

Public Document Pack
SOUTHEND-ON-SEA BOROUGH COUNCIL

Policy and Resources Scrutiny Committee

Date: Thursday, 11th July, 2019 @ 18.30
Place: Committee Room 1 - Civic Suite
Contact: Fiona Abbott, Principal Democratic Services Officer
Email: committeesection@southend.gov.uk

AGENDA

**** **Part 1**

- 1 **Apologies for Absence**
- 2 **Declarations of Interest**
- 3 **Questions from Members of the Public**
- 4 **Minutes of the Meeting held on Wednesday, 10th April, 2019**

**** **ITEMS REFERRED DIRECT FROM CABINET held on Tuesday, 25th June 2019**

- 5 **Revised Southend 2050 - Five Year Road Map**
Minute 71
Referred direct to all three Scrutiny Committees
- 6 **Reimagining the Town Centre in the Context of 2050**
Minute 73
Referred direct to Place Scrutiny and Policy & Resources Scrutiny Committee
- 7 **Cabinet Working Parties**
Minute 74
Referred direct by Cabinet
- 8 **Housing Update**
Minute 76
Referred direct by Cabinet
- 9 **Housing Allocation Policy Review**
Minute 78
Referred direct by Cabinet
- 10 **Recruitment of Special Constables**
Minute 83
Referred direct by Cabinet
- 11 **Notice of Motion - Traveller incursions in the Borough -
Recommendations from Council 13th June 2019**
Minute 85
Referred direct by Cabinet

- 12 **Year End Performance Report 2018/19**
Minute 86
Referred direct to all three Scrutiny Committees
- 13 **Southend 2050 Corporate Performance Framework for 2019/20 Onwards**
Minute 87
Referred direct to all three Scrutiny Committees
- 14 **Corporate Risk Register**
Minute 88
Referred direct to all three Scrutiny Committees
- 15 **Revenue Outturn Report 2018/19**
Minute 89
Referred direct by Cabinet
- 16 **Capital Outturn Report 2018/19**
Minute 90
Referred direct to all three Scrutiny Committees
- 17 **Council Debt Position to 31 March 2019**
Minute 91
Referred direct by Cabinet
- 18 **Treasury Management Report 2018/19**
Minute 92
Referred direct by Cabinet
- 19 **Council Procedure Rule 46**
Minute 93
Referred direct to all three Scrutiny Committees
- **** **ITEMS REFERRED DIRECT FROM SPECIAL CABINET held on Monday, 8th July 2019**
- 20 **Southend Town Centre and Seafront Public Spaces Protection Order**
This item will be referred direct to Scrutiny by Cabinet.
- 21 **Reconfiguration of Corporate Management**
This item will be referred direct to Scrutiny by Cabinet.

ITEMS CALLED-IN FROM THE FORWARD PLAN

None

PRE-CABINET SCRUTINY ITEMS

None

**** **OTHER SCRUTINY MATTERS**

- 22 **In depth Scrutiny Projects and Summary of Work**
Report of Strategic Director (Legal and Democratic Services)

- 23 Statutory Scrutiny Guidance**
Report of Strategic Director (Legal and Democratic Services)
- 24 Minutes of the Meeting of Chair's Scrutiny Forum held on, Tuesday, 18th June, 2019**

**** **Part 2**

25 Exclusion of the Public

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

**** **ITEM REFERRED DIRECT FROM CABINET held on Tuesday, 25th June 2019**

26 Standing Order 46 - Confidential Sheet
Minute 95

Referred direct by Cabinet

**** **ITEMS REFERRED DIRECT FROM SPECIAL CABINET held on Monday, 8th July 2019**

27 Reconfiguration of Corporate Management

This item will be referred direct to Scrutiny by Cabinet.

To The Chair & Members of the Policy & Resources Scrutiny Committee:

Councillor D Garston (Chair),
Councillors D McGlone (Vice-Chair), B Ayling, D Burzotta, D Cowan, T Cox,
P Collins, M Davidson, M Dent, George, S Habermel, H McDonald, D Nelson, I Shead,
M Stafford, S Wakefield and P Wexham

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Policy and Resources Scrutiny Committee

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Date: Wednesday, 10th April, 2019
Place: Committee Room 1 - Civic Suite

Present: Councillor B Ayling (Chair)
Councillors C Mulroney (Vice-Chair), B Arscott, D Burzotta, F Evans, N Folkard, D Garston, I Gilbert, R Hadley, H McDonald, D Nelson, D Norman MBE, G Phillips, M Stafford, C Walker, *R Woodley (Councillor) and *J Garston.

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors J Courtenay and A Moring (Cabinet Members) and Councillor S George.
J K Williams, I Ambrose, P Grout, J Ruffle, E Cooney, G Halksworth and R Harris.

Start/End Time: 6.30 - 7.25 pm

857 Apologies for Absence

Apologies were received from Councillor M Terry (substitute Cllr R Woodley) and Councillor McGlone (substitute: Cllr J Garston).

858 Declarations of Interest

The following interests were declared at the meeting:-

(a) Councillors Courtenay and Moring (Cabinet Members) - Interest in the referred items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

(b) Councillor Moring – Minutes 863 and 866 (Transport Procurement) – non-pecuniary interest – reference to the transport service in 2008 – son was using the transport service at the time;

(c) Councillor Burzotta – Minute 865 (In-depth Scrutiny Project) – non-pecuniary interest – family business within the borough;

859 Questions from Members of the Public

There were no questions received from members of the public.

860 Minutes of the Meeting held on Wednesday, 30th January, 2019

Resolved:-

That the Minutes of the meeting held on Wednesday, 30th January, 2019 be confirmed as a correct record and signed.

861 Monthly Performance Report

The Committee considered Minute 779 of Cabinet held on 12th March 2019, which had been referred direct by Cabinet to all three Scrutiny Committees together with the Monthly Performance Report covering the period to end February 2019, which had recently been circulated.

Resolved:-

That the report be noted.

Note:- This is an Executive Function.

Cabinet Member:- As appropriate to the item.

862 Transport Procurement

The Committee considered Minute 770 of Cabinet held on 12th March 2019, which had been called in to scrutiny, together with a report of the Deputy Chief Executive (People) which provided an update on the procurement for the preferred bidder to create a Joint Venture Partnership (JV) to deliver the Council's Passenger Transport Service.

The Committee received a detailed briefing note responding to issues which had been raised at the People Scrutiny Committee held on 9th April 2019.

The Committee was advised that the People Scrutiny Committee held on 9th April 2019 had referred the matter back to Cabinet for reconsideration. However, the decision to refer the matter back was then referred up to Council, pursuant to Council Procedure Rule 39.

Resolved:-

1. That the decisions of Cabinet, as set out in 1-5 below and the Recommendation as set out in 6 below, be noted:

"1. That the selection of the preferred bidder as detailed in the Part 2 report be confirmed and that a Joint Venture Partnership (JV) be established with the preferred bidder for a period of 10 years with an option to extend for a further 5 years.

2. That the Council's annual contribution to the JV of £1.8M, be approved.

3. That the proposed additional community benefits as detailed within the Part 2 report, be approved.

4. That the additional financial arrangements as set out in the Part 2 report, be approved.

5. That the Strategic Director (Transformation), in consultation with the Deputy Chief Executive (People) and the Strategic Director (Finance and Resources) be authorised to:

a) Negotiate and settle the final details of the contractual obligations and responsibilities of each party which will be formalised and documented within a Partnership Agreement and further legal documents that are ancillary to this;

b) Take decisions associated with the creation of the JV (including organisational structure, Council representation and the appointment of directors) to ensure agile and timely decision making keeping the implementation of the JV to timetable and protecting the Council's position;

c) Finalise and complete any ancillary agreements or documents necessary to give effect to the constitution, implementation and functioning of the JV company in accordance with the submitted report and its appendices.”

“6. That the terms of reference of the Council's Shareholder Board be amended to include this JV.”

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

Note: This is an Executive Function save that Recommendation in 6 above is a Council Function.

Cabinet Members: Cllrs Boyd, Cox and Moring

863 Southend-on-Sea Commissioning Framework

The Committee considered Minute 771 of Cabinet held on 12th March 2019, which had been called in to scrutiny, together with a report of the Strategic Director (Transformation) which sought approval to a Commissioning Framework to enable the Council to become an outcome-based commissioning organisation.

Resolved:-

That the decisions of Cabinet, as set out in 1-4 below and the Recommendation as set out in 5 below, be noted:-

“1. That the definition of commissioning for Southend-on-Sea Borough Council be as follows:

“the process by which we understand the collective approach needed in order to deliver the Southend 2050 outcomes; and what we need to do with others to make them happen. In practice, this is not in-sourcing or out-sourcing but clearly ‘right-sourcing’.”

2. That the overarching principles of the Southend-on-Sea Commissioning Framework, be approved.

3. That, as part of a transitional period to an outcome based investment model, the Thematic Annual Procurement Plan 2019/20, be approved.

4. That the Market Position Statement for publication as set out in paragraph 5.7 and Appendix 4 to the report, be approved.

5. That the Constitution be amended as set out in paragraph 5.6 and Appendix 3 of the submitted report.”

Note: This is an Executive Function save that Recommendation 5 above is a Council Function.

Cabinet Member: Cllr Lamb

864 In-depth Scrutiny Project - Re-imagining the Town Centre in the context of the vision for Southend 2050 - Draft Final Report

Further to Minute 682 of its meeting held on 30th January 2019, the Committee considered a report of the Strategic Director (Legal & Democratic Services) which presented the draft report of the scrutiny project – ‘Re-Imagining the Town Centre, in the Context of the Vision for Southend 2050’.

The Committee noted that the report had been agreed by the Place Scrutiny Committee at its meeting held on 8th April 2019 (Minute 841 refers).

Resolved:-

1. That the report and conclusions from the in-depth scrutiny project, detailed at Section 1 of the submitted report be agreed.
2. That in accordance with Scrutiny Procedure Rule 10 (Part 4 (e) of the Constitution), to agree that the Chair of the Project Team present the report to a future meeting of Cabinet.
3. That the Councillors and Officers involved with the scrutiny project be thanked for their hard work.

Note: This is a Scrutiny Function.

865 Exclusion of the Public

Resolved:-

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

866 Transport Procurement - Confidential Appendix to Report

The Committee considered Minute 783 of Cabinet held on 12th March 2019, which had been called in to scrutiny, together with a confidential appendix to the report of the Deputy Chief Executive (People).

Resolved:-

That the following decision of Cabinet be noted:-

“That the confidential appendix, be noted.”

Note: This is an Executive Function

Cabinet Members: Cllrs Boyd, Cox and Moring

867 Councillor D Norman MBE

The Committee extended its thanks and appreciation to Councillor David Norman MBE who, after 24 years' service to this Council, will be standing down at the local elections on 2nd May 2019.

Chairman: _____

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Southend-on-Sea Borough Council

Report of Chief Executive

to

Cabinet

on

25 June 2019

5

Tim MacGregor - Policy Manager

Revised Southend 2050 – Five Year Road Map

Cabinet Member: Councillor Gilbert

All Scrutiny Committees

A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To consider the content of the revised Southend 2050 Five Year Road Map timeline, following the formation of the joint administration at Council on 3 June 2019.

2. Recommendation

- 2.1 That Cabinet agrees the revised Southend 2050 Road Map time-line (Appendix 1), reflecting the policy objectives of the new joint administration.

3. Background

- 3.1 Council on 13 December 2018 agreed the Southend 2050 Ambition, Themes and Outcomes and Five Year Road Map. This followed extensive community engagement and a process of review and revision which led to the incorporation of suggested changes made by councillors, prior to and during the scrutiny process.
- 3.2 Since then the Council has been progressing implementation of the Road Map, supported by the development of a series of delivery plans. Strategic Delivery Plans (SDPs) with a five year time horizon and based on the five Ambition themes, have been led by a Cabinet member and a member of the Corporate Management Team. These were agreed by Cabinet on 17 January 2019.
- 3.2 Outcome Delivery Plans (ODPs), with a one year to 18 months horizon and led by officers, support the SDPs and will be refreshed each year. The report agreeing the Road Map and associated documentation emphasised that they 'should not be seen as set in stone', but would respond to changing circumstances.
- 3.3 The Council meeting on 3 June, saw the Labour, Independent and Liberal Democrat Groups form a new administration which has set out its policy objectives and which support the 2050 Ambition and Road Map desired outcomes, while placing greater emphasis or prioritisation on particular areas. Among these are new housing

opportunities, including new social and key worker housing; measures to improve the private rented sector; prioritisation of the green agenda; a more integrated approach to transport, including reviewing the current approach to parking; enhancing local people's skills and making the council a living wage employer. The new priorities are underlined and highlighted in the revised 2050 Road Map time line, attached at Appendix 1.

3.4 The Southend 2050 Themes and Outcomes for 2023 are set out in Appendix 2. This highlights the opportunity for Cabinet members to be assigned to each theme, with a view to reviewing the current Strategic Delivery Plans to take account of the new administration's policy objectives and to oversee progress against each theme.

3.5 The Council has recognised that the Southend 2050 Ambition and Road Map cannot be delivered without a fundamental change in the way it operates. Central to this change are the values and behaviours adopted by councillors, senior managers and staff. The values, agreed by Cabinet have been supplemented by five expected behaviours as follows:

Values:

- Inclusive: we put people at the heart of what we do;
- Collaborative: we work together
- Honest: we are honest, fair and accountable and
- Proud: we are proud to make lives better

Behaviours:

- Driving positive change;
- Trust and respect;
- Demonstrating strong leadership;
- Act with integrity and behaving responsibly and
- Building relationships to work well together

Adopting these values and behaviours with a renewed councillor focus on the 2050 desired outcomes will provide a significant boost to delivering the 2050 Ambition.

4. Other Options

Not adopting the recommended approach would mean that the Council's administration policy objectives would not be fully reflected in the Southend 2050 Road Map.

5. Reason for Recommendation

To have in place an up to date ambition for Southend 2050, Themes, Outcomes and a Five Year Road Map, for the future of the borough.

6. Corporate Implications

6.1 Contribution to Southend 2050 Road Map

The purpose of the report is to provide an update to the Southend 2050 Ambition and Road Map, providing the context for the Council's key planning documents, following the formation of a new Council administration on 3 June.

6.2 Financial Implications

The Council's existing revenue and capital budgets will contain elements of funding to deliver some of the priorities within the 5 year Road map. Where priorities require new or additional investment, and for disinvestment, these will be considered as part of the Outcome Delivery Plans and outcome based budgeting for 2020/21 to 2023/24 in setting the council budget for those years.

The new administration policy objectives will be further assessed for financial implications, which may require further prioritisation and/or reallocation of resources, to be considered at future Cabinet meetings.

6.3 Legal Implications - None specific.

6.4 People Implications – None specific

6.5 Property Implications

All the 2050 priorities with property implications will be assessed as part of the Council's asset management and capital programmes, and the pipeline assessment work .

6.6 Consultation - None specific.

6.7 Equalities Implications

Southend 2050 programme was designed to engage with as wide a range of stakeholders as possible, both geographically and across the protected characteristics. Consultation methods were inclusive and accessible. Equality Analyses will be carried out on key deliverables as they are progressed.

6.8 Risk Assessment

Delivery of the new administration's policy objectives will be considered as part of the Council's risk management processes.

6.9 Value for Money – none specific

6.10 Community Safety Implications

Feedback from 2050 engagement identified a number of ambitions relating to community safety that are being addressed as potential outcomes in subsequent Council delivery plans and partners strategies. Enhancing community safety across the borough has been included in the revised timeline.

6.11 Environmental implications

Environmental issues have been enhanced in the revised 2050 time-line, with the objective of prioritising work on climate change, energy saving, air quality & bio-diversity in particular.

7. **Background Papers**

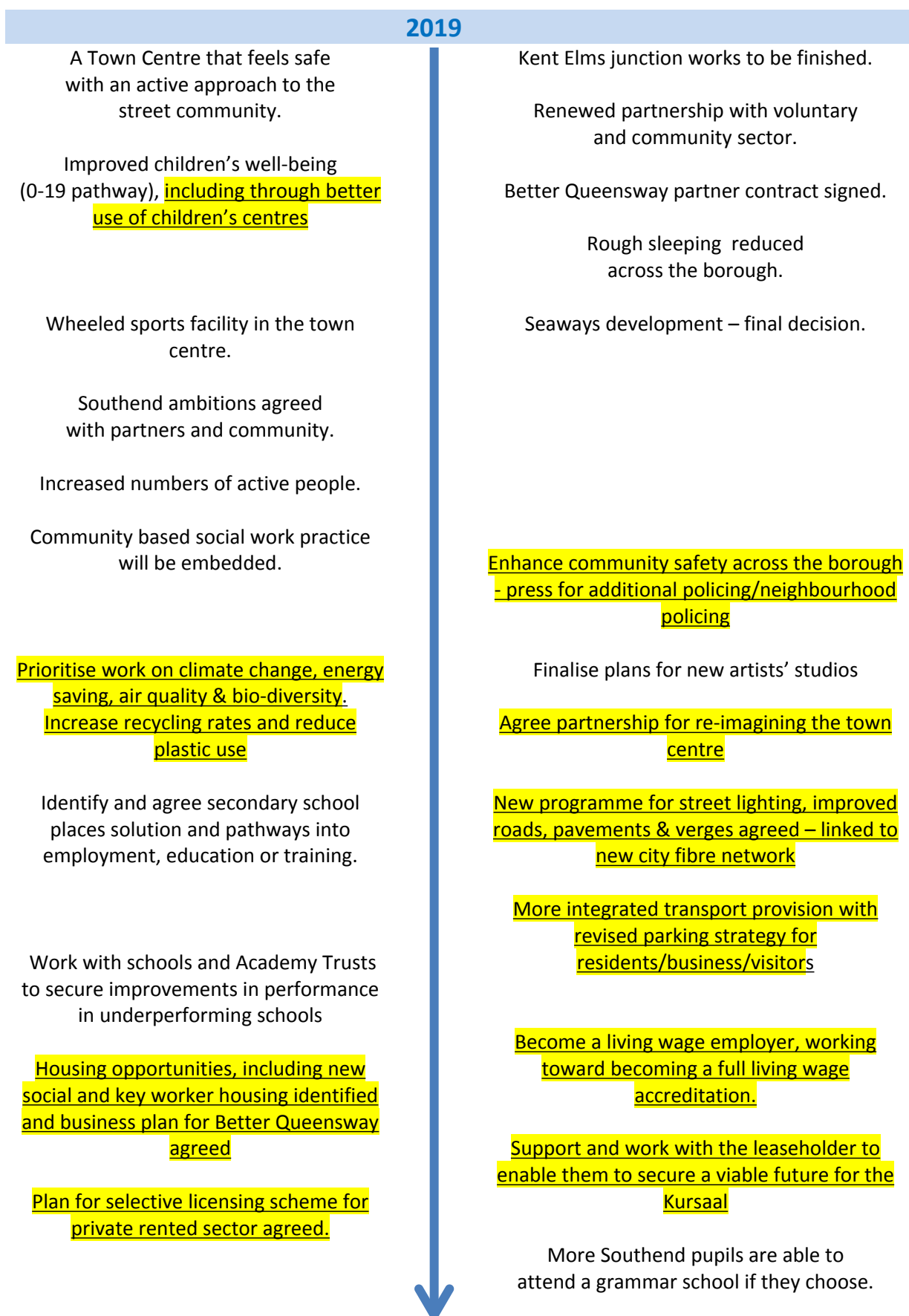
[Southend 2050 Road Map](#)

8. **Appendices**

8.1 **Appendix 1** - Revised Southend 2050 Five Year Road Map timeline

Appendix 2 - 2050 themes and outcomes

Southend-on-Sea 2050 Five Year Roadmap timeline – revised June 2019



2020

Data Warehouse using Real Time information.

Building programme of private, locally affordable housing, for rent and sale begins.

Localities – integrated health and care services provided locally, including promotion of new Shoebury health centre and others to tackle health inequalities

The gap between disadvantaged pupils and their peers continues to close.

Enhanced skills provision, including through more apprenticeships

Campaigning for further river crossing east of Lower Thames crossing

More integrated transport provision.

Improved pavements and carriageway restoration

Better Queensway regeneration and housing scheme starts.

Airport Business Park on site (first tenant).

Customers can access all Council services digitally / on line.

Preventative measures for improved street cleansing including dog fouling

Agile working culture being embedded in Council.

Reimagined vibrant Town Centre with community shared space for arts, music, retail and homes.

Following the start of Queensway regeneration, develop further plans for housing opportunities.

Reviewing and delivering a more integrated children's pathway across health and social care to include community paediatrics service.

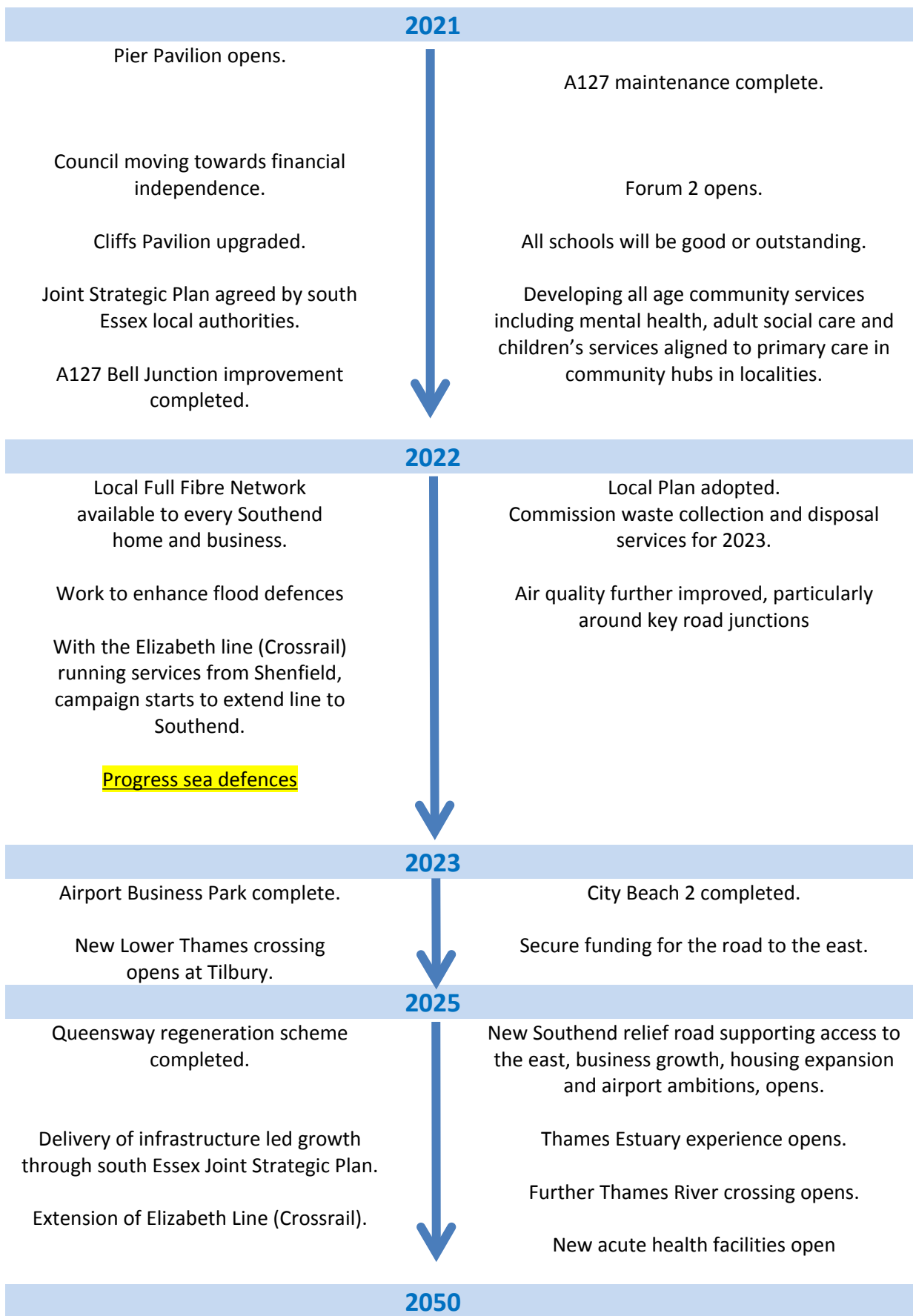
New social care home operational. Increased local accommodation for looked after children.

