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SOUTHEND-ON-SEA BOROUGH COUNCIL

**Place Scrutiny Committee**

**Date: Monday, 9th July, 2018**

**Time: 6.30 pm**

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

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

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

**A G E N D A**

**\*\*\*\* Part 1**

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Questions from Members of the Public**
- 4 Minutes of the Meeting held on Monday, 9th April, 2018**
- 5 Monthly Performance Report - May 2018**  
Members are reminded to bring with them the most recent MPR for period end May 2018, which will be circulated next week.

Comments/questions should be made at the appropriate Scrutiny Committee relevant to the subject matter.

**\*\*\*\* ITEMS CALLED-IN/REFERRED DIRECT FROM CABINET –  
Tuesday, 19th June 2018**

- 6 Southend Development Plan Review: Comprising South Essex Joint Strategic Plan and Southend New Local Plan**  
**Minute 44** (Cabinet Book 1, Agenda Item No. 5)  
Called in by Councillors Gilbert and Jones
- 7 Annual Report and 2017/18 Year End Performance Report**  
**Minute 46** (Cabinet Book 1, Agenda Item No. 7)  
Called in by Councillors Jones and Dent
- 8 Air Quality**  
**Minute 49** (Cabinet Book 1, Agenda Item 10)  
Called in by Councillors Jones, Mulroney, Wexham, Willis, Woodley and Terry
- 9 Ambition Southend: Skills and Labour Market Strategy**  
**Minute 50** (Cabinet Book 2, Agenda Item No. 11)  
Called in by Councillors Jones and Dent

- 10      Wheeled Sports Facility**  
**Minute 52** (Cabinet Book 2, Agenda Item No. 13)  
Called in by Councillors Nevin and Jones

**\*\*\*\*      ITEMS CALLED-IN FROM THE FORWARD PLAN**

None

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

None

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

- 11      In-depth Scrutiny Project Draft Report - Maximising the Use of  
Technology through the Smart City and Digital Futures Agenda**  
Report of Chief Executive
- 12      In-depth Scrutiny Projects and Summary of Work**  
Report of Chief Executive
- 13      Minutes of the Meeting of the Chairmen's Scrutiny Forum held on  
Monday, 11th June 2018**  
Minutes attached

**TO:    The Chairman & Members of the Place Scrutiny Committee**

Councillor K Robinson (Chair),  
Councillors M Terry (Vice-Chair), A Bright, K Buck, D Burzotta, T Byford, A Chalk,  
M Davidson, M Dent, N Folkard, D Garston, A Jones, D McGlone, D Nelson, N Ward,  
P Wexham and C Willis

# **SOUTHEND-ON-SEA BOROUGH COUNCIL**

## **Meeting of Place Scrutiny Committee**

**Date: Monday, 9th April, 2018**  
**Place: Committee Room 1 - Civic Suite**

**4**

**Present:** Councillor K Robinson (Chair)  
Councillors P Wexham (Vice-Chair), B Ayling\*, H Boyd, A Bright,  
D Burzotta, T Callaghan, N Folkard, J Garston, S Habermel, D Jarvis,  
D Kenyon, H McDonald, D McGlone, J Moyies, J Ware-Lane and  
R Woodley\*  
\*Substitute in accordance with Council Procedure Rule 31.

**In Attendance:** Councillors T Cox, M Flewitt and A Holland (Executive Councillors)  
Councillor C Mulroney  
A Lewis, E Cooney, N Corrigan, Mr M Gatrell, P Geraghty,  
C Robinson, A Keating, M Smith and T Row

**Start/End Time:** 6.30 p.m. - 8.00 p.m.

### **878 Apologies for Absence**

Apologies for absence were received from Councillors Terry (substitute: Councillor Ayling) and Ward (substitute: Councillor Woodley).

### **879 Declarations of Interest**

The following interests were declared at the meeting:

- (a) Councillors Cox, Flewitt, Holland and Lamb (Executive Councillors) – Disqualifying non-pecuniary 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 Bright – Agenda Item No. 8 (Shoreline Strategy) – Non-pecuniary interest: Employer is the Minister for flooding at DEFRA;
- (c) Councillor Cox – Agenda Item No. 7 (Fire Safety Report) – Non-pecuniary interest: Part of the response in conjunction with his employer (London Borough of Barking and Dagenham to Grenfell Tower);
- (d) Councillor Flewitt – Agenda Item No. 7 (Fire Safety Report) – Non-pecuniary interest: Friends and family are tenants of South Essex Homes;
- (e) Councillor J Garston – Agenda Item No. 7 (Fire Safety Report) – Non-pecuniary interest: Family member lives in one of the properties mentioned;
- (f) Councillor Habermel – Agenda Item Nos. 9 (Sex Establishment Premises) and 11 (Massage and Special Treatment) – Non-pecuniary interest: Vice-Chair of Licensing Sub Committee C and Member of the Licensing Committee;

(g) Councillor McDonald – Agenda Item No. 9 (Sex Establishment Premises) – Non-pecuniary interest: Employed by a charity who also support women in the sex industry; Trustee of Essex Feminist Collective who campaign against sex industry; On the management committee of Nordic Model Now! Who campaign for changes to the law around prostitution and the sex industry; and women's officer for UNISON Essex and on UNISON's regional women's committee which both campaign against the sex industry;

(h) Councillor McGlone – Agenda Item Nos. 9 (Sex Establishment Premises) and 11 (Massage and Special Treatment) – Non-pecuniary interest: Vice-Chair of Licensing Committee; and

(i) Councillor Woodley – Agenda Item No. 12 (Objections to Traffic Regulation Orders – Tyrone Road and Fermoy Road) – Non-pecuniary interest: Lives in Tyrone Road.

#### **880 Questions from Members of the Public**

The Executive Councillor for Culture, Tourism and the Economy and the Executive Councillor for Transport, Waste & Regulatory Services responded to written questions from Mr Webb.

Written responses from the Executive Councillor for Housing, Planning and Sustainability responded to two written questions from Mr Grubb were noted and will be sent to them as they were not present at the meeting.

#### **881 Minutes of the Meeting held on Monday, 29th January 2018**

Resolved:-

That the Minutes of the Meeting held on Monday 29<sup>th</sup> January 2018 be received, confirmed as a correct record and signed.

#### **882 Minutes of the Special Meeting held on Wednesday, 14th February 2018**

Resolved:-

That the Minutes of the special meeting held on Wednesday, 14<sup>th</sup> February 2018 be received, confirmed as a correct record and signed.

#### **883 Monthly Performance Report**

The Committee considered Minute 820 of Cabinet held on 13<sup>th</sup> March 2018 together with the Monthly Performance Report (MPR) covering the period to end February 2018, which had been circulated recently.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.



## **884 Fire Safety Report**

The Committee considered Minute 819 of Cabinet held on 13<sup>th</sup> March 2018, which had been called-in for scrutiny, together with the report of the Deputy Chief Executive (Place) setting out the interim results of the Council's Fire Safety Review, which was established following the Grenfell Tower fire on the 14th June 2017.

A list of all the properties that had been contacted regarding fire safety in tall buildings owned both in the private and public sectors was circulated at the meeting for Members' information. In response to questions regarding the properties, the Deputy Chief Executive (Place) requested that, if any Member was aware of any tall building that was not included on the list to forward the details to him.

Resolved:-

That the following decisions of Cabinet be noted:

"1. That the work undertaken by the Council and South Essex Homes in respect to Fire Safety, be noted and endorsed.

2. That a further update be submitted to a future meeting of the Cabinet."

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

## **885 Shoreline Strategy**

The Committee considered Minute 822 of Cabinet held on 13th March 2018, which had been called-in for scrutiny, together with the report of the Deputy Chief Executive (Place) presenting the draft Southend Shoreline Strategy.

Resolved:-

That the following decisions of Cabinet be noted

"1. That the Southend Shoreline Strategy document for managing the Borough's coastal defences into the future, subject to approval by the Environment Agency, be adopted.

2. That the Deputy Chief Executive (Place), in consultation with the Executive Councillor for Transport, Waste and Regulatory Services, be authorised to approve the final strategy, following Environment Agency approval.

3. That it be noted that the total value of the Strategy at £410m (Present Value £134m) over a 100 year period, of which part will need to be funded from the Council's Capital Programme whilst other funding may include Flood Defence Grant-in-Aid and other external sources.

4. That the Strategy will be supported by an appropriate governance process, as set out in Paragraph 6 of the submitted report.

5. That the submission of the Strategy to the EA Large Project Review Group (LPRG) in June 2018, be approved.”

Note: This is an Executive function  
Executive Councillor: Cox

#### **886 Sex Establishment Premises**

The Committee considered Minute 823 of Cabinet held on 13th March 2018, which had been called-in for scrutiny, together with the report of the Deputy Chief Executive (Place) setting out a Sex Establishments draft Statement of Licensing Policy as a basis for formal consultation.

Resolved:-

That the following recommendation of Cabinet be noted:

“That the draft Statement of Licensing Policy set out in Appendix 1 to the submitted report be approved for consultation.”

Note: This is a Council function  
Executive Councillor: Cox

#### **887 Forum 2**

The Committee considered Minute 824 of Cabinet held on 13th March 2018, which had been called-in for scrutiny, together with the report of the Deputy Chief Executive (Place) setting out the core accommodation requirements for the development of Forum 2, which the Council is taking forward in partnership with South Essex College and provided an update on the South East Local Enterprise Partnership (SELEP) funding bid to support the scheme.

In response to a question regarding the length of the proposed lease of the Forum 2 building, the Deputy Chief Executive (Place) undertook to provide a written response after the meeting.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the content of the Design Brief for Forum 2, including the initial statement of the Council’s requirements in respect to gallery spaces and a digital workspace hub, be approved.

2. That the current budgetary position in relation to the development of Forum 2, including the partners’ progress in securing funding from the South East Local Enterprise Partnership Local Growth Fund, alongside the proposed completion date and programme for delivery, be noted.

3. That the proposed procurement route and the project governance arrangements, including the establishment of a joint Council/College Sponsoring Group and Project Board, be approved.

4. That the Deputy Chief Executive (Place) be approved as the Project Executive and, in consultation with the Executive Councillor for Culture, Tourism and the Economy, be given delegated authority to appoint the Main Design Team and Cost Consultant to progress the design from RIBA Stage 2 (Concept Design) through to RIBA Stage 7 (In Use).”

Note: This is an Executive function  
Executive Councillor: Holland

## **888      Message and Special Treatment**

The Committee considered Minute 825 of Cabinet held on 13th March 2018, which had been called-in for scrutiny, together with the report of the Deputy Chief Executive (Place) updating the standard conditions used to grant and renew the licences for persons carrying on establishments for massage or special treatments under the Essex Act 1987 and proposing the adoption of best practice Codes of Practice specific to the different treatments being offered.

Resolved:-

That the following recommendations of Cabinet be noted:

“1. That the Council specifies in each Massage or Special Treatment Licence the updated Conditions and the Codes of Practice relevant to each type of operation. In doing so, the Council is thereby approving the appropriate Code of Practice for each type of licence.

2. That the Codes of Practice continue to be updated in line with best practice and emerging new treatments.”

Note: This is a Council function  
Executive Councillor: Cox

## **889      Objections to Traffic Regulation Orders**

The Committee considered Minute 806 of Cabinet Committee held on 8th March 2018, which had been called-in for scrutiny, together with the report of the Deputy Chief Executive (Place) that appraised Members of the representations that had been received in response to the statutory consultation for proposed Traffic Regulation Orders in respect of various proposals within the Borough.

Resolved:-

1. That Minute 806 in respect of the proposed introduction of junction protection only as set out in the Southend-on-Sea Borough Council (Various Roads) (Stopping, Waiting, Loading and Unloading Prohibitions and Restrictions, Parking Places and Permit Parking Zones)(Consolidation) Order 2016 (Amendment No. 1) Order 2017 be referred back to Cabinet Committee for reconsideration.

2. That, with the exclusion of the items listed in resolution 1 above Minute 806 in respect of the following decisions of Cabinet Committee be noted:

“1. That no further action be taken in respect of the Southend-on-Sea Borough Council (Various Roads) (Stopping, Waiting, Loading and Unloading Prohibitions and Restrictions, Parking Places and Permit Parking Zones)(Consolidation) Order 2016 (Amendment No. 1) Order 2017.

2. That no further action be taken in respect of the Southend-on-Sea Borough Council (Various Roads) (Consolidation of Moving Traffic and Speed Limit) Order 2006 (as amended) (Amendment No 2) Order 2018.

3. That the Deputy Chief Executive (Place) be authorised to confirm the Southend-on-Sea Borough Council (Various Roads) (Stopping, Waiting, Loading and Unloading Prohibitions and Restrictions, Parking Places and Permit Parking Zones)(Consolidation) Order 2016 (Amendment No. 3) Order 2018 as advertised, subject to the following amendments so as to reduce the effect of the Order:

(a) Rayleigh Road – remove proposed waiting restrictions on the north side from its junction with Eastwood Park Drive westwards to approximately the western boundary of No. 274 Rayleigh Road; and

(b) The Rodings – reduce the length of proposed waiting restrictions on the west side from its junction with Rayleigh Road to the entrance of the No 15 The Rodings

4. That the Deputy Chief Executive (Place) be authorised to confirm the Borough of Southend-on-Sea (Off-Street Parking Places) Consolidation Order 2005 (As amended) (Amendment No. 1) Order 2018 as advertised.”

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

#### **890 In-depth Scrutiny Project - Maximising the Use of Technology**

The Committee received an oral update on the progress that had been made in respect of the agreed in-depth Scrutiny study: Maximising the use of technology through the Smart Cities and Digital Futures agendas.

Resolved:-

That the update be noted.

Note:- This is a Scrutiny Function.

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

# Southend-on-Sea Borough Council

Agenda  
Item No.  
**6**

## Report of Deputy Chief Executive (Place)

To  
**Cabinet**  
On  
**19<sup>th</sup> June 2018**

Report prepared by: Mark Sheppard

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**Southend Development Plan Review: Comprising South Essex Joint Strategic Plan  
and Southend New Local Plan  
Place Scrutiny Committee  
Cabinet Member: Councillor Courtenay  
*A Part 1 Public Agenda Item***

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

- 1.1 To outline the proposed changes to national planning policy and note the government intervention letters sent to Basildon Borough, Brentwood Borough and Castle Point Borough Councils.
- 1.2 To seek Member endorsement for a new approach to reviewing the Development Plan for Southend-on-Sea, including the preparation of a South Essex Joint Strategic Plan (JSP) in partnership with other South Essex local authorities and Essex County Council to provide a statutory framework to guide the preparation of South Essex local plans including a new local plan for Southend, the Southend New Local Plan (SNLP), and related documents. Once adopted the plans would supersede a number of existing Southend development plan documents.
- 1.3 As part of the preparation of a South Essex Joint Strategic Plan (JSP) seek Member agreement of:
  - a Memorandum of Understanding;
  - the draft plan timetable;
  - a Statement of Common Ground; and
  - a Joint Statement of Community Involvement for a six week consultation period, subject to the Association of South Essex Local Authorities agreement.
- 1.4 To provide an update on the preparation of the Southend New Local Plan and seek Member agreement to:
  - a draft timetable for preparation;
  - a Southend Statement of Community Involvement for a six week consultation period as appropriate, and

- the production of a number of key evidence base documents to support the preparation of the local plan.
- 1.5 To seek Member agreement to delegate authority to the Deputy Chief Executive (Place) in consultation with the Executive Councillor for Growth to agree a draft South Essex Joint Strategic Plan and Southend New Local Plan for preparatory consultation and amend the Local Development Scheme and Statement of Common Ground as appropriate to ensure the JSP and Southend New Local Plan timetable for preparation remains up-to-date.
- 1.6 To agree the necessary funding required for this proposal.

## **2. Recommendations**

- 2.1 That Members agree the preparation of a South Essex Joint Strategic Plan (JSP) and the Southend New Local Plan (SNLP) to provide a positive planning framework to manage and guide regeneration and development in the sub-region and Southend over a twenty year period.
- 2.2 That as part of the preparation of a South Essex Joint Strategic Plan Members agree:
- a JSP Memorandum of Understanding ([Appendix 1](#));
  - the JSP preparation timetable ([Appendix 3](#));
  - a Statement of Common Ground ([Appendix 2](#)); and
  - a Joint Statement of Community Involvement ([Appendix 4](#)) for a six week consultation period, subject to agreement of the Association of South Essex Local Authorities.
- 2.3 That as part of the preparation of a Southend New Local Plan Members agree:
- the Local Plan preparation timetable ([Appendix 3](#));
  - the Southend Statement of Community Involvement for a six week consultation period, as appropriate ([Appendix 5](#)); and
  - the production of a number of key evidence base documents to support the preparation of the local plan.
- 2.4 Members note that the JSP and Southend New Local Plan will replace, once adopted, existing Southend Development Plan Documents and other associated documents.
- 2.5 That Members agree to delegate authority to the Deputy Chief Executive (Place) in consultation with the Executive Councillor for Growth (and any other relevant Executive Councillor) to agree and make amendments to the items described in paragraph 2.2 and 2.3 above, namely: JSP Memorandum of Understanding ([Appendix 1](#)); JSP and SNLP preparation timetables ([Appendix 3](#)); Statement of Common Ground ([Appendix 2](#)); Joint Statement of Community Involvement ([Appendix 4](#)); and Southend Statement of Community Involvement ([Appendix 5](#)).

- 2.6 That Members agree to delegate authority to the Deputy Chief Executive (Place) in consultation with the Executive Councillor for Growth, in conjunction with the Local Development Framework Working Party, to agree and consult on preparatory drafts of the JSP and Southend New Local Plan and associated documentation under Regulation 18 of the Town and Country Planning (Local Planning) (England) 2012.
- 2.7 That Members agree to delegate authority to the Deputy Chief Executive (Place) in consultation with the Executive Councillor for Growth to amend the Local Development Scheme ([Appendix 3](#)) to ensure the described key milestones of the JSP and Southend New Local Plan preparation remain up-to-date.
- 2.8 That Members agree to delegate authority to the Deputy Chief Executive (Place) in consultation with the Executive Councillor for Growth to agree updates to the South Essex Statement of Common Ground ([Appendix 2](#)).
- 2.9 Members note that the total funding required for this project is £1.466million as per Appendix 7, and agree that the funding of £341,000 in 2018/19 be met from the Business Transformation Reserve. Members also to note that the remaining funding required of £1.125million be considered as part of the 2019/20 budget setting.

### **3. Background**

#### ***The Importance of Updating the Development Plan***

- 3.1 The delivery of a new updated Development Plan represents a significant investment by the Borough Council in creating a better Southend by providing a coherent long-term framework to manage development in a way that is sustainable and seeks to meet local housing needs, improve job opportunities, enhance health and well-being, improve transport provision and infrastructure, and protect and enhance the natural and built environment.
- 3.2 The current adopted planning policy documents which make up the local development plan for Southend only have three years to run covering the period to 2021. These adopted plans do not reflect a number of recent Government policy initiatives, particularly the drive to deliver greater numbers of new housing to meet current and future local needs, or take into account more recent changing economic and social circumstances. In addition, proposed changes to national planning policy seek to introduce a number of significant changes to development plan preparation. There is therefore an urgent need to update the current development plan for Southend and to plan for a longer time frame to effectively meet the future needs of the Borough over the next twenty years.
- 3.3 There is also an urgent need to plan strategically across the South Essex sub region to ensure that individual local authority local plan preparation provides a 'joined-up', co-ordinated approach to delivering future needs and meets the 'duty to cooperate' requirements of legislation. The current adopted strategic

plan for Southend, the Core Strategy (2007), was prepared within the framework provided by the East of England Regional Plan. The East of England Regional Plan was abolished by the Government in 2013.

- 3.4 A new strategic plan for South Essex and local plan for Southend will need to embrace a number of significant challenges facing the area including meeting future housing and employment needs, making sure the necessary infrastructure is put in place to support such provision and protecting the local environment and heritage of the area.

### ***National Planning Policy Review***

- 3.5 A new draft National Planning Policy Framework (NPPF) and associated background papers were published by the Government for comment until 10<sup>th</sup> May 2018. Subject to consultation responses the Government plans to issue a revised National Planning Policy Framework (NPPF) in late 2018. Unlike previous revisions to national planning policy the revised consultation draft proposes a number of significant changes. A detailed report on the full implications of the draft consultation will be reported to Members in due course. The SO46 response is attached for information (see **Appendix 6**).
- 3.6 Of particular note, Chapter 5 of the new draft NPPF deals with the delivery of new homes. It requires an assessment of minimum housing need to be prepared using the new nationally prescribed approach in Planning Practice Guidance. For Southend this equates to 1,114 dwellings per annum. This represents a significant uplift in annual housing provision compared to past development rates. Only about a third of this total annual provision has been built each year since 2001 in Southend (in line with Core Strategy targets), the majority of this development taking place on previously developed land within the existing urban area.
- 3.7 The proposed new guidance also requires any unmet need within neighbouring areas to be taken into account. A five year housing land supply report should be prepared and agreed on an annual basis supported by an annual Housing Delivery Test. Where a five year supply is not in evidence, planning policies for the delivery of housing will not be considered to be up-to-date.
- 3.8 The proposed NPPF continues to advocate a plan led system, outlining that it is essential that plans are in place and kept up to date to articulate a vision for each area and addressing needs and opportunities in relation to housing, the economy, community facilities and infrastructure as well as a basis for safeguarding the environment, adapting to climate change and securing good design.
- 3.9 The Government is keen to ensure that every local authority has an up-to-date development plan and have incentivised their preparation by ensuring they are a prerequisite for successful infrastructure bids. The Government is also prepared to intervene where local authorities are not making sufficient progress and they have written to 15 authorities on this basis, including



Basildon, Brentwood and Castle Point. Of these South Essex authorities, only Castle Point has been advised that the Government will intervene and an option of Essex County Council preparing the local plan for Castle Point on their behalf has been set out.

- 3.10 While the importance of having an up-to-date Development Plan in place has continued, there has been a change in emphasis on the importance of planning at a wider strategic level and discharging the Duty-to-Cooperate more positively and effectively. The proposed NPPF outlines that Development Plans must address strategic cross-boundary priorities, which may be produced either individually or by working together with others in the form of a joint plan. New tests of soundness are proposed for examining Development Plans incorporating a requirement that the strategy proposed is appropriate and that it is informed by agreements with other authorities.
- 3.11 The Government also propose that a Statement of Common Ground is maintained between local authorities as a written record of the progress made during the process of planning for strategic matters across local authority boundaries.

#### 4. New Planning Policy Approach

- 4.1 The six South Essex authorities (Basildon Borough, Brentwood Borough, Castle Point Borough, Rochford District, Southend Borough and Thurrock Borough Councils) together with Essex County Council have been proactive in regards to establishing the *Association of South Essex Local Authorities (ASELA)* to facilitate on-going discussions on strategic matters and to provide strong leadership that is managed on a collaborative basis. A Memorandum of Understanding (MOU) has been agreed by the authorities to facilitate joint working as part of ASELA and a separate Memorandum of Understanding is proposed specifically for the preparation of the JSP - see **Appendix 1**.
- 4.2 The South Essex local authorities recognise that the long term healthy and sustainable growth in South Essex can only be delivered through a strategic solution. Table 1 outlines the proposed approach in providing a suite of planning policy documents to manage and co-ordinate development across South Essex. Both the JSP and Southend New Local Plan will cover a twenty year period.

**Table 1: Proposed South Essex Planning Portfolio**

<p style="text-align: center;"><b>South Essex Planning Portfolio 2018</b> (Managed through a Statement of Common Ground/ MOU)</p>
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South Essex Joint Strategic Plan (JSP)	Local Policies (LPs)	Implementation plan
High level planning framework for 'local plans' setting out the overarching spatial strategy, housing target and distribution, strategic employment areas, key transport and other infrastructure priorities, strategic Development Opportunity Areas.	Local plans providing more locally specific policies and managing areas of change.  Local Plans will be prepared alongside the JSP but will need to be reviewed at key stages to ensure alignment.	Will support the delivery of the planning portfolio (JSP and LPS). Approach to be determined.

- 4.3 The South Essex authorities will maintain a Statement of Common Ground, - see **Appendix 2** - which will provide a written record of progress made on preparing the South Essex Planning Portfolio, including, the key strategic matters being addressed, the governance arrangements for the cooperation process and where agreements have been reached by the authorities incorporating those in relation to the distribution of housing need.
- 4.4 In accordance with statutory provisions the JSP and Southend New Local Plan will be prepared in iterative stages, each stage being subject to public consultation. The plans will then be subject to examination before an independent Planning Inspector to ensure they are consistent with national policy, are positively prepared and are effective and justified, being supported by a robust evidence base.
- 4.5 Appropriate and proportionate evidence is essential for producing sound development plans and national planning policy guidance sets out the types of evidence that may be required. To facilitate the preparation of the JSP and Southend New Local Plan a number of topic based reports have been prepared or are in the course of preparation. To date these have included a Strategic Housing Marketing Assessment, Economic Development Needs Assessment, Retail Study and Recreational Needs Assessment.
- 4.6 The JSP and Southend New Local Plan will in combination provide an up-to-date development plan. Without this the Council will have very little influence over the location and type of new development, the provision of supporting infrastructure, and may be liable to government intervention. It is therefore essential that the two plans are prepared to provide a positive planning framework to manage and guide regeneration and development in the sub-region and Southend over a twenty year period.
- 4.7 To facilitate the preparation of the JSP the South Essex authorities have secured £871,000 from the Ministry of Housing, Communities and Local Government Joint Working Fund. A further £127,000 has been secured from the Ministry of Housing, Communities and Local Government Innovation Fund to assist consultation and web-based design for the Southend New Local Plan.

### ***South Essex Joint Strategic Plan (JSP)***

- 4.8 The preparation of a South Essex Joint Strategic Plan (JSP) is required to ensure that strategic matters can be planned and co-ordinated effectively across South Essex, therefore ensuring compliance with the proposed NPPF, including changes to the test of soundness for examining development plan documents.
- 4.9 The JSP will be a formal statutory Development Plan Document, providing the strategic planning framework for the six Local Planning Authority areas. Essex County Council will assist with preparing the JSP. The JSP will contain strategic allocations and policies, including an overall spatial strategy and amount of housing, employment and supporting infrastructure to be provided across South Essex and for each local authority.
- 4.10 Preparation of the JSP will be managed through a Project Delivery Board and Members Steering Group that will report to ASELA, which in turn will make recommendations to each constituent local authority.
- 4.11 A draft timetable to guide the preparation of the JSP and a joint statement of community involvement to engage and facilitate public consultation on the various stages of plan preparation in accordance with statutory requirements is set out in **Appendices 3 and 4**.

### ***Southend New Local Plan (SNLP)***

- 4.12 The Southend New Local Plan will be prepared in conformity with the JSP overarching policy framework, providing more detailed local development plan policies for guiding and assessing future planning applications within the Borough of Southend. The Plan will articulate and seek to deliver a long term vision for Southend, having regard to Southend 2050, which will assist in aligning and reflecting other Council and stakeholder strategies and investment plans, helping to facilitate confidence in the market and assist with infrastructure bids.
- 4.13 The need for additional development plan documents to supplement the SNLP will be kept under review. For instance, additional plans can be used to set out more detailed policies for managing growth for specific areas or types of development where appropriate. The current adopted joint area action plan for London Southend Airport and its Environs (JAAP 2015), prepared jointly with Rochford District Council, may need to be updated and reviewed as a separate document as the land straddles the authorities administrative boundaries. The recently adopted Essex and Southend Joint Waste Local Plan (2017) will also be subject to its own separate review.
- 4.14 A draft timetable to guide the preparation of the Southend New Local Plan and a statement of community involvement to engage and facilitate public consultation on the various stages of plan preparation in accordance with statutory requirements is set out in **Appendices 3 and 5**.

## **5. Other Options**

- 5.1 A failure to undertake preparation of a strategic plan for South Essex and a new local plan for Southend would result in the Council becoming increasingly unable to positively influence the scale, nature and location of change. This would lead to the potential increase in the risk of “planning by appeal” with the responsibility for decision making in effect being passed from the Council and the local community to both the Planning Inspectorate and the Secretary of State. It would also be likely that the Council would incur increasing costs in attempting to defend refusals of planning permission based on increasingly outdated development plans and related evidence base.
- 5.2 The preparation of a South Essex Joint Strategic Plan, Southend new Local Plan, and associated documents, provides the most effective option that would allow for the proper consideration of a range of spatial options and policies which address more recent changes in national planning policy, including the need to identify land to meet future housing and employment land requirements.

## **6. Reason for Recommendation**

- 6.1 To ensure the expeditious production of a Joint Strategic Plan for South Essex and a New Local Plan for Southend and associated evidence base to manage and guide future growth and development in the South Essex sub-region and Southend in a positive and timely manner, where the Council has control of decision making in the public interest as representatives of the local community.

## **7. Corporate Implications**

### ***Contributions to the Council's Vision & Corporate Priorities***

- 7.1 The successful delivery of the Joint Spatial Plan for South Essex and Southend New Local Plan will contribute to the fulfilment of a number of spatial elements of the Council's vision and priorities, for example, meeting local housing needs, improving transport provision and infrastructure, improving economic prosperity, and protecting and enhancing the natural and built environment.
- 7.2 The Southend New Local Plan will also provide the opportunity to build upon Southend 2050 and help define a new vision for Southend Borough going forward in consultation with the local community and key stakeholders.

### ***Financial Implications***

- 7.3 Financial and human resource input is necessary to fulfil the requirements of all statutory stages in the preparation and delivery of the JSP and Southend New Local Plan. It should be noted that taking a development plan document through to adoption does have significant financial implications owing to the statutory process which has to be adhered to.

- 7.4 **Appendix 7** sets out the finance required to deliver a Southend New Local Plan and contribution to the South Essex JSP, which totals £1.466million. It is recommended that the 2018/19 funding requirement of £341,000 be met from the Business Transformation Reserve. The remaining funding of £1.125million (19/20 - £585k, 20/21 - £410k and 21/22 - £130k) be considered as part of the 2019/20 budget setting. It is proposed that budget underspend is allowed to be carried over to subsequent years and will be reviewed annually. If further development plan documents are required in addition to the JSP and SNLP, additional finance is likely to be required.

### ***Legal Implications***

- 7.5 To meet its objectively assessed housing need each local authority must engage with adjoining local authorities under the Duty to Co-operate provisions set out in the Localism Act. It places a legal duty on local planning authorities to engage constructively, actively and on an on-going basis to maximise the effectiveness of development plan preparation in the context of strategic cross boundary matters.
- 7.6 Local planning authorities should make every effort to secure the necessary cooperation on strategic cross boundary matters before they submit their Local Plans for examination. Local planning authorities must demonstrate how they have complied with the duty at the independent examination of their Local Plans. If a local planning authority cannot demonstrate that it has complied with the duty then the Local Plan will not be able to proceed further in examination.
- 7.7 Local planning authorities will need to satisfy themselves about whether they have complied with the duty. As part of their consideration, local planning authorities will need to bear in mind that the cooperation should produce effective and deliverable policies on strategic cross boundary matters. The status of a Local Plan is prescribed in Section 38(6) of the Planning and Compulsory Purchase Act 2004, which gives primacy to the development plan. It states: "if regard is to be had to the development plan for the purpose of any determination to be made under the planning Acts the determination must be made in accordance with the plan unless material considerations indicate otherwise." As such, having an up to date Local Plan in place allows the local authority to plan positively and direct development to those sites and locations that are in accordance with the Councils Strategy for regeneration and growth. It will provide the authority with the framework to robustly defend planning decisions at appeal.

### ***People Implications***

- 7.8 Significant staff resources from the Strategic Planning Team will be required in order to contribute to the preparation of the South Essex Joint Strategic Plan as a joint partner and to produce the Southend New Local Plan. This will particularly be the case as much of the two plans preparation work will be running in tandem. Support from the Department of Place Business Support Unit will be required, particularly with regards to the public consultation

process. Support will also be required from the IT department in relation to the preparation of updated/revised web site provision for the two plans.

- 7.9 As the two plans are cross-cutting in their coverage inputs from a number of other Council departments will be required particularly in relation to transport, housing, employment, tourism, recreation, health and well-being, nature conservation and corporate strategy and communication.
- 7.10 If further development plan documents are required in addition to the JSP and SNLP then extra staff resources may be required.

### ***Property Implications***

- 7.11 A South Essex Joint Strategic Plan and New Local Plan for Southend will provide allocations and planning policy for all land in the Borough, including Council owned assets.

### ***Consultation***

- 7.12 One of the key elements of the local planning system is the recognition of the need for the earliest and fullest community involvement in the preparation of new planning documents. The South Essex Joint Strategic Plan and New Local Plan for Southend will be subject to statutory consultation under the 2012 Regulations. In addition they will be subject to an examination in public held by an independent government appointment planning inspector to consider whether the plans are 'sound' and may be put forward for adoption.
- 7.13 The consultation process for the South Essex Joint Spatial Plan will be carried out in accordance with the Statement of Community Involvement Statement (see **Appendix 4**) as agreed by all the South Essex partner authorities. The Southend New Local Plan public consultation process will be in accordance with the Council's Local Statement of Community Involvement (see **Appendix 5**).
- 7.14 Recommendation 2.6 of this report seeks delegated authority to agree preparatory versions of both the JSP and Southend New Local Plan for statutory public consultation. This will be in conjunction with the Local Development Framework Working Party, which has cross party representation. Further member involvement and views will be sought in combination with public consultation.

### ***Equalities and Diversity Implications***

- 7.15 An equalities impact assessment will be produced for the South Essex Joint Spatial Plan and Southend New Local Plan. The public consultation will give the opportunity for different sections of the community to input into the plan making process.

### ***Risk Assessment***

- 7.16 The plan preparation timetables for the South Essex Joint Spatial Plan and Southend New Local Plan are challenging. Significant staff resources within the Strategic Planning Team will be required in order to take forward the plans through their various statutory stages including the examination stages at inquiry before an independent inspector.
- 7.17 If these plans were not to be published and taken forward to adoption, the absence of the planning policies may result in inappropriate development taking place within and adjoining the local authority area to the detriment of the local environment and supporting infrastructure. In addition there would be no policy to manage strategically the development of key sites and infrastructure, as well as having adopted planning policy to help secure Government funding particularly in relation to securing significant improvements to infrastructure provision.

### ***Value for Money***

- 7.18 There will be significant beneficial impacts on value for money by carrying out the work proposed using in-house resources wherever possible. This will have considerable benefits in terms of building in-house experience and expertise for officers, as well as utilising local knowledge and experience within the Strategic Planning team which would not be gained otherwise. It will also provide adopted planning policies which will enable applications for funding from Government and other sources to be promoted to help deliver much needed infrastructure in the South Essex sub-region and Southend Borough.

### ***Community Safety Implications***

- 7.19 The South Essex Joint Strategic Plan and Southend New Local Plan will seek to improve the natural and built environment (including designing out crime in development and the public realm) thereby contributing towards improving community safety.

### ***Environmental Impact - Sustainability Appraisal***

- 7.20 All iterations of the South Essex Joint Strategic Plan and Southend New Local Plan will require a Sustainability Appraisal to be undertaken. The Sustainability Appraisal is an assessment of the potential significant social, environmental and economic impacts of development. It forms an integral part of the plan making process. It ensures that all policies and proposals are prepared with a view to contributing to the achievement of sustainable development. The appraisals will be used to assist decision-making and identification of the most sustainable policies to take forward

### ***Environmental Impact - Habitats' Regulations Screening Report***

- 7.21 Southend-on-Sea and the surrounding districts are home to a number of important designated sites for nature conservation. Habitats screening is an assessment of the potential significant effects of a policy on European Sites designated for their nature conservation importance. These include Special

Areas of Conservation, Special Protection Areas, and international Ramsar sites. As part of the preparation of the South Essex Joint Strategic Plan and Southend New Local Plan each policy included in the plans will need to be assessed for any significant impacts on sites designated of nature conservation value. Policy should only be approved after determining that it will not adversely affect the integrity of such sites.

## **8. Background Papers**

- 8.1 The Town and Country Planning (Local Development) (England) Regulations 2012
- 8.2 Planning and Compulsory Purchase Act 2004
- 8.3 Revised Draft National Planning Policy Framework (NPPF) (along with an accompanying draft Planning Practice Guidance (PPG) for viability and a Housing Delivery Test) - Ministry of Housing, Communities and Local Government March 2018
- 8.4 Local Plan Intervention: Letters to Councils - Ministry of Housing, Communities and Local Government. Published 23 March 2018
- 8.5 Monies secured by South Essex authorities from Ministry of Housing, Communities and Local Government Joint Working Fund - £871,000
- 8.6 Monies secured by Southend Borough Council from Ministry of Housing, Communities and Local Government Innovation Fund - £127,000
- 8.8 Southend on Sea Statement of Community Involvement 2013
- 8.9 Southend on Sea Core Strategy (2007)
- 8.10 Development Management Document (2015)
- 8.11 London Southend Airport and Environs Joint Area Action Plan (JAAP 2015)
- 8.12 Southend Central Area Action Plan (SCAAP 2018)
- 8.13 Essex and Southend Waste Local Plan (2017)
- 8.14 Association of South Essex Local Authorities Memorandum of Understanding

## **9. Appendices**

**Appendix 1:** South Essex Joint Strategic Plan – Memorandum of Understanding (MOU 2018)

**Appendix 2:** South Essex Joint Spatial Plan Statement of Common Ground (2018)



**Appendix 3:** Local Development Scheme (2018) – covering South Essex Joint Spatial Plan Draft Timetable and Southend New Local Plan Draft Timetable

**Appendix 4:** South Essex Joint Spatial Plan – Joint Statement of Community Involvement (2018)

**Appendix 5:** Southend New Local Plan – Statement of Community Involvement (2018)

**Appendix 6:** Revised Draft National Planning Policy Framework Consultation - SO46 Response

**Appendix 7:** Southend Development Plan Proposed Budget.

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## **APPENDIX 1**

# **STRATEGIC PLANNING IN SOUTH ESSEX**

## **Memorandum of Understanding**

between

Basildon Borough Council

Brentwood Borough Council

Castle Point Borough Council

Essex County Council

Rochford District Council

Southend on Sea Borough Council

Thurrock Borough Council

This Memorandum of Understanding (MoU) sets out how cooperation between the six local planning authorities in South Essex and Essex County Council will be managed in respect to strategic planning issues.

The Localism Act 2011 places a Duty to Cooperate on local planning authorities and county councils<sup>1</sup> (amongst other public sector organisations), requiring them to engage constructively, actively and on an on-going basis in the preparation of plans where this involves strategic matters. Local planning authorities will be tested in relation to legal compliance with the Duty at examination, as well as whether strategic cooperation has resulted in a ‘sound’ and robust approach to delivering strategic objectives.

The Neighbourhood Planning Act 2017<sup>2</sup> requires local planning authorities to “identify the strategic priorities for the development and use of land in the authorities’ area and set out policies to address those priorities in the development plan documents, taken as a whole. This clause was included to allow greater flexibility in the way that local planning authorities prepare local planning documents, and specifically to support the preparation of ‘strategic’ local plans, whether prepared individually or jointly with neighbouring authorities. However, several recent announcements from Government on proposed planning reforms indicate strongly that the Government’s preferred approach is for strategic priorities to be managed on a joint basis across housing market areas through the use of joint strategic plans.

Building on the existing strong foundations of cooperation developed through the Duty to Cooperate, and within the wider context of the South Essex 2050 Ambition, the Local Authorities have agreed to move to a more formal approach to strategic planning. This will be developed through a ‘portfolio’ of plans, with a Joint Strategic Plan (JSP) setting out strategic spatial and

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<sup>1</sup> Localism Act 2011, Section 110.

<sup>2</sup> Neighbourhood Planning Act Part 1, Section 8

infrastructure priorities that are considered to be of mutual benefit, prepared alongside a suite of 'local delivery plans' to manage delivery within each of the local planning areas.

Work on the JSP will be steered within the governance structure of the Association of South Essex Local Authorities (ASELA) to ensure that it aligns with other strategic priorities. Although the JSP will be prepared on the basis of collaboration through ASELA, formal decisions on the JSP at key stages in its preparation (identified in each local planning authorities' Local Development Scheme) will be taken by the individual local planning authorities which will continue to retain the statutory local planning duty (as set out in the 2004 Planning and Compulsory Purchase Act and the 2017 Neighbourhood Planning Act).

A Statement of Common Ground will be prepared by ASELA, setting out the process and timetable for the plan, what local delivery plans will be needed (and how current local plans will be managed through the transition process), governance and working arrangements, and the key evidence needed to support the plan. Although the focus will be strategic development (housing and economic development) and infrastructure, other strategic priorities may be included where they are required to support delivery of the South Essex 2050 Ambition. The Statement will be reviewed on an ongoing basis and updated as and when needed. This will form key evidence to support the JSP and individual 'Local Development Plans' and should therefore be made available on each of the partner authority's websites.

In preparing the JSP, all ASELA partners agree to:

- Engage constructively, actively and on an on-going basis in relation to strategic planning matters under the Duty to Cooperate;
- Ensure a broad and consistent approach to strategic planning and development issues in the South Essex Area;
- Support better alignment between strategic planning, infrastructure and investment priorities in South Essex;
- Adhere to the governance structure of ASELA and ensure that activities are delivered and actions are taken as required;
- Be accountable for ensuring that the role and responsibilities as agreed in the Statement of Common Ground are adhered to;
- Be open and communicate about concerns, issues and opportunities in respect of collaboration and joint working;
- Act in a timely manner, recognising the time critical nature of consultations, technical projects and plan preparation;
- Adhere to statutory requirements. Comply with applicable laws and standards, data protection and freedom of information requirements;
- Encourage, develop and share best practice in strategic planning matters;
- Ensure adequate resources and staffing are in place to undertake effective collaboration and joint working (resources to be agreed through ASELA).

#### **Area Covered**

For the purposes of this MoU the geographic area of South Essex applies to the administrative areas of Basildon Borough, Brentwood Borough, Castle Point Borough, Rochford District, Southend on Sea Borough and Thurrock Borough Councils.

#### **Status**

This MoU cannot override the statutory duties and powers of the parties and is not enforceable by law. However, the parties agree to the principles set out in this MoU.

This MoU is not a development plan, nor a legally binding document, but will be used in the consideration of how the South Essex Local Authorities have jointly approached strategic planning issues and legal compliance with the Duty to Cooperate.

This MoU may be supported by other documentation, and other subject specific MoUs, which set out in more detail how the parties will work together to tackle more detailed matters with respect to strategic planning in South Essex.

It is accepted that an individual party or group of parties that are signatories to this MoU may also be signatories to other MoUs between themselves, or with other parties outside South Essex in respect of the Duty to Cooperate.

**Key outputs of this MoU are:**

- A Joint Strategic Plan setting out strategic spatial and infrastructure priorities across South Essex;
- A Delivery Strategy setting out how the strategic policy framework of the JSP will be delivered, accompanied by a risk assessment and risk management plan;
- A Statement of Common Ground setting out how a JSP will be delivered, what the evidence base is, including identification of various development needs;
- A Joint Strategic Plan Monitoring Report, prepared annually to chart and monitor delivery of the JSP.

**Governance, Roles and Responsibilities**

Preparation of the Joint Strategic Plan and associated Delivery Strategy will be steered under the governance arrangements of the Association of South Essex Local Authorities. Formal decisions on the plan at key stages (to be set out in individual Local Development Schemes) will be taken by individual Local Planning Authorities on the advice and recommendations of ASELA.

A Members Steering Group will be accountable for the preparation of the JSP, supported by an officer Project Delivery Board. The Steering Group will comprise political representatives from each of the ASELA partners (to be appointed by individual authorities) and the Lead ASELA Member for strategic planning. The officers group will comprise the Heads of Service (or equivalent) from each of the partner authorities, and the ASELA Lead Chief Executive for strategic planning.

'Task and finish' groups will be used to develop specific topics to support the JSP, to be identified by the Steering Group, as and when needed.

Terms of Reference for all groups will be established, setting out the roles, responsibilities and administration. These will be agreed by ASELA and reviewed annually to ensure they remain relevant.

Local authorities should ensure that adequate resources are provided in order to undertake the joint work programme as set out in the Statement of Common Ground. Additional resources may be provided by other relevant bodies, as agreed to undertake specified tasks under the work programme.

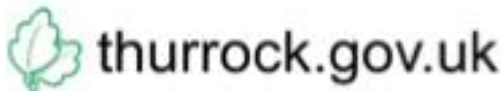
## **Risk Management**

The South Essex Authorities are committed to meeting the full nationally set local housing need across the sub-region. This will be managed on a strategic basis with the distribution across the LPAs reflecting the shared spatial strategy and priorities. Although preparation of the JSP will be steered through ASELA, decision-making will remain the responsibility of the individual local authorities. It is recognised that there are risks associated with this therefore a full risk assessment has been prepared and set out in the Statement of Common Ground and will be monitored on a regular basis, with any concerns raised through the JSP governance structures.

## **Review of the MoU**

This MoU is effective from the date it is signed by the Chief Executive and Leaders of all parties. It will be reviewed as and when indicated through the Statement of Common Ground.

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## **South Essex Joint Strategic Plan**

# **STATEMENT OF COMMON GROUND**

**June 2018**

## 1. Introduction

1.1 In February 2017, the Government introduced the proposition that all Local Planning Authorities (LPAs) be required to prepare a ‘Statement of Common Ground’ (SCG) to help manage strategic planning matters across local authority areas and strengthen the Duty to Cooperate<sup>1</sup>. Further details of this proposal were set out in the consultation document, published in September 2017<sup>2</sup> and are now formally included in the draft revised National Planning Policy Framework (NPPF) and National Planning Policy Guidance (NPPG).<sup>3</sup> The Government’s objectives of the proposal are to:

- *increase certainty and transparency, earlier on in the plan-making process, on where effective co-operation is and is not happening;*
- *encourage all local planning authorities, regardless of their stage in plan-making, to co-operate effectively and seek agreement on strategic cross-boundary issues, including planning for the wider area’s housing need; and*
- *help local planning authorities demonstrate evidence of co-operation by setting clearer and more consistent expectations as to how co-operation in plan-making should be approached and documented.*

1.2 The requirement for a SCG will operate in tandem with two new proposed ‘tests of soundness’. These will be used at local plan examinations to ensure that there is not only a proactive and positive approach to strategic planning matters across housing market areas (as currently required by the Duty to Cooperate), but that there is a clear (and agreed) approach to how these will be delivered in all relevant local plans. The new tests will come into effect when the final version of the revised NPPF is published (currently anticipated by end of July 2018) and as currently proposed would require plans to be:

- a) *informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development;*
- b) *based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground.*

1.3 The South Essex LPAs of Basildon, Brentwood, Castle Point, Rochford, Southend-on-Sea and Thurrock, together with Essex County Council, have agreed to prepare a new Joint Strategic Plan (JSP) for the area. Although the SCG will be prepared to support the Duty to Cooperate as required by national policy, it will also set out the project management arrangements for the JSP. This is an iterative process, however, and this first stage SCG is being used by the Authorities as a ‘pre-commencement’ document for the JSP.

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<sup>1</sup> Housing White Paper - <https://www.gov.uk/government/publications/fixing-our-broken-housing-market> - Paragraph 1.9

<sup>2</sup> Planning for the right homes in the right places - <https://www.gov.uk/government/consultations/planning-for-the-right-homes-in-the-right-places-consultation-proposals> - Paragraphs 56 to 87

<sup>3</sup> A revised (draft) version of NPPF was published on the 5 March - <https://www.gov.uk/government/consultations/draft-revised-national-planning-policy-framework>



- 1.4 The SCG will be agreed and signed by all seven partner authorities by the end of July 2018, initiating the formal process for preparing the JSP. At this point, individual LPAs will update their Local Development Schemes (LDS) to reflect the new portfolio approach to plan-making across the sub-region.

## **2. South Essex - the Place**

- 2.1 South Essex covers the local planning areas of Basildon, Brentwood, Castle Point, Rochford, Southend-on-Sea and Thurrock. It is strategically located on the edge of London and is well connected with several strategic roads linking communities within and outside South Essex. It is also an important national and international gateway, with three major ports on the Thames Estuary and London Southend Airport.

**Figure 1: Map of South Essex**

[insert map showing SE within wider 'regional' context]

- 2.2 Its close proximity to London and its position on the Thames Estuary are major factors behind the historical growth of South Essex and these will continue to be major influences on its future growth and wider relationship with the rest of Essex. However, these locational advantages need to be managed effectively to ensure that the benefits and future opportunities arising from these advantages can be realised.
- 2.3 The growth offer in South Essex is therefore potentially significant, but there are a number of challenges in making sure that growth is healthy, inclusive and sustainable over the long term:
- Major investment in transport and other infrastructure is required if South Essex is to play its full role in delivering high quality growth which is befitting of its location neighbouring a World City;
  - Weaknesses in business growth, the skills needed to maximise the opportunities provided by the diverse economic base and the entrepreneurial spirit of South Essex residents will need to be addressed;
  - Whilst the quality of life for many is high, there are significant inequalities within some communities, and as such growth must be inclusive;
  - There is space to grow across South Essex but there are challenges around ensuring this happens in a way that enhances the environmental offer, particularly in terms of green space, air quality and impact on climate change.
- 2.4 These challenges are common across the sub-region and require strategic solutions but there are also more locally specific issues being addressed by individual councils through their own place-shaping role. Therefore a combination of strategic and local approaches is needed to ensure that South Essex is an area that is inclusive, economically successful, dynamic and environmentally sustainable.

### 3. South Essex District by District

#### 3.1 **Basildon**

Basildon Borough lies 30 miles east of the City of London covering an area of approximately 10,900 hectares and is home to 185,000 people and an economic base for over 90,000 jobs. The Borough's main urban areas are the New Town of Basildon (which includes Laindon and Pitsea), Billericay and Wickford. 63% of land is designated Metropolitan Green Belt outside these areas.

3.2 The Council has identified specific ambitions which the Borough's Local Plan and JSP will contribute to delivering by helping to create well planned, attractive communities that are linked to services and job opportunities. Working with other South Essex Authorities, the Council's ambitions are to:

- support the educational and skill improvement of local people to ensure they can benefit more inclusively from growth, whilst helping them realise their potential;
- support the expansion and regeneration of sustainable economic and commercial growth centres, supported by a locally available and skilled workforce;
- plan for sustainable housing growth, supported by appropriate infrastructure, delivered in a timely fashion;
- provide greater influence on planning and infrastructure decisions, whilst acting as a combined voice to attract investment from the Government and the private sector to deliver sustainable growth;
- support the improvement of residents' health and wellbeing by conserving important natural and historic areas and planning for green infrastructure, health and cultural facilities alongside growth;
- plan for new and enhanced green spaces, protect and enhance wildlife, biodiversity, geodiversity, local landscape and priority habitats, and ensure a safer natural environment.

#### 3.3 **Brentwood**

Brentwood Borough is characterised by its village character, a "Borough of Villages" surrounding Brentwood market town at its heart, covering 15,100 hectares and home to 80,000 people. 89% of the Borough is designated Metropolitan Green Belt. Brentwood is ideally placed with high connectivity to London and wider transport networks, plus excellent access to surrounding countryside.

3.4 This 'best of both worlds' results in attractive places to live and work, and brings high land values. The proximity of the Borough to London means high levels of out-commuting, but the quality of local schools and other services attracts a high level of in-commuting too. There are however limited brownfield opportunities to accommodate increasing development needs. The Borough is further constrained in terms of its infrastructure and local services which are both at capacity. Balancing growth needs with the aim to maintain and enhance local character is therefore challenging.

### 3.5 **Castle Point**

Castle Point is a relatively small local authority area just 4,500 hectares in size, with a population of 88,000 people. It sits at the heart of the South Essex sub-region on the northern bank of the Thames Estuary between the larger settlements of Basildon and Southend. It is these larger settlements, along with London, on which Castle Point relies for its employment, services and leisure opportunities. The key planning issues comprise:

- the challenge of meeting housing need in a borough of significant Green Belt and other environmental constraints and where land availability is confined to small scale infill sites in the built-up area;
- the need to improve infrastructure to address congestion, historic underinvestment and provide capacity for growth;

### 3.6 **Rochford**

Located on a peninsula between the River Thames to the south, the River Crouch to the north and the North Sea to the east, Rochford is a district rich in heritage and natural beauty covering an area of 16,800 hectares. The majority of the district's 85,000 residents are located in the more accessible western extent within the towns of Rayleigh, Hockley and Rochford. Smaller villages and hamlets are dispersed across the eastern, less accessible parts of the district.

3.7 Development opportunities within the existing urban areas to provide local jobs and homes are limited by a lack of suitable brownfield sites. Outside the urban areas, over 12,400 hectares is designated Metropolitan Green Belt; considerable parts of the district are also subject to other environmental constraints given its coastal nature.

3.8 The district's economic strengths lie primarily in its entrepreneurial character, with an abundance of successful small and medium sized businesses, coupled with the presence of London Southend Airport, a regionally important asset, which has led to the development of a new high-quality business park in the district. The district is accessible from London but challenges remain in terms of road and rail capacity providing adequate east to west, and north to south connectivity.

### 3.9 **Southend-on-Sea**

Southend-on-Sea is the eastern-most extremity of South Essex lying on the northern side of the Thames Estuary at the point where it meets the North Sea. It has a linear form lying along the coast, and is bordered to the north by Rochford and to the west by Castle Point.

3.10 Southend is a sub-regional centre for employment and retail provision in South Essex as well as a major tourist resort and leisure destination with over six million visitors a year. With a population of 179,800 in an area of approximately 4,100 hectares, Southend is a densely populated urban Borough with nine mainline railway stations and the international London Southend Airport. The predominant land use in Southend is residential, interspersed with mature parks and seven miles of foreshore fronting the Thames estuary to the south and east. Southend has four areas of metropolitan green belt within its administrative boundary,

all of which form a small part of the extensive Green Belt separating settlements within South Essex.

- 3.11 Southend Borough Council's corporate vision is 'Creating a better Southend' and the Council is progressing its vision for 'Southend 2050'. The Southend Core Strategy (2007), along with the Council's other Development Plan Documents, has been instrumental to date in delivering a step change in regeneration and growth within the Borough. The Council's vision for Southend and Southend 2050 aim to:

- maximise opportunities for sustainable housing growth, supported by appropriate infrastructure, in a Borough with limited land availability;
- deliver sustainable, economic growth, providing employment opportunities within the Borough and supporting the growth of London Southend Airport;
- promote and enhance the tourism, cultural and leisure offer, including visitor accommodation, and having regard to the assets offered by the area in order to attract greater visitor numbers and promote more overnight and longer stays.
- secure improvements to infrastructure capacity to address congestion, historic underinvestment and to provide capacity for growth;
- ensure residents have access to high quality education to enable them to be lifelong learners and have fulfilling employment;
- create sustainable communities that contribute to the health and well-being of residents, including planning for health, community and cultural facilities, as well as new and enhanced areas of green and open space;
- conserve and enhancing the historic environment and natural environment, including the biodiversity assets of the foreshore;
- support the growth and regeneration of the town, district and local centres to serve the local and sub-regional population.

### 3.12 ***Thurrock***

Occupying 18 miles of riverfront and covering 16,300 hectares, Thurrock is situated on the northern side of the River Thames, 20 miles from central London. With a population of 157,000 which is forecast to rise to 200,000 by 2037, Thurrock comprises a diverse range of urban, rural and riverside environments, with over 65% of the Borough is designated as Metropolitan Green Belt. Much of the riverside area within Thurrock is urbanised with a mixture of residential, industrial, and port related development at the western and eastern ends of the Borough. Thurrock is made up of a number of settlements including Grays, Stanford/Corringham, South Ockendon and Tilbury together with a number of villages in the Green Belt.

- 3.13 The main employment sectors in the Borough are transport and logistics, port functions and retail. The strength of these sectors reflects Thurrock's key locational advantages, which include its close proximity to London and international gateways which make it an attractive proposition for inward investment. A testament to this is the increasing levels of private sector investment which has/will be generated by proposed or committed development at Purfleet, Lakeside, the Port of Tilbury, the new London Gateway super-port and Thames Enterprise Park.

- 3.14 Key place-shaping ambitions of the Council are to:

- Reduce inequalities and improve the attractiveness of the Borough as a place to live, work, visit and invest in.
- Deliver sustainable economic growth by meeting the land and property needs of business and Thurrock's major employers.
- Increase the scale and rate of housing delivery to meet the housing needs of all sections of the community.
- Maintain vibrant, prosperous and competitive town centres.
- Delivering the strategic and local infrastructure improvements required to support growth and the regeneration and health and well-being of local communities.
- Improve accessibility and encouraging sustainable travel.
- Maintain and protect the distinctive character and setting of the Borough and its historic built and natural assets.
- Protect and respect the key role of the River Thames as an economic, recreational and environmental asset.
- Address climate change and poor air quality.

#### **4. Essex County Council's role in the Partnership**

4.1 Essex County Council (ECC) is the strategic upper tier authority covering the county of Essex. To that end, ECC works closely with the districts and boroughs of Brentwood, Basildon, Castle Point and Rochford to provide several key public services and works in close partnership with Southend-on-Sea and Thurrock as neighbouring authorities that deliver against common aims and objectives. ECC is focussed on delivering inclusive economic growth, helping people get the best start in life and to age well, and to help create great places to grow up, work and live. Key to the achievement of these organisational priorities is ensuring that the key places and communities in South Essex feel the benefit of economic growth and sustainable development. As well as working closely with South Essex local authorities, ECC also works to support and influence regional and national partners, to deliver services and represent the best interests of the people of South Essex by:

- promoting economic growth, regeneration, infrastructure delivery, and sustainable new development;
- being a provider and commissioner of a wide range of local government services covering Brentwood, Basildon, Castle Point and Rochford including responsibility as the highways authority for the delivery of the Essex Local Transport Plan; Local Education Authority including early years and childcare; Minerals and Waste Planning Authority; Lead Local Flood Authority; lead advisors on Public Health and delivery of adult and children's social care services and;
- being an infrastructure funding partner, supporting the delivery of strategic and local infrastructure to ensure the delivery of community outcomes.

