significant increase in costs, in terms of installation and on-going maintenance. This ultimately results in a smaller number of areas being treated from any available budget. The *Institute of Advanced Motorists* has confirmed that there is significant engineering investment in bringing in zones while speed limits were cheaper.

## 10. Variable 20mph Limits

10.1 The Council, as a local traffic authority, may also introduce 20 mph speed limits that apply only at certain times of day. To indicate these limits, variable message signs can be used. These variable limits may be particularly appropriate in areas where a school is located on a road that is not suitable for a full-time 20 mph zone or limit, such as a major through road. To help reduce costs and sign clutter, the Department has confirmed it will consider authorising the placing of a single variable message sign on the approaching traffic lane (rather than signs on both sides of the road) on a case by case basis.

10.2 The Secretary of State has provided a special authorisation for every English traffic authority to place an advisory part-time 20mph limit sign, with flashing school warning lights. This can be a more cost-effective solution, where appropriate, and reduces the requirement for signing.

10.3 If signage is only active at certain times, it is more likely that drivers will actually see it and take note. One of the issues identified in general safety areas is local drivers not “seeing” signs due to familiarity.

## 11. Enforcement

11.1 Essex Police, in common with other police forces, are supportive of 20mph limits or zones where appropriate. They point out however, that it is important, in line with DfT guidance, and ACPO policy, that these limits ‘stand on their own 2 feet’, essentially that they are self-enforcing, through site conditions such as signing or traffic calming leading to a mean traffic speed which is compliant. Police intervention should be minimal if any scheme is to be a success, the reality is that if enforcement is required, then the scheme is essentially a failure, as if it is to achieve its aims and be truly safe, it must work 24 hours per day, with or without police presence. There should be no expectation on the police to provide additional enforcement beyond routine activity. It must therefore be appreciated that in reality, that the police will not be in a position to enforce 20 limits or zones.

11.2 According to revised ACPO guidelines (October 2013), enforcement will be considered in all clearly posted limits, given other priorities, and this will be by:

1. Targeted enforcement where there is deliberate offending/disregarding and the limits are clear;

2. Where limits are not clear (they don't feel like/look like the limit or are on inappropriate roads), they will not be routinely enforced but may be targeted where there is intelligence of obvious deliberate disregard
- 11.3 Since November 2013, the National Driver Offender Retraining Scheme (NDORS) have introduced a speed awareness course specifically tailored to speeding offences in 20mph limits where, at the discretion of the police, offenders who are either "mistaken or simply unaware of the limit" would benefit from education. Speeding in a properly marked/engineered limit or zone may not be suitable for a course.

## **12. ACPO Guidelines for Speed Limit Enforcement**

- 12.1 ACPO guidelines have been formulated taking into account, amongst other things, the need for targeting in order to maximise the potential of scarce police resources and to make a substantial contribution to the multi-agency road death and injury reduction effort.
- 12.2 It goes on to say that "driving at any speed over the limit is an offence and the police are not restricted and may prosecute. In deciding on enforcement means and deployment, one of the factors will be how unclear or confusing the relevant signage is or how a site simply does not feel like a road of that speed. Although this is not an excuse and any driver may be prosecuted, it will be considered when deciding on the prosecution and amount of police enforcement. The enforcement of speed limits is generally related and proportionate to the risks to all road users using that road and availability of resources but not restricted in any way."
- 12.3 "Where police officers consider that an offence has been committed, there will be no restriction on proceedings, however, they should consider whether it is appropriate to take enforcement action in that case, taking into account such facts as the level of signing and engineering to support the limit and whether it was clear to the motorist that there was a limit and what that limit was."
- 12.4 "The guidance to police officers is that, when they feel enforcement is necessary, it is anticipated that, other than in most exceptional circumstances (arrest), the issue of fixed penalty notices or summonses are likely to be the minimum appropriate enforcement action (with certain offenders offered a course of education at the lower and less harmful speeds."
- 12.5 "The guidance is that enforcement by prosecution should not be considered when it is lower than the speeds reached in accordance APCO guidelines. These guidelines do not replace police officer discretion."

## **13. Local Context - Existing Schemes**

- 13.1 There are currently thirteen 20 mph zones (comprising areas and/or individual roads) and five 20 mph limit areas in the Borough. A list detailing the 20mph zones and 20mph speed limit areas is attached at **Appendix 1**. Plans illustrating the 20mph



schemes within the Borough are attached at **Appendix 2**. Of the five speed limit areas, one is enforced by average speed cameras; one is a short service road for the Southend Victoria Station; one is a short length of road in the town centre; and two are small residential areas. These have been introduced on an ad-hoc basis in response to public demand and road safety.

- 13.3 The speed data for these areas supports the principle that compliance with the 20mph speed restriction requires a physical or psychological traffic calming feature or that they have been implemented in areas where the speed of traffic is already below 24mph. This is particularly evident some of the roads in the areas around West Leigh School (20mph speed limit) and Darlington School (20mph zone) where the average speed of traffic in West Leigh Avenue and Pavilion Drive is 17mph and 20mph respectively. Equally average vehicle speeds in Cromwell Road and Tunbridge Road are 17mph and 23 mph respectively. Most of these roads are quite narrow and experience high levels of on-street parking on both sides.
- 13.4 Conversely, although the speed of traffic in Caulfield Road (which is part of the Shoebury High School 20mph Zone) and Boston Road (which is in the St Mary's School 20mph zone) is 23mph, 73% and 77.7% of vehicles exceeded the speed limit in those roads respectively, despite the introduction of physical traffic calming measures.
- 13.5 The average speed of traffic in Tunbridge Road, which is within a 20mph speed limit area, is also 23 mph, but again 70% of vehicle exceeded the speed limit. This is probably due to the nature of the road.
- 13.6 The most effective 20 mph speed limit area in Southend is the Marine Parade "City Beach shared space" area. The average speed of traffic is 20 mph, with only 0.5% of vehicles exceeding the speed limit. This area is enforced by average speed cameras. This scheme was funded externally by KeyMed through its road safety initiative fund. Although highly successful, the use of average speed enforcement cameras is an extremely expensive option to ensure compliance.

#### **14. Safer Essex Roads Partnership (SERP)**

- 14.1 The Safer Essex Roads Partnership (SERP) has brought together the three local authority areas of Essex County Council, Southend-on-Sea Borough Council and Thurrock Council to provide a road safety service across 'Greater Essex'. The other SERP partners are Essex Police, Essex Fire and Rescue Service, Highways England, The Essex and Herts Air Ambulance Trust, The East of England NHS Trust and The Safer Roads Foundation.
- 14.2 The partnership's purpose is to reduce death and serious injury on Essex roads to zero. It is recognised that this is an extremely ambitious vision and one cannot be tackled alone: each road user plays a part. The partnership promotes road safety and casualty reduction through a number of activities, interventions, programmes and products which involve a combination of education, engagement, engineering

and enforcement. The Partnership's Joint Road Safety Delivery Plan (JRSDP) details the activities each partner is to deliver with partnership support and funding.

- 14.3 The Project Team noted the work currently being undertaken by the Partnership to identify wards in Essex where the highest number of collisions are generated by residents. From the information provided, it showed that whilst not all the collisions happen in the ward in which the residents lived, approximately 78% of the collisions did happen in Southend. The Partnership would therefore be targeting the home environment of people causing collisions. Vulnerable road users continue to provide a challenge and it would be essential to target these if future targets are to be achieved. Investment in education of vulnerable road users will never be wasted.
- 14.4 SERP supports the idea of blanket 20mph speed restrictions and would help wherever possible. However, it is recognised that 20mph restrictions are hard to justify on casualty grounds, as the costs involved in making them enforceable and look 'nice' are invariably much higher than the first year rate of return or even life time savings. If speeds are genuinely lowered (or kept low) then more people are more than likely to choose to walk and cycle, making the environment a nicer place in which to live.
- 14.5 It is extremely difficult/expensive to retro fit zones and much consultation and engagement would be necessary. Camera enforcement is a possibility and SERP would be happy to take on the enforcement should this be the route followed. 20mph zones and limits can be mixed to reduce costs but community buy in and a good-looking result are essential for success.
- 14.6 SERP therefore feels it might therefore be more appropriate to lobby central government to introduce a default speed limit of 20mph where there are street lights, unless signs show otherwise. This supports the SERP's target of "Vision Zero" and the aims of the SERP to reduce casualties to zero.

## **15. Royal Society for the Prevention of Accidents' (RoSPA) Policy Position on 20mph Speed Limits**

- 15.1 RoSPA state that 20mph zones are very effective at preventing injuries and would like to see their wider use in residential areas. 20mph zones significantly decrease the risk of being injured in a collision and their greater use, especially in residential areas, would help to reduce the number of traffic injuries in the UK.
- 15.2 RoSPA supports and encourages the wider use of 20mph limits. They believe 20mph limits are most appropriate for roads where average speeds are already low, below 24mph, and the layout and use of the road also gives the clear impression that a 20mph speed or below is the most appropriate. Although a high proportion of urban roads are suitable for 20mph limits, RoSPA does not believe that 20mph speed limits are suitable for every road in a local authority area. They should be targeted at roads that are primarily residential in nature and on own or city streets where pedestrian and cyclist movements are high (or potentially high), such as around schools, shops, markets, playgrounds and other areas. Roads which are not suitable

for 20mph limits are major through routes. This is entirely consistent with the guidance by the DfT in its circular “Setting Local Speed Limits”.

- 15.2 They believe Local Authorities are responsible for determining where 20mph zones and limits should be introduced but should take advantage of opportunities to introduce them where they are needed.
- 15.3 Consultation and engagement with local communities and other stakeholders is vitally important, to ensure that safer roads are prioritised where needed and that local communities have input into the schemes development.

## **16. The AA**

- 16.1 The AA supports the setting up of 20mph speed limits where residents along those roads want them. They state that “a headlong rush towards blanket 20mph zones in many UK towns and cities needs to slow down and take into account the views of residents.”
- 16.2 “Neighbourhoods face differing challenges from traffic: some may need to slow down their own residents and reduce the risk of accidents; others have a 'rat-running' problem that a 20mph speed limit on its own won't address.”
- 16.3 “The case for lowering speed outside vulnerable locations, such as schools and hospitals, is generally accepted. However, sweeping 20mph restrictions that slow down commuters, business deliveries and services, and the pace of a town or city in general are not.”
- 15.4 An AA-Populus survey of 24,351 AA members undertaken between 21<sup>st</sup> February and 3<sup>rd</sup> March 2014 showed that, if a 20mph speed limit is set along a road, support for speed camera enforcement is evenly split between those who agree (41%) and those who disagree (38%). Targeted speed camera enforcement, when and where a specific problem emerges, receives much greater support (61%).
- 16.5 There is a lot of fear among drivers that, with 20mph being a relatively unfamiliar speed, widespread speed camera use will make them look more at their speedometers than at what is happening on populated streets in front of them.
- 1.6 Use of speed-indicating signs may help to educate and familiarise drivers with the lower speeds, while proven urban road engineering features may also influence behaviour - while deterring rat-running.

## **17. Costs**

- 17.1 The costs for implementing a 20mph scheme differ drastically depending on the size, scale, method of enforcement, compliance and environmental measures.
- 17.2 For example, in Bristol, a pilot 20mph programme has already been extended city-wide in a £2.3m sign-only scheme.

- 17.3 In Portsmouth, where signage was utilised alone, the total scheme cost £0.57 million for a population of 200,000, whilst in Haringey where traffic calming measures were proposed, the estimated cost was £10 million for a population of 225,000.
- 17.4 Notably, the London Borough of Islington also utilised a signage only scheme at a cost of £1.6 million for a population of 200,000: the increased cost in comparison to Portsmouth was attributed to the lighting for the signs (Haringey Local Authority, 2011).
- 17.5 In Brighton, approximately £1.5 million was set aside for the whole 20mph project to be rolled out over four years. The actual budget spend for 2012/13 and 2013/14 was £326,134.68 and £333,245.36 respectively.

## **18. Conclusions**

- 18.1 Many local authorities have implemented blanket 20mph schemes for their areas the outcomes of which have added to the evidence base. However, do they achieve their purpose and what can we actually conclude from the evidence?
- 18.2 Research into the impacts of 20mph speed limits and zones has been undertaken by Steer Davies Gleave for London Borough of Merton on behalf of the London Environment Directors' Network (LEDNet). The purpose of the study was to conduct desktop research, in order to examine the available evidence and inform future 20mph policy in London. Whilst the study focused on London, by bringing together the available evidence it can help other authorities around the UK in their decision making regarding 20mph speed limits. The conclusion of the report dated November 2014 found that reducing vehicle speeds can result in fewer and less severe collisions, particularly for vulnerable road users.
- 18.3 It also found that whilst 20mph zones appear to have been reasonably successful at reducing speeds by using physical traffic calming measures, limited resources and relaxed regulations mean that signed-only 20mph limits are now preferred. These tend to achieve smaller decreases in vehicle speeds and therefore smaller improvements in road safety. The challenge is therefore to identify imaginative and effective ways to achieve larger reductions in speeds in signed-only 20mph limits, so that road safety benefits are maximised. Undoubtedly, enforcement is required to ensure compliance, but this is only part of the solution. The key to achieving sustained and meaningful speed reductions is to change drivers' attitudes to urban driving speeds. This suggests that education and other supporting measures to change driver culture need to be an integral part of all 20mph schemes.
- 18.4 The risk of being killed or seriously injured if hit by a car travelling at 20 mph rather than 30 mph reduces significantly. What is less evident is whether the introduction of a Boroughwide 20mph speed limit on residential roads would actually achieve this aim and whether vehicles would actually comply with the new limit.

- 18.5 Statistics collected by Islington Council do suggest traffic has slowed, but only marginally. Before 20mph limits were introduced, 85% of the traffic on Islington's main roads was travelling at an average of 28mph. After the limits were introduced, this average decreased by just 1mph to 27mph. However, before and after surveys covered less than a year all told. Results from Bristol and Brighton's pilots of 20mph limits tell a similar story, with daytime speeds in Bristol dropping by around 1mph to an average of 23mph. In Brighton, the Council saw a 1mph decrease a year after 20mph speed limits were introduced in 2013, although the average speed of traffic on central roads was already 20mph.
- 18.6 The data from the current 20mph schemes in the Borough also show a mixed picture, except where the average vehicle speeds were already in the low 20mph or where there is vigorous enforcement through average speed cameras. Data from the DfT shows that the average speed on locally managed 'A roads' in Southend has been between approximately 18-19 mph for the last 7-8 years. However, these roads would not be included in a blanket 20 mph scheme and serious accidents do still occur.
- 18.7 When it comes to speeding behaviour, many people do not necessarily feel and do the same things. Data also shows that the majority of the traffic exceeds the speed limit in some of the roads within the existing 20mph zones where traffic calming features have been introduced. This is essentially a result from vehicles increasing speed between calming features. Such driver behaviour can in turn lead to more noise for local residents in the street, increased fuel consumption and detrimental effects to the environment. Moreover, other vulnerable road users become more at risk due to the perceived safety of using a road with a 20mph speed limit.
- 18.8 According to the analysis of Government data by the Institute of Advanced Motorists (IAM), the number of serious accidents on 20mph roads increased by 26% in 2014 and that the number slight accidents on 20mph roads also increased by 17%. The IAM also state that the number of serious casualties in 20mph zones also increased by 29% while slight casualties went up by 19%. This could be due to an increase in the diversity of road users now using roads within 20mph area as they have a perception that the roads are safer to use.
- 18.9 Government guidance (DfT circular 01/2013 – Setting Local Speed Limits) states that “unless a speed limit is set with support from the local community, the police and other local services, with supporting education, and with consideration of whether engineering measures are necessary to reduce speeds; or if it is set unrealistically low for the particular road function and condition, it may be ineffective and drivers may not comply with the speed limit.”
- 18.10 “A comprehensive and early consultation of all those who may be affected by the introduction of a 20 mph scheme is an essential part of the implementation process. This needs to include local residents, all tiers of local government, the police and emergency services, public transport providers and any other relevant local groups (including for example, groups representing pedestrians, cyclists, drivers, or equestrians).”

- 18.11 “It is important to consider the full range of options and their benefits, both road safety and wider community and environmental benefits and costs, before making a decision as to the most appropriate method of introducing a 20 mph scheme to meet the local objectives and the road conditions.”
- 18.12 Different road users perceive risks and appropriate speeds differently, and drivers and riders of motor vehicles often do not have the same perception of the hazards of speed as do people on foot, on bicycles or on horseback.
- 18.13 Also attitudes and actions of road users can be at odds – what people say and what they actually do can differ drastically. There is no evidence of modal shift resulting from the implementation of signed only 20 mph limits, although those that do not cycle and walk think it might make people feel safer, or that modal shift will happen as a result. There is also no evidence that people ARE safer in signed only 20mph limit areas, although there is some evidence that people may FEEL safer.
- 18.14 There is no doubt that a reduction in the speed of traffic from 30mph to 20mph and below in areas where there are high level of accidents would save lives. 20mph zones reduce speeds, directly related to the amount of traffic calming included. Thus providing they are robust they will reduce speeds, which in turn may reduce casualties, where there have been speed related casualties before. The implementation and on-going maintenance, together with public resistance to traffic calming features, significantly increases the cost of any scheme. 20 mph limits on the other hand are cheaper and only reduce speeds by a very small margin, but will not bring speeds to under 20mph, unless the pre-scheme speeds were at or below 20mph or if there is constant rigorous enforcement.
- 18.15 A blanket 20mph speed limit on residential roads will not guarantee that traffic speeds will reduce to the desired levels and should not be seen as a perfect solution to reduce the numbers of those killed or seriously injured. It should also not be seen as a tool to establish a modal shift to active travel. It could also potentially have an adverse effect due to the perception that vehicles in a 20 speed limit are actually travelling at that speed, giving a false sense of safety with an increase in more vulnerable users. Additionally, a substantial level of funding would need to be identified from existing budgets and is unclear where the additional funding will come from, particularly given the levels of savings the Council are having to make year on year.
- 18.16 The Council could consider consulting its residents, Leigh Town Council, the Police and other emergency services, local transport providers etc. on the feasibility of introducing a blanket 20 mph speed restriction in residential streets to help inform the debate. However, as mentioned above no budget provision has been identified for this. Furthermore, should there be general overall support for a blanket 20mph speed limit in residential streets, further additional funding would need to be identified from existing decreasing budgets.

18.17 The Department for Transport has commissioned a three-year, £715,000 study on their effectiveness, which will bring together data from different regions as well as new research carried out on the roads. The results of this study are due in 2017.

## **19. Recommendations**

19.1 That Cabinet be recommended:

- (i) To note the outcome of the study;
- (ii) To wait until the results of the study by the DfT are published before considering undertaking any consultation on the introduction of a Borough wide 20mph speed restriction in all residential streets;
- (iii) To work with SERP and other agencies to reduce death and serious injury on roads in Southend;
- (iv) To consider the introduction and prioritisation of 20mph schemes, including the use of variable speed limits within the Borough where and when necessary, particularly around local schools and other appropriate locations; and
- (v) To write to the Secretary of State for Transport to suggest that they consider the merits of reducing the default urban speed limit in roads with street lighting be reduced from 30mph to 20mph.





## LIST OF EXISTING 20mph SCHEMES IN THE BOROUGH

Location / Area	20mph ZONE	20mph LIMIT
Boston Avenue Area	X	
High Street - Old Leigh	X	
Milton Area	X	
Caulfield Road	X	
Chalkwell Esplanade Area	X	
Cromwell Road	X	
Westborough Area	X	
Greenways	X	
Wentworth Road	X	
Windermere Road	X	
Westcliff High Schools Area	X	
Edwards Hall School Area	X	
Temple Sutton School Area	X	
Marine Parade City Beach Area		X
Westleigh School Area		X
Tunbridge Road Area		X
Victoria Station		X
Chichester Road		X



**INDEX TO PLANS OF EXISTING 20mph SCHEMES IN THE BOROUGH**

- Plan 1** Boston Avenue Area 20mph Zone and Tunbridge Road Area 20mph Speed Limit
- Plan 2** High Street Old Leigh 20mph Zone
- Plan 3** Milton Area 20mph Zone, Victoria Station and Chichester Road 20mph Limits
- Plan 4** Caulfield Road 20mph Zone
- Plan 5** Chalkwell Esplanade Area 20mph Zone
- Plan 6** Cromwell Road, Wentworth Road and Temple Sutton Area 20mph Zones
- Plan 7** Westborough Area 20mph Zone
- Plan 8** Greenways 20mph Zone
- Plan 9** Windermere Road 20mph Zone
- Plan 10** Westcliff High Schools Area 20mph Zone
- Plan 11** Edwards Hall School Area 20mph Zone
- Plan 12** Marine Parade City Beach Area 20mph Limit
- Plan 13** West Leigh School Area 20mph Limit





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# Southend on Sea Borough Council

Enterprise, Tourism  
and the Environment  
PO Box 5560, Civic Centre  
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Project Title Existing 20 mph zone & limits

Date 15/08/16

Drawing Title Various Roads

Quality Project No.

Scale © A4  
NTS

Designed

Drawn by

Checked by

Approved by

Drawing Number

L.PEARMAIN

Drawing Status

Preliminary

Tender

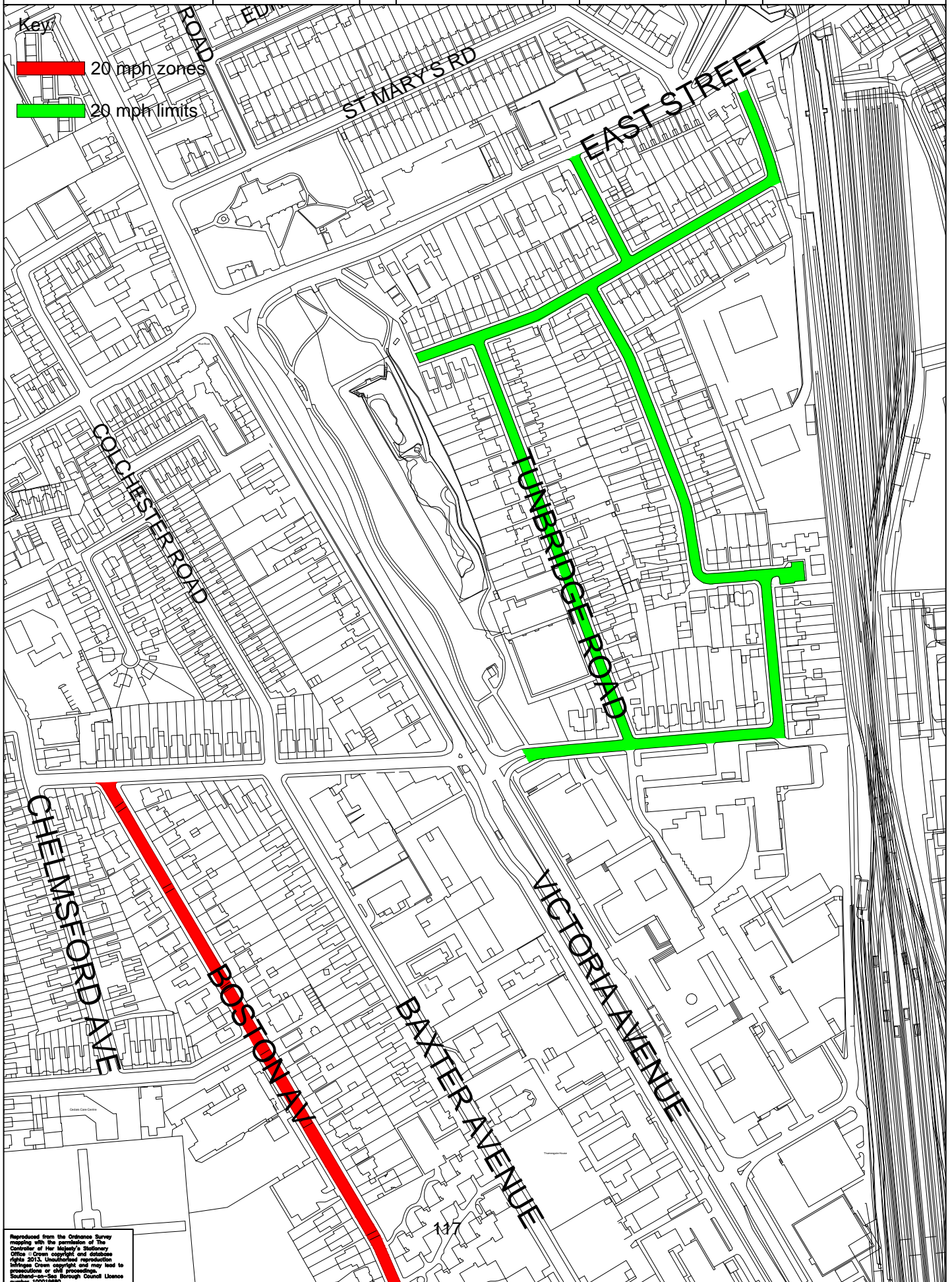
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20 mph zones

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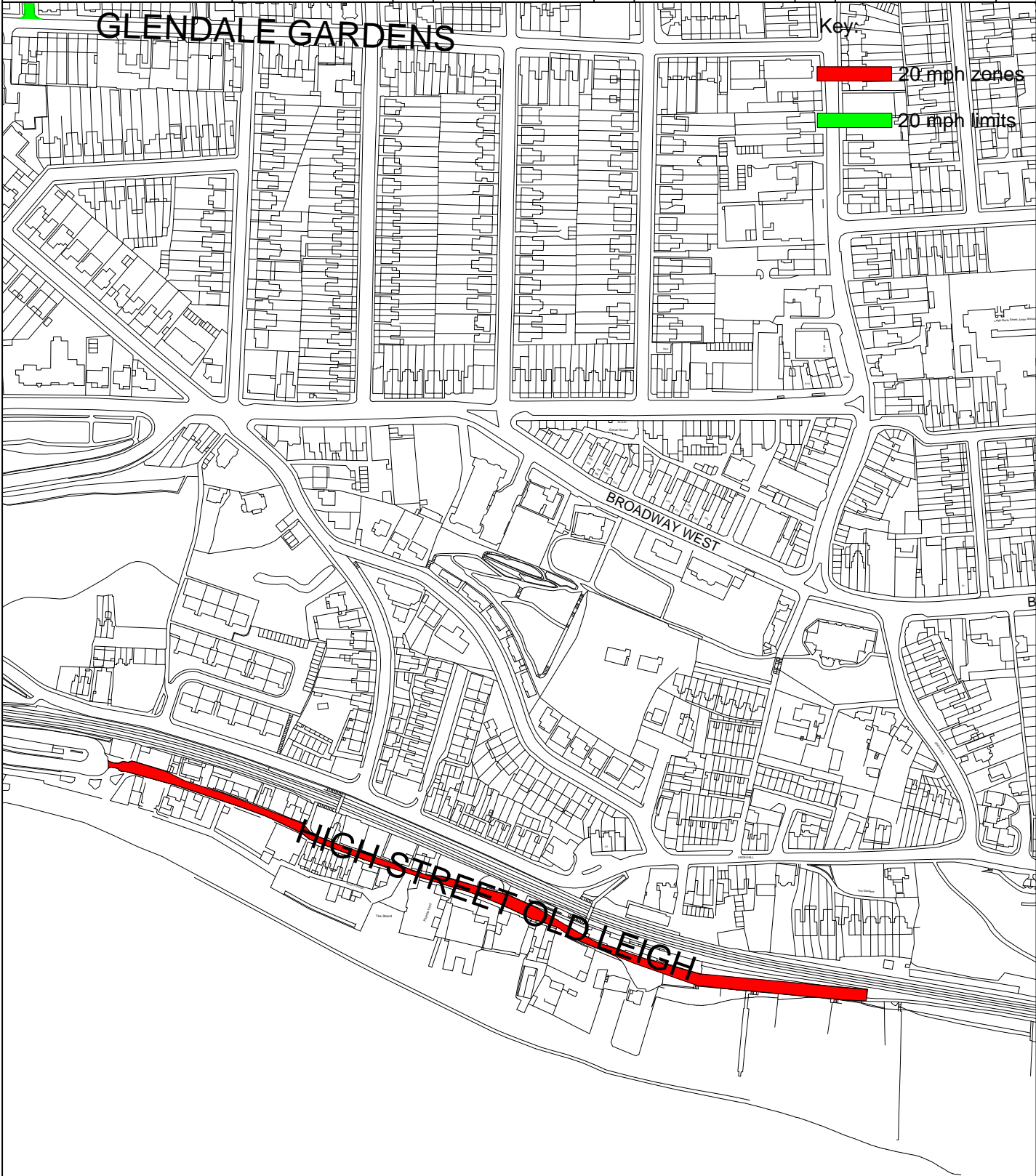