Campaign for a new hospital for the Southend area.

Estuary 2020 festival.

Raising aspiration and educational attainment in deprived areas.





Appendix 2

2050: Five Themes, 23 Outcomes for 2023 and suggested lead councillors

Themes	2050 and 2023 Outcomes	Lead Cabinet member
Pride & Joy	<p>By 2050 Southenders are fiercely proud of, and go out of their way, to champion what our city has to offer. By 2023:</p> <ol style="list-style-type: none"> 1. There is a tangible sense of pride in the place and local people are actively, and knowledgeably, talking up Southend. 2. The variety and quality of our outstanding cultural and leisure offer has increased and we have become the first choice English coastal destination for visitors. 3. We have invested in protecting and nurturing our coastline, which continues to be our much loved and best used asset. 4. Our streets and public spaces are clean and inviting 	Cllr Mulroney
Safe & Well	<p>By 2050 people in Southend-on-Sea feel safe in all aspects of their lives and are well enough to live fulfilling lives. By 2023:</p> <ol style="list-style-type: none"> 1. People in all parts of the borough feel safe and secure at all times. 2. Southenders are remaining well enough to enjoy fulfilling lives, throughout their lives. 3. We are well on our way to ensuring that everyone has a home that meets their needs. 4. We are all effective at protecting and improving the quality of life for the most vulnerable in our community. 5. We act as a Green City with outstanding examples of energy efficient and carbon neutral buildings, streets, transport and recycling. 	Cllr Terry
Active & Involved	<p>By 2050 we have a thriving, active and involved community that feel invested in our city. By 2023:</p> <ol style="list-style-type: none"> 1. Even more Southenders agree that people from different backgrounds are <u>engaged</u>, valued and get on well together. 2. The benefits of community connection are evident as more people come together to help, support and spend time with each other. 3. Public services are routinely designed, and sometimes delivered, with their users to best meet their needs. 4. A range of initiatives help communities come together to enhance their neighbourhood and environment. 5. More people have active lifestyles and there are significantly fewer people who do not engage in any physical activity. 	Cllr Harp

Themes	2050 and 2023 Outcomes	Lead Cabinet member
Opportunity & Prosperity	<p>By 2050 Southend-on-Sea is a successful city and we share our prosperity amongst all of our people. By 2023:</p> <ol style="list-style-type: none"> 1. The Local Plan is setting an exciting planning framework for the Borough. 2. We have a fast-evolving, re-imagined and thriving town centre, with an inviting mix of shops, homes, culture and leisure opportunities. 3. Our children are school and life ready and our workforce is skilled and job ready. 4. Key regeneration schemes, such as Queensway, seafront developments and the Airport Business Park are underway and bringing prosperity and job opportunities to the Borough. 5. Southend is a place that is renowned for its creative industries, where new businesses thrive and where established employers and others invest for the long term. 	Cllr Jones
Connected & Smart	<p>By 2050 people can easily get in, out and around our borough and we have a world class digital infrastructure. By 2023:</p> <ol style="list-style-type: none"> 1. It is easier for residents, visitors and people who work here to get around the borough. 2. People have a wide choice of transport options. 3. We are leading the way in making public and private travel smart, clean and green. 4. Southend is a leading digital city with world class infrastructure. 	Cllr Robinson

Southend-on-Sea Borough Council

Report of Deputy Chief Executive (Place)

To

Cabinet

On

25th June 2019

**Agenda
Item No.**

6

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

In-Depth Scrutiny Report – ‘Re-Imagining the Town Centre, in the Context of the Vision for Southend 2050’

Relevant Scrutiny Committee(s): Place Scrutiny and Policy & Resources Scrutiny Committees

Cabinet Member: Councillor K Robinson

1. Purpose of Report

- 1.1. To present the report of the joint scrutiny project – ‘Reimagining the Town Centre in the context of the vision for Southend 2050’. The project report was agreed by Place and Policy and Resources Scrutiny committees in April 2019.

2. Recommendation

- 2.1 **That the recommendations from the in depth scrutiny project, detailed at section 1 of the report, be agreed;**
- 2.2 **That a multi-organisation task and finish group be established in line with the principles set out in paragraphs 3.11-3.14 and that the Director of Regeneration and Business Development be authorised, in consultation with the Cabinet Member for Business, Tourism and Culture to agree membership of the group.**

3. Background

- 3.1 The Place Scrutiny Committee at its meeting held on 9th July 2018 and the Policy & Resources Scrutiny Committee at its meeting held on 12th July 2018, approved the suggestion for a joint in-depth study should be undertaken focussing on various aspects of the Town Centre, in the context of the vision for Southend 2050. (Minutes 112 and 146 refer respectively).

- 3.2 In the context of the Southend 2050 ambition, the main focus of the project was to:

(i) Reimagine and explore what the future of the town centre might be. This will consider the purpose/function of the town centre, who it serves/could serve and its future in regards to:

- Potential implications of the use of the town centre changing over time on its use, physical layout and environment;

- It's look and feel - how people experience it; and
- It's role in achieving shared outcomes in relation to community, skills, culture, health, housing:
 - (ii) Consider the role of the Council (specifically) and partners (generally) in leading change as well as responding to it;
 - (iii) Identify the aspects of the town centre of the future that the Council can directly influence and those which partners have greater influence over (for example the future role of retail) so as to deliver the reimagined space and activity, and prioritising subsequent interventions;
 - (iv) Establish a framework to support the town centre's evolution ensuring a vibrant and attractive town centre at all stages of change;
 - (v) Establish perceptions and truths about the town centre and consider its future promotion to visitors, residents and investors;
 - (vi) Consider the resilience of the town centre through different scenarios and potential changes.

3.3 The town centre is a microcosm of the whole Borough and, as such, a broad range of issues could have been considered in relation to this project. In order to avoid divergence and keep the project to timetable a variety of matters were excluded from the outset as these were being dealt with via the specified processes which were already underway. These included:

- Transport and Parking;
- Homelessness;
- Community Safety;
- Better Queensway;
- Air Quality;
- Street Cleansing;
- Impact of current planning applications.

3.4 The Project Team comprised the following Members – Councillors: K Robinson (Chair), B Ayling, K Buck, N Folkard, J Garston, I Gilbert, D McGlone and D Nelson. Councillor C Mulroney also attended meetings of the project team.

3.5 Officer support was primarily provided by Emma Cooney (Director of Regeneration and Business Development) and Tim Row (Principal Democratic Service Officer) and additional support was provided from a range of services across the organisation and drew on additional expertise as required.

3.6 A "Reference Group" was also established to draw on the expertise, experience and ideas of a diverse group of people connected with town centres. The Reference Group was involved as the scope of the project was set, a mid-way review, and at the end before the report was finalised. The group's role was to sense check proposals, provide expert/sectoral advice, feedback and challenge.

- 3.7 The 2050 Ambition has five themes so evidence roundtables were held for each of these themes with a mix of external specialists and experts alongside Council officers from different disciplines.
- 3.8 An overview of all the evidence sessions held and attended can be found in **Appendix 1** of the final report.
- 3.9 During the course of the study, the Project Team had regard to a variety of publications including the Grimsey Review II, further town centre studies and publications such as the Timpson Review and Centre for Cities: City Centres Past, Present and Future February 2019. The Government also published its plan to support town centres in the autumn of 2018 including the £675m Future High Streets.
- 3.10 The conclusions and recommendations from the review are set out in Section 1 of the final project report. This was agreed on 8th and 10th of April 2019 by Place Scrutiny and Policy Resources Scrutiny Committees respectively (minutes 841 and 864 refer).
- 3.11 The need for a strategic, multi-organisation group to act as an ‘engine-room’ in planning for the long term of the town centre and acting as a catalyst for delivery has been identified through this work. In focussing on the medium-long term strategy and implementation such a group would complement, rather than duplicate, those already established which focus on the operation of the town.
- 3.12 It is proposed that the group be time limited with its priority being building on the findings of the project to establish a strategic approach and implementation plan for a reimagined town centre. This will be presented to the Council for consideration/adoption. In order to develop a plan which sets a new trajectory for the town centre the membership should include representatives of organisations which can bring new and different perspectives and well as key stakeholders and influencers.
- 3.13 The Council has submitted an Expression of Interest to the Future High Streets Fund in relation to the town centre. Should it be progressed to the next stage of assessment the group will have a key role in developing the business case for the final application. The announcement on the outcome of the expression of interest stage is due summer 2019 so preparation in anticipation of that should also be an early consideration of the group.
- 3.14 The size and make-up of the group should ensure that thought leaders, influencers, property and investment interests and users are represented without becoming unwieldy. It should be independently Chaired in recognition that it is a group for the town and that implementation will depend on relationship and collaboration across sectors and organisations.

4. Other Options

- 4.1 To note the report but not progress any of the recommendations. As the town centre features in the Southend 2050 ambition and outcomes this would be

detrimental to progressing delivery of that specific outcome and other related outcomes.

- 4.2 To reprioritise the recommendations in the report using different timescales or indicators.

5. Reasons for Recommendation

- 5.1. To support delivery of the Southend 2050 ambition and outcome that *“we have a fast evolving, reimagined and thriving town centre, with an inviting mix of shops, homes, culture and leisure opportunities.”*
- 5.2. The report is the result of an in-depth, robust project which has drawn on a range of different sources to understand best practice and specialist, expert insight and apply this to Southend. It has been supported and agreed by both Place and Policy and Resources Scrutiny Committees.

6. Corporate Implications

6.1. Contribution to the Southend 2050 Road Map

The project sought to reimagine the town centre in the context of Southend 2050 and has drawn on the feedback and focus given to the town centre in establishing the ambition and roadmap. It directly contributes to the outcome that *“we have a fast evolving, reimagined and thriving town centre, with an inviting mix of shops, homes, culture and leisure opportunities.”* It also contributes to a number of other related outcomes:

- *The variety and quality of our outstanding cultural and leisure offer has increased and we have become the first choice English coastal destination for visitors –* through the recognition of the opportunity for a greater cultural offer in the town centre and how that can shape and enhance experiences and reasons to visit.
- *Our streets and public spaces are clean and inviting –* through recommendations regarding enhancing the street scene, creating a space that residents and visitors want to spend time and which enables other events and activities which invite people into the town centre to take place.
- *People in all parts of the borough feel safe and secure at all times –* through the consideration of secure by design principles and Purple Flag criteria to ensure that new spaces are created to design out crime.
- *We are well on our way to ensuring that everyone has a home that meets their needs –* through the recognition that the town centre offers capacity for additional housing in a sustainable location which offers benefits to the residents and the wider town centre community.
- *We act as a Green City with outstanding examples of energy efficient and carbon neutral buildings, streets, transport and recycling –* through the recommendation that sustainable travel is further integrated into the town centre and greening the space is built into future design and investment.

- *The benefits of community connection are evident as more people come together to help, support and spend time with each other* – through the recognition that the town centre is increasingly a space for communities to meet and should be further developed on that basis.
- *A range of initiatives help communities come together to enhance their neighbourhood and environment* – through the recommendations that opportunities for volunteering, events and other activities are brought forward to bring communities together to enhance the town centre.
- *More people have active lifestyles and there are significantly fewer people who do not engage in any physical activity* – through the identification of the town centre as a space for play and improving people’s health and wellbeing.
- *Southend is a place that is renowned for its creative industries, where new businesses thrive and where established employers and others invest for the long term* – through the understanding of the role the creative sector can play in enlivening the town centre as well as growth in commercial space creating additional reasons for people to use the area.
- *Southend is a leading digital city with world class infrastructure* – through seeing how digital can be embraced to not only support retail but art, wayfinding and promotion.

6.2 Financial Implications

The total value of implementation of the recommendations has not been costed. Some could be delivered within existing resources as part of work underway to deliver the Southend 2050 ambition while others could be achieved through reprioritisation of existing resources. There are some actions which must involve partners and their resources. Some of the large, significant interventions would likely require additional funding through borrowing and/or grant funding. To that end an expression of interest has been submitted to the Government’s Future High Street Fund for the town centre. Notification as to whether it will be progressed to the second stage is timetabled for summer 2019.

Any proposals for additional investment and/or disinvestment will need to be considered as relevant as parts of outcome delivery plans and our outcome based budgeting approach, as part of Council budget setting and in year financial management.

6.3 Legal Implications

None at this time. In delivering individual recommendations the legal implications of each action would be considered.

6.4 People Implications

It is likely that delivery of the recommendations would require refocussing of officer time.

6.5 Property Implications

None at this time. Some of the recommendations do have property implications and the usual process would be followed at the appropriate time.

6.6 Consultation

The project drew on views and input from a number of different people, listed in **Appendix 1** of the project report including an external reference group. It also considered the Southend 2050 conversation feedback and views of the Youth Council.

6.7 Equalities and Diversity Implications

An Equalities Assessment has not been undertaken on the totality of the project report and individual assessments would need to be undertaken for the various projects and policy changes as part of their development.

6.8 Risk Assessment

A risk assessment has not been undertaken on the project report as, where appropriate, risk assessments would be undertaken in relation into the various interventions.

6.9 Community Safety Implications

The project excluded consideration of immediate community safety concerns but did explore how the longer term development of the town centre could reduce crime through its design and activation.

6.11 Environmental Impact

The project report includes recommendations regarding the environment such as greening of the town centre and supporting sustainable travel.

7. Background Papers

None.

8. Appendices

Project Report "Reimagining the Town Centre".

Reimagining the Town Centre

Joint Scrutiny Project 2018/19

MARCH 2019



Place Scrutiny and Policy and Resources Scrutiny: Joint Scrutiny Project

Introduction from the Chair

Town centres up and down the country are facing the challenges of changing retail trends, digitisation, socio-economic shifts and cuts to local government budgets. This, however, is not the first time that high streets and town centres have had to adapt to changing circumstances. Over the course of this project we have heard how the retail sector specifically, and town centres more generally, have evolved over time and this is yet another transition point.

Through the Southend 2050 conversation started over the summer of 2018, the Council has heard how important the town centre is to its residents, students, visitors and businesses – the features they value and the aspects they would like to change. Some of these are current issues which are already being addressed through a range of interventions. Others articulated a longer term ambition for the town centre and the role it will play in the future. This has therefore been the starting point for this piece of work – who will the town centre serve in the future and how?

I would like to express my thanks to my Councillor colleagues who formed the project team. This has been an in-depth piece of work requiring a significant time commitment, assimilation of a myriad of information and courageous conversations about a bold future for our town centre. I would also like to thank those who have come on this journey with us including the reference group, witnesses, officers and those who have hosted visits from us. I am grateful for all the time and contributions made to assist us shape this report.

Cllr Kevin Robinson

Chair, Place Scrutiny and the Joint Scrutiny Working Group

March 2019

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1. Recommendations

The recommendations resulting from this project are set in the context of Southend 2050. The working group has therefore agreed a set of outcomes for a reimagined town centre and a number of recommended actions to help achieve these which have been mapped against the five Southend 2050 Ambition themes and divided into short and medium-long term actions. It is important to recognise that some actions have a longer lead-in time so while they may be completed in the long term they may require work to start in the short to medium term.

There is one overarching recommendation to which all others are related:

That the short term recommendations are adopted and implemented while the medium-long term recommendations are incorporated into a vision and approach to strategic, coordinated implementation. This approach should include a framework for prioritisation on the basis of impact, influence and investment return.

Theme	Recommendations	Short	Med - Long
Outcome 1 – The town centre is animated by day and by evening			
Active & Involved	1.1 That the events application process is reviewed with a view to simplification	✓	
Active & Involved	1.2 That an approach to actively managing and curating busking is explored	✓	
Pride & Joy	1.3 That dedicated performance space(s) are explored with the option for them to be curated by local arts organisations. This should include a covered piazza for year-round activity		✓
Opportunity & Prosperity	1.4 That the ends of the side streets, where they meet the High Street, are pedestrianised (where they aren't already), covered and given an identity with pop-up cafes, entertainment space etc		✓
Pride & Joy	1.5 That a broad range of public art is used innovatively to animate space on a temporary or permanent basis (which could include digital, sound, light, use of blank walls) and s106 and CIL contributions explored to (co)fund this		✓
Opportunity & Prosperity	1.6 That temporary and permanent use of vacant buildings is explored for use such as a comedy store, arts and entertainment venue, digital 'superveneue' and/or maker spaces		✓
Pride & Joy	1.7 That a suitably experienced and qualified organisation is commissioned to work with the Council and Southend BID to plan and implement a coordinated approach to animating the town centre and its entrance to the north	✓	
Pride & Joy	1.8 That greater emphasis is given to historic architecture through lighting, trails and addressing buildings which detract from it	✓	✓
Outcome 2 – The town centre offers a range of experiences and reasons to stay			
Opportunity & Prosperity	2.1 That opportunities for more and better quality employment space (non-retail) are actively pursued and integrated into the town centre		✓
Safe & Well	2.2 That the Council's policies and financial roadmap actively support more housing in the town centre through the development of new buildings, repurposing of existing and the introduction of further floors above current buildings	✓	✓
Pride & Joy	2.3 That existing retail is supported through initiatives such as a shop front scheme	✓	
Connected & Smart	2.4 That Southend's digital capacity is exploited to try to attract retailers trialling concept stores using new technology	✓	
Pride & Joy	2.5 That culture and leisure are key occupiers for new and existing space in the town centre, including the potential for the Thames Estuary Experience		✓
Pride & Joy	2.6 That the opportunities offered by big screens are exploited with more programmed for the existing screen and sites for further screen explored	✓	✓

Pride & Joy	2.7	That the principle of creating a 'Cultural Development Zone' in the town centre is explored as an area where policy is supportive of temporary and permanent cultural space, normal restrictions relaxed and investment is targeted	✓	✓
Active & Involved	2.8	That the public realm of the town centre is redesigned with seating / space to dwell designed-in and anti-social behaviour designed-out	✓	✓
Active & Involved	2.9	That a unit is taken-on on a trial basis in the High Street as part of the Civic/public sector campus for front-facing and some back-office services	✓	✓
Outcome 3 – The town centre provides an environment where people want to be				
Connected & Smart	3.1	That a new approach to public realm is employed and invested in which uses quality materials of a resilient and easily maintainable nature and which enhance the side streets to the High Street drawing people down them	✓	✓
Active & Involved	3.2	That arrival in Southend is made more welcoming with improved wayfinding, including in car parks, and the areas outside Southend Central and Southend Victoria being improved and with clearer direction to the High Street	✓	
Pride & Joy	3.3	That the coastal identity of Southend is reflected in the public realm with the introduction of water features, fountains, play space, public art or other form		✓
Active & Involved	3.4	That more green space which is well maintained is introduced to the town centre, exploring the potential for a linear park, public square and green walls		✓
Active & Involved	3.5	That innovative space to play, both physically and cognitively, is prioritised in the public realm, public art and developments in the town centre		✓
Connected & Smart	3.6	That routes and permeability for sustainable travel are further integrated into the town centre including walking, cycling and electric and emerging technology		✓
Connected & Smart	3.7	That digital technology is an overt and accessible part of the offer of the town centre	✓	
Outcome 4 – The town centre is understood and well communicated				
Opportunity & Prosperity	4.1	That the future of the town centre is predicated housing, community and experience rather than retail-led regeneration while continuing to support the retail sector		✓
Pride & Joy	4.2	That a unique selling point which is authentic to Southend is established and used at the heart of a campaign to promote the town	✓	
Opportunity & Prosperity	4.3	That a 'heatmapping' exercise is undertaken to better understand people flows and use of the town centre	✓	
Opportunity & Prosperity	4.4	That a baseline and approach to implementation be established		✓
Opportunity & Prosperity	4.5	That a zoning approach is taken to the town centre through planning policy, asset management and development and that this should incorporate the side streets as well		✓

	and the High Street		
Outcome 5 – The Council leads in relationship			
Opportunity & Prosperity	5.1	That the Council leases and purchases key buildings as appropriate and employs its CPO powers as necessary to create the space for an evolved town centre	✓
Opportunity & Prosperity	5.2	That a landlord and agent forum is established as the arena for discussion about strategic development and partnerships	✓
Opportunity & Prosperity	5.3	That the Council leads and brokers conversations in relation to co-investment, match-funding and new partnerships	✓
Pride & Joy	5.4	That an individual is identified as a cultural ambassador for the town to open new conversations and promote the town's offer	✓
Opportunity & Prosperity	5.5	That the baseline and heatmapping data are used as the basis for a conversation with town centre retailers about opening hours and responding to demand	✓
Active & Involved	5.6	That more opportunities for volunteering in the town centre are identified through existing partnerships	✓

A ✓ in both columns indicates an ongoing or phased approach which starts in the short term but with delivery in the medium to long term

2. Background

The Southend 2050 conversation, which was started in summer of 2018, has sought the views and input of residents, visitors, students and businesses alike to understand what they think Southend-on-Sea should be like in 2050 and what steps are needed now, and in the coming years, to help achieve this. The role of the town centre, the need to address current issues and the importance of its evolution to ensure a vibrant and thriving heart of the borough have been a key feature of the feedback to date. As a result the Place, and Policy and Resources Scrutiny Committees agreed to undertake a joint in-depth project for the 2018/19 year at their meetings in July 2018¹. This was agreed full Council on 19th July 2018² and the scope of the project then agreed at scrutiny committee meetings on 8th and 10th October respectively³. The full scope can be found [here](#)⁴ and the main focus on the project is extracted below.