## 5. The South Essex 2050 Ambition

**“South Essex: *the place to live, the destination to visit and the place for business to thrive*”**

### The Ambition

- 5.1 In the Autumn of 2017, the Leadership of South Essex Councils embarked upon a programme of work which would lead to a shared ‘place ambition’ and greater collaboration on strategic priorities to support long term growth. This was initiated in response to the recognition that there was a need to work more effectively on strategic planning matters across South Essex and maximise the, potentially significant, opportunities strategic collaboration could bring to the area. The Association of South Essex Local Authorities (ASELA) was established in January 2018 to take the lead in implementing the Ambition (see Annex 1).
- 5.2 The ‘South Essex 2050 Ambition’ sets out the opportunity for growth and development across the sub-region and the positive effect it will have on the economy, together with the right scale and type of infrastructure to support growth. Operating together, the South Essex strategic growth assets could provide the infrastructure for people and businesses to experience a fully connected place (nationally and internationally) where they can take advantage of the unrivalled potential on offer in one area – business growth, employment opportunities, varied and interesting communities to live in and a rich diversity of cultural and recreational experiences to enjoy.
- 5.3 By 2050, the ambition is that all new development will be located in the most sustainable locations, will be of the highest quality, will support the emerging local industrial strategy priorities<sup>4</sup>, and will be well-connected by a fully integrated transport system and framework of green spaces. The current estimated need for housing across South Essex is 90,000 dwellings over the next 20 years<sup>5</sup>, but with the right conditions to support growth, more could be achieved. As part of the consideration of long term spatial options, the authorities are therefore exploring whether the development of new ‘Garden’ communities could offer a strategic solution to growth. The new communities could significantly enhance housing opportunities and community facilities for local people, and support new commercial and employment hubs, creating centres of business excellence within the sectors of industrial opportunity.

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<sup>4</sup> The South Essex seven Local Industrial Strategy priorities are Advanced Manufacturing; Construction; Environmental Technologies and Energy; Digital and Creative Services; Finance and Business Services; Life Sciences and Healthcare; Transport & Logistics

<sup>5</sup> The South Essex Authorities estimate that up to 4,500 new homes will be needed each year to meet housing needs. However this will have to be assessed against the Government’s new proposed methodology for determining Local Housing Needs, due to be published by the end of July 2018.

## **6. South Essex Strategic Areas of Opportunity**

Five areas of strategic importance have been identified by ASELA as places that potentially offer the greatest potential to deliver the South Essex 2050 Ambition, with the right investment and leadership. The 'Strategic Areas of Opportunity' are:

### **6.1 *The River Thames and Thames Estuary***

The River Thames Estuary stretches along the Essex, Kent and London coastline, with around 40 miles being within South Essex. It is of both national and international importance with major port and tourism facilities as well as areas of nature conservation value. The aim is to maximise the economic potential of major visitor and recreational opportunities this offers South Essex and London, whilst protecting and enhancing the natural environment. In addition, there is the potential to increase the opportunities the river offers for enhancing transport connectivity between South Essex and London.

### **6.2 *London Southend Airport and surrounding area***

London Southend Airport offers major national and international connectivity and has the potential to further increase destination opportunities. Significant surface access improvements are essential to realise the full economic potential of the airport. The area surrounding the airport is currently being developed as a major business park facility and has the potential to unlock significant new business, employment and residential opportunities across the wider area.

### **6.3 *The A127 Transport Corridor***

The A127 provides a strategic east to west transport route across the sub-region stretching from Southend to the London Borough of Havering (LBH) in east London with direct access to the M25, A130 and A13. It is not trunked and spans three Highway Authorities in respects of ownership and management and crosses five Local Planning Authorities along its route. The ASELA authorities and LBH have collectively prepared a Statement of Common Ground with regards to the issues for sustainable growth and plan making that the A127 Transport Corridor presents; and the Highway Authorities are developing a joint Implementation Plan as part of the A127 Corridor for Growth (the Route Management Strategy).

The route already experiences significant capacity issues, particularly at key junctions. With the right investment this strategic corridor has the potential to unlock significant new business, employment and residential opportunities. It will also help to deliver north to south connectivity improvements and further improved travel flow benefits across the area. These improvements will be key to realising the 'Strategic Areas of Opportunity', including Basildon Enterprise Corridor, the economic potential of London Southend Airport and Southend on Sea as a major resort and visitor destination.

### **6.4 *Crossrail connectivity / A12/A129***

As part of the consideration of long term spatial options, the authorities are considering the potential for new 'Garden' communities. These and other economic opportunities in the sub-region would be dependent upon significant investment in improving its road and rail

transport infrastructure. The opening of the Elizabeth Line through central London offers major advantages in terms of connectivity to the new 'Garden' communities, joining up business and employment opportunities as far afield as Reading, and for improving linkages between London Southend Airport to London City and Heathrow Airport.

#### **6.5 Lower Thames Crossing, Thurrock Thameside and A13 Corridor**

The Lower Thames Crossing is a nationally significant new River Thames crossing linking the M2 in Kent and the A13 and M25 in Essex, offers the potential to unlock significant new business, employment and residential opportunities and improve travel flow benefits across the area. The scale of benefits arising from the new infrastructure will be dependent on the ensuring the right junctions along the route through South Essex, particularly the A13 serving the south Essex ports.

Within Thurrock Thameside/A13 corridor there are significant opportunities to build upon the areas historic focus for industrial and port related activity to support future economic and housing growth. Capitalising on strategic access provided by the C2C Thameside line and the A13, this SAO includes the development of a range of new strategic housing locations; the creation of new town centres at Purfleet and Lakeside providing new retail and leisure facilities together with the delivery of 6,000 new homes; the regeneration of Grays and Tilbury Town Centres; the continued expansion of the Ports of Purfleet, Tilbury and London Gateway and strategic employment development at Thames Enterprise Park.

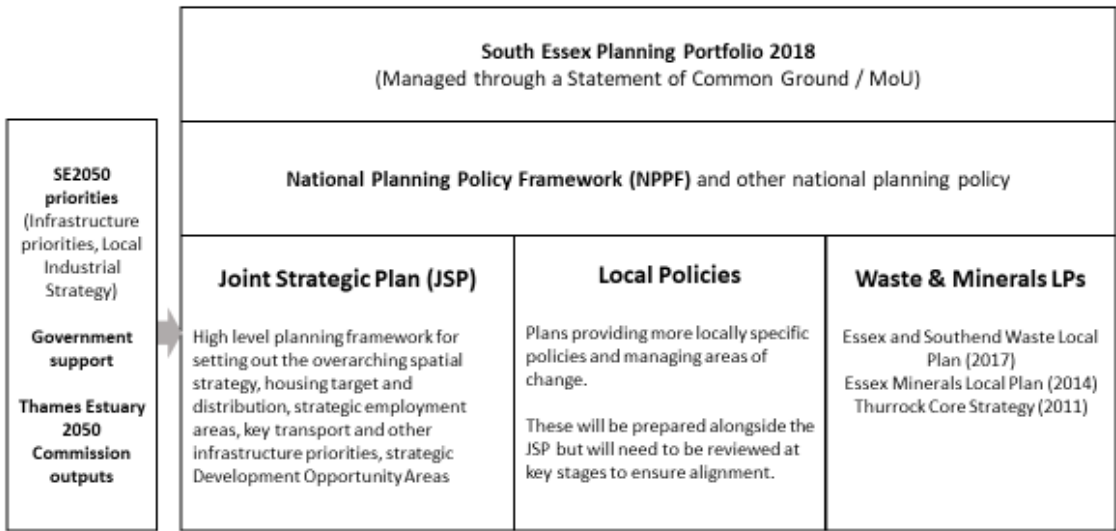
The potential extension of Crossrail 2, with an Eastern Branch extending into South Essex, has the potential to address capacity constraints at Fenchurch St Station and to improve connectivity into central London

## **7. Implementing the South Essex 2050 Ambition**

- 7.1 Implementation of the South Essex 2050 Ambition will be steered through ASELA and a number of inter-related workstreams have been initiated to facilitate this. These cover strategic infrastructure priorities, the production of a local industrial strategy and the implementation of the spatial strategy. This SCG sets out how the spatial strategy workstream will be implemented through a new local planning 'portfolio', with a Joint Strategic Plan providing the overarching framework within which more focused local development plans will be prepared (see Figure 4 below).
- 7.2 The JSP will also provide a reference framework for the preparation of a Strategic Transport Framework, sitting under the three current statutory Local Transport Plans (LTPs) and forming part of the JSP. The Strategic Transport Framework will be prepared by the three Highway Authorities for South Essex, namely Thurrock and Southend Unitary Authorities and Essex County Council, with partners including the LPAs.



Figure 4: The South Essex Planning Portfolio



8. Delivering the South Essex Planning Portfolio

8.1 The Joint Strategic Plan

The South Essex 2050 Ambition will be delivered over the next 30 years, with some of it fully realised within the timeframe of the current South Essex JSP (period 2018-2038). Other longer-term components will be included in future reviews of the JSP<sup>6</sup>, as the plan’s timeframe is rolled forward.

8.2 The JSP will provide the strategic context for the statutory development plan portfolio and will be prepared jointly by all LPAs and Essex County Council. Its scope will therefore be focused on the strategic policy matters that are common across all six local planning areas as follows:

- **South Essex Spatial strategy:** distribution of growth, town centre hierarchy and setting long term extent of the Green Belt
- **Strategic Areas of Opportunity (SAO)** and the role of each
- **Cross-cutting themes:** including promoting social cohesion; healthy and inclusive growth; high quality development and design; supporting sustainable development; climate change
- **Overall housing provision, distribution across SAO and housing needs**

<sup>6</sup> Regulations under the Neighbourhood Planning Act 2017 require that Local Development Documents and Statements of Community Involvement are reviewed every five years to ensure that they remain relevant and up to date - [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/670593/Chief\\_Planner\\_Newsletter\\_-\\_December\\_2017.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/670593/Chief_Planner_Newsletter_-_December_2017.pdf)

- **Local industrial strategy priorities** and spatial implications (including strategic employment land allocations).
  - **Strategic transport and infrastructure priorities**
  - **Natural environment and resources**, including green and blue infrastructure
  - **Climate change and energy**
  - **Implementation and Monitoring Framework**
- 8.3 The South Essex Local Planning Portfolio will also rely on the policies set out in the national policy framework<sup>7</sup> and will therefore not duplicate any nationally set policies, unless there are specific local circumstances that justify a deviation from this. However, there may be a need for supplementary planning guidance in addition to the NPPF, to provide a local interpretation and implementation of national policy.
- 8.4 ASELA has agreed an accelerated timetable for preparing the plan given the urgent need to implement the shared ambition, building investor confidence and ensuring the right infrastructure is secured to support delivery of the strategic spatial and economic priorities. There are risks attached to delivery of the JSP within this timescale, however, particularly as it will be dependent on significant infrastructure investment. A risk assessment and management plan have therefore been prepared to help ensure that the agreed timetable is maintained and to support implementation of the JSP (see Section 6 and Annex 6).
- 8.5 Key milestones for preparing the JSP are set out below. A detailed work programme has also been agreed to help manage the preparation of the JSP across the seven local authorities involved and to ensure it continues to be treated as a priority by all involved.

February 2017: South Essex authorities agree to prepare Strategic Planning and Infrastructure Framework (through South Essex Strategic Planning Memorandum of Understanding) and commence exploratory projects, including South Essex 2050.

February 2018: Following completion of South Essex 2050, South Essex Authorities (including Brentwood) agree (through ASELA Memorandum of Understanding) to formally work together to prepare the JSP and develop a South Essex Local Planning Portfolio.

July 2018: ASELA agrees first stage Statement of Common Ground and Strategic Planning Memorandum of Understanding (MoU) and recommends for endorsement to all South Essex LPAs and Essex County Council. All South Essex LPAs update their Local Development Schemes (LDS) and agree to update their Statement of Community Involvement (SCI) to reflect the South Essex Local Plan Portfolio.

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<sup>7</sup> National Planning Policy Framework (NPPF), Planning Policy for Travellers Sites (PPTS) and National Planning Policy for Waste (NPPW)

Spring 2019: The Draft JSP with spatial strategy options (including preferred option) is published for Regulation 18 Consultation, in line with the SCI and agreed JSP timetable.

November 2019: The South Essex Draft JSP is agreed by all South Essex LPAs based on recommendation by ASELA

December 2019: Final draft version of JSP is published for Regulation 19 Consultation

March 2020: JSP submitted for Examination

Autumn 2020: JSP adopted by all South Essex LPAs

## **9. Local Plans**

9.1 The JSP will provide the strategic framework for the preparation of appropriate detailed Development Plan Documents (DPDs) which will provide more detailed planning policies and perform an essential place-shaping role on the ground, particularly to deliver the Strategic Areas of Opportunity. Ideally the suite of local planning documents required to deliver the JSP would be prepared in alignment so that it could reflect the emerging spatial strategy. However, there is a need to ensure that there continues to be a planning framework whilst the JSP is being prepared, particularly to meet five to 10 year land supply requirements. The transition from relying on individual local plans to the new planning portfolio is therefore being managed in the following way:

- The commitment from all South Essex to meet the full housing needs of the sub-region (as prescribed in the proposed new nationally set methodology) is set out in the planning MoU (Annex 2) which has been agreed by all seven partner authorities. The spatial strategy for delivering this will be agreed through the JSP process which aims to provide a framework for the first 20 years of the South Essex 2050 Ambition.
- Basildon will continue with its current local plan process given the advanced stage the plan has reached. The draft plan, which is expected to be submitted for examination in winter 2018, includes a clear commitment to review the strategy should this be necessary to support the approach set out in the JSP.
- Brentwood will continue with its current local plan process on its current timetable, but will support the JSP as it progresses.
- Castle Point currently has no up to date local plan in place and has therefore been subject to potential government intervention. The Council will therefore prepare an interim local plan covering the next ten years and focusing on planning for housing, with the ambition of meeting local housing needs in this period. In the longer term, local housing needs will be considered through the strategic assessment and allocations prepared for the JSP.
- Rochford and Southend are currently preparing new local plans to reflect the emerging strategy in the JSP. The Council's will also review the Southend Airport Joint Area Action Plan and its hinterland as an opportunity for growth for both councils

- Thurrock is currently preparing a new local plan which aims to reflect the emerging strategy in the JSP with the intention of publishing the draft (Regulation 19) plan in July 2019.

9.2 Timetables for all of the above local plan processes will be set out in the individual Local Development Schemes (LDS) but are summarised in Annex 5.

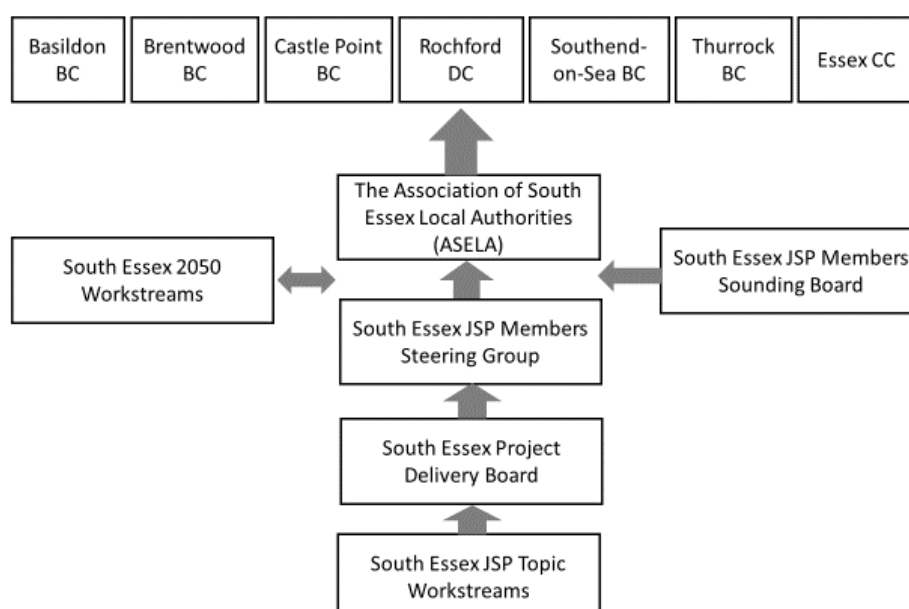
9.3 It is intended that the emerging JSP will provide the 'effective strategic planning mechanism' to ensure compliance with the requirements of the Duty to Cooperate, with the existing joint work, evidence base and shared governance through ASELA demonstrating that cooperation is proactive, positive and ongoing. At this stage, whilst there is a clear commitment to meeting the full housing needs across the sub-region, there are no housing allocations set out in the SOCG as this will be determined through the JSP and based on the agreed spatial strategy and updated evidence base. Details of the spatial strategy and how the longer term housing needs will be met will be set out in further iterations of this statement, as the JSP preparation progresses.

#### 9.4 **Minerals and Waste Planning**

Planning for minerals and waste in South Essex is the responsibility of Thurrock and Southend Councils, and Essex County Council<sup>8</sup>. This is managed through separate local planning processes and will therefore not be part of the JSP. A separate SCG will be prepared to help manage the strategic minerals and waste planning matters.

## 10. Making Decisions and working together

Figure 5: JSP Governance Structure



<sup>8</sup> Essex and Southend Waste Local Plan (2017), Essex Minerals Local Plan (2014), Thurrock Core Strategy (2011)

- 10.1 ASELA has overall responsibility for implementing the South Essex 2050 Ambition and therefore the JSP as one of the main workstreams. However, statutory decision-making powers will remain with the individual LPAs who will be asked to make decisions, based on advice from ASELA, at key stages in the plan's preparation (see key milestones in Paragraph 4.7).
- 10.2 Preparation of the JSP is steered by a Members' Group comprising a representative from each of the LPAs and Essex County Council (see Terms of Reference in Annex 4). Arrangements for how this works in relation to the wider decision-making is set out in the JSP Memorandum of Understanding in Annex 2. A key part of the risk management arrangements is ensuring that there is buy-in from the wider local authority membership throughout the preparation process, given the challenging issues this will have to address. A Member Sounding Board will therefore be established to provide cross-party representations on the JSP at key stages.
- 10.3 Wider engagement will be managed through a range of mechanisms that will be set out in the South Essex 2050 engagement strategy and the Statements of Community Involvement (see Paragraph 5.5 below).
- 10.4 Overall project management for preparation and implementation of the JSP is provided by the JSP Project Delivery Board (PDB), comprising the relevant Heads of Service from each of the partner authorities (see terms of reference in Annex 3).
- 10.5 Although there is a statutory minimum requirement for public consultation and engagement with statutory consultees, there is also a legal requirement under the Duty to Cooperate to ensure that there has been positive, effective and ongoing cooperation with neighbouring authorities in Essex, Kent and London, including the Mayor of London. The engagement and consultation processes will be set out in the JSP's Statement of Community Involvement, due to be published alongside the Statement of Common Ground.
- 10.6 Developing a long-term spatial planning framework that is deliverable will also require ongoing engagement with a number of important strategic stakeholders, including those also subject to the Duty to Cooperate. Alongside the statutory engagement process, therefore, ASELA is developing a wider engagement strategy which will involve a number of key strategic stakeholders such as:
- Government Officials and Ministers
  - South Essex MPs
  - Thames Estuary Commission
  - Economic partners (e.g. Opportunity South Essex and the South East Local Enterprise Partnership)
  - Transport partners (e.g. Highways England and Transport East (Sub-National Transport Forum) and the Mayor of London.
  - Environmental partners (e.g. Environment Agency, Natural England, Greater Thames Natural Improvement Partnership, English Heritage)
  - Delivery partners (e.g. Homes England, housebuilders and utilities providers)

- 10.6 The LPAs are hoping to establish a JSP web site under the auspices of ASELA to provide a 'one stop' access point to effectively inform and engage with all interested parties and stakeholders of the purpose of the JSP, its progress and opportunities for influencing the plans contents as part of the public consultation process.

## **11. Managing the Risks**

- 11.1 Delivery of the South Essex 2050 Ambition depends on a wide range of factors and bodies, not just the local authorities. The risks associated with this will be managed by ASELA on behalf of the partner authorities. There are a number of risks specifically linked to preparing the JSP on an accelerated timetable, some of which are political risks, others are technical risks. A high-level risk assessment and management plan is therefore being prepared alongside the JSP; this will be monitored by the JSP Project Delivery Board, with any potential problems highlighted to ASELA as soon as they are identified. An initial Risk Management Plan is set out in Annex 6.

## **12. Monitoring and review**

- 12.1 Preparation of the SOCG is an iterative process reflecting the development of both the individual local plans and the JSP. It will therefore be reviewed at key stages in the JSP's preparation as well as at key stages for the individual local plans, for example, submission to the Secretary of State for examination.

## **Annex 1**

### **Association of South Essex Local Authorities Memorandum of Understanding**

between

Basildon Borough Council

Brentwood Borough Council

Castle Point Borough Council

Essex County Council

Rochford District Council

Southend on Sea Borough Council

Thurrock Borough Council

#### **Background**

- 1.1 Stemming from housing and local planning issues initially, there has been a growing recognition of the opportunity and need for greater cross-boundary working on strategic infrastructure planning and growth across South Essex. In June 2017 Leaders and Chief Executives of Basildon, Brentwood, Castle Point, Rochford, Southend-on-Sea, Thurrock and Essex County Council (the Authorities) agreed to initiate and shape a programme of work through the summer and autumn to explore a joint 'place vision' and the scope for greater strategic collaboration along the South Essex growth corridor.
- 1.2 The work during the summer and autumn has resulted in an emerging vision and identification of strategic growth opportunities that need testing and strengthening with the people and stakeholders of South Essex and beyond. It has also built a strong commitment amongst the Authorities to collaborative working. It was agreed that an Association of South Essex Local Authorities (ASELA) should be established to continue this collaborative work.

1.3 The Authorities wish to record the intention to establish ASELA and basis of our collaboration through a Memorandum of Understanding (MoU). This MoU sets out:

- a) The core purpose and aims of ASELA
- b) The principles of collaboration

## **2. Core Purpose and aims**

2.1. The core purpose of ASELA is to provide place leadership for South Essex. Recognising that through our collaborative approach we will be best placed to develop and deliver a vision for South Essex up to 2050, promoting healthy growth for our communities.

2.2. ASELA will focus on the strategic opportunities, regardless of individual local authority boundaries for the South Essex economic corridor to influence and secure the strategic infrastructure that will help our individual areas to flourish and realise their full economic and social potential.

2.3. The aims of ASELA will be to:

- Provide place leadership;
- Open up spaces for housing, business and leisure development by developing a spatial strategy;
- Transform transport connectivity;
- Support our 7 sectors of industrial opportunity;
- Shape local labour & skill markets;
- Create a fully digitally-enabled place;
- Secure a sustainable energy supply;
- Influence and secure funding for necessary strategic infrastructure;
- Enhance health and social care through co-ordinated planning; and
- Work with and provide a voice for South Essex to the Thames Estuary 2050 Growth Commission and Commissioners.

## **3. Principles of collaboration**

3.1. Our collaboration will be focused on three key areas:

- Tackling problems we can't solve individually
- Creating collective scale and impact
- Providing the place leadership to promote and sell the 'South Essex' proposition

3.2 The Authorities agree to adopt the following principles in working together:

- We are all in this together - and stronger if we work together



- We should build our governance incrementally- learning from the lessons from other places who are more advanced
- Through our collaboration we should be gaining something not losing something
- Local identities should not be lost
- We need to be a voice for SouthEssex

#### 4. Term and Termination

- 4.1. This MoU shall commence on the date of the signature by each Authority and shall expire if ASELA dissolves.

#### 5. Variation

- 5.1. The MoU can only be varied by written agreement of all the Authorities.

#### 6. Charges and liabilities

- 6.1. Except as otherwise provided, the Parties shall bear their own costs and expenses incurred in complying with their obligations under this MoU.

#### 7. Status

- 7.1. This MoU cannot override the statutory duties and powers of the parties and is not enforceable by law. However, the parties agree to the principles set out in this MoU.

#### Signed by

Local Authority	Leader/Chairman of Policy and Resources Committee	Chief Executive	Date
Basildon Borough Council			10/1/18
Brentwood Borough Council			10/1/18
Castle Point Borough Council			10/1/18
Essex County Council			10/1/18
Rochford District Council			10/1/18
Southend on Sea Borough Council			10/1/18
Thurrock Borough Council			10/1/18

## Annex 2

# STRATEGIC PLANNING IN SOUTH ESSEX

## Memorandum of Understanding

between

Basildon Borough Council

Brentwood Borough Council

Castle Point Borough Council

Essex County Council

Rochford District Council

Southend on Sea Borough Council

Thurrock Borough Council

This Memorandum of Understanding (MoU) sets out how cooperation between the six local planning authorities in South Essex and Essex County Council will be managed in respect to strategic planning issues.

The Localism Act 2011 places a Duty to Cooperate on local planning authorities and county councils<sup>1</sup> (amongst other public sector organisations), requiring them to engage constructively, actively and on an on-going basis in the preparation of plans where this involves strategic matters. Local planning authorities will be tested in relation to legal compliance with the Duty at examination, as well as whether strategic cooperation has resulted in a 'sound' and robust approach to delivering strategic objectives.

The Neighbourhood Planning Act 2017<sup>2</sup> requires local planning authorities to "identify the strategic priorities for the development and use of land in the authorities' area and set out policies to address those priorities in the development plan documents, taken as a whole. This clause was included to allow greater flexibility in the way that local planning authorities prepare local planning documents, and specifically to support the preparation of 'strategic' local plans, whether prepared individually or jointly with neighbouring authorities. However, several recent announcements from Government on proposed planning reforms indicate strongly that the Government's preferred approach is for strategic priorities to be managed on a joint basis across housing market areas through the use of joint strategic plans.

Building on the existing strong foundations of cooperation developed through the Duty to Cooperate, and within the wider context of the South Essex 2050 Ambition, the Local Authorities have agreed to move to a more formal approach to strategic planning. This will be developed through a 'portfolio' of plans, with a Joint Strategic Plan (JSP) setting out strategic spatial and

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<sup>1</sup> Localism Act 2011, Section 110.

<sup>2</sup> Neighbourhood Planning Act Part 1, Section 8

infrastructure priorities that are considered to be of mutual benefit, prepared alongside a suite of 'local delivery plans' to manage delivery within each of the local planning areas.

Work on the JSP will be steered within the governance structure of the Association of South Essex Local Authorities (ASELA) to ensure that it aligns with other strategic priorities. Although the JSP will be prepared on the basis of collaboration through ASELA, formal decisions on the JSP at key stages in its preparation (identified in each local planning authorities' Local Development Scheme) will be taken by the individual local planning authorities which will continue to retain the statutory local planning duty (as set out in the 2004 Planning and Compulsory Purchase Act and the 2017 Neighbourhood Planning Act).

A Statement of Common Ground will be prepared by ASELA, setting out the process and timetable for the plan, what local delivery plans will be needed (and how current local plans will be managed through the transition process), governance and working arrangements, and the key evidence needed to support the plan. Although the focus will be strategic development (housing and economic development) and infrastructure, other strategic priorities may be included where they are required to support delivery of the South Essex 2050 Ambition. The Statement will be reviewed on an ongoing basis and updated as and when needed. This will form key evidence to support the JSP and individual 'Local Development Plans' and should therefore be made available on each of the partner authority's websites.

In preparing the JSP, all ASELA partners agree to:

- Engage constructively, actively and on an on-going basis in relation to strategic planning matters under the Duty to Cooperate;
- Ensure a broad and consistent approach to strategic planning and development issues in the South Essex Area;
- Support better alignment between strategic planning, infrastructure and investment priorities in South Essex;
- Adhere to the governance structure of ASELA and ensure that activities are delivered and actions are taken as required;
- Be accountable for ensuring that the role and responsibilities as agreed in the Statement of Common Ground are adhered to;
- Be open and communicate about concerns, issues and opportunities in respect of collaboration and joint working;
- Act in a timely manner, recognising the time critical nature of consultations, technical projects and plan preparation;
- Adhere to statutory requirements. Comply with applicable laws and standards, data protection and freedom of information requirements;
- Encourage, develop and share best practice in strategic planning matters;
- Ensure adequate resources and staffing are in place to undertake effective collaboration and joint working (resources to be agreed through ASELA).

#### **Area Covered**

For the purposes of this MoU the geographic area of South Essex applies to the administrative areas of Basildon Borough, Brentwood Borough, Castle Point Borough, Rochford District, Southend on Sea Borough and Thurrock Borough Councils.

## **Status**

This MoU cannot override the statutory duties and powers of the parties and is not enforceable by law. However, the parties agree to the principles set out in this MoU.

This MoU is not a development plan, nor a legally binding document, but will be used in the consideration of how the South Essex Local Authorities have jointly approached strategic planning issues and legal compliance with the Duty to Cooperate.

This MoU may be supported by other documentation, and other subject specific MoUs, which set out in more detail how the parties will work together to tackle more detailed matters with respect to strategic planning in South Essex.

It is accepted that an individual party or group of parties that are signatories to this MoU may also be signatories to other MoUs between themselves, or with other parties outside South Essex in respect of the Duty to Cooperate.

### **Key outputs of this MoU are:**

- A Joint Strategic Plan setting out strategic spatial and infrastructure priorities across South Essex;
- A Delivery Strategy setting out how the strategic policy framework of the JSP will be delivered, accompanied by a risk assessment and risk management plan;
- A Statement of Common Ground setting out how a JSP will be delivered, what the evidence base is, including identification of various development needs;
- A Joint Strategic Plan Monitoring Report, prepared annually to chart and monitor delivery of the JSP.

## **Governance, Roles and Responsibilities**

Preparation of the Joint Strategic Plan and associated Delivery Strategy will be steered under the governance arrangements of the Association of South Essex Local Authorities. Formal decisions on the plan at key stages (to be set out in individual Local Development Schemes) will be taken by individual Local Planning Authorities on the advice and recommendations of ASELA.

A Members Steering Group will be accountable for the preparation of the JSP, supported by an officer Project Delivery Board. The Steering Group will comprise political representatives from each of the ASELA partners (to be appointed by individual authorities) and the Lead ASELA Member for strategic planning. The officers group will comprise the Heads of Service (or equivalent) from each of the partner authorities, and the ASELA Lead Chief Executive for strategic planning.

‘Task and finish’ groups will be used to develop specific topics to support the JSP, to be identified by the Steering Group, as and when needed.

Terms of Reference for all groups will be established, setting out the roles, responsibilities and administration. These will be agreed by ASELA and reviewed annually to ensure they remain relevant.

Local authorities should ensure that adequate resources are provided in order to undertake the joint work programme as set out in the Statement of Common Ground. Additional resources may be

provided by other relevant bodies, as agreed to undertake specified tasks under the work programme.

### **Risk Management**

The South Essex Authorities are committed to meeting the full nationally set local housing need across the sub-region. This will be managed on a strategic basis with the distribution across the LPAs reflecting the shared spatial strategy and priorities. Although preparation of the JSP will be steered through ASELA, decision-making will remain the responsibility of the individual local authorities. It is recognised that there are risks associated with this therefore a full risk assessment has been prepared and set out in the Statement of Common Ground and will be monitored on a regular basis, with any concerns raised through the JSP governance structures.

### **Review of the MoU**

This MoU is effective from the date it is signed by the Chief Executive and Leaders of all parties. It will be reviewed as and when indicated through the Statement of Common Ground

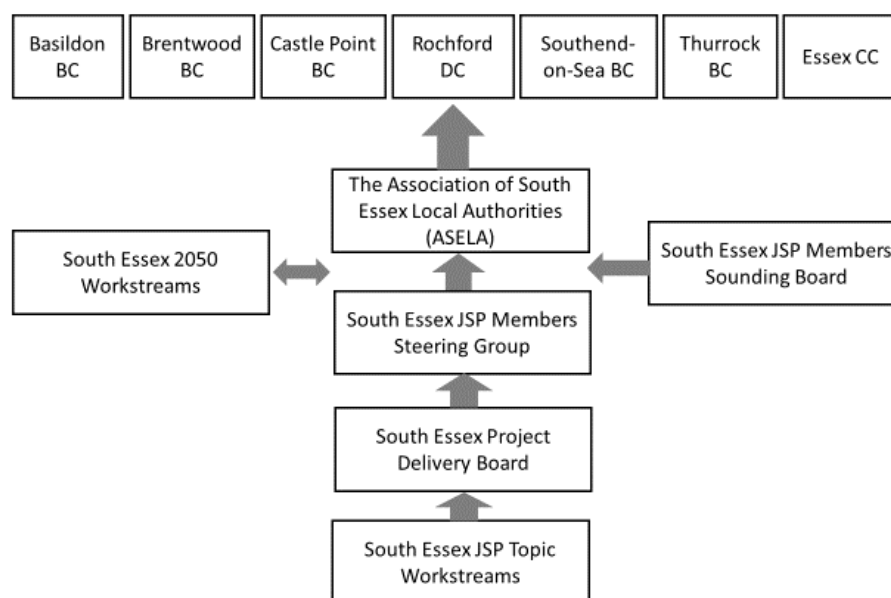
## ANNEX 3

### SOUTH ESSEX JOINT STRATEGIC PLAN PROJECT DELIVERY BOARD – TERMS OF REFERENCE

March 2018

1. The South Essex Local Planning Authorities (LPAs) of Basildon, Brentwood, Castle Point, Rochford, Southend-on-Sea and Thurrock, together with Essex County Council, are preparing a Joint Strategic Plan (JSP) to support the South Essex 2050 Ambition. The JSP, together with other local development plans, will deliver the spatial strategy and will be delivered alongside a South Essex Local Industrial Strategy and Strategic Infrastructure Framework. The JSP will be steered by a Member Steering Group, reporting to the Association of South Essex Local Authorities (ASELA). Statutory decision-making powers will, however, remain with the individual LPAs who will be asked to make decisions, based on advice from ASELA, at key stages in the plan's preparation.
2. Overall project management for preparation and implementation of the JSP is provided by the Project Delivery Board (PDB), comprising the relevant Heads of Service from each of the partner authorities.

#### JSP Governance Structure



3. The main functions of the PDB are to:
  - i. act as the interface between the political decision-making and the technical processes, providing advice on the JSP to the Members Steering Group and ASELA, working closely with the ASELA lead Member and Chief Executive;

- ii. ensure that the JSP is aligned with other South Essex 2050 workstreams, particularly in relation to the emerging Local Industrial Strategy, strategic infrastructure priorities and housing and growth proposition;
  - iii. ensure that the JSP is delivered to the agreed timetable, is technically sound (supported by a robust evidence-base) and is legally compliant;
  - iv. manage engagement with external partners, neighbouring authorities and Statutory Consultees on behalf of the Members Steering Group, ensuring that collaboration is positive and proactive, as required by the Duty to Cooperate.
  - v. provide overall project management for the individual JSP topic workstreams, supporting and the role of the JSP Project Manager.
  - vi. manage the JSP budget on behalf of the Members Steering Group, ensuring that it is used effectively and efficiently to support the plan's preparation and its supporting evidence base.
  - vii. Manage the risks of preparing and implementing the JSP, highlighting any potential problems to ASELA as soon as practically possible.
- 4. The PDB meets every two weeks in between ASELA meetings. Dates will be set at least six months in advance and aligned to the JSP timetable and work programme.
  - 5. The Terms of Reference will be reviewed on an annual basis (every March).

## ANNEX 4

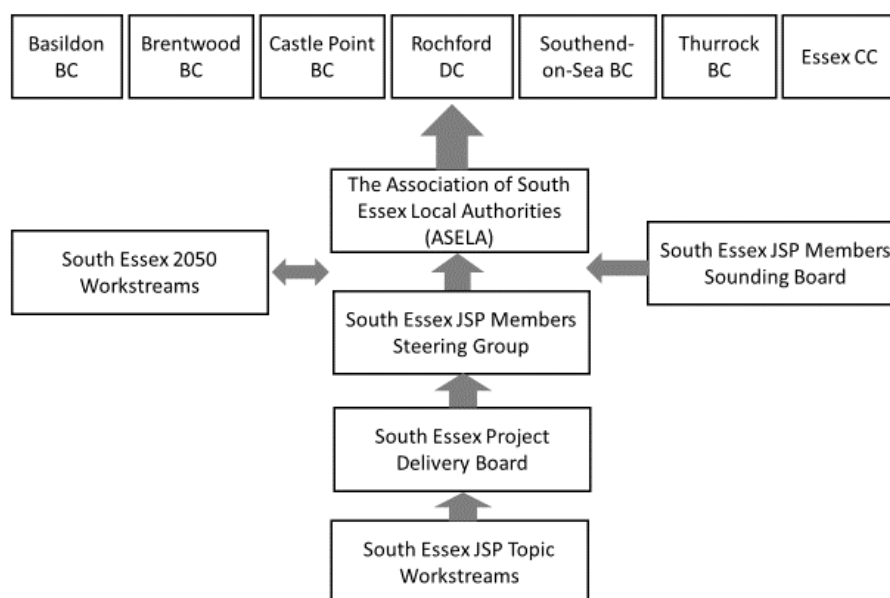
### SOUTH ESSEX JOINT STRATEGIC PLAN

#### MEMBERS STEERING GROUP – TERMS OF REFERENCE

March 2018

1. The South Essex Local Planning Authorities (LPAs) of Basildon, Brentwood, Castle Point, Rochford, Southend-on-Sea and Thurrock, together with Essex County Council, are preparing a Joint Strategic Plan (JSP) to support the South Essex 2050 Ambition (SE2050). The JSP, together with other local Development Plan Documents (DPDs), will deliver the spatial priorities and will be delivered alongside a South Essex Local Industrial Strategy and Strategic Infrastructure Framework.
2. The Association of South Essex Local Authorities (ASELA) will be accountable for the JSP alongside the other SE2050 workstreams. Statutory decision-making powers will, however, remain with the individual LPAs who will be asked to make decisions, based on advice from ASELA, at key stages in the plan's preparation.
3. The Members Steering Group will be responsible for the preparation of the JSP on behalf of ASELA, supported by an officer Project Delivery Board (PDB), comprising the relevant Heads of Service from each of the partner authorities.

#### JSP Governance Structure



#### Purpose of the JSP Member Steering Group

- To ensure a coherent and collaborative approach is undertaken for sub-regional planning matters across South Essex through the preparation of a statutory Joint Strategic Plan.
- To ensure that the Joint Strategic Plan is aligned to the long term priorities shared by all authorities and set out in the South Essex 2050 Ambition.



- To advise ASELA on the Joint Strategic Plan, ensuring that there is consensus amongst the partner authorities at each of the key stages in its preparation.
- To steer work on the Joint Strategic Plan through the Project Delivery Board, ensuring that the plan's spatial strategy is robust and deliverable.
- To be accountable for the overall work programme and budget for the Joint Strategic Plan, ensuring that any significant issues are highlighted to ASELA as soon as practically possible.
- To engage with the Mayor of London and adjoining local authorities and their partnerships on strategic planning matters ensuring that the legal requirements of the Duty to Cooperate are met.

## **Membership**

The group will consist of a Member from each one of the ASELA partner authorities. The individual local authority member representation to the group shall be determined by that local authority.

Each authority should nominate substitutes should the main representative not be able to attend a meeting.

The Local Authority partners are:

Basildon Borough Council  
 Brentwood Borough Council  
 Castle Point Borough Council  
 Rochford District Council  
 Southend on Sea Borough Council  
 Thurrock Borough Council  
 Essex County Council

The chair of the Member Steering Group will be the ASELA lead member for the South Essex 2050 spatial strategy workstream.

The Members Steering Group will meet monthly with dates coordinated with the ASELA and Project Delivery Board meetings. Dates will be set at least six months in advance and aligned to the JSP timetable and work programme.

The Terms of Reference will be reviewed on an annual basis (every March).

## **ANNEX 5 – Current Local Plan Timetable (as at June 2018)**

### **BASILDON**

Q2 2018 - Regulation 19 Publication

Q3 2018 - Submission

Q2 2019 - Adoption

### **BRENTWOOD**

Q3 2018 – Regulation 19 Publication

Q4 2018 – Submission

Q2 2019 - Adoption

### **CASTLE POINT** (subject to change depending on outcome of Government Intervention)

July 2018 – Regulation 18 Consultation

January 2019 – Regulation 19 Publication

April 2019 – Submission

Autumn 2019 - Adoption

### **ROCHFORD**

Winter 2019/Spring 2020 – Regulation 19 Publication

Summer 2020 – Submission

Spring/Summer 2021 - Adoption

### **SOUTHEND**

Autumn/Winter 2020 – Regulation 19 Publication

Spring 2021 – Submission

No date for proposed adoption but LDS 2018 states that “As an approximation, the period from submission to adoption may range from 6 to 9 months dependent on the content and scope of the plan, issues arising during examination and scheduling of meetings.”

### **THURROCK**

July 2018 – Regulation 18 Consultation

July 2019 – Regulation 19 Publication

Late 2020/early 2021 – Adoption

## Annex 6: Joint Strategic Plan Risk Assessment

Risk Identified	Risk Management
<p>1. Unable to meet JSP timetable (e.g. due to protracted decision-making process, technical delays due to procurement of evidence, staff resources, Planning Inspectorate unable to meet timetable)</p>	<ul style="list-style-type: none"> <li>• Project Delivery Board to monitor progress against ‘key milestones’ and work programme, highlighting any risks at an early stage to ASELA and agree how this is to be managed – actions will depend on issue e.g. resources</li> <li>• ASELA to agree a standardised approach to decision-making, with each partner authority working with their committee services to provide a streamlined approach at key stages and ensure that this does not add unnecessary time to the process. Delegated authority to ASELA for some stages to be explored</li> <li>• Procurement processes to be agreed by ASELA to ensure JSP work is treated as a priority and procurement facilitates timely commissioning and appointment of consultancy support. This should allow for a bespoke tendering and procurement approach and commitment to fund agreed technical programme to expedite procurement process. This should also address particular constraints that may arise as a result of OJEU considerations and thresholds.</li> <li>• Development of evidence base will be focused on strategic priorities with any potential ‘mission creep’ flagged by project manager as soon as possible.</li> <li>• Evidence base and external support considered at ‘pre-commencement’ stage with project management/intelligent client function, budget and timescales secured.</li> <li>• A full audit of existing resources and capacity to be undertaken by ASELA at the JSP commencement stage.</li> <li>• Where lack of capacity and/ or conflicts of interest within the private sector arise, alternative options should be considered at an early stage in the plan preparation process e.g. internal training and development to fill any potential gaps, or different consultants procured to deliver components of larger projects where a single provider cannot be secured.</li> <li>• Early discussion with Planning Inspectorate to ensure timetable for Examination can be met – Government to promote SE JSP as a priority if necessary.</li> </ul>

2. Government intervention destabilises JSP process	<ul style="list-style-type: none"> <li>• Early engagement with Government Ministers and senior Civil Servants to explore options around intervention mechanisms, highlighting risks to JSP progress.</li> <li>• Agree key milestones with MHCLG with regular updates from ASELA.</li> <li>• ASELA to support LPAs 'at risk' to meet published plan timetables</li> <li>• All South Essex Local Development Schemes (LDS) to be updated to reflect the new joint planning arrangements by July 2018 and kept up to date as plans are progressed.</li> </ul>
3. One or more partner local plans are found unsound with regards to the strategic matters and/ or fail to comply with the Duty to Cooperate.	<ul style="list-style-type: none"> <li>• Any issues that risk the overall approach to the shared 2050 ambition or imply that there is not agreement on the JSP spatial strategy or key strategic matters will be highlighted to ASELA as soon as it becomes apparent to allow for the matters to be resolved at a South Essex level</li> </ul>
4. Thames Estuary Commission undermines SE2050 Ambition and spatial strategy of JSP	<ul style="list-style-type: none"> <li>• Early and ongoing engagement between ASELA and Thames Estuary Commission to ensure alignment of growth ambitions on delivery strategy</li> <li>• Early and ongoing engagement with relevant Government Ministers and senior Civil Servants to ensure they fully understand SE2050 Ambition and role of LAs in delivering this and secure a Housing Deal.</li> </ul>
5. Key place shaping infrastructure is not delivered in order to facilitate strategic growth options	<ul style="list-style-type: none"> <li>• ASELA provides support in the engagement with strategic infrastructure providers and Government as part of the SE2050 implementation process and development of the JSP to ensure that their priorities reflect the strategic infrastructure priorities of the South Essex Authorities and facilitate delivery of the</li> <li>• ASELA to support Thurrock and ECC in its negotiations with Highways England, the National Infrastructure Commission and Government specifically in relation to the Lower Thames Crossing to ensure that the final agreed route facilitates delivery of the SE2050 Ambition and the spatial strategy of the JSP.</li> </ul>
6. Change in Government which changes to national policy/legislation and/or change in national funding priorities	<ul style="list-style-type: none"> <li>• Robust SE2050 Ambition developed with risk management built in to delivery plan(s) to ensure contingency funding and approach to deliver same outcome.</li> <li>• Robust evidence-base to justify overall approach even if not in conformity with new national policy</li> <li>• Procure legal advisers to assess and highlight potential risks at early stage and ensure</li> </ul>

	<p>contingency approach with secures same overall outcome.</p> <ul style="list-style-type: none"> <li>• work with MHCLG, PAS and PINs to ensure ongoing conformity with national policy and legislation.</li> </ul>
7. Partners unable to agree JSP at key stages (e.g. due to change in political leadership, lack of political consensus on key policy direction, competing priorities)	<ul style="list-style-type: none"> <li>• ASELA ensure new leadership fully informed of JSP process and SE2050 Ambition</li> <li>• ASELA/Planning MoU to ensure agreement to JSP</li> <li>• Members Sounding Board established to ensure cross-party involvement and ownership in JSP</li> <li>• Communications strategy prepared to ensure ongoing briefings and opportunities to engage in JSP preparation are provided for all Members of partner authorities</li> <li>• Continuity in JSP member Steering Group throughout preparation process ASELA/Planning MoU to ensure agreement to JSP</li> </ul>
8. Resources and skills	<ul style="list-style-type: none"> <li>• ASELA to set a realistic budget for JSP preparation, taking into account all potential internal and external sources of funding (including Planning Delivery Fund, potential funding from growth deal to support capacity)</li> <li>• Secure project management support during pre-commencement stage</li> <li>• Focus on key policy areas and evidence needed to support this (i.e. keep to agreed scope)</li> <li>• Agree training and development programme to fill gaps and upskill existing officers to reduce need to procure externally</li> <li>• Work on 'South Essex' basis, ensuring making the more effective and efficient use of all resources and skills across all seven partner authorities</li> </ul>
9. External stakeholders undermine SE2050 Ambition/ JSP Spatial strategy	<ul style="list-style-type: none"> <li>• Establish a stakeholder sounding board to ensure ongoing commitment / support from strategic stakeholders</li> <li>• Prepare a robust framework to ensure compliance with the Duty to Cooperate and engagement with Statutory Consultees</li> <li>• Prepare a Statement of Community Involvement at the start of the formal JSP preparation process (June 2018) and agree with stakeholder sounding board.</li> <li>• Agree an approach with Government to support emerging SE2050 ambitions whilst JSP is prepared and reduce the risks of stakeholders undermining delivery e.g. deviation for</li> </ul>

	national policy on 5YLS requirements / Housing Delivery Test to reduce risks of speculative planning applications, alignment of approach by government bodies (e.g. Homes England, Highways England, Environment Agency).
10.Evidence base highlights significant challenges in delivering the JSP Spatial Strategy and SE2050 Ambitions	<ul style="list-style-type: none"> <li>• Identify potential challenges in JSP Delivery Plan (e.g. infrastructure funding) and agree risk management plan for addressing</li> <li>• Consider contingency approach which will still deliver same outcome.</li> </ul>
11.Public consultation attracts opposition and seeks to undermine SE2050 Ambition/ JSP Spatial strategy	<ul style="list-style-type: none"> <li>• Communications strategy prepared to ensure ongoing briefings and opportunities to engage in JSP preparation are explained for all partner authorities</li> <li>• Case for change articulated by highlighting benefits of growth and investment in infrastructure</li> </ul>

## **Appendix 3**

# **Local Development Scheme 2018**

## **Contents**

Introduction

Existing Adopted Planning Framework

Emerging Planning Policy

Other Associated Planning Documents

Local Development Scheme

Appendix 1 – Live Timetable



## Introduction

This Local Development Scheme (LDS) sets out a 'live' timetable for preparing and reviewing the Southend-on-Sea (Southend) Development Plan to provide:

- An up-to-date statutory basis for determining planning applications (unless material considerations indicate otherwise)
- A long term spatial planning framework for the Borough's development, within which the Council, other agencies and key stakeholders can coordinate their investment programmes.

It will replace the current Local Development Scheme which was adopted in 2015.

## Existing Adopted Planning Policy

The Planning and Compulsory Purchase Act (2004) introduced a system of statutory Development Plan Documents (DPDs). These documents outline planning policy to manage development and related spatial matters.

Adopted local planning policy for Southend (see Appendix 1, Table 1) currently consists of:

- Core Strategy (2007);
- London Southend Airport and Environs Joint Area Action Plan (JAAP) (2014);
- Development Management Document (DMD) (2015);
- Essex and Southend-on-Sea Waste Local Plan (2017);
- Southend Central Area Action Plan (SCAAP) (2018); and
- a number of saved Borough Local Plan policies (1994)

## Emerging Planning Policy

### A new Development Plan for Southend

The new Development Plan will comprise of the South Essex Joint Strategic Plan (JSP) and Southend New Local Plan (SNLP). The JSP will provide the overarching framework within which more focused local development plans will be prepared, including the Southend New Local Plan. The need for additional development plans to guide development and manage areas of growth and change will be kept under review (see Appendix 1, Table 2).

### South Essex Joint Strategic Plan

The six South Essex authorities (Basildon Borough, Brentwood Borough, Castle Point Borough, Rochford District, Southend Borough and Thurrock Borough Councils) are preparing a JSP to provide a strategic planning framework for south Essex which will guide the preparation of the six local planning authorities local plans.

The JSP will be a formal statutory Development Plan Document and contain strategic allocations and policies, including an overall spatial strategy and amount of housing, employment and supporting infrastructure to be provided. It will cover the period up to 2038. Essex County Council will assist with preparing the JSP.

### Southend New Local Plan

The Southend New Local Plan (SNLP) will be prepared in conformity with the JSP overarching policy framework, providing more detailed local development plan policies for guiding and assessing future planning applications within the Borough of Southend.

The SNLP will include a review of the Core Strategy, DMD, SCAAP and remaining Saved Borough Local Plan Policies, and will include a spatial strategy; development management policies, site allocations and policies map.

The need for additional development plan documents to supplement the SNLP will be kept under review. For instance, additional plans can be used to set out more detailed policies for specific areas or types of development where appropriate. The current adopted joint area action plan for London Southend Airport and its Environs (JAAP 2015), prepared jointly with Rochford District Council, may need to be updated and reviewed as a separate document as the land straddles the authorities administrative boundaries.

The recently adopted Essex and Southend Joint Waste Local Plan (2017) will also be subject to its own separate review.

## **Other Associated Planning Documents**

The following documents together with the planning policy documents outlined above make up the family of plans comprising the Southend Local Planning Framework<sup>1</sup>, namely:

- Statement of Community Involvement (SCI) – The Southend SCI 2018 outlines the Council’s approach to community involvement and consultation in regard to planning policy documents and planning applications. A separate Joint SCI 2018 sets out the approach for consultation on the emerging South Essex Joint Strategic Plan (JSP);
- Annual Monitoring Report (AMR) – reports on and reviews progress in preparing the Local Plan, including individual DPDs, and on the implementation and effectiveness of the Council’s planning policies;
- Supplementary Planning Documents (SPDs) - provide additional guidance on Local Plan policies and proposals. The Council has adopted three SPDs: the Design and Townscape Guide SPD (2009) that provides guidance on design related issues for all development in Southend; the ‘Planning Obligations’ SPD (2015), which sets out the Council’s approach towards Section 106 agreements and developer contributions; and the ‘Streetscape Manual’ SPD (2015), which provides guidance for the design and management of the Borough’s streets, including street furniture and surfacing.
- Community Infrastructure Levy (CIL) - This document expands upon the infrastructure requirements identified in relevant planning policy documents and details a schedule of charges to be paid by developers to contribute towards the implementation of requisite infrastructure. The document states how the CIL legislation will be applied locally.

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<sup>1</sup> Previously known as *Local Development Framework (LDF)*

## Local Development Scheme

The purpose of this LDS is to:

- i. Provide a brief description of the planning policy documents to be prepared, including those which will be produced jointly with other authorities, and the content and geographic area which they relate;
- ii. Explain how different policy documents relate to one another as part of the planning framework;
- iii. Set out the timetable for preparing policy documents, including the detail of the key milestones (see Appendix 2).
- iv. provide information regarding the CIL (Charging Schedule) and its review.

There is not a requirement for the LDS to show what other documents, for example Supplementary Planning Documents, the Council intends to produce.

Each document listed in Appendix 1 has a timetable for preparation; these timetables are an approximation and may need to be revised in future hence the timetable is categorised as 'live'.

Plan preparation will continue to be monitored and reviewed as part of the AMR process and interim live updates to the LDS timetable will be provided, where necessary, and published on the Council's website.

The key milestones in the production of Development Plan Documents (DPD's) are set out below<sup>2</sup>:

### 1. Information gathering/ document preparation –

- The Local Planning Authority will collate evidence that will help inform the preparation of the document and supporting Sustainability Appraisal (SA). Initiating the SA, which will be used to appraise the DPD from a social, economic and environmental perspective, marks the formal commencement of the document. This stage may also involve informal consultation.
- A range of options for the DPD are developed for consultation, community involvement and appraisal, this may include preferred options. This stage culminates in the publication of a document for public participation.

2. Community involvement / Public participation – public participation on the DPD, including on reasonable alternative options. It is essential that consultation with members of the public, delivery bodies, statutory organisations and other stakeholders is undertaken at an early stage in the production of the DPD so that engagement can be most effective. The scale of the consultation and methods undertaken at this stage will be appropriate to the issues being addressed by the particular DPD, indeed some DPD's may be subject to more than one public participation stage. The results of the community involvement and consultation at this stage will be used to develop the next iteration of the DPD.

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<sup>2</sup> Nevertheless Plan preparation will have regard to and ensure conformity with the current Regulations that set out the statutory stages for local plan preparation.

3. Consideration of consultation responses and preparation of document – the Council will review the responses to the public participation and consultation, and use the results, along with any new evidence, to aid the development of the next iteration of the DPD.

4. Publication of proposed submission consultation –

- Having regard to the evidence base, the results of previous consultation and community involvement, and appraisal of earlier iterations, the Local Planning Authority will prepare the proposed submission draft of the DPD with the aim of producing a “sound” document for submission to the Secretary of State.
  - At this stage the Council will publish what it considers to be a “sound” DPD i.e. one which is positively prepared, justified, effective, consistent with national policy, and legally compliant. A formal six-week consultation period provides an opportunity for stakeholders to comment on the soundness and legal compliance of the DPD.

5. Submission of DPD to Secretary of State – following proposed submission consultation; the response to this, together with the DPD, a summary of previous community involvement and other supporting documents are submitted to the Secretary of State to be subjected to independent examination.

- Independent Examination – the submitted DPD is then subject to independent examination conducted by the Planning Inspectorate (PINS) on behalf of the Secretary of State. The Planning Inspectorate will consider responses to the proposed-submission consultation and determine whether the DPD is sound and legally compliant. The duration of the examination and timing of hearings will be determined by the issues arising and PIN’s scheduling and therefore is not plotted on the timetable.
- Following examination PINS will submit a report to the Local Planning Authority on the DPD’s soundness and legal compliance. Once a fact check of the document has been completed, the Local Planning Authority will then publish the Inspector’s Report, which will include recommendations and reasons for these recommendations.
- Adoption – under the Council’s constitution, a DPD must be adopted following a meeting of Full Council. As an approximation the period from submission to adoption may range from 3 to 9 months dependent on the content and scope of the plan, issues arising during examination and scheduling of meetings.

**Table 1 - existing adopted planning policy and community infrastructure levy**

Document	Status	Description	Geographical Coverage	Chain of Conformity	Date of Adoption
Core Strategy	DPD	Contains the council's vision for Southend, and provides the strategic policy framework and growth targets to guide and promote all development in the Borough to 2021.	Borough Wide	National Policy	Dec 2007
London Southend Airport and Environs Joint Area Action Plan	DPD	Contains a policy framework, site allocations and proposals to deliver economic development and growth in and around London Southend Airport, including two business parks, in accordance with the vision and objectives in the Core Strategy and taking account of the broader objectives of the Thames Gateway south Essex regeneration area.	London Southend Airport and its environs (including areas within Southend and Rochford)	With Core Strategy	Dec 2014
Development Management	DPD	Contains detailed policies for the management of development in the Borough. A Policies Map will accompany this DPD to illustrate geographically the application of its policies.	Borough Wide	With Core Strategy	July 2015
Community Infrastructure Levy	Charging Schedule	To set out a charging regime for contributions to infrastructure.	Borough Wide	With Core Strategy	July 2015
Essex and Southend Waste local Plan	DPD	The document comprises a Core Strategy, site allocations and Development Management Policies. It sets out the vision, objectives and spatial strategy for dealing with waste in the Plan area up to 2032. Identifies locations for the provision of waste management sites and sets out the key development management policies that waste planning applications will be assessed against.	Administrative area of Essex county Council and Southend borough Council.	National policy	Oct 2017
Southend Central Area Action Plan (SCAAP)	DPD	Contains the policy framework, site allocations and proposals aimed at strengthening the role of Southend Town Centre and Central Seafront area as a successful retail, commercial and leisure destination, cultural hub and education centre of excellence, as well as a place to live. It also sets out the policy framework and proposals for adjacent residential areas. It is accompanied by an up-to-date Policies Map.	Southend Town Centre, Central Seafront and adjacent residential areas	With Core Strategy	Feb 2018

**Table 2 – emerging planning policy**

Document	Status	Description	Geographical Coverage	Chain of Conformity	Submission date
South Essex Joint Strategic Plan (JSP)	DPD	<p>To establish a joint framework to guide local development plan documents, including the Southend New Local Plan.</p> <p>Will include an overall spatial strategy and amount of housing, employment and supporting infrastructure to be provided.</p>	South Essex (comprising Basildon Borough, Brentwood Borough, Castle Point Borough, Rochford District, Southend Borough and Thurrock Borough Councils)	National Policy	Spring 2020
Southend New Local Plan (SNLP)	DPD	<p>Will contain a vision for the Borough and put in place a new strategy for delivering growth and regeneration. It will include planning policy and a policies map to guide and manage development.</p> <p>The new Local Plan will include a review the Core Strategy, DMD, SCAAP and remaining Saved Borough Local Plan Policies. Once adopted the SNLP will replace these planning documents.</p> <p>The Community Infrastructure Levy (Charging Schedule) will also be reviewed in light of the new Local Plan and its associated infrastructure requirements.</p>	Southend Borough Wide	Joint Strategic Plan	Winter 2020

## Appendix 1

### LOCAL DEVELOPMENT SCHEME – PROJECT TIMETABLES (2018)

These are live time tables that are subject to monitoring and will be updated as appropriate.