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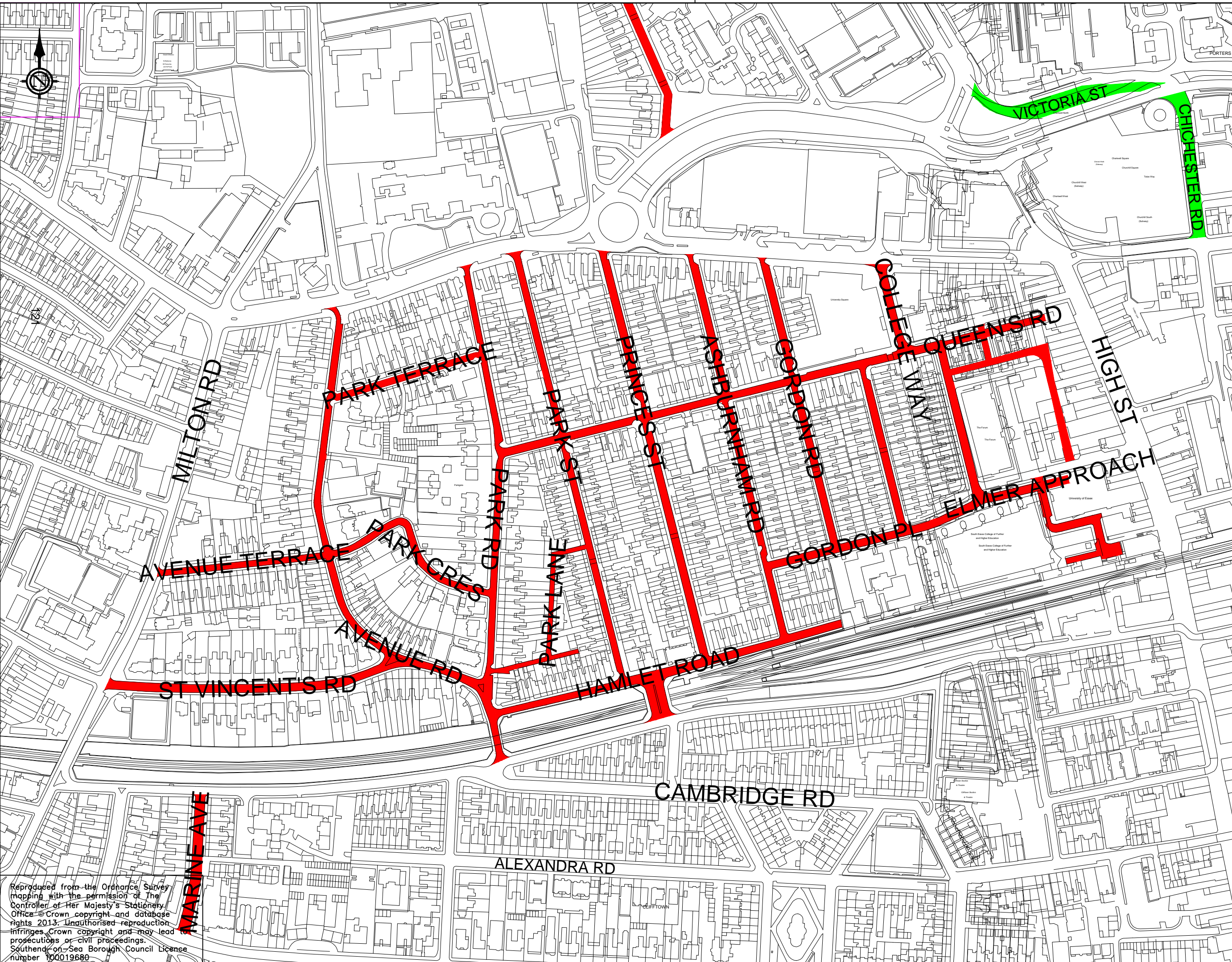
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Drawn by <b>L.PEARMAIN</b>		Checked by	Approved by
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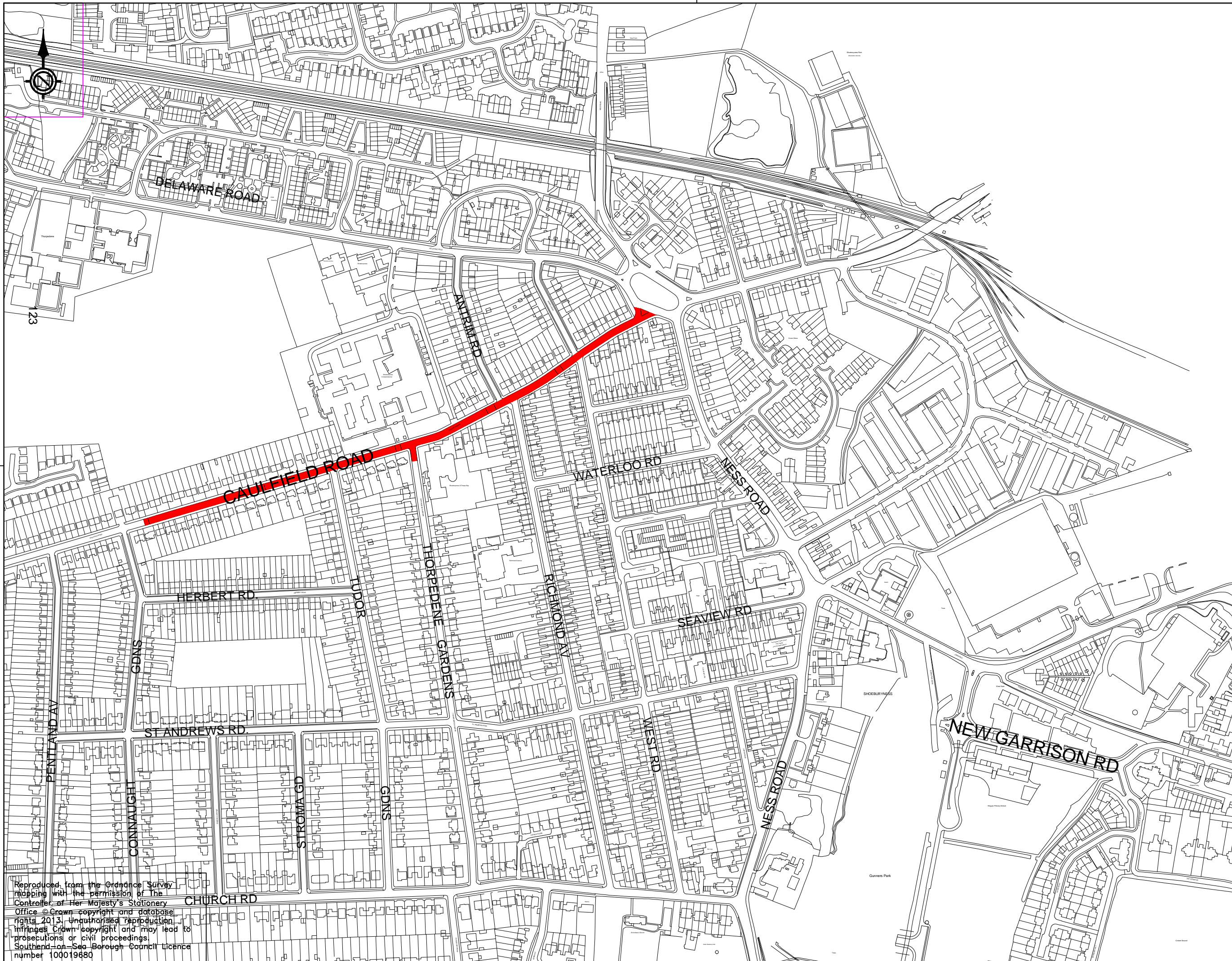


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Quality Project No. :	PROJECT_No
Project Title Existing 20 mph zones & limit	
Drawing Title Various Roads	
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Quality Project No. : PROJECT\_No

Project Title

Existing 20 mph zones

Drawing Title

Caulfield Rd, Shoeburyness

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Project Title			Existing 20 mph zone		Date	22/08/16
Drawing Title			Chalkwell Esplanade Area		Quality Project No.	
Designed			Drawn by	Checked by	Approved by	Scale © A4 NTS
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River Thames


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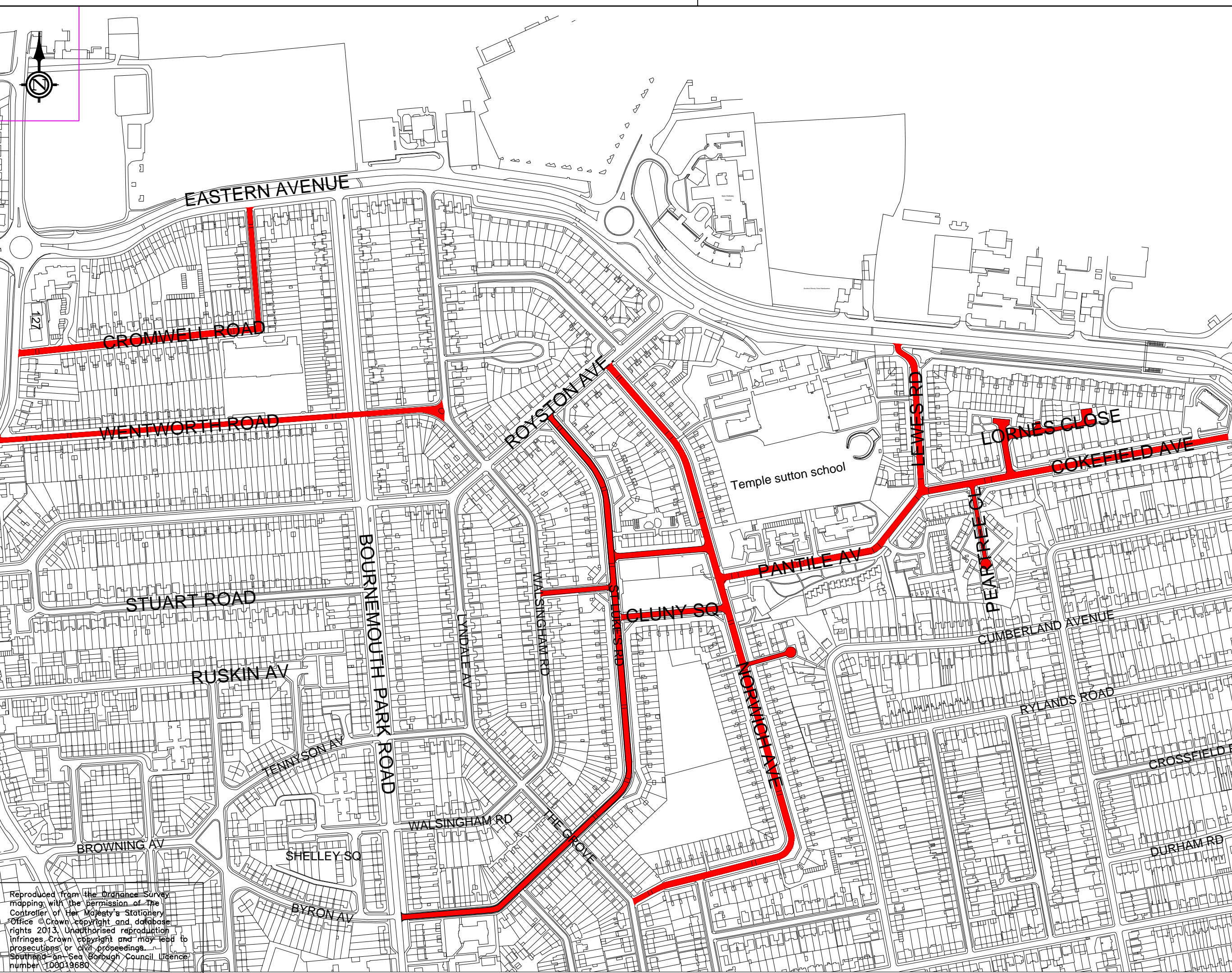




Key:

 20 mph zones

 20 mph limits



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Quality Project No. : PROJECT\_No

Project Title

Existing 20 mph zones

Drawing Title

Temple Sutton School Area

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Drawn Date 23/08/16 NTS

Checked Date

Approved Date Issued Date

Drawing Status

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Tender As Constructed

Drawing Number

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Key:

- 20 mph zones
- 20 mph limits

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Quality Project No. : PROJECT\_No

Project Title  
 Existing 20 mph zones

Drawing Title  
 Westborough area

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Drawn Date 22/08/16	NTS
Checked Date	
Approved Date	Issued Date

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Project Title Existing 20 mph zone

Date 15/08/16

Drawing Title Greenways

Quality Project No.

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Designed

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Checked by

Approved by

Drawing Number

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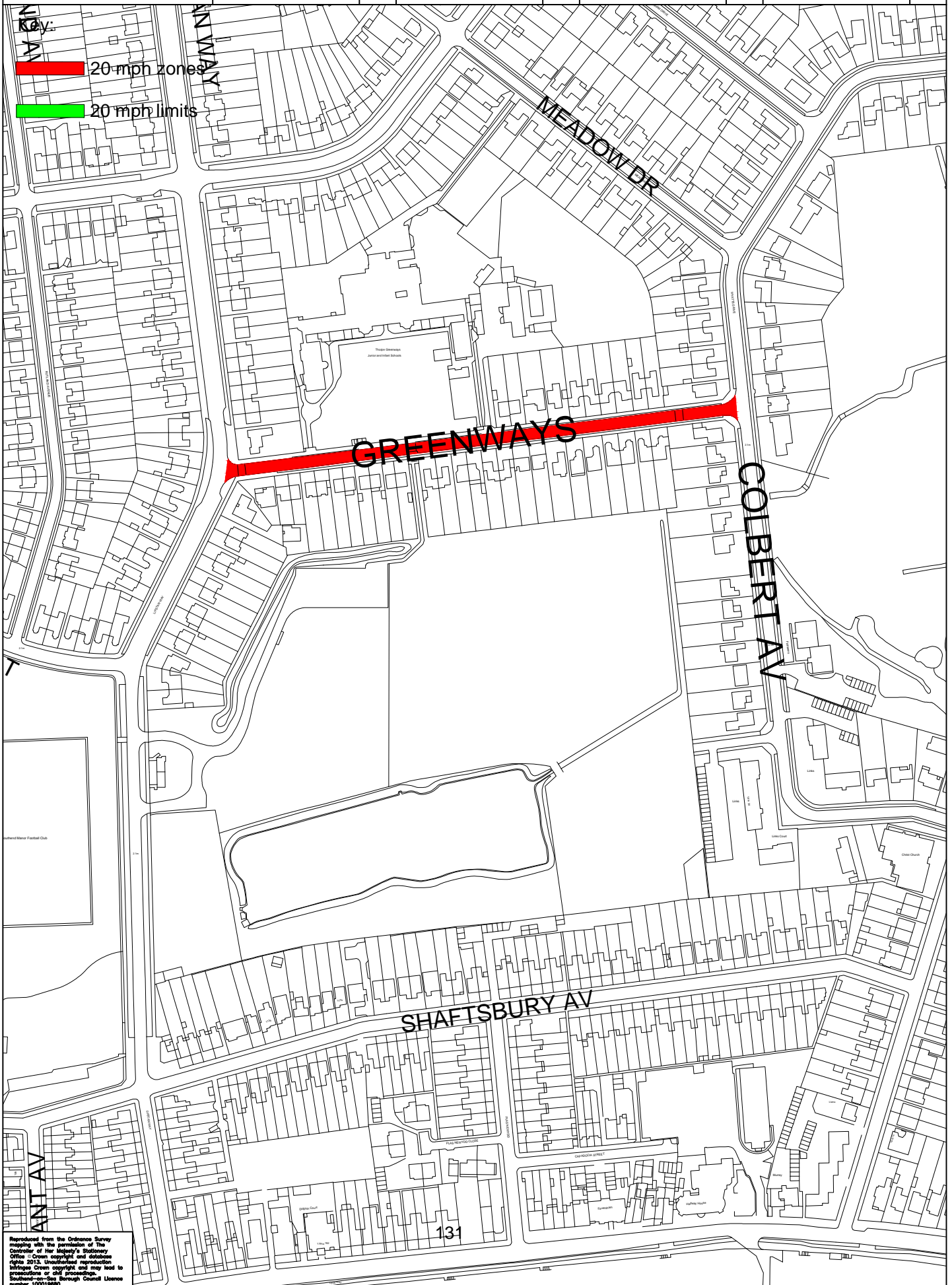
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Project Title Existing 20 mph zone

Date 15/08/16

Drawing Title Windermere Road

Quality Project No.

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Designed

Drawn by

Checked by

Approved by

Drawing Number

L.PEARMAIN

Drawing Status


Preliminary

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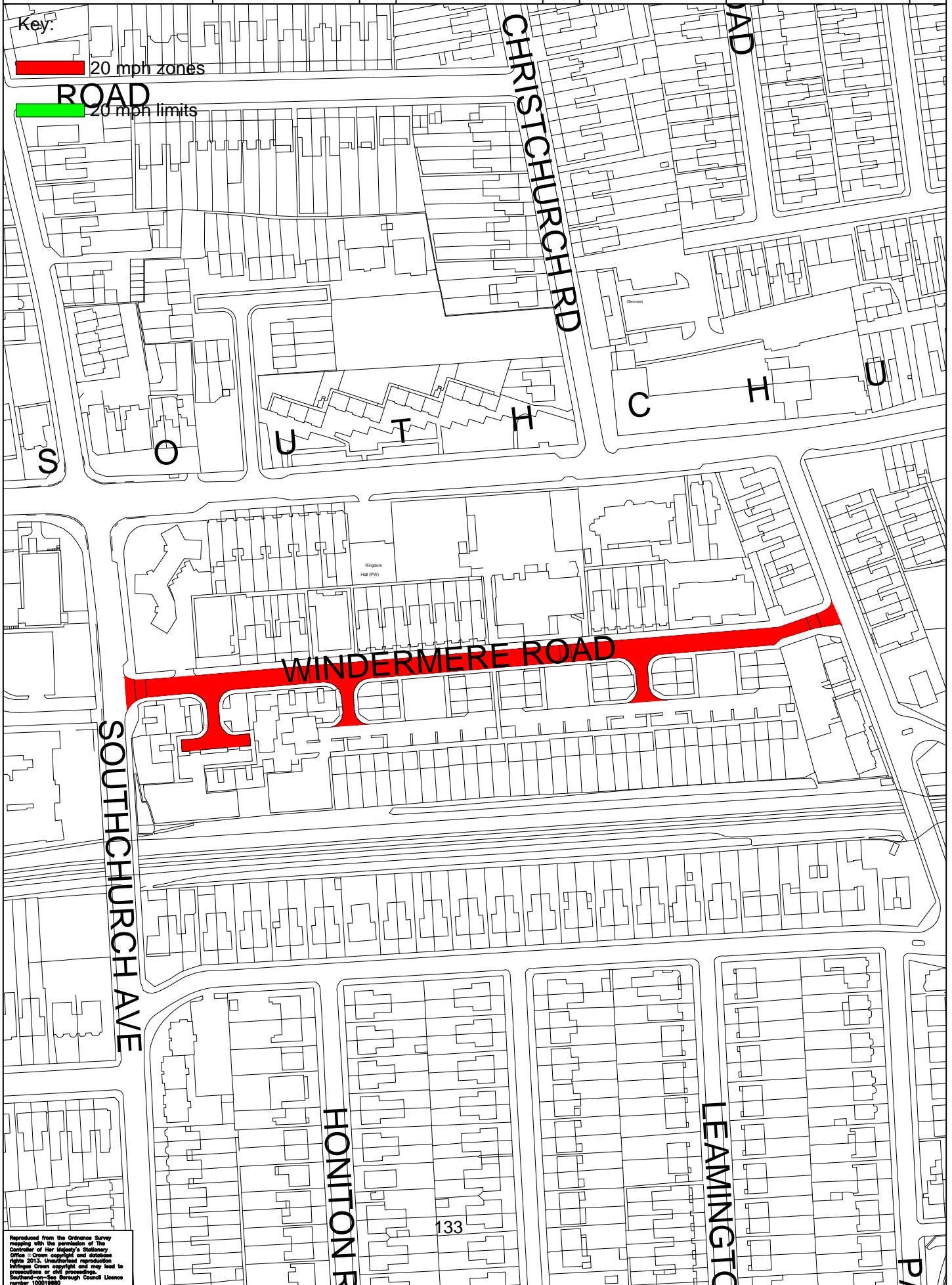
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Key:

 20 mph zones

 ROAD  
20 mph limits



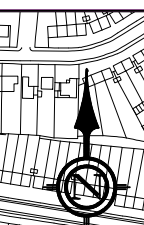
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Key:  
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Quality Project No. :	PROJECT_No
Project Title	Existing 20 mph zones
Drawing Title	Westcliff High for Boys Area
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Drawn Date 22/08/16	NTS
Checked Date	
Approved Date	Issued Date
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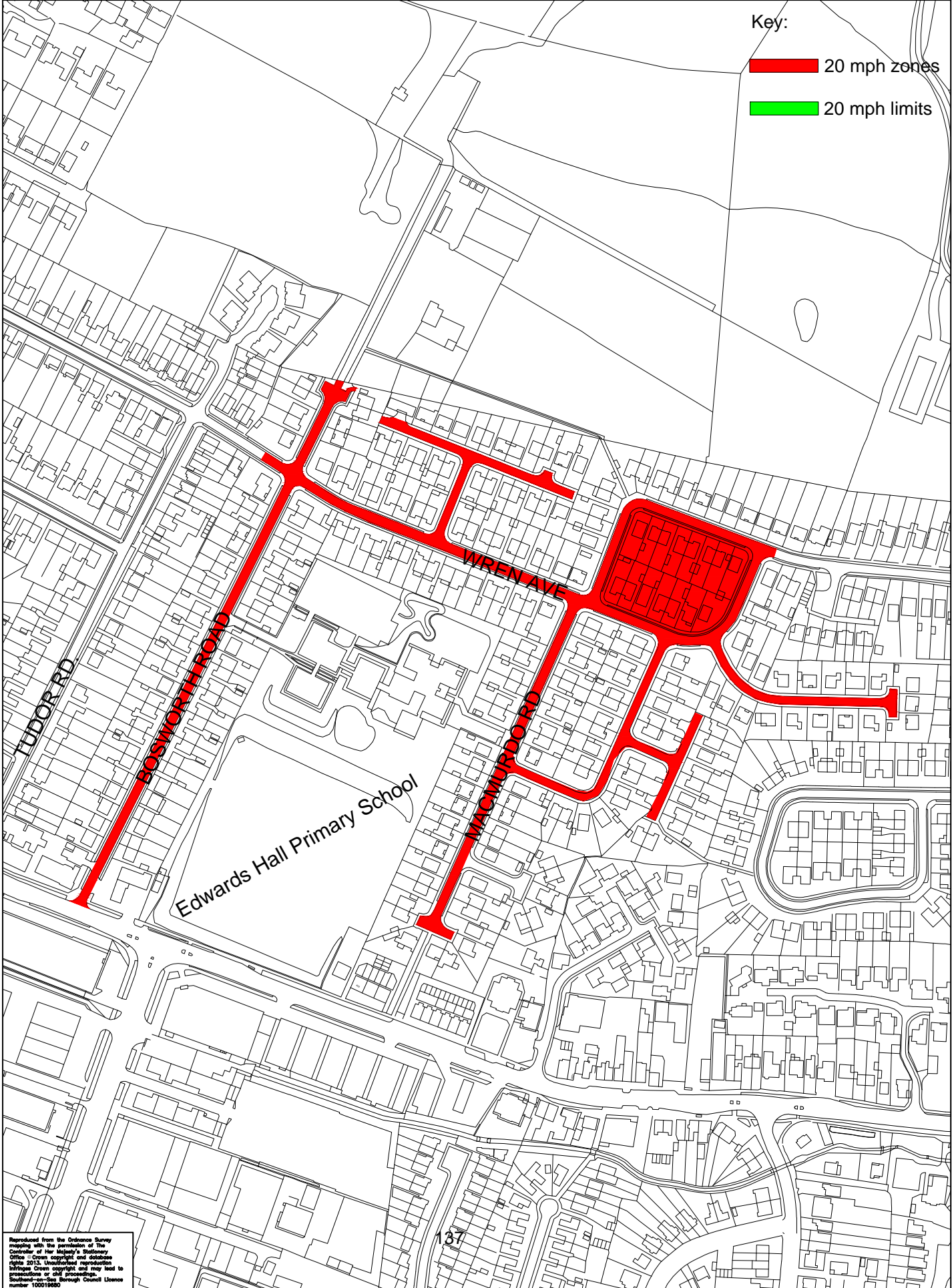
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Project Title			Existing 20 mph zone		Date		15/08/16		
Drawing Title			Edwards Hall Primary School			Quality Project No.			
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						Scale		A4 NTS	
						Drawing Number			

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 20 mph zones  
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Project Title Existing 20 mph Limit

Date 22/08/16

Drawing Title Marine Parade

Quality Project No.

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L.PEARMAIN

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Drawing Number

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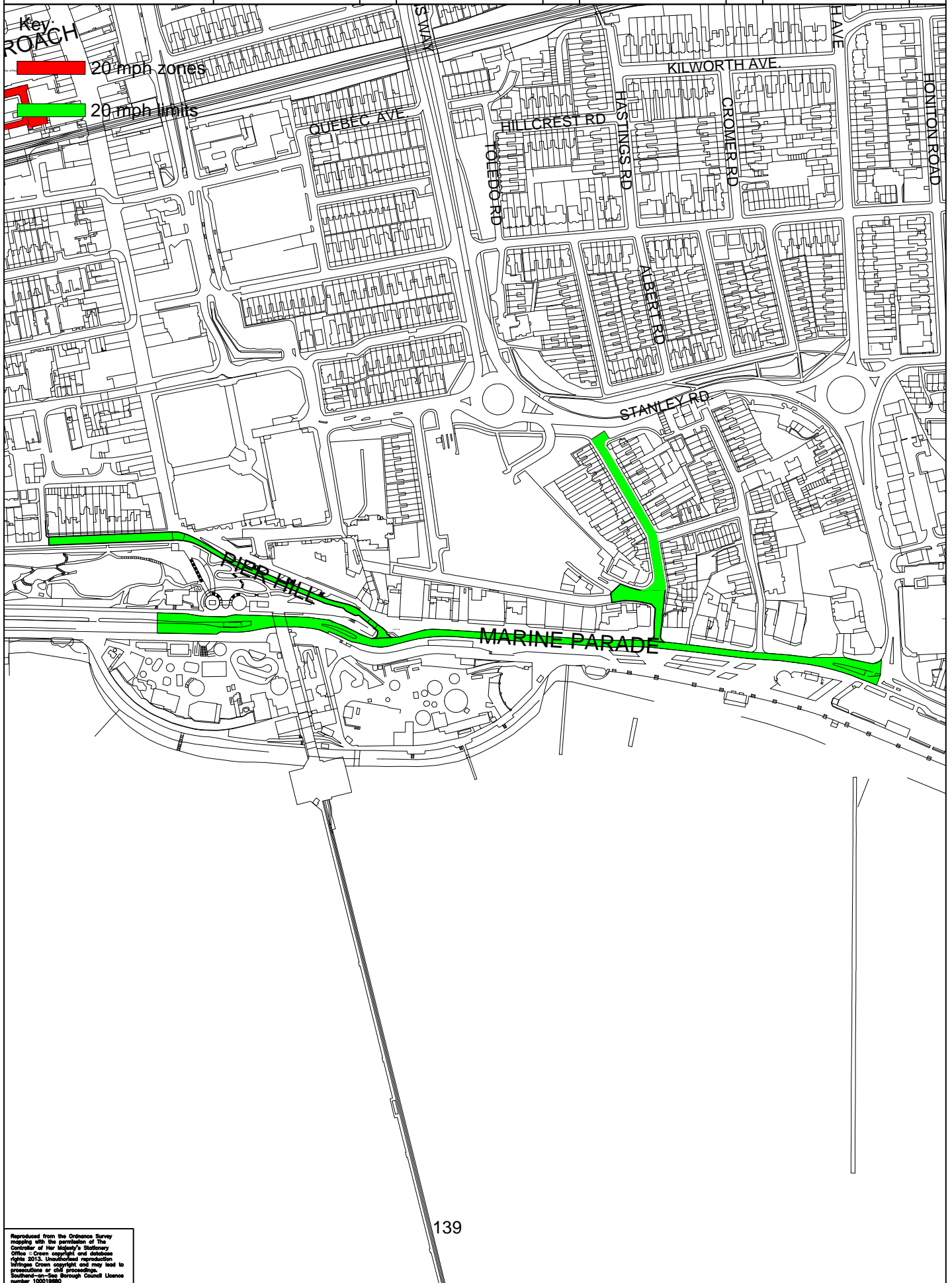
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ROACH

20 mph zones

20 mph limits



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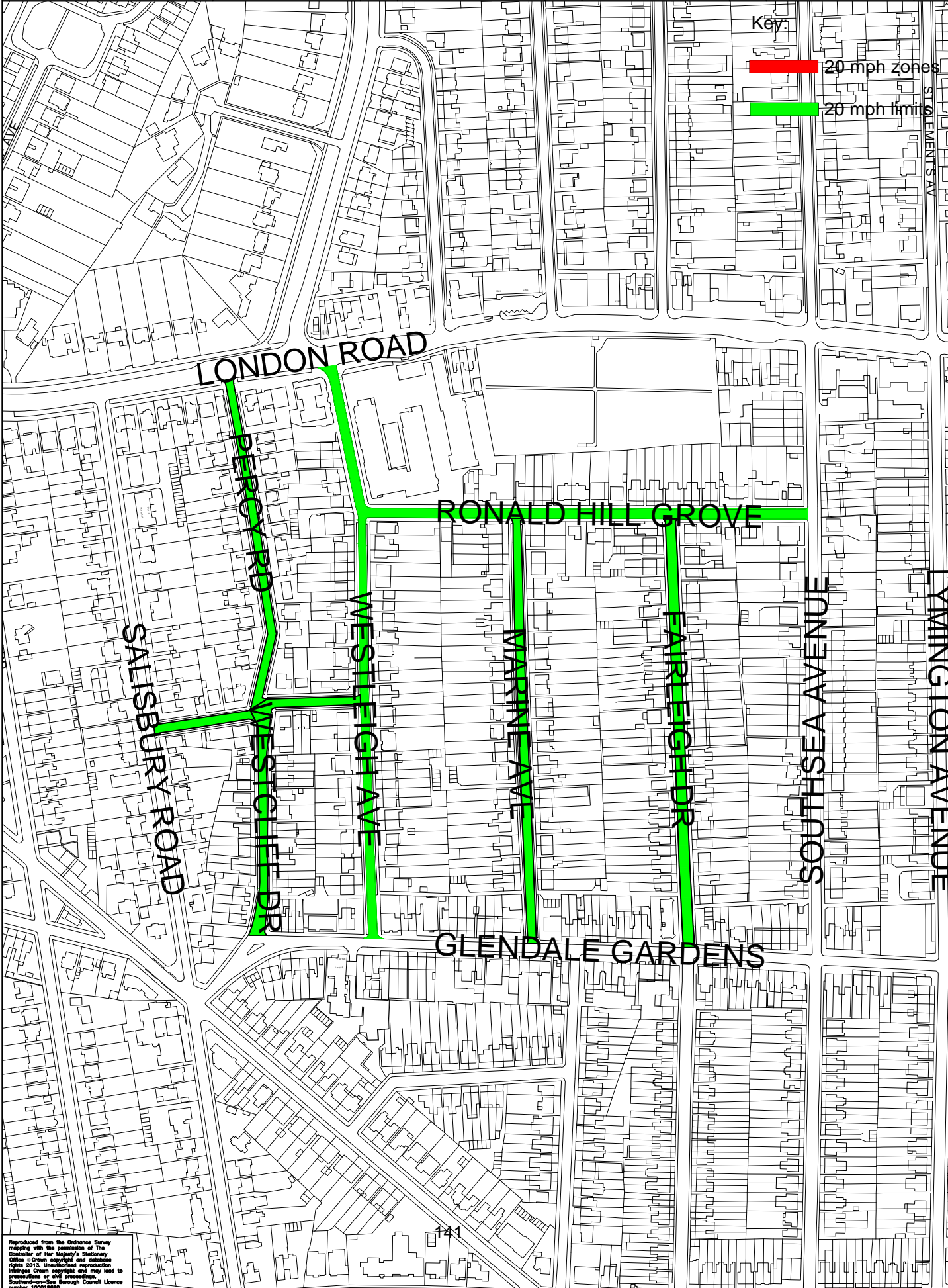
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Project Title		Existing 20 mph limit		Date	22/08/16
Drawing Title		Westleigh Junior School Area		Quality Project No.	
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# Southend-on-Sea Borough Council

Report of Deputy Chief Executive (Place)  
to  
Cabinet  
on  
8 November 2016

Report prepared by Adam Penn,  
Regulatory Services Manager.