In the context of the Southend 2050 Vision the project will:

(i) Reimagine and explore what the future of the town centre might be. This will consider the purpose/function of the town centre, who it serves/could serve and its future in regards to:

- *Potential implications of the use of the town centre changing over time on its use, physical layout and environment;*
- *Its look and feel - how people experience it; and*

¹ Minute 112 of Place Scrutiny Committee Meeting on 9th July 2018 and Minute 146 of Policy and Resources Scrutiny on 12th July 2018

² Minutes 175 and 178 refer

³ Minutes 339 and 370 refer respectively

⁴

<https://democracy.southend.gov.uk/documents/s27573/Draft%20Project%20Plan.pdf>

- *Its role in achieving shared outcomes in relation to community, skills, culture, health, housing.*

(ii) Consider the role of the Council (specifically) and partners (generally) in leading change as well as responding to it

(iii) Identify the aspects of the town centre of the future that the Council can directly influence and those which partners have greater influence over (for example the future role of retail) so as to deliver the reimagined space and activity, and prioritising subsequent interventions

(iv) Establish a framework to support the town centre's evolution ensuring a vibrant and attractive town centre at all stages of change

(v) Establish perceptions and truths about the town centre and consider its future promotion to visitors, residents and investors

(vi) Consider the resilience of the town centre through different scenarios and potential changes.

The scope also identified a number of aspects as being out of scope for the project. This was not a reflection of their importance but rather a recognition of the context for the project being the longer-term ambition for the town centre and that in the short term a number of the challenges are being addressed through a range of measures.

These exclusions were:

- **Transport and parking** – this is being considered through the Access and Movement Strategy which will be considered by Cabinet in September 2018.
- **Homelessness** – There is considerable work in place that the Council currently commissions, largely from third sector

partners. From Autumn 2018 this work will grow at pace as the Council deploys additional funding secured from the Ministry of Housing, Communities and Local Government's Rough Sleeper Initiative. Additionally the recent publication of the national Rough Sleeper Initiative (August 2018) requires the progression of a local rough sleeper strategy which will be progressed through our local Housing Strategy which goes to Cabinet in November. Other homelessness work is being progressed through our local implementation of the Homelessness Reduction Act (2017) which came into force in April, with additional powers coming on line in October.

- **Community Safety** – this has recently been considered by Scrutiny and additional budget put in place to increase community safety team at the Council. Overseen by the Community Safety Partnership.
- **Better Queensway** – this is a live project progressing through procurement according to the agreed process so it is not appropriate to consider this beyond the impact that additional homes etc will have on the town centre
- **Air Quality** – Low Emission Strategy being considered by Cabinet Sept 2018 as part of the Air Quality Action Plan which will then be monitored through an Air Quality Steering Group.
- **Street cleansing** – this is managed through the MPR
- **Impact of current planning applications** – these will be considered through a

development control process and there is a need to avoid pre-determination.

3. Southend 2050 and Policy Context

The Southend 2050 Ambition provides the context for this scrutiny project. This is an ongoing conversation which is currently captured in an ambition, roadmap and set of outcomes for the next 5 years based on the feedback and conversations had to date. In the same way that much of the feedback relates to the town centre directly, with specific aspirations as to what it should and shouldn't offer, as well as indirectly, such as valuing green space, so the Southend 2050 outcomes relate to the town centre indirectly and directly, with a specific outcome focusing on it:

We have a fast evolving, reimagined and thriving town centre, with an inviting mix of shops, homes, culture and leisure opportunities.

The project has looked at the town centre through this lens and it has been used to shape and inform its development.

The Southend 2050 Roadmap identifies a number of key projects with milestones in coming years and which will significantly contribute to the identified outcomes. As before some of these relate to the town centre and the scope of the scrutiny project directly and indirectly and therefore provide further context to the project:

Renewed Partnership with voluntary and community sector

Better Queensway partner contract signed

Reimagined town centre with community shared space for arts, music, retail and homes

Better Queensway regeneration and housing scheme starts

Local full fibre network available to every Southend home and business

City Beach phase 2 completed

2019

Wheeled sports facility in the town centre

Seaways development – final decision

2020

Following the start of Queensway regeneration, develop further plans for housing opportunities

2020

Estuary 2020 Festival

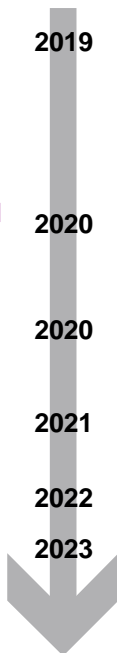
2021

Forum 2 opens

2022

Local Plan adopted

2023



To give a flavour of the conversations had and ambitions for Southend a set of statements have been produced to help articulate what Southend 2050 means to different people. This feedback from the 2050 conversation to date has been considered as part of the project and is captured briefly below.

There are a number of other key policies and investments which underpin and support the delivery of the Southend 2050 ambition and the Council's activities, and which relate to the evidence considered by the project team and the resulting recommendations:

- Southend Central Area Action Plan (SCAAP)
- Housing, Homelessness and Rough Sleeping Strategy (2018-2028)
- New Local Plan – in development
- Better Queensway Regeneration
- Forum 2 Development
- Seaways Development
- Local Transport Plan 3
- Sunrise (European funded project)
- LGF bid – S-CATS
- TRIPS

Theme	2050 Conversation feedback
Pride and Joy	<ul style="list-style-type: none"> • We visibly celebrate our heritage and culture • I feel inspired by the arts, culture and attractions that are available year round in Southend • Our town centres and public spaces are clean, attractive, thriving, and reflect our success • Everyone looks after the place
Safe and Well	<ul style="list-style-type: none"> • My home suits my needs and is in harmony with the area • We have creatively met housing need while enhancing the character of the area
Active and Involved	<ul style="list-style-type: none"> • Southend is known for its warm welcome • Southenders get together regularly – there are plenty of good places to do so • We are developing Southend together – everyone who wants to can be involved to make this happen • Young people feel invested in the future • There is no divide between young and old
Opportunity and Prosperity	<ul style="list-style-type: none"> • There is a good balance of quality retail, residential and social space in our town centres • Innovative and easily accessible start-up opportunities are helping new businesses to thrive and develop • It's easy to do business here – bureaucracy is minimal and overheads are affordable
Connected and Smart	<ul style="list-style-type: none"> • Lots of opportunities to be in open spaces • Technology/digital connectivity and inclusion • Easy connectivity with minimal barriers, however I choose to travel

4. Approach

Just as Southend 2050 is a conversation so the scrutiny project has been, with equal emphasis on the process of gathering evidence and the debate had as a result of it, and debate not just between members of the project team but with witnesses, officers and the reference group. Hearing the views of Youth Council members was also important in capturing the ideas and feedback of the next generation.

This approach has varied from traditional scrutiny projects, seeking to complement and reinforce the way in which the shared 2050 ambition is transforming how things are done and shifting the focus to outcomes.

Section 3 of this report sets out the relationship between the 2050 Ambition with this project and this has been interwoven into the approach to the project.

The 2050 Ambition has five themes so evidence roundtables were held for each of these themes with a mix of external specialists and experts alongside Council officers from different disciplines. Information considered at these sessions included examples and case studies of other town centres, relevant local and national policy, local data and trends, and ideas of what might be possible. Exploration of these stimulated debate, questions and ideas from the project team and those attending the sessions, providing different perspectives, challenges to pre-conceived ideas and identifying aspects around which most, if not all, could coalesce.

The challenges faced by town centres generally, and Southend specifically, were also discussed. While the project scope excluded some of the

current challenges (due to there already being work underway so seeking to focus the project on the longer term reimagined town centre) it is vital that others are overcome so as to achieve a vibrant, diverse and thriving town centre of the future. This included the challenges of the long, linear nature of the High Street with too much retail space which is also in the wrong configuration and size; the latent potential of the town – recognising its role as a local centre, a centre of education and a visitor destination; the diffuse land ownership and the limited extent of the land owned by the Council; the perception and practical application of legislation and policy; and the messaging about the town centre – both in terms of awareness of what it offers and the civic pride it does, or doesn't, engender.

Recognising it is very easy to lose long-term ambition to discussion about immediate challenges faced by town centres, and the potential restrictions of possible recommendations, a Possibility Thinking workshops was held early in the process, facilitated by Traverse, to set a tone of ideas, opportunities and aspiration. This used prompts and concepts from other locations and encouraged the project team to draw and map out what those might mean for Southend town centre.

5. Evidence Gathering

As set out in **Appendices 1 and 2**, a wide range of sources were used to understand the opportunities for a reimagined town centre and the different factors which should be taken into consideration when developing an approach to it.

The project heard about a number of towns nationally and internationally which are responding to the challenges in different ways. The findings showed that town centres are not changing beyond all recognition but instead are making adaptations, each with a local flavour, with the introduction of more housing, improved public realm, reductions in the volume and size of retail space, new look work space such as maker spaces and food and beverage offer. But also the spectre of a suggestion that eating and drinking might be peaking in some locations and should be an important facet of vibrant town centres but not the focus of change. There are innovations in the delivery of change in town centres, such as modular additions on top of existing buildings, or new mixed-use buildings which historically might not have been considered conducive to residential accommodation, the local character reflected in unique selling points (USP) which is then translated into social infrastructure and multi-functional public realm.

“High Streets are... Where commerce and community meet”

Ministry of Housing Communities and Local Government

December 2018

During the project it was useful to reflect on the timescales which can be involved when implementing a vision for a town centre which has assets, resources, community and commercial among the factors to be considered. During the visit to Chelmsford it was commented on that the Bond Street development in the city centre, which opened in 2016, was first set out in the 1984 local plan – the same timescale as now to 2050. Delivering that vision first articulated in 1984 required a plan for implementation, which in this case included land assembly, commercial milestones and a mindset that was focused on what could be delivered. Reflecting on this and other case studies considered during the project the team concluded that that just because such things can seem daunting and be difficult to implement doesn't mean they aren't the right things to do.

The following provides a short summary of the key discussion points and conclusions reached so as to shape and inform the outcomes and recommendations.

Outcome 1 – The town centre is animated by day and by evening

The role of temporary and permanent activity, driven by a culture-led agenda, was an integral part of discussion throughout the project. The principle that this can be used to activate public space, regardless of the time of day, reoccurred throughout the project and various case studies showed how spaces have been created in different places to enable this. It was also recognised that public art, music, events, pop-up activity and the like were a draw and a reason for people using the town to come again and to stay longer. Further, bold art and events can drive self-perpetuating promotion for a place via social media if they feature in the Instagram, vlog and social media posts of those visiting and subsequently capture the imaginations of those viewing the posts.

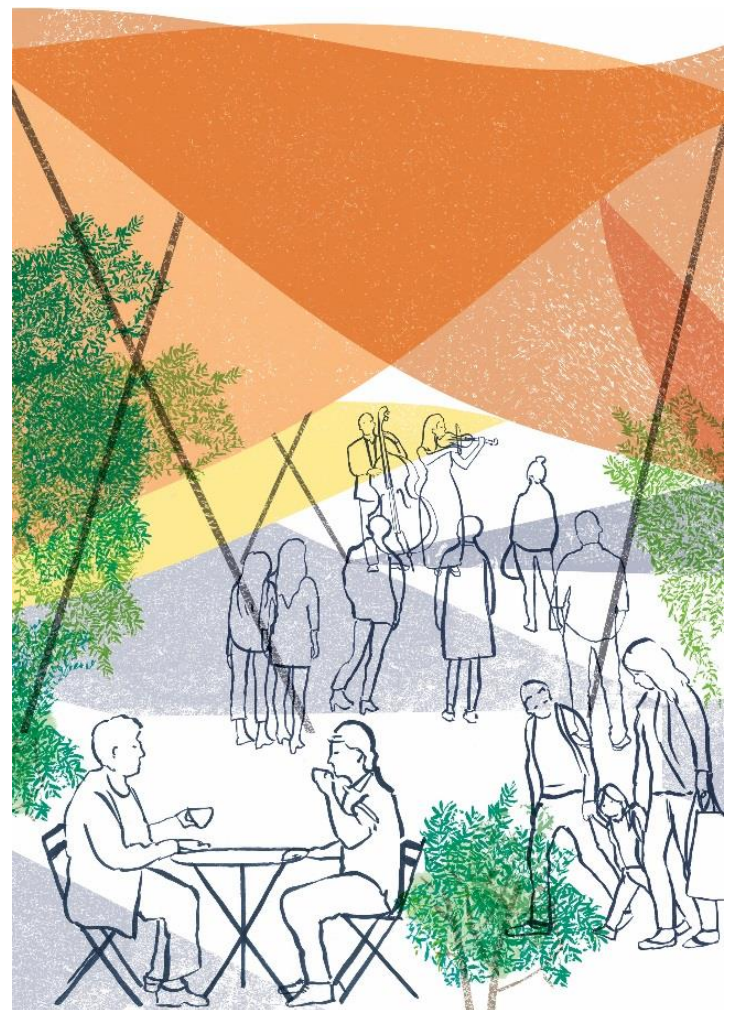
“The sections that particularly resonated with me were the calls for better use of public realm. I very much agree with the 6PM-ish dead zone, where it can feel very intimidating to be in the town centre, especially alone.”

Southend Youth Council Member

The project heard that dedicated spaces to encourage this, beyond those already designated for bookings in the town centre, could be curated by the local arts community, reflecting the wealth and diversity of the cultural and creative sector in Southend. A covered piazza or stretch of the high street could provide year-round space for this and be the catalyst for a ‘zone’ of restaurants, cafes, galleries and other cultural outlets around it. The current events application process was felt to be a deterrent to individuals and organisations wishing to perform or plan an event in the high street so is

an opportunity lost. However, there was also a note of caution about ensuring activity is safe for participants and audiences, and of a quality which further develops pride in Southend and repeat visitors.

The town centre has a very definite day economy and a separate night economy and can be seen to struggle in the transition between the two with shops closing 5.30-6pm leaving a quiet period before the evening activities animate certain parts of the town centre. These quiet periods can be intimidating for those walking through the town centre and are a missed opportunity for more trade, more activity and attracting different audiences and user groups. It is also a time of day considered by the Purple Flag and one which should be looked at as an opportunity to address concerns while exploiting latent potential.



Animating vacant buildings was also linked to this discussion recognising that the Council is not the landowner for much of the town centre, and predominantly highway rather than buildings. Therefore this would require engagement with landowners and agents which is challenging given the diffuse landownership pattern. A forum for engagement about temporary use of vacant premises as well as the longer term implementation plan for the town centre was a suggested mechanism to support this.

Outcome 2 – The town centre offers a range of experiences and reasons to stay

A common theme throughout the project from all witnesses, case studies and evidence, was the acknowledgement that town centres are no-longer driven by retail. However, the retail offer does still serve a local community and is part of the reason why people will use a town centre, but less frequently the sole driver for a visit. Town centre users are more likely to be attracted to a town centre or high street for the totality of the experience that it offers, be that as a space for community, the food and drink offer, culture and leisure activities, or the quality of the environment which wraps around it all. The diversification of the town centre and the quality, rather than volume, of the offer is key. The project team considered how, in the current context of a long, linear high street, this might manifest itself, and notwithstanding the opportunity to physically change the shape of the high street, discussed how policy, investment and property/asset management could be used to support a ‘zoning’ of the town centre to create related ‘quarters’ around a certain use or theme, such as a

residential zone, retail zone, sustainability zone or cultural development zone.

The experience of the town centre and experience led uses are an increasingly significant part of the draw to town centres and can be an illustration of local identity and character. The project team’s visit to the escape rooms in the High Street, EscapeLive, demonstrated how space above retail units can be used differently and add another dimension to the town centre offer. The learning from this visit was that innovative, new experience-led activities work well together, clustering to create an enhanced offer and critical mass that attract people to the town centre for an extended period of time. A result of this is believed to be linked trips, with customers of these experiences shopping in the town centre, which they wouldn’t have otherwise done if they weren’t there for the other activity(s).

”There is already too much retail space in the UK and that bricks and mortar retailing can no longer be the anchor for thriving high streets and town centres. They need to be repopulated and re-fashioned as community hubs, including housing, health and leisure, entertainment, education, arts, business/office space and some shops.”

Grimsey Review 2 2018

The digitisation of retail saw online retail account for 21.5% of the market at the end of 2018 which is inevitably having an impact on the sector. On the one hand there is the increase in people using stores for click and collect and the resulting opportunity for impulse purchases in store, and on the other the reducing need for as many, and as large stores with larger retailers being able to

consolidate their activity around more populated centres while the internet fills the gaps.

Technology can be implemented as a form of public art in the shape of big screens, such as that already at the Forum, where blank surfaces offer the opportunity for other forms of art and local identity to be shown. Several sites in the town centre were considered to have walls where such screens could be installed, including the railway bridge. The project heard that it also presents an opportunity for differentiation, particularly in the case of Southend where smart city aspirations are significant. Globally, in store retailing is starting to use digital to provide customers with a different experience, which may be trying on clothes virtually or building recipes using different items. Utilising the technology infrastructure of the town to understand the user base – where they come from, how they shop – to heatmap the town centre and inform retail, and other, investment decisions and opening hours, as well as it being a basis to attract trial digital concept stores. Technology, however, will not be the only factor for the user, the quality and personalisation of the customer service offered will play a significant role in differentiating someone's experience so they make return visits.

Town centres are still places of employment and commerce, and should continue to be, but increasingly this will not be in retail, and therefore conversations about investment and regulation to allow land and premises to be used differently to create new, high quality employment space are key. This was reinforced by the research of Centre for Cities which shows that weak city centres don't have enough office space and often the space available is of poor quality. On that scale Southend town centre needs to increase the



volume and quality of office space of the right size and configuration to support modern businesses, and the technology to support it. Another aspect of the attraction of commercial occupiers to town centres is the skill base locally as research shows that high-skilled exporters will pay a premium to access benefits offered by city centres.

Businesses and the public sector taking up this space is intrinsically linked with the perceived vibrancy, safety and quality of the surrounding area. Employment space should also recognise the different commercial activity which could be attracted into town centres, such as maker spaces, which can be a source of employment, local identity, upskilling and animation - a draw for users to engage with the production of items.

"high-skilled, knowledge-based jobs are increasingly located in successful city centres because of the benefits on offer compared with other parts of the country. This has sparked a revival in city centre living, as the most vibrant city centres once more offer the lifestyle that residents — specifically young professionals — are looking for."

Centre for Cities, City Space Race

Another reason for being, and spending time in the town centre, which was highlighted through the project was the addition of further residential accommodation. During the course of the project the Council agreed its preferred bidder to progress the Better Queensway regeneration with which will lead to an additional c1,200 homes at the north of the High Street and replacement of the existing 441 homes already there. This not only helps to address the housing pressure the borough is facing but will introduce significant footfall, activity and spend power within the town centre. Case studies explored showed similar new housing developments being brought forward in other locations, particularly focused around sustainable locations such as transport interchanges where associated parking provision was much reduced, or in some cases non-existent. Other examples showed how additional homes can be sympathetically and innovatively included above existing buildings and structures, including the addition of modular homes added as additional floors to existing blocks. During the walking tours of the town centre the project team identified a number of locations which they felt homes could be added, including the travel centre which offers

the potential to be redesigned to incorporate housing above. The introduction of more town centre homes was felt to be vital, however this needs to be in balance with the rest of the town centre, recognising there is a finite amount of space available.

Outcome 3 – The town centre provides an environment where people want to be

As previously mentioned, the environment, in its broadest definition, of the town centre was consistently referred to in case studies, policy exposition and input from external specialists. With a desire for 'experiences' driving peoples' decisions on where they spend time and money, the importance of factors such as quality, perception of safety, sense of community and wellbeing all have a direct effect on the economic and social vibrancy of a place.

The matter of public realm repeated itself through each of the evidence sessions, highlighting the need for it to be of a quality, durability and 'look and feel' that enhances the area; of a configuration that not only encourages people to dwell but also assists with wayfinding, supporting sustainable travel; and of the opportunity it presents as multi-functional space. The need to re-surface the High Street on a phased basis and in-line with the regeneration of the area was felt to be important. Case studies and examples were considered where the public realm investment has created multi-use space, designed to deliver a range of outcomes. For example linear parks which introduce greenery to an urban environment as well as colour and a space to play and dwell. The health and wellbeing benefits of green space are well recorded as well as its impact on air quality

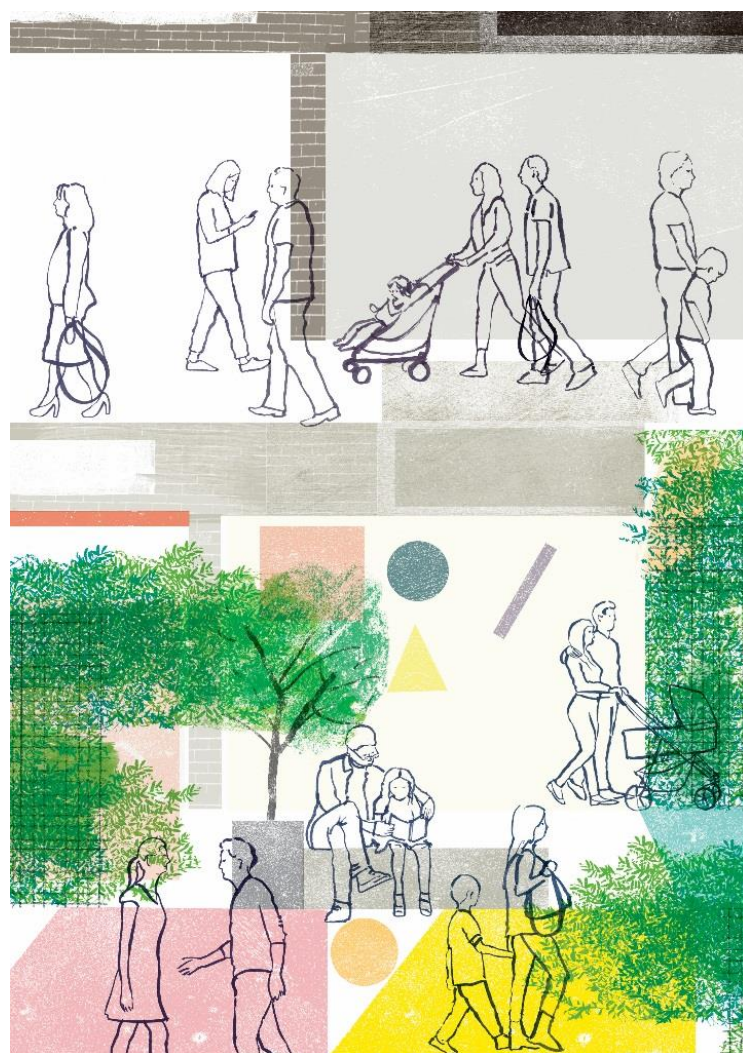
"The public realm of our town centres is critical in creating successful and prosperous places. It offers the connective space for activities to draw people and it forms the social spaces we crave. Public realm will always offer what online retailing cannot: a social experience and the opportunity to meet others in a well-tempered environment, designed to bring urban and natural worlds into a harmonious relationship, capable of sustainably supporting human wellbeing."

Ben Derbyshire, President of RIBA

and sense of space. Other examples considered the role of public art in creating an environment which tells some of the identity of the place while also being space to play, or a light display to be enjoyed of an evening, or sound or digital display which lead people to explore another part of the town. Similarly it was recognised that lighting has a role to play in ensuring space feels safe of an evening and that this could take the form of public art as well as more traditional lighting. Greening the town centre, creating space to play – physically and cognitively - and innovative use of public art were all agreed as priorities for the town centre; stimulating the senses and inviting people to come and enjoy.