#### Southend New Local Plan

STAGE	TARGET DATE FOR COMMENCEMENT
Evidence base preparation	On-going
Call for Sites	On-going
Issues (and Options) Document public consultation	Autumn 2018
Preferred Approach Document public consultation	Autumn 2019
Publication of Proposed Submission Document public consultation	Autumn 2020
Submission to Secretary of State for independent examination followed by subsequent Examination and Adoption*	Winter 2020

#### South Essex Joint Strategic Plan

STAGE	TARGET DATE FOR COMMENCEMENT
Evidence base preparation	On-going
Preferred Approach and Options Document public consultation	Spring 2019
Publication of Proposed Submission Document public consultation	Winter 2019
Submission to Secretary of State for independent examination followed by subsequent Examination and Adoption*	Spring 2020

*\*As an approximation, the period from submission to adoption may range from 6 to 9 months dependent on the content and scope of the plan, issues arising during examination and scheduling of meetings.*

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# South Essex Joint Strategic Plan (JSP) Joint Statement of Community Involvement Draft for Consultation

## Introduction

This is a Joint Statement of Community Involvement (SCI) that sets out our approach for consultation and involvement in the joint South Essex Joint Strategic Plan (JSP) only. The Joint SCI will be adopted by the six authorities working in partnership on the JSP: Basildon Borough, Brentwood Borough, Castle Point Borough, Rochford District, Southend Borough, Thurrock Borough Council.

This SCI has been kept clear and concise to ensure as many people as possible will read it and understand our approach.

## Important Note

This joint SCI only sets out the consultation approach on the JSP and not on other planning documents or on planning applications. All six authorities have existing Statements of Community Involvements setting out the approach to consultation and involvement for other planning policy documents and planning applications, and these are not affected by this document. Please refer to the individual authority's website for details.



Include footer for this page only – with logos for Basildon Borough, Brentwood Borough, Castle Point Borough, Rochford District, Southend Borough, Thurrock Borough Council.

## APPENDIX 4

### Background

The JSP will be a formal statutory Development Plan Document, providing the strategic planning framework for the six Local Planning Authority areas. Essex County Council will assist with preparing the JSP. The JSP will contain strategic allocations and policies, including an overall spatial strategy and amount of housing, employment and supporting infrastructure to be provided. It will cover the period up to 2038.

Consultation is required at various stages during JSP preparation, including “Publication” stage, after which it will be submitted to Government. An independent Planning Inspector then carries out an Examination into the document, considering the views of interested people. The final decision on the soundness of the Plan will be made by that Inspector, after which the plan will be adopted by the six councils. You can find government guidance on preparing local plans here:

[www.gov.uk/guidance/local-plans](http://www.gov.uk/guidance/local-plans)

### Consultation General Principles

We will apply some general principles to our JSP consultation.

- Involvement will be open to all regardless of gender, faith, race, ethnicity, disability, sexuality, age and social deprivation.
- We will undertake consultation as the plan is prepared.
- We will choose consultation processes by balancing available resources, cost and time constraints, and our level of discretion on the outcome.
- Consultation publications will be clear and concise and avoid unnecessary jargon, without understating the complexities of any decision.
- Enough time (minimum of 6 weeks) will be given for responses.
- We will inform those who respond to a consultation of later stages in the process, where required.

### Who we will Consult

- Statutory organisations including councils, infrastructure providers and government bodies as legally required or otherwise appropriate.
- The general public.
- Groups representing place or interest communities.
- Local business, voluntary and other organisations.
- Planning and development industry and consultants.
- Others who have expressed an interest in the subject matter.

### How we will Consult

- We will contact appropriate organisations and individuals directly.
- We will publicise consultations by a combination of methods, as appropriate, such as: website, press release, displays, social media, community groups, community events.
- We will make consultation documents available at council offices and public libraries where appropriate.
- Consultation documents will be made available for download on the JSP website ([www.sejsp](http://www.sejsp)) and via Council's websites.
- We will consider organising consultation events such as public exhibitions and stakeholder workshops.
- We will publish comments received or a summary as soon as feasible. We will explain how these comments have been taken into account when decisions are made.

## APPENDIX 4

### When we will Consult

- We will consider the need for targeted engagement with organisations and key stakeholders in developing a preferred option for consultation.
- The first consultation will ask for comments on the Draft South Essex Joint Strategic Plan, which will present the Council's preferred option.
- After considering the initial consultation responses we will formally publish the 'Publication Version' of Plan for representations in accordance with the relevant regulations before submission to Government.

**To request this information in an alternative format or language please call your council office (telephone below) or email [sejsp@](mailto:sejsp@)**

We consider requests on an individual basis

<b>Basildon Borough Council</b> <b>0</b>	<b>Brentwood Borough Council</b> <b>0</b>	<b>Castle Point Borough Council</b> <b>0</b>
<b>Rochford District Council</b> <b>0</b>	<b>Southend-on-Sea Borough Council</b> <b>0</b>	<b>Thurrock Borough Council</b> <b>0</b>

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# Southend-on-Sea Borough Council Statement of Community Involvement 2018

## Introduction

This Statement of Community Involvement (SCI) sets out how the community and other stakeholders will be consulted on local planning policy documents and planning applications. South Essex strategic planning documents will follow the South Essex Joint SCI consultation requirements.

It has been kept deliberately short to ensure that as many people as possible will read it and understand our approach.

### General Principles of planning consultations

We will apply some general principles to our planning consultations. Where consultations are being undertaken by others, we will expect them to apply these too.

- Involvement will be open to all regardless of gender, faith, race, ethnicity, disability, sexuality, age and social deprivation.
- We will continue to co-operate with neighbouring boroughs and public bodies to ensure that strategic matters are appropriately addressed.
- We will seek views of interested and affected parties as early as possible.
- We will choose consultation processes by balancing available resources, cost and time constraints, and our level of discretion on the outcome.
- Consultation publications will be clear and concise and avoid unnecessary jargon, without understating the complexities of any decision.
- We will inform those who respond to a consultation of later stages in the process, where required.

### Planning Policy Consultation Database

Over time, we have built up an extensive database of organisations and individuals wishing to be involved in our consultations. Any individual or organisation wishing to be included may be added to the database at any time.

### Development Plan Documents (DPDs)

Development Plan Documents contain policies to manage and guide development. They must be supported by evidence, generally accord with national policies and be subject to an on-going process of sustainability appraisal, to ensure that the policies are soundly based on economic, social and environmental grounds.

Consultation is required at various stages in their preparation, including “Publication” stage, after which they are submitted to the Government. An independent Planning Inspector then carries out an Examination into the document, considering the views of interested people, before making recommendations on the document that can be put before the Council for adoption.

*Insert Picture*

## APPENDIX 5

The following approach applies to Development Plan Documents.

### Who we will consult

- Statutory organisations including councils, infrastructure providers and government bodies whom we consider may have an interest in the subject of the document.

Based on the subject of the document we will consult the following groups as we consider appropriate:

- Organisations representing local and national geographical, economic, social and other communities or other relevant interests;
- Local businesses, voluntary and other organisations;
- Those residents whom we consider it appropriate to invite representations;
- Others who have expressed an interest in the issue or matter, including those on our consultation database;
- The wider public.

### When we will consult

- We will consider the need for targeted engagement with organisations and key stakeholders prior to any formal consultation stage.
- After considering the initial comments and the relevance of previous consultation results, where applicable, we will consult, for a minimum of 6 weeks.
- We will consider the need to prepare documents for additional consultation stages.
- After considering the initial consultation responses we will formally publish the 'Publication Version' of Plan for representations in accordance with the relevant regulations before submission to Government<sup>1</sup>.

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<sup>1</sup> In certain circumstances and following this it may be necessary to engage further with the community on part of, or on the overall document before submission of a revised version to government. This may be owing to specific matters raised in representations or changes to government policy.

### How we will consult

- We will contact appropriate organisations and individuals directly.
- We will publicise consultations by a combination of methods, as appropriate, such as: website, press release, displays, social media, community groups, community events and joining with other consultations where feasible and appropriate.
- We will make consultation documents available at council offices and public libraries where appropriate.
- Consultation documents will be made available for download on the Council's website.
- Consultees are encouraged to respond to all consultations online via our consultation portal ([www.southend.gov.uk/ldfconsultation](http://www.southend.gov.uk/ldfconsultation)) as this is the quickest and most effective method of responding.
- Response forms will be available electronically. Responses made via letter, email and petition not using this format are also accepted. However, at Publication stage where comments must relate to legality and the soundness of the plan we will expect all responses to be duly made using our proposed submission template.
- We will publish comments received or a summary as soon as it is feasible after the close of the consultation. We will explain how consultation comments have been taken into account when decisions are taken. This is not required for the Proposed Submission Publication stage of DPDs as representations made at this stage will be considered during examination.
- Arrangements will be made, on request, to make all documents available in alternative formats, including Braille, should this be required. All documents will be made available in other languages on request.

## APPENDIX 5

### Supplementary Planning Documents

We prepare Supplementary Planning Documents (SPD) to provide guidance and more detailed advice, and to qualify information contained in a Development Plan Document. Again, they must be supported by appropriate evidence and generally accord with national policies.

We will carry out at least one stage of consultation before we adopt. A planning inspector is not involved as an Examination in Public is not required as part of the process. SPDs may not require Sustainability Appraisals where they are not site specific or relate to a DPD that has undergone a Sustainability Appraisal.

The same general methods of consultation, described for DPDs, as set out above, will be used for Supplementary Planning Documents. However, the criteria for 'When we will consult' will be as follows:

#### When we will consult

- First, if appropriate, we will ask for ideas, views and information from appropriate organisations, individuals and communities.
- After looking at any initial comments and assessing the relevance of previous consultation results we may carry out informal consultation before we prepare a formal draft Supplementary Planning Document.
- We will then consult on a draft version of the Supplementary Planning Document for a minimum of 4 weeks.
- After considering the responses to the draft, we will consider the need for further consultation.
- Once we consider that there has been an appropriate level of community involvement we will adopt the Supplementary Planning Document.

The Local Development Scheme, published on the Councils website, charts the key stages in Development Plan Document preparation.

For the latest information on the Local Plan, Development Plan Documents and Supplementary Planning Documents, please visit the relevant planning pages on the Councils website <http://www.southend.gov.uk>

### Neighbourhood Plans and Development Orders

Neighbourhood Plans and Neighbourhood Development Orders are taken forward by qualifying bodies and communities themselves. They are not prepared by the Council; therefore, this SCI does not prescribe what methods of community engagement they must follow. It will be for the qualifying bodies and communities to decide an appropriate level of community engagement in relation to the size and complexity of the Plan. Nevertheless the Council will expect this to meet the requirements set out in appropriate legislation and to follow wherever possible the general principles and techniques set out in this SCI.

The Council will have a statutory obligation to be involved in certain stages of Neighbourhood Plan preparation as detailed in the appropriate regulations.

*Insert Picture*



## APPENDIX 5

### Planning Applications

We are keen to encourage developers to discuss their proposals with planning officers before submitting an application. This can confirm whether the principle of development is acceptable and clarify the format, type and level of detail required to enable us to determine an application. Pre-application advice is currently provided on request and its procedure and associated cost is available on our planning website.

On receipt of a planning application the Council will display a site notice or advise neighbours by letter or email and take account of any relevant consultation responses. In some cases, particularly major development proposals, there are extra publicity requirements, including advertisement in the local press. Similar requirements apply to applications involving listed buildings, conservation areas, those involving a departure from the development plan and those affecting a public right of way.

To ensure early public involvement on major development proposals or locally sensitive schemes the developer will be encouraged to carry out public consultations before making a planning application.

Before making a major planning application (10+ dwellings or 0.5+ ha of residential development or 1000+ square metres of building space or 1.0+ ha<sup>2</sup> of development land), prospective applicants should:

- Talk to the Council planning officers about their application, and consider these discussions when preparing their proposals;
- Talk directly with relevant statutory consultees to minimise technical objections to their application;
- Consult the local community on overall and specific aspects of the proposal;

- Consider the consultation responses received, and take them into account before making their planning application.

Before making other types of planning application, prospective applicants should also consult both the Council planning officers and people likely to be affected and consider their views before finalising the proposal. The latter may be as simple as talking over plans with a neighbour.

Where applicable planning applications should be accompanied by a document explaining what consultation has been carried out by the applicant, including technical and public involvement and how it has influenced the planning application proposals.

In addition to the site notice and/or neighbour notifications the Council will publicise a weekly list of planning applications on our website and in other public places as appropriate.

Planning applications are public documents and can be viewed at the Council offices and on the Council's website. Public Access is our internet service that allows you to view and comment on planning applications.

[www.southend.gov.uk/publicaccess](http://www.southend.gov.uk/publicaccess)

The Council will consider the submitted consultation statement in addition to any comments received on the planning application.

The Council will allow applicants and objectors to make a short statement on planning applications which are considered by the Development Control Committee. A guide to commenting on planning applications and Development Control Committee is available on the Council's website and published leaflets.

The Council will publish the decisions on all planning applications on its website which will, where required, include the reasons for the decision. Please refer to the relevant planning pages on the Council's website:

<http://www.southend.gov.uk>

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<sup>2</sup> The subsequent listed consultation methods may not be necessary for some small scale development on large sites.



## APPENDIX 5

Planning legislation inevitably is amended and updated. The current relevant Planning Acts and regulation can be found at the official home of UK legislation: [www.legislation.gov.uk](http://www.legislation.gov.uk)

Please contact the Strategic Planning team at Southend-on-Sea Borough Council for further information regarding current legislation.

### Independent Planning Advice

Independent advice on planning is available from the Planning Aid website ([www.planningaid.rtpi.org.uk](http://www.planningaid.rtpi.org.uk)). Planning Aid provides free, independent and professional town planning advice and support to communities and individuals who cannot afford to pay planning consultant fees. It complements the work of local planning authorities, but is wholly independent of them. Planning Aid can assist people with their own planning applications or can help them to comment on planning applications or planning policy consultation documents.

If you have a query regarding the information set out in this Statement of Community Involvement or a specific question relating to a specific consultation or other planning policy matter please contact us at:

Corporate Director for Place  
PO Box 5557, Civic Centre,  
Victoria Avenue,  
Southend-on-Sea, SS2 6ZF,  
e-mail: [ldf@southend.gov.uk](mailto:ldf@southend.gov.uk)  
Telephone: 01702 215408 or 01702 215004

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## **Appendix 6**

Cllr J Lamb  
Leader of the Council  
Southend-on-Sea Borough Council  
Civic Centre  
Victoria Avenue  
Southend-on-Sea  
Essex

Our ref:  
Your ref:  
Date: 10<sup>th</sup> May 2018  
Telephone: 01702 215000  
Email: [council@southend.gov.uk](mailto:council@southend.gov.uk)

Dear Councillor Lamb,

**Standing Order 46: Response to Ministry of Housing, Communities & Local Government consultations – “National Planning Policy Framework” and “Supporting housing delivery through developer contributions”**

The draft revised National Planning Policy Framework (NPPF) incorporates policy proposals previously consulted on in the Housing White Paper and the “Planning for the right homes in the right places” consultation to which the Council responded both individually and as part of a joint response from the South Essex group of Planning Authorities (Basildon BC, Brentwood BC, Castle Point BC, Rochford DC, Southend BC Thurrock BC and Essex CC).

Following the announcements at Autumn Budget 2017, the government is seeking views on a number of additional proposals to change planning policy and legislation to bring forward more land in the right places. The NPPF consultation seeks views on these additional policy proposals and also provides indirect opportunity to comment on revisions to National Planning Practice Guidance (NPPG). In addition, the government is seeking views on a series of reforms to the existing system of developer contributions in the short term. These reforms are aimed at benefitting the local authorities who administer them, developers who pay them and the communities in which development takes place.

Comments are invited by **10<sup>th</sup> May 2018**. Subject to consultation responses the Government plans to issue a revised National Planning Policy Framework (NPPF) before the summer. It is important that Southend Borough Council provides a formal response to this consultation as changes to national policy and guidance will impact upon the preparation of the South East Essex Joint Strategic Plan and Southend's new Local Plan.

I am seeking your authority pursuant to Standing Order 46 to recommend a Southend Borough Council response to each of the consultations, as set out in Attachment 1 and Attachment 2.

If you concur with my proposed action as set out above, and as per the attached consultation responses (Attachment 1 and Attachment 2), I should be grateful if you would sign and return this letter.

This has also been discussed and agreed with colleagues in Strategic Housing.

Yours sincerely,



Andrew Lewis  
Deputy Chief Executive (Place)

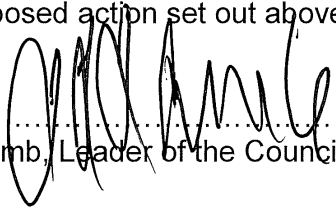
**Attachment 1:** Consultation Response – NPPF (and PPG)

**Attachment 2:** Consultation Response – Supporting housing delivery through developer contributions

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I support your proposed action set out above.

Signed .....  
Councillor John Lamb, Leader of the Council



Date 10/5/18 .....

## Local Authority Organisational Consultation Response: National Planning Policy Framework

### Chapter 1 Introduction

Q1 Do you have any comments on the text of Chapter 1?

**Response:**

No.

### Chapter 2 Achieving sustainable development

Q2 Do you agree with the changes to the sustainable development objectives and the presumption in favour of sustainable development?

**Response:**

No.

Q3 Do you agree that the core principles section should be deleted, given its content has been retained and moved to other appropriate parts of the Framework?

**Response:**

*It is considered that the new structure and loss of the Core Planning Principles potentially dilutes the holistic approach to supporting economic growth as it allows for individual subjects to be addressed in isolation of each other, rather than on an integrated basis. Whilst the Government's drive to boost housing delivery is supported, this must be delivered through a 'place' based approach to planning, and not to the exclusion of all else. The loss of focus on economic growth as an important component of sustainable growth is considered particularly regrettable. The deletion of the Core Planning Principles could also undermine their centrality to the Government's vision for planning and potential for demonstrating how they might fulfil the Sustainable Development Goals.*

Q4 Do you have any other comments on the text of Chapter 2, including the approach to providing additional certainty for neighbourhood plans in some circumstances?

**Response:**

*The Borough Council welcomes the continued presumption in favour of sustainable development which lies at the heart of development plan preparation, and also welcomes the clarification in paragraph 12 in respect of the presumption in favour of sustainable development not changing the statutory status of the development plan as the starting point for decision making. However, the Borough Council is concerned to ensure that the character of urban areas is protected from over development and poor design. Proposed revisions to policy relating to sustainable development (paragraph 11) are ambiguous and could be read as precluding design issues, which is in direct conflict with the objectives set out in the revised NPPF to achieve quality design. The Borough Council would wish to see the current wording of the NPPF, referring to those cases where exceptions to granting planning permission apply, retained (current NPPF paragraph 14, including footnote 9) and to make it explicitly clear that poor design and over development are two of the key reasons for not permitting a development.*

*In addition, paragraph 14 is considered to be ambiguous and confuses rather than clarifies the objectives of paragraph 13. It is recommended that this paragraph is deleted along with its associated cross referenced paragraph 75.*

### **Chapter 3 Plan-making**

Q5 Do you agree with the further changes proposed to the tests of soundness, and to the other changes of policy in this chapter that have not already been consulted on?

**Response:**

*Yes. The Borough Council welcomes the continuing recognition of the importance of having an up to date development plan and the new approach of the tests at examination to requiring the presentation of 'an acceptable strategy'.*

Q6 Do you have any other comments on the text of Chapter 3?

**Response:**

*The Borough Council welcomes the proposals to introduce a 'Statement of Common Ground' to promote effective joint working. The Borough Council is already in the process of preparing a 'Statement of Common Ground' as part of joint working with its south Essex partners who have recently formed the Association of South Essex Local Authorities (ASELA). ASELA has agreed to the preparation of a statutory Joint Spatial Plan for south Essex.*

*The Borough Council also welcomes clarity in the application of ‘duty to co-operate’ provisions in development plan preparation and their inclusion as tests of ‘soundness’ in examining the plan.*

*The recognised need for the development of strategic policies in development plans is supported by the Borough Council. These are considered to be essential to effective plan making in an area. The Borough Council is already engaged in the preparation of a statutory Joint Spatial Plan with its south Essex partners to set out appropriate strategic policies to guide development in the sub-region and the preparation of local plans. Although the NPPF confirms the Government’s new ‘portfolio’ approach to plan-making and the role of ‘strategic plans’ and ‘local policies’, it is considered that it should be more explicit about its preference for joint strategic plans to support those authorities, like South Essex, that are piloting the new approach. However, there is the risk that given the resources, costs and effort required to develop plans containing strategic policies it may undermine other aspects of plan-making at a local level. It would be helpful for the NPPF to be clear on its support for plan-making beyond those containing strategic policies.*

*The Borough Council welcomes proposed changes in relation to Development Contributions aimed at clearly setting out affordable housing and infrastructure expectations at the plan-making stage so that developers can factor this into the viability of development proposals.*

#### **Chapter 4 Decision-making**

Q7 The revised draft Framework expects all viability assessments to be made publicly available. Are there any circumstances where this would be problematic?

**Response:**

*It is agreed that viability assessments should be publicly available to allow transparency in planning.*

Q8 Would it be helpful for national planning guidance to go further and set out the circumstances in which viability assessment to accompany planning applications would be acceptable?

**Response:**

*The Draft Planning Practice Guidance ([https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/687239/Draft\\_planning\\_practice\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/687239/Draft_planning_practice_guidance.pdf)) appears adequate in this respect.*



Q9 What would be the benefits of going further and mandating the use of review mechanisms to capture increases in the value of a large or multi-phased development?

**Response:**

*Inclusion of a mandatory requirement for review mechanisms within national policy would support local authorities in decisions to impose such mechanisms in the interests of delivering maximum viable levels of affordable housing and supporting infrastructure. However, national policy/guidance needs to set out a clear mechanism for review(s).*

Q10 Do you have any comments on the text of Chapter 4?

**Response:**

*The Borough Council welcomes the encouragement of pre-application engagement and front loading; and generally welcomes proposed changes in relation to planning conditions and obligations aimed at speeding up the assessment process of planning proposals. However, in some instances developers choose to agree all planning obligations simply to secure a planning permission and then seek to renegotiate at a later date. This is costly and time consuming for all parties and could be avoided by allowing local authorities to request evidence to support the viability of a scheme where this has not been established at the plan making stage.*

*Para 40 references early engagement; is it worth commenting on the importance of this in relation to affordable housing provision in light of certain cases of attempts to design out affordable housing.*

*The Borough Council welcomes the encouragement of pre-application engagement and front loading particularly in relation to scheme design and the provision of affordable housing. Noting that in some instances developers will propose a scheme which is policy compliant, however does not factor in affordable housing provision and management in terms of design. Early engagement enables the opportunity for communication between the developer, the Council and Register Providers in order to ensure submitted designs are conducive to on-site affordable housing provision.*

*The related Draft Planning Practice Guidance, where it relates to standardised inputs for viability assessments, is welcomed. In particular, the approach to calculating costs, benchmark land value and profit is supported. However, it is considered that the guidance could present a stronger position in respect of placing the onus on landowners/developers to provide local authorities with evidence at plan-making stage to demonstrate that sites are deliverable.*

## Chapter 5 Delivering a wide choice of high quality homes

Q11 What are your views on the most appropriate combination of policy requirements to ensure that a suitable proportion of land for homes comes forward as small or medium sized sites?

**Response:**

*The Borough Council disagrees with the proposal for twenty percent of sites to be half a hectare or less, as the requirement should be driven by demonstrable housing need, affordability of market housing and site development viability. Each local authority area is different and many authorities benefit from a number of smaller sites as opposed to large developments and would therefore, be disadvantaged by this proposal.*

*The Borough Council considers that the way forward is through partnership working with developers and the Government providing developers with greater incentives to deliver sites.*

Q12 Do you agree with the application of the presumption in favour of sustainable development where delivery is below 75% of the housing required from 2020?

**Response:**

*There are significant concerns about the Housing Delivery Test in advance of the final Letwin report and consideration of the issues flowing from that report which is essentially about the barriers to delivery – much of which lies outside the control of the LPA. For instance, the availability of built environment professionals and skilled labour, materials, the dilatoriness of utility companies, cost and time of land remediation and infrastructure requirements etc. With only 10 major developers in the country for instance, it is entirely possible for the development industry to slow the rate of delivery in order to get planning permission on non-allocated green field sites despite an up to date Local Plan. In addition, there is a need to consider the positive steps that a LPA is taking to address housing delivery, sometimes in the face of significant constraints.*

*The Borough Council is concerned that in referring to the presumption in favour of sustainable development where the adequacy of the housing supply tests are not met could preclude the consideration of good design, issues of over development and broader policy objectives, and as such be in direct conflict with the design statements in the NPPF.*

Q13 Do you agree with the new policy on exception sites for entry-level homes?

**Response:**

*Paragraph 72 re-introduces the idea of starter homes as exception sites, which could be for sale or rent and should be outside existing settlements on land not already allocated. This would need to be carefully considered within policies in the Development Plan and must demonstrate that it meets a local need i.e. determined by local circumstances and housing priorities.*

Q14 Do you have any other comments on the text of Chapter 5?

**Response:**

*The Borough Council recognises the need for increasing housing delivery to meet local needs and has already commissioned and completed joint studies with its south Essex Local Authority partners to objectively assess housing needs across the sub-region. The Borough Council supports the standardisation in the calculation of housing need in the draft NPPF. The Borough Council also welcomes initiatives to improve the delivery of affordable housing.*

*Glossary 2 stipulates that affordable housing is for “those whose needs are not met by the market” but does not specify what this means in local terms. To reflect the government’s ambitions to end rough sleeping by 2027, we feel it would be appropriate for the NPPF/PPG to introduce a formula for calculating what constitutes “affordable housing” in a local market context and the income groups different affordable housing products are aimed at. This would help with planning to meet a mix of needs for lower and middle income households, as well as assisting local authorities in their Homelessness Act 2002 requirements to review what accommodation is available for those who are, or may become homeless, and to use this information to develop a strategy to meet their needs.*

*In line with a “living rents” approach, the need for affordable housing in an LA area could be based on a formula that takes into account whether local people can access the lower end/ quartile of the local private sector without spending disproportionate amounts of their incomes on rent/mortgage. As part of the plan making process LA’s can then consider constraints and other issues that may prevent them from meeting local need.*

*In undertaking needs assessments for affordable housing, we also feel it important to distinguish between affordable housing products aimed at helping those on the lowest incomes/in greatest housing need and intermediate, home ownership products such as Shared Ownership and Starter Homes, aimed at meeting the needs of aspiring homeowners. Depending on the market area, the latter can require relatively high household incomes at the point of obtaining a mortgage and can work out more expensive than lower quartile home-ownership.*

*In further reference to paragraph 62 (meeting the needs of particular groups) it would be helpful if this could indicate the way in which identifying the needs of specified groups should link up with the Government's recently proposed, new, Statement of Expectation for Supported Housing, which states:*

*"The local strategic plan should set out how they will meet the current and future needs of all supported housing client groups over a five-year period. This should include, if necessary, how they will meet particular supported housing needs outside of the local authority area (e.g. the use of specialist provision which is only provided in certain areas). We would expect these plans to be made public to promote transparency"*

*Linking the Statement of Expectation for Supported Housing, The Statement of Common Ground and the needs of particular groups may help prevent duplication of needs assessments and/or highlight opportunities for joint working between housing, planning and commissioning teams. In turn, this could ensure a holistic approach to meeting the housing needs of vulnerable groups and make best use of stretched resource when undertaking needs assessments.*

*Paragraph 64 should be reconsidered as it does not support the delivery of affordable housing. The amount of affordable housing on brownfield sites should be established through viability assessments and not through the use of the vacant building credit. In addition, there is real concern about the definition of affordable housing. The definition as set out in the appendix to the draft NPPF includes a wide range of intermediate housing products which really stretch what could reasonably be considered affordable. It is likely that many on local incomes will be unable to afford what in terms of the new definition will be badged as affordable housing. For many households in many housing markets, 20 per cent below market rent or price remains unaffordable. High demand areas such where property prices have risen more markedly relative to average incomes are struggling to meet their affordable need. In the current housing market many affordable housing products are beyond the reach of local people because of the disparity between suppressed income levels and escalating house prices as well as for rent. The concept of a living rent should be considered for low income groups. Although Starter Homes may have a role in the housing market, they should not be included as a form of affordable housing which can be delivered in place of other forms of affordable housing tenure if they are not to be treated as affordable housing in perpetuity. Should the definition of affordable housing be revised as proposed, then local authorities should have flexibility to determine the balance of affordable housing products delivered locally, including rent and home ownership.*

*Whilst the affordable rented tenure has largely replaced social rented, we do not want to dissuade the provision of social rented properties, and the removal of the social rented definition would send the wrong message, particularly noting that there is a need for this tenure.*

*Whilst it is fully recognised that an adequate and deliverable supply of land is vital in meeting future housing needs, it is considered that the Government has failed to recognise that delivering privately owned sites is not within the powers or remit of the local planning authority unless time consuming and costly CPO powers are pursued. Delivery is the responsibility of the developer and this will be dictated by the market place and the business decisions of individual developers. It may well be in the developers' financial or project programming interest to 'land bank' sites. Allocating additional land not identified in a local plan will not resolve this problem. These proposals merely penalise the local planning authority for decisions which are mainly outside their control.*

*It is considered that the 95% delivery target in paragraph 77 is unrealistic and unreasonable; and it is not considered that pursuing action plans to assess the causes of under delivery or restricting planning permissions to shorter time periods will resolve the matter. Under delivery is often due to developer decisions and other factors that are beyond the control of the local authority, and local authorities should not be penalised for this. It is recommended that this paragraph be reconsidered.*

*In addition, where objectively assessed housing needs are to be provided by two neighbouring authorities working jointly together, it is considered that the 5 year land supply criteria should apply to the two authorities as one joint test, not as individual tests for each authority. The latter would be illogical given the joint provision by neighbouring authorities to meet objectively assessed housing needs. It is considered that some clarity is urgently needed on whether local planning authorities can manage housing delivery (both in terms of 5 year land supply and Housing Delivery Test) on a 'strategic plan' basis as both the draft NPPF and PPG are currently ambiguous on this. The draft NPPF should allow for any 5 year housing land supply position and Housing Delivery Test to also be applied across the same housing standardised assessment area.*

*Although the draft NPPF continues to highlight the role strategic development options, such as new communities, can play in contributing to housing delivery, the Government's promised support for the concept of 'Garden Villages and Towns' has not materialised. The principles behind this are important and should be included in national policy, or at the very least, in the PPG. Considering the Government's recent commitment to Sustainable Development Goals, it is also deemed appropriate that this should be referred to in the NPPF.*

*In addition, paragraph 74c footnote 29 refers to 85% for the threshold delivery test from November 2018 whereas the Delivery Test (paragraph 211) refers to 25%. Paragraph 74 and paragraph 211 should be combined to provide clarity on this issue and avoid the necessity for confusing and ambiguous footnotes. As currently worded and set out, the 5 year land*

*supply buffer criteria and its relationship to the Housing Delivery Tests, is ambiguous and confusing.*

*Finally, it is considered that too much emphasis is given in the NPPF to creating new stock and not bringing poor quality, unused or under-utilised housing stock back into use by refurbishment, retro-fitting or fiscal incentives. Where properties have been built purely for investment, fiscal measures should be considered to discourage such investment and consequent under-utilisation of housing.*

## **Chapter 6 Building a strong, competitive economy**

Q15 Do you agree with the policy changes on supporting business growth and productivity, including the approach to accommodating local business and community needs in rural areas?

### **Response:**

*The proposed revisions to policy relating to economic development are generally welcomed.*

Q16 Do you have any other comments on the text of chapter 6?

### **Response:**

*No.*

## **Chapter 7 Ensuring the vitality of town centres**

Q17 Do you agree with the policy changes on planning for identified retail needs and considering planning applications for town centre uses?

### **Response:**

*The proposed revisions to policy relating to economic development and town centres are generally welcomed. However, it is considered that the proposed revised policy fails to recognise and adequately address the significant challenges that town centres such as Southend are facing as a result of changing retail shopping patterns and provision. The Borough Council considers that the policy should recognise these significant challenges and be far more positive in its approach in helping town centres to adapt to changing retail patterns and demand in order for centres to retain their vitality and viability.*

Q18 Do you have any other comments on the text of Chapter 7?

**Response:**

*The ever increasing introduction of PD rights runs contrary to the aspirations of the NPPF and local Development Plans and is actually harming the appearance and viability of Town centres, while providing in some cases, substandard accommodation. It would be better for the PD rights aspect to be deleted and for appropriate encouragement in national and local policy. It could also be undermining public support for planning as it is increasingly been perceived as a free for all.*

**Chapter 8 Promoting healthy and safe communities**

Q19 Do you have any comments on the new policies in Chapter 8 that have not already been consulted on?

**Response:**

*The Borough Council welcomes the proposed changes to policy in relation to healthy and safe communities. However, the section is surprisingly short for such an important issue where place making and good design has such a significant impact on public health and wellbeing. There is a clear link between the New Urban Agenda and the SDGs and it would have been helpful and logical to include reference to them in this chapter.*

Q20 Do you have any other comments the text of Chapter 8?

**Response:**

No.

**Chapter 9 Promoting sustainable transport**

Q21 Do you agree with the changes to the transport chapter that point to the way that all aspects of transport should be considered, both in planning for transport and assessing transport impacts?

**Response:**

Yes.

Q22 Do you agree with the policy change that recognises the importance of general aviation facilities?

**Response:**

Yes.

Q23 Do you have any other comments on the text of Chapter 9?

**Response:**

*The Borough Council supports the proposed changes to policy in relation to sustainable transport although greater clarification in paragraph 111 of what constitutes “significant amounts of movement”, thus requiring a Travel Plan, Transport Statement or Transport Assessment, would be helpful.*

**Chapter 10 Supporting high quality communications**

Q24 Do you have any comments on the text of Chapter 10?

**Response:**

*The Borough Council welcomes the proposed changes to policy in relation to high quality communications. It is suggested that reference could be made as to how digitally enabled approaches to place-making could be supported,*

**Chapter 11 Making effective use of land**

Q25 Do you agree with the proposed approaches to under-utilised land, reallocating land for other uses and making it easier to convert land which is in existing use?

**Response:**

*Yes, in principle. However, this should be secured through the appropriate wording of national and local policies and proper assessment of planning applications rather than through the application of PD rights which could result in inappropriate uses, detrimental impact to areas and poor living standards. For example, use of airspace above existing residential and commercial buildings to create new homes should remain within planning control and not be allowed through permitted development as this could result in poor quality environments. The Borough Council has real concerns over the quality of environments being created through the wide-spread application and use of permitted development rights which seem to fly in the face of the principles of sustainable development.*



Q26 Do you agree with the proposed approach to employing minimum density standards where there is a shortage of land for meeting identified housing needs?

**Response:**

*The Borough Council recognises the need to optimise the use of urban land in meeting development needs and has consistently sought to do this in previous and current development plans through provisions such as density standards. However, this needs to be sensitively applied in order to protect the character and amenities of areas and to retain a sense of place. Over development and poor design can have a detrimental impact on an area and lead to a decline in the quality of the urban environment.*

*The Borough Council is therefore opposed to the inclusion of statements in the proposed new policy that “Where there is an existing or anticipated shortage of land for meeting identified housing needs, it is especially important that planning policies and decisions avoid homes being built at low densities”. In certain areas low density development may be appropriate in order to retain the areas distinct character regardless of the prevailing development needs in the area as a whole. These issues are considered to be best determined at the local level through the preparation of local plans and tested at examination. Similarly, specifically promoting upward extensions and potentially relaxing daylight and sunlight standards is not supported. Again these are issues that should be determined at the local level through the preparation of local plans and design guides and tested at examination. These provisions are considered to be in direct conflict with the objectives set out in proposed revised policy relating to ‘achieving well designed places’ (Chapter 12).*

Q27 Do you have any other comments on the text of Chapter 11?

**Response:**

No.

## **Chapter 12 Achieving well-designed places**

Q28 Do you have any comments on the changes of policy in Chapter 12 that have not already been consulted on?

**Response:**

*The loss of focus in detailed design advice, particularly in relation to the ‘Garden Villages and Towns’ concept, is considered particularly regrettable. In addition, there appears to be little in this section for such an important issue as design and place-making. This has huge implications for people’s health and well-being and can make the difference between successful places and unsuccessful which links to so many other parts of the NPPF including*

*sustainable development, transport, and health etc. It is about place making, providing places that people want to live with high quality design and amenity etc. The section maybe needs greater emphasis. The impact of PD rights should also be more directly picked up in the NPPF particularly where it affects the economic viability and quality of places.*

Q29 Do you have any other comments on the text of Chapter 12?

**Response:**

*Whilst the Borough Council welcomes and supports the clear and strong statements about the need for quality design in all development, it is concerned that this is not adequately reflected in other parts of the proposed revised policy, particularly that relating to the presumption in favour of sustainable development, maintaining a 5 year land supply and making the optimum use of land which are in direct conflict with it. The dispersion of the Core Planning Principles throughout the draft NPPF could also result in dilution of the objective of creating well-designed places.*

*The Borough Council would wish to see the inclusion in policy of clear statements that achieving quality design to retain the distinctive character of areas and their sense of place applies to all proposals for development regardless of any other issues such as housing need, land supply or making the optimum use of land.*

*Unfortunately, the increasing application of PD for conversion to residential uses often fails to result in good design and is creating poor standard accommodation. This is contrary to the aims of the NPPF for sustainable development. Well-designed places would be better guided by national and local policies as opposed to poor substandard development being allowed through the implementation of PD rights.*

**Chapter 13 Protecting the Green Belt**

Q30 Do you agree with the proposed changes to enable greater use of brownfield land for housing in the Green Belt, and to provide for the other forms of development that are 'not inappropriate' in the Green Belt?

**Response:**

*Yes, subject to comments in response to Q31.*

Q31 Do you have any other comments on the text of Chapter 13?

**Response:**

*The Borough Council welcomes the continued protection of Green Belt land. However, some of the proposed wording is considered to be ambiguous in relation to the protection of the Green Belt and when 'exceptional circumstances' may apply.*

*In the revised draft (paragraph 136) it implies that Green Belt boundaries should be considered for review where brownfield development has been maximised, density in town centres and other areas well served by public transport has been optimised and opportunities for neighbouring authorities to meet any unmet need have been exhausted. With Southend already having limited land resources, high densities and tight Green Belt boundaries, this scenario is already evident.*

*The Borough Council considers that national policy should make it explicitly clear that as part of the preparation of a strategic plan a Green Belt assessment should be undertaken to ascertain whether the land affected still meets the stated purposes of the Green Belt. If it does, policy should state that exceptions criteria do not apply regardless of any unmet development needs of the area. To do otherwise would undermine the stated purposes of Green Belts and their permanence. In cases where it no longer serves its purpose a local authority should be able to reasonably amend it to meet its needs.*

**Chapter 14 Meeting the challenge of climate change, flooding and coastal change**

Q32 Do you have any comments on the text of Chapter 14?

**Response:**

*The Borough Council welcomes the proposed changes to policy in relation to the natural environment and flooding. However, the chapter does appear to conflict with Government's recently published 25 Year Environment Plan. There is little reference to the use of sustainable urban drainage systems, and the nature recovery network and Sustainable Development Goals are not referred to.*

Q33 Does paragraph 149b need any further amendment to reflect the ambitions in the Clean Growth Strategy to reduce emissions from buildings?

**Response:**

*No comment.*

## **Chapter 15 Conserving and enhancing the natural environment**

Q34 Do you agree with the approach to clarifying and strengthening protection for areas of particular environmental importance in the context of the 25 Year Environment Plan and national infrastructure requirements, including the level of protection for ancient woodland and aged or veteran trees?

**Response:**

*No comment.*

Q35 Do you have any other comments on the text of Chapter 15?

**Response:**

*No.*

## **Chapter 16 Conserving and enhancing the historic environment**

Q36 Do you have any comments on the text of Chapter 16?

**Response:**

*The Borough Council agrees to the added support for designated heritage assets, but similarly recognises the need for balance in bringing forward schemes of significant public benefit.*

## **Chapter 17 Facilitating the sustainable use of minerals**

Q37 Do you have any comments on the changes of policy in Chapter 17, or on any other aspects of the text of this chapter?

**Response:**

*No.*

Q38 Do you think that planning policy on minerals would be better contained in a separate document?

**Response:**

*This is an issue which should be determined at the local level dependent on the geography of the area and the Mineral Authorities involved (County Councils and/or Unitary Authorities).*

Q39 Do you have any views on the utility of national and sub-national guidelines on future aggregates provision?

**Response:**

*No.*

#### **Transitional arrangements and consequential changes**

Q40 Do you agree with the proposed transitional arrangements?

**Response:**

*The Borough Council does not have any comments on the proposed transitional arrangements.*

*In relation to the Housing Delivery Tests, it is considered that paragraphs 211 and 74 should be combined to provide clarity on this issue. As currently set out and worded, paragraph 74 and its associated footnotes are ambiguous and confusing. In addition, the Borough Council is concerned about the implementation of the Housing Delivery Test, prior to further, more considered, thoughts about housing delivery that will flow from the Letwin report and its conclusions.*

Q41 Do you think that any changes should be made to the Planning Policy for Traveller Sites as a result of the proposed changes to the Framework set out in this document? If so, what changes should be made?

**Response:**

*No comment.*

Q42 Do you think that any changes should be made to the Planning Policy for Waste as a result of the proposed changes to the Framework set out in this document? If so, what changes should be made?

**Response:**

*No comment.*

#### **Glossary**

Q43 Do you have any comments on the glossary?

***Response:***

*Whilst the affordable rented tenure has largely replaced social rented, we do not want to dissuade the provision of social rented properties, and the removal of the social rented definition would send the wrong message, particularly noting that there is a need for this tenure.*

## Local Authority Organisational Consultation Response: Supporting housing delivery through developer contributions

Question 1 Do you agree with the Government's proposals to set out that:

- i. Evidence of local infrastructure need for CIL-setting purposes can be the same infrastructure planning and viability evidence produced for plan making?

**Response:**

Yes.

- ii. Evidence of a funding gap significantly greater than anticipated CIL income is likely to be sufficient as evidence of infrastructure need?

**Response:**

Yes.

- iii. Where charging authorities consider there may have been significant changes in market conditions since evidence was produced, it may be appropriate for charging authorities to take a pragmatic approach to supplementing this information as part of setting CIL – for instance, assessing recent economic and development trends and working with developers (e.g. through local development forums), rather than procuring new and costly evidence?

**Response:**

*Yes, for example, a review of values and costs may be all that is required.*

Question 2 Are there any factors that the Government should take into account when implementing proposals to align the evidence for CIL charging schedules and plan making?

**Response:** *It should be noted that there may be exceptions, for example, if a Local Plan is delayed and an authority wishes to bring their CIL Charging Schedule forward in advance of their Local plan.*

Question 3 Do you agree with the Government's proposal to replace the current statutory consultation requirements with a requirement on the charging authority to publish a statement on how it has sought an appropriate level of engagement?

**Response:**

*Yes. Although the formal two stage consultation is generally advisable, it is not always necessary and it is welcomed that this is being recognised to speed up the process for reviewing a CIL Charging Schedule.*

Question 4 Do you have views on how guidance can ensure that consultation is proportionate to the scale of any charge being introduced or amended?

**Response:** *It is considered that there should be no requirement for hard copies of consultation documents to be provided.*

Question 5 Do you agree with the Government's proposal to allow local authorities to pool section 106 planning obligations:

- i. Where it would not be feasible for the authority to adopt CIL in addition to securing the necessary developer contributions through section 106?

**Response:**

*Yes in part. The proposal to remove the S106 pooling restriction for CIL charging authorities is welcomed. However, it is considered that the proposal to remove the pooling restriction in certain circumstances only for non-charging authorities is overly complicating the matter.*

*The original objective of the pooling restriction was to encourage local authorities to introduce CIL. In areas where viability has allowed, the majority of local authorities have now introduced CIL. Would it not therefore be simpler to remove the S106 pooling restriction in its entirety?*

- ii. Where significant development is planned on several large strategic sites?

**Response:**

*Yes although further clarification would be required (see reply to Question 7). As set out above, this proposal is also considered to be overly complicating the matter.*

Question 6

- i. Do you agree that, if the pooling restriction is to be lifted where it would not be feasible for the authority to adopt CIL in addition to securing the necessary developer contributions through section 106, this should be measures based on the tenth percentile of average new build house prices?

**Response:**

*No. Judgements relating to whether authorities have house prices in the lowest 10% could be complex, and how would the regulations take into account changing house prices? There could also be a stigma attached to an area being declared as within this low value category, which could be detrimental to the growth and wellbeing of an area.*

*In addition, as the proposed removal of the pooling restriction would only last 3 years this would make forward planning for an authority very difficult, particularly as a large scheme would take longer than 3 years to development. The proposal set out in paragraph 102 and 106 is therefore considered likely to lead to greater uncertainty for both developers and local authorities.*



- ii. What comments, if any, do you have on how the restriction is lifted in areas where CIL is not feasible, or in national parks?

**Response:**

*No further comment.*

Question 7 Do you believe that, if lifting the pooling restriction where significant development is planned on several large strategic sites, this should be based on either: i. a set percentage of homes, set out in a plan, are being delivered through a limited number of strategic sites; or ii. all planning obligations from a strategic site count as one planning obligation?

**Response:**

*It would be difficult to set thresholds/define criteria and, as set out above, it is considered to be overly complicating already complex regulations, and is likely to lead to greater uncertainty thus have a negative effect on delivery.*

Question 8 What factors should the Government take into account when defining 'strategic sites' for the purposes of lifting the pooling restriction?

**Response:**

*No further comment.*

Question 9 What further comments, if any, do you have on how pooling restrictions should be lifted?

**Response:**

*It is considered that pooling restrictions should be lifted in their entirety.*

Question 10 Do you agree with the Government's proposal to introduce a 2 month grace period for developers to submit a Commencement Notice in relation to exempted development?

**Response:**

*Yes subject to the comment for Q11.*

Question 11 If introducing a grace period, what other factors, such as a small penalty for submitting a Commencement Notice during the grace period, should the Government take into account?

**Response:**

*If a grace period is introduced then there must be a significant financial penalty otherwise this will be viewed as an extended deadline only and could become a further burden on local*

*authorities in terms of CIL enforcement e.g. checking if developments have commenced, chasing notices etc.*

Question 12 How else can the Government seek to take a more proportionate approach to administering exemptions?

**Response:**

*It is strongly recommended that residential extensions and annexes become a mandatory exemption thus avoiding the costly administration associated with local authorities having to process such exemptions for no end financial gain.*

*It is considered that there are now too many exemptions. The consequence of this is that CIL operates in conflict with one of its original objectives of being introduced. This objective was to redress the balance whereby only major development contributes to infrastructure through S106 even though small and medium scale development has a cumulative impact on infrastructure. A low level standard tariff for all, as proposed in the CIL Review, would have assisted in this respect and would be relatively easy to administer.*

Question 13 Do you agree that Government should amend regulations so that they allow a development originally permitted before CIL came into force, to balance CIL liabilities between different phases of the same development?

**Response:**

*Yes although regulations must avoid a situation whereby a local authority would need to return any CIL receipts.*

Question 14 Are there any particular factors the Government should take into account in allowing abatement for phased planning permissions secured before introduction of CIL?

**Response:**

*It is considered that there should be a time limit restricting the length of the abatement/adjustment period e.g. within 2-3 years of commencement.*

Question 15 Do you agree that Government should amend regulations on how indexation applies to development that is both originally permitted and then amended while CIL is in force to align with the approach taken in the recently amended CIL regulations?

**Response:**

Yes.

Question 16 Do you agree with the Government's proposal to allow local authorities to set differential CIL rates based on the existing use of land?

**Response:**

*Yes, in principle the Borough Council has no objection to this being offered as an option. However, in practice this could be complex and impractical for the following reasons:*

- Establishing existing uses on a case by case basis could be complex and time consuming prolonging the development process. There would need to be a standardised assessment approach to avoid lengthy developer disputes regarding the existing use(s) and rates applicable.*
- Market responsive differential use rates would need a lot of evidence and authorities would end up with complex charging schedules with many different rates that could prove difficult to administer.*
- Engagement with developers may prove difficult as they may not want to openly discuss existing use values of their land.*
- It may be simpler to continue to rely on the existing ability to set rates based on geographical areas e.g. could have differential rates for greenfield and brownfield land.*
- If this proposal is aimed at improving market responsiveness then it is suggested that this could be addressed enabling a quicker CIL Charging Schedule review process.*

Question 17 If implementing this proposal do you agree that the Government should:

- i. encourage authorities to set a single CIL rate for strategic sites?

**Response:**

*No comment as it is difficult to see how this would work in practice.*

- ii. for sites with multiple existing uses, set out that CIL liabilities should be calculated on the basis of the majority existing use for small sites?

**Response:**

*No comment as it is difficult to see how this would work in practice.*

- iii. set out that, for other sites, CIL liabilities should be calculated on the basis of the majority existing use where 80% or more of the site is in a single existing use?

**Response:**

*No comment as it is difficult to see how this would work in practice.*

- iv. what comments, if any, do you have on using a threshold of 80% or more of a site being in a single existing use, to determine where CIL liabilities should be calculated on the basis of the majority existing use?

**Response:**

*No comment as it is difficult to see how this would work in practice.*

Question 18 What further comments, if any, do you have on how CIL should operate on sites with multiple existing uses, including the avoidance of gaming?

**Response:**

*None.*

Question 19 Do you have a preference between CIL rates for residential development being indexed to either: a) The change in seasonally adjusted regional house price indexation on a monthly or quarterly basis; or b) The change in local authority-level house price indexation on an annual basis

**Response:**

*A change in the indexation on any basis shorter than annually would result in uncertainty for developers and unnecessary administration for local authorities; and it is considered preferable and more appropriate to index to the change in local authority level HPI as opposed to regional index figures.*

Question 20 Do you agree with the Government's proposal to index CIL to a different metric for nonresidential development?

**Response:**

*Yes. If residential development is linked to the regional house price index, this would not be appropriate or relevant for non-residential development.*

Question 21 If yes, do you believe that indexation for non-residential development should be based on:

- i. the Consumer Prices Index?

**Response:** *No*

- ii. a combined proportion of the House Price Index and Consumer Prices Index?

**Response:** *Yes although the regulations/guidance would need to ensure clarity and ease in respect of linking to any such indexation data source.*

Question 22 What alternative regularly updated, robust, nationally applied and publicly available data could be used to index CIL for non-residential development?

**Response:**

*Although the All in Tender Price index is readily available to authorities subscribing to BCIS, this may not be appropriate to use if HPI is used for residential. TPI is based on the cost of providing infrastructure as opposed to its value i.e. there would be different logic applied to the indexation applied for residential and non-residential uses.*

Question 23 Do you have any further comments on how the way in which CIL is indexed can be made more market responsive?

**Response:** *No further comment.*

Question 24 Do you agree with the Government's proposal to:

- i. remove the restrictions in regulation 123, and regulation 123 lists?

**Response:**

*Yes although it is suggested that guidance should require local authorities to set out in supplementary planning guidance what infrastructure would be sought through S106 and what would be CIL funded to avoid 'double dipping' and provide clarity for all concerned.*

- ii. introduce a requirement for local authorities to provide an annual Infrastructure Funding Statement?

**Response:**

*Yes*

Question 25 What details should the Government require or encourage Infrastructure Funding Statements to include?

**Response:**

*It is considered that the IFS would most logically be produced annually after publication of the CIL Annual Financial Report and confirmation of year end S106 finances. The IFS should set out the infrastructure priorities and planned delivery for the next 5 years in line with the local authority's Capital Programme, and set out how developer contributions from CIL and S106 will contribute to this. It should be aligned with the Infrastructure Delivery Plan of an authority and would require the ability to be easily amended to respond to changing needs. If the IFS is very focussed it could be used as an opportunity and tool to engage with delivery partners on particular projects.*

*The Borough Council would wish to comment on the proposed Infrastructure Funding Statement Template, together with the proposed standard S106 Summary Template and Open Data Monitoring Tool.*

Question 26 What views do you have on whether local planning authorities may need to seek a sum as part of section 106 planning obligations for monitoring planning obligations? Any views on potential impacts would also be welcomed.

**Response:**

*The Borough Council considers it regrettable that the draft planning practice guidance appears to not allow a local authority to seek any S106 monitoring contributions, even for*

*particularly complex planning obligations. Therefore, the suggestion in this consultation that local authorities will be able to seek S106 monitoring contributions is welcomed as monitoring complex planning obligations is costly and time consuming.*

Question 27 Do you agree that combined authorities and joint committees with strategic planning powers should be given the ability to charge a SIT?

**Response:**

*Yes although the terms upon which authorities can currently seek SIT are very restrictive.*

*Of particular interest to South Essex is the concept of a Strategic Infrastructure Tariff which would be capable of capturing the necessary contributions for strategic cross-border infrastructure of the kind desperately required in South Essex. While the Government has committed to allowing combined authorities and joint strategic planning committees to levy this tariff, it would clearly be in the interests of South Essex to allow the Joint Strategic Plan to be supported by such a strategic fund.*

*However, the Government has signalled that this will only be allowed to be raised (and spent) by either combined authorities or a statutory joint planning committee, established through Section 29 of the 2004 Planning and Compulsory Purchase Act. The latter would be the only option for South Essex but requires a Secretary of State Order to establish the committee and dissolve it. Whilst the need for strong fiscal accountability to manage, potentially significant funds, is acknowledged, the Government is asked to consider other suitable options, such as a Section 101 joint committee which are widely used within local government. Some flexibility around governance should be allowed especially where local authorities are preparing a statutory joint plan.*

*An alternative approach to SIT for South East Essex may be, if the pooling restriction were to be lifted without restriction (as some nearby authorities do not have CIL in place), to have a voluntary agreement to secure and pool funding from S106 agreements for a strategic infrastructure fund.*

*Notwithstanding the above, as an individual local authority the Borough Council would not wish to see the introduction of SIT prejudicing the authority's CIL rates (i.e. undermining them in terms of viability).*

Question 28 Do you agree with the proposed definition of strategic infrastructure?

**Response:**

*Yes in part (see below).*

Question 29 Do you have any further comments on the definition of strategic infrastructure?

**Response:**

*The Borough Council is of the view that 'strategic infrastructure' is satisfactorily defined in the first sentence of paragraph 151 although it may be appropriate to reference the fact that any such strategic infrastructure would be to support growth across the multi-authority strategic planning area. To define on the basis of the second sentence (fixed cost or size threshold) is not deemed appropriate due to significant variations between authorities.*

Question 30 Do you agree that a proportion of funding raised through SIT could be used to fund local infrastructure priorities that mitigate the impacts of strategic infrastructure?

**Response:**

Yes.

Question 31 If so, what proportion of the funding raised through SIT do you think should be spent on local infrastructure priorities?

**Response:**

*It is considered that this would most appropriately be agreed within strategic planning areas and not set nationally.*

Question 32 Do you agree that the SIT should be collected by local authorities on behalf of the SIT charging authority?

**Response:**

Yes.

Question 33 Do you agree that the local authority should be able to keep up to 4% of the SIT receipts to cover the administrative costs of collecting the SIT?

**Response:**

Yes.

Question 34 Do you have any comments on the other technical clarifications to CIL?