Agenda  
Item No.

7

---

## Gambling Act 2005 - Approval of draft Statement of Gambling Licensing Policy

Place Scrutiny Committee  
Executive Councillor: Councillor Flewitt  
Part I Public Agenda Item

---

### 1. Purpose of Report

- 1.1 To set out the legal obligations on the Council, acting as Licensing Authority, and the timetable for the review in respect of the Gambling Licensing policy.
- 1.2 To set out a draft revised Policy Statement, as the basis for formal consultation. (This is contained in Appendix 1).

### 2. Recommendation

- 2.1 **That Cabinet endorses the draft revised Policy document, enabling consultation to commence.**

### 3. Background

- 3.1 The Council's Statement of Policy under the Act was approved in December 2015, and came into force on 31<sup>st</sup> January 2016. It is valid for a maximum period of 3 years.
- 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:
  - 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 exercise of the authority's 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 published version 5 of their Guidance to Licensing Authorities (GLA) too late to be included in the policy which took effect in January 2016. There were significant changes made, most notably a requirement for "Local Area Risk Assessments" to be undertaken by gambling operators. At the same time changes were made to the Commission's Licensing Conditions and Codes of Practice (LCCP). These are conditions to which licence holders are required by the Act to adhere to.
- 3.6 The Council was aware that this situation would arise and therefore in 2015 took the decision of re-adopting the previous policy, as it stood with just some cosmetic amendments, for the next statutory three-year period (January 2016 to January 2019) with an undertaking to carry out a full review of the policy once the Gambling Commissions changes to the LCCP and GLA had been published and analysed.
- 3.7 A review of the changes made by the Gambling Commission has now been carried out and a draft policy produced for consultation with those outlined in 3.3 of this report. A full list of the proposed consultees can be found in appendix A of the draft policy. The consultation will be open for a period of 8 weeks.
- 3.8 The changes to the proposed statement of policy document include the following matters:-
- a) Acknowledgement that the Licensing Authority will respect Primary Authority agreements (13.6)
  - b) Requirements (set out in the LCCP) for Local Area Risk Assessments to be undertaken by operators (14.9)
  - c) Details of a Local Area Profile (LAP) which will be published to assist operators in completing local area risk assessments. (14.16-14.18)
  - d) A suggested template for operators to utilise when carrying out their Local Area Risk Assessments. (annex E)
  - e) Clear guidance to operators on how applications are judged in respect to the Protection of children (14.20)
  - f) An updated definitions list (Annex C)
  - g) The changes at b) and c) above have necessitated a full revision of the manner in which the Licensing Authority looks at the location of a premises when considering an application. This review can be found in sections 14.7 to 14.18 of the draft policy.
- 3.9 The Local Area Profile will naturally be an evolving document and cannot be included as part of the policy because it would create requirement to review the whole policy every time local circumstances required an amendment of the LAP. (For example crime statistics change from year to year). Therefore, it is proposed to publish it as a standalone document which is referred to within the policy. The LAP can contain location details of the following establishments and area features.
- Children's Centres and Schools Sixth Form Centres, Nurseries & other educational establishments
  - Areas with a significant presence of children (e.g. Parks)

- Places of Worship, faith communities and community groups.
- Community Centres
- Hostels or Shelters for Vulnerable People
- Addiction Support Facilities (e.g. drug/ alcohol)
- Mental Health Centres
- Pawn Brokers and Pay-day loan Companies
- Other gambling premises in the area
- Residential Care establishments
- Hospitals & GP surgeries
- Job Centres
- Pawn Broker/ Pay Day Loan businesses in the area
- Post Offices Banks and/ or ATM facilities nearby
- Transport links
- Crime and Disorder Statistics
- Known anti-social behaviour issues
- The area footfall (e.g. is it a residential area, are there mainly visitors)
- Other premises in the area (type and operation)
- Known issues with ludomania
- The economic makeup of the area
- The surrounding night time economy
- Anything else the Licensing Authority considers pertinent.

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

- 4.1 Should the Council fail to review and subsequently 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 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.

### **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 risks identified are that failure to review and subsequently adopt a policy which has regard to the amended Gambling Commission 'Guidance to Licensing Authorities', or publish the final policy, 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**

None

### **6.11 Environmental Impact**

None

## **7. Background Papers**

### **7.1 Gambling Act 2005.**

7.2 Gambling Commission Guidance to Local Authorities, September 2015, 5<sup>th</sup> Edition.

## 8. **Appendices**

**Appendix 1:** Draft Statement of Gambling Licensing Policy.

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# GAMBLING LICENSING POLICY STATEMENT

~~2016-2018~~  
*2017-2019*

Note:  
text with ~~strikethrough~~ is  
removed,  
*italic* text is new,  
all other text is unchanged

### 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*
5	2017-2019	2019

\* =Review date will be determined once the Gambling Commission have published their Guidance to Local Authorities



<b>SOUTHEND-ON-SEA BOROUGH COUNCIL</b> <b>GAMBLING LICENSING POLICY STATEMENT</b>
--

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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. *There has been little change since then although in 2016 there was some small growth in the Adult Gaming Centre sector.* 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~~, ~~1 January 2017~~, 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 ??? and ????

## **7.0 APPROVAL OF POLICY**

7.1 This Policy was approved at a meeting of the full Council on 10<sup>th</sup> December 2015 and was published via its website on 1<sup>st</sup> January 2016. 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.

**13.6** *Where there is a Primary Authority Scheme in place, the Licensing Authority will seek guidance from the Primary Authority before taking any enforcement action on matters covered by that scheme. At the time of the publication of this policy there were four Primary Authority arrangements with host local authorities:*

- Coral - London Borough of Newham
- Ladbrokes - Milton Keynes
- Paddy Power - Reading
- William Hill - City of Westminster

## **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** *The Act is clear that demand issues (e.g. the likely demand or need for gambling facilities in an area) cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives can. The Licensing Authority will pay particular attention to the objectives of protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder.*

**14.9** *In order for location to be considered, the Licensing Authority will need to be satisfied that there is sufficient evidence that the particular location of the premises would be harmful to the licensing objectives. From 6<sup>th</sup> April 2016, it is a requirement of the Gambling Commission's Licence Conditions and Codes of Practice (LCCP), under section 10, that licensees assess the local risks to the licensing objectives posed by the provision of gambling facilities at their premises and have policies, procedures and control measures to mitigate those risks. In making risk assessments, licensees must take into account relevant matters identified in this policy.*

**14.10** *The LCCP also states that licensees must review (and update as necessary) their local risk assessments:*

- a) *to take account of significant changes in local circumstance, including those identified in this policy;*
- b) *when there are significant changes at a licensee's premises that may affect their mitigation of local risks;*
- c) *when applying for a variation of a premises licence; and*
- d) *in any case, undertake a local risk assessment when applying for a new premises licence.*



- 14.11** *The Licensing Authority expects the local risk assessment to consider as a minimum:*
- *whether the premises is in an area of deprivation*
  - *whether the premises is in an area subject to high levels of crime and/or disorder*
  - *the ethnic profile of residents in the area, and how game rules, self-exclusion leaflets etc. are communicated to those groups*
  - *the demographics of the area in relation to vulnerable groups*
  - *the location of services for children such as schools, playgrounds, toy shops, leisure centres and other areas where children will gather*
- 14.12** *In every case the local risk assessment should show how vulnerable people, including people with gambling dependencies, are protected.*
- 14.13** *Other matters that the assessment may include:*
- *The training of staff in brief intervention when customers show signs of excessive gambling, the ability of staff to offer brief intervention and how the manning of premises affects this.*
  - *Details as to the location and coverage of working CCTV cameras, and how the system will be monitored.*
  - *The layout of the premises so that staff have an unobstructed view of persons using the premises.*
  - *The number of staff that will be available on the premises at any one time. If at any time that number is one, confirm the supervisory and monitoring arrangements when that person is absent from the licensed area or distracted from supervising the premises and observing those persons using the premises.*
  - *Arrangements for monitoring and dealing with under age persons and vulnerable persons, which may include dedicated and trained personnel, leaflets, posters, self-exclusion schemes, window displays and advertisements not to entice passers-by etc.*
  - *The provision of signage and documents relating to games rules, gambling care providers and other relevant information be provided in both English and the other prominent first language for that locality.*
  - *Where the application is for a betting premises licence, other than in respect of a track, the location and extent of any part of the premises which will be used to provide betting machines.*
- 14.14** *Such information may be used to inform the decision the council makes about whether to grant the licence, to grant the licence with special conditions or to refuse the application.*
- 14.15** *This policy does not preclude any application being made and each application will be decided on its merits, with the onus being upon the applicant to show how the concerns can be overcome.*
- 14.16** **Local Area Profile**  
*Each locality has its own character and challenges. In order to assist applicants, where there is an issue in a local area which impacts on how the applicant should complete their risk assessment, the Licensing Authority has published a local area profile (LAP). The LAP is published as a separate document to this policy and does not form part of it. the LAP may be reviewed by the Licensing Authority at any time. Such a review would not constitute a review of this policy.*
- 14.17** *The LAP should be given careful consideration when making an application. Applicants may be asked to attend a meeting with licensing officers to discuss the LAP and assessment, appropriate measures to mitigate risk in the area and how they might be relevant to their application. The local area profile will be presented to any subsequent licensing sub-committee when they determine an application that has received representations. The LAP should not be taken as the definitive overview of a particular area and applicants are encouraged to use their own local knowledge in addition to the content of the LAP to inform their local risk assessments.*

**14.18** *The Licensing Authority recognises that it cannot insist on applicants using the local area profiles when completing their risk assessments. However, an applicant who decides to disregard the LAP should be alert to the risk that they may face additional representations and the expense of a hearing as a result. A template of a suggested local risk assessment form for is included at **Annex D**. applicants may use this template or create their own.*

#### **14.19 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.

#### **14.20 The 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. *However, the Licensing Authority will familiarise itself with operator licence conditions and will communicate any concerns to the Gambling Commission about misleading advertising or any absence of required game rules or other matters as set out in the Gambling Commission's Licence Conditions and Code of Practice.*

- **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, *and will fully scrutinise the control measures outlined in an operator's local area risk assessment in this regard.*

*The Licensing Authority will consider whether specific measures are required at particular premises, with regard to this licensing objective. Appropriate measures may include supervision of entrances / machines, segregation of areas etc.*

#### **14.21 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;

**14.22** 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.

#### **14.23 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.

#### **14.24 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*).

**14.25** 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.

**14.26** 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 14.24, 14.25 and 14.26 ~~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 14.24, 14.25 and 14.26 ~~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 14.24, 14.25 and 14.26 ~~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 'F'**

**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](http://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).
- The Licensing Committee
- Holders of Premises Licences and Permits under the Gambling Act 2005
- *Private Members' Clubs holding registrations;*
- *Licensees of alcohol licensed premises who have given notification of the use of gaming machines*
- *A sample of organisations who had previously sought registration for the purposes of local lotteries;*
- *Religious groups including: Anglican Church (Prittlewell Vicarage), Bahai's in Essex, the Bishop of Bradwell, Churches Together in Southend, Greek Orthodox Community, Hindu Association, Mayor's Chaplain, Reform Synagogue, Roman Catholic Deanery (Leigh-on-Sea), Salvation Army (Southend), Society of Friends, Southend and Westcliff Hebrew Congregation, Southend Islamic Trust, Southend Sikh Society.*
- *Educational establishments including local secondary schools, colleges of further education and Essex University.*
- *Trade Associations including Business in Sport and Leisure, BACTA, the Casino Operators Association, the Bingo Association, the Association of British Bookmakers Ltd., the British Casino Association, Southend Seafront Illumination and Business Association Ltd (SSIBA).*
- *Voluntary and support groups including Gamblers Anonymous, GamCare, Responsibility in Gambling Trust, Age Concern, Southend Mencap, Housing and Money Advice Service (Southend-on-Sea Borough Council), Youth and Connexions (Southend-on-Sea Borough Council), Womens Aid Federation of England, The Samaritans, Citizens Advice Bureau, Southend District Mental Health Association, Southend Association of Voluntary Services, South Essex Victims Support, NSPCC.*
- *Other relevant authorities and organisations including Southend Transport Police, Regulatory Services (Southend-on-Sea Borough Council), Trading Standards (Southend-on-Sea Borough Council), Southend Primary Care Trust, Youth Offending Service.*
- *Leigh-on-Sea Town Council;*
- *Leigh Society;*

- *The Milton Conservation Society.*
- *Licensing Consultants and Legal Advisers in private practice, including 21st Century Licensing, Hook and Partners and Drysdale,*
- *Club Watch (Southend), / Pubwatch (Leigh and Shoebury)*
- *Southend Community Safety Partnership*
- *Southend Ethnic Minority Forum,*
- *Chinese Association Centre,*
- *Essex Bangladeshi Welfare Association,*
- *Residents and Tenants Associations.*

In addition to those specifically consulted, ?? 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, SS2 6ZG

Telephone: 01702 215005

*Email: [licact2003@southend.gov.uk](mailto:licact2003@southend.gov.uk)*

#### The Responsible Authorities are:

- a) The Chief Officer of Police  
Essex Police Licensing Unit  
PO Box 12306  
Police Station  
Newland Street,  
Witham, CM8 2AS

Telephone: 101 ext 452035

E:mail [licensing.applications@essex.pnn.police.uk](mailto:licensing.applications@essex.pnn.police.uk)

Guidance from Essex Police on their expectations for licence applications can be found on their website at: [www.essex.police.uk/licensing](http://www.essex.police.uk/licensing)

- 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, 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. SS2 6ZG

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

Telephone: 01702 215005

Email: [environmentalprotection@southend.gov.uk](mailto:environmentalprotection@southend.gov.uk)

- 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, 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  
National Registration Unit  
Betting & Gaming  
Cotton House  
& Cochrane Street  
Glasgow  
G1 1HY

Telephone: 03000 516023

Email: [NRUBetting&Gaming@HMRC.gsi.gov.uk](mailto:NRUBetting&Gaming@HMRC.gsi.gov.uk)

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 *email address or 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 or will necessarily appear within it.

Term	Description
ATM	<i>Auto teller machine or cash machine.</i>
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— (a) the outcome of a race, competition or other event or process, (b) the likelihood of anything occurring or not occurring, or (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: <ul style="list-style-type: none"><li>• cash bingo, where the stakes paid make up the cash prizes that are won</li><li>• prize bingo, where various forms of prizes are won, not directly related to the stakes paid.</li></ul>
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:-

	<ul style="list-style-type: none"> <li>❑ Automatic provision</li> <li>❑ Regulations provided by Secretary of State</li> <li>❑ Conditions provided by Gambling Commission</li> <li>❑ Conditions provided by Licensing Authority</li> </ul> <p>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.</p>
<i>Crane grab machine</i>	<i>A non-money prize machine in respect of which every prize which can be won consists of an individual physical object (such as a stuffed toy) won by a person's success in manipulating a device forming part of the machine so as to separate, and keep separate, one or more physical objects from a group of such objects.</i>
Default Conditions	Conditions, <i>prescribed in regulations</i> , 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	<p>Lotteries specified in the Gambling Act as permitted to be run without a licence from the Gambling Commission. There are four types:</p> <ul style="list-style-type: none"> <li>• Small Society Lottery [required to register with Licensing Authorities.</li> <li>• Incidental Non Commercial Lotteries.</li> <li>• Private Lotteries.</li> <li>• Customer Lotteries.</li> </ul>
Family Entertainment Centre (FEC)	<p>There are two types of FEC:-</p> <p>A licensed FEC (ie one with a Premises Licence) has no limit on the number of category C or D machines permitted</p> <p>An unlicensed FEC (ie one with a Permit) has no limit on the number of category D machines permitted</p>

<i>Fixed Odds Betting Terminals (FOBTs)</i>	<i>FOBTs are a type of gaming machine which generally appear in licensed bookmakers. (Betting Shops) FOBTs have 'touch-screen' displays and look similar to quiz machines familiar in pubs and clubs. They normally offer a number of games, roulette being the most popular.</i>
Gaming & game of chance	In the Act “gaming” means playing a game of chance for a prize. and “game of chance”— (a) includes— (i) a game that involves both an element of chance and an element of skill, (ii) a game that involves an element of chance that can be eliminated by superlative skill, and (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, <i>but not including home computers even though users can access online gambling websites.</i>
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:- <ul style="list-style-type: none"> <li>□ Have at least 25 members;</li> <li>□ Be established and conducted 'wholly or mainly' for purposes other than gaming;</li> <li>□ Be permanent in nature;</li> <li>□ Not be established to make commercial profit;</li> <li>□ Be controlled by its members equally.</li> </ul>
<i>Money prize machine</i>	<i>A machine in respect of which every prize which can be won as a result of using the machine is a money prize.</i>
<i>Non-money prize machine</i>	



	<p><i>A machine in respect of which every prize which can be won as a result of using the machine is a non-money prize. The winner of the prize is determined by:</i></p> <p><i>(i) the position in which the coin or token comes to rest after it has been inserted into the machine, together with the position of other coins or tokens which have previously been inserted into the machine to pay a charge for use, or</i></p> <p><i>(ii) if the insertion of a single coin to pay the charge for use enables the person using the machine to release one or more tokens within the machine, the position in which such tokens come to rest after being released, together with the position of other tokens which have previously been so released.</i></p>
Occasional Use Notice (OUN)	Betting may be permitted on a 'track' by an OUN without the need for a full Premises Licence.
Odds	<i>The ratio to which a bet will be paid if the bet wins. e.g. 3-1 means for every £1 bet, a person would receive £3 of winnings.</i>
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	<p><del>Betting offered at a horse racecourse by the Tote and at a dog track by the holder of the Premises Licence for the track.</del></p> <p><i>For the purposes of the Gambling Act, pool betting is made on terms that all or part of the winnings: 1) Shall be determined by reference to the aggregate of the stakes paid or agreed to be paid by the persons betting 2) Shall be divided among the winners or 3) Shall or may</i></p>

	<i>be something other than money. For the purposes of the Gambling Act, pool betting is horse-race pool betting if it relates to horse-racing in Britain.</i>
Private Lotteries	<p>There are three types of Private Lotteries:</p> <ul style="list-style-type: none"> <li>❑ Private Society Lotteries - tickets may only be sold to members of the Society or persons who are on the premises of the Society;</li> <li>❑ Work Lotteries - the promoters and purchasers of tickets must all work on a single set of work premises;</li> <li>❑ Residents' Lotteries - promoted by, and tickets may only be sold to, people who live at the same set of premises.</li> </ul>
Prize Gaming	Where the nature and size of the prize 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.
<i>Regulations or Statutory instruments</i>	<i>Regulations are a form of law, often referred to as delegated or secondary legislation. They have the same binding legal effect as Acts and usually state rules that apply generally, rather than to specific persons or things. However, regulations are not made by Parliament. Rather, they are made by persons or bodies to whom Parliament has delegated the authority to make them, such as a minister or an administrative agency.</i>
<i>Representations</i>	<i>In the context of the Gambling Act representations are either positive statements of support or negative objections which are made in relation to a licensing application. Representations must be made in time, e.g. during a designated notice period.</i>
Responsible Authorities	<p>Public Bodies that must be notified of all applications and who are entitled to make representations in relation to Premises Licences, as follows:-</p> <ul style="list-style-type: none"> <li>❑ The Licensing Authority in whose area the premises is partly or wholly situated</li> <li>❑ The Gambling Commission</li> <li>❑ The Chief Officer of Police</li> <li>❑ Fire and Rescue Service</li> <li>❑ The Planning Authority for the local authority area</li> <li>❑ Environmental Health Service for the local authority area</li> </ul>

	<ul style="list-style-type: none"> <li>❑ The Body competent to advise on the protection of children from harm</li> <li>❑ HM Revenue and Customs</li> <li>❑ Authority in relation to vulnerable adults</li> <li>❑ 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</li> </ul> <p>Full details of Responsible Authorities for the Borough are contained in Appendix 'B' to this Policy.</p>
<i>Skill machine / Skill with prizes machine</i>	<i>The Act does not cover machines that give prizes as a result of the application of pure skill by players. A skill with prizes machine is one on which the winning of a prize is determined only by the player's skill – any element of chance imparted by the action of the machine would cause it to be a gaming machine. An example of a skill game would be trivia game machines, popular in pubs and clubs, which require the player to answer general knowledge questions to win cash prizes.</i>
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.
Stake	<i>The amount pledged when taking part in gambling activity as either a bet, or deposit to the bank or house (where the house could be a gaming machine).</i>
<i>Table gaming</i>	<i>Card games played in casinos.</i>
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]	<del>Pool betting on tracks.</del> "Tote" is short for Totaliser, a system introduced to Britain in 1929 to offer pool betting on racecourses.
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	<p>No set definition, but likely to mean group to include people who:-</p> <ul style="list-style-type: none"> <li>□ gamble more than they want to</li> <li>□ gamble beyond their means</li> </ul> <p>who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs</p>
Young Person	<p>An individual who is not a child but who is less than 18 years old.</p>

**ANNEX 'D'**



**ANNEX 'E'**

**Local Area Risk Assessment Example Template**

<i>1: Local Area</i>			
<i>No</i>	<i>Local Risks:</i>	<i>Licensing objective(s) at risk: (CD, FO or CV)</i>	<i>Control Measures</i>
1.1			<i>Systems</i>
			<i>Design</i>
			<i>Physical</i>
1.2			<i>Systems</i>
			<i>Design</i>
			<i>Physical</i>
1.3			<i>Systems</i>
			<i>Design</i>
			<i>Physical</i>

<i>2: Gambling Operation</i>			
<i>No</i>	<i>Local Risks:</i>	<i>Licensing objective(s) at risk: (CD, FO or CV)</i>	<i>Control Measures</i>
2.1			<i>Systems</i>
			<i>Design</i>
			<i>Physical</i>
2.2			<i>Systems</i>
			<i>Design</i>
			<i>Physical</i>
3.3			<i>Systems</i>
			<i>Design</i>
			<i>Physical</i>

3: Internal and External Premises Design			
No	Local Risks:	Licensing objective(s) at risk: (CD, FO or CV)	Control Measures
3.1			Systems
			Design
3.2			Systems
			Design
3.3			Systems
			Design
3.3			Physical
			Physical



Actions following assessment:			
<b>1: Local Area</b>			
Action	Person/Dept tasked	Date tasked	Date completed
<b>2: Gambling Operation</b>			
Action	Person/Dept tasked	Date tasked	Date completed
<b>3: Internal and External Premises Design</b>			
Action	Person/Dept tasked	Date tasked	Date completed

<b>Signed:</b>		<b>Date:</b>	
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<b>Print Name:</b>	
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*Notes: This risk assessment must be completed for all new premises or when the premises licence is varied. The assessment must also be reviewed when there are any significant changes to either the local circumstances and/or the premises. see section 14 of this policy)*

*Risks: Area of consideration that may impact on one or more of the licensing objectives  
Local Risks: These are the identified factors that may pose a risk to the licensing objectives by virtue of the provision of gambling facilities at the premises*

*Licensing Objectives: these are the three licensing objectives under the Gambling Act 2005 to which the risk factors have been identified as potentially impacting. For ease of reference within this assessment the objectives have been given codes that should be used to replace the full objective. These codes are CD for the Crime and Disorder objective, FO for the Fair and Open objective and CV for the protection of children and the vulnerable.*

*Control Measures: These are measures that the operator can put in place to mitigate the risk to the licensing objectives from the risk factors. These control measures are split into three categories, systems, design and physical.*

*The fact that there are three subsections in each section of the template should not be taken to suggest that you should limit your assessment to three risks for each section. The above template is an example only. You are at liberty to use your own design.*

## **ANNEX 'F'**

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 *for Place 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](mailto:licact2003@southend.gov.uk)

or alternatively by viewing the Council's Website [www.southend.gov.uk](http://www.southend.gov.uk)

# Southend-on-Sea Borough Council

## Report of Deputy Chief Executive (Place)

To

### Cabinet

On

8<sup>th</sup> November 2016

Report prepared by Peter Geraghty  
Director of Planning & Transport.

Agenda  
Item No

8

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

### A Part 1 Public Agenda Item

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#### 1. Purpose of Report

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

#### 2. Recommendation

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

### **3. Background**

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

### **4. Legal Requirements**

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

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

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

### **5. Proposed Changes to the Policy**

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

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

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

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

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

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

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

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

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

5.5 The following are not exceptional circumstances;

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

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

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

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

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

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

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

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

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

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

## **6. Other Options**

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

## **7. Reason for Recommendation**

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

## **8. Corporate Implications**

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

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

## **8.2 Financial Implications**

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



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

### 8.3 Legal Implications

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

### 8.4 People Implications

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

### 8.5 Property Implications

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

### 8.6 Consultation

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

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

### 8.7 Equalities and Diversity Implications

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

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

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

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

## 8.8 Risk Assessment

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

## 8.9 Value for Money

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

## 8.10 Community Safety Implications

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

## 8.11 Environmental Impact

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

## 9. Background Papers

Southend Design & Townscape Guide

Southend Streetscape Manual

Highways Act 1980

Cabinet report June 2013, September 2014 and 11<sup>th</sup> March 2016  
11<sup>th</sup> April 2016 Place Scrutiny

## 10. Appendices

None

# Southend-on-Sea Borough Council

Agenda

Item No.

9

Report of Deputy Chief Executive (Place)

to  
Cabinet  
on

8th November 2016

Report prepared by: Rosemary Pennington, Group Manager:  
Cultural Development & Sharon Wheeler, Culture Strategy &  
Leisure Development Manager

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**Celebrating 125 years of the Borough of Southend-on-Sea & the Centenary of Priory Park being gifted to the Town**

**Place Scrutiny Committee**

**Executive Councillor: Councillor Holland  
Part 1 (Public Agenda Item)**

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## 1. Purpose of Report

- 1.1 To propose a programme of events in 2017 celebrating both the 125<sup>th</sup> anniversary of the Borough Charter for Southend-on-Sea and the centenary of Priory Park being gifted to the Borough.

## 2. Recommendations That Cabinet;

- 2.1 **Approve the proposed series of celebrations to mark the 125<sup>th</sup> anniversary of the signing of the Borough Charter and the centenary of Priory Park.**
- 2.2 **Note the nationally significant award of Poppies: Wave exhibition to Shoeburyness which will form part of the year's celebrations.**
- 2.3 **Approve one-off financial support of the collective activity up to £580k and funded from the Business Transformation Reserve across 2016/17 and 2017/18**

## 3. Background

- 3.1 On Friday 5th August 1892 Her Royal Highness Queen Victoria signed the Royal Charter that incorporated Southend-on-Sea. On the day the charter was signed Southend had a population of 13,000 residences with a rateable value of £82,000.
- 3.2 Incorporation Day was held on Wednesday 19th September 1892, this was the day that the official letter and charter document from the queen were delivered to Southend from Osbourne House.

- 3.3 The official messenger arrived from London to be met by the Lord Mayor of London, Lord Lieutenant of the County of Essex, Brass Bands, and the Southend Lifeboat which had been specially taken from the water and placed in a wheeled cradle to parade through the town. The parade made its way down the High Street and then along the pier to the pier head.
- 3.4 Upon reaching the end of the pier a lunch was held, during which Thomas Dowsett became the first Mayor of Southend, the charter document was handed over and Southend became the newest town in England.
- 3.5 To commemorate the occasion of the charter the 1,743 school children registered within the new borough were each presented with medals. A tea party was held for them in a large marquee at the site that later became Whitefield Road.
- 3.6 In 1992 to mark the centenary of the Borough a series of events were hosted by the council all of which were badged under a special centenary logo and included:-
- Construction of a large scale stage along the seafront for a series of concerts
  - The Lord Mayor of London took part in a Civic Procession and opened the Centenary Garden in Priory Park (including the planting of a time capsule) also the extension and refurbishment of Cliffs Pavilion.
  - A marquee in Priory Park which hosted a Flower Festival.
  - A series of exhibitions and other events throughout the summer season (April – October) - see attached for a copy of the 1992 Centenary Programme which was covered extensively in the Southend Evening Echo.
- 3.7 2017 will mark 125 years of the incorporation of the Borough; in addition this year will also see the centenary of Priory Park, gifted to the borough by R A Jones in 1917, and also falls within the 4 year centenary commemoration of World War 1.
- 3.8 To mark these series of significant milestones for the Borough the Cultural Officers Working Party have put together a programme of potential activities which could take place across 2017 to mark each of these particular events.