It was considered important that through creating an environment for the town centre that the identity interwoven into it is one which authentic and true to Southend. The juxtaposition of the town centre with the coast, and Southend's greatest icon, the pier, were felt to be vital to this with the suggestion of the use of water in the high street linking the two intellectually and emotionally, while improved public realm links them physically drawing those

visiting the seafront into the town centre and vice versa. Similarly Southend's heritage was considered something to be proud of and emphasised in the town centre by making more of the architecture seen above shops, drawing the eye upwards through lighting, festoons, heritage trails and the like, while activating blank walls and spaces to make more of them and tell more of Southend story.



Above all it was identified that town centres are about people and creating a space that they not only want to spend time in but care about and take ownership of. It was recognised that the active involvement of residents, employees, students and

visitors in the design and creation of spaces, as has been recently done through the Council's **Sunrise** project for part of London Road, is vital if they are to be spaces that people identify with, enjoy spending time in and are proud of to the point that they play a role in maintaining them.

This could be people volunteering with Make Southend Sparkle to support the High Street spring clean, or other community and voluntary groups which engage with different aspects of the town centre, or simply individuals making sure that they, and others, put litter in the bins provided. Ownership of the space resulting in small steps and marginal gains. Moreover it was felt that the role of young people in this was integral to this as not only will it be a town centre that they, and generations following them, will use and enjoy, but they have different priorities and expectations to the generations which have gone before them. The Key Cities conference reflected that younger generations will go away for a weekend in the UK in search of an experience, while the 2050

"I think having a piece of public art as a landmark somewhere in the town centre would be a great draw for visitors. Especially with young people, social media is really important at the moment, how easy it is to show the world you're having a good time can be a motive for visiting a place – it's all about instagramming yourself in front of something novel, a landmark or an experience."

Katie Gardener, Graduate Management Trainee

feedback demonstrated their concern for others and the environment.

Outcome 4 – The town centre is understood and well communicated

The case studies and reports considered as part of the project all demonstrated the importance of truly knowing the town centre and being able to tell its story so that its evolution is authentic, and intervention and investment are based on fact and evidence. Part of the work of the project has been to uncover some of the unknowns about Southend town centre, such as the land ownership along the High Street which has been found to be diffuse with over 270 owners and the Council's primary landholding being the highway and car parks. Having this information is significant in understanding what strategic conversations about land and space might need to look like.

Similarly there is an ongoing need to further understand the current trends as well as being able to predict future ones. The project team heard how technology can be used to support a reimagined town centre; 'heat-mapping' visitor flows, the role and influence of technology on their movements and dwell time, demographics and footfall. Having such information could not only inform the Council's decisions, particularly when overlaid with other data, but could also be used to attract new investors to the town, opening up conversations with those not already in Southend to understand what would attract them to the town while demonstrating to them what the town offers and how it operates. Such data would also be crucial for developing a town centre implementation plan. The Institute of Place Management study of factors which influence

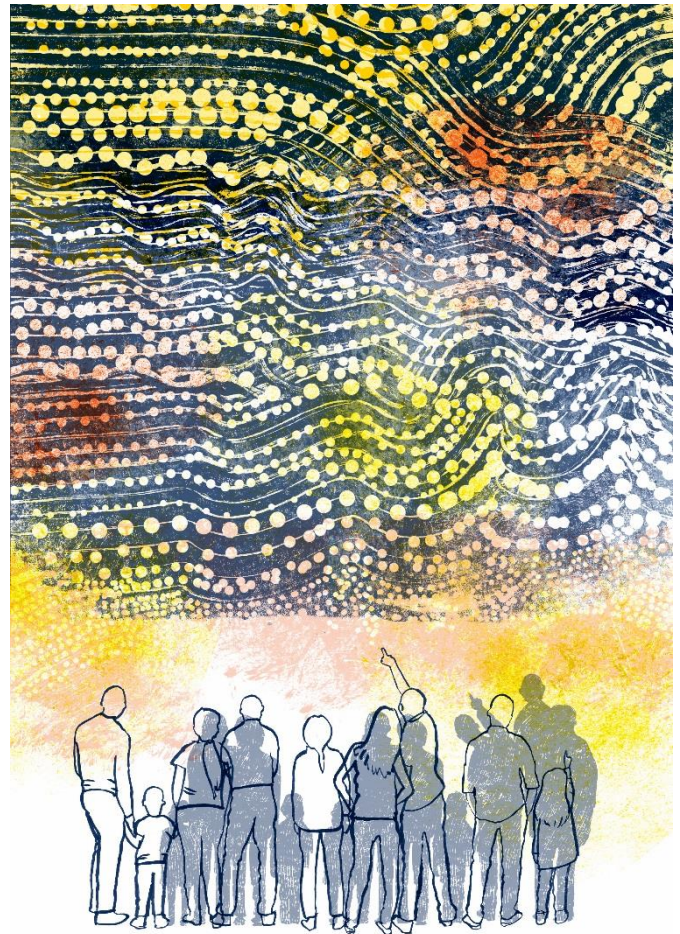
vitality and viability⁵ found 201 factors that affected the performance of town and city centres, demonstrating their complexity and the need to understand them.

Not only is it important to understand the town centre with the support of robust evidence, it is equally important to communicate it. The Southend 2050 conversation feedback highlighted the importance of the town centre to those who responded, both in terms of challenges they wish to see overcome and aspirations for the future. In this context it was felt to be important that a new narrative about the town centre is developed recognising the multiple roles it performs as a local centre, education hub, visitor destination and location for investment. The need for this to be authentic to Southend resonated with the evidence, building on what it's known for, rather than trying to be something it's not.

In developing this narrative and what it means for an implementation plan it must recognise the different dimensions explored through this project, for example that, throughout all the changes, the town centre will continue to have a role in meeting the needs of a local, and growing community. There is a large number of residents who live within walking distance of the town centre and for whom it is the first stop for goods and services, and this will grow with Better Queensway and further housing development. It should also take into consideration that the town centre and high street mean something very different to young people than to older generations, their views and

⁵ <http://www.placemanagement.org/special-interest-groups/managing-places/town-and-city-centresdowntowns/town-centre-policy-and-research/hsuk2020/>

aspirations must be incorporated, attracting young people to live, work, and socialise in the town centre.



Finally, in establishing the town centre's story it must seek to set itself apart from others, identifying and understanding its unique selling point, and in doing so should take learning from this project into account. Evidence received and the 2050 ambition both reflect that people relate to Southend's sense of fun which historically has been associated with the seafront but is interwoven through other experiences. This, coupled with the emphasis through this project on space to play and the role of future generations, could mean it sets out to be the UK's first play-friendly town centre. Similarly culture was also considered to be a key component of the town's development as a growing sector for employment, a key driver of experiences and an attractor and differentiator. Also the relationship between the

town centre and education with a significant student population and two major education institutions which it was felt aren't highlighted enough in promoting the town. The project concluded that there are a number of strengths which can and should be played to in this regard.

"The most important questions a developer will ask in looking at a new development opportunity are: is the local authority behind the project, and is there strong meaningful leadership to support its delivery of a number of years to fruition"

David Atkins

Chief Executive, Hammerson

Outcome 5 – The Council leads in relationship

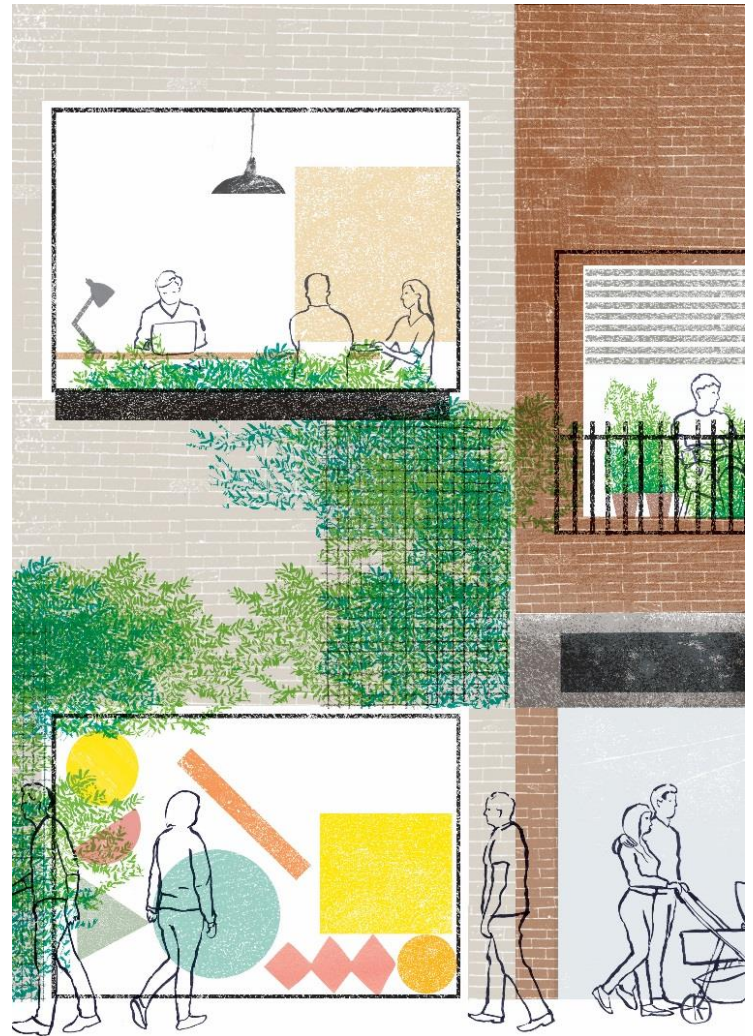
The project team heard that the Council needs to take the lead as the catalyst for change in the town centre, a message repeated by various sources. Multiple witnesses directly referred to the expectation from investors and the development industry that Local Authorities should take the lead in the conversation. That Councils are considered to be in a unique position to lead and coordinate activity around the town centre, more so than any other stakeholder with the breadth of responsibilities, powers and different aspects of funding and finance. Powers such as compulsory purchase, responsibilities across the public realm not just for maintenance but for space which encourages healthy and active lifestyles, and the ability to use resources to deliver outcomes which are about more than just financial return. The value of cross-party leadership was also

emphasised so as to provide certainty if others are to invest.

It was also recognised that the Council cannot do it alone. It needs the buy-in, support, ideas and investment of time and resources from a range of different stakeholders if a town centre vision and implementation plan are to be meaningfully and successfully delivered. In the case of Southend the Council is not a strategic landowner so has limited direct influence on the use of buildings and the rents paid by occupiers. If the sort of change explored through this project is to be implemented the Council must use its ability to convene, bringing together landowners and agents for strategic conversations about the future development and uses of the town centre, as well as the short term opportunities to animate and activate the space to everyone's benefit. Over the course of two walkabouts of the town centre a number of buildings were felt to be out of keeping with the desired look and feel for the area or identified as 'blockers' to the creation of improved public realm, connectivity or new opportunities.

Similarly the project team felt there was a role for town centre ambassadors; people who would take the lead in garnering the support and telling the Southend story, such as a cultural 'heavyweight' who would be able to lend their weight to the cultural development of the town. Local advocates for community engagement developing new relationships and encouraging participation in co-production as well as a shared sense of responsibility for the town centre, manifested through volunteering and support. Business peer to peer conversations changing the way land, premises and uses are shaped so as to maximise activity and opportunity.

Finally this shared vision and leadership must be communicated clearly and coordinated through an implementation plan which sets out how the vision is going to be delivered, what the priorities are, the desired impact, influences and investment. Such an approach not only ensures that resources are prioritised where they can make the greatest impact but gives confidence locally and further afield.



6. Methodology

6.1 Process

The Project Team was agreed to be constituted of Councillors: K Robinson (Chair), B Ayling, K Buck, N Folkard, J Garston, I Gilbert, D McGlone and D Nelson. By agreement with the Chair Cllr Mulroney joined the Project Team on their consideration of the evidence presented over the course of the project.

The project drew on a wide range of evidence from a variety of sources as the Project Team sought to explore and understand what factors might be vital to a reimagined town centre.

The Project Team was supported by a number of officers from across the Council who can be found listed in **Appendix 1**.

Evidence roundtable sessions were held aligned to the Southend 2050 Ambition and themes. These were facilitated by officers with subject specific knowledge while also benefitting from input from external witnesses.

Learning from other places in regards to best practice, the factors considered and journey taken was considered to be an important aspect of the project. This was undertaken through a site visit, a virtual visit and a range of case studies in the context of different themes as set out in **Appendix 2**.

The Project Team also made two visits to Southend town centre, one by day, and another by evening, to consider the area through the lens of the project and the different factors at play.

The project commenced following the publication of the Grimsey Review II, reflecting its conclusions around local leadership. This was the first of multiple documents reviewed during the course of the project. Further town centre studies and publications have been issued while the project has been in train, such as the Timpson Review and Centre for Cities: City Centres Past, Present and Future February 2019. These have also been considered, recognising the stage of the project's development at the time of publication. The Government also published its plan to support town centres in the autumn of 2018. The £675m Future High Streets Fund opened its call for Expressions of Interests 26th December 2018 and closes 22nd March 2019. The extensive research and engagement undertaken by this project should be used to support an application to the fund and as a basis for engagement with other facets of the Town Centre package such as the Town Task Force when it is established spring 2019.

An overview of all the evidence sessions held and attended can be found in **Appendix 1**.

6.2 Reference Group

A Reference Group was established in line with the project scope agreed in October 2018. The group members were selected to represent a broad mix of stakeholders, expertise and experience in relation to the town centre. The reference group was constituted of representatives of the following organisations and sectors: Southend BID, University of Essex, Citizens Advice Bureau, Commercial Property sector, Culture and Creative sector, digital sector, and a resident, in line with the requirement of the scrutiny committees.

The initial project scope was shared with the Reference Group for comment at the start of the project and a meeting held to discuss the project and its approach with Reference Group members. At the start of 2019 a mid-project summary was shared with the Reference Group to review the evidence received to date and the emerging messages. At the end of the project a copy of the draft report was shared with the group to consider the recommendations made and for final review. At this point the report was also shared with the Youth Council so as to be able to take their views into account before finalising the report.

Members of the Reference Group were also invited to attend a number of the evidence sessions held during the project's span including a meeting to consider the Government's consultation on planning reform, a presentation from Centre for Cities, the Key Cities Town Centre conference and the Local Plan consultation event for the town centre.

The Project Team expressed their thanks to the reference group members for their time and contributions.

Appendix 1

Summary of Evidence

Evidence	Date	Attendees
Overview & Grimsey Review	18/10/2018	Cllrs Robinson, Ayling, Buck, Folkard, D Garston (for J Garston) and D McGlone and Arscott (observing) Officers: Emma Cooney, Tim Row
Reference Group Meeting & Consideration of planning consultation: <i>Planning Reform - Supporting the high street and increasing the delivery of new homes</i>	13/11/2018	Cllrs Robinson, Jones (for Cllr Gilbert), Ayling, Nelson, Folkard, McGlone Reference Group Members: Southend BID, University of Essex, Citizens Advice Bureau, Sorrell Property Agents, Revive Digital, town centre resident Officers: Emma Cooney, Tim Row, Claire Victory, Chris Burr
Centre for Cities Presentation	3/12/18	Rebecca McDonald and Anthony Breach (Centre for Cities) Cllrs Robinson, Ayling, J Garston, Folkard and McGlone Officers: Emma Cooney, Chris Burr, Tim Row
Chelmsford Visit	3/12/18	Stuart Graham and Spencer Clarke (Chelmsford City Council) Cllrs Robinson, Folkard, McGlone, Ayling and Garston Emma Cooney, Tim Row, Paul Jenkinson
Possibility Thinking workshop	4/12/18	Rob Francis (Traverse) Cllrs Robinson, Buck, Nelson, Folkard, Gilbert, McGlone and Mulroney Officers: Emma Cooney, Tim Row
Virtual Visit to Altrincham	7/12/2018	Martin Ledson (Trafford Council) Cllrs Robinson, McGlone, Folkard and Ayling Officers: Emma Cooney, Tim Row, Chris Burr
Evidence Session 1: Pride and Joy	17/12/2018	Cllrs Robinson, Buck, Gilbert, J Garston and Mulroney Officers: Scott Dolling, Emma Cooney, Tim Row
Evidence Session 2: Safe and Well	21/1/2019	Cllrs Robinson, Folkard, Nelson, McGlone, Gilbert, J Garston and Mulroney Marcus Wilshire (IBI) Officers: Tim Holland, Simon Ford, Carl Robinson,

		Drew Jones, Mark Murphy, Tim Row, Emma Cooney, Jeremy Martin
Evidence Session 3: Active and Involved	23/1/19	Cllrs Robinson, Gilbert, Folkard, J Garston, McGlone and Mulroney Alison Dewey (Southend BID), Dennis Baldry (Southend BID), Ross McGrane (Little Smash Comedy) Officers: Krishna Ramkelawon, Paul Jenkinson, Kamil Pachalko, Emma Cooney, Tim Row
Key Cities Conference	29/01/2019	Emma Cooney; Alison Griffin
Local Plan Consultation	5/2/2019	Cllrs Robinson, JGarston, Folkard and Mulroney Officers: Emma Cooney, Tim Row
Town Centre Walkabout and visit to Escape Live (Day)	5/2/2019	Cllrs Robinson, J Garston, Folkard and Mulroney Officers: Emma Cooney, Tim Row
Evidence Session 4: Opportunity and Prosperity (1)	5/2/2019	Cllrs Robinson, J Garston, Folkard and Mulroney Steven Norris (Lambert Smith Hampton) Murray Foster (Southend Business Partnership) Officers: Bridgette Cowley, Chris Burr, Marzia Abel, Alison Dewey, Alan Richards, Tim Row, Emma Cooney
Evidence Session 4: Opportunity and Prosperity (2)	5/2/2019	Cllrs Robinson, McGlone, J Garston, Buck, Folkard, Gilbert and Mulroney Tim Johnson (Cushman & Wakefield) Officers: Emma Cooney, Marzia Abel, Alan Richards, Tim Row, Chris Burr
Evidence Session 5: Connected and Smart	07/02/2019	Cllrs Robinson, Ayling, Gilbert, Folkard, McGlone and Mulroney Officers: Peter Geraghty, Neil Hoskins, Nick Corrigan, David Cummings, Katie Gardener, Emma Cooney, Tim Row
Town Centre Walkabout (evening)	18/02/2019	Cllrs Robinson, Nelson, Folkard, McGlone and Mulroney Officers: Emma Cooney, Carl Robinson, Tim Row

Appendix 2

Location Case Studies

Throughout the project a range of locations undertaking activity in relation to their town centres were explored as case studies. The consideration of each location varied; some as illustrations of a particular aspect of town centre investment and intervention, others were more in-depth to understand their focus, approach to planning town centre change, mix of interventions, funding and impact. This has provided a rich mix of ideas, provocations and debate to support this report. These were:

- Almere, Netherlands
- Altrincham
- Barnsley
- Basildon
- Bournemouth
- Bude
- Camden
- Chelmsford
- Great Yarmouth
- Hemel Hempsted
- Hull
- Kings Cross
- Kingston
- Lambeth
- Lisburn
- Newbury
- Newport
- Norwich
- Nuneaton
- Streatham
- Stevenage
- Slough
- Superkilen, Copenhagen, Denmark
- Worthing
- Woking

Southend-on-Sea Borough Council

Report of Chief Executive

to

Cabinet

On

25 June 2019

7

Tim MacGregor - Policy Manager

Cabinet Working Parties

Cabinet Member: Councillor Gilbert

Policy & Resources Scrutiny Committee

A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To revise the configuration and composition of Cabinet working parties to help drive the Southend 2050 programme.

2. Recommendations

- 2.1 That Cabinet revise the configuration of Cabinet working parties as set out in paragraph 3.10.
- 2.2 That a vice-chair for each Cabinet working party is appointed by the Leader and the terms of reference for each working party are amended to reflect this.
- 2.3 To further review the Terms of Reference of each working party to ensure they are fit for purpose

3. Background

- 3.1 The Council meeting of 3 June saw a change of administration which has set out its policy objectives in the context of the Council's agreed ambition, desired outcomes and 2050 road map.
- 3.2 Critical to the delivery of these outcomes is the role undertaken by councillors, and Cabinet members in particular, in leading delivery of the 2050 outcomes.
- 3.3 The Council currently has 12 established working parties, as outlined at **Appendix 1**. As can be seen the level of activity of each is relatively low, in terms of frequency of meetings - with the exception of the Traffic Regulations Working Party. Most have a tendency to meet as and when issues arise, rather than having a particular focus or work programme for the year.
- 3.4 An alternative approach is to rationalise the number of working parties so that they are based around the new portfolios of the joint administration. Such working parties

would enable cabinet members to work with councillor colleagues across party groups to focus their efforts on delivering policy objectives in a more pro-active way than has been the case to date.

- 3.5 Such an approach would provide better coverage of policy objectives than the current working parties, enabling councillors to give an early steer to policy development before officers draft reports for Cabinet or appropriate committee. The approach will also provide a better opportunity for non-cabinet councillors to input into policy development and complement the work of the three scrutiny programme working parties.
- 3.6 The new working parties, would, therefore, be chaired by the relevant Cabinet member (as are current working parties) and could comprise the 44 non-Cabinet members. This would mean each working party having 7-9 members to conform to group proportionality.
- 3.7 It is recommended that each working party also has a vice-chair, appointed by the Leader, to support the chair and promote councillor development.
- 3.8 Current co-optees on the Access, Parking and Transport Strategy, the Biodiversity and Environmental Awareness and Conservation working parties can be retained by the new working parties, if they were limited to contributing to issues relevant to the reason for which they were co-opted . Meetings and agendas could also be managed to ensure items were dealt with appropriately.
- 3.9 The Traffic Regulations Working Party meets frequently to consider specific traffic proposals, with recommendations being considered after each meeting by Cabinet Committee. It is, therefore, recommended that this working party is retained, along with the Holocaust Memorial Day Working Party, to provide focus on arrangements for the events.
- 3.10 However, the functions of the other current working parties can be incorporated into a new configuration as set out below and in Appendix 2.

	Working Party	Chaired by	Existing working parties:
1	Housing and Communities	Cllr Gilbert	- Housing and Homelessness WP - People Management, Accommodation and Digital Strategy WP
2	Transport, Capital, Inward Investment	Cllr Woodley	- Access, Parking and Transport Strategy WP - London Southend Airport Monitoring WP
3	Business, Culture and Tourism	Cllr Robinson	- Cultural, Tourism and Events WP
4	Children and Learning	Cllr Jones	- School Places WP
5	Community Safety and Customer Contact	Cllr Terry	None
6	Environment and Planning	Cllr Mulroney	- Bio-diversity and Environmental Awareness WP - Conservation WP - Local Development Framework WP - Waste Management WP
7	Health and Adult Social Care	Cllr Harp	None
8	Traffic Regulations	Cllr Woodley	n/a
9	Holocaust Memorial Day	Cllr Robinson	n/a

4. Other Options

The Council could retain the current configuration of Cabinet working parties, however, they would not provide the same extent of focus on 2050 outcomes or engage non-Cabinet councillors to the same extent in policy development work.

5. Reason for Recommendation

To revise the configuration and composition of Cabinet working parties to help drive the Southend 2050 programme.