**Response:**

*It considered that any revised CIL regulations should provide clarity as to whether or not a commencement notice is required for a residential extension that is exempt. Regulation 42B(6) contradicts other guidance on the matter (including the [www.GOV.uk](http://www.GOV.uk) guidance that*

*states that Regulation 42B sets out that a commencement notice is not required for extensions).*

*There also appears to be an error in CIL Regulation 88(3)(a). It would seem logical that it should refer to Regulation 59A and 59F (as opposed to 59E).*



## Appendix 7 – Southend Development Plan Proposed Budget

Project - Development Plan Review	Total	2018/19	2019/2020	2020/2021	2021/2022
<b>Overall Total</b>	<b>£1,466,000</b>	<b>£341,000</b>	<b>£585,000</b>	<b>£410,000</b>	<b>£130,000</b>
<b>1. Southend new Local Plan</b>	<b>£1,106,000</b>	<b>£281,000</b>	<b>£435,000</b>	<b>£260,000</b>	<b>£130,000</b>
<i>Retail Study</i>	<i>£27,000</i>	<i>£17,000</i>	<i>£10,000</i>		
<i>Strategic Flood Risk Assessment</i>	<i>£12,000</i>	<i>£12,000</i>			
<i>Economic Development Needs Assessment</i>	<i>£25,000</i>	<i>£15,000</i>	<i>£10,000</i>		
<i>Strategic Housing Market Assessment Updates</i>	<i>£20,000</i>		<i>£10,000</i>	<i>£10,000</i>	
<i>Recreation Avoidance and Mitigation Strategy</i>	<i>£20,000</i>	<i>£15,000</i>		<i>£5,000</i>	
<i>Playing Pitches &amp; Built Facilities</i>	<i>£27,000</i>	<i>£22,000</i>		<i>£5,000</i>	
<i>Water Cycle Study</i>	<i>£15,000</i>		<i>£15,000</i>		
<i>Landscape Assessment, including Green Belt</i>	<i>£40,000</i>	<i>£30,000</i>	<i>£10,000</i>		
<i>Open Space &amp; Green Grid</i>	<i>£15,000</i>		<i>£15,000</i>		
<i>Conservation Area Appraisals</i>	<i>£30,000</i>		<i>£30,000</i>		
<i>Housing and Employment Land Availability Assessment</i>	<i>£70,000</i>	<i>£50,000</i>	<i>£10,000</i>	<i>£10,000</i>	
<i>Transport Modelling / Parking</i>	<i>£250,000</i>	<i>£20,000</i>	<i>£100,000</i>	<i>£80,000</i>	<i>£50,000</i>
<i>Viability Assessment</i>	<i>£30,000</i>		<i>£25,000</i>	<i>£5,000</i>	
<i>Infrastructure Delivery Plan</i>	<i>£60,000</i>		<i>£50,000</i>	<i>£10,000</i>	
<i>Integrated Impact Assessment</i>	<i>£45,000</i>	<i>£20,000</i>	<i>£20,000</i>	<i>£5,000</i>	
<i>Consultation / Comms</i>	<i>£140,000</i>	<i>£40,000</i>	<i>£50,000</i>	<i>£50,000</i>	
<i>Resource Support &amp; Legal</i>	<i>£200,000</i>	<i>£40,000</i>	<i>£80,000</i>	<i>£80,000</i>	
<i>Examination in Public &amp; adoption process</i>	<i>£80,000</i>				<i>£80,000</i>
<b>2. South Essex Joint Strategic Plan (JSP)</b>	<b>£360,000</b>	<b>£60,000</b>	<b>£150,000</b>	<b>£150,000</b>	
<i>Contribution to JSP</i>	<i>£360,000</i>	<i>£60,000</i>	<i>£150,000</i>	<i>£150,000</i>	
<b>Two additional permanent posts within Strategic Planning team already secured: 2 Senior Planner (Level 9 - £57,283 pa)</b>					

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# Southend-on-Sea Borough Council

**Report of Chief Executive & Town Clerk  
to  
Cabinet  
on  
19<sup>th</sup> June 2018**

**Agenda  
Item No.**

**7**

Report prepared by:  
Adam Keating – Strategic Communications Manager  
Louisa Thomas – Senior Business Management Advisor

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## **Annual Report and 2017/18 Year End Performance Report**

**Cabinet Member: Cllr Lamb**

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**Place, People and P&R Scrutiny Committee**

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

- 1.1 To consider the approach to the Council's Annual Report and to note the end of year position of the Council's corporate performance for 2017/18 and 2018/19 targets.

### **2. Recommendations**

- 2.1 **To approve the suggested approach to the Council's Annual Report, draft content (Appendix 2) and draft design concept (Appendix 3) and**
- 2.2 **To note the 2017/18 end of year performance report and targets for 2018/19.**

### **3. Background**

- 3.1 In the context of the Southend 2050 programme, it is proposed that the Council should adopt a fresh approach to the traditional production cycle and style of the 'corporate plan and annual report'. This has historically been produced as one document and by June each year.

The plan for 2018 and into 2019 is to produce an annual report ahead of a five year delivery plan in November 2018. The timeline would be as follows:

- June 2018 – 2017/18 Annual Report
- November 2018 - Five year delivery plan
- June 2019 – 2018/19 Annual Report
- November 2019 - Delivery plan yearly refresh

### **4 Annual Report - suggested approach**

- 4.1 It is recommended that from 2018, a new and fresh approach is adopted. This would mean a shorter, sharper and more visually appealing annual report (see draft content – **Appendix 2** and draft design concept – **Appendix 3**), that includes infographics of the Council's performance (based, among other things, on end of year performance outlined below and in **Appendix 1**) with focused case studies and one that demonstrates real impact and outcomes for the community.
- 4.2 These infographics and case studies would also be replicated on social media and video as part of a mini-campaign to promote the good work of the council and how that has impacted on the local people. The annual report would become less of a long list of achievements, and focus on a number of outcomes against corporate priorities.
- 4.3 The annual report will also help set the context of developing the Southend 2050 vision and five year delivery plan with some explanatory narrative to outline this and current aims/priorities.

#### 4.4 **Proposed timeline**

- Cabinet approval of draft approach, content and design – Tuesday 19 June
- Document finalised and designed, uploaded to website alongside media release and social media graphics – Tuesday 26 June onwards

### 5.0 **End of Year Performance – 2017/18**

- 5.1 The Council's Monthly Performance Report (MPR) provides members, staff and public with an overview of Council performance in key areas relating to customers, staff, finance and projects. The content is reviewed each year, based on what has been identified as requiring particular focus for that year.
- 5.2 The MPR is monitored each month by service groups, Departmental Management Teams and Corporate Management Team and at Cabinet and Scrutiny Committees. Each assesses whether performance is on or off target - enabling appropriate action to be taken. This report outlines performance and provides analysis for the end of year position up to March 2018 of the corporate performance indicators reported in the MPR.
- 5.3 **Appendix 1** provides detail of the 2017/18 outturn with a commentary against individual indicators, including, where available, comparative performance information against other local authorities.
- 5.4 In considering corporate performance for 2017/18, account should be made of a number of contextual issues, including:
- the challenging targets set, particularly in relation to social care
  - the significant reductions in council spending over the last
  - the on-going challenging economic climate
  - the challenge of maintaining rates of improvement after periods of sustained better performance.
  - other new commitments and priorities.

## **6. Performance in 2017/18**

6.1 The outturn for the Corporate Performance Indicators for 2017/18 is set out in Appendix 1. Overall 19 out of 31 PIs met their year-end targets. Benchmarking indicates that in many areas the council performs better than similar authorities and our statistical neighbours. The following are of particular note:

- The proportion of children in good or outstanding schools has increased to 86.1%.
- The proportion of concluded safeguarding investigations (section 42 enquiries with an action and a result of either Risk Reduced or Risk Removed
- Adult Social Care outcomes performed well in:
  - Delayed transfers of care (people) from hospital which are attributable to social care
  - Adults with learning disabilities in paid employment
  - Adults in contact with secondary mental health services who are in stable accommodation
- All three planning PIs continue to exceed target and perform in the top quartile for unitary authorities.
- The number of volunteer hours within cultural services exceeded its target by 7,741 hours (26,741 against a target of 19,000) highlighting the boroughs support of the cultural offer in Southend.
- The council's extensive offer of events and facilities in 2017/18 resulted in 6,303,463 visits to council run or affiliated arts and sports events or facilities, exceeding last year's performance.
- Cleansing standards for litter achieved 97% against the target of 93%.
- The percentage of Council Tax collected exceeded target by 0.2 % with a 97.50% collection rate. The percentage of Non-Domestic Rates collected also exceeded target with a 98.60% collection rate.

## **7. Annual Performance for Children's Services:**

7.1 For the 2017/18 the Council had a strong vision of how performance would improve across Children's Services. The targets for the year were set at challenging levels, with the knowledge that they were ambitious but in line with the vision. At the start of the year performance did not improve as quickly as expected due to a number of factors including staffing turbulence and natural lag from practice improvement to be reflected in the statistics. This lag continued to weigh on performance through the year and fundamentally impacted the ability for targets to be met.

7.2 This, however, hides the significant improvements that have happened later in the year. For example, the proportion of Initial Child Protection Conferences that took place within 15 days of the Initial Strategy meeting, with a target of 90%, started the year at 27.3% in April but in November was 100% and February

90%, yet the cumulative out turn was 55.5%. A further example is the timeliness of visits to Looked After Children which averaged 63.7% for the first 3 months but 85.8% for the final 3 months of the year.

## **8.0 2018/19**

Corporate performance for 2018/19 will continue via the Monthly Performance Report, with targets for 18/19 set out in Appendix 1.

## **9. Other Options**

- 9.1 There is no requirement to have an Annual Report but it enables the Council to set out its key achievements in one document

## **10. Reasons for Recommendation**

- 10.1 To ensure the Annual Report reflects key achievements of the Council over the last year and signals the direction of travel for the forthcoming year.

## **11. Corporate Implications**

### **11.1 Contribution to Council's Vision and Corporate Priorities:**

The Annual Report sets out key achievements of the Council for the last year and signals the direction of travel for the forthcoming year.

### **11.2 Financial Implications -**

The cost of production of the Annual Report will be met within existing budgets.

### **11.3 Legal Implications - None**

### **11.4 People Implications - None.**

### **11.5 Property Implications - None.**

### **11.6 Consultation – None specific**

### **11.7 Equalities and Diversity Implications –**

The Annual Report should reflect the Council's equality objectives, including celebrating the diversity of the borough

### **11.8 Risk Assessment - Corporate Risks are identified and monitored alongside the actions and indicators in the Corporate Plan.**

### **11.9 Value for Money - The Council benchmarks its performance and spend against comparators to ensure that it is providing value for money.**

### **11.10 Community Safety Implications - The Council has corporate priorities to 'Create a safe environment across the town for residents, workers and visitors' and to 'Work in partnership with Essex Police and other agencies to tackle crime' and has identified appropriate performance measures and actions.**

**11.11 Environmental Impact** - The Council has corporate priorities to 'encourage and enforce high standards of environmental stewardship' and 'continue to promote the use of green technology and initiatives to benefit the local economy and environment'

**12. Background Papers** - None.

**13. Appendices**

**Appendix 1:** Corporate Priority Performance Indicators – 2017/18 Year End performance and targets for 2018/19.

**Appendix 2: Annual Report 2017/18 – Draft content**

**Appendix 3: Annual Report 2018 – Draft design content**

## Corporate Performance Indicators - Year End 2017-18

## Appendix 1

Comparative information, in most cases, is with all unitary authorities in England or with the appropriate 'family' group (eg those authorities with characteristics that are most similar to Southend). The majority of benchmarking data is from 2016/17 as data for 2017/18 from other authorities is not yet available – although this still offers a good indication into how our performance is progressing. Comparative performance is often described in terms of 'quartiles' where:

- Upper Quartile – Top 25% performing councils
- Upper Middle Quartile – Top 50% performing councils
- Lower Middle Quartile – Bottom 50% performing councils
- Lower Quartile – Bottom 25% performing councils

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
<b>Safe</b>							
CP 1.1*	Rate of children subject to a Child Protection Plan per 10,000 population under the age of 18. [Monthly Snapshot]	Goldilocks	<b>30</b>	50.4 – 55.7	-	England Benchmark (2016/17) – 43.0 Regional Average (2016/17) – 30.6 Statistical Neighbours (2016/17) – 50.0  As previously identified the number of children subject to child protection plans has been decreasing. The rate of children subject to plans continues to reduce and this is partly explained by increasing resources in Early Help and the use of other preventative interventions such as Family Group Conferences.	<b>38 - 48</b>
CP 1.2*	Rate of Looked After Children per 10,000 population under the age of 18. [Monthly Snapshot]	Aim to Minimise	<b>76.7</b>	66	Not Met	The rate of children looked after remains above target. The rate does appear to have stabilised in the mid-70s. Other than children who need to	<b>57 - 67</b>



MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
115						<p>become looked after in an emergency, the decision for a child to become looked after is made by the Placement Panel to ensure that all other options are considered before care is agreed. The Panel process has prevented the numbers escalating and, where safely possible, put other measures in place to support the family. Planned work around reunification should ensure that children do not remain in care for longer than necessary.</p> <p>England Benchmark (2016/17) – 62.0 Regional Average (2016/17) – 49.9 Statistical Neighbours (2016/17) – 68.0.</p>	
CP 1.4*	Percentage of children who have been LAC for at least 5 working days, who have had a visit in the 6 weeks (30 working days), prior to the last day of the month.	Aim to Maximise	<b>84.4%</b>	90%	Not Met	<p>Group Managers continue to ensure themselves that children who have not been visited in timescales are safe and have been visited or a visit planned and they monitor this on a weekly basis. This is an area of continued focus</p> <p>England Benchmark (2016/17) – Not Published / Regional Average (2016/17) – Not Published Statistical Neighbours (2016/17) – Not Published</p>	<b>95%</b>
CP 1.5*	Percentage of children who have had their Child Protection Plan for at least 20 working days and who have had a visit in the 20	Aim to Maximise	<b>87.2%</b>	90%	Not Met	<p>The aim is for this measure to be at 100% and as such this continues to be an area of focus for the service. We need to ensure that all children are visited in line with their wishes, needs and risks. This is monitored</p>	<b>95%</b>

[illegible]

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	<b>50</b>	45	Not Met	The missed collection target was set as very high to encourage the contractor in achieving excellence in customer focussed service and getting collections right first time. This set target has been slightly missed and therefore, is deemed unachieved. However, the standard of overall waste collection performance is still extremely good and is within the top quartile performance measured against other waste collection authorities.	<b>New PI created - see next PI listed.</b>
<sup>117</sup> <b>NEW</b>	Number of reported missed collections per year is maintained in accordance with the Waste Contract	Aim to Minimise	-	na	na	Target reflects agreed annual target with the contractor	<b>8,000</b>
CP 2.2*	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	<b>97%</b>	93%	Met	Targets have been achieved and exceeded for both litter & detritus. These standards have been the highest and best returns that have been attained previously since records began. This is a testament to the excellent street cleansing work being undertaken by Veolia to achieve these exceptional standards of cleanliness across the Borough.	<b>94%</b>
CP 2.3*	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	<b>TBC</b>	54.00%	Not Met	There has been a delay in receiving MBT data from ECC to validate our waste figures – Our end of year DEFRA data return will be submitted on time which will be by the end of June where DEFRA will then confirm validation of the data. Recycling	<b>46.38%</b>

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						targets have been re-balanced following discussion with the contractor.	
<b>Healthy</b>							
CP 3.1*	Proportion of adults in contact with secondary mental health services who live independently with or without support. (ASCOF 1H) [Monthly Snapshot]	Aim to Maximise	<b>78.9%</b>	70%	Met	<p>This indicator has performed strongly through the year. It has out turned above target and is well above the national benchmark of 54%.</p> <p>England Benchmark (2016/17) – 54.0 Regional Average (2016/17) – 43.0 Statistical Neighbours (2016/17) – N/A</p>	<b>74%</b>
CP 3.2* 118	Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services. [ASCOF 2B(1) [Rolling Quarter]	Aim to Maximise	<b>81.8%</b>	88.6%	Not Met	<p>This performance indicator remains under the local target but above national target of 82.5%, 16 people were not at home after their reablement period, with a significant number of people having died before the 91 day review. We are committed to ensuring all people are given the opportunity of reablement where appropriate. We are working with partners and staff to ensure they identify the appropriate people for reablement and we are working closely with providers to ensure they identify reablement potential early on and encourage a strength based approach that will maximise the person's independence.</p> <p>England Benchmark (2016/17) – 82.5 Regional Average (2016/17) – 80.7 Statistical Neighbours (2016/17) – N/A</p>	<b>88.7%</b>

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
CP 3.3* 119	Delayed transfers of care (people) from hospital which are attributable to social care ONLY, per 100,000 population. [ASCOF 2C(2)] [YTD Average]	Aim to Minimise	<b>0.83</b>	1.43	Met	<p>Delayed transfers of care from the acute and non-acute settings for social care remains a high priority and a strong performing area</p> <p>Performance continues to be enhanced by the strategic work being undertaken to pilot small initiatives to improve the experience of people coming into hospital and ensure they are safely discharged.</p> <p>Nationally Delayed Transfers of Care data for February 2018 by LG Inform ranks Southend-on-Sea Borough Council as 12th within all English single-tier and County Councils.</p> <p>England Benchmark (2016/17) – 6.3 Regional Average (2016/17) – Not Available Statistical Neighbours (2016/17) – 3.64</p>	<b>1.81</b>
CP 3.4*	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [YTD Snapshot]	Aim to Maximise	<b>29%</b>	33.5%	Not Met	<p>Performance remains above the national benchmark of 28.3% and above the regional benchmark of 28.2%. As the domiciliary care is commissioned with the expectation of an enablement approach being adopted, aligned to localities, we are not surprised to see that people have trust in this offer and are choosing to access a direct service from us as opposed to a direct payment.</p> <p>The Service Contract to support people with Direct Payments is currently going through a tendering process, with adjustments to the specification to enhance the support</p>	<b>33.00%</b>

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						for people using Direct Payments. It is anticipated that once the new contract is in place, we may see an increase in numbers of people choosing to have a direct payment option.  England Benchmark (2016/17) – 28.3 Regional Average (2016/17) – 28.2 Statistical Neighbours (2016/17) – N/A	
CP 3.5* 120	Proportion of adults with a learning disability in paid employment. (ASCOF 1E) [Monthly Snapshot]	Aim to Maximise	<b>11%</b>	10%	Met	Performance over the year has been consistent and each month we have exceeded the specified target. The learning disability team continue to work with local employers and the dedicated employment team are now looking at plans to continue this work over 2018-19 with new initiatives to support people into paid employment.	<b>10%</b>
CP 3.6*	Participation and attendance at council owned / affiliated cultural and sporting activities and events and visits to the Pier [Cumulative]	Aim to Maximise	<b>6,303,463</b>	4,350,000	Met	<b>Benchmarking not available</b> An excellent performance across the town's culture and sport offers, along with a 10 year high for Pier visitors.	<b>4.4m</b>
CP 3.7*	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	<b>42</b>	40	Met	The Workplace Champions Forum took place and was well attended. Local Businesses provided feedback and suggestions to further improve the programme. Work continues with the economic development and the South Essex Active Travel programme to improve joint working and provide local businesses with a co-ordinated service. Work also continues to	<b>40</b>

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						support the corporate wellbeing group to improve health of Council staff.	
CP 3.8*	Number of people successfully completing 4-week stop smoking course [Cumulative]	Aim to Maximise	<b>758</b>	1,100	Not Met	The final figure for the year will not be available until 6 weeks' time. Recent statistics (locally and nationally) show smoking prevalence in adults has fallen to 17.2% and footfall through Stop Smoking continues to decline.	<b>771</b>
<b>NEW</b> 121	The number of successful treatments for smoking cessation	-	-	-	-	-	<b>1,542</b>
CP 3.9*	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	<b>4,553</b>	5,740	Not Met	Recovery plan has resulted in an increase in activity across the providers. This still remains under target however the organisation is RAG rated as second in Eastern England overall.	<b>7,240</b>
CP 3.10	Percentage of Initial Child Protection Conferences that took place with 15 working days of the initial strategy discussion. [Cumulative YTD]	Aim to Maximise	<b>55.5%</b>	90%	Not Met	We continue to work hard to achieve timescales and it is expected that the average annual figure will continue to improve in 2018/19. We will continue to monitor these cases to ensure that any delay is child focused and the correct decision.	<b>PI not being used for 2018/19 MPR</b>
CP 3.11	The number of Early Help Assessments closed with successful outcomes for the clients (excluding TACAF).	Aim to Maximise	<b>225</b>	-	N/A	The number of Early Help Assessments or other assessments made by EHFSYOS that have resulted in a positive outcome in Mar-18 was 225. It is to be notes that this indicator does not have a target. The increased figure for this month reflects an end of year checking exercise across Liquid Logic and the	<b>New PI created - see next PI listed.</b>

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						early Help database The KPI reflects cases where a positive outcome has been achieved, this may be turning families lives around making improvements to all aspects of their lives or successfully preventing families escalating to require statutory services.	
<b>NEW</b>	The number of Early Help Assessments per 10,000 population under 18 years old	Aim to Maximise	-	-	-	-	<b>209 - 231</b>
<b>Prosperous</b>							
122  CP 4.3*	% of Council Tax for 2018/19 collected in year [Cumulative]	Aim to Maximise	<b>97.50%</b>	97.30%	Met	<p>The final position for collection of Council Tax for 2017/2018 has both exceeded target for this year and shows an improvement on last year's final collection figure.</p> <p>In financial terms we have collected an extra £203,000 with achieving 0.2% above the target. The growth in our tax base has also seen an extra £5,219,000 additional Council Tax collected. The continuing growth with the increase in new homes coming onto the list is very encouraging and will continue to generate extra income throughout the 2018/2019 year.</p> <p>2016/17 England All Unitary Average 99.31%</p>	<b>97.4%</b>
CP 4.4*	% of Non-Domestic Rates for 2018/19 collected in year [Cumulative]	Aim to Maximise	<b>98.60%</b>	97.90%	Met	<p>The final position for Business Rates collection for the 2017/2018 year shows that the current year's target has been exceeded, and is an improvement on last year's collection.</p>	<b>98.00%</b>



MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						<p>The final current financial year's collection is 98.6% which is 0.7% above the target for 2017/2018 and also 0.6% above the collection on last year. In financial terms we collected an additional £343,000 as we exceeded the target; however, overall due to the shrinking tax base in Business Rates we collected £2,013,000 less in rates.</p> <p>2016/17 England All Unitary Average 96.34%</p>	
123 CP 4.5*	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	<b>94.87%</b>	79.00%	Met	<p>In order to meet the target during a period of vacancies in the planning service, it has been necessary to reprioritise some non-statutory functions; officers have made the processing of planning applications the primary focus. The service has also moved staff from other duties to work on applications and engaged experienced temporary staff to supplement the existing establishment.</p> <p>England Top Quartile – 86% (2016/17)</p>	<b>79%</b>
CP 4.6*	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	<b>93.20%</b>	84.00%	Met	<p>In order to meet the target during a period of vacancies in the planning service, it has been necessary to reprioritise some non-statutory functions; officers have made the processing of planning applications the primary focus. The service has also moved staff from other duties to</p>	<b>84%</b>

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						work on applications and engaged experienced temporary staff to supplement the existing establishment.  England Top Quartile – 83% (2016/17)	
CP 4.7* 124	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	<b>94.65%</b>	90.00%	Met	In order to meet the target during a period of vacancies in the planning service, it has been necessary to reprioritise some non-statutory functions; officers have made the processing of planning applications the primary focus. The service has also moved staff from other duties to work on applications and engaged experienced temporary staff to supplement the existing establishment.  England Top Quartile – 90% (2016/17)	<b>90%</b>
CP 4.8*	Current Rent Arrears as % of rent due.	Aim to Minimise	<b>1.43%</b>	1.77%	Met	Slight increase from last year, reflecting the impact of Universal Credit roll out from Summer 2017. Continuing impact of UC means target has been maintained at 1.77% for 2018/19. Benchmarking data for 2016/17 shows top quartile for this indicator for local benchmarking groups.  National Top Quartile – 1.94% (2016/17) Peer Group – 1.49%	<b>1.77%</b>

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
CP 4.9*	Percentage of children in good or outstanding schools. [Monthly Snapshot]	Aim to Maximise	<b>86.1%</b>	80%	Met	This indicator has met target for the year. We remain above the national benchmark of 83.6%.	<b>85%</b>
CP 4.10 125	Total number of households in temporary accommodation.	Aim to Minimise	<b>140</b>	100	Not Met	Did not meet target, however, use of temporary accommodation is increasing across the country. Q3 comparative performance shows those in temporary accommodation in Southend at 1.34 households per 1,000, against England average of 3.37, ranking Southend 109/292 authorities. Work is underway to address the issue, including, sourcing more private sector properties to help discharge our homelessness duty. This complements other work to address homelessness, including a bid for more resources from the Government's new street homelessness fund and the development of a new Housing Strategy.	<b>New PI created - see next PI listed.</b>
<b>NEW</b>	Total number of households in temporary accommodation per 1,000 households	Aim to Minimise	-	-	-	-	<b>3.19</b>
<b>Excellent</b>							
CP 5.1*	Number of hours delivered through volunteering within Culture, Tourism and Property, including Pier and Foreshore and Events.	Aim to Maximise	<b>26,741</b>	19,000	Met	<b>Benchmarking not available</b> 2017/18 has been an excellent year for volunteering with new initiatives at the Poppies, new first aiders at the seafront and continuing progress of the Make Southend Sparkle project.	<b>19,500</b>

MPR Code	Short Name	Minimise, Maximise or Goldilocks	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
	[Cumulative]						
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	<b>87.58%</b>	80.00%	Met	<p>Satisfaction continues to be high on telephony with 1112 calls and an increase to 96.67% satisfaction in March. Face to Face has fallen to 69.43% this month but no clear reason for this. Overall figure for the 3 customer services (including the Web in March is 86.01% exceeding our target of 80% with the Year to Date figure standing at 87.58%.</p> <p>In all 3 channels (Phones, Face 2 Face &amp; Web) Southend-on-Sea Borough Council was in the Upper Quartile Benchmark Group for satisfaction.</p>	<b>PI not being used for 2018/19 MPR</b>
CP 5.4*	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	<b>7.14</b>	7.20	Met	<p>The Council has come in below the sickness target for 2017/18. For 2018/19 there will be update to the First Care system which will assist in managing absence and provide better quality report going forward.</p> <p>Local Government Association Workforce Survey shows councils reported a median of 10.1 days lost per FTE employee in 2016/17.</p>	<b>8</b>
CP 5.5*	Increase the number of people signed up to MySouthend to 35,000 [Cumulative]	Aim to Maximise	<b>36,705</b>	35,000	Met	<p>Increased target sign ups to MySouthend by 7%; specifically in relation to revenues &amp; benefits customers. These customers have been receptive to the new way of accessing and receiving information from the Council and the teams have worked hard to explain this to customers, spending time explaining</p>	<b>45,000</b>

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						the benefits and talking through some of the barriers. Once size doesn't fit all but those that can use MySouthend are being encouraged and supported to do so. The expectation is the figures will increase as we get more services onto the platform and merge to have one MySouthend.	
CP 5.6* 127	Percentage of new Education Health and Care (EHC) plans issued within 20 weeks including exception cases. [Cumulative YTD]	Aim to Maximise	58.7%	56%	Met	<p>Following a significant amount of effort from the team this performance indicator has recovered from less than 5% in May 2017 to beat the target for the year.</p> <p>This is now in line with the National benchmark and the current forecast for the coming financial year is a very strong performance.</p> <p>England Benchmark (2016/17) – 55.7%  Regional Average (2016/17) – Not Available  Statistical Neighbours (2016/17) – 57.0%</p>	95%

**\*Indicates Performance Indicator that will remain in the Monthly Performance Report for 2018/19.**

**Goldilocks** – Goldilocks is a descriptor that applies to situations where desired performance is neither too high nor too low but somewhere in-between.

## Corporate Performance Indicators - Year End 2017-18

## Appendix 1

Comparative information, in most cases, is with all unitary authorities in England or with the appropriate 'family' group (eg those authorities with characteristics that are most similar to Southend). The majority of benchmarking data is from 2016/17 as data for 2017/18 from other authorities is not yet available – although this still offers a good indication into how our performance is progressing. Comparative performance is often described in terms of 'quartiles' where:

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MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
<b>Safe</b>							
CP 1.1*	Rate of children subject to a Child Protection Plan per 10,000 population under the age of 18. [Monthly Snapshot]	Goldilocks	<b>30</b>	50.4 – 55.7	-	England Benchmark (2016/17) – 43.0 Regional Average (2016/17) – 30.6 Statistical Neighbours (2016/17) – 50.0  As previously identified the number of children subject to child protection plans has been decreasing. The rate of children subject to plans continues to reduce and this is partly explained by increasing resources in Early Help and the use of other preventative interventions such as Family Group Conferences.	<b>38 - 48</b>
CP 1.2*	Rate of Looked After Children per 10,000 population under the age of 18. [Monthly Snapshot]	Aim to Minimise	<b>76.7</b>	66	Not Met	The rate of children looked after remains above target. The rate does appear to have stabilised in the mid-70s. Other than children who need to	<b>57 - 67</b>

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129						<p>become looked after in an emergency, the decision for a child to become looked after is made by the Placement Panel to ensure that all other options are considered before care is agreed. The Panel process has prevented the numbers escalating and, where safely possible, put other measures in place to support the family. Planned work around reunification should ensure that children do not remain in care for longer than necessary.</p> <p>England Benchmark (2016/17) – 62.0 Regional Average (2016/17) – 49.9 Statistical Neighbours (2016/17) – 68.0.</p>	
CP 1.4*	Percentage of children who have been LAC for at least 5 working days, who have had a visit in the 6 weeks (30 working days), prior to the last day of the month.	Aim to Maximise	<b>84.4%</b>	90%	Not Met	<p>Group Managers continue to ensure themselves that children who have not been visited in timescales are safe and have been visited or a visit planned and they monitor this on a weekly basis. This is an area of continued focus</p> <p>England Benchmark (2016/17) – Not Published / Regional Average (2016/17) – Not Published Statistical Neighbours (2016/17) – Not Published</p>	<b>95%</b>
CP 1.5*	Percentage of children who have had their Child Protection Plan for at least 20 working days and who have had a visit in the 20	Aim to Maximise	<b>87.2%</b>	90%	Not Met	<p>The aim is for this measure to be at 100% and as such this continues to be an area of focus for the service. We need to ensure that all children are visited in line with their wishes, needs and risks. This is monitored</p>	<b>95%</b>

[illegible]



MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	<b>50</b>	45	Not Met	The missed collection target was set as very high to encourage the contractor in achieving excellence in customer focussed service and getting collections right first time. This set target has been slightly missed and therefore, is deemed unachieved. However, the standard of overall waste collection performance is still extremely good and is within the top quartile performance measured against other waste collection authorities.	<b>New PI created - see next PI listed.</b>
<sup>131</sup> <b>NEW</b>	Number of reported missed collections per year is maintained in accordance with the Waste Contract	Aim to Minimise	-	na	na	Target reflects agreed annual target with the contractor	<b>8,000</b>
CP 2.2*	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	<b>97%</b>	93%	Met	Targets have been achieved and exceeded for both litter & detritus. These standards have been the highest and best returns that have been attained previously since records began. This is a testament to the excellent street cleansing work being undertaken by Veolia to achieve these exceptional standards of cleanliness across the Borough.	<b>94%</b>
CP 2.3*	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	<b>TBC</b>	54.00%	Not Met	There has been a delay in receiving MBT data from ECC to validate our waste figures – Our end of year DEFRA data return will be submitted on time which will be by the end of June where DEFRA will then confirm validation of the data. Recycling	<b>46.38%</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						targets have been re-balanced following discussion with the contractor.	
<b>Healthy</b>							
CP 3.1*	Proportion of adults in contact with secondary mental health services who live independently with or without support. (ASCOF 1H) [Monthly Snapshot]	Aim to Maximise	<b>78.9%</b>	70%	Met	<p>This indicator has performed strongly through the year. It has out turned above target and is well above the national benchmark of 54%.</p> <p>England Benchmark (2016/17) – 54.0 Regional Average (2016/17) – 43.0 Statistical Neighbours (2016/17) – N/A</p>	<b>74%</b>
132 CP 3.2*	Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services. [ASCOF 2B(1) [Rolling Quarter]	Aim to Maximise	<b>81.8%</b>	88.6%	Not Met	<p>This performance indicator remains under the local target but above national target of 82.5%, 16 people were not at home after their reablement period, with a significant number of people having died before the 91 day review. We are committed to ensuring all people are given the opportunity of reablement where appropriate. We are working with partners and staff to ensure they identify the appropriate people for reablement and we are working closely with providers to ensure they identify reablement potential early on and encourage a strength based approach that will maximise the person's independence.</p> <p>England Benchmark (2016/17) – 82.5 Regional Average (2016/17) – 80.7 Statistical Neighbours (2016/17) – N/A</p>	<b>88.7%</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
CP 3.3* 133	Delayed transfers of care (people) from hospital which are attributable to social care ONLY, per 100,000 population. [ASCOF 2C(2)] [YTD Average]	Aim to Minimise	<b>0.83</b>	1.43	Met	<p>Delayed transfers of care from the acute and non-acute settings for social care remains a high priority and a strong performing area</p> <p>Performance continues to be enhanced by the strategic work being undertaken to pilot small initiatives to improve the experience of people coming into hospital and ensure they are safely discharged.</p> <p>Nationally Delayed Transfers of Care data for February 2018 by LG Inform ranks Southend-on-Sea Borough Council as 12th within all English single-tier and County Councils.</p> <p>England Benchmark (2016/17) – 6.3 Regional Average (2016/17) – Not Available Statistical Neighbours (2016/17) – 3.64</p>	<b>1.81</b>
CP 3.4*	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [YTD Snapshot]	Aim to Maximise	<b>29%</b>	33.5%	Not Met	<p>Performance remains above the national benchmark of 28.3% and above the regional benchmark of 28.2%. As the domiciliary care is commissioned with the expectation of an enablement approach being adopted, aligned to localities, we are not surprised to see that people have trust in this offer and are choosing to access a direct service from us as opposed to a direct payment.</p> <p>The Service Contract to support people with Direct Payments is currently going through a tendering process, with adjustments to the specification to enhance the support</p>	<b>33.00%</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						for people using Direct Payments. It is anticipated that once the new contract is in place, we may see an increase in numbers of people choosing to have a direct payment option.  England Benchmark (2016/17) – 28.3 Regional Average (2016/17) – 28.2 Statistical Neighbours (2016/17) – N/A	
CP 3.5* 134	Proportion of adults with a learning disability in paid employment. (ASCOF 1E) [Monthly Snapshot]	Aim to Maximise	<b>11%</b>	10%	Met	Performance over the year has been consistent and each month we have exceeded the specified target. The learning disability team continue to work with local employers and the dedicated employment team are now looking at plans to continue this work over 2018-19 with new initiatives to support people into paid employment.	<b>10%</b>
CP 3.6*	Participation and attendance at council owned / affiliated cultural and sporting activities and events and visits to the Pier [Cumulative]	Aim to Maximise	<b>6,303,463</b>	4,350,000	Met	<b>Benchmarking not available</b> An excellent performance across the town's culture and sport offers, along with a 10 year high for Pier visitors.	<b>4.4m</b>
CP 3.7*	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	<b>42</b>	40	Met	The Workplace Champions Forum took place and was well attended. Local Businesses provided feedback and suggestions to further improve the programme. Work continues with the economic development and the South Essex Active Travel programme to improve joint working and provide local businesses with a co-ordinated service. Work also continues to	<b>40</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						support the corporate wellbeing group to improve health of Council staff.	
CP 3.8*	Number of people successfully completing 4-week stop smoking course [Cumulative]	Aim to Maximise	<b>758</b>	1,100	Not Met	The final figure for the year will not be available until 6 weeks' time. Recent statistics (locally and nationally) show smoking prevalence in adults has fallen to 17.2% and footfall through Stop Smoking continues to decline.	<b>771</b>
<b>NEW</b> 135	The number of successful treatments for smoking cessation	-	-	-	-	-	<b>1,542</b>
CP 3.9*	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	<b>4,553</b>	5,740	Not Met	Recovery plan has resulted in an increase in activity across the providers. This still remains under target however the organisation is RAG rated as second in Eastern England overall.	<b>7,240</b>
CP 3.10	Percentage of Initial Child Protection Conferences that took place with 15 working days of the initial strategy discussion. [Cumulative YTD]	Aim to Maximise	<b>55.5%</b>	90%	Not Met	We continue to work hard to achieve timescales and it is expected that the average annual figure will continue to improve in 2018/19. We will continue to monitor these cases to ensure that any delay is child focused and the correct decision.	<b>PI not being used for 2018/19 MPR</b>
CP 3.11	The number of Early Help Assessments closed with successful outcomes for the clients (excluding TACAF).	Aim to Maximise	<b>225</b>	-	N/A	The number of Early Help Assessments or other assessments made by EHFSYOS that have resulted in a positive outcome in Mar-18 was 225. It is to be notes that this indicator does not have a target. The increased figure for this month reflects an end of year checking exercise across Liquid Logic and the	<b>New PI created - see next PI listed.</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						early Help database The KPI reflects cases where a positive outcome has been achieved, this may be turning families lives around making improvements to all aspects of their lives or successfully preventing families escalating to require statutory services.	
<b>NEW</b>	The number of Early Help Assessments per 10,000 population under 18 years old	Aim to Maximise	-	-	-	-	<b>209 - 231</b>

**Prosperous**

136 CP 4.3*	% of Council Tax for 2018/19 collected in year [Cumulative]	Aim to Maximise	<b>97.50%</b>	97.30%	Met	The final position for collection of Council Tax for 2017/2018 has both exceeded target for this year and shows an improvement on last year's final collection figure. In financial terms we have collected an extra £203,000 with achieving 0.2% above the target. The growth in our tax base has also seen an extra £5,219,000 additional Council Tax collected. The continuing growth with the increase in new homes coming onto the list is very encouraging and will continue to generate extra income throughout the 2018/2019 year.	<b>97.5%</b>
CP 4.4*	% of Non-Domestic Rates for 2018/19 collected in year [Cumulative]	Aim to Maximise	<b>98.60%</b>	97.90%	Met	The final position for Business Rates collection for the 2017/2018 year <b>shows that the current year's target</b> has been exceeded, and is an <b>improvement on last year's collection.</b> The final current financial year's collection is 98.6% which is 0.7% above the target for 2017/2018. In	<b>98.3%</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						financial terms we collected an additional £343,000 as we exceeded the target; however, overall due to the shrinking tax base in Business Rates we collected £2,013,000 less.	
CP 4.5* 137	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	<b>94.87%</b>	79.00%	Met	<p>In order to meet the target during a period of vacancies in the planning service, it has been necessary to reprioritise some non-statutory functions; officers have made the processing of planning applications the primary focus. The service has also moved staff from other duties to work on applications and engaged experienced temporary staff to supplement the existing establishment.</p> <p>England Top Quartile – 86% (2016/17)</p>	<b>79%</b>
CP 4.6*	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	<b>93.20%</b>	84.00%	Met	<p>In order to meet the target during a period of vacancies in the planning service, it has been necessary to reprioritise some non-statutory functions; officers have made the processing of planning applications the primary focus. The service has also moved staff from other duties to work on applications and engaged experienced temporary staff to supplement the existing establishment.</p> <p>England Top Quartile – 83% (2016/17)</p>	<b>84%</b>
CP	Other planning	Aim to	<b>94.65%</b>	90.00%	Met	In order to meet the target during a	<b>90%</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
4.7*	applications determined in 8 weeks [Cumulative]	Maximise				<p>period of vacancies in the planning service, it has been necessary to reprioritise some non-statutory functions; officers have made the processing of planning applications the primary focus. The service has also moved staff from other duties to work on applications and engaged experienced temporary staff to supplement the existing establishment.</p> <p>England Top Quartile – 90% (2016/17)</p>	
138 CP 4.8*	Current Rent Arrears as % of rent due.	Aim to Minimise	<b>1.43%</b>	1.77%	Met	<p>Slight increase from last year, reflecting the impact of Universal Credit roll out from Summer 2017. Continuing impact of UC means target has been maintained at 1.77% for 2018/19. Benchmarking data for 2016/17 shows top quartile for this indicator for local benchmarking groups.</p> <p>National Top Quartile – 1.94% (2016/17) Peer Group – 1.49%</p>	<b>1.77%</b>
CP 4.9*	Percentage of children in good or outstanding schools. [Monthly Snapshot]	Aim to Maximise	<b>86.1%</b>	80%	Met	This indicator has met target for the year. We remain above the national benchmark of 83.6%.	<b>82.5%</b>
CP 4.10	Total number of households in temporary accommodation.	Aim to Minimise	<b>140</b>	100	Not Met	Did not meet target, however, use of temporary accommodation is increasing across the country. Q3 comparative performance shows those in temporary accommodation in	<b>New PI created - see next PI listed.</b>



MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
139						Southend at 1.34 households per 1,000, against England average of 3.37, ranking Southend 109/292 authorities. Work is underway to address the issue, including, sourcing more private sector properties to help discharge our homelessness duty. This complements other work to address homelessness, including a bid for more resources from the Government's new street homelessness fund and the development of a new Housing Strategy.	
<b>NEW</b>	Total number of households in temporary accommodation per 1,000 households	Aim to Minimise	-	-	-	-	<b>3.19</b>
<b>Excellent</b>							
CP 5.1*	Number of hours delivered through volunteering within Culture, Tourism and Property, including Pier and Foreshore and Events. [Cumulative]	Aim to Maximise	<b>26,741</b>	19,000	Met	<b>Benchmarking not available</b> 2017/18 has been an excellent year for volunteering with new initiatives at the Poppies, new first aiders at the seafront and continuing progress of the Make Southend Sparkle project.	<b>19,500</b>
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	<b>87.58%</b>	80.00%	Met	Satisfaction continues to be high on telephony with 1112 calls and an increase to 96.67% satisfaction in March. Face to Face has fallen to 69.43% this month but no clear reason for this. Overall figure for the 3 customer services (including the Web in March is 86.01% exceeding	<b>PI not being used for 2018/19 MPR</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
						<p>our target of 80% with the Year to Date figure standing at 87.58%.</p> <p>In all 3 channels (Phones, Face 2 Face &amp; Web) Southend-on-Sea Borough Council was in the Upper Quartile Benchmark Group for satisfaction.</p>	
CP 5.4* 140	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	<b>7.14</b>	7.20	Met	<p>The Council has come in below the sickness target for 2017/18. For 2018/19 there will be update to the First Care system which will assist in managing absence and provide better quality report going forward.</p> <p>Local Government Association Workforce Survey shows councils reported a median of 10.1 days lost per FTE employee in 2016/17.</p>	<b>8</b>
CP 5.5*	Increase the number of people signed up to MySouthend to 35,000 [Cumulative]	Aim to Maximise	<b>36,705</b>	35,000	Met	<p>Increased target sign ups to MySouthend by 7%; specifically in relation to revenues &amp; benefits customers. These customers have been receptive to the new way of accessing and receiving information from the Council and the teams have worked hard to explain this to customers, spending time explaining the benefits and talking through some of the barriers. Once size doesn't fit all but those that can use MySouthend are being encouraged and supported to do so. The expectation is the figures will increase as we get more services onto the platform and merge to have one MySouthend.</p>	<b>45,000</b>

MPR Code	Short Name	Minimise or Maximise	Year End 2017/18	Annual Target 2017/18	Outcome	Comments / Benchmarking	Annual Target 2018/19
CP 5.6*  141	Percentage of new Education Health and Care (EHC) plans issued within 20 weeks including exception cases. [Cumulative YTD]	Aim to Maximise	<b>58.7%</b>	56%	Met	<p>Following a significant amount of effort from the team this performance indicator has recovered from less than 5% in May 2017 to beat the target for the year.</p> <p>This is now in line with the National benchmark and the current forecast for the coming financial year is a very strong performance.</p> <p>England Benchmark (2016/17) – 55.7%</p> <p>Regional Average (2016/17) – Not Available</p> <p>Statistical Neighbours (2016/17) – 57.0%</p>	<b>95%</b>

**\*Indicates Performance Indicator that will remain in the Monthly Performance Report for 2018/19.**

**APPENDIX 2:**  
**ANNUAL REPORT 2017/18**  
**DRAFT CONTENT**

**Introduction from the Leader and Chief Executive**

Well, what a year it has been – packed full of numerous achievements and also challenges.

2017/18 was a year of successes across our 400 services – from becoming a Gigabit City to seeing 53 more local children take and pass the 11 plus. From securing £15m for our Better Queensway project (that we also launched in March 2018), to working with our community and voluntary partners to provide more spaces at our church winter night shelters. From our adoption team being consistently recognised nationally for their performance, to our parks and beaches receiving their green and blue flags yet again.

Southend-on-Sea is a place like no other. And what a place to live, work and play. A lively and vibrant place, with a burgeoning cultural and food scene and also blessed with many of the things you would expect from a traditional seaside town. And the council continues to deliver a vast range of good services to local people.

It is also right that we recognise the issues and challenges that we face. We are the size of small city (and still growing), combined with many of the demographic issues commonly found in a seaside town. We face issues with health and wealth inequality, the rise of online shopping and the impact on our High Street and social issues too such as rising homelessness. As a council we face reducing budgets versus additional demand and pressure on our services. But, we are tackling these issues head on and together with our partners, businesses and local community and look forward to a positive future.

*As we look forward to that future, and developing a shared community vision for Southend 2050, we will be working closely with our local community and partners to map out our journey over the next five and ten years, and further ahead to 2050.*

Cllr John Lamb – Leader of the Council  
Alison Griffin – Chief Executive

**What does the council do for me?**

The council delivers over 400 services, with a variety and complexity unlike any other organisation. You may never use 398 of them, but for some people those services are absolutely vital to their wellbeing and way of life.

From our youth offending services to school nursing in the Borough, from our team who work with families and children who are on the ‘edge of care’, to our food inspectors who carry out inspections to ensure the places you eat are safe.

From our social workers and care home staff to our births, death and marriages team, the council is here for you throughout your life.

We manage/maintain:

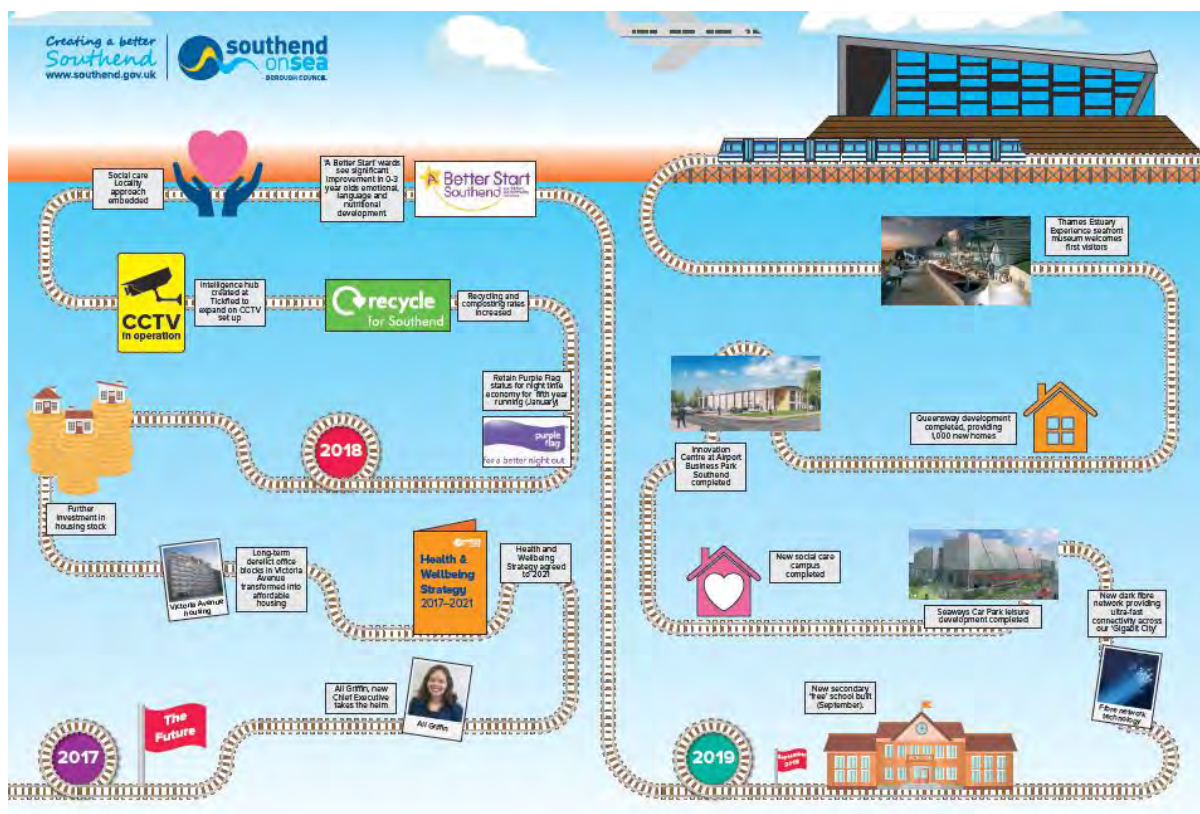
- 700,000 sqm of verges
- 90,000 sqm of planted areas
- 20,000 trees
- 1,000 dog and litter bins
- 400 km's of roads and pavements
- 40 open spaces
- 36 play areas
- 35 football pitches
- 32 parks
- 15 allotments
- 10 cricket squares
- 7 miles of coastline
- 7 rugby pitches
- 6 wheeled sport facilities
- 6 nature conservation areas
- 4 leisure centres
- 4 closed church yards
- 3 swimming pools
- 2 fishing lakes
- 2 theatres
- 1 golf course

We are responsible for:

- 282 looked after children
- 2 care homes looking after 52 elderly people
- 2 centres providing day services to vulnerable adults who have profound and multiple learning disabilities

### **2017/18 timeline**

*To be represented across at least a double page in Pier train style graphic (see below example)*



### **12 April to 25 June:**

- Poppies Wave at Barge Pier, Shoeburyness attracts over 100,000 visitors to the local area.

### **May 2017:**

- All seven beaches receive 'Seaside award', with three receiving blue flag.

### **Summer 2017:**

- Summer of activity takes place as part of the Borough's 125<sup>th</sup> anniversary celebration.

### **June 2017:**

- Council launches 11 plus campaign to encourage local children to consider grammar as an option. Campaign is deemed a success as extra 53 pupils pass the test in September 2017 (452 v 399).

### **July 2017:**

- CityFibre officially activate Southend-on-Sea's Gigabit City 90km network, offering hundreds of local businesses and 120 public sector sites next-generation digital infrastructure.
- 'Twenty-One', a new cultural space and café run by Focal Point Gallery opens on Southend seafront.

### **August 2017:**

- Borough's sixth form students received their results, with figures showing number of students receiving A\*/A grades and A\* to E grades were above the national average yet again (98.5%).
- Plans for fifteen new affordable council homes in Rochford Road are approved. The approval follows on from the successful delivery of 18 affordable rented dwellings built in Shoeburyness.

### **September 2017:**

- Free #SouthendFreeWiFi is launched across central Southend, Westcliff and Leigh in partnership with intechology wifi.

*Pull out box:*

#### **Top of the class**

*DfE figures show excellent results across all key stages In Early Years (pre-school, aged 2-4), 74.3% of pupils are achieving a 'good level of development', comparing favourably to the 70.7% national average.*

*By the end of infants (Key Stage 1, Year 2, aged 7) 66.6% of Southend pupils are achieving the expected standard or above in combined reading, writing and maths, again comparing favourable to the national average of 63.7%.*

*By the end of primary school (Key Stage 2, Year 6, aged 11), 65% of Southend pupils are achieving or exceeding the expected standard in reading, writing and maths, significantly above the national average of 61%.*

*At the end of secondary school (GCSE, Key Stage 4), 72.3% of pupils achieved the new benchmark of 4+ in the combined subjects. This is compared to 69% for the similar measure last year and above the national average.*

### **October 2017:**

- Council successfully bids for £1.7m of Government funding from the Department of Transport towards £2.5m of road improvements in key town centre locations, including improving right turn access to Warrior Square and Tylers Avenue car parks and providing better car parking signage around the town.
- Council launches public consultation on its ambitious plans for the Queensway estate, with over 300 local people responding.

### **November 2017:**

- The former gasworks site on Eastern Esplanade, purchased by the council as a long-term regeneration project site, opens as a temporary car park to provide additional seafront capacity on busy days, helping local residents, visitors and businesses.
- Council teams up with local homeless charity HARP and local churches to provide somewhere for homeless people to sleep through the winter months, with up to 20 extra places to sleep provided at seven different churches across Southend.

## **December 2017:**

- Council announces that increased secondary school places from 2018 to 2020 (13 new forms of entry (FE) are set to be fully delivered through expansions at existing secondary schools.
- The Southend Central Area Action Plan (SCAAP), a key planning document that will guide development of central Southend and seafront over next five years is given go-ahead by government planning inspector.

## **January 2018**

- Draft budget launched with over £20m of new and ambitious capital investment planned for the Borough, including for The Forum 2, commercial property acquisition, flood prevention, highways and fire improvement works

## **February 2018**

- £15m of Government funding for Better Queensway project is announced (third largest single allocation of 134 awards made across the country). Funding will be used to carry out highways changes as part of the overall redevelopment.
- Departments from across the council come together to deal with severe and prolonged cold weather and snow. 320 tonnes of salt are used as crews are out for 196 hours across 6 days gritting 350 miles of highway.
- A total of 13,000 illegal cigarettes and 14kg of illegal hand rolling tobacco are seized from shops in Southend-on-Sea as part of a joint operation between the Council's Trading Standards team and Essex Police.
- Council signs up to The Association of South Essex Local Authorities (ASELA) to work across borders on strategic issues such as future infrastructure, planning and growth.

## **March 2018**

- The council's highways team, along with partner Marlborough begin work to repair damaged roads across Borough, thanks to an additional £100,000 of funding. It follows on from the so called 'Beast from the East', with roads up and down the country heavily impacted by the adverse weather conditions.
- The search for a partner to work with the council to deliver the Better Queensway regeneration project is officially launched to the market.

## **April 2018**

- Fire safety works across the Borough's tower blocks is completed, after the council brought forward £2m of planned capital funding for the to be completed quicker.

A further £1m, two-year fire improvement programme also starts on high priority council-owned buildings.

- A joint project to open a complex needs hostel and help get entrenched homeless people off the streets receives national recognition by becoming a finalist in the Local Government Chronicle (LGC) Awards Housing Initiative category.



## **May 2018**

- National figures show adoption services team are the quickest nationally for matching a child entering care with an adoptive family, where there is no option for a child to remain within their birth family.

### **A year in numbers:**

*Infographics to represent these visually*

**6,303,463** people took part in a cultural and sporting activity or visited the Pier during 2017/18

**90,000** of ultra fast fibre network connectivity across Southend.

**80,000** tonnes of waste collected

**36,705** people signed up for a MySouthend online account

**26,741** hours given by volunteers

**3600** pothole repairs each year

**758** local people completed a 4-week stop-smoking course – numbers are falling as adult smokers has fallen to 17.2%

**97.5%** of council tax collected in 2017/18

**97%** - acceptable standard of cleanliness/litter achieved

**94.87%** of major planning applications determined in 13 weeks, well above national average of 86%

**91%** of adult safeguarding investigations concluded with actions being taken and risk therefore reduced or removed

**58.7%** of education health care (EHC) plans issued within 20 weeks across the year

**86.1%** of children in good or outstanding schools

**79.9%** of local adults in contact with secondary mental health services live independently compared to national average of **54%**

**12** – Southend-on-Sea's national ranking for having least number of people delayed from being discharged from hospital due to social care – 0.83 per 100,000 of population well below national average of 6.3.

### **Case studies (TBC)**

### **The future – Southend 2050**

During 2018, we are asking local partners, residents and businesses what they want Southend-on-Sea to be like in the future? What will make people want to live, shop, work and spend time here?

By working together and thinking creatively, ambitiously and collectively, we can create a shared vision for the future of Southend. The vision will help to shape the priorities we focus on, the choices we make and the way we work in the years ahead.

This work will help us to map out our journey over the next five and ten years, and further ahead to 2050.

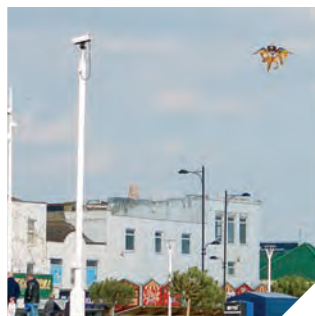
### **South Essex 2050**

The council is also looking to the future with its south Essex partners. We are working across borders on strategic issues such as infrastructure, planning and growth, skills, housing and transport connectivity and producing a Strategic Plan for South Essex.

This will guide the future development of new transport links, health and social infrastructure, business and skill opportunities and ensure that the 90,000 homes needed across south Essex over the next twenty years are built in the right place and with the right supporting infrastructure.

# Annual Report 2018









# ANNUAL REPORT 2018

# Introduction from the Leader and Chief Executive

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**We  
manage  
and  
maintain**

**20k  
Trees**

**32  
Parks**

**35  
Football  
pitches**

**15  
Allotments**

**10  
Cricket  
squares**

**1  
Golf  
course**

**4  
Leisure  
centres**

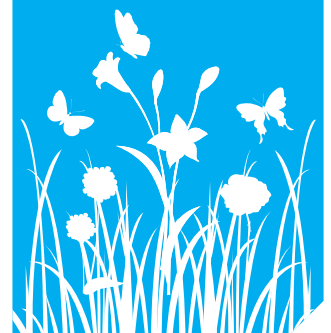
**We are  
responsible  
for:**

**282  
Children in  
care**

**90k  
sqm of  
planted  
areas**

**400 km's of roads and pavements**

**1,000  
Litter and  
dog bins**



# Introduction from the Leader and Chief Executive

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Well, what a year it has been – packed full of numerous achievements and also challenges.

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2017/18 was a year of successes across our 400 services – from becoming a Gigabit City to seeing 53 more local children take and pass the 11 plus. From securing £15m for our Better Queensway project (that we also launched in March 2018), to working with our community and voluntary partners to provide more spaces at our church winter night shelters. From our adoption team being consistently recognised nationally for their performance, to our parks and beaches receiving their green and blue flags yet again.

Southend-on-Sea is a place like no other. And what a place to live, work and play. A lively and vibrant place, with a burgeoning cultural and food scene and also blessed with many of the things you would expect from a traditional seaside town. And the council continues to deliver a vast range of good services to local people.

It is also right that we recognise the issues and challenges that we face. We are the size of small city (and still growing), combined with many of the demographic issues commonly found in a seaside town. We face issues with health and wealth inequality, the rise of online shopping and the impact on our High Street and social issues too such as rising homelessness. As a council we face reducing budgets versus additional demand and pressure on our services. But, we are tackling these issues head on and together with our partners, businesses and local community and look forward to a positive future.

As we look forward to that future, and developing a shared community vision for Southend 2050, we will be working closely with our local community and partners to map out our journey over the next five and ten years, and further ahead to 2050.

**Cllr John Lamb,  
Leader of the  
Council**

**Alison Griffin,  
Chief Executive**





# What have the council ever done for us?

The council delivers over 400 services, with a variety and complexity unlike any other organisation. You may never use 398 of them, but for some people those services are absolutely vital to their wellbeing and way of life.

From our youth offending services to school nursing in the Borough, from our team who work with families and children who are on the 'edge of care', to our food inspectors who carry out inspections to ensure the places you eat are safe.

From our social workers and care home staff to our births, death and marriages team, the council is here for you throughout your life, from cradle to grave.

We  
manage  
and  
maintain

20k  
Trees

32  
Parks

35  
Football  
pitches

15  
Allotments

10  
Cricket  
squares

1  
Golf  
course

4  
Leisure  
centres

We are  
responsible  
for:

282  
Children in  
care

90k  
sqm of  
planted  
areas

400 km's of roads and  
pavements

1,000  
Litter and  
dog bins



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# Southend-on-Sea Borough Council

Report of the Deputy Chief Executive (Place)

To

Cabinet

On

19<sup>th</sup> June 2018

Agenda  
Item No.