The following are a list of the potential events / themes which could be incorporated into the programme:-

- 3.8.1 **Poppies: 14-18 NOW:** First World War Centenary Art Commissions invited expressions of interest from across the UK to host during 2017 and 2018 the iconic ceramic poppy sculptures *Wave* and *Weeping Window* from the installation *Blood Swept Lands and Seas of Red* at the Tower of London in 2014.
- 3.8.1.1 The council submitted an Expression of Interest to host the iconic "Weeping Window" element of the sculpture in the town, ideally in 2017 to accentuate the celebrations for the 125<sup>th</sup> anniversary of the Borough.

- 3.8.1.2 The expression of interest identified the Heavy Duty Quick Firing Battery Gun structure within Gunners Park as the preferred location for the sculpture. However, during unannounced visits to the location by 14-18 NOW, the artists involved identified Barge Pier as a location they wanted to pursue. They also considered that the “Wave” element of the sculpture would be more suited to the site.
- 3.8.1.3 14-18 NOW and the artists involved with the project felt that the history of the Old Ranges and the feel of the site offered a location that fitted with the sentiment of the sculpture and in particular liked how Barge Pier would add to the experience.
- 3.8.1.4 Barge Pier currently belongs to the Avant Homes, the developer of the Garrison, but is due to be transferred to the Council as part of the sea wall transfer.
- 3.8.1.5 Given the limitations and potential challenges of siting the sculpture on Barge Pier, 14-18 NOW agreed to part fund a structural survey of the pier; from their perspective the outcome was to determine if the site could be considered by the final judging panel.
- 3.8.1.9 The survey took place at the ends of September 2016; the findings of which were shared with 14-18 NOW. Subsequently, the Council was informed at the beginning of October that it had been selected and will be one of 6 locations in the country to host one of the prestigious Poppies Installations.
- 3.8.1.10 Shoeburyness will be the only location of any exhibition in the South East of England in 2017 providing a significant opportunity to attract new audiences and cross promote the Southend cultural and tourism offer.
- 3.8.1.11 The 2017 locations and dates are:
- WAVE:**  
12<sup>TH</sup> April – 25<sup>th</sup> June: Barge Pier, Shoeburyness, Southend-on-Sea  
15<sup>th</sup> July – 19<sup>th</sup> November: Plymouth Naval Memorial
- WEEPING WINDOW:**  
22<sup>nd</sup> March – 29<sup>th</sup> May: Maritime Museum, Hull  
9<sup>th</sup> June -23<sup>rd</sup> July: Silk Mill, Derby  
5<sup>th</sup> August – 25<sup>th</sup> September: National Assembly of Wales, Cardiff  
14<sup>th</sup> October – 3<sup>rd</sup> December: Ulster Museum, Belfast
- 3.8.1.12 Now that the award has been finalised; the news of which can be shared publicly. The required preparatory work to host a successful exhibition in Southend is underway and project plans are being developed to maximise the opportunity that this provides for raising the profile of the borough locally, nationally and internationally.

### 3.8.2 Southend - 125 years pageant

It is proposed that consideration be given to a pageant type of event which will re-enact key historical events and milestones in the history of Southend over the last 125 years. This is likely to take the form of a series of performances within Warrior Square Gardens on the weekend prior to the 125<sup>th</sup> Anniversary date of 19<sup>th</sup> September 2017.

It is intended that a local arts organisation would be invited to make an application for funding for the delivery of the pageant activity to the HLF; it is anticipated that the Council would make a match funding contribution in the region of £7,000.

### 3.8.3 Priory Park Centenary

The main focus of activity will be the replacement of the Crowns on the entrance gates with copies of the original lions which were installed on the gates when the park was gifted to the public. There will be other park related events such as a significant flower festival to celebrate the park's centenary year.

### 3.8.4 Silk River

The Council have been invited by Kinetika to participate in their Silk River project which will take place in 2017. The project will be a series of artistic exchanges between UK and Indian Artists to mark 70 years of Indian Independence as part of the UK Year of Indian Culture.

Kinetika have recently been successful in their application for project funding through Arts Council England's "Re-imagine India" funding stream. There would be a contribution of £10,000 required by the Council (plus an in-kind contribution).

Kinetika are researching communities, schools and groups situated along the Thames who have historical or current links with India and might be interested to participate in the project outlined below.

British artist **Ali Pretty** and her company [Kinetika](#) is developing a creative project [Re-imagining the River](#) in partnership with Indian Arts organisation [Banqlanatak](#)

It explores the unique relationship between London and Kolkata through a year-long artistic exchange between communities along the Thames Estuary and West Bengal drawing inspiration from the Thames and Hooghly rivers.

In both India and the UK the project will:

- Engage with 10 communities along the river selected from locations of cultural and historical importance.
- Work with schools and local artists to create new stories through drawing and oral storytelling activities.

- Host an artistic workshop for a team of selected contemporary artists and craftspeople to create silks, reflecting the stories, landscape and heritage of each community.
- Work with a team of local people/children to create an animated walk using the silks in a way that draws upon the Bengali tradition of Patua to share their stories.

An international group of artists, writers, photographers, and musicians will journey on foot and by boat along these two mighty rivers and connect to the communities that lie along them through a series of animated walks; the grand finale of which will be on Sunday 24<sup>th</sup> September 2017 in Southend-on-Sea at the Royal Pavilion.

The outcome of the project will be:

- 20 hand-painted Murshidabad silks designed under the artistic direction of Ali Pretty. 10 silks created in London and 10 in Kolkata; all 20 will be exhibited in both places.
- An illustrated publication capturing the story of the project with contributions from writers, photographers and artists in both places.
- An international exchange online, creating the opportunity for an international artistic and literary community to follow and contribute to the project via digital platforms.
- This project will continue the momentum of focus around the Thames to further the new Museum message.

### 3.8.5 Other potential events / activities:-

- Royal visit
- Planting 125 trees / creating an orchard
- Local organisations supporting their 125 related events some with grant support / seed funding future community focused events.
- Series of Bandstand concerts (programmed around the celebrations)
- Flower festival in Priory Park
- Planting of floral displays with a specifically designed logo
- Hosting a concert / musical event during the Village Green weekend – utilising the large stage already in situ. This event could include a performance of “Anthem”, the 2012 Olympic Torch Relay commissioned choral work
- Series of sporting events badged under “125” banner
- Public Art commission to mark the anniversary ( the lions sculpture on top of the gates at Priory Park
- Incorporation day itself will take place on Tuesday 19<sup>th</sup> September 2017; this will be marked by a Civic Charter Service at a local church; this will be attended by the Mayor and other local dignitaries

The financial implications of these activities are set out in section 6.2 of this report.

## 4 Other Options

The council could choose not to mark the occasion on such a large scale and opt for the celebration events to be limited to the Poppies exhibition, Silk River Project a formal civic event / service on 19<sup>th</sup> September 2017 and the recreation of the lions on the Priory Park Gates for its centenary or alternatively pick a selection of the proposed events indicated above.

## 5. Reasons for Recommendations

To mark the anniversary and use the occasion as an opportunity for community cohesion and for the residents of the Borough to be aware of their own local history and create a sense of Civic Pride.

The Poppies: Wave installation will provide significant national publicity. We will develop linked communications to maximise the opportunities to support tourism and the wider economy.

The wider celebrations will provide further opportunities for marketing of the town and its cultural offer.

## 6. Corporate Implications

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

The celebrations will contribute to the following Corporate Priorities:

- **Prosperous-** *Ensure continued regeneration of the town through a culture led agenda*
- **Excellent** – *Enable communities to be self-sufficient and foster pride in their town*
- **Healthy** – *sports participation will be included in the programme to address health objectives.*
- **Clean** – *Make Southend sparkle will be an intrinsic part of the message through civic pride.*

### 6.2 Financial Implications

In order to host a memorable programme of activities a budget in the region of £580k is proposed. Much of this activity will also lever match and external funding to the area. Outline costs for the proposed activity is shown below:

Event	Indicative costs
<b>Poppies exhibition-</b> (based on discussions with Liverpool and Lincoln who have both hosted the exhibitions as well as our own costings in terms of security costs, transport and construction).  This exhibition will require on-going maintenance as directed by the artist who will be very involved in the day to day appearance of the exhibition throughout its display. The	£300,000



biggest anticipated cost with this exhibition will be the requirement to have a security presence 24 hours a day throughout the whole period of time; this will include the building and deconstruction stages.	
<b>Silk River Project</b> - to deliver the finale event of both the Silk River Project and the anniversary celebrations.	£10,000
<b>Pageant:</b> A local arts organisation will be procured to make an application to the Heritage Lottery Fund for this - there is likely to be a requirement for match funding contribution from the Council	£7,000
<b>Priory Park Gates:</b> this will include the commissioning of an artist to create and install the replica lions	£35,000
<b>Publicity:</b> - to raise the profile and promote participation in the events.	£10,000
<b>Royal visit</b>	£5,000
<b>Grants to local organisations to support their 125 related events:</b> aimed at engaging and involving the local community and creating a sense of belonging and civic pride	£25,000
<b>Planting 125 trees / creating an orchard</b>	£37,500
<b>Series of Bandstand concerts (programmed around the celebrations)</b>	£1,000
<b>Flower festival in Priory Park:</b> to mark the centenary of the Park	£75,000
<b>Encourage local organisations to badge their planned 2017 events as part of the 125 years anniversary celebrations</b>	Free
<b>Planting of floral displays with the logo:</b> new logo to be created for the celebrations	£5,000
<b>Concert / musical event during the Village Green weekend:</b> this would be either the Friday evening or the Sunday utilising the large stage which will already be in situ. This could include a performance of "Anthem", the 2012 Olympic Torch Relay commissioned choral work.	£33,000
<b>Picnics in the parks across the borough</b>	£500
<b>Series of sporting events badged under "125" banner.</b>	£5,000
<b>Civic Service:</b> Incorporation day itself will take place on Tuesday 19 <sup>th</sup> September 2017; this will be marked by a Civic Charter Service at a local church; this will be attended by the Mayor and other local dignitaries.	£500 (refreshments)
<b>Project Manager:</b> to have oversight and co-ordinate the programme of events and activities throughout the year; in particular the Poppies exhibition.	£30,000

<b>Total</b>	<b>£579,500</b>
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The estimated budget has not taken into account the potential for various elements of the programme to attract sponsorship. The centenary celebrations benefited from some sponsorship support. It will be important to get sponsors on board and a project manager appointed as early as possible to realise these opportunities. Any sponsorship generated will be used to offset the funding for the project.

There is no existing budgetary provision for this project and if Members approve the project then one-off funding could be met from the Business Transformation Reserve. The profiling of this funding across 2016/17 and 2017/18 will be determined with the Project Manager.

### 6.3 Legal Implications

Licensing / event applications will need to be made where appropriate. All events will be subject to a risk assessment. We do not anticipate the need for road closures for any of the celebratory events.

There will be very stringent branding, merchandising and marketing guidelines associated with the Poppies: Wave exhibition. The council will be required to enter into an agreement with 14-18 NOW to adhere to those guidelines.

In terms of Barge Pier, this location is currently in the possession of Avant Homes. Ownership is due to be transferred to the Council as part of the sea wall transfer.

Whilst currently being owned by Avant Homes, Barge Pier is located within MOD land. The appropriate discussions are being held with the MOD to gain the necessary permissions required during the period the sculpture will be on display.

### 6.4 People Implications

The delivery of a large scale celebration will undoubtedly involve a large HR element; the programme will be overseen by the Cultural Events Officer Group; many of the planned events will be delivered in conjunction with local partner organisations.

For the celebrations to be successful it is imperative that a Project Manager is identified to have oversight and control over the celebrations.

Initial resources will be needed to develop a Communications and Engagement Plan for the celebratory year. This initial piece of work can be undertaken within the Cultural Events Officer Working Group.

Many of the planned events will rely heavily on volunteers and a recruitment campaign will need to be undertaken.

## 6.5 Property Implications

The events will utilise cultural assets across the borough including Parks, Museums, Theatres and libraries as well as the seafront and Pier.

## 6.6 Consultation

A range of discussions have taken place with officers from a range of departments as well as volunteers. Some of the proposed events will involve competitions and will naturally involve members of the local community.

One of the proposals involves a “Community Fund” whereby local groups / organisations and individuals will have the opportunity to submit a bid for a small amount of funding to support any 125 related event they wish to deliver (we have capped this pot of funding at £25,000).

A means of determining criteria for fair allocation of this fund will be developed.

## 6.7 Equalities and Diversity Implications

The programme will be wide ranging and we will look to incorporate specific events to celebrate the diversity of the borough as it is today.

## 6.8 Risk Assessment

Each event will be subject to the appropriate Events Permit requirements and will need to have a full risk assessment and Event Management Plan. These will be monitored by the Officers Group and in some instance, the SAG (for larger events).

Risk	Likelihood (L) & Impact (H)	Mitigation
Outdoor events will be subject to weather conditions	H / M	All outdoor events will be publicised as subject to weather conditions and advice given to dress appropriately  Selling of 125 branded ponchos at events
Finding unexploded ordinance at the Poppies location	M / H	Included costs for a specialist ordinance scanning company, however, may be additional costs for disposal of any items found.
Unforeseen cost associated with the Poppies exhibition	M/ M	Draft budget collated for Wave. Will seek support from colleagues in Finance to have oversight on budget projections.  Any large scale damage to the Poppies during the exhibition will

		be covered by the Council's insurance policy.
Capacity to deliver the scale of events identified	H/H	Project Manager role has been built into the costings for the celebrations.
Higher level of Policing costs than anticipated due to their change in focus of local policing	H / M	Policing costs will only apply to larger scale events. Early opportunity through the SAG to understand and identify any excess policing costs.
Insufficient numbers of volunteers to support and deliver the events	M / H	Use Museums & Libraries Volunteer Co-ordinator to recruit appropriate numbers and will connect with existing volunteer networks within the town.  Southend Sparkle Co-ordinator will be able to assist with recruitment & mobilisation of existing volunteers.
Inability of Pageant Organiser to attract external funding	M / H	Review programme against allocated overall budget & sponsorship monies and prioritise events for delivery
Clash with the planned events as part of the Alternative City of Culture	H/M	Negotiate with event organisers to agree which events will be 125 related, which will be Alternative City of Culture and those that can be branded jointly.

## 6.9 Value for Money

We will work with external partners and local organisations, including the Southend BID to ensure that events delivered in the Borough during 2017 are done so under the 125 Banner.

We will need to work with a range of local media partners to raise awareness and promote the events with the local community. Social Media and websites will be key to informing people of the events at relatively low cost.

Communications across the year will be drawn together with a project manager and other resources working closely to ensure a media plan reaches external as well as internal markets adding to the economic value of the year's activity.

## 6.10 Community Safety Implications

Each of the events will have its own Risk Assessment. We will share the programme of events with the Safety Advisory Group as soon as possible so that all safety implications and potential resources required by emergency services can be identified as early as possible.

Road closures will be minimised and only considered for key events which have the capacity to attract large numbers.

#### **6.11 Environmental Impact**

Consideration will be given for each event in terms of accessibility, parking, travel, noise and litter.

### **7. Background Papers**

Copy of 1992 Centenary Celebrations Media Coverage  
Borough Charter

### **8. Appendices**

There are none

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## CABINET

Tuesday, 8<sup>th</sup> November 2016

### 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 SO.46 Pier Entrance and 21 Pier Arches

The Portfolio Holders for Corporate and Community Support Services and Culture Tourism and the Economy concur with the actions of the Corporate Directors of Corporate Services and Place to facilitate significant works to improve the pier entrance and to fit out and bring into occupation 21 Pier Arches (subject to formal budget approval). (Please note that, in view of the confidential nature of this matter in relation to the tenancies, any discussion on this must be taken in part 2 of the meeting)

##### 1.2 Enforcement of Injunction Against Campers on the Cliffs

In accordance with paragraph 1.3.8 of Part 3, Schedule 3 of the Council's Constitution and in view of the profile of the matter, approval to commence legal proceedings in respect of the above-mentioned matter.

#### 2. The Corporate Director for Place authorised:

##### 2.1 Application to the DfT Access Fund 2017/20: Application by Essex County Council, Southend-on-Sea Borough Council and Thurrock Council

The submission of a joint bid to this fund, in a partnership with Essex County Council and Thurrock Council, with Southend as lead partner, for total revenue funding across South Essex of approximately £3.2m over 3 years. The bid is designed to focus on economic growth and skills in six Growth Areas (Southend Central Area, Southend Airport and Business Park, Basildon, Lakeside, Tilbury & London Gateway). The bid is also designed to continue the award winning work of the Ideas in Motion behavioural change campaign and to roll this out across the South Essex area.

##### 2.2 South East Business Boost ERDF Project

The signing and completion of the funding agreement and all other relevant submission documentation up to full delivery stage for the above-mentioned project.

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# Southend-on-Sea Borough Council

Agenda  
Item No.

11

Report of Deputy Chief Executive (Place)

to  
**Place Scrutiny**

on

**24<sup>th</sup> November 2016**

Report prepared by: Emma Cooney, Director of Regeneration  
and Business Development

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## **Economic Growth Strategy**

**Relevant Scrutiny Committee(s)**  
**Executive Councillor: Councillor Ann Holland**  
**Part 1**

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### **1. Purpose of Report**

- 1.1 To get Members' views on key principles and approaches which the new Economic Growth Strategy (2017-2022) will be predicated on.
- 1.2 To update Members on the empirical evidence base and trends which are shaping Southend's economic growth.

### **2. Recommendations**

- 2.1 That the evidence base and resulting findings are noted by Members.
- 2.2 That Members' note that this is being considered as a Pre-Cabinet Scrutiny item prior to formal consideration by Cabinet.

### **3. Background**

- 3.1 The last Economic Development and Tourism Strategy (2010-2015) was written during a time of economic crisis and recession so had a focus on supporting existing businesses while enabling known developments.
- 3.2 The strategy was predicated on there being six key sectors in Southend (tourism, retail, cultural and creative, medical technologies, aviation and advanced engineering, finance and business services) and the need to address identified and evidenced weaknesses while capitalising on strengths. It contained thirteen different objectives which ranged from a focus on retaining existing businesses and their levels of productivity through to maximising the benefits of the airport development.
- 3.3 Since that time the global economy has come out of recession, though the effects are still being felt in some places and sectors, and the way in which

economic development and business support are being approached, both nationally and locally, continues to shift as a result.

### **Significant Changes to Economic Development**

3.4 There have been a number of changes at a national level which have fundamentally changed the way in which local economic development activity is undertaken, such as:

- **Local Enterprise Partnerships (LEPS)** - These were introduced following the abolition of regional development agencies in 2010 and intended to be a grassroots approach bringing together private and public sectors as a meaningful board focussed on a coherent economic geography. They have subsequently become the conduit for accessing Local Growth Fund (LGF) monies and European Structural Funds as well as a lobby on key issues. Southend is part of the South East Local Enterprise Partnership (SELEP) and has secured over £35m of LGF and £12m of European Regional Development Fund (ERDF) money to date.
- **Growth Hubs** – Government has introduced these as the primary route for accessing public and private business support with a view to reducing duplication and filling in gaps in delivery. Originally stemming from locations with City Deals there is now a network of these covering the country, each in a different form reflecting local needs. The SELEP Growth Hub started in Southend as a result of the City Deal. It has been scaled up with best practice shared across the SELEP area and the team which covers Essex, Southend and Thurrock, is still based out of the Council.
- **Industrial Strategy** – Government is currently developing its new Industrial Strategy which has been out to consultation. This has not yet been published and as a result our Economic Growth Strategy must be sufficiently agile to reflect key aspects of the document to enable Southend to continue to access funding, support and influence with Whitehall.
- **Brexit** - While the timings and impacts of this are yet to be determined this will shape delivery locally through the conclusion of access to European funding, international trade and investment routes, labour and skills supply and education with a large number of students at the University of Essex Southend Campus being international. As with the Industrial Strategy we must ensure that our Economic Growth Strategy is able to adapt to changing circumstances.
- **Devolution** - The ability to negotiate devolved freedoms, flexibilities and funding in England has been a catalyst for areas to think differently about how they might seek to change and enhance the powers available to deliver housing, jobs, skills and infrastructure. A number of devolution deals have been signed between areas and Government however these have been at a high level and many are now facing difficulties in the detail and implementation. One of the now requirements for a devolution deal is a directly elected Mayor. Southend actively participated in discussions regarding devolution over an 18 month period with Thurrock and Essex Councils however the requirement for a Mayor was not a position that was supported and discussions have been brought to a close. However, there is still significant appetite for securing the elements contained within the draft devolution deal so should the requirement for a Mayor be relaxed it is an agenda we would expect to actively engage with once more. Economic

growth is one of the key areas for devolution deals and is considered something which underpins housing, infrastructure and skills.

## **Local Delivery**

3.6 Over the lifetime of the last Economic Development and Tourism Strategy the Council and its partners have successfully delivered against the objectives set out in the document via a range of different routes including:

- City Deal – delivery of the Hive Enterprise Centre and £1.8m RGF funding
- Expansion of London Southend Airport
- Adoption of the Joint Area Action Plan (JAAP) triggering development of the Airport Business Park
- Establishment of the three Coastal Community Teams in Leigh, Southend Central and Shoeburyness
- £50k GREAT Challenge Fund money to develop tourism, trade and education links with Groningen
- £1.25m Coastal Communities Funding to deliver the lagoon at Three Shells Beach
- The establishment of a new Cultural and Creative Industries network
- Growth of the Southend Business Partnership and subgroups including targeted engagement with key large employers
- Partnership delivery of a number of ERDF projects, leveraging funding and support to the benefit of Southend businesses

## **Basis for an Economic Growth Strategy**

3.7 In an environment of reduced resources the Council needs to be able to target those resources in areas and interventions which will deliver the greatest benefit to the town. The Council must also be positioned to maximise outside investment in Southend – be that via Government grant or private investment. In the case of Government funding objectives locally must demonstrably align with, and deliver against, those articulated nationally and via SELEP.

3.8 Wider trends are already being reflected in the Council's organisational structure through the coalescence of economic development and major projects. Economic outputs, such as job creation, are now frequently the basis for external investment, even in schemes which predominantly deliver infrastructure such as roads and homes. Therefore combining them should better position the Council to access such funds. The skills agenda has also been further integrated with economic development in response to feedback from the business community and a targeted skills strategy will be brought forward spring 2017.

3.9 Therefore Economic Development can no longer be viewed or delivered in isolation. It has started, and must continue, to play a fundamental role in enabling and delivering the multifaceted nature of economic growth across the borough. As a result of this combination of factors it is timely to move to the development of a new Economic Growth Strategy.

### **Proposed Principles of the Economic Growth Strategy**

3.10 In the development of a new Economic Growth Strategy it is vital that the structure, principles and process for setting objectives are rooted in robust data and evidence. **Appendix 1** provides a copy of recent analysis which brings together data from a range of sources as a foundation for this process.

3.11 It is also important for the document to fully articulate in its language and structure the transition from a strategy for a single discipline to one which cuts across and underpins delivery beyond the limitations of traditional economic development.

3.12 Therefore the proposed approach to this strategy is a significant shift from the last one in regards to:

- Understanding and articulating the relationships between the economy and other aspects of life in Southend such as infrastructure, housing, deprivation and delivery of major projects.
- Reviewing and challenging our approach to business support and engagement in regards to identified key sectors.
- Developing a decision-making framework which can be used to shape and inform the Council's response to changes to local, national and global economic conditions, creating an agile and flexible approach rather than a detailed action plan.
- Setting out high level objectives which ensure that the Council's economic growth activity meets local priorities and addresses evidenced weaknesses and opportunities.

3.13 Members' views are sought during this Pre-Cabinet Scrutiny to set out the principles and approach to be articulated in the new Economic Growth Strategy 2017-22.

## **4. Other Options**

4.1 This broad direction seeks to interpret the national position to derive maximum benefit for Southend while taking into account feedback from businesses and statistical evidence.

## **5. Reasons for Recommendations**

5.1 The previous Economic Development and Tourism Strategy (2010-15) is now out of date so a new strategy is required to articulate the direction of travel and approach for the Economic Development service.

5.2 It is also timely to do so in order to locally reflect changes that have, and are still taking place nationally to ensure that Southend is positioned to maximise opportunities for growth.

## **6. Corporate Implications**

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

6.1.1 The crosscutting nature of an Economic Growth Strategy assists all of the Council's objectives of safe, clean, healthy, prosperous and excellent.

### 6.2 Financial Implications

6.2.1 Economic Development activity is funded through a combination of core funding and grants secured from external sources.

### 6.3 Legal Implications

6.3.1 There are no legal implications

### 6.4 People Implications

6.4.1 There are no people implications

### 6.5 Property Implications

6.5.1 There are no property implications

### 6.6 Consultation

6.6.1 The information presented has been informed via a telephone survey of the Southend business community and discussion with the Business Partnership Executive. An officer workshop has also been held to better understand how an Economic Growth Strategy could reinforce those crosscutting themes,

6.6.2 This Pre-Scrutiny process is designed to engage Member's prior to developing a new Economic Growth Strategy

### 6.7 Equalities and Diversity Implications

6.7.1 There are no equality and diversity implications

### 6.8 Risk Assessment

6.8.1 There are no risk assessment implications

### 6.9 Value for Money

6.9.1 The approach to the strategy seeks to ensure that limited resources can be appropriately targeted to derive maximum impact.

### 6.10 Community Safety Implications

6.10.1 There are no community safety implications

### 6.11 Environmental Impact

6.11.1 There is no environmental impact

**7. Background Papers**

None

**8. Appendices**

**Appendix 1 – Evidence base**

# Appendix I

## 1 PART 1 – Baseline Information

### The Southend population

- 1.1 Between 2005 and 2015 the population of Southend UA increased by 16,100 to reach 178,700.
- 1.2 The proportion of residents aged 0-15 and 16-64 has fallen (-0.4%; -0.3%), and the proportion of residents aged 65+ has increased by 0.8%. The proportion of people aged 18-24 has been constant, with growth in 18-24 numbers being proportionate to overall population growth.

**Table 1: Age profile of Southend**

Age	2005		2015	
	number	%	number	%
Aged 0 - 15	31,800	19.6	34,200	19.2
Aged 16 - 64	101,000	62.1	110,400	61.8
Aged 65 and over	29,800	18.3	34,000	19.1
Aged 18 - 24	12,200	7.5	13,500	7.5
<b>Total</b>	<b>162,600</b>	<b>100.0</b>	<b>178,700</b>	<b>100.0</b>

- 1.3 Table 2 shows the comparative population growth of other South Essex areas and the county between 2005 and 2015.

**Table 2: Population change in Southend and comparator areas 2005 - 2015**

	Population growth 2005-2015	% Growth 2005 - 2015	Working age growth 2005 - 15	Working age % growth 2005 - 2015
<b>Southend</b>	16,057	9.9%	9,439	9.3%
<b>Thurrock</b>	16,628	11.2%	7,928	8.1%
<b>Basildon</b>	12,794	7.6%	5,579	5.2%
<b>Castle Point</b>	1,711	2.0%	-2,516	-4.6%
<b>Chelmsford</b>	9,068	5.5%	196	0.2%
<b>Colchester</b>	21,901	13.5%	11,018	10.3%
<b>Rochford</b>	4,329	5.4%	721	1.4%
<b>Essex</b>	97,981	7.3%	29,668	3.5%
<b>England</b>	4,180,293	8.3%	1,899,795	5.8%

- 1.4 We can also look at the balance of people reaching retirement age compared to those turning 16. Looking at the historical balance of this – we can see that the increase of 9,400 people aged 16-64 over the period is strongly related to a new population of working age residents.
- 1.5 Based on a measure of the resident age profile in 2005, the working age population would only have increased by 1,663 in the 10-year period (the number of 6-15 year olds at the time, minus the number of 55-64 year olds at the time).
- 1.6 This means that the remainder of the 9,400 increase in working age population (+7,737; 82.3%) comes from inward migration of working age people. Inward migration refers to the relocation of people from other areas to Southend since the last census.

**Figure 1: Domestic net annual 16-64 working age population growth 2015-2030: Southend**



- 1.7 In the next ten years (2016-2025), based on the same measure, the domestic working age population growth will be just +497.
- 1.8 In the five years following this (2026-2030), domestic working age population growth (i.e. not accounting for any potential net or gross migration) will be negative at -1,233. In total, to 2030 the working age population is expected to experience net shrinkage of -955 people.
- 1.9 Table 3 shows the proportion of domestically driven working age population growth or decline 2005 to 2015, and the expected change to 2030 based on purely domestic demographic change. While some comparator locations can expect domestic growth, South Essex districts, Southend, Essex and England are all expected to see decline of their working age populations, without accounting for inward migration.