6. Corporate Implications

6.1 Contribution to Southend 2050 Road Map

The working parties will provide greater councillor focus on the delivery of Southend 2050 outcomes, by engaging them earlier in the policy development and decision making cycle.

6.2 Financial Implications - None

6.3 Legal Implications - None specific.

6.4 People Implications – None specific

6.5 Property Implications – None specific.

6.6 Consultation - None specific.

6.7 Equalities Implications

The working parties will enable earlier consideration by councillors of the equalities and inclusion implications, in relation to policy development work, in the Council's decision making process.

6.8 Risk Assessment

The working parties will enable earlier consideration by councillors of the potential risks and opportunities in the Council's decision making cycle.

6.9 Value for Money – none specific

6.10 Community Safety Implications - None specific

6.11 Environmental implications – None specific

7. Background Papers

- The Council Constitution, Part 3, Schedule 2, Cabinet working parties.

Current Cabinet Working Parties – 3 June 2019

	Current Working Parties	No. members	Meeting frequency	Note
1.	Access, Parking and Transport Strategy Working Party	8 Cllrs 7 Co-optees - Chaired by Cabinet member	1x since formation - Jan 19	
2.	Biodiversity and Environmental Awareness Working Party	20 (8 Cllrs, 12 co-optees) Chaired by Cabinet member	Last met April 16	Oversees bio-diversity action plan.
3.	Conservation Working Party	8 Cllrs 7 Co-optees - Cabinet Member	Last met Feb 19 Ave 1-2x pa	
4.	Cultural, Tourism and Events Working Party	8 Cllrs Chair Cabinet Member	Met once (Oct 18)	
5.	Holocaust Memorial Day Working Party	8 Cllrs Chair: Cabinet Member	2-3x pa	
6.	Housing and Homelessness Working Party	8 Cllrs Chair: Cabinet member	1-2x pa Last met Jul 18	
7.	London Southend Airport Monitoring Working Party	8 Cllrs Chair: Cabinet member	1x pa Last met Oct 18	Meets annually – to receive annual report
8.	People Management, Accommodation and Digital Strategy Working Party	8 Cllrs Chair: Cabinet member	Last met Oct 18	Oversees digital strategy
9.	School Places Working Party	8 Cllrs Chair: Cabinet member	2-3x pa Last met Nov 18	
10	Southend-on-Sea Local Development Framework Working Party	8 Cllrs Chair: Cabinet Member	1 pa Last met Jan 19	Oversee Local Plan, Jt Strategic Plan etc.
11	Traffic Regulations Working Party	12 Cllrs	10x since May 18 (meets with each Cabinet Cttee)	Statutory body
12	Waste Management Working Party	8 Chair: Cabinet member	2x pa Last met Oct 18	

3. Proposed Cabinet Working Parties - Terms of Reference

3.1 Environment & Planning Working Party

3.1.1 Membership

8 Councillors

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

Other non-voting members will be invited to attend as and when appropriate, and will include representatives from:

- Leigh Society
- Southend Society
- Shoebury Society
- Milton Society
- S.E. Essex Archaeological Society
- Southend & District Building Restoration Trust
- RIBA
- Chamber of Commerce.

- Natural England
- South Essex Natural History Society
- Essex Wildlife Trust – Rochford and Southend Local Group
- British Trust for Conservation Volunteers One representative of Royal Society for the Protection of Birds – Southend Members Group
- Friends of Hadleigh Castle Country Park
- Southend Ornithological Group
- Butterfly Conservation (Cambs and Essex Branch)
- Leigh Town Council
- Essex Amphibian and Reptile Group
- Essex Biodiversity Partnership
- The Site Manager – Hadleigh Castle Country Park
- The Southend Environmental Project Manager – Essex Wildlife Trust

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair will be appointed by the Leader.

3.1.2 Quorum

3 Councillors

3.1.3 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) To identify conservation issues of importance to the Borough and make recommendations to the Cabinet.

- (c) To consider conservation policy and monitor changes in Conservation Areas and make recommendations to the Cabinet.
- (d) To consider practical conservation projects in the Borough, including partnerships with other organisations and to make recommendations thereon to the Cabinet.
- (e) To consider major planning applications with conservation implications referred to it by the Development Control Committee and to make comments to the Development Control Committee.
- (f) To make recommendations on the collection, removal and disposal of all excreta, refuse, litter (including abandoned vehicles and trolleys), and for the recycling of waste (including the preparation of waste recycling plans), for the Civic Amenity sites within the Borough and all matters relating to cleansing of the Borough including all paved roads, areas of open land and foreshore.
- (g) To make recommendations on matters relating to the review of the Local and Structure Plans and the provision of a comprehensive up to date planning policy framework for the Borough.

To make recommendations to Cabinet on local listing on an annual basis and on an ad hoc basis in case of urgency.
- (h) To provide advice to the Southend Strategic Partnership about environmental and biodiversity issues, and to assist in the delivery of the Community Plan.
- (i) To identify environmental and biodiversity issues of importance to the Borough and the Council.
- (j) To consider environmental and biodiversity projects in the Borough including partnerships with other organisations and seek funding from non-Council sources and promote collaboration and support with funding agencies.
- (k) To consider and where appropriate participate in local and national environmental and biodiversity campaigns.
- (l) To encourage, assist and promote biodiversity in the Borough.
- (m) To keep under review the development of environmental and biodiversity policies.
- (n) To support sustainable development and improvements in the local environment.
- (o) To increase awareness and publicity of environmental and biodiversity issues.

3.1.4 Status of Meetings

Private

3.1.5 Reports to

The Cabinet (save in respect of 3.1.3(d) above)

3.2 Business, Culture & Tourism Working Party

3.2.1 Membership

8 Councillors

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair will be appointed by the Leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

3.2.2 Quorum

3

3.2.3 Terms of Reference

- (a) To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) To carry out study work and formulate proposals and recommendations in respect of cultural projects.
- (c) To review the current programme of events in Southend and the funding thereof, and to consult stakeholders on improvements which could be made.
- (d) To develop and recommend a new events strategy for Southend.
- (e) To formulate proposals and recommendations in respect of the pier and foreshore.

3.2.4 Status of Meetings

Private

3.2.5 Reports to

The Cabinet

3.3 Housing and Communities Working Party

3.3.1 Membership

8 Councillors (by convention political proportionality shall apply)

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

Other non-voting members will be invited to attend as and when appropriate.

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the Leader.

3.3.2 Quorum

3 Councillors

3.3.3 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) To advise the Cabinet on strategic housing policy issues relating the provision and improvement of affordable and social housing in the borough.
- (c) To review progress on the future management of the Council's housing stock, following the report of the ALMO Task and Finish Group and the decision of Cabinet on 5th November 2013; including reviewing progress on the level of savings / efficiencies to be achieved and the performance of South Essex Homes.
- (d) To advise Cabinet on the strategic approach to the prevention, alleviation and eradication of homelessness issues (including rough sleepers) in the borough.
- (e) To develop the People Management Strategy.
- (f) To monitor and manage performance against agreed action plans and targets within the People Management Strategy.
- (g) To make recommendations on Corporate People Management issues.
- (h) To monitor, review and make recommendations on a Digital Strategy for the Council.
- (i) To make recommendations on an Accommodation Strategy necessary to deliver the Council's services in the future together with proposals for the implementation of such strategy.
- (j) To review usage of existing accommodation and to recommend ways to maximise such use in the interests of economy and the most effective delivery of service.

3.3.4 Status of Meetings

Private

3.3.5 Reports to

The Cabinet

3.4 Transport, Capital, Inward Investment Working Party

3.4.1 Membership

8 Councillors

The Chair shall be the Cabinet Member for Infrastructure. The Vice-Chair shall be appointed by the leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

Interested Parties (to be invited in a non-voting capacity on an ad-hoc basis):

- 1 representative from First Group
- 1 representative from Arriva
- 1 representative from Stephensons
- 1 representative of the rail operators (dependent upon franchise)
- 1 representative of Southend Area Bus Users Group
- 1 representative of the Rail Users Group

Advisory Capacity:

- 1 representative of Essex County Council

3.4.2 Quorum

3 Councillors

3.4.3 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) **Access to the Borough:** This will include considering improvements to access options for visitors to the Borough including changes to road layouts and reducing access traffic on roads within the core of the town centre to provide easier, direct and more intuitive access to car parks and key visitor destinations.
- (c) **Parking:** This will include:
 - (i) the development of a parking guidance system and vehicle messaging system covering the main car parks across the Borough; and
 - (ii) appropriate changes to parking tariffs for periods of high demand for example Summer weekends and bank holidays to better balance the demand for parking between the seafront and town centre car parks.
- (d) **Transport:** This will include:
 - (i) how public transport, including bus services, in the Borough might be improved;
 - (ii) ensuring synergy of public transport services for the Borough; and
 - (iii) the provision of improved travel information pre-travel and pre-arrival to the Borough through a range of media and systems and to encourage travel behaviour change by residents of the Borough and visitors.

- (e) To monitor the on-going operation of the London Southend Airport in the context of the environmental controls recorded in the leases and S.106 Agreements. To respond to concerns regarding air traffic movements.

3.4.4 Status of Meetings

Private

3.4.5 Reports to

The Cabinet

3.5 Children and Learning

3.5.1 Membership

8 Councillors

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

3.5.2 Quorum

3

3.5.3 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) To review the provision of primary and secondary school places across the Borough taking into account all relevant factors.

3.5.4 Status of Meetings

Private

3.5.5 Reports to

The Cabinet

3.6 Community Safety and Customer Contact Working Party

3.6.1 Membership

8 Councillors

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

3.6.2 Quorum

3

3.6.3 Membership

8 Councillors

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply to the 5 Councillors who are not Cabinet Members.

3.6.4 Quorum

3 (including at least 2 of the Cabinet Members)

3.6.5 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**

3.6.6 Status of Meetings

Open to the public

3.6.7 Reports to

The Cabinet

3.7 Health and Adult Social Care Working Party

3.7.1 Membership

8 Councillors

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply to the 5 Councillors who are not Cabinet Members.

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

3.7.2 Quorum

3 (including at least 2 of the Cabinet Members)

3.7.3 Terms of Reference

- (a) To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**

3.7.4 Status of Meetings

Open to the public

3.7.5 Reports to

The Cabinet

3.8 Traffic Regulations Working Party

3.8.1 Membership

8 Councillors¹, comprising the 3 Cabinet Members who sit on the Cabinet Committee (one of whom shall be appointed Chair) and 5 Councillors who are not Cabinet Members.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply to the 5 Councillors who are not Cabinet Members.

3.8.2 Quorum

3 (including at least 2 of the Cabinet Members)

3.8.3 Terms of Reference

- (a) To consider written objections and also to hear oral representations by objectors and supporters (if any) to proposed Traffic Regulation Orders and to make a recommendation to the Cabinet Committee on such proposed Orders. (See Section 6D of **Part 4(a)** of the Council's Constitution regarding public speaking on Traffic Regulation Orders.)
- (b) To consider requests for Traffic Regulation Orders referred to the Working Party by the Council, Cabinet or the Deputy Chief Executive (Place) and make appropriate recommendations to the Cabinet Committee on those requests.
- (c) To consider exceptional circumstances PVX applications and hear oral representations by the applicant or their appointed representative and make appropriate recommendations to the Cabinet Committee.

3.8.4 Status of Meetings

Open to the public

3.8.5 Reports to

The Cabinet

3.9 Holocaust Memorial Day Working Party

¹ **Note:** No Councillor shall sit on the Traffic Regulations Working Party (whether for the first time or returning to the Working Party after a period of absence), including as a substitute Councillor, without having first attended a training session on the principles of Traffic Regulation Orders.

3.9.1 Membership

8 Councillors

Substitutes: Permitted in accordance with Standing Order 31

Proportionality: By convention political proportionality shall apply

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint.

3.9.2 Quorum

3

3.9.3 Terms of Reference

To recommend arrangements to commemorate Holocaust Memorial Day, 27th January each year.

3.9.4 Status of Meetings

Private

3.9.5 Reports to

The Cabinet

3. Proposed Cabinet Working Parties - Terms of Reference

3.1 Environment & Planning Working Party

3.1.1 Membership

8 Councillors

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

Other non-voting members will be invited to attend as ~~and when~~ appropriate to the item, and will include representatives from:

- Leigh Society
- Southend Society
- Shoebury Society
- Milton Society
- S.E. Essex Archaeological Society
- Southend & District Building Restoration Trust
- RIBA
- Chamber of Commerce.

- Natural England
- South Essex Natural History Society
- Essex Wildlife Trust – Rochford and Southend Local Group
- British Trust for Conservation Volunteers One representative of Royal Society for the Protection of Birds – Southend Members Group
- Friends of Hadleigh Castle Country Park
- Southend Ornithological Group
- Butterfly Conservation (Cambs and Essex Branch)
- Leigh Town Council
- Essex Amphibian and Reptile Group
- Essex Biodiversity Partnership
- The Site Manager – Hadleigh Castle Country Park
- The Southend Environmental Project Manager – Essex Wildlife Trust

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair will be appointed by the Leader.

3.1.2 Quorum

3 Councillors

3.1.3 Terms of Reference

- (a) To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) To identify conservation issues of importance to the Borough and make recommendations to the Cabinet.**

- (c) To consider conservation policy and monitor changes in Conservation Areas and make recommendations to the Cabinet.
- (d) To consider practical conservation projects in the Borough, including partnerships with other organisations and to make recommendations thereon to the Cabinet.
- (e) To consider major planning applications with conservation implications referred to it by the Development Control Committee and to make comments to the Development Control Committee.
- (f) To make recommendations on the collection, removal and disposal of all excreta, refuse, litter (including abandoned vehicles and trolleys), and for the recycling of waste (including the preparation of waste recycling plans), for the Civic Amenity sites within the Borough and all matters relating to cleansing of the Borough including all paved roads, areas of open land and foreshore.
- (g) To make recommendations on matters relating to the review of the Local and Structure Plans and the provision of a comprehensive up to date planning policy framework for the Borough.

To make recommendations to Cabinet on local listing on an annual basis and on an ad hoc basis in case of urgency.
- (h) To provide advice to the Southend Strategic Partnership about environmental and biodiversity issues, and to assist in the delivery of the Community Plan.
- (i) To identify environmental and biodiversity issues of importance to the Borough and the Council.
- (j) To consider environmental and biodiversity projects in the Borough including partnerships with other organisations and seek funding from non-Council sources and promote collaboration and support with funding agencies.
- (k) To consider and where appropriate participate in local and national environmental and biodiversity campaigns.
- (l) To encourage, assist and promote biodiversity in the Borough.
- (m) To keep under review the development of environmental and biodiversity policies.
- (n) To support sustainable development and improvements in the local environment.
- (o) To increase awareness and publicity of environmental and biodiversity issues.

3.1.4 Status of Meetings

Private

3.1.5 Reports to

The Cabinet (save in respect of 3.1.3(d e) above)

3.2 Business, Culture & Tourism Working Party

3.2.1 Membership

8 Councillors

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair will be appointed by the Leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

3.2.2 Quorum

3

3.2.3 Terms of Reference

- (a) To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) To carry out study work and formulate proposals and recommendations in respect of cultural projects.
- (c) To review the current programme of events in Southend and the funding thereof, and to consult stakeholders on improvements which could be made.
- (d) To develop and recommend a new events strategy for Southend.
- (e) To formulate proposals and recommendations in respect of the pier and foreshore.

3.2.4 Status of Meetings

Private

3.2.5 Reports to

The Cabinet

3.3 Housing and Communities Working Party

3.3.1 Membership

8 Councillors (by convention political proportionality shall apply)

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

~~Other non-voting members will be invited to attend as and when appropriate.~~

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the Leader.

3.3.2 Quorum

~~3 Councillors~~

3.3.3 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) To advise the Cabinet on strategic housing policy issues relating the provision and improvement of affordable and social housing in the borough.
- (c) To review progress on the future management of the Council's housing stock, following the report of the ALMO Task and Finish Group and the decision of Cabinet on 5th November 2013; including reviewing progress on the level of savings / efficiencies to be achieved and the performance of South Essex Homes.
- (d) To advise Cabinet on the strategic approach to the prevention, alleviation and eradication of homelessness issues (including rough sleepers) in the borough.
- (e) To develop the People Management Strategy.
- (f) To monitor and manage performance against agreed action plans and targets within the People Management Strategy.
- (g) To make recommendations on Corporate People Management issues.
- (h) To monitor, review and make recommendations on a Digital Strategy for the Council.
- (i) To make recommendations on an Accommodation Strategy necessary to deliver the Council's services in the future together with proposals for the implementation of such strategy.
- (j) To review usage of existing accommodation and to recommend ways to maximise such use in the interests of economy and the most effective delivery of service.

3.3.4 Status of Meetings

Private

3.3.5 Reports to

The Cabinet

3.4 Transport, Capital, Inward Investment Working Party

3.4.1 Membership

8 Councillors

The Chair shall be the Cabinet Member for Infrastructure Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the Leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

Interested Parties (to be invited in a non-voting capacity on an ad-hoc basis as appropriate to the item):

- 1 representative from First Group
- 1 representative from Arriva
- 1 representative from Stephensons
- 1 representative of the rail operators (dependent upon franchise)
- 1 representative of Southend Area Bus Users Group
- 1 representative of the Rail Users Group

Advisory Capacity:

- 1 representative of Essex County Council

3.4.2 Quorum

3 Councillors

3.4.3 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) **Access to the Borough:** This will include considering improvements to access options for visitors to the Borough including changes to road layouts and reducing access traffic on roads within the core of the town centre to provide easier, direct and more intuitive access to car parks and key visitor destinations.
- (c) **Parking:** This will include:
 - (i) the development of a parking guidance system and vehicle messaging system covering the main car parks across the Borough; and
 - (ii) appropriate changes to parking tariffs for periods of high demand for example Summer weekends and bank holidays to better balance the demand for parking between the seafront and town centre car parks.
- (d) **Transport:** This will include:
 - (i) how public transport, including bus services, in the Borough might be improved;
 - (ii) ensuring synergy of public transport services for the Borough; and
 - (iii) the provision of improved travel information pre-travel and pre-arrival to the Borough through a range of media and systems and to encourage

travel behaviour change by residents of the Borough and visitors.

- (e) To monitor the on-going operation of the London Southend Airport in the context of the environmental controls recorded in the leases and S.106 Agreements. To respond to concerns regarding air traffic movements.

3.4.4 Status of Meetings

Private (save as in respect of 3.4.3.(e))

3.4.5 Reports to

The Cabinet

3.5 Children and Learning

3.5.1 Membership

8 Councillors

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the Leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

3.5.2 Quorum

3

3.5.3 Terms of Reference

- (a) To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**
- (b) To review the provision of primary and secondary school places across the Borough taking into account all relevant factors.**

3.5.4 Status of Meetings

Private

3.5.5 Reports to

The Cabinet

3.6 Community Safety and Customer Contact Working Party

3.6.1 Membership

8 Councillors

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the Leader.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply

3.6.2 Quorum

3

~~3.6.3 Membership~~

~~8 Councillors~~

~~Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply to the 5
Councillors who are not Cabinet Members.~~

~~3.6.2 Quorum~~

~~3 (including at least 2 of the Cabinet Members)~~

3.6.3 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**

3.6.4 Status of Meetings

Open to the public Private

3.6.5 Reports to

The Cabinet

3.7 Health and Adult Social Care Working Party

3.7.1 Membership

8 Councillors

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply to the 5 Councillors who are not Cabinet Members.

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the Leader.

~~Substitutes: Permitted in accordance with Standing Order 31~~
~~Proportionality: By convention political proportionality shall apply~~

3.7.2 Quorum

3 (including at least 2 of the Cabinet Members)

3.7.3 Terms of Reference

- (a) **To consider policy matters that support delivery of the Council's Ambition and Outcomes as set out in the Southend 2050 Road Map and make recommendations, when appropriate, to Cabinet.**

3.7.4 Status of Meetings

Open to the public Private

3.7.5 Reports to

The Cabinet

3.8 Traffic Regulations Working Party

3.8.1 Membership

8-12 Councillors¹, comprising the 3 Cabinet Members who sit on the Cabinet Committee (one of whom shall be appointed Chair and another Vice-Chair) and 5-9 Councillors who are not Cabinet Members.

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: By convention political proportionality shall apply to the 5-9 Councillors who are not Cabinet Members.

3.8.2 Quorum

3 (including at least 2 of the Cabinet Members)

3.8.3 Terms of Reference

- (a) To consider written objections and also to hear oral representations by objectors and supporters (if any) to proposed Traffic Regulation Orders and to make a recommendation to the Cabinet Committee on such proposed Orders. (See Section 6D of **Part 4(a)** of the Council's Constitution regarding public speaking on Traffic Regulation Orders.)
- (b) To consider requests for Traffic Regulation Orders referred to the Working Party by the Council, Cabinet or the Deputy Chief Executive (Place) and make appropriate recommendations to the Cabinet Committee on those requests.
- (c) To consider exceptional circumstances PVX applications and hear oral representations by the applicant or their appointed representative and make appropriate recommendations to the Cabinet Committee.

3.8.4 Status of Meetings

Open to the public

3.8.5 Reports to

The Cabinet

¹ **Note:** No Councillor shall sit on the Traffic Regulations Working Party (whether for the first time or returning to the Working Party after a period of absence), including as a substitute Councillor, without having first attended a training session on the principles of Traffic Regulation Orders.

3.9 Holocaust Memorial Day Working Party

3.9.1 Membership

8 Councillors

Substitutes: Permitted in accordance with Standing Order 31

Proportionality: By convention political proportionality shall apply

The Chair shall be the Leader or such other Cabinet Member as the Leader shall appoint. The Vice-Chair shall be appointed by the Leader.

3.9.2 Quorum

3

3.9.3 Terms of Reference

To recommend arrangements to commemorate Holocaust Memorial Day, 27th January each year.

3.9.4 Status of Meetings

Private

3.9.5 Reports to

The Cabinet

Southend-on-Sea Borough Council

**Report of Deputy Chief Executive People
to
Cabinet
On
25 June 2019**

8

Report prepared by: Glyn Halksworth, Interim Director for
Housing

**Housing Update
Policy and Resources Scrutiny – Cabinet Member: Councillor Ian Gilbert
A Part 1 Public Agenda item**

1. Purpose of Report

- 1.1 This report provides an update on two key elements of the Housing, Homelessness and Rough Sleeping Strategy, namely housing supply and a proposed Acquisitions Programme for Council Housing. This report seeks approval to the funding and governance of the proposed acquisitions programme.

2. Recommendation

- 2.1 That Cabinet agrees:
- a. The work to develop a regeneration framework and pipeline of housing and regeneration projects, including the potential to establish a revolving investment fund to deliver the pipeline, with a report coming forward to Cabinet in September 2019.
 - b. To proceed with the Acquisitions Programme for Council Housing as agreed in the Council's Housing, Homelessness & Rough Sleeping Strategy.
 - c. That a capital budget of £4.3M be created within the Housing Revenue Account (HRA) capital programme for 2019/20 to facilitate the Acquisitions Programme, funded 30% from retained Right to Buy Capital receipts and 70% from HRA Capital Investment Reserve.
 - d. That the delegated authority to the S151 Officer for property acquisitions and disposals for the sign off of the property acquisitions in Part 3, Schedule 3, Section 4 of the Constitution be amended to increase the value from £250,000 to £500,000.