8

Report prepared by: Carl Robinson Director Public Protection

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## Adoption of Air Quality Action Plan

Cabinet – Cabinet Member: Councillor Flewitt

“A Part 1 Public Agenda Item.”

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### 1. Purpose of Report

To seek adoption by Cabinet of the Air Quality Action Plan (AQAP) (**Appendix 1**) detailing measures to try to improve air quality within the Air Quality Management Area (Southend on Sea Borough Council) (No.1) (**Appendix 2**). The adoption of the AQAP would meet the Council's statutory duty to develop an Air Quality Action Plan (AQAP) to try to improve air quality within the AQMA.

### 2. Recommendation

**That the statutory duty of the Borough Council as described in the Environment Act 1995 be discharged by accepting and adopting the Air Quality Action Plan for the Air Quality Management Area (Southend on Sea Borough Council) (No 1) Order 2016.**

### 3. Background

- 3.1 Under the provisions of the Environment Act 1995, all Local Authorities are required to undertake a review and assessment of air quality within their area. This is to determine the likelihood of complying with prevailing health-based air quality objectives for a number of pollutants.
- 3.2 The air quality limit values for the protection of human health have been set by two EU Air Quality Directives 2008/50/EC and 2004/107/EC. These were transposed into UK law via the Air Quality Standards Regulations 2000.
- 3.3 The UK Air Quality Strategy, Policy and Technical Guidance provides the overarching themes for local air quality management in the UK. Local authorities that identify a breach of any of the air quality objectives in their area are required to formally declare an Air Quality Management Area. Once declared the authority has a duty under Section 84(2) of the Act to produce an Air Quality Action Plan to improve air quality.

- 3.4 The National Air Quality Strategy details the Government's proposals for tackling air quality on a national basis and sets out equivalent Air Quality Objectives (AQOs)
- 3.5 In order to effectively discharge duties under the Local Air Quality Management regime the Council is required to report on air quality in the Borough to DEFRA. This function is undertaken by Regulatory Services.
- 3.6 Where there are exceedences in the air quality objectives the Council must declare an Air Quality Management Area (AQMA). Once declared the Council is then required to develop an air quality action plan (AQAP) which must be accepted by DEFRA as being adequate to bring the AQMA into compliance.
- 3.7 The UK Plan for Tackling Roadside Nitrogen Dioxide Concentrations 2017 predicts that by the year 2028 all national zones, which will include the main routes in Southend will be compliant for nitrogen dioxide.
- 3.8 Regulatory Services will continue to ensure that ambient air quality is monitored after the implementation of the AQAP and will report regularly on progress. This will be through the formal reporting process to DEFRA and via the Council's Corporate Priority 1819 PLACE PPC03.
- 3.9 There is one Air Quality Management Area (**Appendix 1**) within Southend, which was declared on 7<sup>th</sup> November 2016. It was designated in relation to likely breaches of the Nitrogen Dioxide (NO<sub>2</sub>) Annual Mean Objective as specified in the Air Quality Regulations 2000.
- 3.10 Taking action to improve air quality is crucial in order to improve the health of the population. There is growing evidence that air pollution is a significant contributor to preventable ill health and early death.
- 3.11 There are over 700 AQMA's declared in the UK, 90% of the AQMA's are related to traffic emissions. In the Essex area there are AQMA's in Rochford (including Rayleigh Town Centre), Chelmsford, Epping Forest, Thurrock, Brentwood, and Uttlesford.
- 3.12 The main source of air pollution in the Borough is road traffic emissions from major roads, notably the A13, A127 and A1159. Other pollution sources including commercial, industrial and domestic sources also make a contribution to background pollutant concentrations.

### 3.13 **Current Position**

The DEFRA Technical Guidance required the Council to develop an Air Quality Action Plan to take measures to try to improve the air quality within the Air Quality Management Area (Southend on Sea Borough Council) (No. 1) within one year of the designation of the AQMA.

- 3.14 Nationally the most immediate air quality challenge is tackling the exceedences of nitrogen dioxide (NO<sub>2</sub>) concentrations around roads. This is the only statutory air quality objective the UK is currently failing to meet.

- 3.15 There has been extensive consultation on the AQAP which has delayed its formal implementation within the year. There are, however, measures already in place to improve air quality including consideration of re-engineering proposals around The Bell interchange.

### 3.16 **The Action Planning Process**

Action planning is an essential part of the local air quality management process, providing a practical opportunity for improving air quality in areas where review and assessment has shown that national measures will be insufficient to meet one or more the air quality objectives. The AQAP should and does include the following:

- Quantification of the source contributions to the pollution burden for example by vehicle categories. This allows action plan measures to be targeted more effectively.
- Evidence that available options have been considered on the grounds of cost, feasibility and potential scale of impact.
- Quantification of expected improvement in air quality.
- Confirmation of how the Council will discharge its powers and also work in partnership with other stakeholders in pursuit of the relevant air quality objective.
- Clear timescales within which the authority and other stakeholders propose to implement the various measures contained in the plan.
- Quantification of the expected impacts of the proposed measures, and where possible, an indication as to whether these will be sufficient to demonstrate compliance with the objective/s.
- Identification of how the Council intends to monitor and evaluate the effectiveness of the plan.
- Prompt the formation of a Steering Group to enable and drive forward all of the above.

- 3.17 The emphasis of AQAPs should be to firstly, develop measures that will provide the necessary emissions reductions to achieve the air quality objectives and secondly, to act as a live document which can be periodically reviewed and developed to ensure current measures are progressing and new measures are brought forward. Timescales for the actions are detailed in the AQAP.

- 3.18 The AQAP has been written to incorporate the following priority work areas:

- Southend Intelligence Hub – SMART City Journey and Digital Strategy;
- Strategic Planning and Transport Policy;
- Public Health and Raising Awareness;
- Land Use Planning and Development Control;
- Sustainable Innovation;
- Low Emission Air Quality Strategy (LEAQS);
- Community Engagement.

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

The Local Authority has a statutory duty to develop an AQAP where an AQMA has been declared.

#### **5. Reasons for Recommendation**

The Council has a statutory duty to try to improve air quality in the Borough through the development of an AQAP.

#### **6. Corporate Implications**

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

The vision of the Council is to 'Create a Better Southend' supported by the five corporate aims of a Clean, Safe, Health and Prosperous Southend, led by an Excellent Council. The implementation of the AQAP to improve air quality will have a positive impact on vulnerable groups, providing a clear focus for the actions outlined in the AQAP. There is no known negative impact to the priorities of the Council.

##### **6.2 Financial Implications**

The AQAP consists of existing initiatives as well as new actions. Implementation of most of these actions will incur no additional costs as the funding will be met by existing budgets. Those actions identified as new will be met through securing new (National/European) funding streams.

##### **6.3 Legal Implications**

The Council has a statutory duty to review air quality in the Borough and to take action in line with DEFRA Technical Guidance (TG) 16. Where an AQMA has been designated an AQMA the local authority must develop an AQAP to try to improve air quality with the AQMA.

##### **6.4 People Implications**

None

##### **6.5 Property Implications**

None

##### **6.6 Consultation**

- 6.6.1 Stakeholder consultation is a fundamental aspect of Local Air Quality Management, and a legal requirement under Schedule 11 (s90) of the Environment Act 1995. The action plan has undergone two rounds of formal consultation.

6.6.2 The consultation process should be collaborative based and provide the way to better prepare and develop the action plan. It provides participants and, importantly, the public, with the information they need to contribute in a meaningful and constructive way.

6.6.3 The public health effects of poor air quality are well documented and DEFRA expect the highest level of support across the local authority (e.g. Chief Executive and Council level) to ensure all parts of the local authority are working effectively together.

6.6.4 Internal Stakeholders Consulted:

- Strategic Transport Policy;
- Public Health;
- Planning and Development Control;
- Energy and Sustainability;
- Procurement;
- Economic Development;
- Members.

External Stakeholders Consulted:

- Transport Companies;
- Key Freight Operators;
- Key Local Businesses ;
- Local Environment/Transport Group;
- Chambers of Commerce ;
- Local Community Representatives and Residents;
- DEFRA;
- Essex Las;
- Residents within the AQMA.

6.6.5 The action plan underwent a full 12 week consultation between November 2017 and January 2018. Following review of the feedback the action plan was circulated for a second (4 weeks) round of consultation which finished on 1<sup>st</sup> June 2018. The feedback from both consultations can be viewed in Appendix B of the action plan attached.

6.6.6 DEFRA have accepted the proposed Air Quality Action Plan.

6.6.7 If not already implemented or being considered, reasonable suggestions will be assessed on their deliverability and feasibility. These will be included in future reviews of the action plan to be completed at least once a year.

6.6.8 The Steering Group will be chaired by the Director of Public Health and include inter alia, a Transport Planning Policy Engineer, Air Quality Specialist and a relevant Portfolio Holder (tbc).

## **6.7 Equalities and Diversity Implications**

The Equalities Impact assessment has not identified any actions.

## **6.8 Risk Assessment**

At high concentrations NO<sub>2</sub> is an irritant that can cause inflammation of the airways and the delay in the declaration and implementation of an air quality action plan is a risk to the health of residents within the AQMA.

Failure to meet or strive towards the air quality objective is a breach of European Union law and fines may be imposed by the EU on the UK. DEFRA have issued a policy statement with respect to Part 2 of the Localism Act 2011 indicating that if fines were to be imposed by the EU and the local authority was responsible for permitting the breach, the authority could be required to pay the full cost.

## **6.9 Value for Money**

A joint application was made by Southend, Rochford, Colchester and Chelmsford local authorities and Essex County Council for Clean Bus Technology funding. An award of £1.2M was made in December 2017.

The new measures contained within the AQAP will be fully costed in line with financial requirements.

## **6.10 Community Safety Implications**

None

## **6.11 Environmental Impact**

Air pollutants from transport include nitrogen oxides, carbon monoxide, hydrocarbons and particulates, all of which have a damaging impact on the health of fauna and flora.

## **7. Background Papers**

DEFRA Technical Guidance (TG) 16 April 2016;  
DEFRA Policy Guidance (PG) 16 April 2016;  
2017 Air Quality Annual Status Report for Southend on Sea Borough Council  
Cabinet Report confirming the AQMA on 20<sup>th</sup> September 2016 (Minute 276 refers) and noted at Council on 20<sup>th</sup> October 2016 (Minute 400 refers).  
Consultation Responses

## **8. Appendices**

**Appendix 1** Air Quality Action Plan;





# Southend-on-Sea Borough Council Air Quality Action Plan

In fulfilment of Part IV of the  
Environment Act 1995  
Local Air Quality Management

November (2017)

Local Authority Officer	William Pegram
Department	Regulatory Services
Address	Civic Centre, Victoria Avenue, Southend-on-Sea, Essex SS2 6ER
Telephone	Telephone 01702 215000
E-mail	billpegam@southend.gov.uk
Report Reference number	AQAP1
Date	November 2017

## Forward by Portfolio Holder

“Everyone has the right to breathe clean air and public interest in air quality has been at an all-time high.

The most immediate air quality challenge is tackling the problem of nitrogen dioxide (NO<sub>2</sub>) around our roads – the only statutory air quality obligation the UK is currently failing to meet.

Southend-On-Sea Borough Council provides a high quality environment for residents, visitors and businesses and generally enjoys good air quality. There are, however, traffic hot-spots giving rise to unacceptable levels of air quality, and this has become a serious public health concern for many Cities and large Towns throughout the UK.

Given that the primary source of the pollutants is vehicle emissions, finding solutions is a challenge for us all to rise to. There are enterprising plans for investment to build and regenerate but this vision needs to be matched with improvements to air quality.

We fundamentally believe that the needs of the local community are at the heart of what we do at the Council. It is our objective to work together with communities to solve problems locally and participate in decisions that affect them and as a result build stronger more resilient communities.

An improvement to air quality requires an integrated and collaborative approach on the part of both internal and external stakeholders including the Community.

In developing this action plan, partnership working will be a key prerequisite. We will need to take an innovative and creative approach. The plan has been structured to incorporate both Borough wide actions and more specific actions aimed at local traffic hot-spots.

Together we shall work towards making the Borough “A Better Place to Live”, to work in and to visit.

On behalf the Council we would like to thank everyone who has been involved in the development of this Air Quality Action Plan which will identify local priorities, deliver improved outcomes and make a real difference to the lives of local people.”

Signed Mam Fionn Portfolio Holder

## Executive Summary

This Air Quality Action Plan (AQAP) has been produced as part of our statutory duties required by the Local Air Quality Management framework. It outlines the action we will take to improve air quality in the Borough between 2018 and 2021.

This is the Borough Council's first air quality action plan and has been triggered primarily to address the air quality concerns associated with the Air Quality Management Area (AQMA) declared along a stretch of the A127, Prince Avenue, Southend in November 2016. The AQMA is our first priority. The secondary purpose of the action plan is to address air quality across the whole Borough.

Air pollution is associated with a number of adverse health impacts. It is recognised as a contributing factor in the onset of heart disease and cancer. Additionally, air pollution particularly affects the most vulnerable in society: children and older people, and those with heart and lung conditions. There is also often a strong correlation with equalities issues, because areas with poor air quality are also often the less affluent areas<sup>1,2</sup>.

The annual health cost to society of the impacts of particulate matter alone in the UK is estimated to be around £16 billion<sup>3</sup>. The Council is committed to reducing the exposure of people in the Borough to poor air quality in order to improve health.

We have developed actions that can be considered under the following priority work areas:

---

<sup>1</sup> Environmental equity, air quality, socioeconomic status and respiratory health, 2010

<sup>2</sup> Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006

<sup>3</sup> Defra. Abatement cost guidance for valuing changes in air quality, May 2013

- Southend Intelligence Hub - SMART City Journey and Digital Strategy
- Strategic Planning and Transport Policy
- Public Health and Raising Awareness
- Land Use Planning and Development Control
- Sustainable Innovation
- Low Emission Air Quality Strategy (LEAQS)
- Community Engagement

In this AQAP we outline how we plan to effectively tackle air quality issues within our control. However, we recognise that there are a large number of air quality policy areas that are outside of our influence (such as vehicle emissions standards agreed in Europe), but for which we may have useful evidence, and so we will continue to work with regional and central government on policies and issues beyond the Borough Council's direct influence.

The emphasis of the plan is to firstly, develop measures that will provide the necessary emissions reductions to achieve the air quality objectives within specified timescales, and, secondly, to act as a live document which can be continually reviewed and developed to ensure current measures are progressing and new measures are brought forward.

## Responsibilities and Commitment

This AQAP was prepared by the Regulatory Services section of the Borough Council with the support and agreement mainly of the following departments:

- Public Health
- Strategic Planning and Transport Policy
- ICT
- Energy and Sustainability
- Land Use Planning and Development Control

It has been approved by the Cabinet and Full Council and will be subject to an annual review. Progress each year will be reported in the Annual Status Reports

(ASRs) produced by the Borough Council as part of our statutory Local Air Quality Management duties.

***If you have any comments on this AQAP please send them to Bill Pegram at Southend-on-Sea Borough Council, Civic Centre, Victoria Avenue, Southend SS2 6ER Email: [BillPegram@southend.gov.uk](mailto:BillPegram@southend.gov.uk)***

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## 1. Introduction

This report outlines the actions that Southend-on-Sea Borough Council will deliver between 2018 and 2021 in order to reduce concentrations of air pollutants and exposure to air pollution; thereby positively impacting on the health and quality of life of residents and visitors to the Borough.

It has been developed in recognition of the legal requirement on the local authority to work towards Air Quality Strategy (AQS) objectives under Part IV of the Environment Act 1995 and relevant regulations made under that part and to meet the requirements of the Local Air Quality Management (LAQM) statutory process.

This Plan will be reviewed periodically and progress on measures set out within this Plan will be reported on annually within the Council's air quality Annual Status Report (ASR) submitted to DEFRA.

Taking action to improve air quality is crucial in order to improve the health of the population. There is growing evidence that air pollution is a significant contributor to preventable ill health and early death. These health impacts impose a cost on the economy estimated to run into billions.

The most immediate air quality challenge is tackling the problem of nitrogen dioxide (NO<sub>2</sub>) concentrations around roads – the only statutory air quality obligation the UK is currently failing to meet.

This document has been produced by Southend-on-Sea Borough Council and constitutes our first Air Quality Action Plan (AQAP). It has been triggered primarily to address the air quality concerns associated with the Air Quality Management Area (AQMA) declared along a stretch of the A127, Prince Avenue, Southend in November 2016. Its secondary purpose is to address air quality issues by a wider, cross Borough approach with so-called “soft” indirect actions.

It is a statutory duty for the Council to develop an AQAP following the declaration of an AQMA in response to an identified breach of the annual mean air quality objective for nitrogen dioxide.

The vision of the Council is to ***“Create a Better Southend”*** supported by the five corporate aims of a “Clean, Safe, Healthy and Prosperous Southend, led by an excellent Council”. This vision will be reflected in and provide a clear focus for the actions outlined in this document.

## 1.1 Legislative Background

Air quality limit values for the protection of human health have been set by two EU Air Quality Directives 2008/50/EC and 2004/107/EC. These were transposed into UK Law via the Air Quality Standards Regulations 2010.

Action is then driven by the UK’s Air Quality Strategy which sets out equivalent Air Quality Objectives (AQOs).

Part IV of the Environment Act 1995 places a statutory duty on all local authorities in the UK to periodically review and assess air quality within their areas. This is to determine the likelihood of complying with prevailing health based air quality objectives for a number of pollutants. The UK Air Quality Strategy, Policy and Technical Guidance provide the over-arching themes for local air quality management in the UK.

Local Authorities that identify a breach of any of the air quality objectives in their area are required to formally declare an Air Quality Management Area. Once declared the authority has a duty under Section 84 (2) of the Act to produce an Air Quality Action Plan (AQAP).

Local Authorities are not legally obliged to meet the air quality objectives but they must be able to demonstrate that they are working towards the objectives.

In order to effectively discharge duties under the Local Air Quality Management regime the Council is required to report on air quality throughout the Borough. This function is undertaken by Regulatory Services.

Regulatory Services will continue to ensure that ambient air quality is monitored after the implementation of this AQAP. The team will report regularly on progress, both through the local air quality management reporting schedule to DEFRA and via the Council’s Corporate Priority Actions Protocol: Action 1718 PLACE PPC03.

## 1.2 The Action Planning Process

Action planning is an essential part of the local air quality management process, providing a practical opportunity for improving air quality in areas where review and assessment has shown that national measures will be insufficient to meet one or more the air quality objectives. A suitable air quality action plan should include the following:

1. Quantification of the source contributions to the pollution burden for example by vehicle categories. This allows action plan measures to be targeted more effectively.
2. Evidence that available options have been considered on the grounds of cost, feasibility and potential scale of impact.
3. Quantification of expected improvement in air quality.
4. Confirmation of how the Council will discharge its powers and also work in partnership with other stakeholders in pursuit of the relevant air quality objective.
5. Clear timescales within which the authority and other stakeholders propose to implement the various measures contained in the plan.
6. Quantification of the expected impacts of the proposed measures, and where possible, an indication as to whether these will be sufficient to demonstrate compliance with the objective/s.
7. Identification of how the Council intends to monitor and evaluate the effectiveness of the plan.
8. Prompt the formation of a Steering Group to enable and drive forward all of the above.

*The emphasis of AQAPs should be to firstly, develop measures that will provide the necessary emissions reductions to achieve the air quality objectives within specified timescales, and, secondly, to act as a live document which can be*

*reviewed periodically (at least once a year) and developed to ensure current measures are progressing and new measures are brought forward.*

This AQAP has been written to incorporate the following priority work areas:

1. Southend Intelligence Hub – SMART City Journey and Digital Strategy
2. Strategic Planning and Transport Policy
3. Public Health and Raising Awareness
4. Land Use Planning and Development Control
5. Sustainable Innovation
6. Low Emission Air Quality Strategy (LEAQS)
7. Community Engagement

## 2. Summary of Current Air Quality in Southend-on-Sea Borough Council

The main source of air pollution in the Borough is road traffic emissions from major roads, notably the A13, A127 and A1159. Other pollution sources including commercial, industrial and domestic sources also make a contribution to background pollutant concentrations. Exceedances of the annual mean air quality objective for nitrogen dioxide continue to be observed at three semi-permanent sites in or close to the existing AQMA boundary. One temporary site (of eight) associated with a major improvement scheme at A127 Kent Elms junction also shows an exceedance.

Neighbouring Rochford District Council is home to London Southend Airport which is close to the administrative boundary with Southend. The Council monitors air quality at roadside locations nearby. Airside operations are expected to only make an imperceptible contribution to background pollutant concentrations.

In November 2016 Southend-on-Sea Borough Council declared its first Air Quality Management Areas (AQMA) centred at the junction between Prince Avenue, Hobleythick Lane and Rochford Road (also known as “The Bell Junction”). Here exceedances of the annual mean Air Quality Objectives for nitrogen dioxide were confirmed by a Detailed Assessment completed in July 2016.

Southend-on-Sea Borough Council has 25 semi-permanent and 8 temporary passive diffusion tube sites at which air quality is measured to ensure that the Council remains informed of air quality especially at locations where traffic volumes are high and that if exceedances are recorded, then appropriate measures can be swiftly implemented.

As a Unitary Authority, the Council is responsible for highways, transportation and strategic planning. As a single tier authority, the relevant departments of Environmental Health, Public Health, Strategic Transport Policy, Planning and Sustainability are able to work effectively together to keep air quality a high priority, supported by the same Local Plan and Local Transport Plan objectives

For more information please refer to the latest ASR 2017.

### 3. The Council's Air Quality Corporate Priorities

#### 3.1 Southend Intelligence Hub – SMART CITY Journey

The connection of the Council's 31 Urban Traffic Control sites to the newly deployed pan borough full fibre network presents the opportunity to monitor a raft of traffic and environmental characteristics simultaneously in real time. The intention is to relay data captured this way back to the Council's Intelligence Hub and host it for analytical purposes within the CISCO City Connected Digital Platform. The provision of the Intelligence Hub and the ability to cross reference data captured in this way is key to Southend's SMART CITY ambitions. As step one, the Intelligence Hub will see the co-location of three core 24/7 services: public space CCTV, traffic management and tele-care. See section 5.1 Southend Intelligence Hub on page 22.

#### 3.2 Public Health Context

Air pollution affects mortality from cardiovascular and respiratory conditions, including lung cancer. In its report on 'The Mortality Effects of Long-Term Exposure to Particulate Air Pollution in the United Kingdom', published in 2010, the Committee on the Medical Effects of Air Pollutants<sup>16</sup> (COMEAP) estimated the mortality burden of existing levels of air pollution on the population of the UK as being equivalent to 29,000 deaths and an associated loss to the population of 340,000 life-years. Local authorities, working together with the public, can implement measures to reduce exposure to air pollution as well as reducing polluting emissions through, for instance, active travel plans.

See section 5.3 Public Health and Raising Awareness on page 32.

#### 3.3 Transport Planning and Policy Context

The Council is now working to LTP3 with a current implementation plan covering 2015-2021 reflecting the Government's spending plan.

Local Transport Plans steer the implementation of national transport policies at the local level. As a strategic document the LTP does not contain details of

schemes, but sets out a long term transport strategy, a shorter term implementation plan and a number of supporting strategies.

Transport needs to be linked with wider economic, social and environmental objectives. The LTP3 has therefore been developed within the context provided by a range of policy documents, including the Southend Core Strategy.

The long term transport strategy vision is linked to the Council's long term vision of:

“Creating a better Southend” which is supported by five aims resulting in a Clean, Safe, Healthy and Prosperous Southend Led by an Excellent Council.”

See section 5.2 Strategic Planning and Transport Policy on page 25.

### **3.4 Land Use Planning Context**

A key priority for the Borough Council is to integrate air quality considerations with other policy areas such as Land Use Planning and Development Control. Many developments have the potential to increase the pollution burden and it is appropriate that these developments are required to mitigate or offset this in order to help to achieve an overall reduction in local air pollution. It is therefore essential to identify how we can bring air quality considerations into the planning process at the earliest possible stage. It is no longer satisfactory to simply demonstrate that a development is no worse than the existing or previous land use on a particular site.

See Land Use Planning and Development Control section on page 35.



### 3.5 Source Apportionment of Traffic Emissions in AQMA and Agglomeration Zone

Source apportionment is the process of identifying the contribution each individual source of a pollutant such as nitrogen dioxide makes to the overall level. These consist of background sources and locally generated sources.

The AQAP measures presented in this report are intended to be targeted towards the predominant sources of emissions within the Borough which is traffic.

We have assessed the contribution each category of vehicle type makes to the overall pollution burden.

A source apportionment exercise was carried out by external consultants on the Council's behalf in 2016 during completion of the Detailed Assessment. Annual Average Daily Traffic (AADT) flows and queuing data were provided by SBC after traffic counts were carried out across the Borough. Through the use of ADMS-Roads modelling, concentrations at relevant receptors at The Bell junction and Cuckoo Corner were predicted. This identified that the maximum concentration in this area was estimated at Prince Avenue on the approach to Cuckoo Corner. Source contributions to NO<sub>x</sub> concentrations at this receptor were calculated, including regional and local background concentrations and concentrations as a result of traffic sources. Figure 1 shows the percentage contributions to NO<sub>2</sub> concentrations.

**Figure 1. Source Apportionment of NO<sub>2</sub> Concentrations on Prince Avenue, including petrol and diesel contribution**

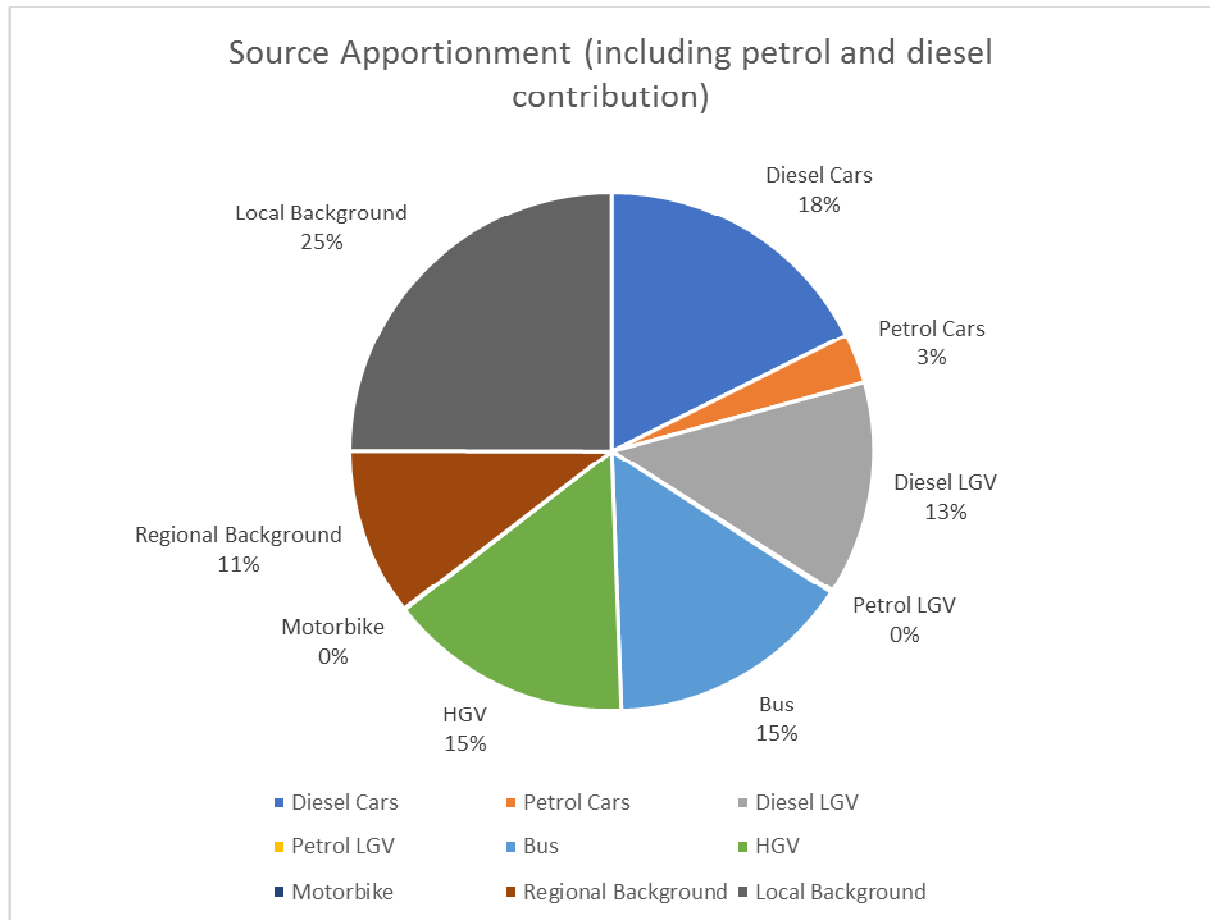


Figure 1 shows that the highest proportion of NO<sub>2</sub> emissions can be attributed to cars (21%), with buses, HGVs and LGVs contributing roughly the same proportion each. Therefore, there is no standout source contribution so measures will be focussed on reducing vehicle emissions as a whole.

Further refinement of the source apportionment calculation showed that diesel vehicles were responsible for a much higher proportion of NO<sub>2</sub> emissions than petrol vehicles.

### 3.6 Estimated Background Concentrations

DEFRA has made estimates of background pollution concentrations on a 1km<sup>2</sup> grid for the UK for seven of the main pollutants including NO<sub>2</sub>, PM<sub>10</sub> and PM<sub>2.5</sub>. Base year data was for 2011 and projections are made for years 2011 to 2013. Table 1 shows the estimated background values of the pollutants for the year 2015.

**Table 1. DEFRA Mapped Background Annual Mean Pollutant Concentrations (µg/m<sup>3</sup>).**

Grid Square Centre Coordinates 586500, 187500	2015
Nitrogen Dioxide, NO <sub>2</sub>	21.6
Nitrogen Oxides, NO <sub>x</sub>	32.2
Particulate Matter PM <sub>10</sub>	17.6
Particulate Matter PM <sub>2.5</sub>	2.3

The background source component comprises emissions from the following sectors:

- Domestic (including heating and cooking)
- Commercial and Industrial (heating)
- Other transport sources such as railways, airports and shipping
- Small Industrial processes such as those regulated under the environmental permitting regime
- Minor roads.

### 3.7 Southend Urban Area Agglomeration Zone - Source Apportionment

The Southend Urban Area Agglomeration Zone is made up of Southend-on-Sea Borough Council, Rochford District Council and Castle Point Borough Council. It is one of 28 national zones each with its own DEFRA action plan setting out national, regional and local actions. Locations of EU non-compliance are along the A127.

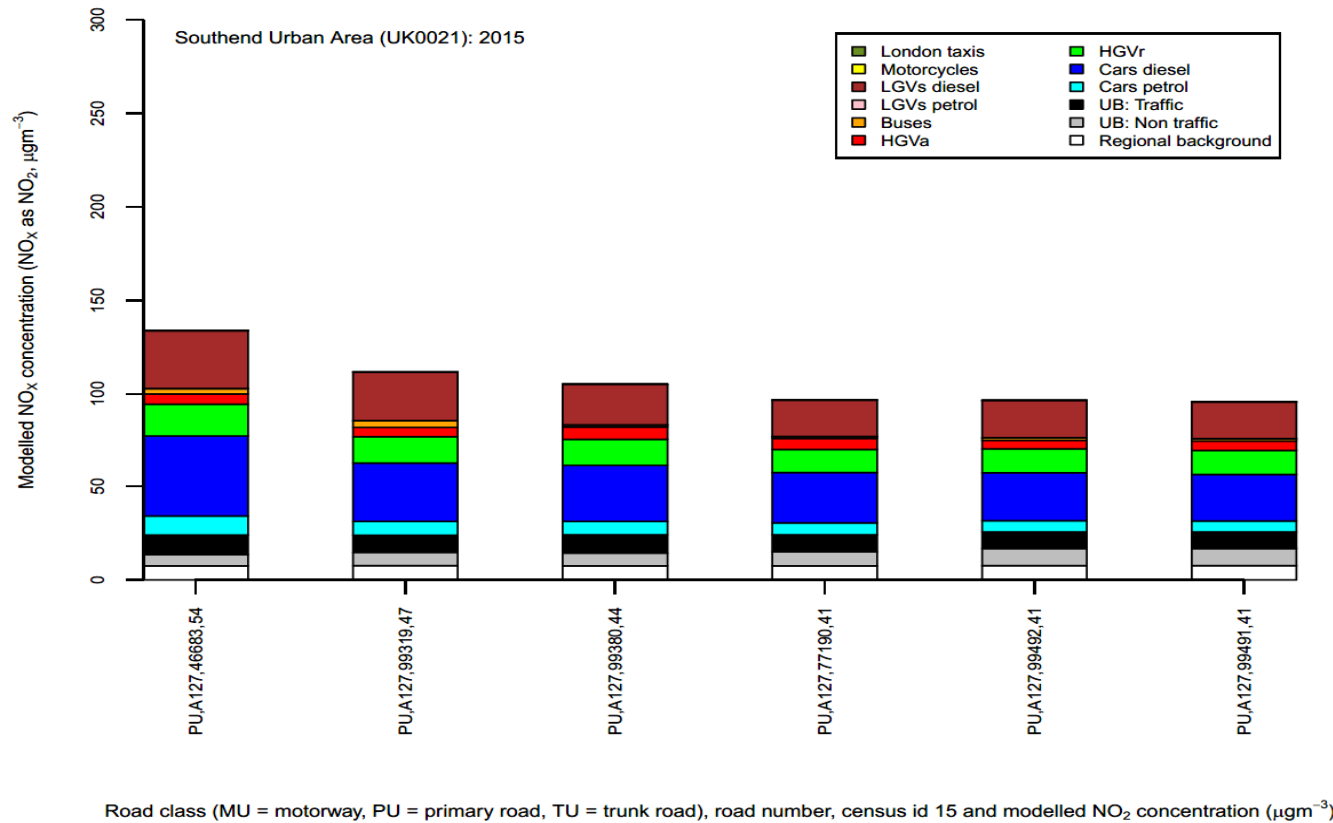
Local road traffic was the dominant source of NO<sub>x</sub> for the reference year of 2015. The largest contribution was from diesel cars and diesel LGVs contributing approximately 32% and 23% respectively to the road link with the highest concentrations. Cars, LGVs, rigid HGVs and articulated HGVs were important sources on the primary roads with the highest concentrations. For all road links concentrations of NO<sub>x</sub> from diesel cars were approximately four times greater than NO<sub>x</sub> emissions from petrol cars. NO<sub>x</sub> concentrations from petrol LGVs are a small component of total NO<sub>x</sub> concentrations and less than 2% of total NO<sub>x</sub> from LGVs.

Data from both source apportionment analyses confirm that diesel vehicles are the main contributor of NO<sub>x</sub> on our roads.

### 3.8 Agglomeration Zone Status

The assessment undertaken for the Southend Urban Area Agglomeration Zone indicates that the annual limit value was exceeded in 2015 but is likely to be achieved before 2020 through the introduction of national and local measures included in the baseline.

**Figure 3. Annual mean roadside NO<sub>x</sub> source apportionment for all roads exceeding the annual mean NO<sub>2</sub> limit value in 2015 in Southend Agglomeration Zone**



### 3.9 Required Reduction in Emissions

Figure 4 below shows the AQMA boundary. The air quality objective (AQO) being exceeded at this location is the annual mean for nitrogen dioxide (NO<sub>2</sub>) which is 40µg/m<sup>3</sup>.

Real time automatic monitoring as part of the Detailed Assessment undertaken in 2016 confirms an (annualised) annual mean of 44µg/m<sup>3</sup>. In order to calculate the required reduction in emissions, a road NO<sub>x</sub> concentration of 67.5µg/m<sup>3</sup> has been calculated using the NO<sub>x</sub> to NO<sub>2</sub> calculator in line with Box 7.6 in LAQM.TG(16). The road NO<sub>x</sub> concentration required to meet the 40 µg/m<sup>3</sup> AQO is 57.6 µg/m<sup>3</sup>. Therefore, a reduction of 9.9 µg/m<sup>3</sup> of road NO<sub>x</sub> is required to meet the AQO at this location. This equates to a 15% reduction.

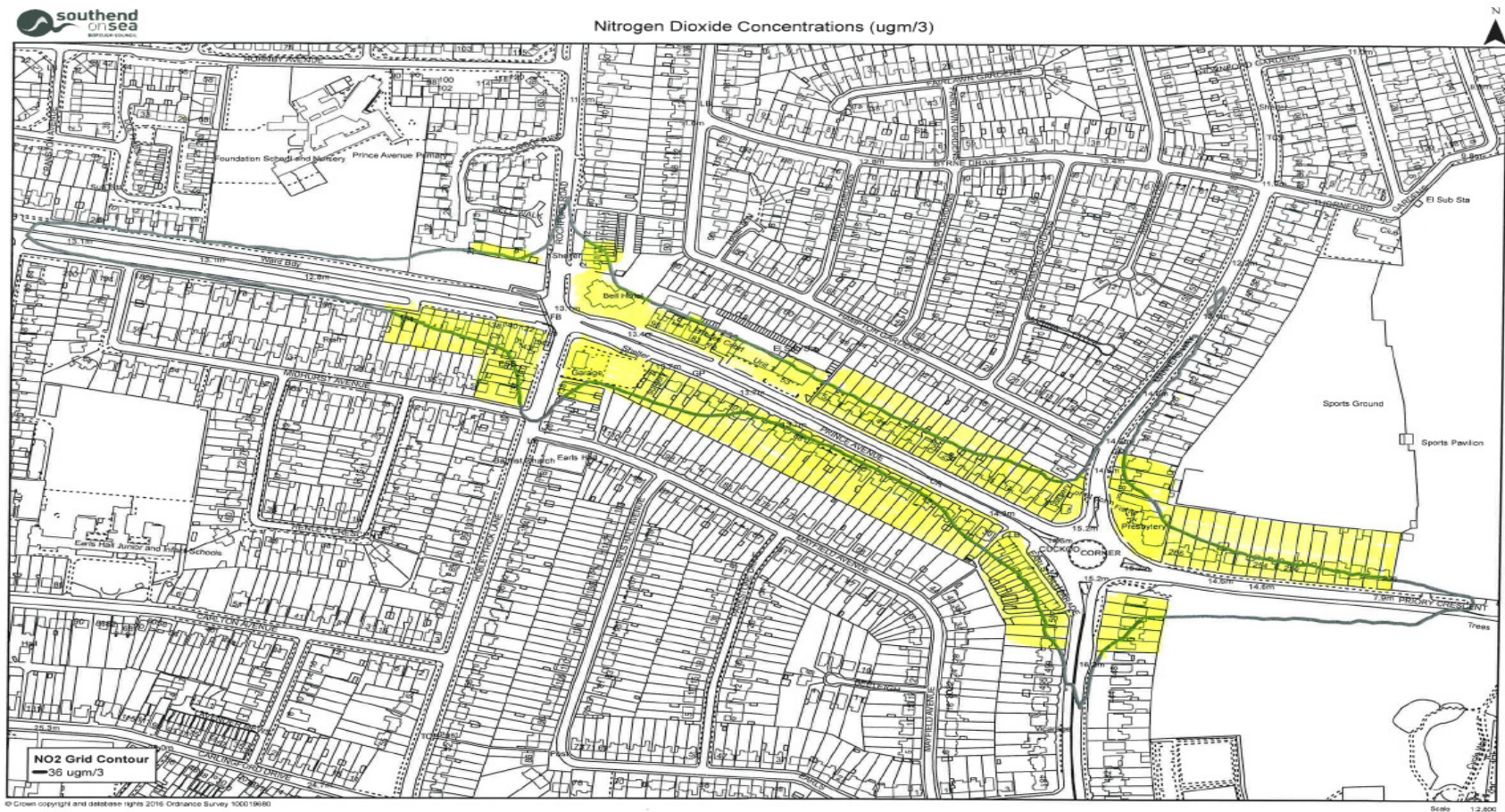
However, as part of the Bell Junction AQMA Strategic Highway Improvement impact assessment, further analysis of the required reductions in traffic emissions from the different vehicle categories will be undertaken. Parameters such as average speed and queue length will also be assessed in order to provide a basis for future monitoring of the effectiveness of the preferred option.

There are c125 residential units included in the AQMA boundary. Based on the Office for National Statistics there were on average 2.4 people per household in the UK in 2015. Therefore it is estimated that there are c300 people living within the AQMA boundary.

This was calculated in line with Technical Guidance LAQM.TG16 Chapter 7.



Figure 4. The A127 Bell Junction AQMA: Boundary in Green; Properties Affected in Yellow



### 3.10 Immediate Key Priorities

Source apportionment has identified the following contributions to the overall NO<sub>2</sub> pollution burden in the AQMA:

Vehicle Type	Percentage Contribution
Diesel Cars	18
LGVs Diesel	13
Buses and Coaches	15
Artic and Rigid HGVs Diesel	15

Emissions from these vehicle categories will be the main focus for priorities 1 and 3 below.

- Priority 1 - Assess the air quality impact of the preferred option (of three) for the Bell Junction AQMA, A127 Strategic Highway Improvement.
- Priority 2 - Assess the air quality impact of the Kent Elms A127 Strategic Highway Improvement at this location, as well as the Bell Junction AQMA further east.
- Priority 3 - Development of a Low Emission Air Quality Strategy (LEAQS) which will attempt to target diesel cars (18%), diesel LGVs(13%) and buses (15%), all of which contribute significantly to the overall NO<sub>2</sub> pollution burden in the AQMA and on our roads generally.
- Priority 4 – Southend Intelligence Hub – SMART CITY Journey.



## 4. Development and Implementation of AQAP

### 4.1 Consultation and Stakeholder Engagement

Stakeholder consultation is a fundamental aspect of Local Air Quality Management, and a legal requirement under Schedule 11 (s90) of the Environment Act 1995.

The consultation process should be collaborative based and provide the way to better prepare and develop the action plan. It provides participants and, importantly, the public, with the information they need to contribute in a meaningful and constructive way.

The public health effects of poor air quality are well documented and DEFRA expect the highest level of support across the local authority (e.g. Chief Executive and Council level) to ensure all parts of the local authority are working effectively together.

Internal Stakeholders Consulted:

- Strategic Transport Policy
- Public Health
- Planning and Development Control
- Energy and Sustainability
- Procurement
- Economic Development
- Elected Members

External Stakeholders Consulted:

- Transport Companies
- Key Freight Operators
- Key Local Businesses
- Local Environment/Transport Group
- Chambers of Commerce
- Local Community Representatives and Residents especially in the vicinity of the AQMA.

- DEFRA
- Essex LAs

In developing this AQAP, we have worked with other local authorities, agencies, businesses and the local community to improve local air quality. Schedule 11 of the Environment Act 1995 requires local authorities to consult the bodies listed in Table 0.1. In addition, we have undertaken the following stakeholder engagement:

- Via the Council's website
- Letters distributed directly to households along the AQMA

The response to our consultation stakeholder engagement is given in Appendix A.

**Table 0.1 – Consultation Undertaken**

Yes/No	Consultee
Yes	the Secretary of State
Yes	the Environment Agency
Yes	the highways authority
Yes	all neighbouring local authorities
Yes	other public authorities as appropriate, such as Public Health officials
Yes	bodies representing local business interests and other organisations as appropriate

## 4.2 Steering Group

*The Steering Group members will be from SBC, chaired by the Director of Public Health and include a Transport Planning Policy Engineer, Air Quality Specialist and a relevant Portfolio Holder. The group will attend quarterly meetings in order to drive forward existing actions and to identify new initiatives as appropriate. As a priority, the steering group will collate and review the responses from internal and external stakeholders to establish suitable action moving forward. Progress will be reported via the Council's Annual Status Reports submitted to DEFRA, the Council's website and internal management team meetings.*

## 5. Action Plan Measures

The following tables describe the Borough Council's AQAP measures. Details include:

- a list of the actions that form part of the plan
- the responsible organisations who will deliver this action
- Indication of cost of implementing each action: **Low (<£25K), Medium (£25-£100K) or High (>£100K)**. Indication of expected benefit in terms of pollutant emission and/or concentration reduction – **Low (imperceptible reduction), Medium (up to 2µg/m<sup>3</sup> reduction in concentration) or High (greater than 2µg/m<sup>3</sup> reduction in concentration)** – based on the LLAQM Borough Air Quality Action Matrix used by London Authorities<sup>4</sup> and professional experience. Where possible, the percentage reduction modelled in the LAQM Matrix has been applied to the 50.9µg/m<sup>-3</sup> highest modelled concentration in the Detailed Assessment
- the timescale for implementation
- how progress will be monitored

*Note, although the actions are listed in accordance with the work area priorities as described in the main text, the NO<sub>2</sub> source apportionment data shown in Section 3.5-3.7 above will be a key factor in determining specific actions targeted towards certain vehicle categories, especially in the AQMA. More details will be provided in our Low Emission Air Quality Strategy currently in development*

Please see future Air Quality Annual Status Reports for updates on implementation of these measures.

### 5.1 Southend Intelligence Hub - SMART CITY Journey and Digital Strategy

The connection of the Council's 31 Urban Traffic Control sites to the newly deployed pan borough full fibre network presents the opportunity to monitor a raft of traffic and environmental characteristics simultaneously in real time. The intention is to relay data captured this way back to the Council's

<sup>4</sup> [https://www.london.gov.uk/sites/default/files/air\\_quality\\_action\\_matrix.pdf](https://www.london.gov.uk/sites/default/files/air_quality_action_matrix.pdf)

Intelligence Hub and host it for analytical purposes within the CISCO City Connected Digital Platform. The provision of the Intelligence Hub and the ability to cross reference data captured in this way is key to Southend's SMART CITY ambitions. As step one, the Intelligence Hub will see the co-location of three core 24/7 services: public space CCTV, traffic management and telecare.

Funding for the Intelligence Hub has been approved and subject to the final business case the Hub will be built in 2018/19.

The Hub will:

- Act as “eyes and ears” of the Borough, watching and monitoring activity.
- Act as the City Intelligence and Coordination Centre, responding in anticipation of incidents escalation.
- Enable the Council to generate income through the selling of services capable of being delivered through SIH.

SIH will see the upgrade and integration of systems and services provided within a modern environment on a 24/7 basis. It will also have the capability to facilitate an ambitious undertaking and could potentially co-locate key strategic and operational services from a range of partner organisations such as the NHS and Essex Police. It will in essence become a centralised operations suite for delivering borough-wide management via a wide range of partnership responses within Southend and neighbouring boroughs. In the initial formative period however, the focus will be on council services.

The overarching benefits could include:

1. The provision of a strategic and integrated approach to image capture, information dissemination and operational analysis of live incidents.
2. Intelligence-led responses to incidents including major emergencies
3. Delivery of enhanced traffic management on a borough wide basis.
4. Delivery of enhanced environmental monitoring (*including a pilot study of 10 remote air quality sensors*) and ultimately management solutions.
5. Activation of the community to have a healthier life style.
6. More effective and efficient use of available resources.

Whilst the Southend Intelligence Hub will not lead directly to improvements in air quality, it may be used to give a clearer picture of air quality across

Southend as a whole to more accurately target improvement measures. Also, it may be used to monitor the impact of AQAP measures implemented.

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**Table 5.1 Southend Intelligence Hub-SMART City Journey Action Summary**

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
1	Intelligence Hub-SMART City	Transport Planning and Infrastructure	Other	ICT, Strategic Transport Policy(SBC)	Aug 2017	Commence Jan 2018		N/A	On-going	Dec 2019	Major IT Infrastructure Up-grade for Southend
1.a	Pilot the CISCO City Connected Digital Platform (CDP) pulling together data sets in respect of traffic and environment. Understanding the relationship and automating predictive and preventative strategies	Transport Planning and Infrastructure	Other	ICT, Strategic Transport Policy(SBC)	"	2017	The identification of predictive and preventative strategies	"	"	Dec 2107	Cost Low  Potential AQ Impact Medium to High through identification of possible strategies for further improvement

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
1.b	Provide a business case for the Creation of a Southend Intelligence Hub - SMART CITY	"	"	"	"		Completion	"	"		Cost Low Potential AQ Impact Low
1.c	Build the Intelligence Hub in Southend	"	"	"	"	2018/19	Hub in place, properly staffed and operational	"	"	Dec 2019	Cost High Potential AQ Impact Medium to High Single 24/7 solution for the Borough
1.d	Installation of 10 air quality sensors for UTMC suitability (Pilot)	"	"	"	Completed 2017	Jan 2018	Pilot Completion and review of data collected	"	"	Jan 2019	Pilot study to test reliability, suitability for UTMC  May be used to monitor progress of other identified AQAP measures



## 5.2 Strategic Planning and Transport Policy

### 5.2.1 Local Planning Framework

The Southend Core Strategy (2007) Policy KP2: Development Principles, seeks to ensure that all new development, including transport infrastructure, contributes to economic, social, physical and environmental regeneration in a sustainable way, including reducing the need to travel (KP2.3.c), facilitating the use of travel modes other than the private car (KP2.3.e); respect, conserve and enhance and where necessary adequately mitigate effects on the natural environment, including the Borough's biodiversity and green space resources (KP2.4); promote improved and sustainable modes of travel (KP2.8); including appropriate measure in design, layout, operation and materials to achieve, avoidance or appropriate mitigation of actual and potential pollution impacts of development (KP2.11.c), enhancement to the ecological and amenity value of the environment where appropriate (KP2.11.e).

Policy KP3: Implementation and Resources, sets out that the Council will enter into planning obligations to ensure the provision of infrastructure and transportation measures, including improvements to cycling, walking and passenger transport facilities and services (KP3.2.b) and open spaces and green grid enhancements (KP3.2.f), and to require all development to have regard to, and where appropriate contribute to the delivery of, the Southend Local Transport Plan (KP3.4).

Policy CP3: Transport and Accessibility, makes provision for improvements to transport infrastructure and services, in partnership, to secure a step change in provision to achieve a modern integrated transport system, necessary to unlock key development sites and secure sustainable regeneration and growth. This includes, Policy CP3.6, safeguarding and enhancing the environment of 'Environmental Rooms', as defined in the Local Transport Plan.

Policy CP4: The Environment and Urban Renaissance, requires development proposals to contribute to the creation of a high quality, sustainable urban environment, including creating safe, permeable and accessible development and spaces that encourage walking and cycling within 'Environmental Rooms' (CP4.6); creating and maintaining a 'Green Grid' of high quality, linked and publicly accessible open spaces across the town, contributing to the wider

green grid (CP4.10); and preventing, reducing or remedying all forms of pollution including soil, water, noise and other forms of airborne pollution (CP4.14).

The Development Management DPD (2015) in Policy DM15: Sustainable Transport Management, highlights the role sustainable transport in Southend plays in supporting economic growth, including reducing carbon emissions, improving local air quality, improving health through better air quality and making walking and cycling an attractive and viable alternative.

It references the Southend Local Transport Plan, and highlights the need to locate development in areas that are sustainable, or that it can be demonstrated can be made sustainable and accessible by non-car modes and which reduce the overall need to travel. Developments that generate significant amounts of movement, are required to provide a supporting Transport Statement or Transport Assessment.

Policy DM15 also encourages the provision of facilities for charging electric vehicles and other ultra-low emission vehicles wherever practical and feasible.

### 5.2.2 Local Transport Plan (LTP3)

The Council is now working to LTP3 covering the period 2011-2026 with a current implementation plan covering 2015-2021 reflecting the Governments spending plan.

Local Transport Plans steer the implementation of national transport policies at the local level. As a strategic document the LTP does not contain details of schemes, but sets out a long term transport strategy, a shorter term implementation plan and a number of supporting strategies.

Transport needs to be linked with wider economic, social and environmental objectives. The LTP3 has therefore been developed within the context provided by a range of policy documents, including the Southend Core Strategy.

The long term transport strategy vision is linked to the Council's long term vision of:

*"Creating a better Southend" which is supported by five aims resulting in a "Clean, Safe, Healthy and Prosperous Southend Led by an Excellent Council."*

The Southend LTP3 contains the following key themes:

1. A thriving and sustainable local economy in the Borough;
2. Minimise environmental impact and promote sustainability for a greener Borough;
3. A safer Borough, and;
4. Reduce inequalities in health and wellbeing and a more accessible Borough.

The document incorporates four Action Plans covering the full range of schemes to be delivered with a clear focus on ensuring that their purpose is understood, that they interrelate and contribute to delivering a “Better Southend”.

### **5.2.3 The A127 Bell AQMA Highway Improvement**

Three different potential highway improvement schemes are currently being considered, including potential air quality impacts. The preferred option will be chosen via a formal consultation process during 2018.

### **5.2.4 The A127 Kent Elms Highway Improvement**

The A127 Kent Elms Junction improvements provide maximum benefit with three lanes heading eastwards, and a right hand turn lane providing improved capacity through the junction. An additional lane is also provided heading westward again providing greater capacity through the junction.

Together with a new footbridge the scheme will help deliver an improved local environment and contribute positively towards sustainable transport objectives. See ASR 2017 for more detail.

The potential air quality impact of the Kent Elms junction as well as further east along the A127 at the Bell Junction AQMA will be monitored and modelled, the former as part of a Detailed Assessment commissioned in December 2018.

Note that an Air Quality Assessment of the proposed road improvement works at the Kent Elms junction was undertaken in 2016. Dispersion modelling of all three potential scenarios suggested a slight improvement in air quality for nitrogen dioxide and particles at all receptor locations. See reference 19.

**Table 5.2 Summary of Strategic Planning and Transport Actions**

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
2	"A Better Southend"										
LTPA	Better Sustainable Transport and Mobility Management	Transport Planning and Infrastructure, Traffic Management	Other	SBC	n/a	On-going	Completion of Projects KP2	n/a	LTP3	On-going	Cost M-H Potential AQ Impact not quantified but improvements expected Corporate Priority Action
LTPB	Better Networks and Traffic Management Schemes	Traffic Management	Other	SBC	n/a	On-going	Completion of Projects KP2	n/a	LTP3	On-going	Cost M-H Potential AQ Impact not quantified but improvements expected Corporate Priority Action
LTPC	Better Partnership, Engagement and Sponsorship to Support Greater Efficiencies in Funding and Delivery	Transport Planning and Infrastructure	Other	SBC	n/a	On-going	Completion of Projects KP2	n/a	LTP3	On-going	Cost M-H Potential AQ Impact not quantified but improvements expected Corporate Priority Action

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
LTPD	Better Operation of Traffic Control, Information and Communication Systems including Intelligent Transport Systems and Urban Traffic Management Control (UTMC)	Traffic Management	UTC, congestion management, traffic reduction	SBC	Completed	On-going	Completion of Projects Internal KP2	n/a	LTP3	On-going	Corporate Priority Action  Cost Medium  Potential AQ Impact expected but not quantified
3	A127 AQMA Strategic Highway Improvement, The Bell Junction	Traffic Management, Transport Planning and Infrastructure	UTC, congestion management, traffic reduction	Strategic Transport and Planning Policy	On-going	tbc	Completion of Project, Modelling and monitoring of AQ and traffic	Medium – concentration determined by modelling study commissioned	Scoping phase	March 2021	Infrastructure/traffic management improvements in and adjacent to AQMA  Cost High  Potential AQ Impact Medium
4	A127 Kent Elms Strategic Highway Improvement	Traffic Management, Transport Planning and Infrastructure	UTC, congestion management, traffic reduction	SBC	2016	2018/19	Post project modelling and monitoring of AQ and traffic KP2	Medium – concentration will be determined by post project modelling	Road works 80% complete, awaiting footbridge	June 2018 tbc	Potential AQ Impact quantified by diffusion tube monitoring and traffic modelling in progress/ to be undertaken  Cost High
5	Promote Workplace, School and Personalised Travel Plans	Traffic Management, Transport Planning and Infrastructure	Promoting Travel Alternatives	SBC	Completed	On-going	Monitoring adoption rate	Low	Promotion On-going	On-going	Cost L-M  Potential AQ Impact Low

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
6	Promotion of Cycling via "Sustainable Motion" Project, "Cycle Southend", "Ideas in Motion" Project and Bike Hire Scheme	Promoting Travel Alternatives	Promotion of Cycling	SBC	Completed	On-going	Uptake levels	Low	On-going	On-going	Cost Low Potential AQ Impact Low
7	Promote and Encourage walking via "Ideas in Motion"	Promoting Travel Alternatives	Promotion of Cycling	SBC	Completed	On-going	Uptake levels	Low	On-going	On-going	Cost Low Potential AQ Impact Low
8	Promote Train Travel via "Ideas in Motion"	Alternatives to Private Vehicle Use	Other	SBC	Completed	On-going	Uptake levels	Low	On-going		Cost Low Potential AQ Impact Low
9	Encourage and Facilitate Home Working	Promote Travel Alternatives	Encourage and Facilitate Home Working	SBC	Completed	On-going	Uptake levels	Low	On-going	On-going	Cost Low Potential AQ Impact L-M
10	Encourage development of Car Clubs via Section 106 Agreements and Motion Hub	Alternatives to Private Vehicle Use	Car Clubs	SBC	Completed	On-going	Uptake levels	Low	On-going		Cost Low Potential AQ Impact Low

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
11	Promote uptake of Sustainable Transport such as Electric Vehicles and Installation of Electric Charging Points	Promoting Low Emission Transport	Procuring alternative re-fuelling infrastructures to promote low emission vehicles and EV charging points	SBC	Completed	On-going	Uptake levels	Low – LLAQM indicates a reduction in NO <sub>2</sub> concentration of 0.4-0.6 µg/m <sup>3</sup>	Promotional Events Completed, Two +charging points installed		Cost Low Potential AQ Impact
12	Provision of Electric cars for staff business and private use	Promoting Low Emission Transport	Procuring alternative re-fuelling infrastructures to promote low emission vehicles and EV charging point	SBC	Completed	On-going	Uptake levels	Low - LLAQM indicates a reduction in NO <sub>2</sub> concentration of 0.4-0.6 µg/m <sup>3</sup>	Two cars currently available	On-going	Cost Potential AQ Impact
13	Undertake a Park and Ride pilot for town centre, in order to assess viability and up-take rate for potential future implementation	Alternatives to Private Vehicle Use	Bus based Park and Ride	SBC	Completed	Completed	Uptake level	Low	Pilot completed	Phase One October 2017; Future phases tbc	Cost Low Potential AQ Impact Low
14	Apply for National Productivity Investment Funding (NPIF) for Infrastructure Projects	Transport Planning and Infrastructure	Other	SBC	n/a	n/a	Securing funding and completion of projects	n/a	On-going	On-going	Cost Low Potential AQ Impact not quantified

## 5.3 Public Health and Raising Awareness

### 5.3.1 Public Health Outcomes Framework

The Public Health Outcomes Framework originally published in 2012 sets out the (national) desired outcomes for public health and how these will be measured. The framework concentrates on two high level outcomes that set the vision to be achieved across the public health system. These are:

- Increased healthy life expectancy
- Reduced differences in life expectancy and healthy life expectancy between communities.