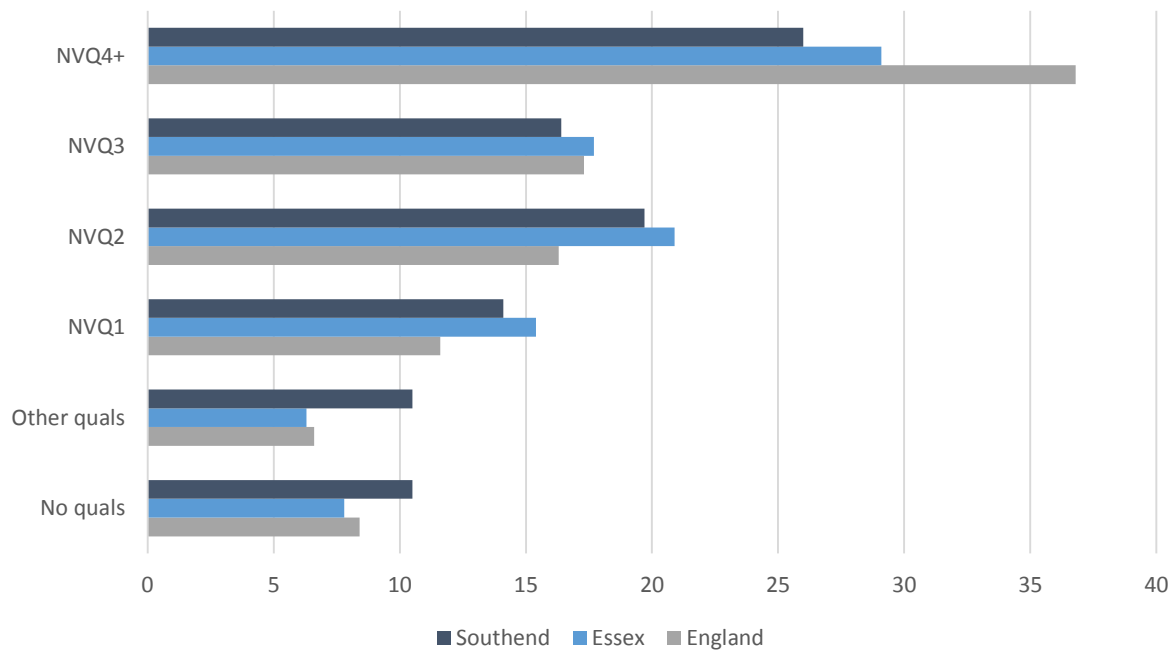
Table 3: Domestically driven working age growth to 2015, and expected growth to 2030

	Expected domestic working age pop growth in 2005 (to 2015)	Actual working age population growth 2005-2015	% domestic 2005 - 2015	% inward migration 2005 - 2015	Expected domestically driven working age growth to 2030
<b>Southend</b>	1,663	9,439	17.6%	82.4%	-955
<b>Thurrock</b>	3,952	7,928	49.8%	50.2%	6,704
<b>Basildon</b>	2,897	5,579	51.9%	48.1%	1,110
<b>Castle Point</b>	-2,233	-2,156	88.8%	11.2%	-4,621
<b>Chelmsford</b>	610	196	311.2%	-211.2%	-2,748
<b>Colchester</b>	649	11,018	5.9%	94.1%	265
<b>Rochford</b>	-603	721	-83.6%	183.6%	-3,990
<b>Essex</b>	-940	29,668	-3.2%	103.2%	-31,196
<b>England</b>	459,077	1,899,795	24.2%	75.8%	-376,844

### Qualifications

- 1.10 One of the key factors in relation to labour market performance is qualifications. As Figure 2 shows, it is a mixed picture for Southend in this area. In 2015, 26% of working age residents in Southend were qualified to NVQ Level 4+ (degree and higher). This was an increase from 19.1% in 2005. In contrast, the proportion across the whole of England educated to degree and higher was 36.8% in 2015. So while more people in Southend have degree level qualifications or higher there is still a significant gap between Southend and the England average.
- 1.11 There is also a reduced number of working age residents with no qualifications in Southend (11.8% in 2005 and 10.5% in 2015).
- 1.12 Southend performs slightly worse than Essex County on the qualifications front. The proportion of residents educated to NVQ level 4+ is 3.1 percentage points higher in Essex as a whole, and the number of residents with no qualifications is 2.7 percentage points lower.

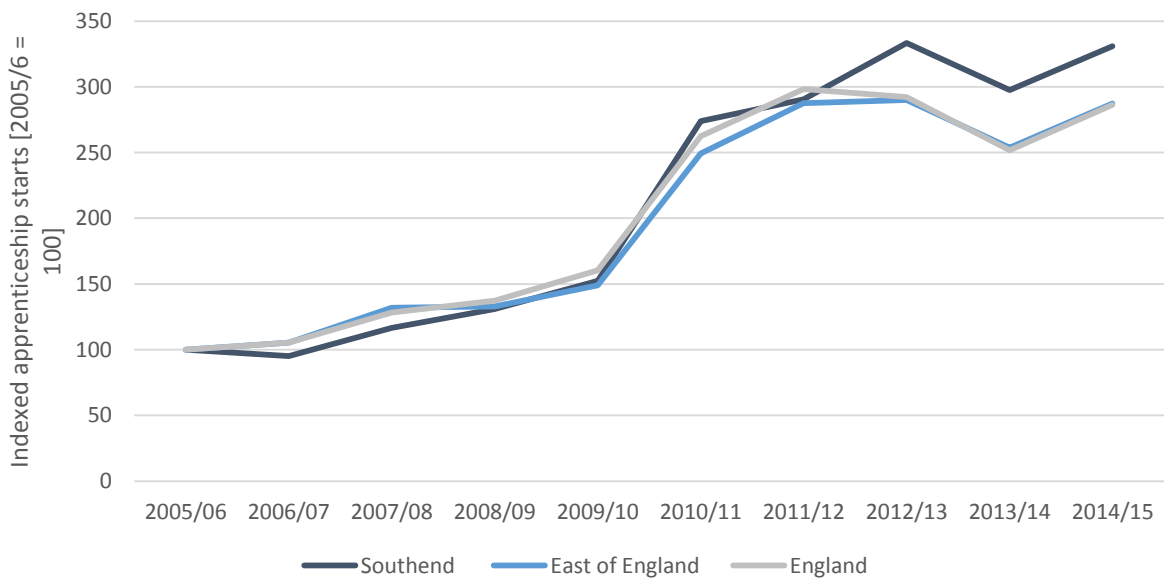
**Figure 2: Highest level of attainment by qualification level in Southend, Essex and England (% of residents aged 16-64, 2015)**



**Apprenticeships**

1.13 In 2014-15, there were 1,390 apprenticeship starts in Southend. This was an increase of 140 on 2013-14. For the East of England, there were 45,790 starts in 2014-15. As Figure 3 shows, the number of apprenticeship starts in Southend has increased significantly in recent years, above the rate of growth in the East of England and nationally.

**Figure 3: Index of apprenticeship starts since 2005/06 (Index, 2005/06 = 100)**



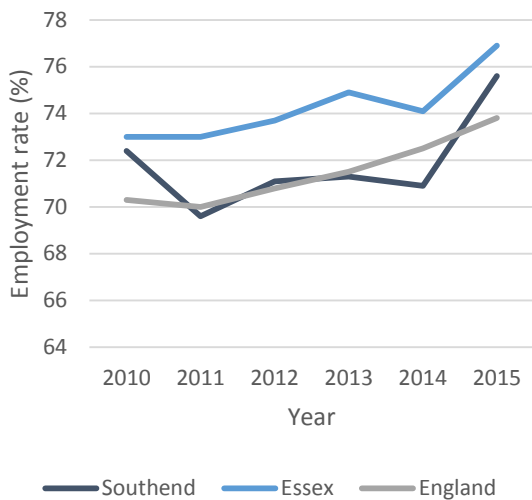
1.14 The population of Southend has grown in the last decade. Inward migration is an important asset to Southend as the resident population continues to age. The influx of working age adults could present some challenges, such as increased commuting or higher home prices.

### Economy and productivity

1.15 In 2015 Southend had an employment rate of 75.6%, up from 72.4% in 2010, below the Essex rate (76.9%) but above the national rate (73.8%). Figure 4 shows that, although the Southend employment rate has increased over the period and is getting closer to the regional trend, there has not been a smooth rise in its rate of employment. The rate dipped from 72.4% in 2010 to 69.6% in 2011 before recovering to 71.1% in 2012.

1.16 Southend’s 6% unemployment rate in 2015 was above Essex’s (4.1%) and England’s (5.3%). Unemployment has fluctuated in Southend since 2010, peaking at 8.5% in 2014. Since then the rate has fallen 1.5 percentage points, reflecting the regional and national trend of falling unemployment. This is shown in Figure 5.

**Figure 4: Employment rate**



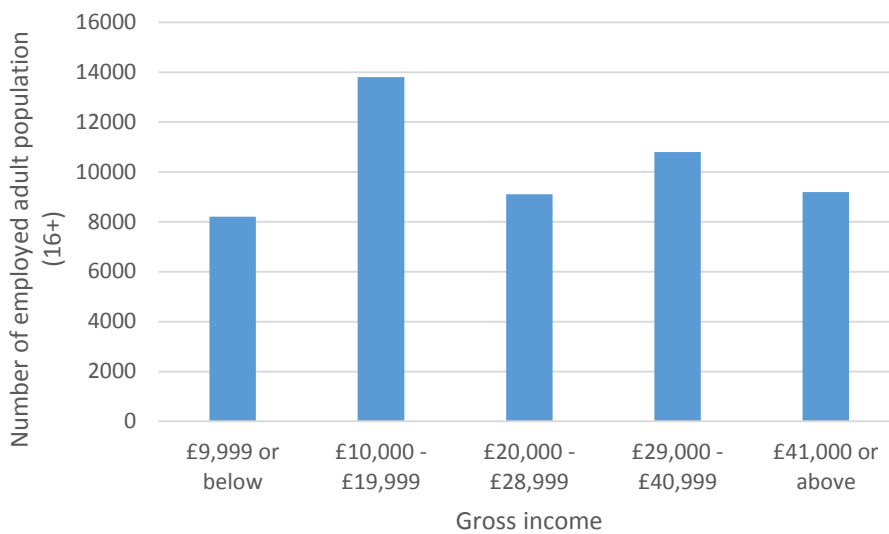
**Figure 5: Unemployment rate**



### Salaries and benefits

1.17 As Figure 6 shows, 13,800 residents aged 16+ were on a gross annual income of £10,000 - £19,999 in 2015. This represents 9.5% of the total 16+ population in Southend. Moreover, 9,200 residents were on £41,000+ a year.

**Figure 6: Adult population (16+) by gross income (2015)**



\* 17,900 not specified.

**Benefits**

- 1.18 Southend has a higher percentage of out-of-work benefits than the Essex average and the national rate. In February 2016, 10% of 16-64 year olds were claiming out-of-work benefits in Southend compared to 8.1% for Essex and 8.7% for England. Southend’s rate is also higher than its neighbours, namely Thurrock (8%), Basildon (8.8%), Castle Point (7.1%) and Rochford (4.9%).
- 1.19 As Table 4 shows, ESA and Incapacity Benefit claimants account for the largest share of those on out-of-work benefits in Southend. At 6.9% of 16-64 year olds, the rate of ESA/IB claimants is above the rates for both Essex (4.8%) and England (5.9%). It is also 2 percentage points higher than Thurrock.

**Table 4: Out-of-work benefits (February 2016)**

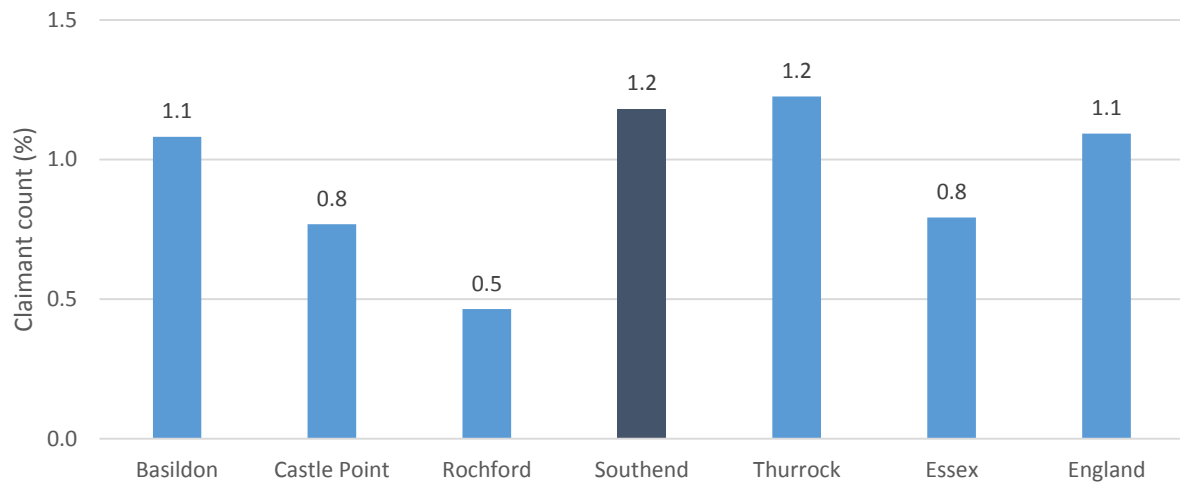
	Southend		Thurrock	Basildon	Castle Point	Rochford	Essex	England
	No.	%	%	%	%	%	%	%
Total Claimants	14,030	12.7%	10.7%	11.8%	9.9%	7.2%	9.6%	11.4%
Job seeker	1,660	1.5%	1.5%	1.3%	0.9%	0.8%	1.1%	1.5%
ESA and incapacity benefits	7,670	6.9%	4.9%	5.9%	5.0%	3.4%	4.8%	5.9%
Lone parent	1,410	1.3%	1.5%	1.4%	1.0%	0.6%	1.0%	1.1%
Carer	1,740	1.6%	1.5%	1.8%	1.6%	1.2%	1.5%	1.6%
Others on income related benefit	320	0.3%	0.2%	0.2%	0.2%	0.1%	0.2%	0.2%
Disabled	1,040	0.9%	1.0%	1.0%	1.0%	0.9%	1.0%	1.0%
Bereaved	190	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%
<b>Main out-of-work benefits</b>	<b>11,050</b>	<b>10.0%</b>	<b>8.0%</b>	<b>8.8%</b>	<b>7.1%</b>	<b>4.9%</b>	<b>7.0%</b>	<b>8.7%</b>

Source: DWP benefit claimants – working age client group. Main out-of-work benefits includes the groups: job seekers, ESA and incapacity benefits, lone parents and others on income related benefits. % is a proportion of resident population of the area aged 16-64.

### Claimant count

- 1.20 In total, there were 1,465 JSA claimants in Southend in July 2016. Southend has seen the share of working age people claiming JSA decline in recent years, falling to 1.3% of working age residents in July 2016.
- 1.21 As figure 7 shows, the claimant count rate is also relatively high compared to other parts of South Essex, particularly Rochford (0.5%) and Castle Point (0.8%).

**Figure 7: JSA claimant count (% residents aged 16-64, July 2016)**



- 1.22 Looking in more detail, table 5 below provides a further breakdown of claimants by age and duration. It suggests that unemployment is a particularly acute problem for certain groups in Southend, including for 18-24 year olds and to a lesser extent 25-49-year-old residents.

Table 5: JSA claimants by age and duration (July 2016)

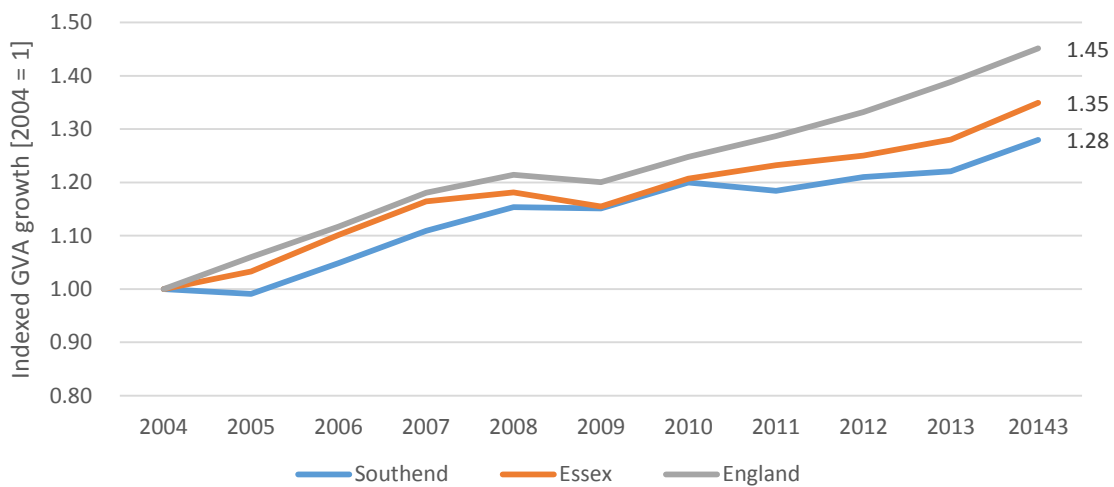
Age/duration	Southend		Thurrock	Basildon	Castle Point	Rochford	Essex County	England
	No.	%	%	%	%	%	%	%
<i>Aged 16 To 64</i>								
<b>Total</b>	1,465	1.3	1.4	1.1	0.8	0.5	1.0	1.3
Up To 6 Months	880	0.8	0.8	0.7	0.5	0.3	0.6	0.7
Over 6 And Up To 12 Months	285	0.3	0.3	0.2	0.1	0.1	0.2	0.2
Over 12 Months	295	0.3	0.4	0.2	0.2	0.1	0.2	0.4
<i>Aged 18 To 24</i>								
<b>Total</b>	230	1.6	1.3	1.2	0.7	0.7	1.0	1.2
Up To 6 Months	150	1.1	0.9	0.9	0.4	0.4	0.7	0.7
Over 6 And Up To 12 Months	40	0.3	0.2	0.2	0.1	0.3	0.2	0.3
Over 12 Months	35	0.3	0.2	0.1	0.1	0.1	0.1	0.2
<i>Aged 25 To 49</i>								
<b>Total</b>	800	1.3	1.5	1.2	0.9	0.6	1.0	1.4
Up To 6 Months	485	0.8	0.8	0.8	0.6	0.4	0.6	0.7
Over 6 And Up To 12 Months	165	0.3	0.3	0.2	0.2	0.1	0.2	0.3
Over 12 Months	150	0.2	0.4	0.2	0.2	0.1	0.2	0.4
<i>Aged 50 To 64</i>								
<b>Total</b>	430	1.4	1.3	1.1	0.8	0.5	0.9	1.3
Up To 6 Months	240	0.8	0.6	0.6	0.5	0.3	0.5	0.6
Over 6 And Up To 12 Months	80	0.3	0.2	0.2	0.1	0.1	0.2	0.2
Over 12 Months	110	0.3	0.5	0.4	0.2	0.1	0.3	0.5

- 1.23 Since 2010 the employment rate in Southend has increased, but this has not been consistent growth. As noted further down in the sector analysis, in specific key sectors job growth in some areas is still not outpacing job losses.
- 1.24 The Centre for Cities has identified that Southend on Sea is a high wage, high welfare area. The population makes a reasonable income, however welfare receipts for the area are also high. Ideally a region would like a high wage, low welfare scenario, representing an area where residents are paid reasonably well and welfare receipts are comparatively low. Low wage, high welfare usually represents an area that is economically depressed with high welfare receipts and fewer economic opportunities for residents.
- 1.25 Southend’s position as a high wage and high welfare area is unique. The levels of out commuting to London influences the high wage designation while an ageing population and slightly higher than average unemployment is influencing the high welfare population.

**GVA**

- 1.26 In 2014 the Southend Economy produced £3.017bn in Gross Value Added to the UK economy. This had grown by £659m since 2004.
- 1.27 Indexed GVA growth in Southend (28%) was below the rate of Essex (35%) and England (45%) in the 2004-2014 period.

**Figure 8: Indexed GVA growth 2004-2014: Southend; Essex; England [2014 = 1]**



- 1.28 In 2014 Southend GVA per head was £16,955, in Essex it was £20,224 and in England £25,367.
- 1.29 In 2014 the Southend economy generated just 84% of the level of output per head compared to Essex and 67% of the level of output-per head of England.
- 1.30 Indexed GVA per head growth in Southend (16%) was also below the rate for Essex (25%) or England (34%) for the 2004-2014 period.

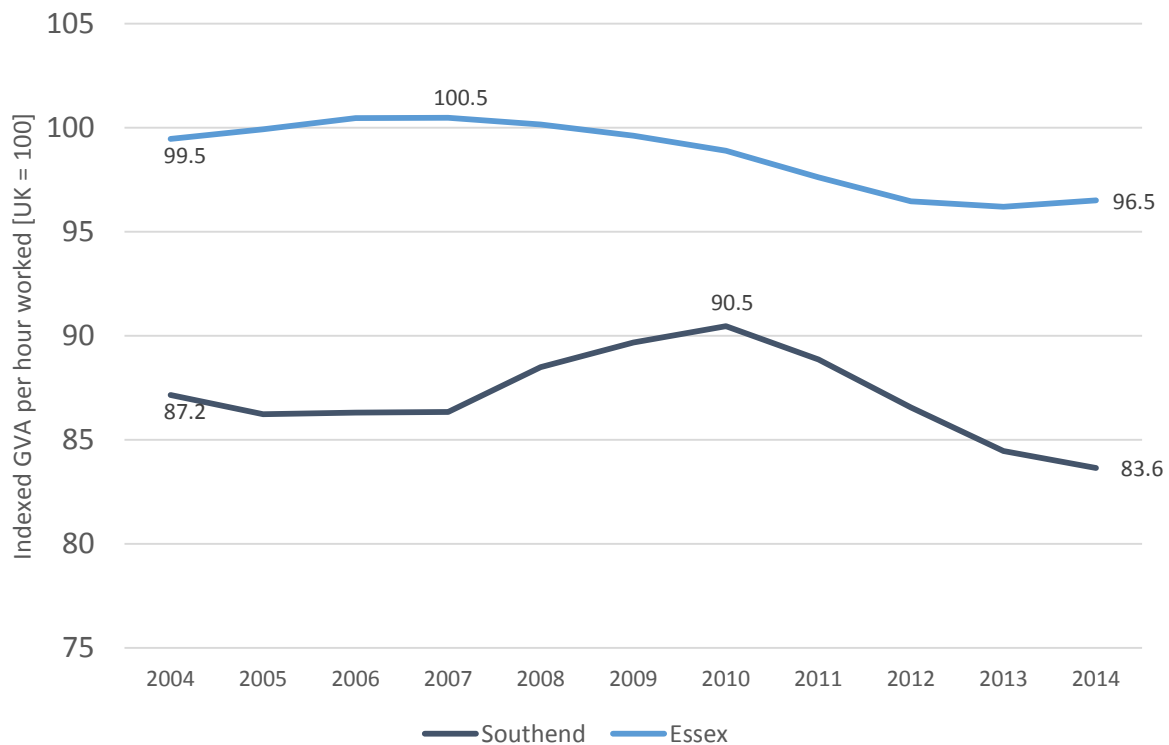


**Figure 9: Indexed GVA per-head growth 2004-2014 Southend; Essex; England [2004 = 1]**

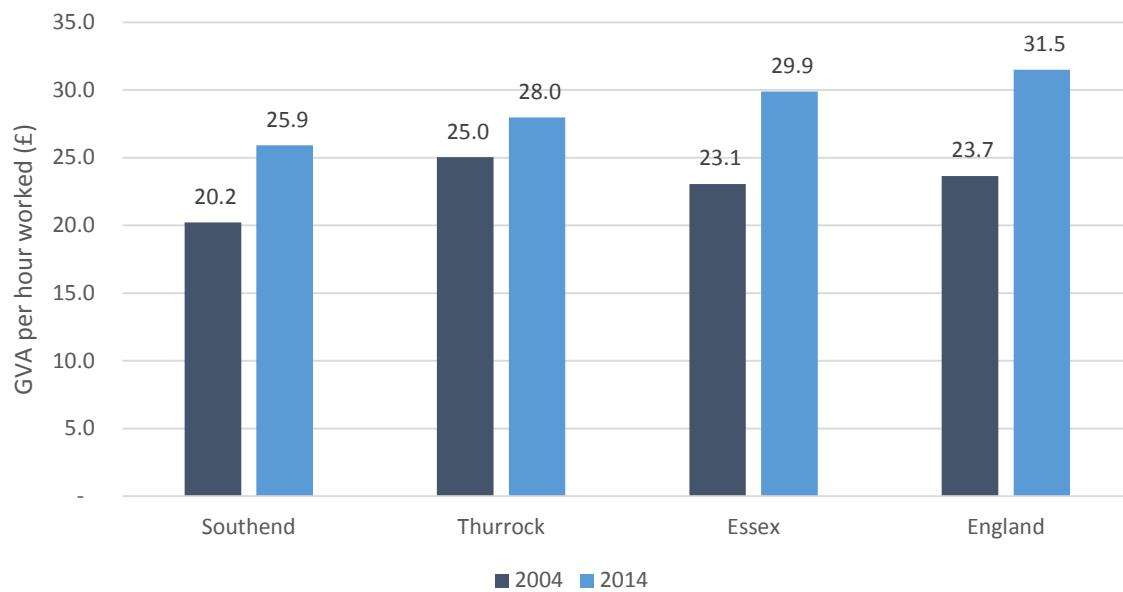


- 1.31 Indexed GVA per hour worked in Southend in 2014 (83.6) was below Essex (96.5) and England (100). Indexed GVA per hour worked also fell faster in Southend relative to the UK compared to Essex’s position.
- 1.32 Despite losing relative ground to England, GVA per-hour worked in Southend has still seen growth over the period 2004-2014 (£5.70; 28.2%). This has, however, been below that of Essex (£6.70; 29%) and England (£7.80; 32.9%).

**Figure 10: Indexed GVA per hour worked 2004-2014 Southend; Essex; England [2004 = 1]**



**Figure 11: GVA per hour worked (2004 and 2014)**



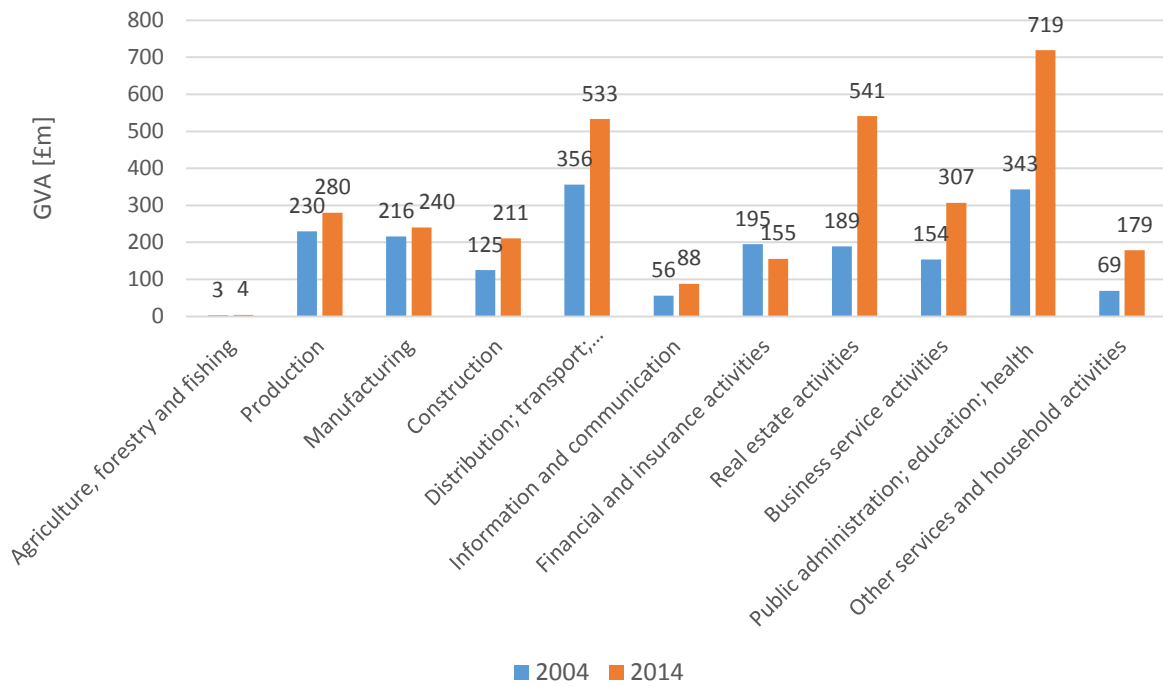
1.33 Between 2008 and 2010 the manufacturing and industrial output base of the UK contracted significantly. Due to the lower component of this in the Southend economy the index grew over this period to reach a high of 90.5%. Southend did not experience the same contraction in manufacturing output (and has lower levels of manufacturing). Therefore Southend gained relative ground in terms of output compared to the UK.

1.34 As the recovering UK economy and output has oriented towards city centres, alongside manufacturing orders bouncing back, Southend has again lost relative ground due to the prevalence of a lower value services offer in the city centre. In the period since 2010 two factors have affected the position of Southend’s indexed output, compared to the UK:

- National output related to manufacturing orders has bounced back, causing the gap between Southend and the UK to widen again.
- Other national output growth since 2010 has been driven by city centres, often related emerging clusters of Knowledge Intensive Business Services. In Southend (partly due to a lack of appropriate space, partly due to the prevalence of a lower value services) this effect has not been as strong, causing / adding to the relative fall in the index against UK output.