3. Background

- 3.1 The need for affordable housing within the borough is greater than ever and is demonstrated by the outcomes of the Strategic Housing Market Assessment (SHMA) and by our own Homes Seeker's Register data. The Council's commitment to addressing this housing need is well documented with the Council's Southend 2050 Vision & the corporate Housing, Homelessness and Rough Sleeping Strategy both reflecting this.
- 3.2 In addition, the preparation of the new Local Plan for Southend will address how to achieve housing growth of all types to address local needs.
- 3.3 The Council can play a number of different roles in increasing housing supply, and sometimes must fulfil these different roles at the same time:
- **Direct deliverer** - as with the Housing Revenue Account funded development managed by the Strategic Housing Team which is now entering Phases 3 and 4. The most recent completion being the houses and flats at Rochford Road.
 - **Landowner and Landlord** - enabling new housing through redevelopment and/or disposal of its land and assets for development, or the potential to purchase affordable homes built on larger schemes.
 - **Enabler** - using various tools and approaches such as joint delivery arrangements including (but not limited to) the joint venture with Swan for Better Queensway, or development through Public Sector Partnerships (PSP) Southend LLP as used to deliver the developments at the former Hinguar Primary School and Saxon Lodge in Shoeburyness. The Council can contribute finance or assets as part of enabling these developments, or consider sharing risk, acting as a guarantor or other bespoke options.
 - **Planning authority** – this role is relevant for all developments
- 3.4 In light of the limited amount of land available for new development in the borough, work is being undertaken to plan the pipeline of development opportunities, including for new housing and affordable housing of the quality and design we aspire to. The pipeline includes new build, potential acquisitions and leasing opportunities such as a private sector leasing scheme along with the identification of potential estate refurbishment, repurposing and regeneration opportunities. The proposed acquisitions programme for council housing set out in section 3.14 of this report is one such example.
- 3.5 The purpose of creating a planned, pro-active pipeline of regeneration and housing opportunities is twofold:
1. To increase the pace of delivery of affordable homes to address known need whilst also ensuring that limited land and assets are not used for housing when other non-housing uses are needed e.g. land required to support

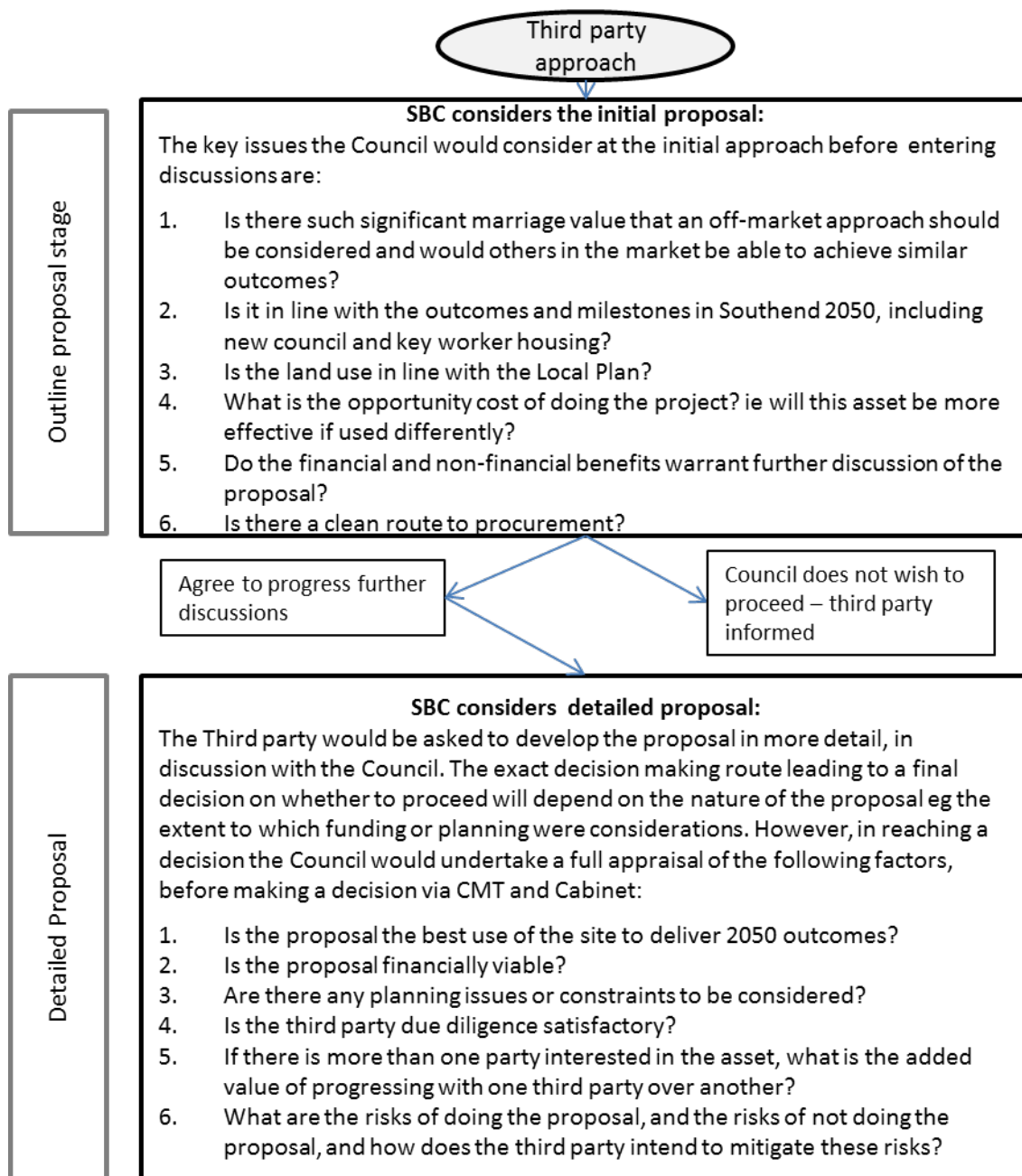
regeneration and economic development. Being pro-active and planned means we are more able to respond positively to market changes.

2. To take a portfolio approach to delivering housing and wider regeneration projects which provides the opportunity to use the income from early projects to support the funding of other projects within the portfolio. This revolving investment fund approach has been used by other local authorities to fund housing and regeneration programmes and is currently being explored as an option for delivering Southend's housing and regeneration portfolio. Updates on this proposal will be brought back to Cabinet in September.
- 3.6 Recognising the potentially competing requirements for use of land and assets, the pipeline is considering all regeneration opportunities, not just housing and infrastructure associated with new development. A regeneration framework is being prepared to set the context for bringing forward sites, focusing in particular on those areas with the greatest concentration of potential sites and opportunities namely the town centre, the area surrounding the airport, and Shoeburyness.
- 3.7 Further updates will be presented to Cabinet as work progresses on the regeneration framework, the pipeline, and the potential to establish a revolving investment fund. In the meantime delivery will continue through existing programmes such as Better Queensway and HRA Phases 3 and 4, as well as working in partnership to enable development on non-Council owned sites where the Council can add value.

Responding to Third Party Approaches

- 3.8 Southend-on-Sea Borough Council has the opportunity to contribute significantly to achieving the Southend 2050 outcomes through effective use of its land and property assets. The best approach to maximising use of our assets is often for the Council to release them to the market through a proactive and planned approach, and this is how the majority of projects happen now. However, the Council does also receive approaches from third parties relating to the use of Council assets, sometimes as part of a larger scheme with other landowners.
- 3.9 Whilst recognising that each third party approach is unique, it is important that Council has a clear, transparent and replicable approach to considering these opportunities, and this is set out below.
- 3.10 It is helpful to note that an internally generated idea about changing the use of a Council asset, or requiring major investment will be subject to similar criteria to those set out below relating to third party approaches.
- 3.11 One of the issues which this process needs to reflect is the need to take ideas through a process which is proportional to the scale of the proposal or request to the Council. This will ensure that smaller scale projects can progress with appropriate review, but larger proposals get a more detailed appraisal.

3.12 A two stage process is proposed:



3.13 Whilst Phase 1 of the Regeneration Framework will be internal to the Council, the intention is to develop this for Phase 2 in to an outward facing document which can be used as an investment brochure for the borough. This approach would seek to highlight the land and opportunities which the Council intends to bring forward together with the timescale for these so that potentially interested parties are aware and opportunities are not placed in to a ‘cold market’.

Proposed Acquisitions Programme for Council Housing

- 3.14 The Council's Housing, Homelessness and Rough Sleeping Strategy aims to prioritise the supply of safe and locally affordable homes and propose a range of commitments to help to deliver this aim and provide affordable housing solutions. One of the commitments detailed is to develop an acquisitions programme for additional council housing to enable more existing stock to be brought up to standard and let to low income households, managed through South Essex Homes.
- 3.15 This Acquisitions Programme for additional council housing also links to the Council's use of Right-to-Buy receipts as this Programme will be part funded (30%) by accumulated Right-to-Buy Receipts which are time sensitive and need to spent by the end of 2019/20 to avoid the need to return them to HM Treasury, together with punitive interest payments (at 4% above Base Rate) that would be required.
- 3.16 As per the above, due to the increasing need for affordable housing within the borough and a requirement to use Right-to-Buy receipts, an Acquisitions Programme valued at £4.3M for 2019/20 is proposed to purchase homes directly from the private sector to then be utilised for the purpose of council housing within the HRA.
- 3.17 In order to ensure a strategic approach to these acquisitions, the Council's Housing teams have carried out an assessment of the current housing needs of those households on the Homeseeker's Register.
- 3.18 A viability assessment detailing the amount of property purchases required within the financial year and associated costs has also been undertaken. Assessment criteria have also been developed to evaluate the initial suitability of the property for acquisition.
- 3.19 In terms of the property purchase process, a two stage viewing method has been established between the Council's Corporate Property & Asset Management Team and Housing teams alongside the requirement for full business cases to be required for each purchase to ensure value for money. That business case will look at the value and the whole life costs and incomes of an acquisition in reaching its conclusion.
- 3.20 Once the business cases are agreed between the Council's Housing, Corporate Property and Asset Management and Finance teams, they will be recommended to the Strategic Director (Finance & Resources) for agreement. An amendment is required to Part 3, Schedule 3, Section 4 of the Council Constitution to facilitate this process. Currently under delegated authority the S151 Officer can agree the acquisition of property on value for money terms up to £250,000. However due to the nature of the Programme and the increasing local property values, and to enable acquisitions that meet the identified housing need and are supported by a viable business case to proceed promptly, this value is recommended to be increased to £500,000. Significant property acquisitions such as for example, large family housing over £500,000, portfolio acquisitions or blocks of flats would still require agreement via the Cabinet, or Standing Order 46 process. The recommendation at 2.1d above

therefore recommends that the delegated limit for acquisitions and disposals is increased to £500,000 to enable most such transactions to be processed under delegated authority.

4. Other Options

- 4.1 The alternate options open to the Council with regard to the Acquisitions Programme have been evaluated and are detailed below:
- 4.2 Do Nothing – This option considered not creating an Acquisitions Programme. This approach however would result in a repayment of Right to Buy funds to HM Treasury, would not increase council housing stock and would also not help the Council to meet its 2050 Vision or contribute to the 2050 road map.
- 4.3 Transfer the funds as grant to a Registered Provider – This option would see the Right to Buy funds given to RP's as a grant to build affordable housing, with nomination rights given to the Council. This approach would not however be achievable in the given timescales, but remains a potential option for future years and could be a helpful mechanism to assist with schemes with borderline viability which would otherwise not progress.

5. Reasons for Recommendation

- 5.1 The Acquisitions Programme for additional council housing is recommended as there is an established need for affordable housing within the borough as demonstrated by the local Strategic Housing Market Assessment (SHMA), and by our own Homes Seeker's Register data.
- 5.2 The formation of an Acquisitions Programme for council housing would result in an increase in the levels of affordable housing in the short term. This increase in the borough's affordable housing stock may assist in reducing reliance on more expensive temporary accommodation.

6. Corporate Implications

6.1 Contribution to the Southend 2050 Road Map

The development of the housing and regeneration pipeline, the proposed acquisition of property to be utilised for affordable housing in the borough both work towards the Southend 2050 Safe and Well outcome of ***“We are well on our way to ensuring that everyone has a home that meets their needs”***.

The development of a regeneration framework and pipeline are also key contributors to the Opportunity and Prosperity outcomes ***“We have a fast-evolving, re-imagined and thriving town centre, with an inviting mix of shops, homes, culture and leisure opportunities”*** and ***“Key regeneration schemes, such as Queensway, seafront developments and the Airport Business Park are underway and bringing prosperity and job opportunities to the Borough”***.

6.2 Financial Implications

The proposed capital budget for the Acquisition Programme will be funded by a combination of retained right to buy receipts (30%) and HRA Capital Reserves (70%). There is available capital funding available to finance this budget. There is a financial implication of not spending the money, with a requirement to return it to HM Treasury, including punitive interest payments of 4% above Base Rate.

The Council is required to make use of retained Right-to-Buy receipts within three years of their collection. As detailed below, the Council is currently required to invest £4.3m in affordable housing by the end 2019/20 in order to not return up to £1.292M of our RTB receipts.

Timescales	Retained Receipts (30%)	Other Funding (70%)	Budget required
by 30 th September 2019	£452,700	£1,056,300	£1,509,000
by 31 December 2019	£574,800	£1,341,200	£1,916,000
by 31 March 2020	£264,300	£616,700	881,000
Total 2019/20	£1,291,800	£3,014,200	£4,306,000

The 70% matched funding has to be found from within other HRA resources, including potentially borrowing and use of any capital investment reserves. It is proposed that the 70% matched funding be met from the HRA capital investment reserve. Therefore overall fund for the Acquisitions Programme for 2019/20 would therefore be broken down as follows:

Funding source	Amount
HRA Capital Reserves (70%)	£3,014,200
Right to Buy Receipts (30%)	£1,291,800
Total	£4,306,000

Any revenue and capital implications for the proposed housing pipeline will be included in the report to Cabinet in September 2019, and in future iterations of the capital programme.

6.3 Legal Implications

Initial consultation with the Council's Legal team has been undertaken and legal searches and conveyancing services will be required throughout the programme on a case by case basis.

6.4 People Implications

No People implications regarding the Pipeline or Acquisitions Programme.

6.5 Property Implications

The acquisitions of additional council housing units within the HRA would provide housing required for households on the Council's Homeseeker's Register. Rents would need to be set at a level which is locally affordable and in line with statutory guidance. Any properties purchased will be brought up to decent homes standards prior to being let. Any properties purchased will be used for the provision of locally affordable secure tenancies within the HRA.

The main purpose of the pipeline work is to review, and develop a strategic approach for the Council's forthcoming or latent development opportunities and this will of course generate many strategic and details property implications as the work progresses.

6.6 Consultation

Necessary consultation with Corporate Property and Asset Management & Finance colleagues will be undertaken throughout the property evaluation process. All these teams (and others as required) will jointly assess and prioritise opportunities to ensure a robust, corporate approach.

Depending on the type and size of the property purchased, local resident consultation may be required.

6.7 Equalities and Diversity Implications

The acquisitions programme provides increased opportunities to house people with particular requirements, potentially linked to Disabled Facilities Grant funding.

6.8 Risk Assessment

Necessary risk register and issue logs will be used as part of the management of the affordable housing acquisition project.

6.9 Value for Money

Value for money assessments will be undertaken by a project team of representatives from the Council's Corporate Property and Asset Management Team, Housing and Finance teams on individual property purchase basis.

Following acquisition, any acquired properties will be incorporated in to the Council's HRA and valued on a rolling basis with the rest of the housing stock.

6.10 Community Safety Implications

Potential refurbishment of acquired properties will meet with Secured by Design standards where necessary.

6.11 Environmental Impact

Property purchases and works required will look to improve environmental standards by improving landscaping and environmental and economic sustainability where possible

7. Background Papers

- Cabinet Report – Future Phases of the Housing Revenue Account (HRA) Development Project – March 2017
- Cabinet Report – Housing, Homelessness and Rough Sleeping Strategy – November 2018
- Cabinet Report – Future Phases of Affordable Housing Development Programme Update – January 2019

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Southend-on-Sea Borough Council

Agenda
Item No.

9

Report of Deputy Chief Executive (People)

to

Cabinet

on

Tuesday 25th June 2019

Report prepared by: Nicola O’Keeffe, Project and Policy
Officer

Allocations Policy Review 2019

Policy and Resources Scrutiny – Cabinet Member: Councillor Ian Gilbert
A Part 1 Public Agenda item

1. Purpose of Report

- 1.1 To inform Cabinet about the Council’s Social Housing Allocations Policy review and proposed policy positions.
- 1.2 To seek Councillor views on item 3.6, appendix 1.

2. Recommendations

- 2.1 That agreement is given to consult upon the proposed policy changes (as outlined in appendix 1).
- 2.2 That Cabinet agrees that, following consultation, any minor changes to the draft policy can be made under delegated authority to the Deputy Chief Executive (People), and the Director for Housing in consultation with the portfolio holder for housing, but that any major proposed changes be returned to Cabinet for decision.

3. Background

- 3.1 Under Part VI of the Housing Act 1996 (as amended and extended by the Homelessness Act 2002 and Localism Act 2011, hereafter referred to as “The Act”) all Local Authorities must have an allocations scheme for determining the priorities between applicants and the procedure that must be followed when allocating social housing. Southend-on-Sea Borough Council’s Allocations Policy was last reviewed in 2013/14 and Council’s adopted *Housing, Homelessness and Rough Sleeper Strategy 2018 - 2028* identifies a need to review our Allocations Policy during 2019.
- 3.2 As set out in Southend Council’s *Housing, Homelessness and Rough Sleeping Strategy* it was agreed a new evidenced-based Social Housing Allocations

Policy is required. In order that this is informed by full and meaningful consultation a two stage consultation process has begun:

- Phase 1: a first phase of engagement has been underway since February 2019 with a focus on capturing broad views and comments around key aspects of policy/procedure, combined with legislation, data and equality analysis, in order to develop draft policy positions;
- Phase 2: following June Cabinet, a second phase of consultation is proposed. This will focus on new draft policy, highlighting key proposed changes. Responses to the consultation will lead to one of two outcomes:
 - If major changes are required to the policy, return to Cabinet in the September 2019 for further consideration;
 - If no, or only minor amendments are required to the draft policy document, the policy will be adopted under delegated authority given to the Deputy Chief Executive (People) and the Director for Housing, in consultation with the portfolio holder for housing. If this instance arises, a special meeting of the Housing and Homelessness Working Party will be called to present and discuss the policy/minor amendments.

Progress to date

- 3.3 A consultation e-survey (with the option to complete by phone/paper) ran from the 12th– 25th March 2019. Over 500 people participated in the survey, including staff from across the council, South Essex Homes and Housing Associations, officers from partner organisations, tenants, current housing applicants and those who have applied for social housing at some point in the past.
- 3.4 In addition to the wide ranging survey, the views/experiences of guests at the Church Winter Night Shelter were captured; targeted phone calls were conducted with disabled housing applicants, people who have been housed through our Allocations Policy and applicants who are currently on the housing register in priority bands, but do not currently log on to 'bid' (register an interest) in properties; and, lettings and housing register data were analysed to help inform policy proposals and will continue to help inform the implementation process.

Policy proposals.

- 3.5 The Act gives Local Authorities the power, within certain restrictions, to choose which groups do or do not qualify for inclusion within their Allocations Scheme; however "reasonable preference" must be afforded to the following categories of person:
- Those who are homeless within the meaning of Part VII of the Act (including intentional and non-priority need);
 - Those being assisted under a housing duty;
 - Those occupying overcrowded or insanitary conditions;
 - Those who need to move on medical or welfare grounds (including relating to a disability);
 - Those who need to move to a particular locality where failure to do so would cause harm.

- 3.6 All proposed policy amendments continue to permit the above groups to qualify for inclusion on our housing register. Additional groups that currently qualify for inclusion on our register will continue to do so, that is; social tenants with spare rooms in their properties that are willing to downsize, care leavers who are ready to live independently and those who are ready to move on from council funded supported housing. In addition, the proposed new policy would also introduce the ability for the following groups to qualify:
- Those subject to an SBC approved regeneration scheme who wish to permanently vacate the site and have been served notice of demolition within 12 – 18 months. (ss.2.19-2.23, appendix 1)
 - Low income households, spending over a third of their income on rent (ss.2.27-2.29, appendix 1)
 - Homeless households being assisted under statutory homeless prevention and relief duties (ss.2.11-2.12, appendix 1)
 - Homeless households who accept a suitable offer of private rented accommodation whilst we are assisting them under our new Statutory homeless prevention, or relief duties (to encourage early engagement and free up temporary accommodation/avoid B&B usage) (ss.2.13, appendix 1)
 - Former care leavers under the age of 25, without a housing need, to whom the council has acted as the 'corporate parent'.(ss. 2.24-2.26, appendix 1)
- 3.7 Those who qualify for inclusion on the housing register are given a banding (A – D) and 'effective date' (length of time in band) to determine the level of priority that should be afforded to their application. We also currently have an emergency band for rare/exceptional cases where a household needs accommodating immediately, and 'low band' where those with low level arrears are positioned but not able to place 'bids' for social housing. We will continue to operate an 'emergency' band, but as per ss. 2.3 – 2.5, of appendix 1, propose removing Low band.
- 3.8 Section 2 of the Appendix sets out how each housing needs group would be banded under the new policy. Key changes here include the removal of band B priority for medical/welfare and disrepair (ss.2.6-2.10), downgrading the priority for those with a need to move to a particular area to band C, and enabling single homeless people found to have no 'priority need' for housing to be placed in band B, rather than band C (ss. 2.14).
- 3.9 As at present, those with no local connection would be placed into band D and therefore stand little prospect of ever being accommodated in social housing. Section 3 of the appendix sets out stricter local connection criteria being proposed in ordinary circumstances, but with a new/more flexible approach to rough sleeping/single homelessness. Councillors are advised to specifically consider and give views on s.3.6 of the appendix which questions how long a rough sleeper should have needed to have engaged meaningfully with council commissioned support services before we deem them to qualify for a local connection within our Allocations Policy.
- 3.10 All social housing is currently allocated via a 'Choice' based lettings (CBL) scheme, where void properties are advertised, and applicants 'bid' (register their interest) in the properties they would like to be considered for. CBL aims to increase transparency over the supply of social housing and minimise void

times (as applicants will only bid for properties they would genuinely consider living in).

- 3.11 Three quarters of housing applicants participating in the survey supported retaining a choice based lettings approach, therefore we will be retaining this, with some tweaks: We propose enabling disabled applicants to have equal opportunity to participate in the bidding process (see s.1 , appendix 1), and provide better information/advice to applicants (s.4, appendix 1).

4. Other options

- 4.1 As stated above it is a requirement that the Council has an up to date allocations policy and agreement was reached in adopting the Housing, Homelessness and Rough Sleeping Strategy that this review should be undertaken during 2019. It is possible that decisions on the policy are deferred until the September Cabinet but, should this be the case it is recommended that consultation still go ahead on a draft policy document over the Summer of 2019, to enable the policy implementation and re-design of software to commence as soon as possible.