The outcomes reflect a focus not only on how long people live but also on how well they live at all stages of life. The second outcome focuses attention on reducing health inequalities between people, communities and areas. Using a measure of both life expectancy and healthy life expectancy will enable the use of the most reliable information available to understand the nature of health inequalities both within and between areas.

A set of supporting public health indicators will help focus understanding of progress year by year nationally and locally on those things that matter most to public health.

The indicators, which cover the full spectrum of public health and what can be currently realistically measured, are grouped into four domains:

1. Improving the wider determinants of health
2. Health improvement
3. Health protection
4. Healthcare public health and preventing premature mortality?

The domain of health protection includes air pollution (specifically  $PM_{2.5}$ ) as a public health indicator. ***For the Southend area the mortality burden estimate for the local population is that 6.1% of all mortality for age group 25+ years is attributable to anthropogenic  $PM_{2.5}$  exposure<sup>4</sup>.***



**Table 5.3 Public Health and Raising Awareness Summary of Actions**

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
15	Undertake a Health Impact Assessment in order to better understand the health impacts of air pollution locally	Policy Guidance (Public Health)	Other	SBC	2018 tbc	2018 tbc	Completion	n/a	In progress	December 2018 tbc	Cost Low Potential AQ Impact n/a Local Morbidity and Mortality Study
16	Ensure that the relevant chapters of the JSNA have up to date pollution data and information about the impact of air quality on health. This can then be considered as we refresh the relevant JSNA chapters going forward.	Policy Guidance (Public Health)	Other	SBC	2018 tbc	2018 tbc	Completion	n/a	In progress	tbc	Cost Low Potential AQ Impact n/a

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
17	Raising Awareness with regard to air pollution in general e.g. domestic biomass burners, health effects, travel choices, benefits of personal behavioural change via e.g. social media, SBC website, and health alerts	Promoting Travel Alternatives and Public Health Information	Other	SBC	2018	On-going	Up-dates	Low	Links to DEFRA advice in progress	On-going	Cost Low Potential AQ Impact Low
18	Raising awareness of High Risk and Vulnerable Groups via e.g. social media, SBC website, health alerts	Promoting Travel Alternatives and Public Health Information	Other	SBC	2018	On-going	Up-dates	Low	On-going	On-going	Cost Low Potential AQ Impact Low
19	Promote National Clean Air Day 2017	Promoting Travel Alternatives and Public Health Information	Other	SBC	Completed	Completed	Completion	n/a	n/a	Completed June 2017	Cost Low Potential AQ Impact n/a Learn from 2017 event and promote event for 2018

## 5.4 Land Use Planning and Development Control

A key principle for Southend-on-Sea Borough Council is to integrate air quality considerations with other policy areas such as Land Use Planning. Many developments have the potential to increase the pollution burden and it is appropriate that these developments are required to mitigate or offset this in order to help to achieve an overall reduction in local air pollution. It is therefore essential to identify how we can bring air quality considerations into the planning process at the earliest possible stage. It is no longer satisfactory to simply demonstrate that a development is no worse than the existing or previous land use on a particular site.

### 5.4.1 Southend Central Area Action Plan (SCAAP)

The Southend Central Area Action Plan (SCAAP), when adopted, will form part of the Southend-on-Sea Local Planning Framework.

The SCAAP reflects the vision, strategic objectives and spatial strategy of the Southend Core Strategy (2007). The Core Strategy is a strategic level document that provides the framework for subsequent DPDs, including the SCAAP. It establishes housing and job growth targets for the SCAAP area, over a plan period of 2001- 2021.

### 5.4.2 Air Quality Supplementary Planning Guidance

This document will be produced in order to provide consistency in the way potential developments are considered in relation to their potential impact on local air quality and the need to provide an appropriate air quality assessment. Where developments take place in or adjacent to an AQMA mitigation measures must be considered as standard practice, particularly in cases where the development is new and does not simply replace an existing use. This is especially important where the development has provision for a large number of parking spaces significantly increasing the number of vehicle trips, and/or heating plant.

Guidance for dust management on construction sites and medium combustion plant (MCP) will be incorporated.

In some cases it may be necessary to recommend refusal when a development is so contrary to the objectives of the Air Quality Action Plan and Low Emission Air Quality Strategy.

This approach should potentially bring health benefits across the Borough, not just those living in the immediate area i.e. hot spots where the objectives are being exceeded. This is particularly important for nitrogen dioxide and small particulates as these pollutants have a significant potential impact on health. In order to reduce overall exposure, background pollution levels will need to be reduced, so it is essential that every development with the potential to increase the pollution burden must require mitigation or offsetting to help achieve an overall improvement in our local air quality.

### **5.4.3 Community Infrastructure Levy Bid (CIL) and Section 106 Agreements**

The Council seeks to work constructively, in partnership with developers to foster a “thriving and sustainable local economy and to safeguard public health.”

The Community Infrastructure Levy and Section 106 Agreements provide a mechanism for achieving these outcomes. Funding is sought in respect of air quality action planning to assist with improving air quality within existing AQMAs and to prevent other hot-spots with elevated levels of pollution deteriorating into future AQMAS.

### **5.4.4 Green Infrastructure**

Promoting Green Infrastructure has an important role to play in improving local air quality, helping communities offset their carbon impact, and reduce risk of surface water flooding. In urban areas trees, vegetation and green space can help to reduce pollutants and improve air quality by absorbing gaseous pollutants, lowering ambient temperatures, preventing pollutant concentration, and by producing oxygen during plant photosynthesis. In addition to using green infrastructure to mitigate the effects of poor air quality, opportunities exist at the community area scale to adapt our transport behaviours/adopt modal shift and utilise walking and cycling networks or consider travel around the town via public transport

### 5.4.5 Green Infrastructure Funding Bids

Increasing the volume of Green Infrastructure (GI) has many potential benefits such as surface water management, urban cooling (reducing heat from buildings), shading, increased biodiversity, aesthetics, water pollution removal and improvements in air quality.

Funding is being sought for the following three GI projects:

- Chalkwell Avenue
- Victoria Circus and
- Phase-one of “Better Queensway” - a £350 million regeneration scheme in Southend-on-Sea.

**Table 5.4 Land Use Planning and Development Control Summary of Actions**

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
20	Produce and apply Air Quality Supplementary Planning Guidance for Developers including advice on Medium Combustion Plant (MCP)	Policy Guidance and Development Control	Air Quality Planning and Policy Guidance	SBC	2018	2018	Adoption and use	Low	None	Dec 2018	Cost Low Potential AQ Impact Low Document to be drafted and adopted
21	To secure funding for Air Quality Action Planning including monitoring and support for initiatives aimed at reducing air pollution directly or indirectly via S106 Agreements and the Community Infrastructure Levy	Policy Guidance and Development Control	Air Quality Planning and Policy Guidance	SBC	n/a	n/a	Level of funding secured	Low	On-going	On-going	Cost Low Potential AQ Impact L-M
22	Promote Green Infrastructure Initiatives	Policy Guidance and Development Control	Other	SBC	n/a	n/a	Completion of individual initiatives	Low	See ASR 2088	On-going	Cost Low Potential AQ Impact Low

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
23	Apply for Green Infrastructure Funding Bids to help towards establishing Southend as a NATURE SMART CITY	Policy Guidance and Development Control	Other	SBC	n/a	n/a	Level of funding secured	Low	On-going	On-going	Cost Low Potential AQ Impact Low

## 5.5 Sustainable Innovation

### 5.5.1 Urban Innovation Action

We are keen to involve all parts of the travel and transport sector and community in order to help tackle common issues around Urban Mobility in the Borough and deliver solutions and concepts as part of Urban Innovation Action (UIA) European Regional Development Fund (ERDF) funding bid. Emphasis throughout the bid is on innovation and how that can help find solutions to the challenges we currently face in the Borough. The key UIA work packages are:

1. Alternative Route Planning
2. Air Quality Management
3. Instrumenting Cities to collect and improve access to better data
4. Car Clubs and Autonomous Vehicles

The project could provide a “Borough Wide Mobility Hub” involving all parties where a resident or visitor can view, plan and book all parts of their journey and visit to, from and through Southend. A comprehensive service would include air, rail and road transport, car clubs, electric cars, car sharing, bicycle hire, buses, taxis and parking spaces together with extensive advice and notice provision extending through airlines, rail companies and the road network. Solutions to parking and reduction of congestion together with processes to reduce traffic in Air Quality Management Areas/hot-spots are expected to be included using open data i.e. real time public transport, delays, congestion, road works, incidents, events and tracking data, air quality, real time sensors and CCTV.



### 5.5.2 Low Carbon Energy and Sustainability Strategy

Our current Low Carbon Energy and Sustainability Strategy (2015-2020) focuses on a number of areas, one of which is “To Encourage Sustainable Travel and Transport”.

Our vision is “To reduce carbon emissions, congestion and air pollution associated with transport throughout the Borough.

We want to re-think the way we travel. Facilitating the use of electric vehicles is part of the solution, as is developing an integrated public transport system that makes it an easy choice to use the train, bus, walk or cycle for all the members of our community.”

### 5.5.3 Ideas in Motion - Promoting Active Travel

In 2017 the Borough Council led a funding bid with Essex County Council and Thurrock Council that secured over £3 million, building on the success of the award-winning Ideas in Motion project that promotes more sustainable and active modes of transport.

A new project called “South Essex Active Travel” will see jobseekers, young people, students and volunteers offered targeted travel advice and sustainable transport incentives to better connect them with jobs and education and training opportunities up to the year 2020.

South Essex Active Travel presents a fantastic opportunity to develop the three partner organisation’s work in using sustainable transport as a tool to accessing learning, jobs and skills. Essentially the project will deliver some excellent added value based around improving air quality, reducing carbon emissions and alleviating traffic congestion.

#### **5.5.4 Local Energy Advice Programme**

In 2017 the Borough Council launched the Local Energy Advice Programme (LEAP), an energy efficiency scheme funded by the Government's Energy Company Obligation (ECO) to help fund carbon reduction and energy efficiency measures geared towards tackling fuel poverty. We are one of just 25 local authorities in England benefitting from this exciting opportunity for local residents.

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Table 5.5 Sustainable Innovation Summary of Actions

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No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
24	Urban innovation Action (UIA) Funding Bids via European Regional Development Fund for "Innovative" Air Quality Initiatives	Policy Guidance	Other	SBC	Jan- Mar 2108	tbc	Success of funding application	n/a	2017 funding bid was unsuccessful	2018 bid to be completed by March 2018	Cost Low Potential AQ Impact not quantified
25	Low Carbon Energy and Sustainability Strategy 2015-2020	Promoting Low Emission, Sustainable Transport and Travel Alternatives	Other	SBC	Completed	2015-2020	Completion of projects	n/a	On-going	On-going	Cost Low Potential AQ Impact Low
26	"Ideas in Motion-South Essex Active Travel" Project (£3m funded)	Promoting Low Emission, Sustainable Transport and Travel Alternatives	Other	SBC, Essex County Council, Thurrock Council	2017/18	2017-2020	Completion of projects	Low	On-going	On-going	Cost Low in SBC context Potential AQ Impact Low £3m funding secured in 2017
27	Low Energy Advice Program (LEAP) Implementation	Promoting Low Emission Plant and Transport	Other	SBC	2017	2018-2019	Uptake level	Low	On-going	On-going	Cost Low Potential AQ Impact Low

## 5.6 Low Emission Air Quality Strategy

### 5.6.1 The Production and Implementation of a LEAQS

The purpose of the strategy is to reduce emissions from local traffic. The main pollutants of concern are nitrogen dioxide (NO<sub>2</sub>) and particulate matter (PM). Particles cause the greatest harm to people's health, but evidence of the effects of nitrogen dioxide is growing too. Global pollutants such as carbon dioxide and other greenhouse gases are also a concern.

The strategy describes the steps the Council and partners will take to reduce the impact of transport emissions and support sustainable development. To do this we will work with all groups who travel or generate traffic in our area.

The Council will evaluate the success of the strategy and use the lessons learned during the period 2018 – 2020 to further develop the strategy for 2020 onwards.

Its production and implementation will be a key component of the Air Quality Action Plan 2017 and the following themes, amongst others, will be considered:

- Retro-fitting of fleet via a joint application for Clean Bus Technology Fund 2017-18
- Promotion of Low Emission (LEV) and Ultra Low Emission Vehicles (ULEVs)
- Electric Vehicles and charging points
- Sustainable Procurement
- Promotion of Modal Shift
- Reducing emissions from Taxis
- Commercial Vehicles, Freight Consolidation Centres
- Preferential parking tariffs for cleaner vehicles
- Promoting and raising awareness of the benefits of "No Idling Zones"
- Planning Policy
- Public and Business Advice and Raising Awareness
- Implement/enhance existing "Working from Home" policy in order to reduce emissions from commuting staff.

Table 5.6 Low Emission Air Quality Strategy (LEAQS) Action Summary

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
28	LEAQS Strategy Development and Implementation	Policy Guidance and Development Control	Low Emission Strategy	SBC	2017	End of 2108	Development and implementation of specific initiatives	See action 28a below	In development	June 2108	<p>The LEAQS will focus on a number of initiatives aimed at reducing vehicle emissions from various sources and will form an integral part of the AQ Action planning Program</p> <p>Cost Low</p> <p>Potential AQ Impact L-M</p>
28a	Clean Bus Technology Fund Application	Vehicle Fleet Efficiency	Vehicle Retro-fitting	Essex CC, SBC, Colchester BC, Chelmsford CC	2017	2018	Success of bid and number of buses retro-fitted	High	Awaiting announcement from DEFRA due end January 2018	Application made in Nov 2017	<p>£1.2m funding bid to retro-fit buses entering AQMAs in Essex (SCR technology and particle traps)</p> <p>Cost High</p> <p>Potential AQ Impact High</p>

## 5.7 Community Engagement

### 5.7.1 Community Engagement and Corporate Aims

The vision of the Council is to “*Create a Better Southend*” supported by the five corporate aims of a “Clean, Safe, Healthy, Prosperous Southend led by an excellent Council”. These principles and values will be reflected in our work and provide a clear focus for actions we take. Our actions will be underpinned by the following Corporate Priorities:

- To create a safe environment across the town for residents, workers and visitors.
- To continue to promote the use of green technology and initiatives to benefit the local economy and environment.
- To encourage and enforce high standards of environmental stewardship.
- To actively promote healthy and active life styles for all.
- To work with and listen to our communities and partners to achieve better outcomes for all.
- To improve the life chances of our residents, especially our vulnerable children and adults, by working to reduce inequalities and social deprivation across our communities.
- To enable communities to be self-sufficient and foster pride in the town.

This is about people and place, fostering a sense of community belonging and self-sufficiency where communities can solve problems locally with our support.

**Table 5.7 Community Engagement Action Summary**

No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Measurable By	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
29	Promote Community Engagement in a local air quality context.	Public Information	Other	SBC	n/a	2018 onwards	Completion of initiatives	n/a	In development	On-going	Cost Low Potential AQ Impact n/a
30	Undertake Business Survey to inform policy decision making for 2017/18 onwards.	Public Information	Other	SBC	n/a	n/a	Completion	n/a	Completed	April 2017	Cost Low Potential AQ Impact n/a

## Addendum May 2018

As part of a Court judgement on the 2017 UK Air quality plan on 21 Feb 2018, the High Court found that the Government should have legally required a further group of 33 local authorities (the 'third wave' local authorities) **including Southend-on-Sea Borough Council** to take further steps to improve air quality.

These third wave local authorities have road links in exceedance of NO<sub>2</sub> concentration limits in 2018, 2019 or 2020 and are projected in the national modelling to become compliant by 2021. The road link relevant to SBC is the A127, and the projected year of compliance is the end of 2019.

In response to the Court judgment, DEFRA have issued a Ministerial Direction to require these local authorities to develop a feasibility study to consider measures that could bring forward compliance in the shortest possible time.

Alongside the Direction DEFRA issued guidance on how local authorities should develop their Targeted Feasibility Studies and grant letters to provide funding to support the development of the study.

The Targeted Feasibility Studies must be submitted to Government as soon as possible and by 31 July 2018 at the latest.

The studies will form the basis of a supplement to the UK Air Quality Plan to be published by 5th October 2018.

There are five parts to the Targeted Feasibility Study:



- Part 1: Understanding the problem
- Part 2: Developing a long list of measures for addressing the exceedances
- Part 3: Assessing deliverability/feasibility and compiling a short list
- Part 4: Evidencing the short list of measures to identify options that could bring forward compliance
- Part 5: Setting out a preferred option

The outcome of this study will be reported as part of the annual action plan up-date.

## Appendix A: Response to Consultation

**Table A.1 – Summary of Responses to Consultation and Stakeholder Engagement on the AQAP:**

**If not already implemented or being considered, reasonable suggestions will be assessed on their deliverability/feasibility**

Consultee	Category	Response
Public	Promoting Travel Alternatives Traffic Management	Actions that aim to improve air quality are being implemented. These include the 'cycle Southend' scheme, encouraging walking and using the train. This will cut traffic on the road. Also highway improvements will ease congestion. Working with Planning to improve air quality is also important and effective. Section 106 agreements will promote use of electric cars and the installation of electric charging points
Public	Policy Guidance and Development Control	We were screened from the A127 by tall trees which not only gave us privacy, a nicer outlet but most importantly gave us some protection from air pollution but these have been removed. We were told that the trees were dead and had to be removed but we believe they were removed so the junction could be widened in the future to allow for better access to the new development 'Southend Business Park'. In my mind you have removed a good source of protection and if removing ALL the trees was not necessary this should never have happened. The same species of trees, planted I imagine, at the same time are still in place along the school boundary? A few small trees have been planted but will takes years to mature and give us any screening and protection and nothing like we had before. We think its an insult now put something through the door to tell us about the pollution in our area and to ask for feedback on tackling the problem knowing you have taken away a good source of protection.
	Policy Guidance and Development	Concentrate on areas of known accumulation of standing traffic, especially where they are near to schools and high density of residential property areas. Better sequencing of some traffic lights in the Borough

Public	Control Traffic Management, promoting alternatives Modes of Travel	<p>Greater encouragement not to use cars...make it easier and safer for cyclists and reliable public transport</p> <p>I think along the A127 more trees / bushes could be planted, esp by the bell junction where cars (and esp motorbikes sit revving their engines). The bushes (Ivy) ? could help to stop the fumes . How about along the a127 in the middle more bushes are planted.</p> <p>I'd like to see included in the plan a commitment to planting a significant number of trees in the affected areas. Furthermore, an immediate conservation of any non-private, existing trees within the affected area. As outlined in the BBC News article below, and based upon this study by US-based The Nature Conservancy (TNC), trees can cut air pollution. The study shows that trees can absorb small particulate matter from the air and would be ideally planted alongside the road as a barrier between the road and the residential properties.</p> <p><a href="http://www.bbc.co.uk/news/science-environment-37813709">http://www.bbc.co.uk/news/science-environment-37813709</a></p> <p><a href="https://thought-leadership-production.s3.amazonaws.com/2016/10/28/17/17/50/0615788b-8eaf-4b4f-a02a-8819c68278ef/20160825PHAReporFINAL.pdf">https://thought-leadership-production.s3.amazonaws.com/2016/10/28/17/17/50/0615788b-8eaf-4b4f-a02a-8819c68278ef/20160825PHAReporFINAL.pdf</a></p>
Public	Transport Planning and Infrastructure	<p>Make Southend a hostile environment for traffic so that motorists are less inclined to drive. Eg. stop widening junctions and stop chopping down pollution control trees.</p> <p>Park and Ride scheme (a proper one)</p>
Public	Transport Planning and Infrastructure	<p>Reducing private car use by investments in the bus fleet and other forms of public transport and making public transport or bicycling more convenient. Restricting private car use requires strong investment in public transport infrastructure, where alternative journey methods are not viable, steps could be taken with the aim of reducing emissions from all vehicles (making transport cleaner). Many properties in the borough do not have a private driveways making ownership of electric cars not practical - on street charging points or street light charging points could make a difference in people's choice of vehicle. Looking at factors other than road use; emissions from buildings through gas and oil consumption and emissions through the construction of new developments have a significant impact on air quality. Central heating and boilers account for a large amount of air emissions. Steps could be taken to target reducing energy use by buildings and reducing emissions from energy use by buildings (making electricity and heat generation cleaner). Commitments could also be undertaken to run campaigns to raise awareness of air pollution.</p>

Public	Policy Guidance and Development Control	<p>Research shows that green plants have an even bigger impact on removing nitrogen dioxide from the air than previously thought, removing 40% Please see this article for more information: <a href="https://www.acs.org/content/acs/en/pressroom/presspac/2012/acs-presspac-august-29-2012/green-plants-reduce-pollution-on-city-streets-up-to-eight-times-more-than-previously-believed.html">https://www.acs.org/content/acs/en/pressroom/presspac/2012/acs-presspac-august-29-2012/green-plants-reduce-pollution-on-city-streets-up-to-eight-times-more-than-previously-believed.html</a> We should have 'green billboards' along the road and in the central reservation or plant the central reservation with grasses and have more green plants generally.</p>
Public	Transport Planning and Infrastructure	<p>Take the traffic lights off the roundabout at Cuckoo Corner and we will get rid of the standing traffic which has increased ten fold between Cuckoo Corner and the Bell since they were put in.. Also it will decrease standing traffic between Cuckoo Corner and Fairfax Drive junction to Victoria Avenue and stop sending traffic along Manners Way leading up to Cuckoo Corner.</p>
Public	Alternatives to private vehicle use	<p>Car clubs None will work.</p>
Public	Transport Planning and Infrastructure, Promoting Travel Alternatives, Policy Guidance and Development Control	<p>A real commitment from the council to clean air so that real action is taken that actually makes a difference. Real political leadership to convince the public that real action needs to be taken.</p> <p>As Kent Elms junction not completed yet, The Bell improvements will be delayed</p> <p>Changing attitudes of people through awareness</p> <p>Lack of enforcement when measures breached. Lack of engagement by those encouraged to use the measures.</p>
Public	Transport Planning and Infrastructure, Promoting Travel	<p>Money and housebuilding targets are obstacles. We are nowhere near being a low carbon city, we have no levers to pull to genuinely get people out of cars and onto bikes and foot or strangers' cars, mass uptake of electric cars are</p>

	Alternatives	<p>decades away, and as for park and ride that was a fiasco which has been and gone and takes cars past The Bell anyway so irrelevant. Travel Plans are thus just lip service. Likewise for cycling, eg electric bike stands are nowhere near The Bell. We either need to CPO houses near roads to artificially end the AQSR breach, or close roads, or reduce vehicles. The Bell monitoring needs to extend up Rochford Road to Woodgrange Drive, not just the alley, as queues routinely stack back to there and you have only measured the mean average - at peak times are choking to death there. You may have to price some diesels off the road and government should reimburse that as diesels were their idea. Need to ban lorries, buses and diesels from Rochford Road and Manners Way. Stobart may need to fund access from the west to the airport so lorries and passengers are not needlessly dragged through housing to the east and doubled back to the airport. The user must pay especially as there is no discretionary spend available unless of course we reallocate funds from feasibility studies and architectural plans to saving lives. We can't wait for the Intelligence Hub as we already have data, we need reduces emissions not increased cabling and it would take two year even if it goes to plan. LTP3 is no use now as it won't achieve anything until 2021. Putting in a left turn lane for eastbound A127 is not due until March 2019 at best and will simply change the shape of the breach zone as traffic will do less idling at The Bell, only to achieve more traffic accelerating up Rochford Road attracted by the faster turn, especially diesel lorries currently put off by the sharp turn and preferring Manners Way. It is improper to text victims to stay away from roads.</p>
Public	Transport Planning and Infrastructure, Promoting Travel Alternatives	<p>Required investment could be a barrier if the council do not have the sufficient resources needed.</p> <p>The council having the money and the manpower to carry out actions to help alleviate the fumes.</p> <p>The Council needs to admit that the traffic lights on Cuckoo Corner roundabout have undoubtedly caused the knock on effect of high pollution due to the amount of standing traffic they have created. This can also be said of the chaos caused at Victoria Circus. Once these facts have been acknowledged then the only barrier to overcome is actually removing the traffic lights.</p> <p>You need to consult all of the property owners who border the Bell Junction AQMA. The highlighted yellow properties is not enough.</p>
Public	Transport Planning and Infrastructure, Promoting Travel	<p>Greater communication with and engagement of the public as a whole; I have heard about this as I have a keen interest in local issues and green issues but there is a lack of awareness in the general public.</p>

	Alternatives	<p>I have lived on this stretch over road between Cuckoo Corner and the Bell for 22 years. When the lights were going to be put into the roundabout I monitored the traffic myself. In the morning rush hour with only two lanes approaching the roundabout from the Bell the most amount of cars queuing was five deep. They now go right back to the Bell even though a third lane was put in place. When its not rush hour traffic still regularly piles back up to Topps Tiles (30 cars back). As soon as the light were put on I could taste the pollution in the air when I went outside my front door. The only time we don't get standing traffic is on the odd occasion when the lights haven't been working at all and traffic has flowed freely again. Even at midnight you can be left waiting for a green light as the traffic lights are light sensitive. If the traffic lights go out of sync in rush hour the effects are even worse. Queues go up Manners Way as far as the parade of shops which is near to the airport!! Traffic becomes gridlocked on the roundabout, it is appalling to have suffered it for so long.</p> <p>I would like an explanation as to how the planned road layout changes to the Bell junction will reduce air pollution. I cannot find this published anywhere and it seems to be the single biggest planned action that could reduce air pollution in the area.</p>
Public	Transport Planning and Infrastructure, Promoting Travel Alternatives	<p>Replace whoever caused or allowed a) removal pollution control barrier at The Bell and b) junction widening.</p> <p>Research shows that green plants have an even bigger impact on removing nitrogen dioxide from the air than previously thought, removing 40% Please see this article for more <span style="float: right;">informat</span>  <a href="https://www.acs.org/content/acs/en/pressroom/presspacs/2012/acs-presspac-august-29-2012/green-plants-reduce-pollution-on-city-streets-up-to-eight-times-more-than-previously-believed.html">https://www.acs.org/content/acs/en/pressroom/presspacs/2012/acs-presspac-august-29-2012/green-plants-reduce-pollution-on-city-streets-up-to-eight-times-more-than-previously-believed.html</a> We should have 'green billboards' along the road and in the central reservation or plant the central reservation with grasses and have more green plants generally</p> <p>There is a need to look at other Borough plans/consultations which link in and have an effect on this subject e.g. the current primary school catchment consultation. Concerns raised that areas are under immediate flight paths.</p>

Public	Transport Planning and Infrastructure, Promoting Travel Alternatives	<p>We live in Larke Rise. My concern is that we were screened from the A127 by tall trees which not only gave us privacy, a nicer outlet but most importantly gave us some protection from air pollution but these have been removed. We were told that the trees were dead and had to be removed but we believe they were removed so the junction could be widened in the future to allow for better access to the new development 'Southend Business Park'. In my mind you have removed a good source of protection and if removing ALL the trees was not necessary this should never have happened. The same species of trees, planted I imagine, at the same time are still in place along the school boundary? A few small trees have been planted but will takes years to mature and give us any screening and protection and nothing like we had before. We think its an insult now put something through the door to tell us about the pollution in our area and to ask for feedback on tackling the problem knowing you have taken away a good source of protection.</p>
Historic England	Transport Planning and Infrastructure, Promoting Travel Alternatives	<p>We have reviewed the Air Quality Action Plan Technical Report and Non-Technical Summary. As a general comment, Historic England welcomes the proposed measures to improve the Air Quality in the Borough. Air quality can affect the historic environment in a number of ways including affecting the masonry of buildings, or the general setting in the broadest sense of heritage assets (eg reduction in noise and vibration and improvement in air quality through reduction in traffic etc).</p> <p>We welcome section 6.4 which seeks to link air quality considerations with other policy areas including planning and note the intention to produce an Air Quality Supplementary Planning Document. There are certainly benefits to be achieved through greater consideration of air quality, climate change and energy efficiency in the Planning process.</p>
Public	Transport Planning and Infrastructure, Promoting Travel Alternatives	<p>There are however occasions when certain historic environment considerations may outweigh conflict with air quality considerations. The use of modern construction techniques on a listed building, for example, may detrimentally affect existing historic fabric elsewhere in the building therefore risking damage to the heritage asset contrary to the objective of the NPPF to conserve and enhance the historic environment. We raise concerns that this type of construction may not be appropriate for certain developments affecting the historic environment. A sustainable approach should secure a balance between the benefits that such development delivers and the environmental costs it incurs. The policy should seek to limit and mitigate any such cost to the historic environment. Listed buildings, buildings in conservation areas and scheduled monuments are exempted from the need to comply with energy efficiency requirements of the Building Regulations where compliance would unacceptably alter their character and appearance. Special considerations under Part L are also given to locally listed buildings, buildings of architectural</p>

		<p>and historic interest within registered parks and gardens and the curtilages of scheduled monuments, and buildings of traditional construction with permeable fabric that both absorbs and readily allows the evaporation of moisture. In developing policy covering this area you may find the Historic England guidance Energy Efficiency and Historic Buildings - Application of Part L of the Building Regulations to historically and traditionally constructed buildings <a href="https://historicengland.org.uk/images-books/publications/energy-efficiency-historic-buildings-ptl/">https://historicengland.org.uk/images-books/publications/energy-efficiency-historic-buildings-ptl/</a> to be helpful in understanding these special considerations. Finally, we should like to stress that this opinion is based on the information provided by the Council in its consultation. To avoid any doubt, this does not affect our obligation to provide further advice and, potentially, object to specific proposals, which may subsequently arise where we consider that these would have an adverse effect upon the historic environment.</p>
<p>Natural England</p> <p>Friends of the Earth</p>	<p>Transport Planning and Infrastructure, Promoting Travel Alternatives</p> <p>Transport Planning and Infrastructure, Promoting Travel Alternatives, Policy Guidance and Development Control, Policy Guidance Public Health</p>	<p>Natural England does not consider that this Air Quality Area Action Plan poses any likely risk or opportunity in relation to our statutory purpose, and so does not wish to comment on this consultation.</p> <p>I am responding to the air quality action plan public consultation on behalf of SEE FoE.</p> <p>The SEE FoE team finds Southend Borough Council (SBC) actions to be exceptionally frustrating, as you may have detected from my last letter on the topic in The Echo, but I will keep this response polite. The team has however agreed to help with the delivery of 20,000 leaflets that I have just sent for printing. That leaflet tackles pollution and other issues, and there we have allowed the frustration with SBC to show !</p> <p>Method of response to the consultation.</p> <p>Your online form doesn't quite fit with the response that is needed and so I am responding via email.</p> <p>Background</p> <p>The SBC action plan notes that there are serious health consequences of toxic air but doesn't spell out the detail. I wonder if the councillors knew just how serious the situation is whether they might take the matter more seriously. I ask that the consequences are put into future documents. Poor air quality: -</p> <ul style="list-style-type: none"> <li>· Permanently damages the lungs of children.</li> </ul>



		<ul style="list-style-type: none"> <li>· Causes cardio vascular disease and heart attacks.</li> <li>· Causes 40,000 premature deaths in the UK.</li> <li>· Causes dementia, cancer and obesity.</li> <li>· Causes asthma attacks in vulnerable people.</li> <li>· Is linked to falling sperm counts (halved over the last 40 years).</li> <li>· Is linked to premature births.</li> </ul> <p>That last point has only recently been drawn to my attention and, in case that is the case for SBC too, I attach this link: - <a href="https://postcourier.com.pg/air-pollution-linked-premature-births-scientists-warn/">https://postcourier.com.pg/air-pollution-linked-premature-births-scientists-warn/</a></p>
Friends of the Earth	Transport Planning and Infrastructure, Promoting Travel Alternatives, Policy Guidance and Development Control, Policy Guidance Public Health	<p>SBC: A history of failure</p> <p>Before an action plan can move forward effectively it is important to acknowledge the mistakes of the past: -</p> <ul style="list-style-type: none"> <li>· SBC has historically pursued land use policies designed to increase traffic, including relocating the town centre swimming pool and large shopping facilities to the edge of town and plans to relocate the football club, perhaps with a shopping centre, cinema and flats, to the edge of town. The council's poor land use planning increases car use and is guaranteed to increase pollution.</li> <li>· By expanding Southend Airport SBC knew this would increase traffic (traffic which contributes to the toxic air in the council's one "Air Quality Management Area").</li> <li>· SBC has historically sought to increase the car parking provision thereby increasing traffic in the town. It continues to seek to increase pollution from cars by vigorously pursuing a new car park as part of the planned seafront museum scheme and it has recently purchased the former gas works site for £7 million and plans to spend a further £2 million there to build a new car park.</li> </ul>

		<ul style="list-style-type: none"> <li>· SBC has failed to encourage greater bus use by refusing to support selected areas of bus lane along the A13. This signal to the bus operators made it clear to the private sector that SBC had limited interest in promoting public transport. This in turn impacts upon the bus operators' willingness to invest larger sums in zero emission vehicles.</li> <li>· SBC was so keen to facilitate high levels of car use that it was even willing to construct some of the most dangerous cycle lanes in the country to preserve as many car parking bays as possible – the network of cycle lanes beside car parking bays.</li> <li>· SBC has spent many tens of £millions on road widening and junction alternations along the A127, facilitating greater car use and decreasing the public funds that would otherwise have been allocated to public transport, walking &amp; cycling.</li> </ul>
Friends of the Earth	Transport Planning and Infrastructure, Promoting Travel Alternatives, Policy Guidance and Development Control, Policy Guidance Public Health	<p>"Soft" measures to tackle air pollution</p> <p>The action plan advocates the use of "soft" persuasive measures to encourage residents to use our cars a little less. Unfortunately soft measures cannot overcome the weight of pressure that the council exerts to encourage us to use our cars more. While this group supports a range of "soft" measures the public health crisis outlined above necessitates more dynamic action.</p> <p>What is needed</p> <p>SBC policy on development and land use planning must be completely transformed so that all decisions are aligned with the overriding need to reduce car use and pollution. SBC policy should be changed to specifically support traffic and car parking reduction policies. It also needs to implement policies that will support a rapid shift to zero emission vehicles. This group calls for: -</p> <ul style="list-style-type: none"> <li>· A ban on new edge of town/out of town developments.</li> <li>· The vast majority of new homes must be built around the public transport hubs and along the public transport corridors.</li> <li>· At least half of all new flats should be offered at a discount if the owners do not own or use a car (enforced by parking restrictions in neighbouring streets).</li> </ul>

		<ul style="list-style-type: none"> <li>· All land use policies must be designed so as to reduce car ownership and car use.</li> <li>· SBC should seek to engage with developers to build more flats for the retired along public transport corridors, with no provision for car parking (to encourage the retired to stop driving sooner and to release more family sized houses for young families).</li> <li>· SBC must engage with seafront traders and the business community in a new way - explaining that we may see 1 feet of sea level rise by 2050 and there is a chance of over 8 feet of sea level rise by 2100. Together with increased extreme weather events, that come with rapid climate change, seafront traders must be helped to understand they may lose all assets by 2050. If this outcome is to be avoided it is absolutely essential that every sector of society joins an unprecedented effort to reduce energy use, including in road transport.</li> <li>· An ultra low emissions zone should be introduced in the centre of Southend and gradually expanded outwards (see the Oxford and London initiatives).</li> <li>· Year 1 zone should be south of Queensway, North of Royal Terrace, West of the A1160 and East of Princes Street/Runwell Terrace/Prittlewell Square.</li> <li>· Year 2 zone should be extended to include all central Southend seafront car parks.</li> <li>· Year 3 zone should be further extended north to include 200 metres either side of Victoria Avenue from Southend Victoria Station to Cuckoo Corner roundabout.</li> <li>· SBC should establish if an ultra low emissions zone could be enforced by the civil enforcement team as they patrol car parks. Both public and privately owned car parks should be monitored.</li> <li>· (See: <a href="https://tfl.gov.uk/modes/driving/ultra-low-emissionzone/check-your-vehicle?intcmp=32646">https://tfl.gov.uk/modes/driving/ultra-low-emissionzone/check-your-vehicle?intcmp=32646</a>)</li> <li>· SBC should engage with Thurrock, Basildon and Chelmsford councils seeking agreement to implement ultra low emission zones in the centre of each town with these being expanded every year.</li> <li>· An A127 congestion charging regime should be investigated to establish if this would reduce total traffic or merely shift vehicles from the A127 to less suitable roads. If modelling shows that total traffic would be reduced by</li> </ul>
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		<p>road charging this group would also support that proposal.</p> <ul style="list-style-type: none"> <li>· A programme should be initiated of allocating an ever growing proportion of car park bays to zero emissions vehicles (5% per annum), with such bays being positioned at the most convenient positions of each car park for shoppers/users (only disabled drivers should be given greater priority).</li> </ul>
Friends of the Earth	Transport Planning and Infrastructure, Promoting Travel Alternatives, Policy Guidance and Development Control, Policy Guidance Public Health	<ul style="list-style-type: none"> <li>· SBC should undertake a new review into the use of bus lanes along the A13, developing a programme that will support rapid growth in bus use; encouraging car drivers to use the bus instead of driving along the A127.</li> <li>· Bus use growth policy should be developed with bus operators; with SBC agreeing to radical and favourable policies being deployed if bus operators invest in zero emission/ultra low emissions vehicles.</li> <li>· SBC should consider bringing control of the buses back under direct public control.</li> </ul>
DEFRA (December 2017)	Commentary	<p>This Appraisal Report covers the Draft Air Quality Action Plan submitted by Southend Borough Council in relation to the AQMA declared along a stretch of the A217, Prince Avenue, Southend in November 2016. The AQMA was declared for exceedance of the annual mean objective for nitrogen in the area also known as "The Bell Junction".</p> <p>There are continuing exceedances of the annual mean objective for nitrogen dioxide at a single monitoring location within the AQMA, close to the Bell Junction, and also at additional locations outside of the current AQMA. These issues were discussed within the response to the 2017 ASR report for Southend in July 2017.</p> <p>In addition to developing an Action Plan, the Council are expecting to issue a draft Low Emission Strategy by the end of 2017.</p> <p>The current areas of potential exceedance include the proposed new Kent Elms junction developments on the A127 as described in the ASR report, are likely to impact on changes to traffic flows along this section of the A127. This suggests that the impact of measures proposed within the draft AQAP need to include an extended area along the A127, where Southend Borough Council are the responsible authority.</p> <p>The timetable for progress on the A127 AQMA junction scheme improvements is not clear, however a data of 2017 was stated for expected completion.</p>

The draft Action Plan is the first Action Plan under development for Southend.

This response forms part of the statutory consultation on the draft Action Plan that is subject to further development following public consultation.

The Council is advised to take consideration of the commentary below in the further development of the Air Quality Action Plan.

The Action Plan requires re-submission using the latest Action Plan report template from Defra which can be found [here](#).

#### Commentary

1. The Council have submitted a draft Air Quality Action Plan in it's early stages of development to address the AQMA declared along a section of the A217 Prince Avenue, Southend.
2. The A217 at the nearby Kent Elms Junction is the subject of a major infrastructure project. The impact of this scheme on traffic flows and traffic management along the area designated within the AQMA has yet to be determined, but may have a significant impact upon the extended area close to the A127 subject to raised pollution levels.
3. The draft AQAP has included a source apportionment of road traffic sources, but it is not evident that the procedure outlined in Box 7.5 of LAQM.TG(16) has been followed. Essentially the source apportionment has reviewed vehicle emissions and highlighted the relative impact of the contribution of emissions from different vehicle classes and fuel types. There is no detail provided in relation to what data was used within this process other than a reference to local traffic data.
4. If the data from source apportionment is to reliably inform the Action Plan process, the traffic data needs to include local details on traffic congestion, queuing and delays on the relevant road sections. It is only when

		<p>emissions from congested traffic are accounted for that a realistic picture of traffic emissions can be considered as a basis for developing further actions.</p> <p>5. The purpose of source apportionment is to provide an informed starting point in relation to where measures that are likely to be effective in addressing the pollution exceedances, need to be targeted. It is likely that traffic management measures that consider the management of traffic through the AQMA area will be required to address the pollution exceedances.</p> <p>6. The nature of the extent of the challenge at the Bell Junction AQMA simply states that there is an exceedance of 4µg/m<sup>3</sup>, which requires addressing. The expectation within an Action Plan is to derive estimates of the required reductions in traffic emissions levels, as a basis for determining further action.</p> <p>7. This process is described in detail within the latest Technical Guidance LAQM TG(16) from Defra in Chapter 2, Section 7.104-106 and Box 7.6. The Guidance makes clear that:</p> <p>“The AQAP should only be considered in detail once the source and extent of the problem are clearly understood”. [Ref: LAQM TG(16) para 2.30]</p> <p>8. The draft AQAP makes clear that the measures within the plan have been written to incorporate priority work areas which is acceptable provided the subsequent list of measures are then subject to a process of feasibility, cost benefit assessment, and impact assessment, in relation to delivering the required levels of emissions reductions suggested from source apportionment. There need to be measures developed in the AQAP that specifically target the key sources that give rise to the pollution exceedances alongside more generic measures linked to current policies and programmes. [Ref: LAQM TG(16) para 2.36-2.42]</p> <p>9. The Technical Guidance then makes clear that for measures that have been subject to impact assessment and prioritisation, that it is required to agree monitoring and evaluation of success. [Ref: LAQM TG(16) para 2.43-2.45]</p> <p>10. The Technical Guidance gives details on Consultation, highlighting that Local Authorities should consider the extent and degree of consultation at both a local level, and for Statutory Consultation required during the formulation of their AQAP. [Ref: LAQM TG(16) para 2.46-2.50]</p> <p>11. The draft AQAP outlines the steps in the AQAP process but does not make clear what steps the Council expects to make in relation to further development of the AQAP. It is not clear whether a Steering Group has been</p>
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		<p>formed and to what extent they may have influenced the measures within the current draft AQAP. The Technical Guidance makes clear that early engagement with appropriate stakeholders is vital at the outset. [Ref: LAQM TG(16) para 2.31ff]</p> <p>12. The draft AQAP also refers to the Consultation Process and Steering Group, and refers to potential internal and external stakeholders, suggesting that no further consultation on the draft AQAP is currently taking place.</p> <p>13. The measures listed within the draft AQAP clearly represent a sound basis for beginning the Action Plan process, but as outlined above there is considerable further development of measures required before a final Action Plan is developed.</p> <p>14. In order for the plan to be effective in addressing emissions control to reduce air pollution emissions, there needs to be an additional level of assessment applied at the start of the process.</p> <p>15. This process is clearly described for the development of Air Quality Action Plans, within the latest Policy and Technical Guidance from Defra, particularly Chapter 2 of LAQM TG(16), which details the recommended approach for developing an action plan. The basis of the approach involves gaining an understanding of the current level of excess emissions giving rise to the air quality exceedance, with knowledge from a source apportionment of which pollution sources are contributing to the excess. Without this approach, there is no basis for assuming that measures that are otherwise prescribed to reduce emissions are likely to be effective.</p> <p>16. Hence air pollution emissions reduction targets, should underpin the further development of Action Plan.</p> <p>17. The latest Technical Guidance LAQM TG(16), para 2.69 makes clear, as a minimum AQAP's should include the following:</p> <ul style="list-style-type: none"> <li>• Quantification of source contributions (e.g. HGVs, buses, taxis, other transport, industrial or domestic sources etc.) responsible for the exceedance of the relevant objective; knowing the source of the problem will allow the AQAP measures to be effectively targeted;</li> <li>• Quantification of impacts of proposed measures including, where feasible, expected emission and concentration reductions (either locally obtained and/or via national monitoring/modelling statistics). It is important that the local authority shows how it intends to monitor and evaluate the effectiveness of the plan;</li> </ul>
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		<p>18. The Council will need to consider the impact of the highways infrastructure developments from the Kent Elms junction on the AQMA section of the A127, and any other relevant highways schemes, when assessing the measures that are likely to be effective in addressing effective actions to deliver emissions reductions.</p> <p>19. It is clear that the draft AQAP is at an early stage of development and not yet at a stage where Public Consultation is appropriate. The report should be presented for public consultation, when AQAP measures have been subject to further assessment and prioritisation, as discussed within this report.</p> <p>20. The current draft AQAP has not been presented on the current Defra AQAP Template. All future AQAP reports need to be presented using the latest Defra AQAP Template which can be located on this web page:</p> <p><a href="https://laqm.defra.gov.uk/review-and-assessment/report-templates.html">https://laqm.defra.gov.uk/review-and-assessment/report-templates.html</a></p>
DEFRA May 2018	Commentary	<p>This Appraisal Report covers the Draft Air Quality Action Plan submitted by Southend Borough Council in relation to the AQMA declared along a stretch of the A217, Prince Avenue, Southend in November 2016. The AQMA was declared for exceedance of the annual mean objective for nitrogen in the area also known as “The Bell Junction”.</p> <p>The draft Action Plan has been re-submitted using the latest report template, further to a previous submission and appraisal in November 2017.</p> <p>The draft Action Plan has been approved by the Cabinet and Full Council and the report state that it will be subject to an annual review, by reporting in the Annual Status Reports.</p> <p>An addendum to this AQAP draft report makes clear that Defra have identified</p>



	<p>Southend-on-Sea Borough Council within a group of 33 ('third wave') local authorities where further steps are required to improve local air quality. This now requires the local authority to develop a feasibility study to consider measures that could bring forward compliance in the shortest possible time.</p> <p>For Southend Borough Council, the road link relevant to SBC is the A127, and the projected year of compliance is the end of 2019. The Council are now required to submit their Targeted Feasibility Study to Government as soon as possible and by 31 July 2018 at the latest. The study will be included as a supplement to the UK Air Quality Plan to be published by 5th October 2018.</p> <p>The current AQMA is declared for the Bell Junction, yet the most recent ASR report highlighted that three of the four monitoring sites showing exceedances are outside of the AQMA boundary, including the Kent Elms junction and an extended area along Victoria Avenue.</p> <p>This continues to suggest that the impact of measures proposed within the draft AQAP need to include an extended area along the A127, where Southend Borough Council are the responsible authority.</p> <p>The AQAP report highlights that the Council has simultaneous initiatives that can expect to influence the management of traffic through the areas identified with exceedances of air quality objectives, including the main priorities identified for action:</p>
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- Priority 1 - Assess the air quality impact of the preferred option (of three) for the Bell Junction AQMA, A127 Strategic Highway Improvement.
- Priority 2 - Assess the air quality impact of the Kent Elms A127 Strategic Highway Improvement at this location, as well as the Bell Junction AQMA further east.
- Priority 3 - Development of a Low Emission Air Quality Strategy (LEAQS) which will attempt to target diesel cars (18%), diesel LGVs(13%) and buses (15%), all of which contribute significantly to the overall NO<sub>2</sub> pollution burden in the AQMA and on our roads generally.
- Priority 4 – Southend Intelligence Hub – SMART CITY Journey.

This response forms part of the statutory consultation on the draft Action Plan that is subject to further development.

The Council is advised to take consideration of the commentary below in the further development of the Air Quality Action Plan.

### **Commentary**

1. Many of the comments made in respect to the latest ASR and previous draft Action Plan report are still relevant.
2. The Council have re-submitted a draft Air Quality Action Plan to address the AQMA declared along a section of the A217 Prince Avenue, Southend. The

		<p>evidence that is currently available from latest monitoring suggests that there are pollution hotspots outside the designated AQMA at Bell Junction.</p> <ol style="list-style-type: none"> <li>3. It will be important to ensure that the monitoring programme is extended to cover areas along the A127 and Victoria Avenue that may be subject to exceedances of the air quality objectives. Areas of further exceedances should be included within the AQMA boundary, and taken into consideration for development of AQAP measures.</li> <li>4. The road network through Southend, including the section of the A127 within the AQMA has clearly been subject to some significant developments, including the major infrastructure project to the A217 at the nearby Kent Elms Junction.</li> <li>5. The impact of this scheme on traffic flows and traffic management along the area designated within the AQMA has yet to be determined, but may have a significant impact upon the extended area close to the A127 subject to raised pollution levels.</li> <li>6. Key Action Plan measures for further development within the latest draft AQAP report include: <ul style="list-style-type: none"> <li>• Review the current position at A127 Kent Elms Crossroads and junction of West Street and Victoria Avenue where diffusion tube data suggests an exceedance. Real time automatic monitoring as part of a Detailed Assessment is being considered.</li> <li>• The A127 Kent Elms Corner Junction alterations aimed at improving traffic flow, reducing queue length and congestion.</li> <li>• Review the current AQMA boundary with a view to extending the boundary to</li> </ul> </li> </ol>
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		<p>include West Street and the Kent Elms junction/newly identified areas of exceedance.</p> <p>7. It appears that a detailed assessment of the strategic highway network in Southend is required. This could be used to determine the extent that further traffic management measures can be used to reduce emissions in key pollution hotspots.</p> <p>8. There is some doubt on the validity of the calculations presented in the report used as a basis for determining relevant AQAP measures. We have previously commented on the figures presented for required level of emissions reductions, based upon source apportionments.</p> <p>9. There remains some significant doubt over the calculation presented within section 3.9 of the report. The nature of the extent of the challenge at the Bell Junction AQMA simply states that there is an exceedance of <math>4\mu\text{g}/\text{m}^3</math>, which requires addressing. The expectation within an Action Plan is to derive estimates of the required reductions in traffic emissions levels, as a basis for determining further action.</p> <p>10. The figures presented in section 3.9 appear to refer to monitoring data from a background monitoring site, which is unlikely to be representative of roadside pollution in the AQMA.</p>
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	<p>11. The report also refers to a Detailed Assessment that was completed in July 2016, in relation to the Bell Junction. We have previously commented that no details of this assessment have been presented, yet the report states that through the use of ADMS-Roads modelling, concentrations at relevant receptors at The Bell junction and Cuckoo Corner were predicted. This identified that the maximum concentration in this area was estimated at Prince Avenue on the approach to Cuckoo Corner.</p> <p>12. The report states, <i>“However, as part of the Bell Junction AQMA Strategic Highway Improvement impact assessment, further analysis of the required reductions in traffic emissions from the different vehicle categories will be undertaken. Parameters such as average speed and queue length will also be assessed in order to provide a basis for future monitoring of the effectiveness of the preferred option”.</i></p> <p>13. We recommend that priority is made to carry out this assessment as a basis for re-evaluating the level and extent of emissions reductions required across the major road network in Southend. This should be used to inform the further development of the action plan.</p> <p>14. If the data from source apportionment is to reliably inform the Action Plan process, the traffic data needs to include local details on traffic congestion, queuing and delays on the relevant road sections. It is only when emissions from congested traffic are accounted for that a realistic picture of traffic emissions can be considered as a basis for developing further actions.</p>
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		<p>15. The Council will need to consider the impact of the highways infrastructure developments from the Kent Elms junction on the AQMA section of the A127, and any other relevant highways schemes, when assessing the measures that are likely to be effective in addressing effective actions to deliver emissions reductions.</p> <p>16. The purpose of source apportionment is to provide an informed starting point in relation to where measures that are likely to be effective in addressing the pollution exceedances, need to be targeted. It is likely that traffic management measures that consider the management of traffic through the AQMA area will be required to address the pollution exceedances.</p> <p>17. The latest Technical Guidance LAQM TG(16) from Defra in Chapter 2 highlights the essential elements in relation to what makes an effective AQAP. Paragraph 2.09-2.19 lists the key common requirements for developing an effective AQAP, in relation to ensuring there is appropriate local monitoring and assessment (source apportionment) as a basis for developing relevant measures.</p> <p>18. LAQM TG(16) Section 7.104-106 and Box 7.6. makes clear that:</p> <p><i>“The AQAP should only be considered in detail once the source and extent of the problem are clearly understood”.</i> [Ref: LAQM TG(16) para 2.30]</p> <p>19. The draft AQAP makes clear that the measures within the plan have been written to incorporate priority work areas which is acceptable provided the</p>
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		<p>subsequent list of measures are then subject to a process of feasibility, cost benefit assessment, and impact assessment, in relation to delivering the required levels of emissions reductions suggested from source apportionment. There need to be measures developed in the AQAP that specifically target the key sources that give rise to the pollution exceedances alongside more generic measures linked to current policies and programmes. [Ref:LAQM TG(16) para 2.36-2.42]</p> <p>20. The Technical Guidance then makes clear that for measures that have been subject to impact assessment and prioritisation, that it is required to agree monitoring and evaluation of success. [Ref:LAQM TG(16) para 2.43-2.45]</p> <p>21. Responses from the public consultation (Appendix A) suggest that there is significant local opinion that some recent infrastructure changes, including the installation of traffic lights at Cuckoo Corner Roundabout (Bell Junction) have resulted in additional queuing and added to local pollution levels.</p> <p>22. These comments should emphasise the need to develop a co-ordinated approach across the Council to clarify the impacts of recent infrastructure changes, and ensure further schemes are assessed in relation to air quality impacts.</p> <p>23. The measures listed within the draft AQAP clearly represent a sound basis for developing the Action Plan process, but as outlined above there is a requirement for further assessment of measures before the Action Plan can be</p>
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completed.

24. In order for the plan to be effective in addressing emissions control to reduce air pollution emissions, there needs to be an appropriate level of source apportionment and assessment of traffic management schemes applied to at the start of the process. We are unable to comment further on the source apportionment as the details within the detailed assessment report have not been presented.

25. This process is clearly described for the development of Air Quality Action Plans, within the latest Policy and Technical Guidance from Defra, particularly Chapter 2 of LAQM TG(16), which details the recommended approach for developing an action plan. The basis of the approach involves gaining an understanding of the current level of excess emissions giving rise to the air quality exceedance, with knowledge from a source apportionment of which pollution sources are contributing to the excess. Without this approach, there is no basis for assuming that measures that are otherwise prescribed to reduce emissions are likely to be effective.

26. Hence air pollution emissions reduction targets, should underpin the further development of Action Plan.

27. The latest Technical Guidance LAQM TG(16), para 2.69 makes clear, as a minimum AQAP's should include the following:

- Quantification of source contributions (e.g. HGVs, buses, taxis, other transport, industrial or domestic sources etc.) responsible for the



		<p>exceedance of the relevant objective; knowing the source of the problem will allow the AQAP measures to be effectively targeted;</p> <ul style="list-style-type: none"> <li>Quantification of impacts of proposed measures including, where feasible, expected emission and concentration reductions (either locally obtained and/or via national monitoring/modelling statistics). It is important that the local authority shows how it intends to monitor and evaluate the effectiveness of the plan;</li> </ul>
SBC Consultation Round 2 April 2018		<p><b>Question 2: Are any significant actions/initiatives already being undertaken or committed to that could improve air quality?</b></p> <p>No</p> <p><b>Question 3: Are any significant actions/initiatives missing that could improve air quality?</b></p> <p>From the moment the traffic lights were installed on Cuckoo Corner roundabout the level of queuing traffic has increased tenfold causing a haze of fumes which was never there before outside my house, which is between Cuckoo Corner and the Bell junction. Also badly affected is Manners Way approaching Cuckoo Corner.</p> <p><b>Question 3: Are any significant actions/initiatives missing that could improve air quality?</b></p>

From the moment the traffic lights were installed on Cuckoo Corner roundabout the level of queuing traffic has increased tenfold causing a haze of fumes which was never there before outside my house, which is between Cuckoo Corner and the Bell junction. Also badly affected is Manners Way approaching Cuckoo Corner.

**Question 4: Are any of the Actions listed in the AQAP Technical Report no longer relevant?**

Yes, it says there is a park and ride system in place, however, I have never seen it and I don't know where it is.

**Question 5: Are there any barriers that need to be overcome for us to take up these measures in the plan?**

The Council needs to swallow its pride and admit along with the Victoria Circus fiasco that's the only reason the Air Quality is so poor along this stretch of Victoria Avenue and Prince Avenue is because the traffic lights were installed on Cuckoo Corner roundabout and prior to this we didn't have a problem. I have lived in the same house for over 20 years and only the other day the smog was so bad over Priory Park I couldn't get my breath and therefore couldn't walk my dogs (I don't suffer from breathing problems normally). I have had a constant grazed feeling in my throat for the past two years which I can only put down to this terrible situation.

**Question 6: Please tell us about anything else you feel is necessary as part of the Air Quality Action Plan**

When on the odd occasion the traffic lights have stopped working completely, the traffic flows perfectly well as it did prior to the lights being installed on Cuckoo Corner roundabout. On day one I personally phoned the Council to tell them how bad the queues were and since then have had to report serious congestion when the lights go out of synchronisation causing queues going up to the Bell junction on Prince Avenue and at least two thirds along Manners Way towards the airport as well as Victoria Avenue and Priory Crescent. This happens probably weekly or fortnightly. It is intolerable and all the other measures you have laid out in your Action Plan are flimsy and on the hope that suddenly everyone is going to cycle or use public transport.