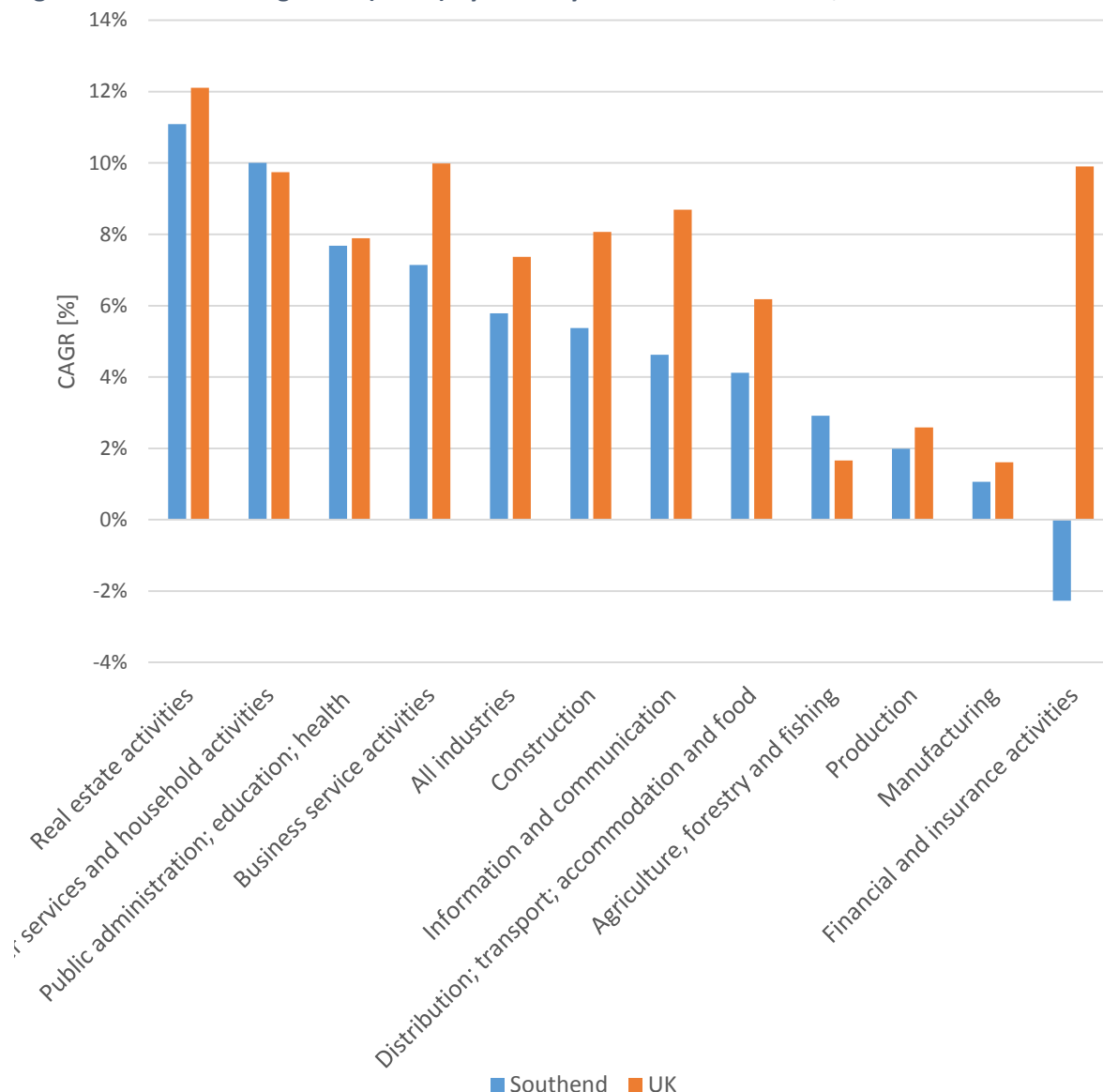
1.35 The recent Centre for Cities Report, *Trading Places*, offers insight into shifts towards city centres as drivers of output and productivity growth. In figures 12 and 13 we can see how the actual balance of GVA productivity across sectors has shifted between 2004 and 2014.

**Figure 12: Southend - total GVA (£millions) by sector 2004 and 2014**



1.36 The Southend economy grew by £659m in terms of output during 2004-2014, and figure 12 shows the industries contributing to this growth. The only industry which has shrunk in real terms is Finance and Insurance.

**Figure 13: Annual GVA growth (CAGR) by industry 2004-2014: Southend; UK**



**Overview of Job density in Southend and comparator locations**

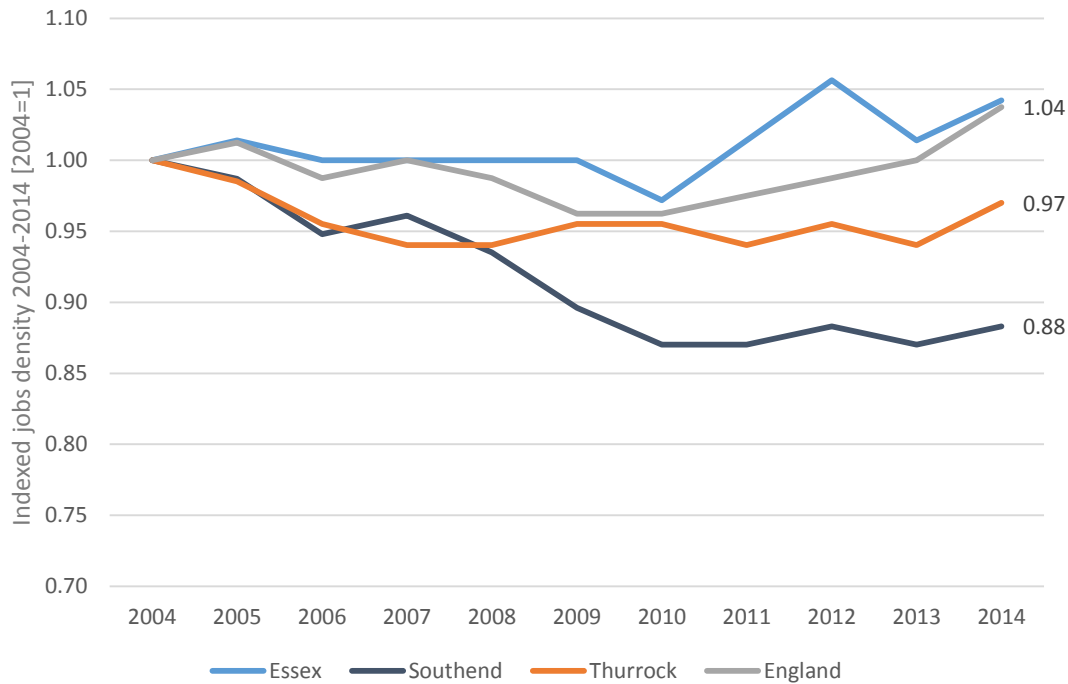
1.37 Jobs density measures the number of jobs in an area as a proportion of the working age population. A job density of 1.0 would mean that there is one job for every resident aged 16-64. As Table 6 shows, Southend’s jobs density is below the rates for Essex and England. There were 76,000 jobs in the Southend economy in 2014. This was equivalent to 0.68 jobs per working age resident, below the Essex (0.74) and national (0.83) averages. A jobs density of 0.68 portrays a clear gap between the pool of labour and total jobs on offer.

**Table 6: Jobs density (2014)**

	Total Jobs	Jobs per head of 16-64 population
Essex CC	647,000	0.74
Southend	76,000	0.68
Thurrock	68,000	0.65

<b>Basildon</b>	93,000	0.82
<b>Castle Point</b>	25,000	0.48
<b>Rochford</b>	27,000	0.52
<b>England</b>	28,445,000	0.83

Figure 14: Indexed jobs density 2004-2014: Essex CC; Southend; Thurrock; England [2004 = 100]



- 1.38 GVA in Southend is increasing, but not at the same rate as the rest of England, meaning disparity is growing. Higher wage jobs are needed to combat this. One way is to attract more out commuting, however attracting new employers and building a stronger employment base with businesses that are higher wage is also desirable.

### Business demography

- 1.39 Southend’s enterprise base is heavily based on micro businesses (0 to 9 employees). Of the 6,480 enterprises in Southend in 2015, 78.9% had 0 to 4 employees. There are 5 enterprises in Southend with more than 1,000 employees.

Table 7: Size of enterprises in Southend (2015)

Size of business by employees	Southend	Southend percent [%]	Essex	Essex percent [%]
<b>Micro (0 to 9)</b>	<b>6,410</b>	<b>86.1%</b>	<b>58,010</b>	<b>85.4%</b>
0 to 4	5,425	72.9%	48,920	72.0%
5 to 9	990	13.3%	9,090	13.4%
<b>Small (10 to 49)</b>	<b>845</b>	<b>11.3%</b>	<b>8,245</b>	<b>12.1%</b>
10 to 19	530	7.1%	5,030	7.4%
20 to 49	315	4.2%	3,215	4.7%

<b>Medium-sized (50 to 249)</b>	<b>170</b>	<b>2.3%</b>	<b>1,490</b>	<b>2.2%</b>
50 to 99	110	1.5%	1,005	1.5%
100 to 249	65	0.9%	485	0.7%
<b>Large (250+)</b>	<b>20</b>	<b>0.3%</b>	<b>195</b>	<b>0.3%</b>
250 to 499	10	0.1%	145	0.2%
500 to 999	5	0.1%	30	0.0%
1000+	5	0.1%	20	0.0%
<b>Total</b>	<b>7,445</b>	<b>100.0%</b>	<b>67,940</b>	<b>100.0%</b>

1.40 Entrepreneurship is currently below the national average in Southend. There were 6,480 active enterprises in Southend in 2015 according to official estimates. This was equivalent to 36.3 enterprises per 1,000 population in Southend, below the England average of 38.6. Within the sub-region, Basildon is the authority with the highest number of enterprises, followed by Southend.

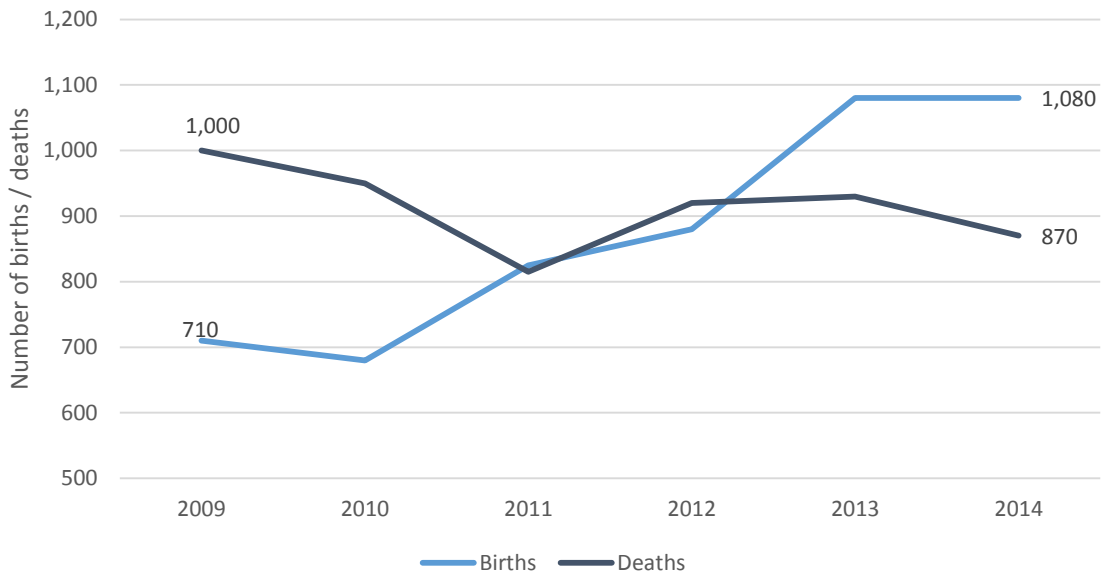
1.41 As the table 8 shows, entrepreneurship rates across South Essex lag significantly behind that for Essex as a whole. Essex boasted 59,575 enterprises in 2015, working out at 41.3 enterprises per 1,000 population.

**Table 8: Total number of enterprises (2015)**

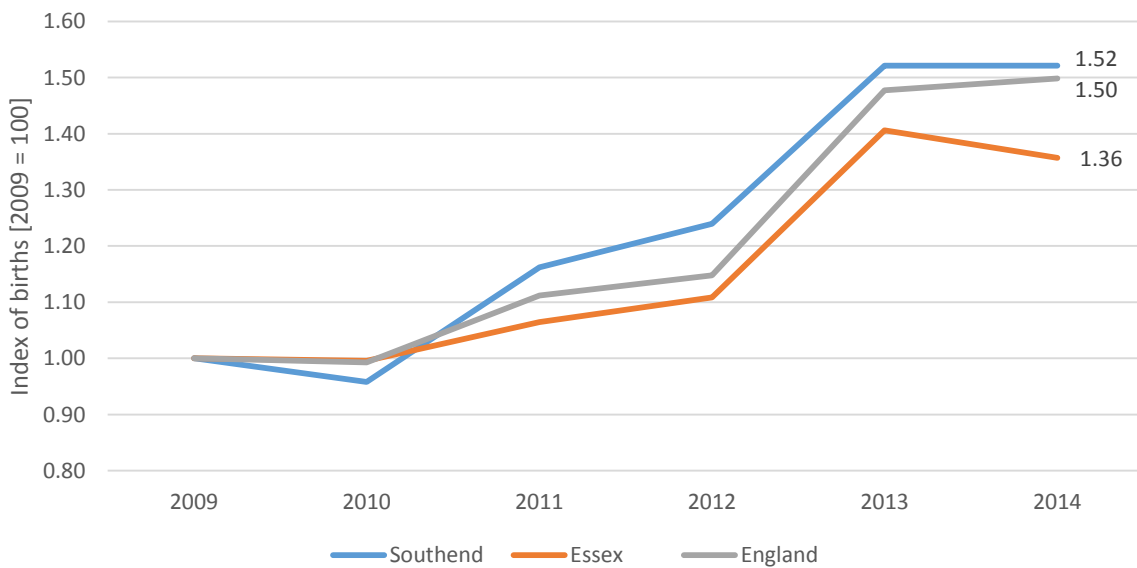
<b>Area</b>	<b>Total Businesses 2015</b>	<b>Businesses per 1,000 working age population 2015</b>
Southend-on-Sea	7,445	67.4
Basildon	7,725	67.9
Castle Point	3,350	63.8
Rochford	3,695	72.2
Thurrock	6,225	59.0
Essex	67,940	76.9
England	2,489,825	71.8

1.42 Looking in more detail at the nature of business performance within Southend, Figures 15-18 provide an overview of business birth rates, death rates and stocks from 2009-2014.

**Figure 15: Business Births and deaths in Southend**

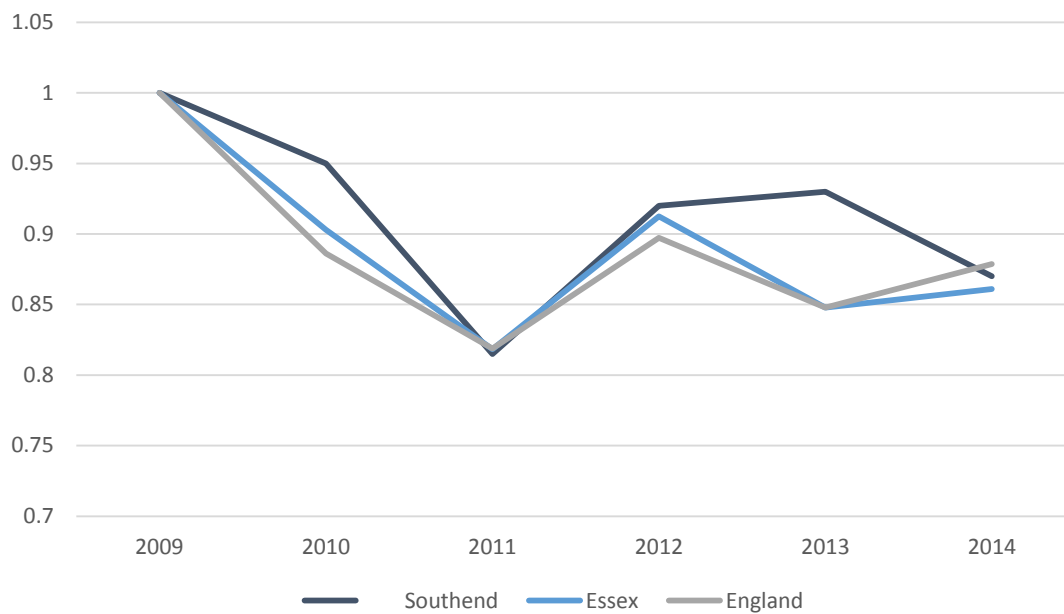


**Figure 16: Index of Business Births 2009-2014: Southend; Essex CC; England [2009 = 100]**



1.43 Business births in Southend have reached a higher index in 2014 (1.52) than either Essex CC (1.5) or England (1.36).

**Figure 17: Index of business deaths 2009-2014: Southend, Essex CC; England [2009 = 100]**



1.44 Overall, business stocks have grown at a faster rate than either England or Essex, to reach an index of 1.11 in 2014 [209 = 1].

1.45 Within this, two sectors have grown to a much higher index of business stocks:

- Creative Industries have grown to reach an index of 1.385, growing at 3.5 times the rate of overall net business formation.
- Private sector Knowledge Intensive Business Services (KIBS) have grown to reach an index of 1,298, growing at 2.7 times the rate of overall net business formation.
- Overall, these two sectors have added 525 new enterprises to the business base in the period. In 2010 they represented 28.2% of the total business base, and by 2015 this had grown to 32.2%.
- KIBS and Creative Industries contributed 52.8% of all net business growth 2010 – 2015 in Southend.

### **Business survival performance**

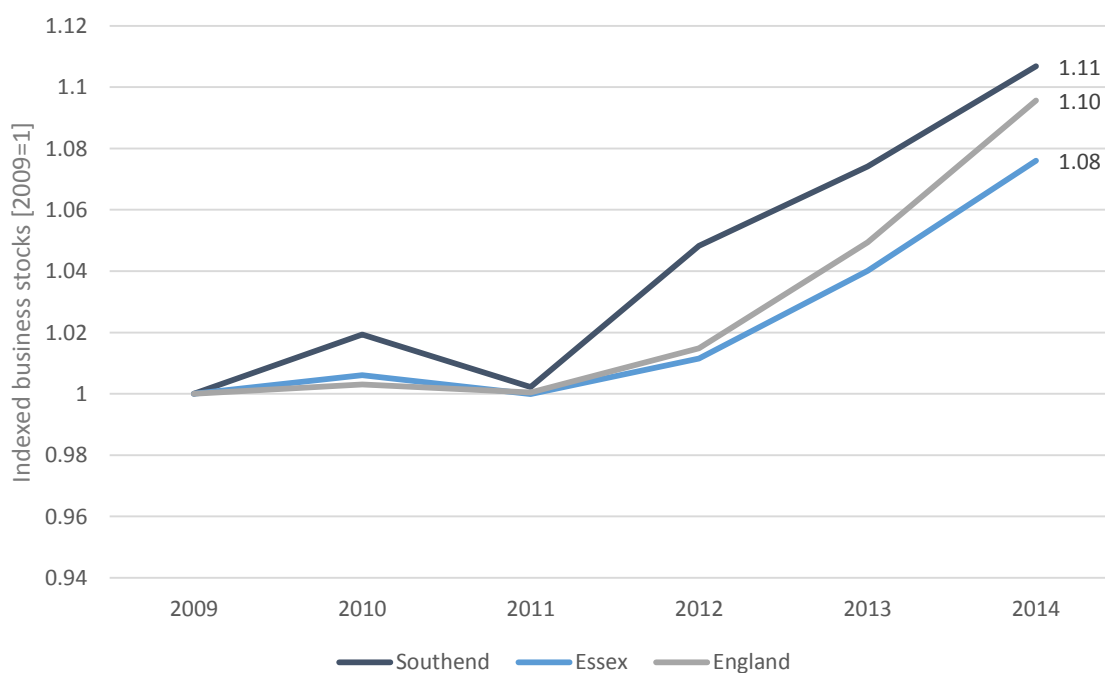
1.46 Business survival rates in Southend have fluctuated between 2009 and 2013, although the broad story is one of improvement. The 24-month business survival rate is in line with national standards. Of all the VAT registered businesses registered in 2012, just under three-quarters (72.2%) were still trading in 2013. This was below the England average (73.7%). One-year survival rates were also 3.4 percentage points higher in 2013 than 2009, although there have been fluctuations during the period. Notably, both Southend and England's one-year survival rate dipped in 2010, Southend's to 82.4% and England's to 86.8%.



**Table 9: Survival rates of businesses born since 2009, Southend (%)**

Years of birth / age in years	Southend					England				
	2009	2010	2011	2012	2013	2009	2010	2011	2012	2013
1 year	90.1	82.4	92.1	90.9	93.5	90.9	86.8	93.1	91.1	93.5
2 year	71.1	69.9	73.9	72.2	--	73.9	72.5	75.5	73.7	--
3 year	57.0	53.7	58.2	--	--	59.7	57.1	60.4	--	--
4 year	47.9	44.9	--	--	--	48.9	48.1	--	--	--
5 year	40.8	--	--	--	--	41.8	--	--	--	--

**Figure 18: Index of business stocks 2009 - 2014: Southend; Essex England [2009 = 1]**



## Sector analysis

### Employment by business sector

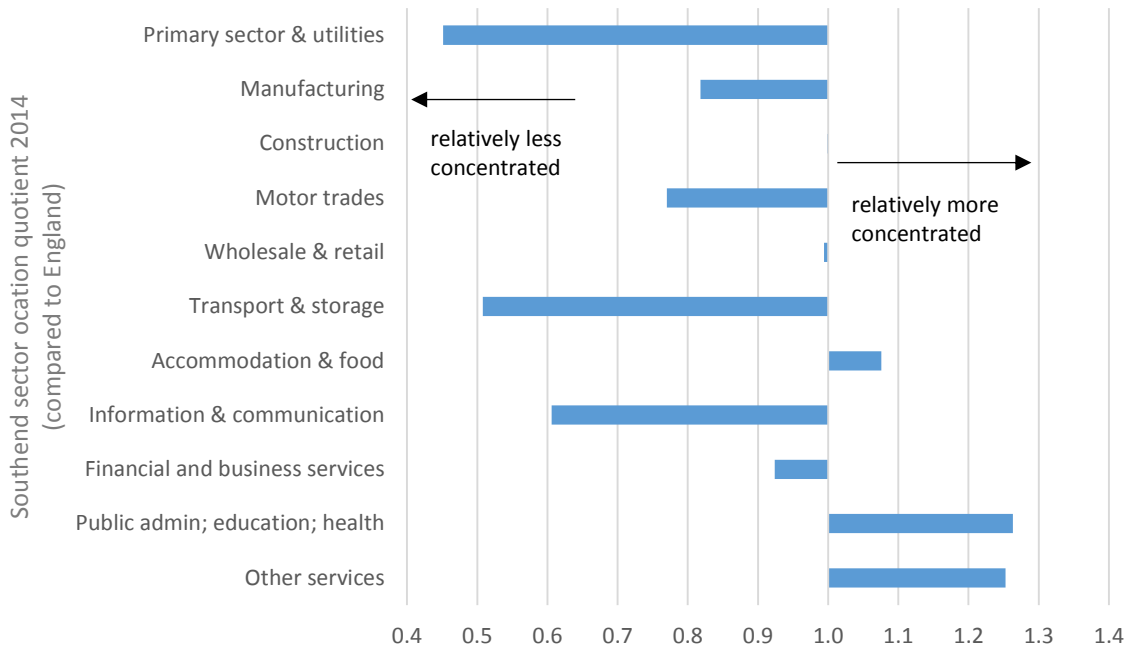
1.47 Looking at employees by industrial sector, as the table below shows, Southend has relatively high rates of employment in public administration, education and health (21,700 jobs) and financial and business services (13,800 jobs). At the same time, employment is below the national average in a number of service activity industries. It is also noteworthy that nearly 40% of employee jobs in Southend are part-time, above the rate for Essex (34.8%) and England (31.5%).

**Table 10: Employee jobs (2014)**

	Southend		Thurrock	Basildon	Castle Point	Rochford	Essex County	England
	No.	%	%	%	%	%	%	%
<b>Total Employee Jobs</b>	<b>64,700</b>	-	-	-	-	-	-	-
Full-time	39,800	61.4	64.5	67.0	58.8	65.2	65.2	68.5
Part-time	25,000	38.6	35.5	33.0	41.2	34.8	34.8	31.5
<b>Employee Jobs By Industry</b>								
Primary sector & utilities	500	0.8	1.4	0.4	0.2	1.6	1.1	1.7
Manufacturing	4,400	6.8	5.0	9.3	7.9	12.3	8.1	8.3
Construction	2,800	4.3	5.2	6.1	7.5	8.0	6.9	4.3
Motor trades	900	1.4	3.8	2.1	3.9	2.7	2.4	1.8
Wholesale & retail	9,100	14.2	25.4	18.3	16.7	14.6	15.4	14.1
Transport & storage	1,500	2.4	13.2	4.5	3.9	5.3	4.8	4.6
Accommodation & food	4,900	7.5	7.2	4.8	7.5	7.9	7.1	7.0
Information & communication	1,700	2.6	1.5	5.8	2.3	2.5	3.9	4.3
Financial & other business services	13,800	21.0	14.5	21.5	16.9	15.8	20.6	22.8
Public admin; Education; Health	21,700	33.5	20.0	23.5	29.0	23.3	25.7	26.5
Other services	3,600	5.5	2.8	3.5	4.2	6.1	4.1	4.4

1.48 Figure 19 identifies particular sector strengths in Southend in more detail. These are calculated as location quotients (LQ), which compare the proportions of employment by industrial sector in the local area with England. An LQ of greater than one implies a relative concentration of employment compared to the England average; and an LQ of less than one implies a relative lack of concentration in a given sector.

**Figure 1914: Location quotient, 2014 (vs. England)**



1.49 Figure 19 shows that Southend’s industrial structure is fairly uneven and distinct compared to the industrial structure of the country as a whole. Key points to note are:

- There is a higher concentration of employees in the public administration; education and health sector (with an LQ of 1.3). The same can be said of arts, entertainment and other services (LQ of 1.3).<sup>1</sup>
- There is a very low concentration of employees in the transport & storage and information & communication sectors compared to the national industrial structure (LQs of 0.5 and 0.6 respectively).

**Public/private sector employment**

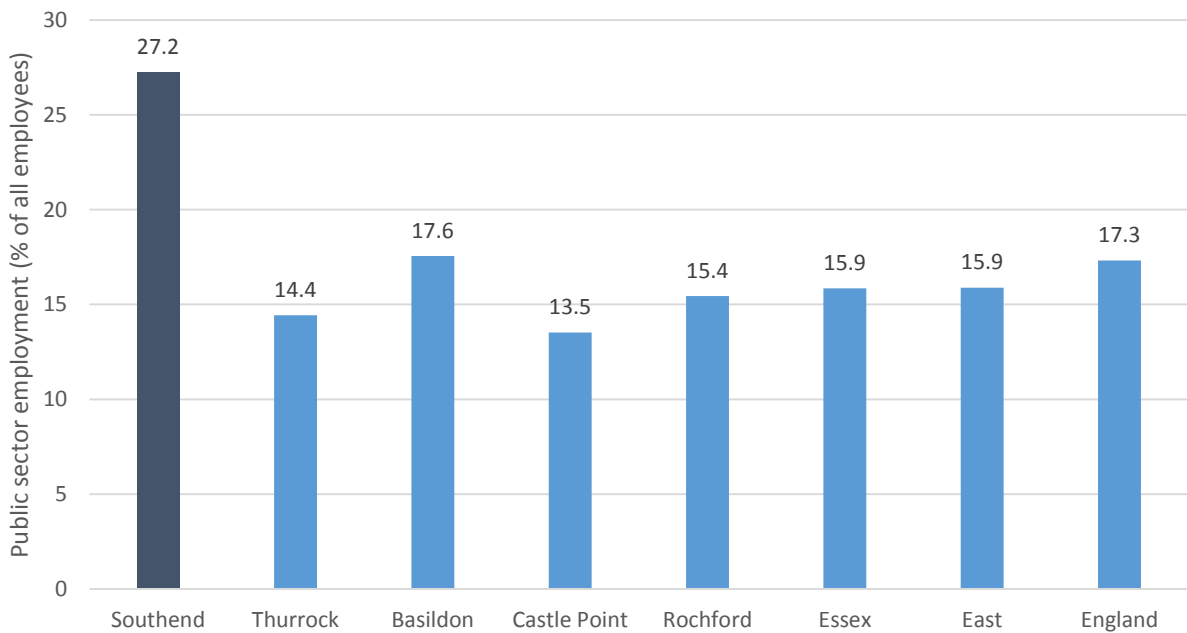
1.50 Overall, Southend has a higher proportion of employees working in the public sector than across Essex County, the East of England or England as whole in 2014. In 2014, 27.2% of employees in Southend worked in the public sector, the national rate was 17.3%.

1.51 Within the sub-region Southend does have a particular concentration of public sector employment. Its neighbour Thurrock had the lowest rate of public sector employment among South Essex authorities in 2013 (16%), considerably below the national average. However, in 2014 Castle Point had the lowest rate (13.5%).

<sup>1</sup> LQs rounded to 1 decimal place hence an LQ of 1.3 doesn’t appear so in the graph.

1.52 Public sector employment in Southend peaked at 32.5% of employees in 2011. Since then the number of public sector employees has fallen, down 2,500 to 17,600 in 2014. But across South Essex public sector employment remained relatively steady in the period, largely owing to a considerable increase in public sector employees in Thurrock. However, with the prospect of further public sector spending cuts in the coming years, increasing opportunities for private sector jobs growth will continue to be important.

**Figure 20: Public sector employment, 2014 (% of employees)**



**Commuting patterns**

1.53 Commuting patterns illustrate the significant flows of people travelling in and out of Southend for work and, therefore, the importance of the transport network to the local and sub-regional economy. Southend has strong commuting links within South Essex and London has a strong influence on the sub-region as a whole.