5. Reasons for Recommendations

- 5.1 The proposed changes are based on targeted engagement, data insights, legislative requirements and strategic objectives outlined through Southend 2050 and the Housing, homelessness and Rough Sleeper Strategy, and are believed to represent an inclusive and balanced proposal for an updated and amended allocations policy. It is therefore recommended that the proposals are suitable to allow for further consultation on the draft policy and to allow further consideration of the implications of these changes and preparation for their implementation in order that this is swift and effective.

6. Corporate Implications

- 6.1 Contribution to the Southend 2050 Road Map
The Allocations Policy review supports a range of Southend 2050 outcomes, including the Safe & Well outcomes that “we are well on our way to ensuring everyone has a home that meets their needs” and are “effective at improving the quality of life for some of the most vulnerable in our community”, and Opportunity & Prosperity outcomes of “key regeneration schemes, such as Queensway...are underway” and our “children are school and life ready”.
- 6.2 Financial Implications
The implementation of the Allocations Policy will require additional resource in respect of software changes that will be required, including commissioning changes from our supplier, IT expertise on the project team, and potentially temporary business support to assist with testing the new software/data entry and re-assessment of all existing applications against the new policy.

These additional one-off costs will be absorbed within the Housing Needs budget in the first instance. Should more resource be required, it will be met from the temporary additional resource made available through the 2019/20 budget for the implementation of the *Housing, Homelessness and Rough Sleeping Strategy*. Detailed costs are yet to be understood and this will form part of the next phase of the project and will be undertaken alongside finance colleagues.

Additionally, as part of the implementation project we will explore whether additional Occupational Therapy resource is required to deliver on the project aims and if so this will need to be met within the existing budget of the relevant service areas.

6.3 Legal Implications

Under the Housing Act 1996 (as amended and extended by the Localism Act 2011, Homelessness Act 2002), all local authorities are required to have an allocations scheme setting out the policy and procedure that will be followed in allocating social housing. The policy must have regard to the adopted Tenancy and Homelessness Strategies. The council's current Allocations Policy does not reflect our new duties under the Homelessness Reduction Act 2017 therefore it is important that a revised policy is adopted. The final draft policy will be referred for a specialist legal view.

6.4 People Implications

Staff, partners and applicants will be impacted by the changes made. An equality analysis is informing the policy development process

6.5 Property Implications

The Allocation's policy will directly affect which categories of person qualify for inclusion on the housing register, and their likelihood of being housed in void and new build council and housing association stock.

6.6 Consultation

The first phase of public engagement has been undertaken, informing the recommended proposals. A second consultation phase, on the policy document itself, will follow Cabinet.

6.7 Equalities and Diversity Implications

The policy review is informing and being informed by Equality Analysis, and a key proposal is to enable disabled people to be given equal opportunity to bid for social housing.

6.8 Risk Assessment

Due to purdah, the first phase of engagement was very short (2 weeks) however through the engagement methods used, we were able to capture the views of a wide range of people in a short space of time. The timeframe for the policy development is short, considering the people impacts and the scope for challenge over the lifetime of the policy.

Failure to implement a revised policy will impact our ability to support homeless people into accommodation, and recognise new duties under the Homelessness Reduction Act 2017.

6.9 Value for Money

Changes to the Allocations Policy will result in ICT costs as our online housing register, CRM process and advertising software will need to be adapted to reflect the policy. The proposals also aim to help reduce Bed and Breakfast spend on homeless families.

6.10 Community Safety Implications

Through the review we will have the ability to increase the chances of a person who is sleeping rough to be able to access social housing.

6.11 Environmental Impact

None

7. Background Papers

None

8. Appendices

Appendix 1: Proposed Housing Allocations Policy changes

Appendix A: Proposed changes to the Housing Allocations Policy

Subject to consultation.
For discussion at Cabinet, 25th June 2019

Housing and Social Inclusion.

1. Disability

Introduce equal opportunity to bid for social housing

1.1 At present applicants living with a disability are not permitted to bid for adapted properties (instead being directly matched by a panel of council and South Essex Homes Officers). Going forward it is recommended that disabled housing applicants are given equal opportunity to participate in the Choice Based Lettings scheme; an approach supported by over three quarters of survey participants.

1.2 We will introduce bidding for disabled applicants through categorizing void stock based on its accessibility level and having the Housing and Health Occupational therapist assess which type of property the applicant /household requires, so that when these properties are advertised, only those with a need for that type of accommodation are able to bid.

1.3 If/where an applicant faces difficulty bidding we will work with them on an individual basis to find flexible and inclusive solutions that work for them.

1.4 To ensure accurate assessments of long term needs are made, and that disabled applicants are empowered with the information and advice required to not only make informed decisions when they place bids, but to also understand how to stay safe in their existing living arrangements, Occupational Therapists will collaborate more closely with the housing teams in the provision of advice and information, and the assessment of medical need/priority. Officers will work on the design of this closer collaboration as part of the policy

implementation process. As is presently the case, where possible, we will work with the applicant to make adaptations to their existing home where it is safe and possible to do so, using Disabled Facilities Grants as applicable, as this is usually the quickest way to resolving housing need and keeping people safe, well and independent.

1.5 Through the process of working with our occupational therapists and adaptations officers to categorise the types of housing our disabled applicants require, we will also develop greater insights into accessible housing need locally, to feed into wider strategic projects focussed on housing supply.

2. Proposed Bands of Priority

2.1 All qualifying housing applicants are placed into a Band of Priority, where Band A is the highest and D the lowest. The exception to this is 'Emergency' band for rare, exceptional cases where rehousing is required immediately. We will retain an emergency band.

2.2 Should a household not have one of the housing needs outlined in the propose banding tables, they would not qualify for inclusion on the housing register and thus their only way of obtaining social housing would be if they are already a social tenant and they undertake a mutual exchange. The proposed banding priority for each of the needs groups is outlined on the following pages.

Proposed Band A

(Highest priority, smallest number of households)

Housing need	Change
<ul style="list-style-type: none"> Tenant of an approved SBC regeneration scheme, who has been served a 12-18 month demolition notice and wishes to permanently vacate the site 	<p>New for main policy – see ss.2.19-2.23</p>
<ul style="list-style-type: none"> Suffering /needing to flee severe violence/harassment/abuse 	<p>None</p>
<ul style="list-style-type: none"> Urgent medical/welfare need Urgent disrepair 	<p>Absorbing some of current band B medical and disrepair – See ss.2.6-2.10.</p>
<ul style="list-style-type: none"> Lacking three bedrooms or assessed as statutorily overcrowded 	<p>None</p>
<ul style="list-style-type: none"> Under-occupation (spare rooms) in social property/release of an adapted social property 	<p>Still band A, but see ss.2.16 - 2.18 for additional incentive being proposed</p>
<ul style="list-style-type: none"> SBC Care leaver ready to live independently 	<p>None</p>

<ul style="list-style-type: none"> Individual ready to move on from council approved (not necessarily funded) supported housing. 	<p>Tweaked to include supported housing that hasn't been grant funded by SBC, but where we can reach agreement to allocate via the SBC chaired Access Panel – see s2.15</p>
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Removed from Band A

Multiple band B items removed as a band A item, as it will not be possible to obtain 3 or more band B items (as different Homeless duties will not apply simultaneously).

Will also no longer be possible to have band B medical or disrepair grades as these no longer exist.

Proposed Band B

Housing Need	Change
<ul style="list-style-type: none"> Homeless Prevention duty 	New – See ss.2.11-2.14 /replaces general prevention
<ul style="list-style-type: none"> Homeless Relief duty 	New – See ss.2.11-2.14
<ul style="list-style-type: none"> Main duty decision – not in priority need (i.e. usually single homeless people without dependent children) 	Upgraded from band C – see s2.14
<ul style="list-style-type: none"> Lacking 2 bedrooms 	None
<ul style="list-style-type: none"> 3 or more band C items 	None

Removed from band B

Band B Medical and disrepair will be removed/no longer apply – see ss.2.6-2.10.

Needing to move to a particular area downgraded to band C (though if there is a band A medical/welfare need for the move to a specific part of the borough, will be picked up via a medical/welfare assessment).

Proposed Band C

Housing need	Change
<ul style="list-style-type: none"> Lacking 1 bedroom 	None
<ul style="list-style-type: none"> Need to move to a particular area 	Downgraded from band B
<ul style="list-style-type: none"> Medical 	Absorbing some of current Band B med – see ss.2.6-2.10
<ul style="list-style-type: none"> Disrepair 	Absorbing some of current Band B disrepair – see ss.2.6-2.10
<ul style="list-style-type: none"> Previously accepted a PRS offer whilst being assisted under prevention/relief (avoid B&B, encourage engagement) 	New – See s.2.13
<ul style="list-style-type: none"> Low income h/hold spending over a 1/3 income on rent 	New – See ss.2.27-2.29
<ul style="list-style-type: none"> Young people up to the age of 25 to whom the council has acted as a corporate parent, but has no other housing need. 	New – See s2.24-2.26

Removed from Band C

Those owed a main housing duty currently sit in band C, however under revised policy this group will not be able to bid/will be direct let – see s.2.14.

Those found intentionally homeless currently sit in band C, however they will be downgraded to band D under new policy – See s.2.14

Those who are homeless but found not to be owed a full housing duty as they do not have a ‘priority need’ are currently in band C but would be upgraded to band B under new policy – See s.2.14

Proposed Band D	
Housing need	Change
<ul style="list-style-type: none"> Main duty decision – intentionally homeless 	<p>Downgraded from band C- see ss.2.11-2.15 for new policy approach to homelessness, of which this is the end stage.</p>
<ul style="list-style-type: none"> Housing Need, but no local connection 	<p>Still band D – but see s.3 for changes to local connection criteria</p>

Removed from Band D

Remove ‘non housing need – special circumstances’ where applicants without a housing need can be placed on the register where it is demonstrated that there is a low

demand for a particular property type, as demand for housing outweighs supply.

Low Priority Band: remove

2.3 At present we have a band entitled ‘low Priority’ whereby those applicants placed in it fall within a statutory reasonable preference group but have low level behaviour issues and/or rent arrears. Applicants in ‘Low Priority’ band are unable to bid for social housing and therefore it is proposed that this band is removed. Should applicants be guilty of behaviour or arrears that are such that we would be able to evict them if they were a tenant, we will exclude them from the housing register. Those with a housing need and low level arrears that are such that we could not evict them will be given advice and guidance on how to best address these and permitted to bid for social housing.

2.4 Another group who are placed into ‘Low band’ at present are care leavers who are not yet ready to move on into independent living, however, going forward this cohort will just have their application suspended until such time they are ready to move on.

2.5 Those who refuse suitable offers of accommodation are also placed into ‘low band’, although once again, can have this addressed through suspending their application.

Medical/welfare and disrepair priority: Removal of band B priority

2.6 Currently applicants can fall into 1 of 4 categories for medical or disrepair; none, medium (band C), high (Band B) or urgent (band A). Although the first stage of consultation showed preference for retaining these categories, officers recommend clarifying the

process by reducing the number of categories to just bands A and C.

2.7 The differences between the existing categories are subjective and not well defined. As a result, a high proportion of officer and management time is currently spent responding to applicants disputing their assessed band, especially if/when placed in band C, as the majority of applicants are. It is recommended that this time could be better utilised through the provision of advice & information regarding alternative housing options.

2.8 There are currently 163 applicants with medical need to move (of which 82% are in band C) and just 2 with disrepair priority (split between Band B & Band C). The small number of households requiring priority on the grounds of disrepair reflects that, wherever possible, our Private Sector Officers intervene to resolve disrepair/property condition issues, negating the need for a tenant to move.

2.9 The removal of band B medical/welfare and disrepair priority would impact around 30 housing applicants who are currently in band B, as we would re-assess their applications to assign them a higher, or lower band. We will develop clearer criteria, including examples for the circumstances where priority on medical/welfare or disrepair grounds will be awarded, and where the applicant is living with a disability, occupational therapists will make recommendations to the housing officers on whether to award medical priority to the application on the grounds of the current properties suitability, and if so, the level of priority to award.

2.10 In addition to the above, we need to create some additional space in band B to place those we are now supporting under our new homeless prevention and relief duties that were introduced by the Homelessness Reduction Act 2017.

Homelessness – new process

2.11 The Homelessness Reduction Act 2017 introduced new statutory ‘prevention’ and ‘relief’ duties, where the council will put personalised housing plans in place for anyone who is homeless or at risk of homelessness, and has a duty to help to secure accommodation for such households/individuals. However, these duties are not acknowledged within our (2014) Allocations Policy and advisors from the Ministry of Housing, Communities and Local Government have recommended that this is addressed.

2.12 We propose placing those being assisted under statutory homelessness prevention or relief duties in Band B. Whilst being assisted under homeless prevention or relief duties, we will work with the individual to explore all their housing options, including (in the case of prevention), staying where they are where it is safe and feasible to do so, or moving into the private rented sector.

2.13 At present the council are spending significant amounts of money accommodating homeless households in bed and breakfast accommodation due to council owned temporary accommodation being full. Under the revised Allocations Policy, **we aim to incentivise homeless households in temporary accommodation to actively look for private rented accommodation, by enabling them to remain on the**

housing register in band C if they accept a suitable private rented sector offer. Should they later be successful in applying for social housing, we will aim to work with the landlord to recycle the property for a newly arising homeless household. This approach works well for colleagues at the London Borough of Camden, who find that households often settle once moved. We also see it as better value for money and 2050 outcomes to have households waiting for social housing whilst in suitable, private sector housing than in expensive bed and breakfast or temporary accommodation.

2.14 Should a household remain homeless after the prevention and relief duties have expired, a main housing/homelessness application will be taken, in accordance with Part 7 of the Housing Act 1996 (as amended):

- If a full housing duty is accepted/owed (the applicant is found to be unintentionally homeless and in priority need, and thus we will be needing to temporarily accommodate them until they are housed), we will remove their ability to bid for social housing/choice and make just one suitable offer of accommodation, in the private or social sector, when it becomes available. If they accept a private rented offer at this stage, they will not be able to remain on the housing register.
- If the applicant is found intentionally homeless, they will be placed into band D on the housing register, which recognises that they fall into a statutory reasonable preference group because they are homeless, but means that their chances of obtaining social housing are extremely slim.

- If an applicant is found not to be in 'priority need', and therefore there is no interim duty to accommodate, as is the case with many single homeless people, they will retain choice and remain in band B. At present single homeless households found not to be in priority need are placed in band C.

It is hoped the above approach will encourage people to engage fully with the council during the homeless prevention and relief stages of our duties, where more options will remain available to them.

However, the success of this approach does rely on being able to source private accommodation let at Local Housing Allowance (LHA) rates.

2.15 Where a homeless individual is placed into supported accommodation, they will no longer be deemed as homeless. Where we have confirmation from the provider that the individual is ready to move on from [Supported housing](#), we will award them Band A, so long as the SBC Director for Housing and equivalent from the supported housing provider has approved that the supported housing scheme can be let via the SBC chaired supported housing access panel. At present SBC only award band A 'move on' priority to those leaving supported housing where the council has commissioned the support, however, there is additional supported housing in the borough which is funded not by SBC grants, and we could be making better use of these assets to address local need. These services charge high rents and claim enhanced rates of housing benefit in order to fund the higher level of management required. Consultation has indicated that providers would

be willing to open these schemes up to the access panel in exchange for Band A for people moving on from the schemes. This will increase the flow through supported housing, which has often experienced bottlenecks with people struggling to move on due to affordability pressures, leading to people in need of support unable to access it, and those ready to move on with their lives unable to do so.

Under occupation/spare rooms: additional priority for new build properties

2.16 We currently enable those with spare rooms in their social housing to go on the housing register, in Band A, and will continue to do so, to prevent people from falling into arrears as a result of the 'bedroom tax', and to free up/make best use of family sized social housing. However, as a further incentive to downsize, we propose that under the new policy, those with spare rooms in their social homes be given priority for new build council housing, where it meets their bedroom needs. 67% of survey respondents agree with this proposed approach. We will place a marker on the new build property to ensure priority is given to this cohort when they bid, and make better use of technology to notify applicants by email/text when a new build property is going to be advertised.

2.17 We consulted with applicants on whether we should award priority to those who are downsizing by just one bedroom but would still be under-occupied, however as they would still be subject to the bedroom tax (if under pensionable age) and as consultees with lived experience of overcrowding objected to this

proposal we will not be adopting this within the new policy.

2.18 There are currently 96 households on the housing register with spare rooms in their social housing. Going forward we will work strategically to target needs groups such as this.

Regeneration: priority to those who wish to permanently vacate the regeneration scheme

2.19 Better Queensway tenants have been promised (via Newsletter) that they will be offered a replacement home within the regenerated scheme, if they want one and that if they choose to move out of the regeneration area, that we will work with the tenant to find alternative suitable accommodation within the borough.

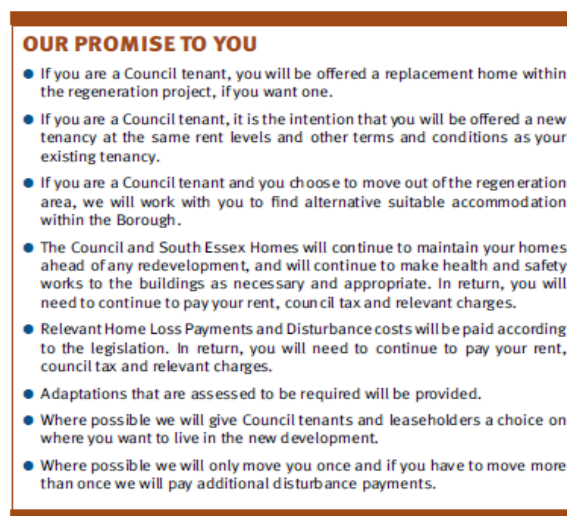


Figure 1: Excerpt from newsletter to Better Queensway residents

2.20 To support the promises made to tenants who wish to permanently vacate, we propose to award Better Queensway tenants Band A on the Housing Register at the point of them being served notice of demolition within 12 – 18 months, and backdate their effective date

(length of time in band) to their tenancy start date, so as to ensure that they stand a realistic prospect of being successful in their bids as early as possible. Tenants who wish to permanently move will rescind their right to return.

2.21 The policy will make reference to SBC regeneration schemes, but through a glossary approach, will stipulate that at present this applies only to Queensway tenants, to enable the potential to apply regeneration priority to future schemes if/where required.

2.22 Noting that Better Queensway is a new and developing project, with needs analyses of tenants ongoing within the developing Better Queensway project, there may be a need to amend the above approach to support the Queensway project. Should further changes to the Allocations Policy be required to support the Queensway project, the Director with responsibility for Housing will return to Cabinet with proposed amendments before any changes to the policy will be made, to ensure Councilor approval.

2.23 A local lettings policy relating to Queensway was previously in place. The above approach would replace any separate policy, making our approach to stock allocation as clear and transparent as possible.

Former care leavers aged under 25

2.24 SBC currently award Band A priority to SBC care leavers who are ready to move on and live independently, and we recommend continuing with this approach, whilst offering care leavers the option of private rented housing should they prefer this.

2.25 In addition to those moving on from care, it is also proposed that we permit an additional group to our housing register who do not presently qualify: under 25's to whom the council is the 'corporate parent'. Whilst there is no statutory duty to include this group on the housing register, we propose to voluntarily permit young adults under the age of 25 and who have a history of care onto the housing register, placing them in Band C. This proposed new approach recognises the ethos of the corporate parent, and seeks to address the evidence that those with a history of care are more likely to encounter homelessness and that provision of social housing can bring benefits to this cohort's wellbeing.

2.26 This proposal arose out of discussions between the Housing Department and Children's Services during the consultation period.

Low income households struggling to afford their rent

2.27 At present low income households struggling to pay their rent do not qualify for inclusion on our housing register, unless they have another policy defined housing need, as they do not fall within a statutory 'reasonable preference' group. This creates inequity between households which lack bedrooms (and therefore fall into a statutory reasonable preference group/qualify for the housing register) and households with the same income/household size that choose to move to an adequately sized property and find themselves in financial hardship as a result (but would not currently qualify for the housing register). It also means we may miss out on opportunities to undertake some primary

homeless prevention work/advice and prevent food or fuel poverty. **We therefore propose to permit low income households spending over a third of their income on rent to join the register, in band C.**

2.28 Over three quarters of consultees agreed that we should permit low income households spending over a third of their income on rent onto our housing register and 67% of housing applicants participating in the survey supported this.

2.29 Should this proposal be supported we will work to clarify the definition of a low income household, for the purposes of entry onto the housing register if they are spending over a third of that income on rent. **It is suggested that lower quartile incomes for the borough are used as the definition of a 'low income'** and that the dataset used to determine and regularly update this be determined over the 2nd phase consultation process, potentially making use of CACI 'Paycheck' income data, as was used in the South Essex Strategic Housing Market Assessment (SHMA) when assessing the long term need for affordable housing. This approach also links with additional work being undertaken to create a local definition of affordable housing, and a recent Bill introduced by Labour MP Helen Hayes, with cross party MP support and support from Shelter and the Town and Country Planning Association to define affordable housing as costing 'no more than 35% of net

household income for lowest quartile income groups in each local authority area'.¹

3. Local Connection

3.1 Those with a local connection receive priority over those who do not. Those that fall into a statutory reasonable preference group, but have no local connection are placed in Band D

3.2 Those who live out of borough, but volunteer in the borough will no longer be considered to have a local connection to Southend on Sea.

3.3 Those who live out of borough, but work in the borough will be expected to have worked here for at least 3 out of the last 5 years before we will consider them to have a local connection. This is an increase from present criteria, which enables an applicant from another local authority area to have worked here for just 1 year in order to accrue a local connection. The exception to this will be where the applicant has a statutory 'Right to Move' as they are a social tenant from another LA who has been offered employment within the borough and a failure to move would cause hardship.

3.4 We will retain residency connection, whereby those who have resided in the borough for 3 of the last 5 years will accrue a local connection.

3.5 At present, to accrue a local connection on grounds of residency, the previous addresses must have been 'settled', however, owing to

¹

<https://www.politicshome.com/news/uk/economy/construction-industry/opinion/house-commons/102122/helen-hayes-mp-our-planning>

local single homelessness needs, we propose that where a homeless individual is engaging with SBC commissioned services or residing in SBC approved supported housing, we will permit a local connection to be awarded if we have written evidence that the individual has been engaging with the provider for a set amount of time.

3.6 A key additional consideration is how long a single homeless person should have had to have resided in the area before they can qualify for a local connection; one option is to mirror residency connection, that is, 3 of the last 5 years. However, in recognition that street homelessness is an issue within our borough, consideration is needed as to whether, due to other public service investments, such as SBC commissioned drug and alcohol treatment, mental health support and community safety initiatives, a shorter time scale is required for rough sleepers, so that the impact of these other services can be maximised/ people able to move off the streets and on with their lives more rapidly. If this latter option is adopted, Officers would recommend that rough sleepers/single homeless should be required to demonstrate a minimum of 6 months meaningful, documented service engagement, to accrue a local connection on our policy.