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## Appendix B: Reasons for Not Pursuing Action Plan Measures

Table B.1 – Action Plan Measures Not Pursued and the Reasons for that Decision

Action category	Action description	Reason action is not being pursued (including Stakeholder views)

## Appendix C:

1. [Link to Detailed Assessment 2016](#)
2. [Link to Annual Status Report 2017](#)

## Glossary of Terms

Abbreviation	Description
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values'
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
AQS	Air Quality Strategy
ASR	Air quality Annual Status Report
Defra	Department for Environment, Food and Rural Affairs
EU	European Union
LAQM	Local Air Quality Management
NO <sub>2</sub>	Nitrogen Dioxide
NO <sub>x</sub>	Nitrogen Oxides
PM <sub>10</sub>	Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less
PM <sub>2.5</sub>	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less
µgm <sup>-3</sup>	Microgram – One millionth of a gram
LEV	Low Emission Vehicle
ULEV	Ultra Low Emission Vehicle
LDV	Light Duty Vehicle

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Council, [www.aylesbury.gov.uk](http://www.aylesbury.gov.uk)
19. Air Quality Assessment of Proposed Road Improvement Works at the Kent  
Elms Junction, Southend 2106: Amec, Foster, Wheeler Environment and  
Infrastructure UK Ltd

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## Air Quality Management Area Order

Southend on Sea Borough Council ("The Council"), in exercise of the powers conferred upon it by Section 83(1) of the Environment Act 1995, hereby makes the following Order.

1. This Order may be referred to as the Air Quality Management Area (Southend on Sea Borough Council) (No.1) Order 2016 and shall come into effect on 7<sup>th</sup> November 2016. The Cabinet confirmed the making of this Order on 20<sup>th</sup> September 2016 (Minute 276 refers) and this was noted at Council on 20<sup>th</sup> October 2016 (Minute 400 refers).
2. The effect of the Order is to designate an Air Quality Management Area ("the AQMA"), in respect of the area shown edged green on the plan in Schedule 1 which includes the properties listed in Schedule 2 attached.
3. Where the AQMA includes any part of a property, it shall be taken to include the whole of that property (buildings and associated open space) within the same curtilage.
4. This AQMA is designated in relation to a likely breach of the Nitrogen Dioxide (NO<sub>2</sub>) Annual Mean Objective as specified in the Air Quality Regulations 2000.
5. This Order shall remain in force until it is varied or revoked by a subsequent Order.

The Common Seal of Southend on Sea Borough Council was hereto affixed in the presence of:

Proper Officer

*Address for all communications:*

Southend on Sea Borough Council, Civic Centre  
Victoria Avenue, Southend, Essex SS2 6ER



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Notes: A copy of this Order and associated schedules may be seen, free of charge, at the above address during normal working hours. It is also available on the Council's website [www.southend.gov.uk/airquality](http://www.southend.gov.uk/airquality). Enquiries should be directed to Customer Services at the above address, via telephone on 01702 215000 or else via the website.



Air Quality Management Area  
Southend-on-Sea Borough Council (No. 1) Order 2016





## Air Quality Management Area (Southend on Sea Borough Council) (No.1) Order 2016

8 Bell Walk Southend-On-Sea Essex SS2 6GU  
 7 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 12 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 6 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 11 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 10 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 3 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 9 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 Commercial premises at 4 - 5 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 Commercial premises at 8 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 Commercial premises at 1-2 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 4A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 5A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 10A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 1A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 6A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 9A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 Flat At 12 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 2A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 3A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 8A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 7A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 11A Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
 143A Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 Commercial premises 138 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORJ  
 Commercial premises at 143-145 Hobleythick Lane Westcliff-On-Sea Essex  
 136 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORJ  
 138A Hobleythick Lane Westcliff-On-Sea Essex SS0 ORJ  
 141 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 147 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 137 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 139 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 21 Larke Rise Southend-On-Sea Essex SS2 6GQ  
 St John Fisher Hall St John Fisher Catholic Church 2 Manners Way Southend-On-Sea Essex SS2 6PT  
 St John Fisher Catholic Church 2 Manners Way Southend-On-Sea Essex SS2 6PT  
 Presbytery St John Fisher Catholic Church 2 Manners Way Southend-On-Sea Essex SS2 6PT  
 5 Manners Way Southend-On-Sea Essex SS2 6QR  
 8 Manners Way Southend-On-Sea Essex SS2 6PT  
 7 Manners Way Southend-On-Sea Essex SS2 6QR  
 10 Manners Way Southend-On-Sea Essex SS2 6PT

12 Manners Way Southend-On-Sea Essex SS2 6PT  
 85 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 94 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 87-89 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 95 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 83 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Prince Avenue Surgery 3 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises at 53 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises 79 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises at 77 Prince Avenue Southend-On-Sea Essex SS2 6RN  
 Commercial premises at 59 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises at 53 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises at 126 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 Commercial premises at 96-118 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises currently The Bell Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises Cafe 91 - 93 Prince Avenue Southend-On-Sea Essex SS2 6RL  
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 Commercial premises at 120 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 Commercial premises at 122 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 Commercial premises at 140 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 134 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 Commercial premises 91-93 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 42 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 46 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 48 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 92A Prince Avenue Southend-On-Sea Essex SS2 6NN  
 92C Prince Avenue Southend-On-Sea Essex SS2 6NN  
 33 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 37 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 41 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 43 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 47 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 142 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 144 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 150 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 152 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 156 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 50 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 58 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 60 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 64 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 68 Prince Avenue Southend-On-Sea Essex SS2 6NN  
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 74 Prince Avenue Southend-On-Sea Essex SS2 6NN  
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 82 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 84 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 88 Prince Avenue Southend-On-Sea Essex SS2 6NN

49 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 1 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 11 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 13 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 15 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 17 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 19 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
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 21 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
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 7 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 8 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 30 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 36 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 38 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 1 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 19 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 21 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 25 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 5 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 9 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 128 Prince Avenue Westcliff-On-Sea Essex SS0 0NW  
 80 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 86 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 90 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 31 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 35 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 39 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 45 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 52 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 56 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 62 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 66 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 72 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 76 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 146 Prince Avenue Westcliff-On-Sea Essex SS0 0NW  
 148 Prince Avenue Westcliff-On-Sea Essex SS0 0NW  
 154 Prince Avenue Westcliff-On-Sea Essex SS0 0NW  
 44 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 83A Prince Avenue Southend-On-Sea Essex SS2 6RL  
 92B Prince Avenue Southend-On-Sea Essex SS2 6NN  
 95A Prince Avenue Southend-On-Sea Essex SS2 6RL  
 32 Prince Avenue Southend-On-Sea Essex SS2 6NN

34 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 40 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 11 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 15 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 17 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 23 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 29 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 7 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 16 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
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 4 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
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 10 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 12 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 14 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 Flat Above 93 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Flat Above 85 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Residential Accommodation above the commercial premises currently at The Bell Hotel Prince Avenue Southend-On-Sea Essex SS2 6RL  
 136 Prince Avenue Westcliff-On-Sea Essex SS0 0NW  
 138 Prince Avenue Westcliff-On-Sea Essex SS0 0NW  
 Flat Above 94 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 Flat 1 122 Prince Avenue Westcliff-On-Sea Essex SS0 0EW  
 87A Prince Avenue Southend-On-Sea Essex SS2 6RL  
 89A Prince Avenue Southend-On-Sea Essex SS2 6AL  
 51 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 236 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 240 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 244 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 246 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 250 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 254 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 258 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 260 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 238 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 242 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 248 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 252 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 256 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 262 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 266 Priory Crescent Southend-On-Sea Essex SS2 6PR



264 Priory Crescent Southend-On-Sea Essex SS2 6PR  
Commercial premises at 6A Rochford Road Southend-On-Sea Essex SS2 6SP  
Commercial premises at 2 Rochford Road Southend-On-Sea Essex SS2 6SP  
Commercial premises at 4 Rochford Road Southend-On-Sea Essex SS2 6SP  
8A Rochford Road Southend-On-Sea Essex SS2 6SP  
2A Rochford Road Southend-On-Sea Essex SS2 6SP  
Flat Above 4 Rochford Road Southend-On-Sea Essex SS2 6SP  
8B Rochford Road Southend-On-Sea Essex SS2 6SP  
458 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
460 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
503 Victoria Avenue Southend-On-Sea Essex SS2 6NL  
507 Victoria Avenue Southend-On-Sea Essex SS2 6NL  
454 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
456 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
452 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
505 Victoria Avenue Southend-On-Sea Essex SS2 6NL

Premises listed with usage at time of declaration.



# Southend-on-Sea Borough Council

Department of the Chief Executive

John Williams - Director of Democratic & Legal Services

Our ref: RH/Cabinet

Telephone: 01702 215000

Your ref:

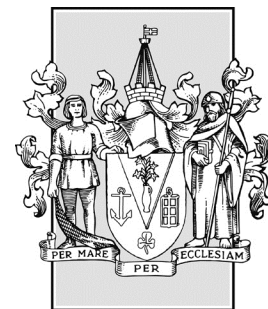
Fax: 01702 215994

Date: 14<sup>th</sup> June 2018

E-mail: [committeesection@southend.gov.uk](mailto:committeesection@southend.gov.uk)

Contact Name: Robert Harris

DX 2812 Southend



Dear Councillor

## CABINET - TUESDAY, 19TH JUNE, 2018

Please find enclosed, for consideration at the next meeting of the Cabinet taking place on Tuesday, 19th June, 2018, the following report(s) that were unavailable when the agenda was printed.

### Agenda No    Item

10    Air Quality – Appendix 2 (Pages 1 - 8) attached

Yours faithfully

Robert Harris  
Principal Democratic Services Officer





## Air Quality Management Area Order

Southend on Sea Borough Council ("The Council"), in exercise of the powers conferred upon it by Section 83(1) of the Environment Act 1995, hereby makes the following Order.

1. This Order may be referred to as the Air Quality Management Area (Southend on Sea Borough Council) (No.1) Order 2016 and shall come into effect on 7<sup>th</sup> November 2016. The Cabinet confirmed the making of this Order on 20<sup>th</sup> September 2016 (Minute 276 refers) and this was noted at Council on 20<sup>th</sup> October 2016 (Minute 400 refers).
2. The effect of the Order is to designate an Air Quality Management Area ("the AQMA"), in respect of the area shown edged green on the plan in Schedule 1 which includes the properties listed in Schedule 2 attached.
3. Where the AQMA includes any part of a property, it shall be taken to include the whole of that property (buildings and associated open space) within the same curtilage.
4. This AQMA is designated in relation to a likely breach of the Nitrogen Dioxide (NO<sub>2</sub>) Annual Mean Objective as specified in the Air Quality Regulations 2000.
5. This Order shall remain in force until it is varied or revoked by a subsequent Order.

The Common Seal of Southend on Sea Borough Council was hereto affixed in the presence of:

Proper Officer

*Address for all communications:*

Southend on Sea Borough Council, Civic Centre  
Victoria Avenue, Southend, Essex SS2 6ER



243 / 16

Notes: A copy of this Order and associated schedules may be seen, free of charge, at the above address during normal working hours. It is also available on the Council's website [www.southend.gov.uk/airquality](http://www.southend.gov.uk/airquality). Enquiries should be directed to Customer Services at the above address, via telephone on 01702 215000 or else via the website.



Air Quality Management Area  
Southend-on-Sea Borough Council (No. 1) Order 2016



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## Air Quality Management Area (Southend on Sea Borough Council) (No.1) Order 2016

8 Bell Walk Southend-On-Sea Essex SS2 6GU  
 7 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
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 Commercial premises at 4 - 5 Earls Hall Parade Southend-On-Sea Essex SS2 6NW  
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 143A Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 Commercial premises 138 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORJ  
 Commercial premises at 143-145 Hobleythick Lane Westcliff-On-Sea Essex  
 136 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORJ  
 138A Hobleythick Lane Westcliff-On-Sea Essex SS0 ORJ  
 141 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 147 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 137 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
 139 Hobleythick Lane Westcliff-On-Sea Essex SS0 ORL  
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 5 Manners Way Southend-On-Sea Essex SS2 6QR  
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12 Manners Way Southend-On-Sea Essex SS2 6PT  
 85 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 94 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 87-89 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 95 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 83 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Prince Avenue Surgery 3 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises at 53 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises 79 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises at 77 Prince Avenue Southend-On-Sea Essex SS2 6RN  
 Commercial premises at 59 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises at 53 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises at 126 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 Commercial premises at 96-118 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises currently The Bell Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Commercial premises Cafe 91 - 93 Prince Avenue Southend-On-Sea Essex SS2 6RL  
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 Commercial premises at 120 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 Commercial premises at 122 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 Commercial premises at 140 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 134 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
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 92C Prince Avenue Southend-On-Sea Essex SS2 6NN  
 33 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 37 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 41 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 43 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 47 Prince Avenue Southend-On-Sea Essex SS2 6RL  
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 144 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 150 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 152 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
 156 Prince Avenue Westcliff-On-Sea Essex SS0 ONW  
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 88 Prince Avenue Southend-On-Sea Essex SS2 6NN



49 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 1 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 11 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 13 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
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 30 Prince Avenue Southend-On-Sea Essex SS2 6NN  
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 9 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 10 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 12 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 14 Princes Court Prince Avenue Southend-On-Sea Essex SS2 6RN  
 Flat Above 93 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Flat Above 85 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 Residential Accommodation above the commercial premises currently at The Bell Hotel Prince Avenue Southend-On-Sea Essex SS2 6RL  
 136 Prince Avenue Westcliff-On-Sea Essex SS0 0NW  
 138 Prince Avenue Westcliff-On-Sea Essex SS0 0NW  
 Flat Above 94 Prince Avenue Southend-On-Sea Essex SS2 6NN  
 Flat 1 122 Prince Avenue Westcliff-On-Sea Essex SS0 0EW  
 87A Prince Avenue Southend-On-Sea Essex SS2 6RL  
 89A Prince Avenue Southend-On-Sea Essex SS2 6AL  
 51 Prince Avenue Southend-On-Sea Essex SS2 6RL  
 236 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 240 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 244 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 246 Priory Crescent Southend-On-Sea Essex SS2 6PR  
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 262 Priory Crescent Southend-On-Sea Essex SS2 6PR  
 266 Priory Crescent Southend-On-Sea Essex SS2 6PR

264 Priory Crescent Southend-On-Sea Essex SS2 6PR  
Commercial premises at 6A Rochford Road Southend-On-Sea Essex SS2 6SP  
Commercial premises at 2 Rochford Road Southend-On-Sea Essex SS2 6SP  
Commercial premises at 4 Rochford Road Southend-On-Sea Essex SS2 6SP  
8A Rochford Road Southend-On-Sea Essex SS2 6SP  
2A Rochford Road Southend-On-Sea Essex SS2 6SP  
Flat Above 4 Rochford Road Southend-On-Sea Essex SS2 6SP  
8B Rochford Road Southend-On-Sea Essex SS2 6SP  
458 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
460 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
503 Victoria Avenue Southend-On-Sea Essex SS2 6NL  
507 Victoria Avenue Southend-On-Sea Essex SS2 6NL  
454 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
456 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
452 Victoria Avenue Southend-On-Sea Essex SS2 6ND  
505 Victoria Avenue Southend-On-Sea Essex SS2 6NL

Premises listed with usage at time of declaration.



# Southend-on-Sea Borough Council

Report of the Deputy Chief Executive  
(Place)

To  
Cabinet

On  
19<sup>th</sup> June 2018

Report prepared by: Chris Burr, Economic Growth Group  
Manager

Agenda  
Item No.

9

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## Ambition Southend: Skills and Labour Market Strategy

Cabinet Member: Cllr James Courtenay  
Part 1 (Public Agenda Item)

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### 1. Purpose of Report

- 1.1 To update Cabinet on the development of a Skills and Labour Market Strategy for Southend-on-Sea 2018-22.
- 1.2 To seek Cabinet's endorsement of the draft '*Ambition Southend: Skills and Labour Market Strategy for Southend-on-Sea – June 2018*' for adoption.

### 2. Recommendation:

- 2.1 That the draft strategy is adopted by the Council.

### 3. Background

- 3.1 In November 2013, Cabinet agreed the 'The Need for a Southend Skills Strategy' report [Item 437]. This identified the lack of a shared skills strategy which unites all stakeholders in a joint vision and understanding of the current position, future opportunities and how those might be maximised for the benefit of the individual, the business and the town; and the resulting need for a Southend Skills Strategy/co-ordinated approach to tackling the significant issues.
- 3.2 Officers from the Economic Growth Group and Learning Directorate have been working together to develop a draft Skills and Labour Market Strategy for the borough. The proposed strategy will provide a framework for a cohesive and borough-wide approach to skills and labour market development.
- 3.3 An initial scoping paper went to pre-Cabinet Scrutiny in October 2016, with a following report on the strategy consultation approach being considered by Place Scrutiny Committee in July 2017 [Item 355] before being considered by Cabinet in September 2017 [Item 317].

- 3.4 The Skills Strategy has been developed alongside the Economic Growth, Digital and Tourism strategies which were adopted by the Council June 2017. The relationships with these strategies, in reinforcing a whole-place approach, are made through the five ambitions set out in the strategy – such as recognising the role of skills provision for cultural and creative industries which is a growth sector for the borough and which are vital if the opportunities, presented by the investment in digital infrastructure, are to be maximised.
- 3.5 Southend 2050 and South Essex 2050 also provide important context for the strategy, setting out Southend’s aspirations for skills and learning at all ages and setting a direction of travel which will be shaped by the 2050 vision established and delivered through the implementation plan.

#### **4. Method**

- 4.1 An evidence base covering a wide range of relevant data sources and metrics has been compiled and summarised in order to inform the strategy (background paper). Data sources used to inform the strategy have included the Office for National Statistics, the Department for Education and the UK Commission for Employment and Skills.
- 4.2 Recognising that the skills landscape is complex with a variety of stakeholders who play vital, but different roles at different stages, significant amounts of consultation and engagement have been undertaken by the Economic Growth and Education teams with their key stakeholders. This work has been undertaken jointly, reinforcing the cross-cutting nature of skills in the borough, and has varied from school Head teachers to business leaders to internal stakeholders.
- 4.3 A two-stage consultation process has been undertaken to ensure stronger collective buy-in from stakeholders, intended to result in a skills strategy that is owned by the whole borough.
- Stage one of the process took place via a range of workshops and interviews designed to inform the strategy. This has included officers from all Council departments, Councillors, Southend Youth Council, Southend Business Partnership and a panel of education sector representatives (including local schools and colleges). The feedback received through this consultation, in addition to that arising from pre-Cabinet scrutiny, CMT and Cabinet has been considered in the development of the draft strategy.
  - Stage two of the process featured the public circulation of a consultation paper to the wide range of stakeholders identified within the skills stakeholder mapping exercise. Consultees were asked to answer eleven key questions. The question responses were used to further refine and distil the work into a single, succinct skills strategy that is supported by stakeholders from across the borough.

- 4.4 The feedback from the consultation has been analysed by the teams and by an independent analyst and addressed in the evidence base and/or the strategy where appropriate. Some of the main findings are reflected in section 5.

## **5. Headline Findings**

### **5.1 Some key findings from the research include:**

- There are multiple skills challenges and opportunities facing the borough.
- Southend-on-Sea has an open and growing labour market with low average productivity, attainment disparity and pockets of deprivation.
- Meeting future skills challenges will require agile skills provision that can quickly adapt to meet the needs of industry.
- Our residents will need better 'millennial' and enterprise skills to secure a productive life-long career.
- Despite some good practice, careers support is patchy and there is insufficient communication around vocational career pathways.
- Work experience has the capacity to reduce disengagement and better equip our residents for the labour market.
- There will be a significant number of opportunities stemming from the Borough's major regeneration projects in the future.

### **5.2 The consultation feedback included:**

- The role and importance of experience of the workplace for those in education and seeking employment. There is an increasing requirement for young people to experience work placements, particularly with the introduction of T-levels, as well as the recognition that as people transition between careers or life changes work experience helps inform decisions, develops contacts and provides valuable experience. As a result of the strength of feedback about this it has been reflected as one of the strategy's ambitions. This is proposed to replace the Virtual Academy for Skills and Employment (VASE) as an ambition with VASE to be considered as a delivery mechanism within the implementation plan.
- The role of the voluntary sector has also highlighted as a key facet of skills development with a two-fold role. The first being the opportunity that volunteering provides to develop skills in a wide range of areas. The second being the use of volunteers as mentors and similar roles in supporting people at different stages of skills development and employment.
- The skills landscape and qualification system is still difficult for employers, parents, students to navigate to understand options available to them and the best way to achieve the outcome they are seeking. There is an identified need for better communication to overcome this which could be an objective of the proposed skills leadership group.
- Councillor feedback during the Scrutiny and consultation processes particularly related to data. There was a focus on monitoring metrics and data which are proposed for inclusion in the implementation plan. This included the recognition that some of the Council's economic growth activity is outside the borough boundary (Airport Business Park Southend) but needs to be captured in monitoring the impact of the strategy and its wider activity.

Some of the data suggested for inclusion is not available from national sources, working age is still defined as 16-64 for example so the increase in pensionable age isn't yet captured accordingly, but alternative sources or proxies will be sought where practicable.

## 6. Strategy overview – Key Features

6.1 The strategy paper provides: details of the existing support landscape, a summary of key findings from the evidence base and consultation process, discussion of key issues, a set of agreed outcomes and a range of five, key areas of focus to guide delivery in the future.

6.2 The strategic outcomes identified in the strategy are:

- Raised productivity
- Strong jobs growth
- Meeting the future workforce needs of local industry
- Increasing attainment and wages of the lowest earners
- Creating an inclusive workforce

6.3 The key ambitions for delivery in the document are:

6.3.1 **Leadership and communication** - This ambition defines the need to convene a leadership group amongst local key skills stakeholders. It also describes the need to facilitate better internal communication, lobbying, advocacy and promotion of skills activities and initiatives across the borough.

6.3.2 **Life transitions** - This ambition focuses on key resident life transition points. These transition points are important junctures in an individual's life that warrant additional skills support. They include: early years (0-4), primary school years, transition to high school and subject choice, transition from school to work, work experience and voluntary practice, university to work, becoming a parent, transition to and from caring, returning to work, overcoming adversity, redundancy/career change, pre-retirement and up-skilling of existing employees. The strategy proposes that using these points, and a focus on the most deprived neighbourhoods and families, to inform a delivery framework will maximise positive impact for residents and the local labour market.

6.3.3 **Agility in provision** - This ambition focusses on the future skills needs of our businesses and residents. The strategy proposes to focus resources on: a) building capacity for industry-led provision, through pursuing external funding and investment opportunities, and b) encouraging the development of "industry-transferable millennial and enterprise skills" amongst residents, in order to enable residents to make a lifelong contribution to the labour market.

6.3.4 **Experience of the workplace** - This ambition focuses on improving the quality and quantity of work experience placements available to residents, in order to maximise residents work readiness, help residents gain additional skills and maximise benefit for employers.



**6.3.5 Utilising Assets and Networks** – This ambition focuses on making the most of existing ‘hard assets’ (schools, colleges, digital infrastructure) and ‘soft assets’ (people, sectoral specialisms, cultural heritage, industry links, networks) in order to catalyse further improvement in the skills system. Opportunities around digital technologies are particularly highlighted here.

6.4 Recognising the unprecedented nature of changes that have occurred in the global economy during the last 10 years and that this change brings both opportunities and challenges, the strategy includes a decision making framework that can be utilised to inform decision making when external circumstances necessitate deviation from the strategy. The framework proposes that in this instance decisions are made on their ability to contribute to: local job creation, meeting the requirements of local industry and contributing to workforce diversity.

## **7. Next Steps**

7.1 Once formally adopted, stakeholders identified within the strategy will be engaged to convene a skills and labour market leadership group for the borough. This group will take responsibility for agreeing a collective vision, implementing the strategy and monitoring activity and accomplishments.

7.2 The leadership group will be supported to develop a Skills Strategy Implementation Plan which will detail the key activities to be undertaken, resources available and key metrics for measuring success. The implementation plan will feature activities undertaken by the council alongside activities and projects undertaken by other key stakeholders.

## **8. Other options**

8.1 Do nothing. The Council could decide not to pursue the development of a Skills and Labour Market Strategy and allow the market to continue as it is. The result of this would be an absence of leadership on the subject and a lack of co-ordinated response to the issues identified in the first stage consultation and assessment.

8.2 The Council rejects the existing strategy in order to develop an alternative strategy for developing the local labour market. This strategy has been developed upon a basis of extensive consultation and the most relevant and up-to-date evidence available. Therefore, it is believed to represent the most appropriate way forward at this time. Accordingly, it is not recommended that the Council rejects this strategy.

## **9. Reasons for Recommendation**

9.1 The strategy aims to improve the Southend skills support landscape, raise ambition and skills levels, increase employment opportunities in local jobs and enable economic growth through equipping residents with the skills needed by business. A clear strategy for the Council and its stakeholders will play an integral role in maximising the benefit realised by local residents facilitating economic growth.

## **10. Corporate Implications**

### **10.1 Contribution to Council's Vision and Corporate Priorities**

Ensuring that residents are inspired and able to access training and education so as to secure meaningful and satisfying employment with the opportunity to progress, whilst also ensuring that the skills and training provision meets the needs of local businesses so as to appropriately equip the workforce, assists all objectives to lead towards a Safe, Clean, Healthy and Prosperous and Excellent Southend. In particular, the strategy will contribute to the aim of creating a "Prosperous" Southend.

### **10.2 Financial Implications**

There are no immediate financial implications associated with approving a skills strategy for the Borough. Enacting and implementing the strategy may have some budgetary impacts for a number of teams and budgets across the Council. Further work will need to be undertaken on the costs involved in taking forward a Skills Strategy, which could be either Capital or Revenue expenditure and how these can be funded either internally or externally. Any costs associated for the Council will need to be addressed through the relevant year's budget setting.

### **10.3 Legal Implications**

We have taken advice on from the Communications Team to ensure that the consultation paper is based on good practice and does not conflict with Cabinet Office Principles or the 'duty to consult'.

### **10.4 People Implications**

Officers from the Economic Growth Group and Learning Directorate will be responsible for overseeing the implementation of the strategy.

### **10.5 Property Implications**

There are no property implications associated with the strategy.

### **10.6 Consultation**

A range of stakeholders, as set out in paragraph 4.2, have been consulted as part of the first stage. Through the second stage of consultation a wider base of stakeholders have had the opportunity to respond and been engaged to inform the strategy development and secure support for it.

### **10.7 Equalities and Diversity Implications**

An Equalities Analysis for the Skills Strategy was undertaken in May 2018 alongside development of the draft strategy. The status and implementation of recommendations included in this report will be monitored by the skills leadership group proposed within the strategy.

## 10.8 Risk Assessment

The principal risks associated with the strategy are reputational damage and policy conflict with external organisations. In order to mitigate this risk, the consultation process has been designed to take account of wider stakeholder views and include stakeholder feedback within the published consultation paper.

## 10.9 Value for Money

Development of the strategy has been undertaken on a minimal cost basis to date. Delivery of actions implementing the strategy by the Council will be subject to normal procurement assessment including value for money in relation to the outcomes to be achieved.

## 10.10 Community Safety Implications

There are no Community Safety implications associated with the consultation and production of a Skills Strategy for the borough.

## 10.11 Environmental Impact

There are no Environmental Impact implications associated with the production of a Skills Strategy for the borough.

# 11. Appendices

- 11.1 Draft Paper – “Ambition Southend: Skills and Labour Market Strategy for Southend-on-Sea, May 2018”

# 12. Background Papers

- 12.1 Skills and Labour Market Review for Southend-on-Sea, April 2017

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# Ambition Southend



A Skills and  
Labour Market  
Strategy for  
Southend  
-on-Sea

2018–2023



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# Councillor statement

## I am very pleased to be introducing Southend-on-Sea's new Skills and Labour Market Strategy.

Working together with colleagues and stakeholders from across Southend, we have sought to develop a strategy that enables our Borough to meet the future skills needs and challenges of our residents and employers.

We have used the latest evidence available and have listened carefully to the views of our community. We have also examined current government policy and thought about what this means for our community in the future.

This Strategy is the beginning of a new joined-up approach to skills and jobs. It will steer the activities of the council and our partners in the future.

The implications of this strategy are far reaching and will require a new approach to skills from employees, employers, schools, colleges, universities and the Council. We will continue to listen, learn and adapt in order to improve skills outcomes for our community in the years to come.

As we progress towards developing an implementation plan for this strategy, our invitation is for you to play an active role in this process and to work with us to: develop ideas, assess progress, make decisions, monitor activity and ensure that Southend achieves its potential.

Together we will make a better Southend and I look forward to working with you all in the future.

Yours

Councillor James Courtenay,  
Deputy Leader and Portfolio Holder for Growth  
Southend-on-Sea Borough Council



# About this strategy

This strategy has been produced as a result of research, evidence, and wide consultation. It is intended to provide a blueprint for positive change and to be enacted by stakeholders across Southend-on-Sea, not just the Council. It is designed to cover a five-year term, from 2018 to 2023. It aims to enable an inclusive, efficient, effective labour market with clear, accessible career pathways for residents, which is able to respond to emerging economic risks and opportunities.

This strategy has been created to support and contribute to a new 'Southend 2050' vision. Similarly, the strategy has been drafted to work in harmony with other Council strategies (Economic Growth Strategy, Post-16 Learning Strategy, Tourism Strategy, Digital Strategy, etc.) and the forthcoming skills strategy from the South East Local Enterprise Partnership (SELEP).

Throughout this document, the term 'skills' is used to mean: *'any form of personal ability or expertise, formed through education, training, experience or otherwise, that enables a person to actively participate in the labour market'*.

It applies to residents of all ages and is not limited to those of school age or similar.

Whilst this strategy acknowledges and explores the central and vital role that education plays within a local economy, this document is not intended to be, or to replace, an education strategy. Instead, it aims to consider the wider range of skills that enable all Southend residents to actively participate in the labour market. As such, this document can and should be read in conjunction with: 'Our ambitions for your child's education in Southend: Department for People Sept

2017', which details the Council's approach to education and schools in particular.

## Using the latest evidence

This strategy, and the evidence base that underpins it, uses the latest available data from a variety of sources, including: the Office for National Statistics, the Department for Education and the UK Commission for Employment and Skills. Recent updates to national datasets have been incorporated where possible, so that figures and trends quoted are in-line with those in other Council strategies. A separate document that summarises the results of our research, 'Ambition Southend: Skills and Labour Market Review', has been produced and can be found at: [www.southend.gov.uk](http://www.southend.gov.uk).

# Executive summary

The following represents a summary of the key findings of our research, strategic objectives, the proposed priorities and approach.

## Key Findings

Key findings from our research and consultation include:

- ▶ There are multiple skills challenges and opportunities facing the borough.
- ▶ Southend-on-Sea has an open and growing labour market with low average productivity, attainment disparity and pockets of deprivation.
- ▶ Meeting future skills challenges will require agile skills provision that can quickly adapt to meet the needs of industry.
- ▶ Our residents will need better 'millennial' and enterprise skills to secure a productive life-long career.
- ▶ Despite some good practice, careers support is patchy and there is insufficient communication around vocational career pathways.
- ▶ Work experience has the capacity to reduce disengagement and better equip our residents for the labour market.
- ▶ There will be a significant number of opportunities stemming from the Borough's major regeneration projects in the future.

## Objectives

Five strategic outcomes have been identified:

- ▶ Raised productivity
- ▶ Jobs growth
- ▶ Meet the current and future skills needs of employers
- ▶ Increase skills attainment and wages of lowest earners
- ▶ An inclusive workforce

## Areas of focus

In order to achieve the strategic outcomes, future activity will focus on the following areas:

- ▶ Convene leadership amongst key skills stakeholders and enable effective advocacy and internal communication across the borough.
- ▶ Develop a 'life transitions' approach that targets skills support at the key junctures in residents lives and addresses spatial and social inequalities in the borough.
- ▶ Improve the agility of skills provision to rapidly adapt to the requirements of local industry.
- ▶ Facilitate experience of the workplace for residents, to better equip our future workforce and reduce disengagement from the labour market.
- ▶ Better utilise assets and networks to maximise the number of skills development opportunities available for residents and engage a wide range of stakeholders in supporting our future workforce.

## Resilience

To ensure this strategy remains relevant and practical in the face of change, it includes a framework through which future decisions can be steered. Key considerations will include:

- ▶ Contribution to job creation
- ▶ Contribution to meeting the needs of local industry
- ▶ Contribution to workforce inclusivity

## Next steps

Once this strategy is formally adopted by the Council and its partners, stakeholders will develop a 'Skills Strategy Implementation Plan' document that will include details of the specific activities, projects, timescales, targets, objectives and measures of success.



# The current skills support landscape

This strategy represents a new approach to supporting skills for the Council. We propose to work collectively with stakeholders from across the borough, to develop a shared vision and approach and to maintain and develop these links for the benefit of our residents.

Many of the key stakeholders involved in Southend's skills support services are illustrated in the diagram below. These include: schools, FE colleges, universities, business partnerships and central government departments. Although not individually listed, local businesses are also important providers of skills development activity in the borough.

BEST Growth Hub	Essex Chambers of Commerce	Essex Employability & Skills Board	Federation of Small Businesses	Institute of Directors	SAVs	South East LEP	Opportunity South Essex
Southend Business Partnership	Dept. for Business Energy and Industrial Strategy	Ministry of Housing, Communities and Local Government	Dept. for Education	Dept. for Work and Pensions/Job Centre Plus	National Careers Service	Skills Funding Agency	Career Ready
Connexions	Essex Provider Network	Federation of Essex Colleges	Southend Education Board	The Careers & Enterprise Company	A Better Start Programme	Essex County Council	Thurrock Council
Southend-on-Sea Borough Council	Anglia Ruskin University	Independent training providers	PROCAT	SEEVIC	South Essex College	Southend Adult Community College	University of Essex
Belfairs Academy	Cecil Jones Academy	Chase High School	Kingsdown School	Lancaster School	PLT Southend Academies	Shoeburyness High School	Southchurch High School
Southend High School for Boys	Southend High School for Girls	Southend YMCA Community School	St. Bernard's High School	St. Nicholas School	St. Thomas More High School	The Eastwood Academy	The St. Christopher School
Westcliff High School for Boys	Westcliff High School for Girls	Barons Court Primary School and Nursery	Blenheim Primary School	Bournemouth Park Primary School	Bournes Green Infant School	Bournes Green Junior School	Chalkwell Hall Infant School
Chalkwell Hall Junior School	Darlinghurst School	Earls Hall Primary School	Eastwood Primary and Nursery School	Edwards Hall Primary School	Fairways Primary School	Friars Primary School and Nursery	Hamstel Infant School and Nursery
Hamstel Junior School	Heycroft Primary School	Hinguar Community Primary School	Leigh North Street Primary School	Milton Hall Primary School and Nursery	Our Lady of Lourdes Catholic Primary School	Porters Grange Primary School and Nursery	Prince Avenue Academy and Nursery
Richmond Avenue Primary and Nursery School	Sacred Heart Catholic Primary School and Nursery	St. George's Catholic Primary School	St. Helen's Catholic Primary School	St. Mary's Church of England Primary School	Temple Sutton Primary School	The Federation of Greenways Schools	The Westborough School
		Thorpedene Primary School	West Leigh Infant School	West Leigh Junior School			

# Southend-on-Sea labour market analysis summary

An analysis of the key strengths, weaknesses, opportunities and threats (SWOT) related to Southend-on-Sea's labour market has been undertaken, which is summarised in the diagram below. The analysis is based on information we received from local

stakeholders during our consultation period and the strategy evidence base. A separate document that summarises the results of this research, 'Ambition Southend: Skills and Labour Market Review', has been produced and can be found at: [www.southend.gov.uk](http://www.southend.gov.uk)

## Southend-on-Sea Skills & Labour Market SWOT Analysis

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> <li>▶ High economic participation</li> <li>▶ A growing population &amp; workforce</li> <li>▶ Increasing workplace earnings</li> <li>▶ Strong average school performance</li> <li>▶ Some local FE/HE provision</li> <li>▶ Connectivity to London/Europe</li> <li>▶ Increasing levels of employer engagement</li> <li>▶ High levels of entrepreneurialism</li> </ul>	<ul style="list-style-type: none"> <li>▶ Low and declining productivity</li> <li>▶ Low jobs growth</li> <li>▶ Increasingly aged and dependent population</li> <li>▶ Recruitment difficulties &amp; skills gaps</li> <li>▶ A net exporter of skills</li> <li>▶ Limited HE offer</li> <li>▶ Lack of housing affordability</li> <li>▶ A less well-qualified workforce</li> <li>▶ Attainment disparities between schools and neighbourhoods</li> <li>▶ Comparatively high youth unemployment</li> </ul>	<ul style="list-style-type: none"> <li>▶ The Apprenticeship Levy</li> <li>▶ Strong local voluntary sector</li> <li>▶ Growth of London Southend Airport</li> <li>▶ Strong regeneration plans</li> <li>▶ BREXIT</li> <li>▶ A growing skills provision infrastructure</li> <li>▶ Strong future labour demand</li> <li>▶ A strong and willing stakeholder base</li> </ul>	<ul style="list-style-type: none"> <li>▶ Confusion over apprenticeships</li> <li>▶ Reductions in school funding</li> <li>▶ Lack of clear career pathways for all residents</li> <li>▶ Reported lack of enterprise skills in young people</li> <li>▶ BREXIT</li> <li>▶ Central education policy that focuses on qualifications attainment</li> <li>▶ Lack of resources for industry awareness and work experience</li> <li>▶ A confusing skills support system</li> </ul>

# Key findings

The following provides detail on some of the key findings of our research and consultation:

## **There are multiple challenges and opportunities facing the borough.**

A key advantage for the borough is that it has a range of established, successful education and training providers.

The strategy consultation exercise revealed that, amongst stakeholders, there is a broad awareness of key challenges and potential solutions.

Addressing Southend's skills challenges and opportunities will require strong leadership, effective co-ordination and joint working among stakeholders. A shared, inclusive vision that builds on the commitment and knowledge present in the borough, is needed to maximise opportunities and benefits for residents.

## **There will be strong demand for labour in the future.**

The need to replace retiring workers will create labour demand across all types of jobs. The *Working Futures* forecast has predicted that job openings will be in a wide range of industries and occupations, particularly reflecting the need to replace retiring workers. For example, jobs in administrative occupations in the South East of England are forecast to contract by 30,000 jobs between 2012 and 2022, but with 158,000 retirements estimated for the same period, there is still likely to be a net requirement for 128,000 workers.

## **Driving up productivity and meeting industry's future skills requirements are key challenges for the borough.**

Raising productivity is a difficult challenge facing the borough and the UK. Tackling this issue in Southend will require: employers to shift towards higher value-added economic activities, organisational development and capital investment in skills. As such, the benefits of change must be realised by local businesses and be supported by market demand.

Further, for local industry to maintain a competitive advantage, the labour force must be able to rapidly adapt to and meet the needs of local employers.

## **Southend-on-Sea has an open labour market.**

Labour moves freely in, out and around the borough without regard to administrative boundaries. Further, the South-Essex and London labour markets are closely linked to Southend's with a high proportion of workers regularly crossing boundaries to travel to and from workplaces. Plans to improve the local skills system should be cognisant of the employment opportunities for residents that exist outside of the borough, and the many local employers reliant on a workforce that commutes in from outside the borough.



## **Southend-on-Sea has significant disparities in deprivation and educational attainment.**

Southend-on-Sea has spatial concentrations of deprivation, with some impoverished ward areas scoring highly on the Indices of Multiple Deprivation (Milton, Victoria, Kursaal). Other ward areas have low levels of deprivation and high average earnings (Leigh, Leigh West, Thorpe).

Further, there is a wide range of performance between schools in Southend. The percentage of pupils achieving a 9-4 grade including English & Maths at KS4 varies between schools from 100% to 36%.

## **There is a common ‘millennial’ skillset needed by residents.**

The ‘millennial’ skills challenge means that high levels of technical skills, soft skills, communication skills, project management and entrepreneurial skills need to be developed by our residents in order to equip them to play an active role in the labour force. These skills will enable local employers to compete effectively in their marketplaces and trade profitably in the future.

Similarly, many local employers highlight ‘employability skills’, such as: a positive attitude to work, time-keeping and a suitable appearance; as being important to the operation of their organisations.

## **There will be opportunities stemming from the major regeneration projects scheduled to take place in the borough over the next 15 years.**

Amongst key regeneration projects, such as the Airport Business Park Southend and The Better Queensway project, an estimated £1billion will be spent in Southend-on-Sea over the next 10 years.

Accordingly, there will be a significant number of new jobs created in the area connected to new buildings, their occupiers and supply chains. It is important that action is taken now to ensure that the employment opportunities are made accessible to residents.

## **The apprenticeship levy.**

The apprenticeship levy is an opportunity for employers to pool resources and tailor an apprenticeship system that better responds to the needs of the local economy.

There is a need to ensure that the quality and value of apprenticeships is not diminished, and that all apprentices learn a range of transferable core skills and competencies - such as digital, customer management, communication, literacy, numeracy, problem solving and project management. That will, in turn, help us ensure that the local workforce can meet future industry skills requirements.

## **Meeting employer workforce requirements, requires an agile skills infrastructure.**

Creating a system that can consistently adapt to the changing skills needs of local employers is a significant challenge for Southend.

In order to inform skills provision, it is important for employers to be part of the infrastructure that supports skills development and to maintain an open dialogue between employers and the education providers in the town.

Sources of capital investment for skills development need to be identified in order to ensure that local providers can continue to train using industry standard kit and equipment.

Further, by collaborating across sectors, employers can achieve the critical mass of demand to enable specialist skills provision, attracting niche training to the locality, or saving costs on off-site delivery.

## **Current promotion of local industry career pathways is patchy and not sufficiently resourced.**

Although there are a number of good initiatives that link employers with learners, there is no consistent approach to building residents awareness of local industry career choices and pathways.

Southend-on-Sea's schools are responsible for providing careers information, advice and guidance (IAG) to school-age residents (except NEETs). However, schools are becoming increasingly independent in terms of their management, finance and operations, and this introduces new challenges in terms of aligning school IAG with the needs of the local economy.

## **Evidence suggests that participating in a work experience placement has a positive impact.**

Studies show that work experience is a 'potentially effective' activity for young people to undertake. It has been shown to have a positive impact on employability skills, motivation in education, career-decision making and knowledge of the world of work.

According to the Careers and Enterprise Company Ltd, 'young people are 86% less likely to be unemployed (or NEET) if they have 4 or more, meaningful interactions with an employer during their schools years'. At present, there are insufficient quality, local work experience opportunities for most residents to achieve this benchmark.

## **There is a lack of communication and integration for effective careers advice and guidance.**

There is insufficient communication and joining up of career pathways and careers information for residents.

Our consultation feedback showed that pathways for vocational careers are often

unknown or poorly promoted, and that there is a need for better communication between parents, students, providers and employers.

## **Southend on Sea's transport infrastructure links are critical in enabling businesses access to local and national labour markets.**

Southend's international airport, nine rail stations and key arterial highways play a vital role in bringing workers in, and enabling commuters to work outside the borough. Protecting and developing these links is crucial to maintain a productive local workforce and to continue to generate wealth for local residents. In particular, ensuring provision and affordability of public transport for residents, is crucial in supporting an effective and mobile workforce.

## **BREXIT.**

The UK's exit from the European Union may create a shortage of skilled workers in the short-term and a subsequent requirement for investment in local skills infrastructure in the medium to long-term.

With a growing local population, Southend is well situated to fill future workforce gaps in a range of industries. Accordingly, working collectively with stakeholders to attract future investment should remain an ongoing activity.

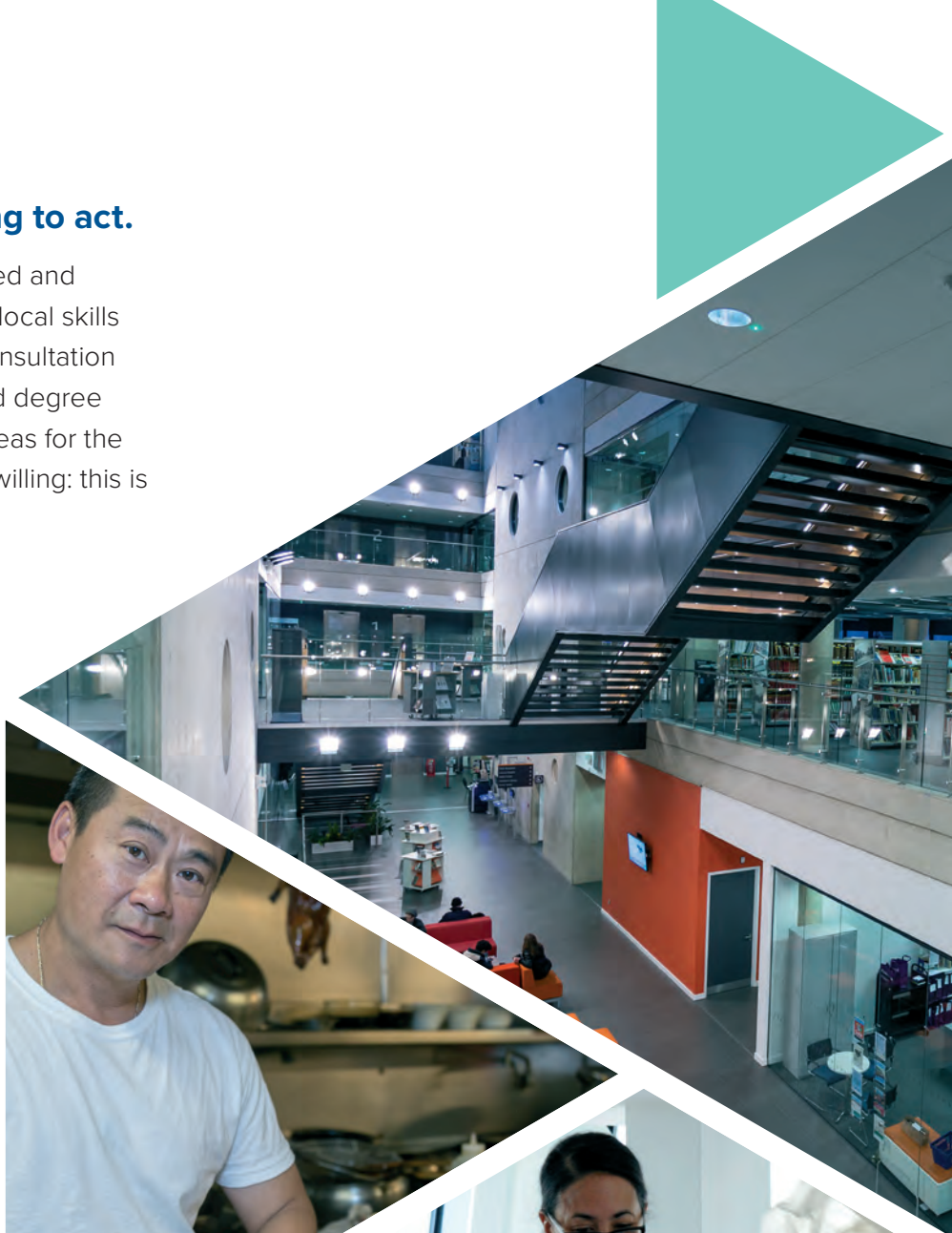
## **An established and growing skills support infrastructure exists.**

Southend has been the location of a number of projects to expand the skills support infrastructure in recent years (South Essex College, The Forum, Southend Adult Community College, Building Schools for the Future, University of Essex). There is an opportunity to build on existing progress and make Southend a hub for this type of development in future years. This would improve the borough's ability to meet future workforce requirements and bring significant benefits to local residents.



## **A strong and committed stakeholder base is willing to act.**

Key stakeholders are well-informed and ready to support improvement in local skills systems. Throughout the early consultation and workshops, there was a good degree of well-informed feedback and ideas for the future. There is a coalition of the willing: this is a significant local advantage.



# Objectives and outcomes

The following objectives have been identified through an extensive process of analysis, supported by a public consultation process. The agreed objectives are:

- ▶ **Raised productivity:** Raised productivity will increase the economic value generated per unit of labour used in the local economy. In turn, increased productivity will lead to increased international competitiveness, increased organisational efficiency, higher levels of employment and increased average salaries.
- ▶ **Strong Jobs growth:** Strong growth in the number of jobs available in relation to population size, will reduce unemployment, increase the number of employment opportunities available to residents and maximise the level of locally created wealth.
- ▶ **Meet the workforce needs of employers:** For local employers to operate successfully, generate local wealth and employment opportunities for residents, they need an adequate supply of appropriately skilled labour. Meeting this current and future requirement is a key objective of this strategy.
- ▶ **Increasing the skills attainment and wages of the lowest earners:** Improving average skills attainment helps the economy by developing a more productive workforce. It helps individuals by developing their transferable skills, increases household income and reduces the number of hard-to-fill vacancies.
- ▶ **An inclusive and diverse workforce:** An inclusive and diverse workforce helps to build a healthy, sustainable community and reduce economic disparities. This objective seeks to make employment opportunities available to all residents, regardless of age, socio-economic status, gender, ethnicity, culture or disability. This will maximise the skills and capabilities available to employers, and builds and maintains sustainable communities.

The outcomes and objectives are detailed within the diagram below along with a proposed basket of metrics that could be used to monitor progress and achievement against the objectives.

## Outcomes



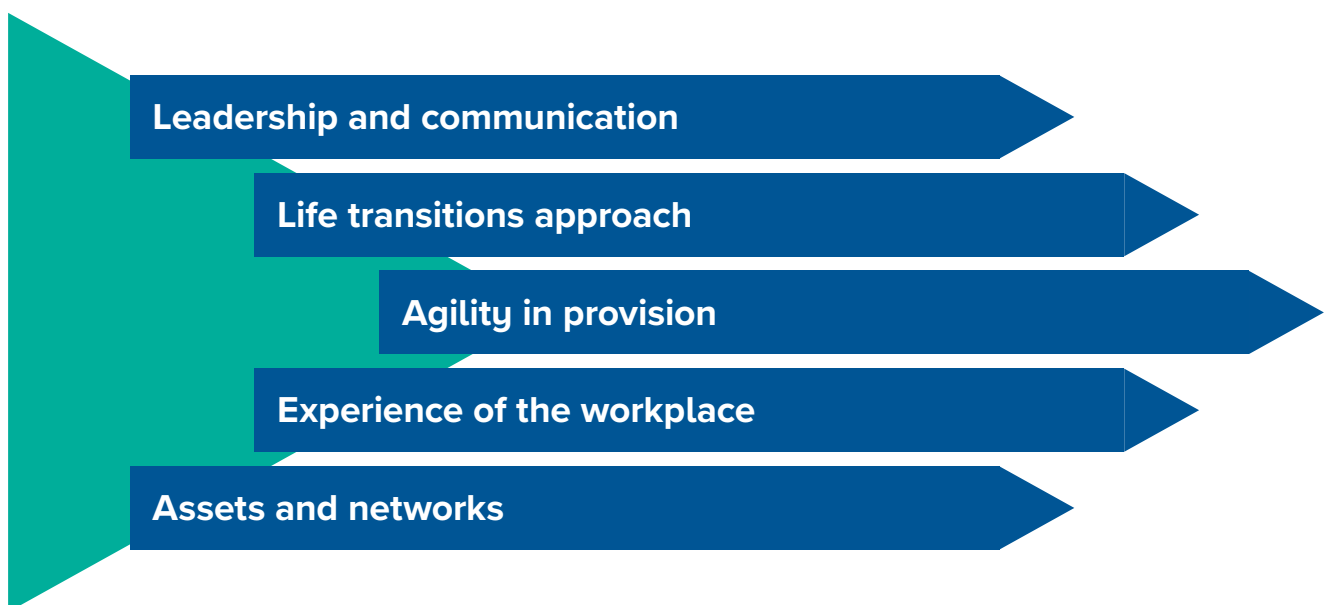
## Proposed Metrics



# Developing a strategy

To develop this strategy, key findings and insights have been analysed and organised into a coherent response. The five key areas are detailed within the diagram below.

**Ambition Southend strategic areas of focus:**



These areas of focus will form the core of the Council's approach to improving the Southend Skills and Labour Market system. The following chapter describes the strategy based on the five key areas of focus.

# Ambition Southend:

## (A) Leadership and communication

### STRATEGIC OBJECTIVES:

#### 1) Convene a skills leadership group.

Convening effective leadership across the borough is particularly important to facilitate positive change in the local skills and labour market system.

The principal functions of a leadership group are to:

- ▶ Convene the borough's business, education and community leaders to champion skills.
- ▶ Agree a shared vision for skills across the borough.
- ▶ Encourage commitment from stakeholders (this could form the basis of a commitment or pledge tailored to different stakeholders).
- ▶ Create and monitor an implementation plan for this strategy, detailing the roles, responsibilities, actions and objectives of relevant stakeholders.

#### 2) Communicate the strategy and how to access support.

There is a need to ensure and establish clear information for individuals and employers on skills, opportunities and career pathways. To achieve this, effective communication between stakeholders and employers is essential.

A range of activities will contribute to positive change in this area, including:

- ▶ Develop positive, forward-looking messages about the local economy
- ▶ Highlight and communicate future local labour market needs and opportunities
- ▶ Provide a single, coherent information portal for skills and careers

- ▶ Offer tailored information for students, employers, parents, and education providers

### RATIONALE:

#### Improving the Southend skills and labour market system is a significant challenge that requires collaboration and communication.

Leadership and engagement needs to be owned across public and private sector partners. Business leaders and skills exemplars are well-placed to be champions for the agenda, and should be used to lobby for investment and change.

Enhancing communication at all levels will improve the efficiency of the system and facilitate positive change.

#### The Southend economy is diverse, with mostly small businesses as well as some large corporates.

Southend-on-Sea has a relative advantage in high-tech sectors such as aviation and engineering, cultural and creative industries, specialist manufacturing and specialist construction. Micro-businesses employing between one and nine staff dominate the local economy. Marshaling these industries and employers to create a coherent and integrated approach to skills will require cogent leadership.



## The perception exists that the skills landscape is cluttered and uncoordinated.

The research and consultation process revealed a number of different skills initiatives operate locally often in an environment of constant change caused by political and funding dynamics.

There is scope for improving clarity, continuity, coordination and coherence of skills support.

Some consultees felt that a one-stop-shop or information brokerage service for skills would be helpful.

There was also reported confusion amongst employers in terms of the new apprenticeship levy.



# Ambition Southend:

## (B) Life transitions

### STRATEGIC OBJECTIVES:

#### 1) Develop a 'life transitions approach' to supporting skills

Develop an implementation plan that seeks to provide skills support at crucial points of life transition for local residents; shaping delivery to target specific key stages, including:

- ▶ Early years (0-4)
- ▶ Primary school age
- ▶ Transition to high school and subject/option choice
- ▶ The transition from school to work
- ▶ Work-experience part-time work/volunteer opportunities from 14+
- ▶ University to work
- ▶ Parents – new parents, returners, role as influencers
- ▶ Transition to and from caring
- ▶ Overcoming adversity
- ▶ Joining/leaving armed forces
- ▶ Ex-offenders/Prison leavers
- ▶ Redundancy/career change
- ▶ Up-skilling of existing employees, especially those with low wage, low productivity positions
- ▶ Returning to work (at any stage or for any reason)
- ▶ Pre-retirement

This approach would involve establishing some key resources and initiatives for each stage.

#### 2) Focus on deprived neighbourhoods and families

A focus on specific areas of known deprivation and poor educational attainment will contribute to community cohesion, reduce economic disparities and maximise the productivity and potential of the local workforce.

The wards with the highest levels of deprivation are located within the centre of the borough with Kursaal, Victoria and Milton being ranked the highest on the IMD (2010). 1 in 4 children live in poverty in these wards, compared with 1 in 5 across England.

Several key projects that specifically target areas of deprivation, such as the A Better Start Southend programme, have begun to show positive results. Introducing a targeted approach to new projects and initiatives will yield further positive results in the future.

External funding, involving local collaborations, should be pursued to tackle these specific issues.

### RATIONALE:

#### A life transitions approach builds on the key intervention activities currently delivered by the Council and other key stakeholders.

The current approach taken by the Council and other stakeholders fits well with a life transitions approach, as many existing activities are targeted at these specific transitional stages.

Many consultees advised that whilst the transition from education to work was a key juncture for many that required specific

support, increasingly, due to the changing nature of careers, support was also required at many other points in our residents' lives.

Analysis and consultation shows that skills and labour market disadvantage is spatially concentrated in the borough. In addition, it was recognised that there are pockets of multi-generational unemployment in specific areas.

Consultees advised that common skills and labour force needs often presented in these areas, including:

- ▶ Work readiness
- ▶ Attitude and motivation
- ▶ Presentation and communication skills
- ▶ Self-reliance and problem solving
- ▶ Practical business and office IT skills
- ▶ Core Maths, English, and ICT skills

### **Parent workers and returners to work are an important resource**

Returners to work can offer useful flexibility to employers that are not seeking to employ a full-time member of staff. Many of the town's employers in retail, banking and the care sector already recognise the important contribution of returners, but more can be done to communicate the benefits of this type of employment.

New 30-hour childcare provision for working parents will further support parents back into work and increase flexibility of the workforce.

### **Consultees reported that direct intervention with neighbourhoods and families was needed**

The influence of parents and guardians was also cited as being critical in school performance and career choice.

It was identified that direct intervention to engage disenfranchised families and communities would be beneficial; such as targeted counseling or support to enter the workforce. Community-based initiatives often work best with these groups.





# Ambition Southend:

## (C) Agility in provision

### STRATEGIC OBJECTIVES:

#### 1) Build capacity for industry-led skills provision.

Stakeholders will work collectively to build the capacity of existing skills providers in the borough. Specifically, they will work to attract investment in the borough's training capacity (revenue investment) and training equipment, buildings and infrastructure (capital investment).

Crucially, opportunities will be pursued and supported on the basis of their ability to meet the needs of local industry.

Where possible, initiatives should be shaped to add flexibility and agility to the skills delivery system.

#### 2) Develop transferable “millennial skills”: future-proofing skills and labour market provision.

Stakeholders will act to support the development of residents transferable “millennial skills”. Specifically:

- ▶ providers will be supported to maximise the inclusion of millennial skills within the constraints of education policy, and;
- ▶ employers will be supported to develop their corporate and training practices to enhance the millennial skills of the local workforce.

### RATIONALE:

#### The capacity of education and training provision will need to be increased to deal with future skills requirements in the borough

There are a number of critical future skills requirements, including: construction projects, (e.g. Airport Business Park Southend, Better Queensway, etc.), increasing social care requirements, digitalisation and technological advances. Currently, government funding is too rigid and does not enable providers to be agile in meeting these future requirements.