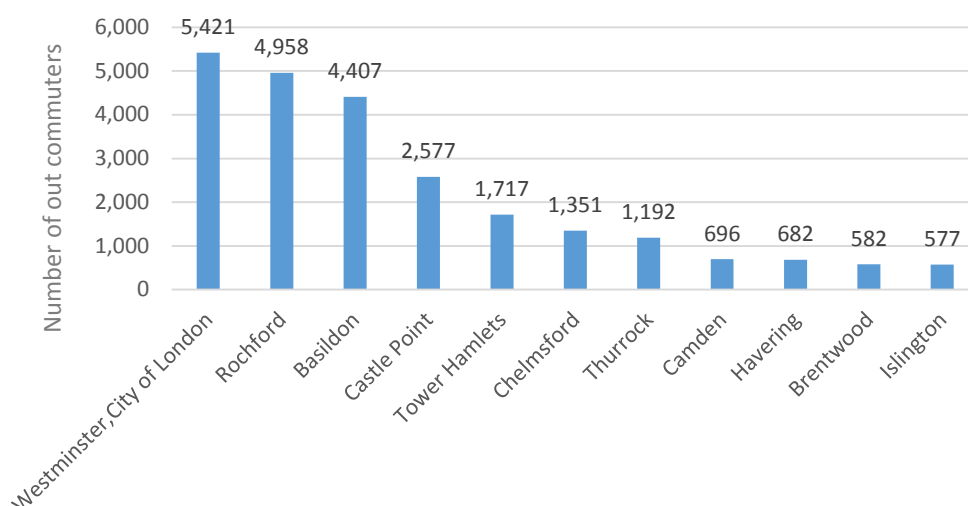
1.54 In 2011 Southend had 81,899 working residents aged 16 and over according to ONS Census commuting data. Of these, 45% (36,877) commuted to a single workplace within the local authority area, 9.3% were home workers, 9.3% did not have a fixed commute, while 36.4% were out-commuters, travelling to a single workplace in a different local authority. A small number (0.2%) worked outside of the UK or offshore.

**Table 11: Place of work for usually resident population (workers) 2011**

Place of work	Usual residence
	Southend
Live and work in the same LA	36,877
	45.0%
Home workers	7,586
	9.3%
No fixed place	7,490
	9.1%
Out-commuter	29,783
	36.4%
Outside UK or offshore	163
	0.2%
<b>Usually resident population: in employment</b>	<b>81,899</b>

- 1.55 It is also notable that, whilst commuting flows between Southend and Thurrock are relatively low, there are significant commuting flows with other parts of South Essex: in Southend three-quarters (76.8%) of commuters worked in South Essex in 2011. Taking into account the London influence, this indicates a fair degree of commuting self-containment in South Essex.
- 1.56 Figure 21 below shows in more detail the main destinations for out-commuters from Southend. The most popular destination for out-commuters from Southend is Westminster (5,421 residents), followed by Rochford (4,958) and Basildon (4,407).

**Figure 21: Main destinations for Southend out-commuters (2011)**



- 1.57 One of the main drivers of commuting is the potential to earn higher salaries elsewhere. Weekly gross median earnings are relatively lower in Southend: the median local authority resident earnings of £541.2 were above national (£532.6) levels in 2015, but lower than other South Essex authorities. However, average median workplace earnings, at £464.6 per week, were far lower than resident earnings, and below the national average. This suggests that out-commuting workers are benefitting from higher pay working elsewhere.
- 1.58 This is unsurprising since London is a major draw for workers from Southend – median workplace earnings, at £659.9 a week, are particularly high in the capital. This evidence supports the assessment that some of the area’s higher qualified residential population is attracted to Southend because of the accessibility of jobs outside the area, particularly in London.

**Table 12: Median weekly pay for full-time workers (gross), resident vs. workplace (2015)**

Area	Resident	Workplace
Basildon	£558.8	£573.8
Castle Point	£565.9	£457.6
Rochford	£577.8	£525.1
<b>Southend</b>	<b>£541.2</b>	<b>£464.6</b>
Thurrock	£563.7	£487.1
Essex	£574.9	£519.3
London	£621.1	£659.9
England	£532.6	£532.4

- 1.59 As the Table 12 shows, across South Essex median resident earnings are above median workplace earnings. It is worth noting that Basildon is the only South Essex authority with workplace earnings above resident earnings – a reflection of the relative strengths of the Basildon economy.

## PART II Key sectors

### Introduction for sector growth analysis

- 2.1 The business base and labour market of Southend have seen significant change between 2009 and 2015. While the business base has grown by +930 (15.4%) employment in Southend has grown at a comparatively slower rate than this adding just +300 employee jobs (0.47%).
- 2.2 Looking at the changes in businesses and employment for the different types of industries in Southend, different sectors fall into four broad typologies in terms of their growth dynamic. These can be characterised under the following headings:
- Growth sectors (those with increasing numbers of businesses and employees);
  - Consolidation sectors (those with decreasing numbers of businesses but increasing numbers of employees);
  - Fragmentation sectors (those with increasing numbers of businesses but decreasing numbers of employees); and,
  - Declining sectors (those with decreasing numbers of businesses and employees).

Figure 1: Dynamic business sector typologies

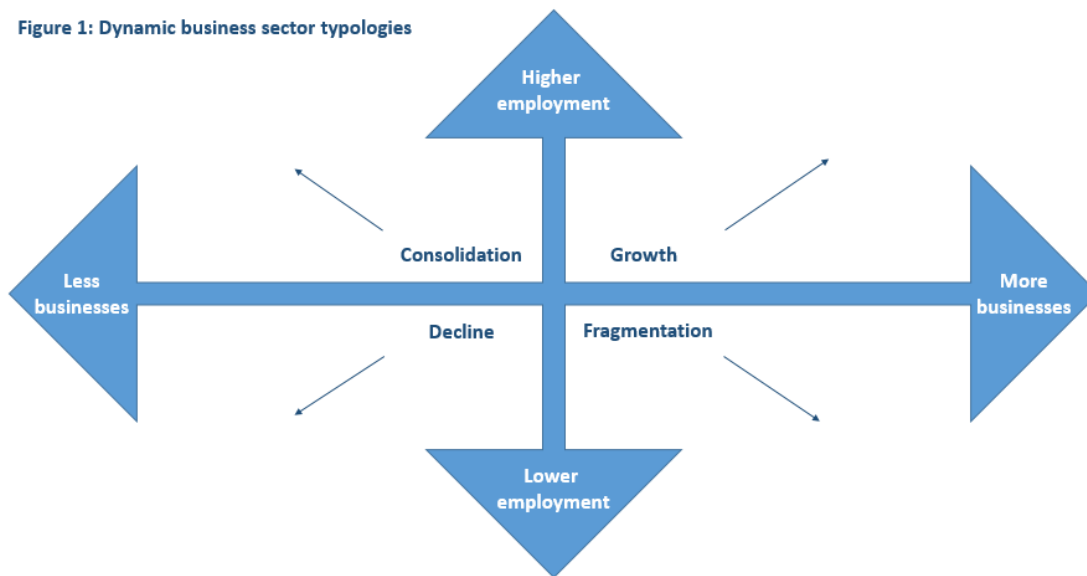
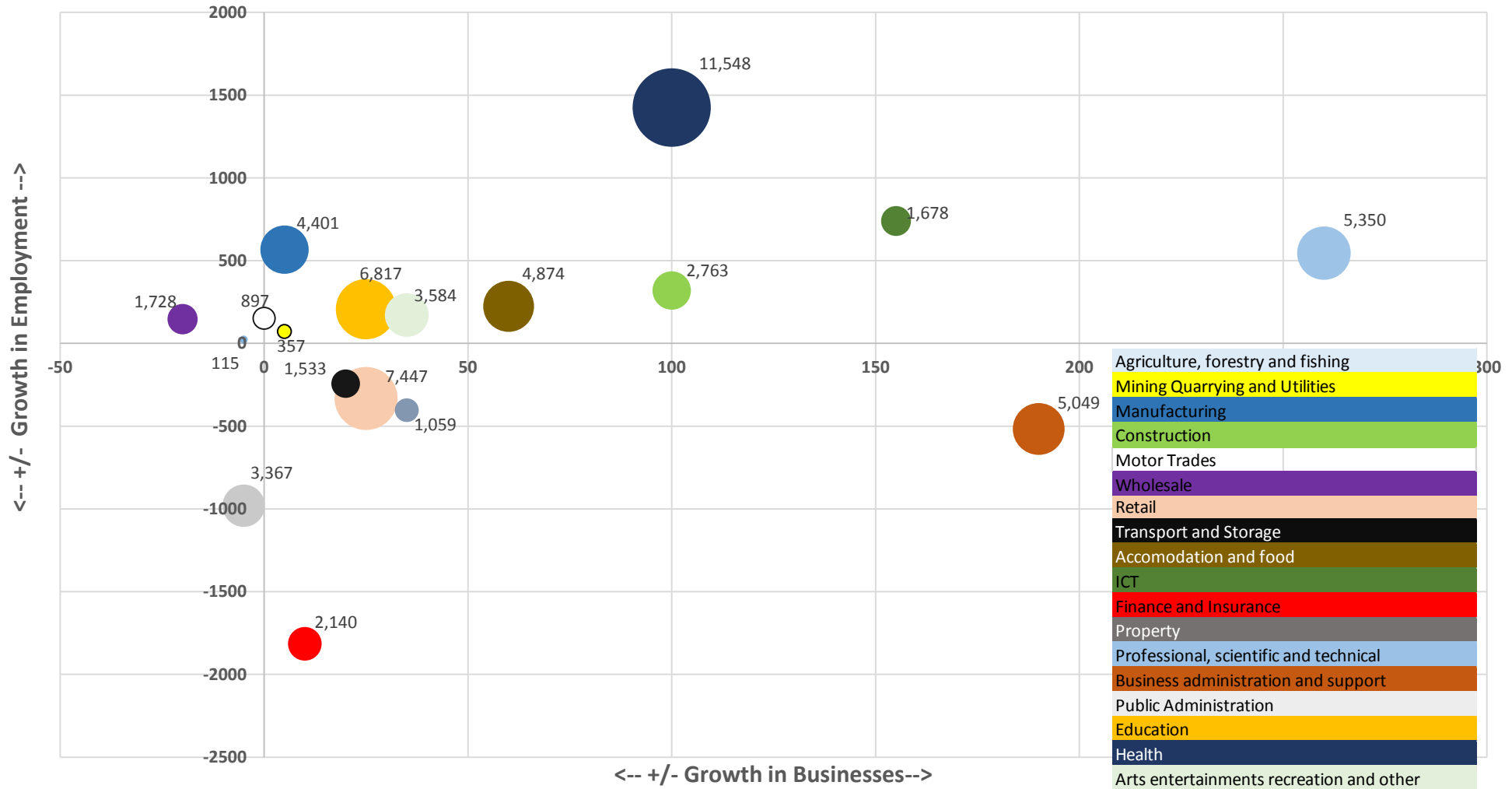


Figure 1 shows how these sector typologies can be represented, and figure 2 overleaf shows the actual positions in terms of business and employment growth for the different employment sectors in Southend. It shows these in terms of (horizontal axis) changes in the business base and (vertical axis) changes in the employment base 2009-2015. The size of the bubbles/circles and the adjacent number denote the number of employees in 2015.

+/- change in Businesses and employment 2009 - 2015;  
and size of employment sector 2015





2.3 Table 1 shows the sectors from the graphic in figure 1 in terms of the changes in businesses and employees, and the total number of businesses and employees in 2015.

Table 1: changes in businesses and employees

Industry Sector	BUS +/- change 2009-2015	EMP +/- change 2009-2015	Employment 2015	Employment % 2015
Agriculture, forestry & fishing	-5	23	115	0.2%
Mining, quarrying & utilities	5	72	357	0.6%
Manufacturing	5	566	4,401	6.8%
Construction	100	320	2,763	4.3%
Motor trades	0	152	897	1.4%
Wholesale	-20	147	1,728	2.7%
Retail	25	-333	7,447	11.5%
Transport & storage	20	-243	1,533	2.4%
Accommodation & food services	60	224	4,874	7.5%
Information & communication	155	739	1,678	2.6%
Financial & insurance	10	-1815	2,140	3.3%
Property	35	-403	1,059	1.6%
Professional, scientific & technical	260	545	5,350	8.3%
Business administration & support services	190	-517	5,049	7.8%
Public administration & defence	-5	-980	3,367	5.2%
Education	25	207	6,817	10.5%
Health	100	1425	11,548	17.8%
Arts, entertainment, recreation & other services	35	171	3,584	5.5%
<b>TOTAL</b>	<b>995</b>	<b>300</b>	<b>64,707</b>	<b>100%</b>

2.4 Table 2 shows the four quadrants of growth, consolidation, fragmentation and decline that the industries in Southend fall into.

Table 2: industry dynamics

Consolidation Sectors 2009-2015	Growth Sectors 2009-2015
<p><b>CONSOLIDATION</b></p> <ul style="list-style-type: none"> <li>• Wholesale</li> <li>• Agriculture, forestry and fishing</li> <li>• Motor trades</li> </ul>	<p><b>GROWTH</b></p> <ul style="list-style-type: none"> <li>• Health</li> <li>• Professional Scientific and technical</li> <li>• ICT</li> <li>• Construction</li> <li>• Accommodation and Food</li> <li>• Arts, Entertainments recreation and other</li> <li>• Education</li> <li>• Manufacturing</li> <li>• Utilities</li> </ul>
Declining Sectors 2009-2015	Fragmenting Sectors 2009-2015
<p><b>DECLINE</b></p> <ul style="list-style-type: none"> <li>• Public Administration</li> </ul>	<p><b>FRAGMENTATION</b></p> <ul style="list-style-type: none"> <li>• Transport and storage</li> <li>• Retail</li> <li>• Property</li> <li>• Finance and insurance</li> <li>• Business administration and support</li> </ul>

### Southend’s key sectors and their dynamic typologies 2009-2015:

2.5 The six key sectors which Southend has chosen to focus on are:

- Creative and Cultural Industries
- Aviation
- Med-Tech
- Retail
- Tourism services (including some retail and creative and cultural industries)
- Finance

2.6 The following section locates the key sectors in terms of their dynamic typologies and relative employment scale in 2015. The section also expands the focus to include Private sector ‘Knowledge Intensive Business Services’ (KIBS), and Construction.

## Creative Industries dynamic growth spotlight:

	Change in number of Businesses from 2009 to 2015	Change in number of employees 2009 to 2015	Total number of employees 2015
TOTAL Creative Industries	210	376	1727
Computer programming and consultancy	125	432	820
Libraries, museums and cultural education	15	86	188
Advertising	15	-53	59
Artistic performance and creation	-5	-76	205
Architecture and Specialised Design	25	-12	194

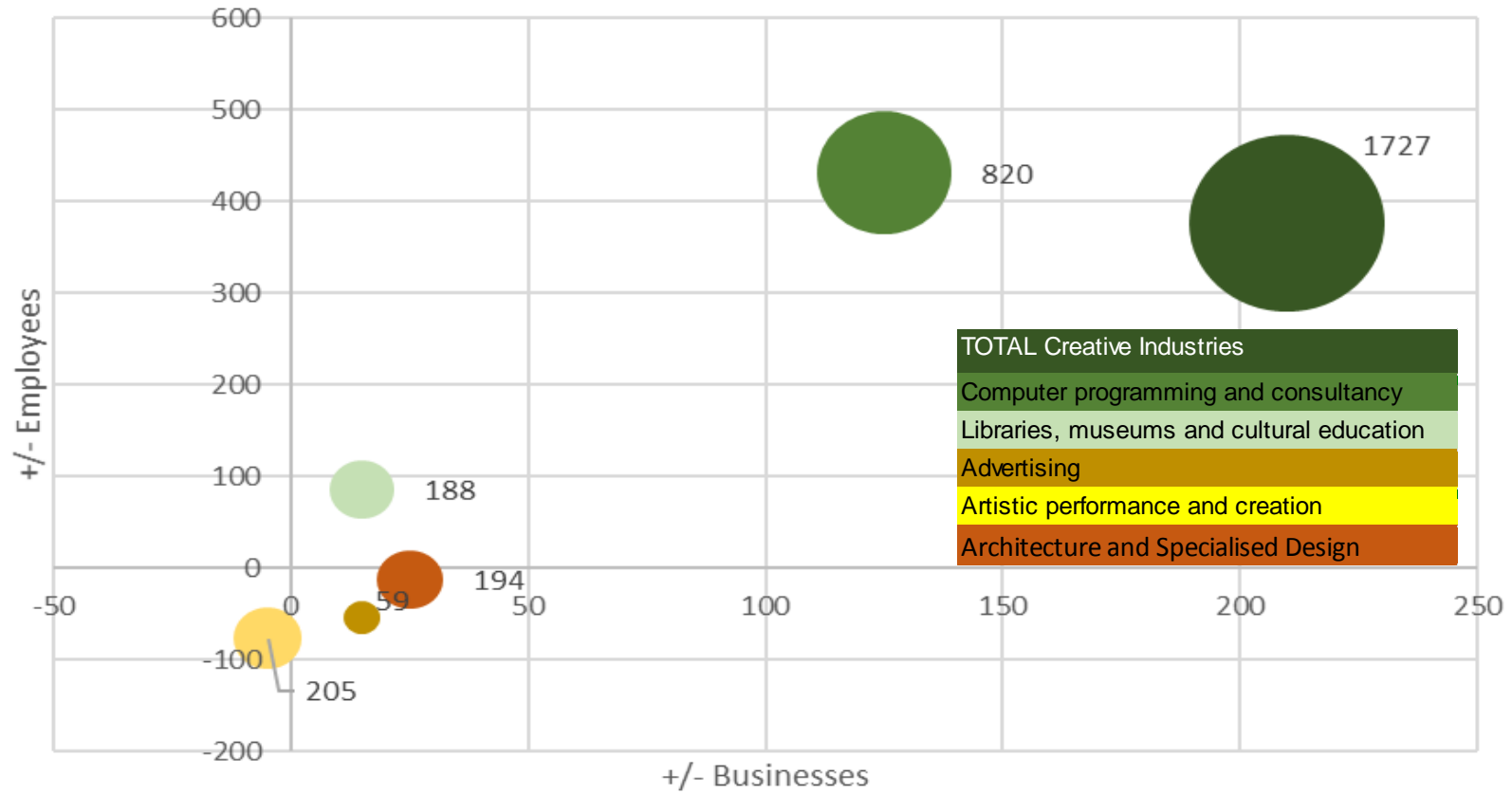
2.7 There were a total of 745 businesses in the creative industries in Southend in 2015. With strong growth in computer programming and consultancy which added 125 businesses in this time and 432 employees.

241

2.8 The creative industries have been a particular focus for the council since 2010. This sector represents a growth area in Southend. It also represents an incredibly diverse sector composed of arts organisations and Knowledge Intensive Business Services (KIBS). KIBS are businesses that are highly reliant on professional based knowledge and include a diverse range of traditional professions: accountancy, legal, advertising and finance. They also include newer more technology based professions and jobs related to IT and computer programming.

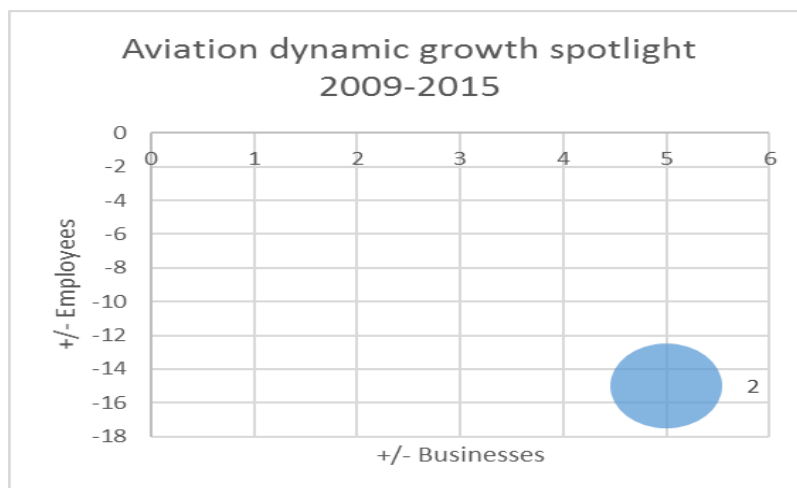
2.9 As a whole the UK economy is experiencing growth in KIBS as we continue to move from a manufacturing based economy to a knowledge based economy. This growth can be seen in Southend as well as demonstrated in the cultural and creative sector with significant growth in businesses and jobs in computer programming, consultancy and advertising.

# Creative Industries dynamic growth Spotlight 2009-2015



### Aviation dynamic growth spotlight:

- 2.10 The Aviation Industry represents a strategic priority for Southend due to the growing importance of London Southend Airport and the continued investment related to the airport.
- 2.11 The graphic below shows how the Aviation sector has fragmented since 2009 with 5 new businesses forming, but an overall employment loss of -15. This is likely to relate to a single company going out of business in the period. It is worth noting that the ‘business owner/proprietor’ will not be captured in employee data.



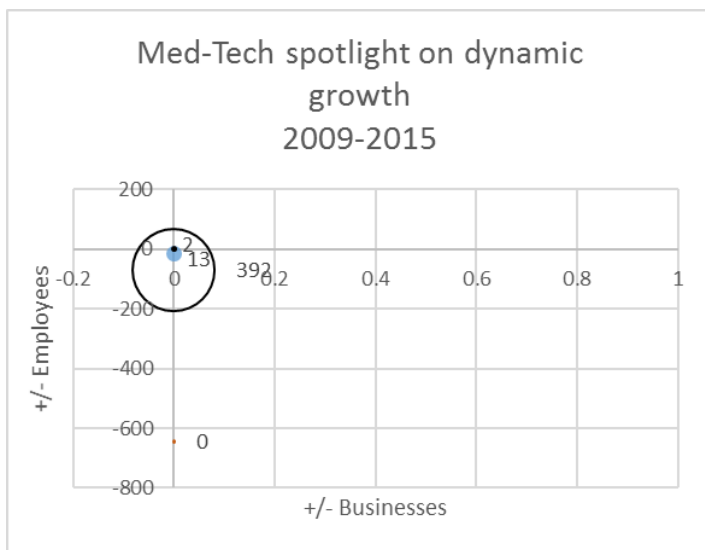
- 2.12 We have used the following definition for ‘aviation’: SIC 303: Manufacture of air and spacecraft and related machinery. Another category which might be considered within aviation could be ‘Air passenger transport’, however given the location of airport facilities in Rochford, any employment in this sector will form a small part of ‘tourism services’ within the Southend economy.

### Med Tech dynamic growth spotlight:

	Changes in the number of businesses 2009 - 2015	Changes in the number of employees 2009-2015	Total number of employees 2015
21 : Manufacture of basic pharmaceutical products and pharmaceutical preparations	0	-15	13
266 : Manufacture of irradiation, electromedical and electrotherapeutic equipment	0	-644	1
325 : Manufacture of medical and dental instruments and supplies	0	-69	392
7211 : Research and experimental development on biotechnology	0	2	2

- 2.13 Overall the medical technology sector has not seen any change in the number of businesses, remaining constant at 15 since 2009. Overall the number of employees has declined by -726, and the total remaining employee base stands at 408. This is a strategic sector for Southend due to investments in the sector related to the Airport Business Park Southend. One key employer Olympus – does not appear to be represented in these figures, this is likely due to how their work is classified.

2.14 In 2009-10 a single manufacturer of irradiation, electromedical and electrotherapeutic equipment went out of business losing -644 employees.



- 21 : Manufacture of basic pharmaceutical products and pharmaceutical preparations
- 266 : Manufacture of irradiation, electromedical and electrotherapeutic equipment
- 325 : Manufacture of medical and dental instruments and supplies
- 7211 : Research and experimental development on biotechnology

2.15 Though there are no PAYE or VAT registered businesses, 2 people are working in the experimental R&D biotechnology sector.

2.16 The single largest sector is manufacture of medical and dental instruments (392 employees) and 13 people are employed in the manufacture of pharmaceuticals.

2.17 It is unclear whether the med-tech sector is fragmenting or declining at this point.

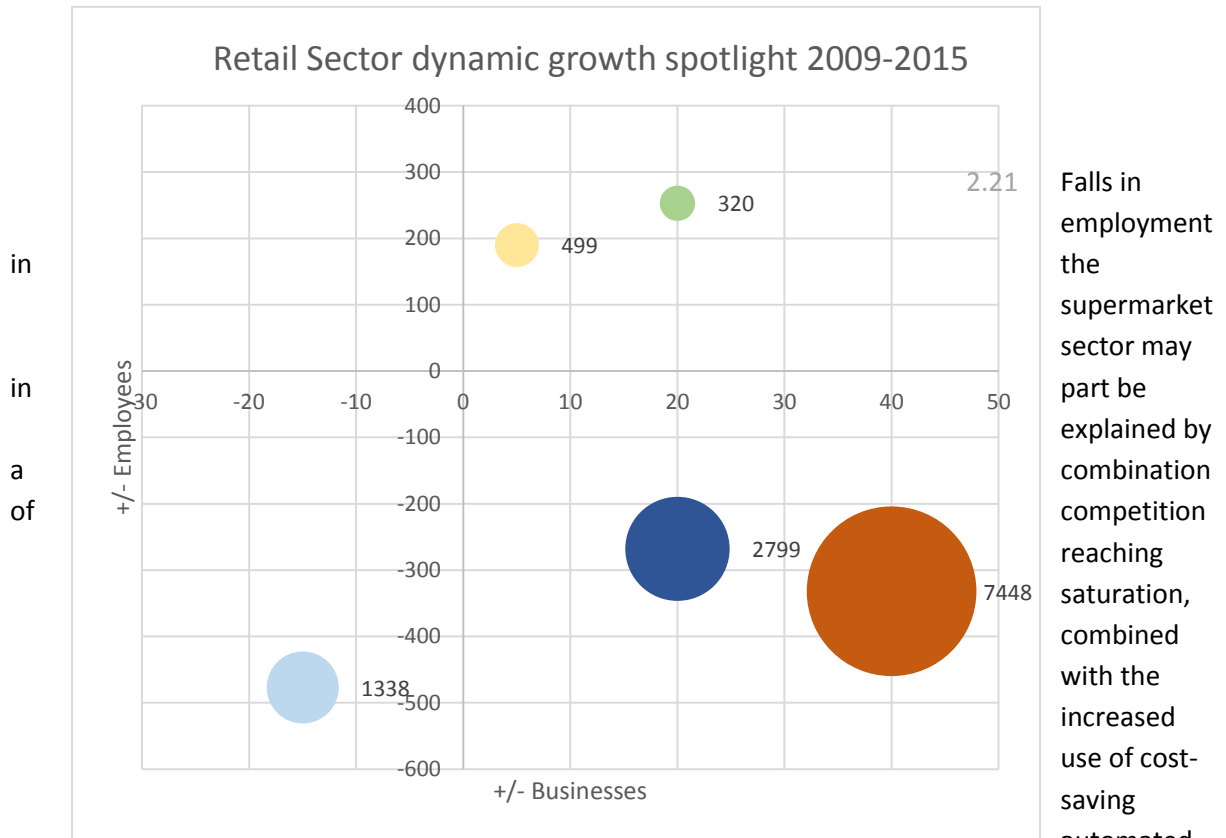
### Retail sector dynamic growth spotlight:

	Changes in the number of businesses 2009-2015	Changes in the number of employees 2009 - 2015	Total number of employees
<b>Retail Total</b>	40	-332	7448
Retail sale in non-specialised stores with food, beverages or tobacco predominating	20	-268	2799
Retail sale of clothing, footwear and other specialised goods	-15	-477	1338
Retail sale via mail order houses or via Internet	20	253	320
Specialised food retail including from stalls	5	190	499

2.18 Retail is an important contributor to the tourism offer in Southend. There were a total of 920 retail businesses in 2015. The sector experienced a growth in businesses (up from 895 in 2009) and some and negative job growth, though there was growth in jobs in retail sales via mail order houses or via the internet and in specialised food retail including from stalls.

2.19 The retail sector can be characterised as fragmenting overall, with greater numbers of businesses (+40) and fewer employees (-332).

2.20 Falls in employment are driven primarily by lower employment in some types of high street retail, and, a category which captures major supermarkets (eg: more 'local/express' style stores but with increased checkout automation).



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Falls in employment the supermarket sector may part be explained by combination competition reaching saturation, combined with the increased use of cost-saving automated self-service stations. The overall decline in high street

- Retail Total**
- Retail sale in non-specialised stores with food, beverages or tobacco predominating
- Retail sale of clothing, footwear and other specialised goods
- Retail sale via mail order houses or via Internet
- Specialised food retail including from stalls

retail however, may reflect falls in high street spending in the area, alongside associated rises in vacancy rates.

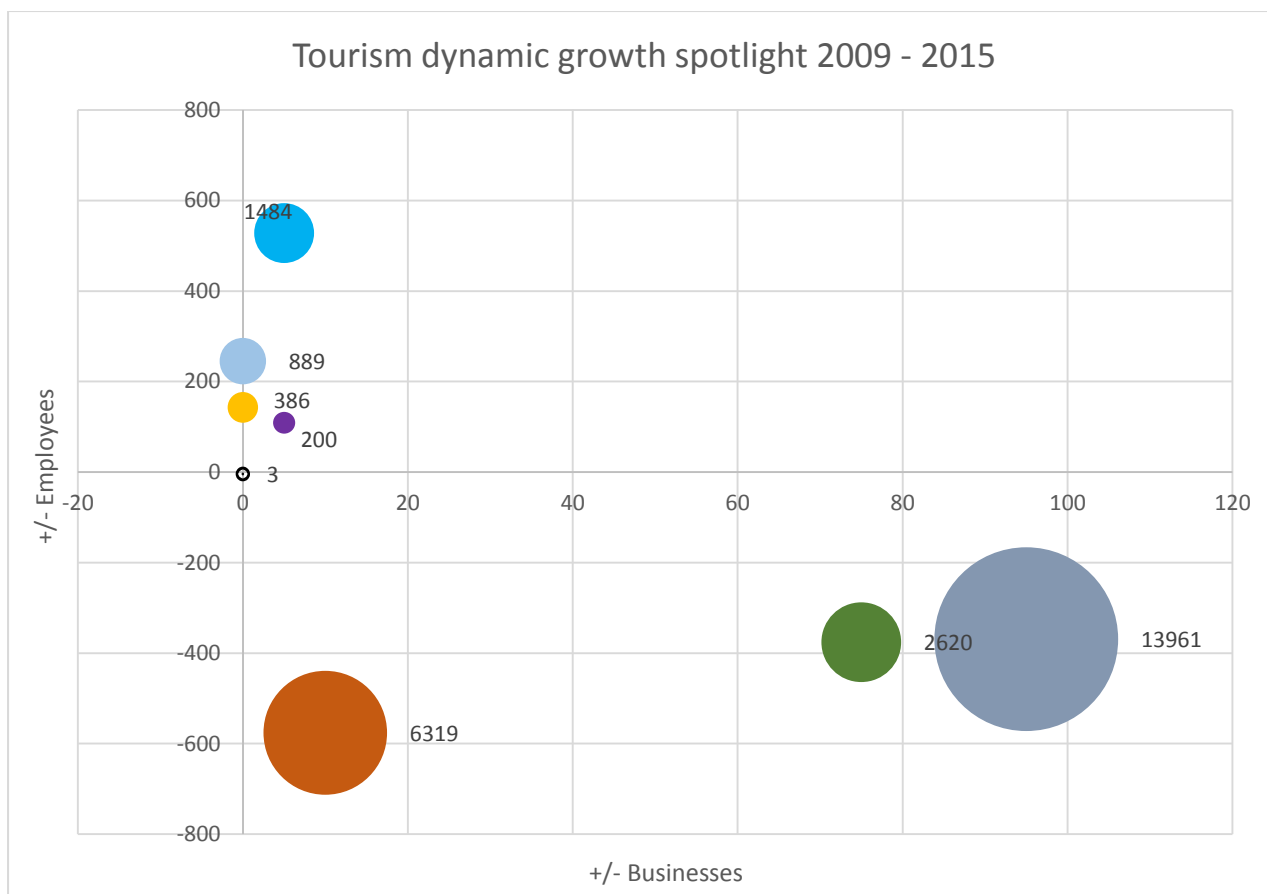
- 2.22 There are 20 new businesses (35 in 2009; 57% growth) in the online retail sub-sector, which have created 253 new jobs (377% growth in employment). This online retail sector is a dynamic growth sub-sector within retail.
- 2.23 Another dynamic growth sector within retail is the specialised sale of food – including bread, cakes, meat, fruit and vegetables from more specialised A1 food retail stores (5 new businesses, 0 in 2009, 61% employee growth).
- 2.24 Looking at tourism services, some of these trends in food related growth can also be seen in business terms, perhaps reflecting food-entrepreneurs identifying opportunities from increased supply of marketed high street units which have been vacated, also located in proximity to other (A1 retail) local food supply chain businesses.

## Tourism services dynamic sector spotlight:

	Changes in the number of businesses 2009-2015	Changes in the number of employees 2009-2015	Total number of employees
<b>Total Tourism Services</b>	95	-369	13961
931 : Sports activities	0	245	889
563 : Beverage serving activities	5	528	1484
823 : Organisation of conventions and trade shows	0	-4	3
551 : Hotels and similar accommodation	0	143	386
910 : Libraries, archives, museums and other cultural activities	5	109	200
561 : Restaurants and mobile food service activities	75	-376	2620
Retail*	10	-576	6319

- 2.25 Tourism is an important/strategic part of the Southend economy with nearly 14,000 jobs and 1,480 tourism related businesses. As with retail, the tourism services sector can be characterised as fragmenting, with greater numbers of businesses (+95) and fewer employees (-369).
- 2.26 Retail is the largest sub-element of the tourism services sector with 6,283 employees, but has been covered in the section above.
- 2.27 As a tourism service, retail does not contain some elements such as online mail order (a growth sub-sector above) and has thus lost more employees in terms of specifically tourism services elements of retail. If you remove the job losses from the retail aspect of the tourism sector, then tourism has experienced growth.
- 2.28 It is unclear whether sports activities and hotels may be consolidating, or growing.
- 2.29 The Restaurants and food service sub-sector has fragmented, with fewer employees but a healthy level of start-up activity driving business formation in the sector. Pubs and cultural activities have grown in terms of businesses and employees
- 2.30 The small, and marginally declining convention and trade show organisation sub-sector may have strategic importance in terms of its potential to leverage significant demand-side benefits to the wider tourism services sector and Southend economy overall.





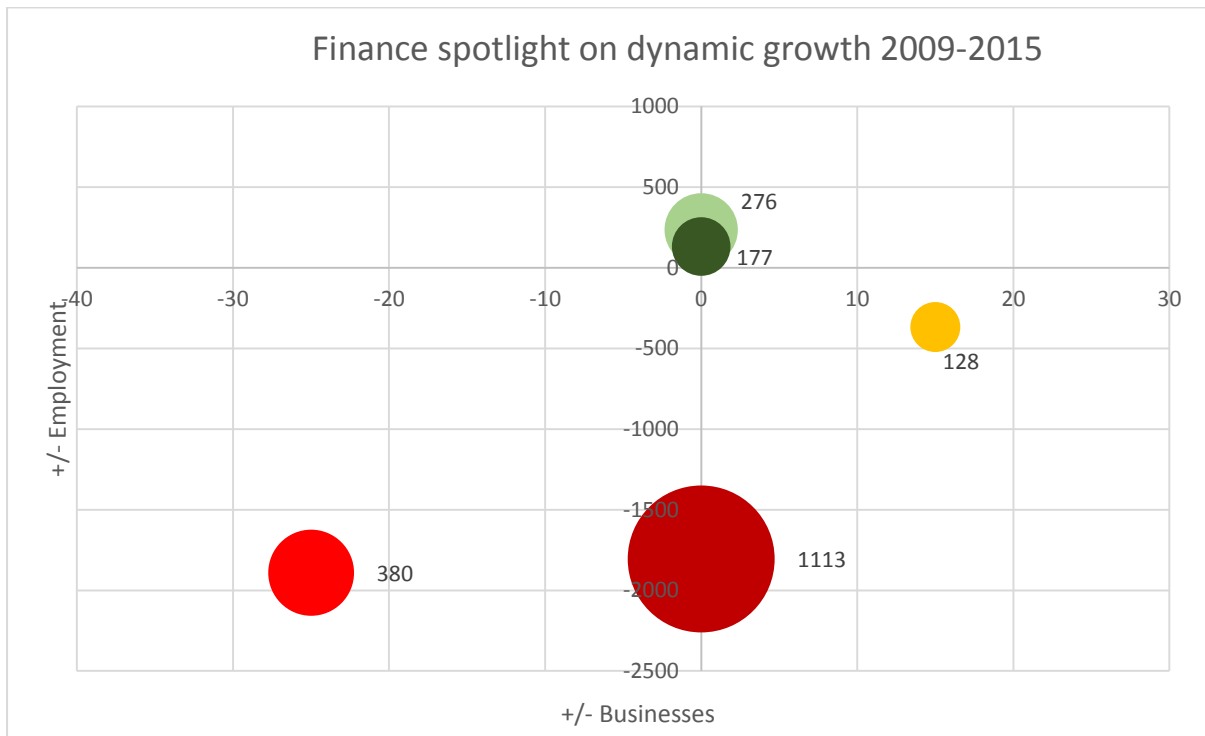
Total Tourism Services	
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561	Restaurants and mobile food service activities
	Retail*

### Finance dynamic sector growth spotlight:

	Changes in the number of businesses 2009-2015	Changes in the number of employees 2009 - 2015	Total number of employees
<b>Total Finance</b>	0	-1806	1113
64191 : Banks	-25	-1891	380
64921 : Credit granting by non-deposit taking finance houses and other specialist consumer credit grantors	0	236	276
64999 : Other financial service activities, except insurance and pension funding, (not including security dealing on own account and factoring) n.e.c.	0	131	177
66190 : Other activities auxiliary to	15	-367	128

financial services, except insurance and pension funding

- 2.31 Finance has been in decline since 2009, dominated by the decline of Banking back-office activities with a loss of 1,806 jobs since 2009.
- 2.32 Excluding Banks, the finance sector can be characterised as growing, with 25 new businesses, and employee growth of 85 over the period, though various sub-elements of the sector could be characterised as fragmenting, consolidating or growing.
- 2.33 Other auxiliary activities have seen business growth alongside a decline in employees over the period.
- 2.34 It is unclear whether credit granting, and other financial service activities may be growing or consolidating at this point.
- 2.35 With the number of businesses remaining constant overall at 150, the business base of the finance sector can be characterised as fragmenting in response to significant shifts and decline in banking.



**Total Finance**

64191 : Banks

64921 : Credit granting by non-deposit taking finance houses and other specialist consumer credit grantors

64999 : Other financial service activities, except insurance and pension funding, (not including security dealing on own account and factoring) n.e.c.

66190 : Other activities auxiliary to financial services, except insurance and pension funding

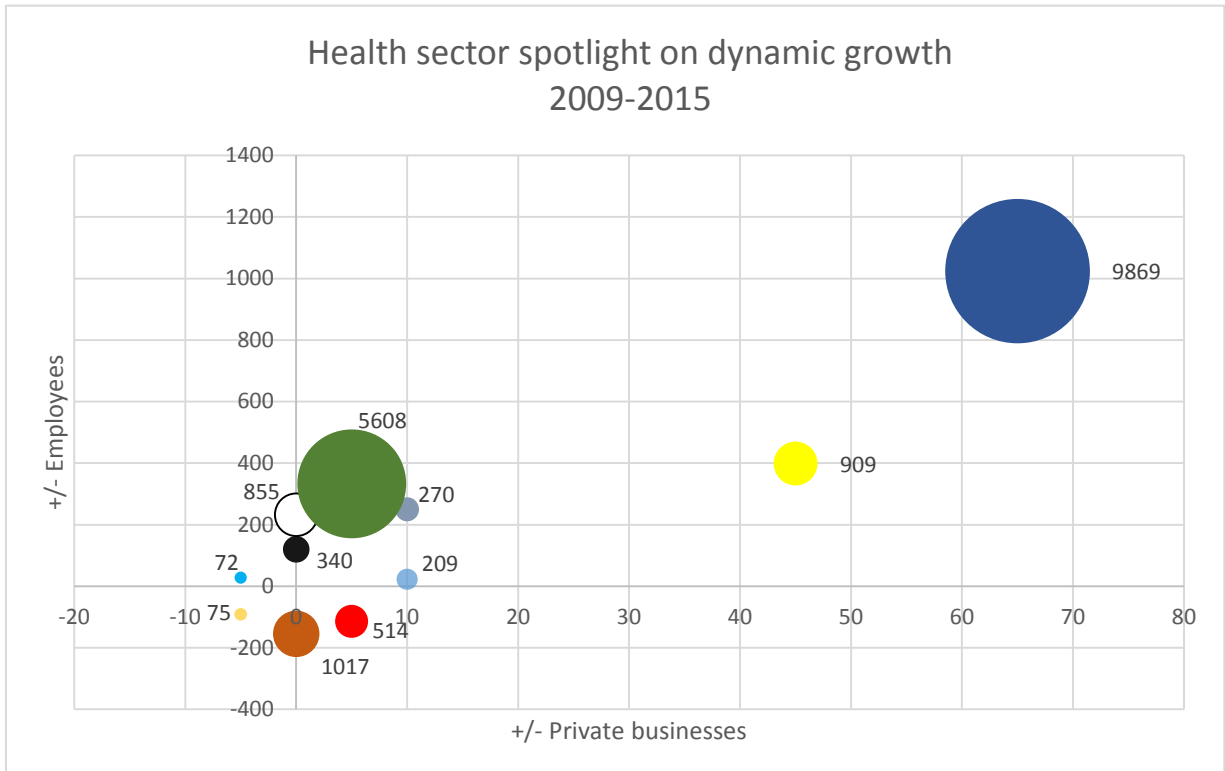
**Spotlight on the Health sector:**

Changes in the      Changes in the      Total number

	number of businesses 2009-2015	number of employees 2009-2015	of employees
<b>Health Total</b>	65	1024	9869
87900 : Other residential care activities	0	-155	1017
86210 : General medical practice activities	5	-114	514
86102 : Medical nursing home activities	-5	-91	75
86230 : Dental practice activities	10	23	209
87200 : Residential care activities for learning disabilities, mental health and substance abuse	-5	28	72
87100 : Residential nursing care activities	0	120	340
87300 : Residential care activities for the elderly and disabled	0	232	855
86220 : Specialist medical practice activities	10	250	270
86101 : Hospital activities	5	333	5608
86900 : Other human health activities	45	399	909

- 2.36 The health sector in Southend has seen the strongest level of employment growth of all major industry sectors with 295 businesses (including public sector organisations) and 9,896 employees.
- 2.37 The number of public sector health businesses has remained unchanged over the period, and other than 'hospital activities' and 'other human health activities' all other health sub-sector businesses are private (though this includes not for-profit private enterprises also).
- 2.38 The balance of total employment between the public and private sector for hospital and other human health activities is unclear, but where there have been shifts in the number of private enterprises this is likely to have contributed to changes in employment over the period.
- 2.39 The sectors driving business formation in the health sector are: other human health activities, specialist medical and dental practices, hospital activities and GP activities.
- 2.40 Residential and nursing care activities are both driving employee growth but with no net business formation.

### Health sector spotlight on dynamic growth 2009-2015



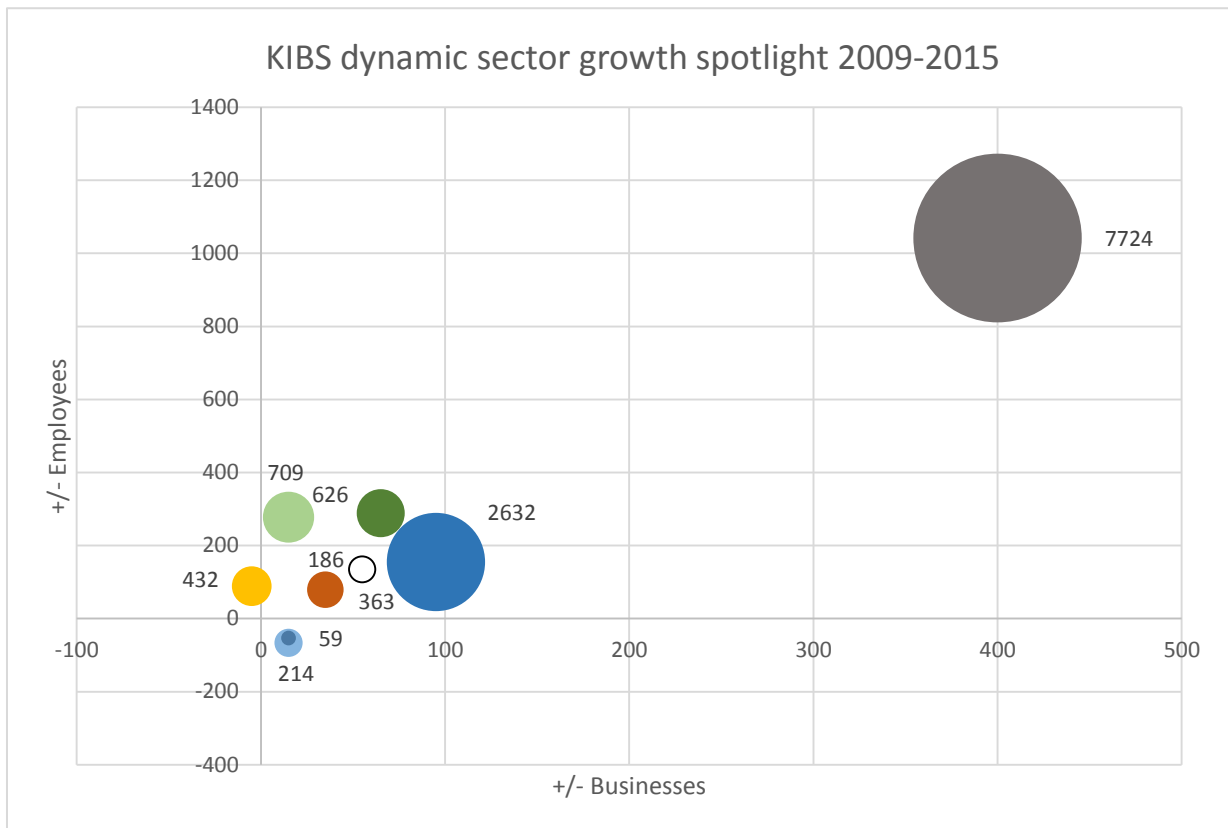
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87300 : Residential care activities for the elderly and disabled
86220 : Specialist medical practice activities
86101 : Hospital activities
86900 : Other human health activities
<b>Health Total</b>

## KIBS dynamic sector growth spotlight:

	Changes in the number of businesses 2009-2015	Changes in the number of employees 2009-2015	Total number of employees
<b>KIBS Total</b>	400	1042	7724
70229 : Management consultancy activities (other than financial management)	95	155	2632
62020 : Computer consultancy activities	65	289	626
69102 : Solicitors	-5	89	432
62012 : Business and domestic software development	55	135	186
41100 : Development of building projects	15	-66	214
73110 : Advertising agencies	15	-53	59
Engineering	35	79	363
Bookeeping, accounting and tax consultancy	15	278	709

- 2.41 Private sector Knowledge Intensive Business Services (KIBS) (excluding banking) includes elements of ICT and creative sectors such as architecture and advertising, alongside other elements of finance, engineering and professional scientific and technical services – KIBS have contributed 400 new businesses and 1,042 new employee jobs in the period 2009-2015.
- 2.42 Solicitors appear to be mildly consolidating, while development of building projects and advertising have undergone some fragmentation in the period.
- 2.43 Five other sub-elements of KIBS have displayed strong growth over the period:
- Management consultancy
  - Computer consultancy
  - Business and domestic software development
  - Engineering

- Bookkeeping, accounting and tax consultancy



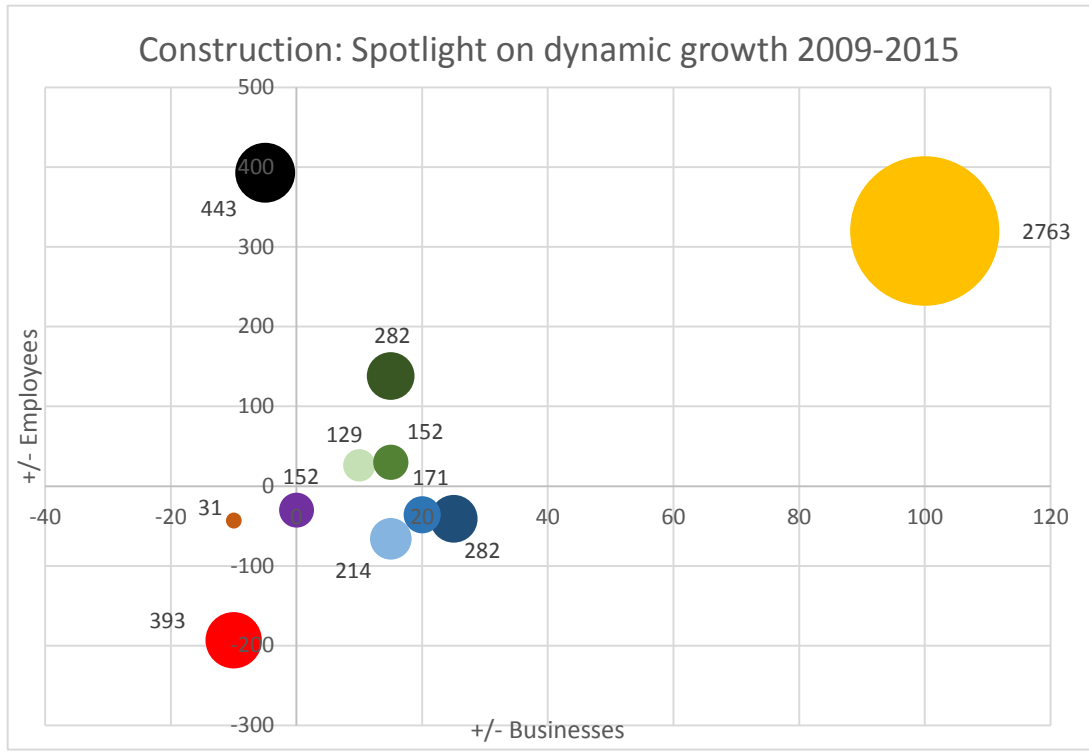
<b>KIBS Total</b>
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62012 : Business and domestic software development
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73110 : Advertising agencies
Engineering
Bookeeping, accounting and tax consultancy

## Construction Sector Spotlight on dynamic growth 2009 – 2015

	Changes in the number of businesses 2009-2015	Changes in the number of businesses 2009-2015	Total number of employees
Construction Total	100	320	2763
43210 : Electrical installation	-10	-193	393
41100 : Development of building projects	15	-66	214
43991 : Scaffold erection	-10	-43	31
43220 : Plumbing, heat and air-conditioning installation	25	-41	282
41202 : Construction of domestic buildings	20	-36	171
42210 : Construction of utility projects for fluids	0	-30	152
43390 : Other building completion and finishing	10	26	129
43320 : Joinery installation	15	30	152
43999 : Specialised construction activities (other than scaffold erection) nec	15	138	282
42990 : Construction of other civil engineering projects nec	-5	393	443
43290 : Other construction installation	10	12	94
43341 : Painting	0	18	138

- 2.44 The construction sector is a growth sector in Southend, and has added 100 business (+11.6%) and 320 employees (+13.1%) since 2009. Within this overall growth there is a variety of sub-sector trajectories, including fragmentation, consolidation and declining sub-sectors.
- 2.45 The five largest sub-sectors in terms of employment scale have all lost employees in the period, with electrical installation being the largest, and in decline, losing businesses too.
- 2.46 Development of buildings, construction of buildings and plumbing, heating and air conditioning installation appear to be a 'complementary cluster', but one which is fragmenting with increased entrepreneurship but declining employee levels.
- 2.47 Possibly linked to this, 'utility projects for fluids' is a sub-sector also losing employees.
- 2.48 'Other civil engineering' is a significantly consolidating sector losing 10% of the business base (-5) but gaining 443 employees (+886%). Overall, the sector could be considered as a fragmentation sector in the absence of this significant employment contribution.

2.49 Specialised, and 'post-construction' activities are growth sub-sectors – but it is unclear whether the position may have a cyclic relationship to the three main 'fragmenting' sectors. 'Other' 'specialised' and 'joinery' may speak to the emergence of demand for more innovative or high value techniques driven by a combination of market demand and planning requirements.



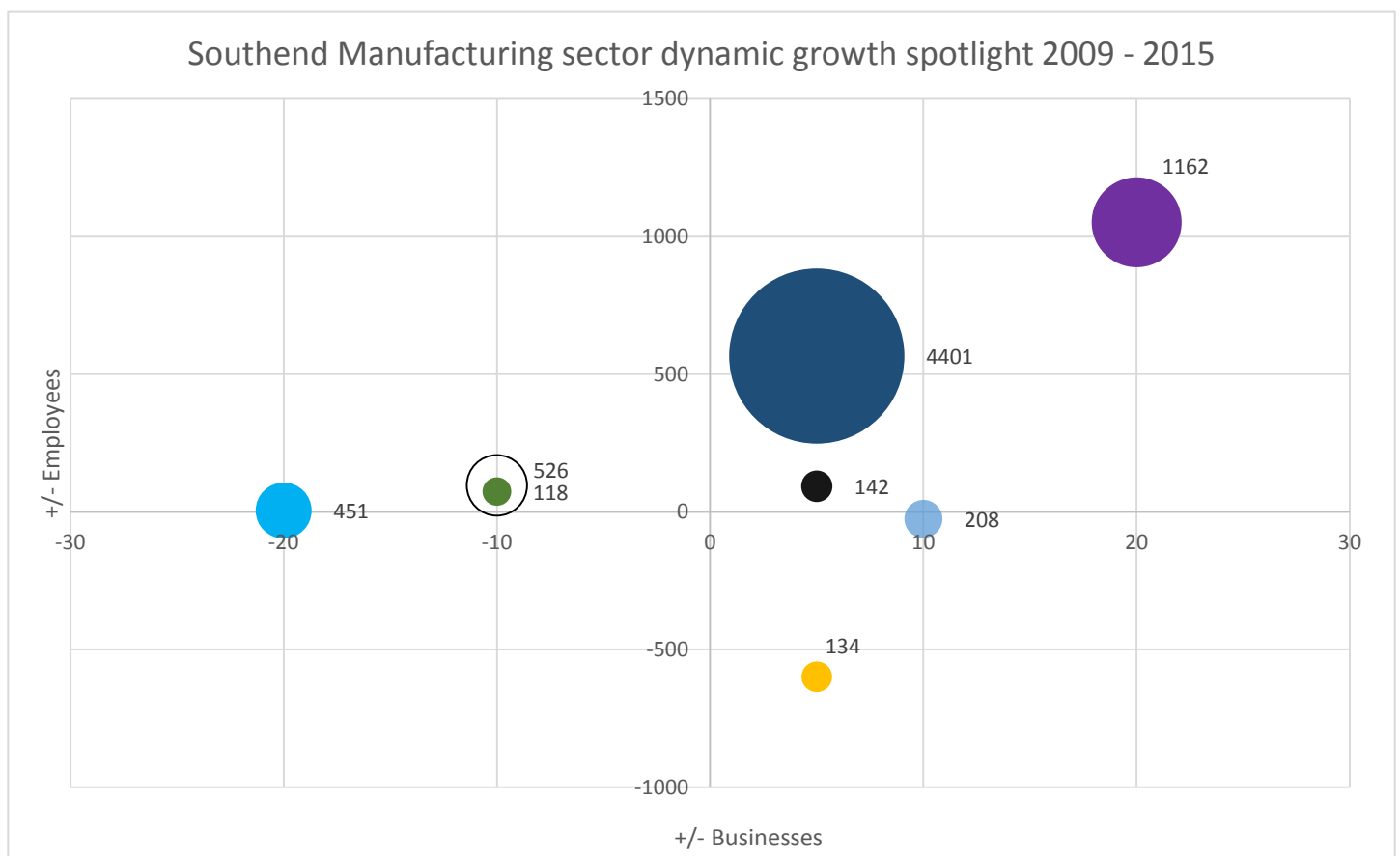
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Southend



## Manufacturing sector dynamic growth spotlight 2009 – 2015

- 2.50 The manufacturing sector overall is a growth sector within Southend, but presents a complex picture.
- 2.51 Total business growth is just +5, though net employee growth has been strong at +566.
- 2.52 High value Manufacturing (including electronics, complex machinery and equipment, vehicles, med-tech and pharma) is either fragmenting or declining, with negative employee growth.
- 2.53 One sub sector: 'repair and installation of machinery and equipment has created 1,010 new jobs (+957%). Without this sub-sector net employee growth would have been -486 for the sector overall. This sub-sector is however not directly manufacturing per-se but is a key supply chain element.



Column Total
10 : Manufacture of food products
16 : Manufacture of wood and of products of wood and cork, except furniture;manufacture of articles of straw and plaiting materials
18 : Printing and reproduction of recorded media
33 : Repair and installation of machinery and equipment
25 : Manufacture of fabricated metal products, except machinery and equipment
26 : Manufacture of computer, electronic and optical products
27 : Manufacture of electrical equipment

### Sector Spotlight summary table

2.54 Four of the nine sectors of focus can be broadly characterised as growth sectors – these are:

- Creative Industries
- Health
- Construction
- KIBS

2.55 Four of the nine sectors are ‘fragmenting’, these are:

- Aviation
- Retail
- Tourism services
- Finance (excluding banking)

2.56 Two of the nine sectors are in decline:

- Medical Technologies

<b>Consolidation Sectors 2009-2015</b>	<b>Growth Sectors 2009-2015</b>
<p>CONSOLIDATION</p>	<p>GROWTH</p> <ul style="list-style-type: none"> <li>• Creative and Cultural Industries</li> <li>• Health</li> <li>• Construction</li> <li>• Knowledge intensive business services (KIBS; excl. banking)</li> </ul>
<b>Declining Sectors 2009-2015</b>	<b>Fragmenting Sectors 2009-2015</b>
<p>DECLINE</p> <ul style="list-style-type: none"> <li>• Medical Technologies</li> <li>• Finance (Including Banking)</li> </ul>	<p>FRAGMENTATION</p> <ul style="list-style-type: none"> <li>• Aviation</li> <li>• Retail</li> <li>• Tourism Services</li> <li>• Finance (excluding banking)</li> </ul>

- Finance (including banking)

2.57 It is important to note that the job counts and growth forecasts for the sectors may contain overlap due to the classification of businesses and the nature of the sector. This is most prominent in three areas:

- Manufacturing, aviation, and medical technologies: when looking at these sectors, there is overlap in the way businesses have classified themselves which has made gauging growth in all three sectors more difficult. In addition, strategic investments further connect these sectors with two key employers (manufacturers) also being major employers in med tech and aviation.
- Retail and tourism: these sectors are interconnected and investment in one has potential to positively affect the other.
- Creative and Finance: Both sectors share a sub-sector – Knowledge intensive business services (KIBS)– businesses that are reliant on professional knowledge.

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

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