#### The nature of work is changing, with a greater need for workers to consistently adapt to new roles, employers and sectors.

Residents today need a range of transferable, core skills to succeed in their lifetime careers. In particular: technical, communication, digital and entrepreneurial skills have been identified as being crucial in enabling long-term labour market engagement in the future.

#### The Southend-on-Sea economy is reliant on micro and small businesses

There is a significant challenge in achieving enterprise growth and ‘scaling-up’ SMEs to become the large employers of the future. Increasing the level of enterprise skills present in our local workforce will support sustained economic growth in the future.



## There are some successful initiatives operating in the borough on which to build

Careers advice services, such as Connexions, are currently optional for schools.

Pressures on education budgets, combined with the national curriculum, can mean that careers support is low on the list of competing priorities for some schools.

Whilst the existing Connexions service and initiatives that involve employers and work experience were widely praised by stakeholders, it was acknowledged that more needs to be done.

## Digital skills are a big opportunity

Digital skills are a significant opportunity for the borough. In combination with infrastructure developments, such as the Gigabit broadband network, strong digital skills provision can act as a significant attractor of investment and sustained economic growth in the future.



# Ambition Southend:

## (D) Experience of the workplace

### STRATEGIC OBJECTIVES:

#### 1) Increase the quality and availability of work experience for residents.

Stakeholders will work collectively to:

- ▶ improve the quality of experiences of the workplace, and;
- ▶ increase the number of experiences of the workplace available.

Specifically, stakeholders will seek to guide employers on the best way to maximise the value of the work experience for both employer and the subject of the placement.

Further, stakeholders will encourage employers to increase the number of placements on offer to residents as well as acting to reduce the burden on providers of identifying and securing placements.

### RATIONALE:

#### Evidence suggests that participating in a work experience placement has a positive impact.

Studies show that work experience can have a positive impact on employability skills, motivation and engagement in education, career-decision making and knowledge of the world of work.

Work experience can help inform subject and career choice for individuals, and also impart useful soft skills and an appreciation for the world of work.

For employers, placements can enable positive engagement with young people, give back to the local community, gain new or specific skills

for their business and to identify new potential employees.

#### The quality of local work experience placements can vary significantly.

Consultees and students reported a wide variance in the quality of work experience placements available to residents. Whilst it was acknowledged that 'some work experience' is typically better than 'no work experience', ensuring that every resident has access to a fair and valid experience of the world of work is an important objective to achieve.

#### Employers have consistently reported a lack of work readiness in young people.

Many local employers have cited 'lack of work readiness amongst young people' as a significant barrier to their business. Lack of work experience or engagement with employers at school-age can lead to a mismatch between an individual's and employers' expectation of work.

#### Volunteering can provide valuable experience for workers.

Voluntary work within the local community is often overlooked as a source of training for our local workforce. Key skills can be developed through volunteering that will prove highly valuable to employers in an industry setting.

#### Schools' ability to engage with employers has been reduced.

Employers and the needs of the local economy have become less of a focus for schools in

recent years. To a large extent this has been driven by educational policy and changes to school organisational structures. There are isolated examples of productive engagement between local schools and employers, but this is not consistent across the Borough.

### **Work experience could support recruitment into key local growth industries.**

Human health and social care, education, cultural and creative industries, specialist manufacturing and specialist construction are all growing local industries with significant future labour demand. Provision of quality local work experience opportunities can encourage a greater pool of future talent to fuel those industries locally.

### **Demand for work experience placements is set to rise.**

As part of Central Government's plans for new 'T-Level' vocational qualifications, there will be an increase in the quantity of required work experience that students must undertake to gain qualification. If supply is not increased, this will contribute to a critical shortfall in the availability of local work experience opportunities, making it harder for our residents to succeed in their chosen career.





# Ambition Southend:

## (E) Assets and networks

### STRATEGIC OBJECTIVES:

#### 1) Lever hard assets and infrastructure

Stakeholders will seek to encourage the use of hard assets to provide training and employment opportunities for residents.

The existing capital assets (buildings, equipment, etc.) of public and private sector stakeholders are significant. Many of these assets could be used to provide 'live' skills training and employment opportunities to local people.

This is particularly relevant to the construction sector but is also possible for any employer processes that use industry standard equipment to train staff.

#### 2) Lever soft assets and digital opportunities

Stakeholders will seek to encourage the use of soft assets, networks and lobbying to improve local skills and labour market outcomes.

From the business networks and political relationships that already exist, to the skills experience and networks of workers who commute to London – there are a wide range of human assets, knowledge, advocacy and connections that could be used to improve the skills and labour market outcomes in the local economy.

### RATIONALE

#### Significant development projects will be delivered in the borough.

The Thames Estuary area has been identified as a key site for building and infrastructure

development over the coming 15 years. Where appropriate, opportunities from private and public development must be identified with a view to maximising the positive skills and employment outcomes for residents.

#### Continuing to develop a virtual academy for skills and employment.

Specifically related to the Better Queensway Project, initial work to develop a vehicle to support resident opportunities through job and skills brokerage for major regeneration projects, known as The Virtual Academy for Skills and Employment (VASE), has been undertaken.

The potential for this initiative will be further explored by the newly convened Skills leadership group. This will be specifically in regards to further developing delivery and exploring new industries to support.

#### Developing national and international networks.

The borough is developing new national and international links, via road, rail, air and digital connections. Many of these links may yield significant skills and employment opportunities for residents.

#### Support skills development in niche industries

Leigh-on-Sea is home to a unique and nationally important cockle fishing industry. Key industry skills are at risk of being lost if new workers are not identified and trained. Communicating the key potential of this industry could be key to its survival in this area.

## **The borough's heritage is also an asset that can be used to create opportunities for residents**

Key cultural and heritage projects, such as the iconic poppies installation at Barge Pier Shoeburyness or the proposed Thames Estuary Experience, can be valuable sources of training opportunities. In particular, projects such as these lend themselves to the development of customer service and tourism industry training that can support local employment and industry.

## **Untapped pools of mentoring support should be explored.**

Consultees observed that a range of latent mentoring resource present in the local retiree community was underemployed. Overseas projects that link young and old community members in tackling social issues, have showed that benefits are often realized by the mentee and mentor as well as creating greater community cohesion and wellbeing.



# A decision making framework

## Future decision making

This strategy must remain dynamic and resilient in the face of change. During the last ten years, the UK economy has experienced many unprecedented changes, and there is little evidence to say that the economic uncertainty and volatility is not set to continue for some time into the future.

Accordingly, it is important to consider how the priorities developed in this strategy can adapt to future market conditions and currently unforeseen changes.

Therefore, three key considerations are proposed to support future decision-making.

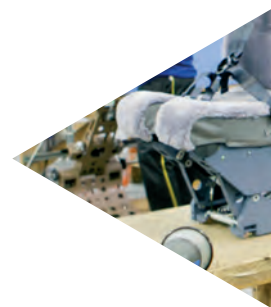
These are:

1. The contribution to the creation of new jobs
2. The contribution to meeting the requirements of local industry
3. The contribution to developing a diverse workforce

This framework will be used when unforeseen events require diversion from the key priorities identified within this strategy.

Examples of unforeseen events may include: unanticipated investment opportunities; development of new national policies; external funding opportunity announcements; future budget and funding constraints; dramatic shifts in the economy.

In these instances stakeholders will utilise the framework to assess the impact of opportunities/constraints and to steer activity, ensuring the greatest net benefit is realised for the local area.





# Next steps

Once this strategy is formally adopted, Southend-on-Sea Borough Council will seek to engage with employers, education and training providers and stakeholders to develop a 'Skills Strategy Implementation Plan' document that will include details of the specific activities, timescales, targets, costs, objectives and measures of success.

Through a skills leadership group, stakeholders will monitor the delivery of this strategy to ensure that each decision we make will maximise the benefit to our community.

The Skills Strategy is very much the beginning of a new approach that will provide a joined-up approach to skills and jobs.

The Council will continue to listen, learn and adapt in order to improve skills outcomes for our community in the years to come.

Our invitation is for you to be a part of this process and to work with us to: develop ideas, assess progress, make decisions and ensure that Southend achieves its full potential.




A summary of this publication can be provided in alternative formats such as Braille, audio-tape, or in large print and translated into alternative languages.

Please email [economicd@southend.gov.uk](mailto:economicd@southend.gov.uk)

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# Southend-on-Sea Borough Council

Report of Deputy Chief Executive (Place)

to  
**Cabinet**  
on  
19 June 2018

Agenda  
Item No.

**10**

Report prepared by: Paul Jenkinson, Parks Technical Officer

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## Southend Central Area Wheeled Sports Facility

Place Scrutiny Committee – Cabinet Member: James Courtenay

### Part 1 (Public Agenda Item)

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#### 1. Purpose of Report

- 1.1 To make Members aware of the results of the consultation on the sites for a wheeled sports facility in the central area of the town.
- 1.2 To seek approval to allocate a minimum of 500m<sup>2</sup> of the former Warrior Square Swim Centre site for the installation of a wheeled sports facility.
- 1.3 To seek approval to tender and deliver the project.

#### 2. Recommendations

- 2.1 **Members review the results of the consultation, Appendix 1, and confirm that they agree to use of the most popular location, an area of former Warrior Square Swim Centre site, for a wheeled sports facility.**
- 2.2 **Members agree to allocate a minimum of 500m<sup>2</sup> of the former Warrior Square Swim Centre site for the installation of a wheeled sports facility.**
- 2.3 **Members acknowledge that the creation of a wheeled sports facility in this location will reduce the amount of space available for future development.**
- 2.4 **Members agree that works progress to submit the planning application and to tender and appoint a contractor to construct a wheeled sports facility.**
- 2.5 **Members note that the full £250k capital budget may need to be re-profiled in to 2018/19 if the delivery programme is ahead of schedule.**

### **3. Background**

- 3.1 The desire for a wheeled sports facility in the central area of the town was highlighted by Cabinet Members. The Council has subsequently allocated funding in the Capital Programme subject to agreement on an appropriate site.
- 3.2 Members were provided with an options appraisal of the limited sites where such a facility could take place. Officers were asked to consult with users of such a facility on their preferred location.
- 3.3 During January and February 2018 a consultation was undertaken to seek views on possible location for such a facility. The results of this consultation can be found in Appendix 1.
- 3.4 To facilitate a new wheeled sports facility on the former Warrior Square Swim Centre site an area of 500m<sup>2</sup> or greater needs to be allocated for this project.
- 3.5 The results of the consultation have shown that a number of potential users are interested in the design of the facility. Therefore, the appointed contractor will be required to consult on the design as well as ensuring it meets the appropriate BS/EN standards and offers a facility for differing skills and abilities.
- 3.6 The creation of a wheeled sports facility in this location will limit future development of the site.

### **4. Other Options**

- 4.1 End the project and not install a wheeled sports facility in a town centre location.
- 4.2 Install the wheeled sports facility at the second choice location.
- 4.3 Look for a location outside of the central area, to build the wheeled sports facility.

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

- 5.1 Development of the wheeled sports facility on the former Warrior Square Swim Centre site would offer the required town centre location.
- 5.2 From the consultation, the development of the wheeled sports facility on the former Warrior Square Swim Centre site is preferred by potential users.
- 5.3 Ending the project and not developing a wheeled sports facility could result in reputational loss to the Council.
- 5.4 The second choice location does not offer such flexibility with regard to the design of the facility.
- 5.5 Building the facility outside of the central area will not meet the needs of the potential users interested in this project.

### **6. Corporate Implications**

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

6.1.1 Healthier Southend: Providing well-managed parks and recreational facilities within the town helps to encourage participation in healthy outdoor activity.

6.1.2 Active and well used spaces help reduce crime.

6.1.3 Clean Southend: Well-maintained facilities and community activities give a better image of the town.

6.1.4 Prosperous Southend: An attractive townscape can assist in encouraging investment within the town.

6.1.5 Excellent: A well-maintained townscape enables the Council and community groups to enter regional and national awards.

6.1.6 Minimising our environmental impact: The fit-out of the building will take into account climate change and the local environment

## 6.2 Financial Implications

6.2.1 A budget for the construction of a wheeled sports facility of £250k (2018/19 - £25k and 2019/20 - £225k) is in the approved Capital Programme. This investment will attract financing changes of circa £18k per annum. The associated annual revenue costs of operating the facility and any future maintenance costs will be contained within the existing Capital and Revenue budgets of the Place Department.

6.2.2 If the tendering and delivery program allows the full £250K budget may need re-profiling in the capital programme to 2018/19.

6.2.3 With the use of part of the proposed site as a wheeled sports facility this will restrict the future development opportunities for the whole area and the area used for the wheeled sports facility covering an area of at least 500m<sup>2</sup>

## 6.3 Legal Implications

6.3.1 No legal implications have been identified at this time.

## 6.4 People Implications

6.4.1 No people implications have been identified at this time.

## 6.5 Property Implications

6.5.1 Future development of the former Warrior Square Swim Centre site will be impacted upon.

6.5.2 The type of development within the remainder of the site may be restricted by being located next to a wheeled sports facility.

## 6.6 Consultation

6.6.1 Consultation has been undertaken, see Appendix 1

6.6.2 Potential users will have an opportunity to comment on the design of the facility once a contractor has been appointed.

## 6.7 Equalities and Diversity Implications

6.7.1 Tender for the design of the facility will include the need to offer a facility that can be used by people of different ages and abilities.

## 6.8 Risk Assessment

<b>Risk</b>	<b>Mitigation</b>
No Location for the facility agreed.	None identified at this time.
New facility not in a location that meets the need of users.	Consultation has been undertaken and the results used to identify best location.
Facility not meeting the needs of users.	Consultation during the design and tender stage.
Local residents not wanting the facility in the location identified.	Consultation has taken place providing an opportunity for residents to comment.
Recreational loss by not delivering on a project already in the public domain if a site cannot be found.	Media releases issued by the Council detailing why the facility is not feasible in a central location.
Planning consent not granted	Seek pre planning application advice.

## 6.9 Value for Money

6.9.1 All works will be procured in line with Council policies and procedures

6.10 Community Safety Implications

6.10.1 No community safety implications have been identified at this time. However, this will be reviewed once a design for the facility has been produced.

6.11 Environmental Impact

6.11.1 Loss of grass will have an impact on the local environment. However, this site was previously a swimming pool.

## **7. Background Papers**

7.1 Southend Central Area Wheeled Sports Facility Options Appraisal.

## **8. Appendices**

8.1 **Appendix 1:** Southend Central Area Wheeled Sports Consultation Results

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### Wheeled Sports Consultation – Analysis Report

A six week consultation/ campaign was launched on the 10<sup>th</sup> January 2018 until 23<sup>rd</sup> February 2018, which included an online forum where you could see the locations and place comments on them.

There were 15 slides in all with three locations, each slide identified the site using a map and various images of the location as it is now and we asked for comments on the suitability of the location, the respondent's interest in the location and which location was the preferred one.

The three locations identified are

- **Location A – Warrior Square Swimming Centre Site/East of High Street**
- **Location B – London Road North Car Park situated south west of Victoria Gateway**
- **Location C – Plaza Side of Civic Centre**

The same five questions were asked on all three of the above locations

- **Question 1:** Please describe your interest in this location (e.g. potential user, resident who lives close, business near to the location or other interest)?
- **Question 2:** Please rank this location in order of preference, 1 being most preferred and 3 being the least?
- **Question 3:** Please give reason for this ranking?
- **Question 4:** If built here how often would you use the facility?
- **Question 5:** General comments about location?

Five images were provided for each location below

Location A



Location B



Location C

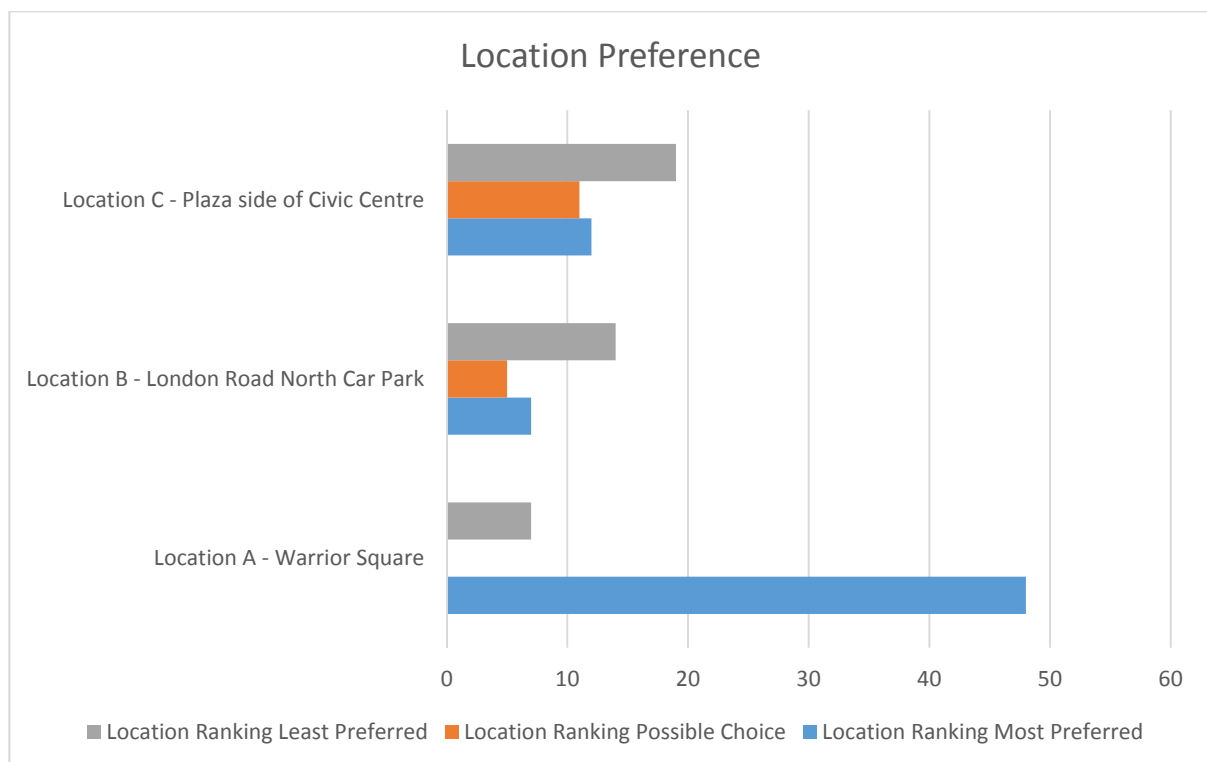


## The results

A total of 771 people accessed the campaign and 207 responded to the consultation using the online comment facility.

### Location Preference

Of the three locations Location A - Warrior Square Swimming Centre Site/East of High Street was the most popular choice, with Location C - Plaza Side of Civic Centre being second choice out of the three. However, it was also the least preferred due to its surroundings. Location B – London Road North Car Park situated south west of Victoria Gateway was deemed the smallest and too close to a busy junction.





# Southend-on-Sea Borough Council

Agenda  
Item No.

11

**Report of Chief Executive  
to  
Place Scrutiny Committee  
on  
9<sup>th</sup> July 2018**

Report prepared by: Tim Row (Principal Democratic Services Officer), Nick Corrigan (Director of Digital Futures)

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## **Maximising the Use of Technology through the Smart City and Digital Futures Agenda**

**Place Scrutiny Committee  
Cabinet Member: Councillor Moring  
Part 1 (Public Agenda Item)**

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

- 1.1 To present the draft report on the findings of the scrutiny project entitled “Maximising the Use of Technology through the Smart City and Digital Futures Agenda”.

### **2. Recommendations**

- 2.1 That the report and conclusions from the in depth scrutiny project, detailed at Section 4 be agreed and the Chairman be authorised to agree any final amendments.
- 2.2 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 report to a future Cabinet meeting.
- 2.3 That the Cabinet be recommended to progress the SMART City agenda and its associated programme 2017/20 through the ‘People Management, Accommodation and Digital Strategy Working Party’.
- 2.4 That the Council engages with an academic body (the Business and Local Government Data Research Centre for example) reference their interest in Southend data and its potential for social and economic study for the betterment of the Borough.

### **3. Background**

- 3.1 The Council’s ‘Digital Strategy 2017/20’ including the foundation for its SMART Cities journey was approved by Cabinet in 2017. The document itself contained both routine business as usual tasks as well as longer term strategic actions but, crucially, laid down the intention to create the foundations for the development of Southend as a SMART City.

Essentially, a Smart City is a place that uses data and information communications technology strategically to:

- provide more efficient, new or enhanced services
  - monitor, manage and optimise infrastructure systems
  - enable new level of cross sector or cross department collaboration
  - use real time data flows to make responses dynamic
- 3.2 At its meeting on 10th July 2017, the Place Scrutiny Committee agreed that its in-depth study for the year should be “Maximising the use of technology through the Smart Cities and Digital Futures agendas” (Minute 151 refers).
- 3.3 The project plan was approved by the Place Scrutiny Committee at its meeting on 9th October 2017 (Minute 361 refers).
- 3.4 The Member Project Team appointed to undertake the study on behalf of the Committee comprised Councillors Kevin Robinson (Chair), Alex Bright, Tino Callaghan, Jonathan Garston, Nigel Folkard, Derek Kenyon, James Moyies, Helen McDonald and David McGlone.
- 3.5 The project team considered a variety of documents and written submissions, heard evidence from a variety of witnesses, organisations and providers through presentations and undertook a site visit to inform their approach.

These included both the Council’s and Government’s Digital Strategies, UK Smart City Index – An assessment of strategy and execution of the UKs leading Smart Cities (published by Navigant Consulting Inc. commissioned by Huawei), the House of Lords Library Briefing ‘Digital Skills in the United Kingdom’ dated 10<sup>th</sup> August 2017, Smart Places & Connected Communities (published by Microsoft UK & UKAuthority),.

It was noted that the Council’s Digital Strategy had been discussed and noted by the Scrutiny Committee at its meeting on 10<sup>th</sup> July 2017 (Minute 146 refers). This included the development of an Intelligence Hub and Smart “proof of concept” pilot projects that were being progressed during 2017/20 namely:

SMART Community Safety  
SMART Traffic Flow and Parking Management  
SMART Health & Well Being (Assistive Living)  
SMART Environment Monitoring and Management  
SMART Energy

To progress these proof of concept pilots across the 5 service areas, the Council has had significant dialogue with major international technology companies which wish to assist and work with the Borough on its SMART journey. Representatives of these companies were asked to give evidence through presentations and/or written submissions.

## 3.6 Witness/Evidence Gathering Sessions

### 3.6.1 Digital Strategy Working Group

Members of the project team were invited to attend a meeting of the Southend Business Partnership's Digital Southend Working Group (DSWG). This took place on 21st November at The Hive, Southend on Sea. The purpose of the Working Group was to bring together interested stakeholders within the Borough of Southend from Education, Local Government, the Private sector and the Community to develop and implement a co-ordinated and jointly owned Action Plan that will support the development of the digital economy and infrastructure as well as promoting Southend as a digital tech destination.

The project team heard of the progress made by the DSWG in understanding what the opportunities are for Southend in relation to the Digital Tech sectors and how all key players can work together.

They also discussed the concept of Smart Cities, thinking in particular about how Southend could host innovative events sometimes known as 'hackathons', to gain some insight into what these are and how they could be an interesting vehicle for exploring some of Southend's 'civic challenges'. A Hackathon is a design sprint-like event in which computer programmers and others involved in software development, including graphic designers, interface designers, project managers, and others, often including subject-matter-experts, collaborate intensively on software projects.<sup>1</sup>

The goal of a hackathon is to create usable software. Hackathons tend to have a specific focus, which can include the programming language used, the operating system, an application, an API, or the subject and the demographic group of the programmers. In other cases, there is no restriction on the type of software being created.

As well as running through the relevant issues in the draft 'Ambition Southend' strategy, the DSWG also briefly looked at the other end of the Smart Cities scale – basic digital skills and digital inclusivity – considering what could be done to improve support for those without the skills to take a full advantage of digital services and employment opportunities. This was particularly important to ensure that Southend had the digital skills across all sectors to support economic growth.

### 3.6.2 Presentations to the Project Team

At its meeting on 28<sup>th</sup> November 2017, the project team received two presentations. The first was from some very senior level/high ranking officers at of Cisco where the project team took the opportunity to discuss the global Smart City vision, trends and case examples, as well as where Southend-on-Sea is in the digital transformation journey, both in terms of potential gaps and potential the next steps for Southend.

Cisco welcomed this opportunity to meet with the project team and confirmed that it had been a great experience partnering with Southend. They explained that we had established high standards in setting up the goals, planning the city digital

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<sup>1</sup> The Hackathon Is On: Pitching and Programming the Next Killer App, Steven Leckart, Wired, March 2012

transformation roadmap, and implementing the first phases. They looked forward to working with us to accelerate building the city digital layer, expanding the intelligent network, implementing the digital platform, and achieving the “city lighthouse” global best practice in Southend delivering tangible outcomes for citizens, business community, and the Council.

The second presentation was provided by City Fibre. They gave an overview of their company, the work they do and services they provide, their involvement with other Council’s and what this has enabled. They explained the work currently being undertaken within the Borough in partnership with the Council, which included the provision of 95km of full fibre network in the Borough, the launch of services to businesses via their partner, Onecom (there now over 70 businesses which have ordered services), 31 UTC cameras contracted for connecting to the network, 16 new CCTV cameras in the Borough committed to be on fibre.

The project team was afforded the opportunity to visit “The Crystal” a sustainable cities initiative by Siemens, the world's most sustainable events venue and the largest exhibition on the future of cities. As part of the visit and tour of the building, the project team met representatives of Siemens to discuss Southend’s Smart City programme and Siemens involvement in delivering Smart Cities.

The project team also met with representatives from Vodafone who also commended the Council on its progress to date and ambitions for the future. They also indicated that they could offer significant support in helping in the delivery of our objectives, particularly in the areas of 4G and 5G Wireless coverage and their SMART Cities platform and (Internet of Things) solution.

The project team heard about Vodafone’s plans for the future in this area, more particularly the mobile coverage Essex including the change from 3G to 4G as well as an overview of the development of 5G. They also heard about the projects Vodafone were working on with other cities worldwide as well as in Europe and the UK through the use of public sector IoT (Internet of Things)<sup>2</sup> The project team took opportunity to highlight the pockets of the town, especially along the seafront or town centre, where there was poor or no signal for mobile users. However, the project was disappointed that there seemed to be no intention by Vodafone to address the ‘not spots’ which were quite significant and that Vodafone intended to boost signal in locations in which it already have a presence but not to fill in the gaps.

#### **4. Next Steps**

- 4.1 The SMART City agenda is constantly developing but Southend is currently in a very good advanced position, progressing the pilot schemes and developing its proposal for the creation of an ‘Intelligence Hub’ to serve the Borough.

Opportunities for the further enhancement of the Borough-wide infrastructure continue to arise and these will be capitalised upon wherever possible.

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<sup>2</sup> The Internet of Things (IoT) is the network of physical devices, vehicles, home appliances and other items embedded with electronics, software, sensors, actuators, and connectivity which enables these things to connect and exchange data, creating opportunities for more direct integration of the physical world into computer-based systems, resulting in efficiency improvements, economic benefits and reduced human exertions - Wikipedia

Consideration is now being given to how the Southend approach could be adapted and extended to serve the South Essex Corridor.

- 4.2 The Council, in partnership with CISCO, is making steady progress in the establishment of its Borough-wide Smart City platform. This platform gathers and cross references data turning it into insight and actionable automated strategies.

- 4.3 Progress is being made across each of the 5 SMART pilot areas

SMART Community Safety  
SMART Traffic Flow and Parking Management  
SMART Health & Well Being (Assistive Living)  
SMART Environment Monitoring and Management  
SMART Energy

The business case for and evaluation of the optimal location to locate the proposed Intelligence Hub is currently being made.

- 4.4 The input and assistance from academics who can draw on, interpret and utilise data produced by the Borough forms a key part of our SMART City Journey. This was particularly evident from the representation from the local academic institutions in attendance at the Digital Southend Working Group meeting attended by the project team.

The creation of a data warehouse for the Borough to enable predictive analytics and the publication of open data is a crucial step and is being progressed in 2018.

Many local authorities already publish a raft of data sets for public consumption and Milton Keynes, Bristol and Leeds are famed for it. There is little evidence to suggest that any Local Authority has derived much income from the selling of its data but much to suggest its publication stimulates interest and sometimes innovation from the local population commonly through the production of Apps to meet local needs.

Examples of how some Councils are using Open Data are provided in the links below.

<http://www.mksmart.org/data/>

<https://opendata.bristol.gov.uk/pages/home/>

<http://www.leeds.gov.uk/opendata/Pages/Further%20information%20open%20data.aspx>

The effective use of data will necessitate the establishment of a sound and on-going working relationship with an academic body. This has yet to be established and options are being considered.

- 4.5 Crucially, a SMART agenda for any location must be resident and business led; it needs to be informed from the bottom up and include the aims and aspiration of multiple stakeholders of which statutory bodies are but some.

More needs to be done in this regard and the vision for a SMART Southend must be integral to the wide vision for Southend and South Essex 2050.

## **5. Reasons for Recommendations**

- 5.1 Southend like many other locations across the UK has no option but to progress a SMART agenda for the place. There is no doubt that technology will continue to play an ever increasing role in public service delivery and permeate many aspects of everyday life. Failure to progress this agenda would be remiss on the Council's part and, ultimately, disadvantage the borough in a number of ways.

## **6. Corporate Implications**

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

The SMART Programme 2017/20 is geared to meeting the multiple stakeholder needs of the borough and not just the Council. Actions and projects within the programme fundamentally underpin all the Council aims and priorities.

Ambitions are geared to addressing the social, economic and environmental challenges faced by the Council.

### **6.2 Financial Implications**

There are revenue consequences associated with the 'SMART City' agenda as currently envisaged, the most significant of which perhaps relate to the running costs of the proposed Intelligence Hub

In respect of projects aligned to the SMART CITY programmes

These sums will be considered as one as the SMART agenda progresses to ensure that the overall value derived from procurement is greater than the sum of the parts.

### **6.3 Legal Implications**

As the programme is progressively delivered there is the need to comply with the General Data Protection Regulation 2018.

### **6.4 People Implications**

There will without doubt be people implications associated with this agenda. For example, should the Intelligence Hub go ahead and see the co-location of staff engaged in three 24/7 services then this will impact both roles and responsibilities of staff. Moreover, the increasing application of SMART solutions to services over time could impact the daily routines of some staff.

However, none of this above is with precedent and each and every project irrespective of size will address staffing implications in keeping with Council policy.

## 6.5 Property Implications

The most significant property related aspect of the program as currently envisaged is the creation of an Intelligence Hub for the borough.

This has been estimated to cost in the region of £5m and, at time of writing, both the business case and an options appraisal for the optimal location and being worked on. It should be noted however, that the Hub is also likely to be a significant income generator.

The Operations Centre has yet to be built and the best location for it to be built determined. £500k has been identified in the capital programme to kick start this process and the specification for the Bristol Operations Centre to inform Southend thinking has been sought.

## 6.6 Consultation

Plans are now in place to include consultation on the role of Digital and the SMART City agenda within the wider consultation on Southend and South Essex 2050.

Consultation on the potential uses of the proposed Intelligence Hub will be extended to colleagues in the NHS, the Community and Voluntary Sector and neighbouring authorities.

Any staff impacted by and project proposal will be consulted in keeping with Council policy.

## 6.7 Equalities and Diversity Implications

Each element of the programme will need to be subjected to an equalities analyses where appropriate.

## 6.8 Risk Assessment

There are two sorts of risks associated with this programme. The first is financial and the second in relation to data protect and information governance. Each pilot or sphere of activity should meet two criteria; that it improves outcomes and deliver savings. Pilots will be need to be subjected to a business case and properly evaluated before they are considered suitable for scale up. All pilot project will need to be subjected to the rigours of a Privacy Impact Assessment in keeping with the Council's approach to GDPR 2018.

## 6.9 Value for Money

All project including the creation of an Intelligence Hub will be subject to a cost benefit analyses to justify financially or otherwise its progression

## 6.10 Community Safety Implications

Several aspect of the programme support the Community Safety agenda.

## 6.11 Environmental Impact

Several aspects of the programme are geared to monitoring, managing and improving the environment.

## 7. Background Papers

The UK Governments Digital Strategy March 2017

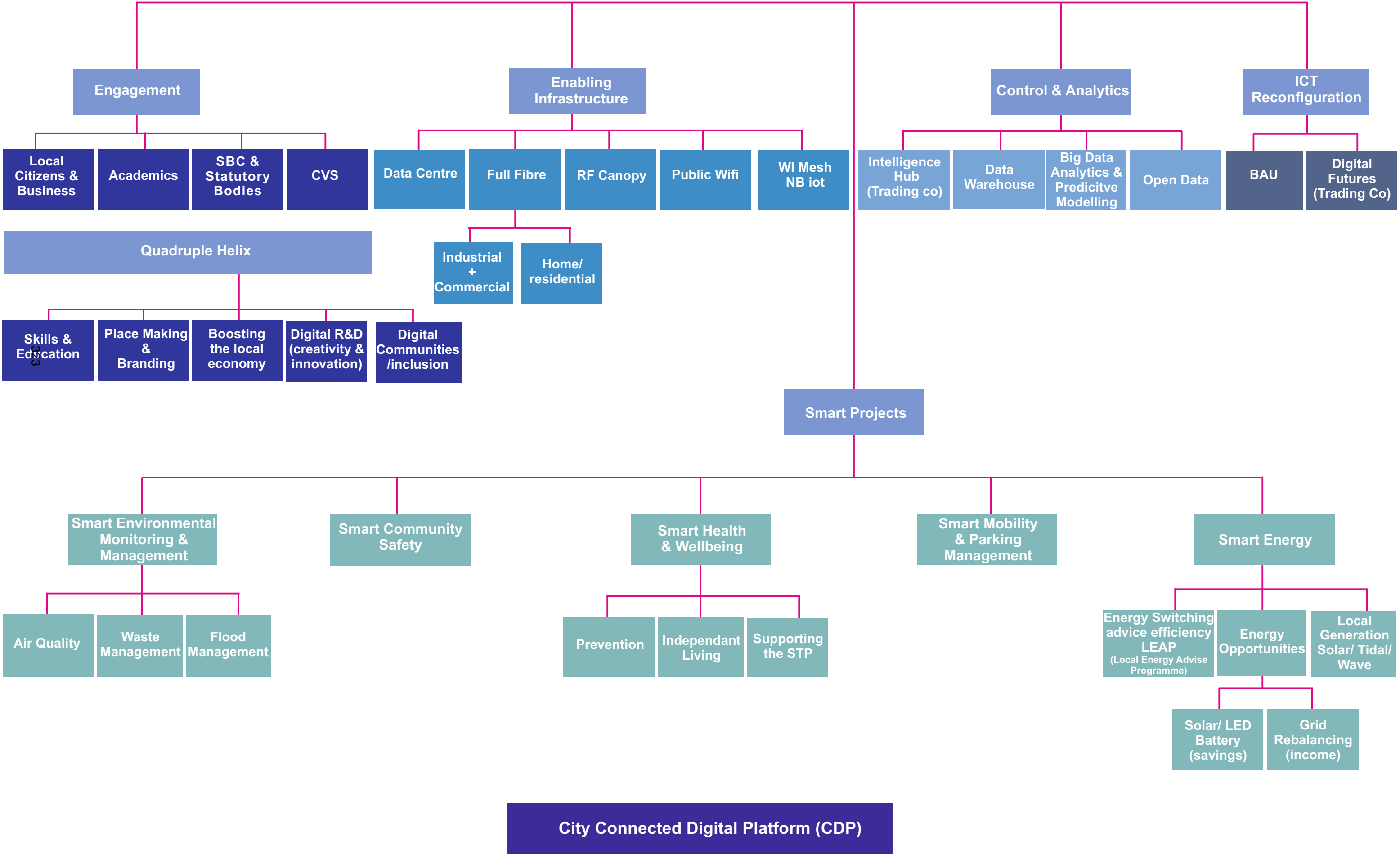
<https://www.gov.uk/government/publications/uk-digital-strategy>

The Council's Digital Strategy 2017/10

## 8. Appendices

### 8.1 Southend's SMART Programme 2017/20





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# Southend-on-Sea Borough Council

Agenda  
Item No.

12

Report of Chief Executive  
to

Place, People and Policy & Resources Scrutiny  
Committees

On 9<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> July 2018

Report prepared by: Fiona Abbott

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## In depth Scrutiny projects and summary of work A Part 1 Agenda Item

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### 1. Purpose of Report

- 1.1 For each Scrutiny Committee to agree the in depth scrutiny project to be undertaken in the 2018 / 19 Municipal Year.
- 1.2 The report also attaches some information about the work carried out by each of the Scrutiny Committees in the 2017 / 18 Municipal Year.

### 2. Recommendations

- 2.1 That the Scrutiny Committees select the topic it wishes to undertake for in-depth study in 2018/19.
- 2.2 To note the information attached at **Appendix 3**, the summary of work of the 3 Scrutiny Committees during 2017 / 2018.

### 3. In depth scrutiny projects

- 3.1 Involvement with in-depth studies enables Members to 'get their teeth into' a particular topic and also to influence and shape proposals before they are implemented.
- 3.2 Each of the studies are led by a Member project team / programme working party and the appointments were agreed at Council on 17<sup>th</sup> May 2018 (refer to **Appendix 1**).
- 3.3 Members should always aim to select a topic which can identify real service improvements and results in benefits / outcomes. A list of previous topics undertaken for in depth study since 2010 is attached at **Appendix 2**.
- 3.4 Sometimes there have one in-depth study conducted by two Scrutiny Committees. The last time this happened was 2016/17 when there was a joint study by the Policy & Resources and Place Scrutiny Committees 'To investigate the case for additional enforcement resources for Southend'.
- 3.5 The **Southend 2050 programme** aims to develop a shared vision of the place that Southend could become - capturing how it could feel to live, work or visit here in the future. A programme of work was developed to engage the Borough's stakeholders, in a way that leaves a legacy of systematic on-going engagement.

Resetting the vision for the Borough and Council and bringing together all transformation activity, including channel shift, will help redefine the Council's relationship with residents, customers and other stakeholders.

- 3.6 It would be therefore advantageous for each in-depth study in 2018/19 to be linked to the development of the Southend 2050 vision.
- 3.7 Given the given the high profile of the town centre and its importance in terms of the sense of prosperity and well-being it gives to the Borough, it is suggested that the Place Scrutiny and Policy & Resources Scrutiny Committees undertake a joint study into various aspects of the Town Centre, in the context of the vision for Southend 2050. This study would cover retail in a changing world, housing, community safety, acquisition of properties etc. (*shaping here, living here*).

With regard to the process for carrying out the joint study it is recommended that:

(a) a joint member project team is established consisting of 8 members drawn from both Scrutiny Committees and chaired by the Chairman of the Place Scrutiny Committee; and

(b) the membership of the project team is agreed by Council at its meeting on 19<sup>th</sup> July 2018.

- 3.8 The People Scrutiny Committee could usefully undertake a study into childhood and young people (including students) in the context of the vision for Southend 2050 (*thriving here*)
- 3.9 When the topics have been selected and the project teams have begun the review, they might also like to invite some external people to join their project team (rather than just being witnesses).
- 3.10 It should be noted that the People Scrutiny Committee has already agreed to conclude the project on 'connecting communities to avoid isolation' and the Place Scrutiny Committee needs to conclude its project on 'Maximizing the use of technology'.
- 3.11 Work undertaken by each of the Scrutiny Committees in the 2017/18 (attached at **Appendix 3**) is a summary of the work undertaken by each of the Scrutiny Committees in the 17/18 Municipal Year.

#### **4. Corporate Implications**

- 4.1 Contribution to Council's Vision and Critical Priorities – Becoming an excellent and high performing organisation.
- 4.2 Financial Implications – there are costs associated with organising in depth projects relating to officer time but this will all be contained within existing resources.
- 4.3 Legal Implications – none.
- 4.4 People Implications – none.
- 4.5 Property Implications – none.
- 4.6 Consultation – as described in report.
- 4.7 Equality Analysis – none.
- 4.8 Risk Assessment – none.

## **5. Background Papers**

None

## **6. Appendices**

**Appendix 1 – membership of project teams / programme working parties**

**Appendix 2 – list of previous in depth topics since 2010**

**Appendix 3 – summary of work of the 3 Scrutiny Committees 2017 / 2018**

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**Membership of project teams (Programme Working Parties)**

**PEOPLE SCRUTINY PROGRAMME WORKING PARTY**

<b>Party</b>	<b>Members</b>	<b>Total 8</b>	<b>Substitutes</b>
CON	Steve Buckley Alan Dear Denis Garne Judith McMahon Chris Walker	5	All
LAB	Cheryl Nevin (Chair) Margaret Borton	2	All
IND	Mike Stafford	1	All

**PLACE SCRUTINY PROGRAMME WORKING PARTY**

<b>Party</b>	<b>Members</b>	<b>Total 8</b>	<b>Substitutes</b>
CON	Alex Bright Kevin Buck Trevor Byford Jonathan Garston David McGlone	5	All
LAB	Kevin Robinson (Chair) Charles Willis	2	All
IND	Anne Chalk	1	All

**POLICY & RESOURCES SCRUTINY PROGRAMME WORKING PARTY**

<b>Party</b>	<b>Members</b>	<b>Total 8</b>	<b>Substitutes</b>
CON	Bernard Arscott Fay Evans David Garston Roger Hadley Dan Nelson	5	All
LAB	Ian Gilbert Helen McDonald	2	All
IND	Brian Ayling (Chair)	1	All





### In depth Scrutiny projects since 2010

Since 2000, the Council has undertaken a number of in depth scrutiny projects and since 2010 has looked at the following areas:

- Maximizing the use of technology – 2017/18 (Place Scrutiny Committee)
- Connecting Communities to avoid isolation – 2017/18 (People Scrutiny Committee – to be concluded in 2018/19)
- Additional enforcement resources for Southend – 2017/18 (Policy & Resources Scrutiny Committee)
- Alternative provision – off site education provision for children & young people – 2016/17 (People Scrutiny Committee)
- To investigate the case for additional enforcement resources for Southend – 2016/17 (Joint Place / Policy & Resources Scrutiny)
- 20mph speed limits in residential streets – 2015/16 (Place Scrutiny Committee)
- Transition arrangements from children's to adult life – 2015/16 (People Scrutiny Committee)
- Control of personal debt and the advantages of employment – 2015/16 (Policy & Resources Scrutiny Committee)
- How the Council assists and excites individuals and community groups to achieve healthier lifestyles – 2014/15 (People Scrutiny Committee)
- The Council's Community Leadership role in promoting safer communities – 2014/15 (Policy & Resources Scrutiny Committee)
- Understanding erosion taking place on the Foreshore – 2014/15 (Place Scrutiny Committee)
- Southend primary schools' falling grammar school entry figures - 2013/14 (People Scrutiny Committee)
- Impact of welfare changes - 2013/14 (Policy & Resources Scrutiny Committee)
- Promoting a positive image for the town - 2013/14 (Place Scrutiny Committee)
- Housing – how we plan to meet the growing demand for social rented housing in the current poor national economic climate – 2012 /13 (Economic & Environmental Scrutiny Committee)
- To identify improvements so that looked after children are given the best chances in life and that they do not become NEET statistics (not in education, employment or training – 2012 / 13 (Children & Lifelong Learning Scrutiny Committee)
- Developing strong partnership links to encourage investment in the town and the supply of employment opportunity – 2012 / 13 (Economic & Environmental Scrutiny Committee)
- Child poverty – 2011/12 (Children & Lifelong Learning Scrutiny Committee)
- Volunteering in Cultural Services – 2011/12 (Community Services & Culture Scrutiny Committee)
- Youth anti social behaviour – perception & reality – 2011/12 (Economic & Environmental Scrutiny Committee)
- Young Carers – 2010/11 (Children & Lifelong Learning Scrutiny Committee)

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## PLACE SCRUTINY COMMITTEE

### Work programme 2017/2018 - evaluation

During the 2017/18 Municipal Year, the **Place Scrutiny Committee** held **6** meetings and met on the following dates – 10<sup>th</sup> July 2017, 9<sup>th</sup> October 2017, 27<sup>th</sup> November 2017, 29<sup>th</sup> January 2018, 14<sup>th</sup> February 2018 (special meeting) and 9<sup>th</sup> April 2018.

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet and Cabinet Committee – the Scrutiny Committee considered **27 call-in items** from Cabinet and **1 call-in item** from Cabinet Committee. No items were called in from the Forward Plan. **3 budget items** and **1 other item (SCAAP)** from January Cabinet meeting were **referred direct** to the Scrutiny Committee and considered at the meeting in January 2017. **2 items** from special Cabinet meeting held on 13<sup>th</sup> February 2018 were **referred direct** to the scrutiny meeting on 14<sup>th</sup> February 2018.

The following items were **referred up** by the Scrutiny Committee to Council for decision:

- In-depth Scrutiny Final Report – To investigate the case for additional; enforcement resources for Southend – 10<sup>th</sup> July 2017 (Minute 144 refers)
- Better Queensway – 14<sup>th</sup> February 2018 (Minute 749 refers)

Pre Cabinet items – the following item was considered by way of pre Cabinet Scrutiny in 2017/2018:

- Museums Disposal Policy – 10<sup>th</sup> July 2017

Scheduled items - each meeting as appropriate:

- Monthly Performance report – exceptions reports also considered.
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Tuesday 20<sup>th</sup> June 2017 - reported to July 2017 meeting (Minute 169 refers).
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Monday 20<sup>th</sup> November 2017 – reported to November 2017 meeting (Minute 501 refers).
- **22** Questions from members of the public, responded to by the relevant Executive Councillors.

In-depth scrutiny project: *In-depth Scrutiny study: Maximising the use of technology through the Smart Cities and Digital Futures agendas.* Topic agreed at meeting on 10<sup>th</sup> July 2017 (Minute 151 refers). Project plan agreed by project team and then the full Committee on 9<sup>th</sup> October 2017 (Minute 361 refers). Updates to meeting on 27<sup>th</sup> November 2017 (Minute 502 refers), 29<sup>th</sup> January 2018 (Minute 680 refers) and 9<sup>th</sup> April 2018 (Minute 890 refers)

Presentations & other matters considered:

- ♦ In-depth Scrutiny Final Report – To investigate the case for additional; enforcement resources for Southend – 10<sup>th</sup> July 2017 (Minute 144 refers)

#### **Member briefing sessions**

*At the Chairmen's Scrutiny Forum meeting in January 2014, Members discussed the format of member briefing sessions / presentation. The Forum resolved that copies of any handouts / presentation slides from Member briefings / presentations should be placed centrally on the Council's intranet so they can be easily accessible to all Members. There is now a dedicated page on the intranet see [here](#)*

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## PEOPLE SCRUTINY COMMITTEE

### Work programme 2017/2018- evaluation

During the 2017/18 Municipal Year, the **People Scrutiny Committee** held **7** meetings and met on the following dates – 11<sup>th</sup> July 2017, 18<sup>th</sup> September 2017 (special), 10<sup>th</sup> October 2017, 18<sup>th</sup> October 2017 (special), 28<sup>th</sup> November 2017, 30<sup>th</sup> January 2018 and 10<sup>th</sup> April 2018.

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet – the Scrutiny Committee considered **17 call-in items** from Cabinet. No items were called in from the Forward Plan. **3 budget items** were **referred direct** to the Scrutiny Committee and considered at the meeting on 30<sup>th</sup> January 2018. **3 items** were **referred direct** from special Cabinet on 29<sup>th</sup> January to Cttee meeting on 30<sup>th</sup> January.

The following item was referred to Council by the Scrutiny Committee to reconsider:

- Mid and South Essex STP – 30<sup>th</sup> January 2018 (Minute 691 refers).

Pre Cabinet items – the Scrutiny Committee considered **2** pre Cabinet items:

- 11<sup>th</sup> July 2017 – (a) Parental Contributions for Children's Services (Minute 166 refers)
- 10<sup>th</sup> October 2017 – (a) Local Account ASC (Minute 372 refers)

Scheduled items - each meeting as appropriate:

- Monthly Performance report – exceptions reports also considered.
- Schools Progress report.
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Tuesday 20<sup>th</sup> June 2017 - reported to July 2017 meeting (Minute 169 refers).
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Monday 20<sup>th</sup> November 2017 – reported to November 2017 meeting (Minute 519 refers).
- **14** Questions from members of the public, responded to by the relevant Executive Councillors.

In-depth scrutiny project – 'Connecting communities to avoid isolation'

Topic agreed at meeting on 11<sup>th</sup> July 2017 (Minute 170 refers). Project plan agreed at meeting on 10<sup>th</sup> October 2017 (Minute 374 refers). Updates to meeting on 28<sup>th</sup> November 2017 (Minute 518 refers) and 30<sup>th</sup> January 2018 (Minute 696 refers). The Final report to be considered at the first meeting in 2018/19.

Agenda items considered:

- 11<sup>th</sup> July 2017 – (a) presentation on Success Regime; (b) update on Ofsted Inspection outcome; (c) work programme evaluation 2016/17.
- 18<sup>th</sup> September 2017 (special) – (a) public consultation on IVF; (b) update on STP.
- 18<sup>th</sup> October 2017 (special) – (a) update on STP / agreement to form Joint Scrutiny Committee; (b) update from EEAST on Ambulance Response Programme and also the Independent Service Review.

#### Mid and South Essex Sustainability & Transformation Partnership (STP) - Joint Committee with Essex and Thurrock:-

- Informal meetings held 18<sup>th</sup> December 2017, 22<sup>nd</sup> January 2018 and 8<sup>th</sup> March 2018
- Formal meeting held 20<sup>th</sup> February 2018
- Formal meeting held on 13<sup>th</sup> March 2018

#### Chairman's Update Report:

- 11<sup>th</sup> July 2017 – (a) information on remit of the Cttee; (b) draft Quality Accounts submissions to SEPT (EPUT) and Hospital Trust; (c) Ambulance Trust & proposed visit; (d) update on Joint Committee re urological cancer surgery; (e) update on work of Children's Services Improvement Plan Scrutiny Panel; (f) information on proposed consultation re IVF.
- 10<sup>th</sup> October 2017 – (a) information on changes to Ambulance standards; (b) in depth scrutiny project – connecting communities - agreement to project plan; (c) update on IVF consultation; (d) update on Urology Joint Cttee; (e) update on St Luke's and Shoebury primary care developments; (f) EPUT – new clinical models (EPUT to be invited to give briefing); (g) advising about special meeting on 18<sup>th</sup> October 2017.
- 28<sup>th</sup> November 2017 – (a) update on IVF consultation; (b) update on STP and consultation launch on 30<sup>th</sup> November 2017; (c) update on St Luke's Primary Care development; (d) update from Alternative Provision scrutiny review.
- 10<sup>th</sup> April 2018 – (a) Quality Account process; (b) GP practice changes – West Rd surgery and closure of Lydia House surgery; (c) Joint Scrutiny Committee, endorse terms of reference and response to consultation; (d) information about the Independent Reconfiguration Panel; (e) update on work of the Children's Services Improvement Plan Scrutiny Panel.

#### Member presentations

- Briefing on admission arrangements review west of Southend catchments – 1<sup>st</sup> August 2017
- New clinical models - EPUT – 7<sup>th</sup> February 2018

#### Items for 2017/18

- Continue with Joint Scrutiny Committee looking at STP
- Consider Primary Care Strategy for south east Essex – 10<sup>th</sup> July 2018
- Primary care / GP provision in Borough
- Children's Services Improvement Plan Scrutiny Panel

## **POLICY & RESOURCES SCRUTINY COMMITTEE**

### **Work programme 2017/2018 - evaluation**

During the 2017/18 Municipal Year, the **Policy & Resources Scrutiny Committee** held **5** meetings and met on the following dates – 13<sup>th</sup> July 2017, 12<sup>th</sup> October 2017, 30<sup>th</sup> November 2017, 31<sup>st</sup> January 2018 and 12<sup>th</sup> April 2018.

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet – the Scrutiny Committee considered **25 call-in items** from Cabinet. No items were called in from the Forward Plan. **5 budget items** were **referred direct** to the Scrutiny Committee and considered at the meeting on 31<sup>st</sup> January 2018. **2 items** were **referred direct** from special Cabinet on 29<sup>th</sup> January to Cttee meeting on 31<sup>st</sup> January.

The following item was referred back to Cabinet by the Scrutiny Committee to reconsider:

- Transport Review (Policy) – 30<sup>th</sup> November 2017 (Minute 531 refers).

Pre Cabinet items:- None

Scheduled items - each meeting as appropriate:-

- Monthly Performance report – exceptions reports also considered when appropriate.
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Tuesday 20<sup>th</sup> June 2017 - reported to July 2017 meeting (Minute 186 refers).
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Monday 20<sup>th</sup> November 2017 – reported to November 2017 meeting (Minute 536 refers).
- **14** Questions from members of the public, responded to by the relevant Executive Councillors.

In-depth scrutiny project: - to continue with 2016/17 project on enforcement resources for Southend (with particular focus on enforcement, costs, Council Tax incentives) - agreed at meeting on 13<sup>th</sup> July 2017 (Minute 187 refers). Updates given at meeting on 12<sup>th</sup> October 2017 (Minute 384 refers); 30<sup>th</sup> November 2017 (Minute 535 refers). Report agreed at meeting on 12<sup>th</sup> April 2018 (Minute 908 refers).

Presentations & other matters considered:

- Work programme evaluation 2016/17 – 13<sup>th</sup> July 2017 (Minute 187 refers).
- quarterly Police briefing – 12<sup>th</sup> September 2017 – on domestic violence, MARAT, ASB
- quarterly Police briefing – 4<sup>th</sup> January 2018 – on gangs
- Reports from Council nominee(s) from specific outside bodies – Essex Police & Crime Panel; Essex Fire Authority; Kent & Essex Inshore Fisheries & Conservation Authority; Southend University Hospital NHS Foundation Trust – 12<sup>th</sup> October 2017 (Minute 383 refers)
- Reports from Council nominee(s) from specific outside bodies – Southend Hospital; Essex Police, Fire & Crime Panel; Kent & Essex Inshore Fisheries & Conservation Authority - 31<sup>st</sup> January 2018 (Minute 712 refers).

Items for 2018/19

- Summary Reports
- Further quarterly briefings from Police on issues.
- Pre cabinet item - Compulsory licensing scheme – July 2018 meeting

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**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of Chairmen's Scrutiny Forum**

**Date: Monday, 11th June, 2018**  
**Place: Committee Room 2 - Civic Suite**

**13**

**Present:** Councillors B Ayling, M Borton, C Nevin and K Robinson

**In Attendance:** F Abbott, J K Williams and T Row

**Start/End Time:** 6.00 - 7.00 pm

**1 Appointment of Chairman for Municipal Year**

Resolved:-

That Councillor Robinson be appointed Chairman for the Municipal Year.

**2 Apologies for Absence**

Apologies for absence were received from Councillor Mulroney.

**3 Declarations of Interest**

The following interest was made:-

- (a) Councillor Nevin – non-pecuniary - 2 children work at MEHT; step sister works at Basildon Hospital; previous association at Southend and MEHT Hospitals; NHS employee in Trust outside area.

**4 Role of Forum**

The Director of Legal & Democratic Services outlined the role and constitution of the Forum.

**5 Minutes of the Meeting held on Monday, 20th November, 2017**

Resolved:-

That the Minutes of the Meeting held on Monday, 20<sup>th</sup> November, 2017 be confirmed as a correct record.

**6 Update on in depth projects - 2017/18**

The Scrutiny Officer provided a brief overview of the projects undertaken in 2017/18:-

- (a) People Scrutiny Committee – ‘Connecting communities to avoid isolation’ - final report will be considered at the meeting on 10<sup>th</sup> July 2018.
- (b) Place Scrutiny Committee will conclude its project on ‘Maximizing the use of technology’ shortly.

(c) Policy & Resources Scrutiny Committee – ‘Additional enforcement resources for Southend’ – agreed at Committee meeting held on 12<sup>th</sup> April 2018 and will be considered at Cabinet on 19<sup>th</sup> June 2018.

## **7 Discussion on potential in depth scrutiny projects for 2018/19 for Place, People and Policy & Resources Scrutiny Committees**

The Forum discussed potential in depth projects for 2018/19 for the Scrutiny Committees. Each Committee is due to select the topic at the July meetings.

The Forum felt that the in depth projects could usefully focus on the Southend 2050 work as it is a corporate and key priority for the Council. The town centre in particular was mentioned, in context of the vision for Southend 2050 and a joint project (Place & P&R) was also mentioned as a good idea.

It was agreed that the Scrutiny Chairmen and Vice Chairmen should consider the suggestions further.

## **8 Update on Future Legislative Changes for Scrutiny**

The Forum considered a report by the Chief Executive which advised Members about the House of Commons Communities and Local Government enquiry into the ‘*Effectiveness of Local Authority Overview and Scrutiny Committees*’.

The report outlined the key issues from the enquiry, the Government’s response and the Westminster Hall debate which took place on 17<sup>th</sup> May 2018. The Government has agreed that it will issue new guidance on scrutiny later in the year.

The Forum felt that the scrutiny system at Southend in the main appears to remain fit for purpose and more or less complies with the Government’s objectives which it will include in the guidance to be published later in the year, for example, Southend already appoints opposition Scrutiny Chairs and Vice Chairs.

Resolved:-

That a further report will be submitted to the Forum when the guidance has been published.

## **9 Scrutiny training**

The Forum noted that a training session for Members had been arranged for 3<sup>rd</sup> July 2018 @ 18.00.

## **10 Any Items from Forum Members**

### Role of public in scrutiny

The Forum discussed how public can be involved in scrutiny so they can have a meaningful input and also the role of the co-opted members on the People Scrutiny Committee. As an example, it was suggested that it would be helpful, at the start of the July Scrutiny Committee meeting, for the new Healthwatch

Southend representative to give a brief overview about Healthwatch Southend / her role in the organisation.

**11 Date of next meeting**

The next meeting of the Forum will be arranged for late November 2018 (date to be confirmed).

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