3.7 All other forms of local connection will remain, due to them being prescribed by legislative requirements i.e. armed forces personnel who may find it difficult to establish a connection to a particular LA area due to a requirement for movement within service. 2.28

4. Advice and Information

4.1 Whilst three quarters of housing applicants participating in the survey supported retaining a choice based lettings approach, feedback indicated that applicants would like more engagement as many reported feeling detached from the process. We therefore propose shifting the housing application process from a largely administrative procedure, to being a trigger for a conversation and practical advice on the individual's options to resolving their housing needs, which may include remaining where they are with the use of aids and adaptations or additional support, mutual exchange, private sector housing, looking out of area etc.

4.2 To manage the change towards an advice approach we would expand a needs group at a time, and make better use of technology to assist us in the provision of information.

Southend-on-Sea Borough Council

Report of Deputy Chief Executive (Place)

to
Executive Briefing
on
11 June

10

Report prepared by: Carl Robinson – Director of Public
Protection

Recruitment of Special Constables

Relevant Scrutiny Committee(s)
Executive Councillor: Councillor Terry

1. Purpose of Report

- 1.1 To inform Members of the process to be undertaken to recruit 34 Special Constables to provide additional support and visibility across all Wards in Southend.

2. Recommendations

- 2.1 That Members note the process to be undertaken for recruitment of Special Constables for Southend.
- 2.2 That officers continue to liaise with Essex Police to develop a suitable model of recruitment of Special Constables for Southend.

3. Background

- 3.1 Investigating the potential to recruit 34 Special Constables now, is part of the current 10 point plan of the Conservative Administration.
- 3.2 **Current pool of Special Constables** – Essex Police operate an open running recruitment drive for those interested in becoming special constables. In Southend, there is a pool of approximately 40 Special Constables who are based at Southend Police station. Their role is to support mainstream policing across the Borough, both dealing with local community issues and responding to 999 calls and emergencies.
- 3.3 Essex Police (via local police senior management) deploy the Southend contingent based on demand and need/priority, and availability of officer time – as they are volunteers and unpaid. Essex Police will largely guarantee that these officers work in the Wards of Southend and not be deployed outside of the Borough. External Borough deployment would only happen in the event of a

significant emergency. Generally, the Special Constables work Friday and Saturday evenings, and support key events where footfall is high.

- 3.4** In addition to the Police pool, Leigh Town Council have been involved in recruiting volunteers recently. Unfortunately, having had 6 volunteers initially, none have yet completed the recruitment process, and only one volunteer is still engaged in the assessment process.
- 3.5** **Process to recruit** – this is a Police led and owned process managed by Essex Police Recruitment Division. Recruitment is recognised as being rather drawn out, in that in the first instance, there is a robust vetting procedure that can take up to 6 months plus to complete, an Assessment Centre requirement and then a 6 month period of training. Following those stages the new recruit is then on probation for a two year period and can only work on their own following successful completion of their probationary period.
- 3.6** The current countywide commentary on the recruitment process is that many drop out or don't attend the assessment centres and therefore actual final appointment is nowhere the near the numbers that initially applied. The experience of Leigh Town Council is an example of this.
- 3.7** **Opportunities to strengthen the recruitment drive** – Although there are processes in place for recruitment, Essex Police have indicated they would be happy to explore further opportunities to strengthen its Special Constable recruitment campaign in Southend and their aim has been to double its Special Constabulary by 2020. This may result in a bespoke arrangement for Southend.
- 3.8** **Funding** – funding of Special Constables is a long term investment.

£34,000 has been proposed to support the introduction of 34 Special Constables to Southend. The total cost for training each Special Constable to enable them to work in the community is approx. £3,000, so a potential total of £102,000.

Therefore if it was Members intention to support the full training cost of 34 Special Constables, there would be a shortfall of approx. £68,000.

Potential funding options include:

- 3.8.1** Commit a further budget of approx. £68,000 to support the full cost of training for 34 Special Constables. Any volunteers would then enter the Police Recruitment process.
- 3.8.2** An opportunity exists within the recruitment process for local businesses to employ Special Constables, allowing them time off to undertake their training / duties.
- 3.8.3** Utilise the £34,000 for a designated promotion campaign to encourage more local residents to apply for the Special Constable role via local media and communication outlets. Any volunteers would then enter the Police Recruitment process.

- 3.8.4** Utilise the £34,000 for a more specific campaign that could be tailored to attract local residents who may wish to solely work in local community policing - and not undertake other duties of the Special Constables remit. These officers could then be assigned to the Community Safety Hub at the police station – which is the centre of community policing for Southend, within which the Council’s Community Safety Unit are based and are deployed from.
- 3.8.5** Provide £34,000 to Essex Police to utilise as part of the costs of current Special Constables recruitment process, to help target additional Special Constables for Southend.
- 3.8.6** It must be noted that Special Constables operate across the whole of a District Policing area, however, with investment from local councils for example, there is an opportunity for a partnership approach to deliver more dedicated policing to specific areas that could not be achieved within the existing operating model, potentially creating a more bespoke arrangement.

4. Other Options

See 3.8 above for options

5. Reasons for Recommendations

Options provided for Members to discuss and to provide guidance to officers in how to progress this piece of work.

6. Corporate Implications

6.1 Contribution to Council’s Vision & Corporate Priorities

Southend 2050 Ambitions:

Safe & Well – 1. People in all parts of the borough feel safe and secure at all times;

Active & Involved - 4. A range of initiatives to help communities come together to enhance their own neighbourhood;

Pride & Joy - 1. There is a tangible sense of pride in the place and local people are actively and knowledgeably, talking up Southend.

6.2 Financial Implications

Linked to £34k funded by the Council or further amounts that Members may wish to allocate.

6.3 Legal Implications

Linked to the remit that Special Constables would have within the Borough / authorisation to undertake enforcement. Following successful training, there is a probation period of 24 months where Special Constables can only operate by accompanying a Police Officer. Following that period, they can work independently. The remit of the Special Constables is not directly dictated by the Council, but by Essex Police.

6.4 People Implications

Linked to the Southend 2050 Ambitions above at 6.1.

6.5 Property Implications

None.

6.6 Consultation

TBA.

6.7 Equalities and Diversity Implications

TBA.

6.8 Risk Assessment

TBA.

6.9 Value for Money

Options provided above for discussion and potential value for money.

6.10 Community Safety Implications

Linked to supporting the wider Community Safety agenda and support to the partners including Council's Community Safety team and Police.

6.11 Environmental Impact

None.

7. Background Papers

None.

8. Appendices

None.

To An Extraordinary Meeting of the Council

Notice of Motion

11

Traveller Incursions In The Borough

This Council shares public concern about travellers illegally occupying public open spaces and other areas in the Borough. Whenever travellers are evicted by the Council from one site they move on to occupy another available site in the vicinity.

This has been going on for many months at the expense of public funds. The process of undertaking travellers' needs assessments, court orders and injunctions is not only costly and time consuming but also causes a good deal of inconvenience and anxiety to the local residents. Subsequent cleaning up and securing of the sites after the travellers' eviction is achieved at further expense to the taxpayer.

By their very nature, our public open spaces need to remain open and accessible to residents. Whilst the council uses a number of methods to seek to prevent illegal encampments on our public open spaces, this is difficult to achieve without stopping residents from accessing them.

The council therefore seeks to achieve a balance between actively discouraging illegal encampments and maintaining access for residents from those who are determined to set up illegal encampments without affecting residents' rights of access to their public open spaces.

A strong partnership approach to illegal encampments on our public open spaces between the council and the police is required. Police action can speed up the eviction process and we are dependent on the police service's ability to continue to support us in this way.

This Council therefore resolves that it should:

1. Take a proactive approach and take any additional measures that are required to secure our public open spaces in the borough by working closely with the business community, councillors and local residents on cost effective, practical and innovative solutions that help prevent illegal encampments whilst maintaining access for residents where possible.
2. Continue to adopt a strong stance in order to permanently prevent travellers from illegally occupying public spaces in the future
3. Take measures to improve communication with local residents when unauthorised encampments do occur, to ensure clear and regular communications that our councillors distribute to residents where such issues have arisen in their wards.

4. Officers seek through the Courts a borough wide injunction to deter illegal encampments and ensure their swift removal.

Proposed By: Cllr Cox
Cllr Davidson

Seconded By Cllr Boyd
Cllr Bright
Cllr Buck
Cllr Burzotta
Cllr Dear
Cllr Evans
Cllr Folkard
Cllr Garne
Cllr Garston
Cllr Habermel
Cllr Jarvis
Cllr McGlone
Cllr Moring
Cllr Nelson
Cllr Salter
Cllr Walker

Southend-on-Sea Borough Council

Report of Chief Executive

to

Cabinet

on

25th June 2019

Agenda
Item No.

12

Louisa Thomas – Data & Insights Analyst

End of Year Performance Report 2018/19

Cabinet Member: Councillor Gilbert

All Scrutiny Committees

A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To report on the end of year position of the Council's corporate performance for 2018/19.

2. Recommendations

- 2.1 To note the 2018/19 end of year position and accompanying analysis; and

3. Background

- 3.1 The Council's Monthly Performance Report (MPR) has provided 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.
- 3.2 The MPR has been monitored each month by service groups, Departmental Management Teams and Corporate Management Team, and at each meeting of Cabinet and each Scrutiny Committee. Each assesses whether performance is on or off target - enabling appropriate action to be taken. This report outlines performance and provides some analysis for the end of year position up to March 2019 of the corporate performance indicators which are reported in the MPR.
- 3.3 The analysis focuses on:
- The performance against targets;
 - The performance against previous years' performance and
 - the performance and benchmarking against comparable authorities (where this is available)

- 3.4 **Appendix 1** provides detail of the 2018/19 outturn with a commentary against individual indicators, including, where available, comparative performance information against other local authorities.
- 3.5 Corporate performance monitoring and management has been an important element of the Council's improvement journey and, to provide more contextual information, **Appendix 2** provides an overview of this improvement over recent years.
- 3.6 In considering corporate performance for 2018/19, account should be made of a number of contextual issues, including:
- the on-going challenging economic climate
 - the challenge of maintaining rates of improvement after periods of sustained better performance.
 - other new commitments and priorities.

4. **Summary of performance in 2018/19**

- 4.1 Despite the challenges outlined above, the Council continued to perform well in 2018/19. In addition, benchmarking analysis indicates that in many areas the council performs better than similar authorities and our statistical neighbours. The following points are of particular note:
- 21 of the 29 (72.4%) performance indicators met their year-end targets
 - The 'Rate of children subject to a Child Protection Plan per 10,000 population under 18', met target
 - The proportion of children in good or outstanding schools has met target
 - Adult Social Care outcomes performed well in:
 - The proportion of adults with a learning disability in paid employment
 - Adults in contact with secondary mental health services who live independently with or without support, has seen an improvement on last year and continues to be well above the England average.
 - Delayed transfers of care from hospital, and those which are attributable to adult social care exceeded the set target and the national benchmark.
 - The number of reported missed collections represents a 0.03% missed rate against 1.4m collections per month.
 - All three of the planning indicators came over above the 'All Unitary Average' for England.
 - Participation and attendance at council owned/affiliated cultural and sporting activities, events and visits to the Pier, has another successful year.
 - The percentage of Council Tax collected and Non-Domestic Rates both met their targets, which are both above the 'All Unitary Average' for England.

5. Corporate Performance reporting for the future

- 5.1 The corporate performance for 2019/20 onwards shall support the Southend 2050 Road Map and supporting documentation; this is outlined in the Southend 2050 Performance Framework Report.

6. Reasons for Recommendation

To reflect on the corporate performance for 2018/19 and to now drive the delivery of the Southend 2050 ambition, through robust and strategic performance management arrangements of which are mentioned in the Southend 2050 Performance Framework Report.

7. Corporate Implications

Contribution to Council's Ambition & corporate priorities:

To strategically monitor the council's corporate performance and achievements against the 2050 Road Maps and Outcomes.

8. Financial Implications

There are no financial implications.

9. Legal Implications

There are no legal implications.

10. People Implications

People implications are included in the monitoring of performance relating to the council's resources where these relate to the Council's priorities.

11. Consultation

Performance Indicators relating to the Council's priorities included in the MPR are as included in the Corporate Plan, which was developed through consultation. The new performance framework and measures to be included in future performance reporting are included in the Strategic Delivery Plans which were developed through extensive consultation and engagement to articulate the Southend 2050 ambition.

12. Equalities Impact Assessment

The priorities and outcomes contained with the Corporate Plan are based upon the needs of Southend's communities. This has included feedback from consultation and needs analyses.

13. Risk Assessment

The Corporate Risk Management Framework shall be managed alongside the new monitoring for corporate performance. This information shall form part of the new corporate risk register that is managed by the Audit Team.

14. Value for Money

Value for Money is a key consideration of the Southend 2050 Performance Framework, including the outcome-based investment work, to help assist in identifying Value for Money from services.

15. Community Safety Implications

Performance Indicators relating to community safety are now included in the Strategic Delivery Plans as well as the Southend 2050 – Annual Place based Report.

16. Background Papers

16.1 Monthly Performance Reports (MPRs) from April 2018 to March 2019.

17. Appendices:

17.1 Appendix 1: Corporate Performance Indicators – Year End 2018/19

17.2 Appendix 2: Southend-on-Sea Borough Council Improvement Journey

APPENDIX 1

Corporate Performance Indicators - Year End 2018-19

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 2017/18 as data for 2018/19 from other authorities is not yet available – although this still offers a good indication into how our performance is progressing.

MPR Code	Short Name	Minimise or Maximise	Year End 2018/19	Annual Target 2018/19	Outcome	Comments / Benchmarking
CP 1.1	Rate of children subject to a Child Protection Plan per 10,000 population under the age of 18. [Monthly Snapshot]	Goldilocks	43.72	38-48	Met	England Benchmark (2017/18) – 45.0 Statistical Neighbours (2017/18) – 55.0
CP 1.2	Rate of Looked After Children per 10,000 population under the age of 18. [Monthly Snapshot]	Goldilocks	81.04	57-67	Not Met	England Benchmark (2017/18) – 64.0 Statistical Neighbours (2017/18) – 69.0
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.[Monthly Snapshot]	Aim to Maximise	94.5%	95%	Not Met	Benchmarking not available The 2018/19 outturn is 94.5% and did not achieve the set target of 95%. The underperformance is equivalent to 2 children. There are no national or neighbour benchmarks to compare against. This month has shown a further increase and we are at the highest rate ever. This is still an area of focussed work with staff and managers and the improved outturn from 84.4% demonstrates this. This is also reported on a weekly basis and assurance is given that children are being appropriately safeguarded.
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 working days prior to the last day of the month [Monthly Snapshot]	Aim to Maximise	96.8%	95%	Met	Benchmarking not available The 2018/19 outturn is 96.8% and achieved against the set target of 95%. There are no national or neighbour benchmarks to compare against. Is above target but this continues to be an area of focus and is monitored on a weekly basis and managers provide reassurance that all children not visited in timescales

MPR Code	Short Name	Minimise or Maximise	Year End 2018/19	Annual Target 2018/19	Outcome	Comments / Benchmarking
						are appropriately safeguarded. Activity continues to ensure that the visits are consistently of a high quality.
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative YTD]	Aim to Maximise	94%	94%	Met	The litter cleansing target set for 2018/19 has been achieved for litter. The annual cleansing target was set exceptionally high and by having achieved this, it depicts that a very high level of overall cleansing performance is being achieved right across the borough, which is a testament to the excellent street cleansing work being undertaken by Veolia to achieve these exceptional standards of cleanliness in Southend.
116 CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative YTD]	Aim to Maximise	TBC	46.38%	TBC (Q2 – 48.50%)	The recycling figure for Apr-June 2018 is still to be validated. However, the non-validated figure is on target to meet the end of year recycling target of 46.38% Results for Quarter 2 – 48.50%
CP 2.4	Number of reported missed collections - per year value [Cumulative YTD]	Aim to Minimise	7,177	8,000	Met	The annual missed collection target has been achieved and this demonstrates a high level of quality performance from Veolia in relation to all waste collection operations.
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	81.9%	74%	Met	England Benchmark (2017/18) – 57.0% Statistical Neighbours (2017/18) – 56.0%
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	61.1%	88.7%	Not Met	England Benchmark (2017/18) – 82.9% Statistical Neighbours (2017/18) – 81.8%

MPR Code	Short Name	Minimise or Maximise	Year End 2018/19	Annual Target 2018/19	Outcome	Comments / Benchmarking
CP 3.4	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [YTD Snapshot]	Aim to Maximise	33%	33%	Met	England Benchmark (2017/18) – 28.5% Statistical Neighbours (2017/18) – 27.0%
CP 3.5	Proportion of adults with a learning disability in paid employment. (ASCOF 1E) [Monthly Snapshot]	Aim to Maximise	10.2%	10%	Met	England Benchmark (2017/18) – 6.0% Statistical Neighbours (2017/8) - 7.5%
CP 3.6	Participation and attendance at council owned / affiliated cultural and sporting activities and events and visits to the Pier [Cumulative YTD]	Aim to Maximise	5,670,834	4,400,000	Met	2018/19 has seen a successful year for volunteering across the Borough. Southend Cliff Lift is now open every day by volunteers adding a great new service all year round and working closely with the Pier team.
CP 3.7	PHRD Public Health Responsibility Deal [Cumulative YTD]	Aim to Maximise	44	40	Met	The programme continues to engage businesses to improve the health and wellbeing of their staff and local communities. The programme is integrating with SBC economic development programmes wherever possible and engages with the Southend Business Partnership, as well as a number of other networking groups such as Chambers of Commerce etc. The programme has a focus on Small and Medium Enterprises where staff health and wellbeing is potentially quite low on their agenda prior to engagement with the PHRD.
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative YTD]	Aim to Maximise	5,556	5,740	Met	Targets for both invitation and health check delivery were both met and exceeded in 2018/19 which is indicative of hard and effective work from our Health Check support team in the Public Health Team and of GP practices where this has been prioritised as an effective prevention intervention.

MPR Code	Short Name	Minimise or Maximise	Year End 2018/19	Annual Target 2018/19	Outcome	Comments / Benchmarking
CP 3.10 118	Percentage of Initial Child Protection Conferences that took place with 15 working days of the initial strategy discussion. [Cumulative YTD]	Aim to Maximise	77.2%	90%	Not Met	<p>England Benchmark (2017/18) – 77.0% Statistical Neighbours (2017/8) - 77.0%</p> <p>The 2018/19 outturn is 77.2% and did not achieve against the set target of 90%. The national benchmark is 77.0% and the neighbour's benchmark is 77.0%. Recent months have seen a more consistent performance moving towards the 90.0% target and where conferences are delayed we are clear as to the reason to ensure that the delay is a child focused decision. The average length between Apr-18 and March- 19 reduced from 16.2 days to 15.6 days which shows reduced delay. There will always be cases where delay is due to an informed practice decision and therefore missing this target on a month to month basis can be fully child centred. The important issue is the understanding of any delay and clear management oversight where this occurs.</p>
CP 3.11	Smoking Cessation (quits) - Number of people successfully completing 4-week stop smoking course [Cumulative YTD]	Aim to Maximise	796	771	Met	<p>The Southend Stop Smoking Service undertook significant changes across 2018/19, shifting a focus towards preventative tobacco control actions as opposed to its previous sole focus on treatment (supporting stop smoking quit attempts). This is in-line with the emerging "Tackling Harmful Behaviours Strategy". The service has also increased its engagement with Vape Shops in Southend with behavioural support available to support individuals to quit smoking using e-cigarettes, as well as more traditional support available from Pharmacy and Primary Care.</p>

MPR Code	Short Name	Minimise or Maximise	Year End 2018/19	Annual Target 2018/19	Outcome	Comments / Benchmarking
CP 3.13	Delayed transfers of care from hospital (DToC Beds), and those which are attributable to adult social care per 100,000 population [ASCOF(2C2) SOCIAL CARE ONLY][Cumulative YTD]	Aim to Minimise	0.54	1.81	Met	England Benchmark (2017/18) – 4.30 Statistical Neighbours (2017/18) – 3.70
CP 4.3	% of Council Tax for 2018/19 collected in year [Cumulative YTD]	Aim to Maximise	97.50%	97.50%	Met	2017/18 England All Unitary Average 96.54%
CP 4.4	% of Non-Domestic Rates for 2018/19 collected in year [Cumulative YTD]	Aim to Maximise	98.30%	98.30%	Met	2017/18 England All Unitary Average 98.08%
CP 4.5	Major planning applications determined in 13 weeks [Cumulative YTD]	Aim to Maximise	100%	79.00%	Met	2017/18 England All Unitary Average 87.00%
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative YTD]	Aim to Maximise	98.13%	84.00%	Met	2017/18 England All Unitary Average 85.00%
CP 4.7	Other planning applications determined in 8 weeks [Cumulative YTD]	Aim to Maximise	98.55%	90.00%	Met	2017/18 England All Unitary Average 90.00%
CP 4.8	Current Rent Arrears as % of rent due [Monthly Snapshot]	Aim to Minimise	1.91%	1.77%	Not Met	The 2018/19 outturn is 1.91% and did not achieve the set target of 1.77%. There are no national or neighbour benchmarks to compare against. The frontline teams continue to work together to tackle rent arrears at an early stage, and to support tenants in sustaining their tenancies. However as mentioned last month we are continuing to see an increase in the numbers of Universal credit (UC) claims, and there is no indication that the number of cases will reduce. We previously estimated that based on current trends that the current arrears as a % of collectable debit is likely to increase to circa 2% by the end of this financial year. I am pleased to report that with the ongoing efforts of the frontline teams that we have managed to reduce the arrears during

MPR Code	Short Name	Minimise or Maximise	Year End 2018/19	Annual Target 2018/19	Outcome	Comments / Benchmarking
						March, and have kept the arrears as a % of collectable debit to 1.91%.
CP 4.9	Percentage of children in good or outstanding schools. [Monthly Snapshot]	Aim to Maximise	85.8%	82.5%	Met	England Benchmark (2017/18) – 85.0% Statistical Neighbours (2017/18) – 83.0%
120 CP 4.10	Rate of households in temporary accommodation (TA) per 1,000 households [Cumulative YTD]	Aim to Minimise	2.23	3.19	Met	2018/19 outturn achieved target. This data is currently only available quarterly, in line with the national statistics and monthly updates will continue. There remains pressure in this area with 176 households at the end of the month in Temporary Accommodation which is up from 163 in February. Whilst current performance is better than the set target, it should be noted that at the end of December 2017, local performance stood at 1.54 households per 1,000 households, compared to the England rate of 3.36. Both the local and national rates are increasing. This ranks Southend 99/294 reporting authorities, an improvement from 109 at the end of Sep-17 (292 reporting authorities), and the best position since June 2016 where we ranked 106. It should be noted that this relatively strong position is based on the work of the proactive approach of the team, but that considerable pressures remain. Work is underway to improve the availability of private sector properties to discharge our homelessness duty into, relieving some of the pressure on the limited social housing stocks and reducing TA occupation levels.
CP 5.1	Number of hours delivered through volunteering within Culture, Tourism and Property, including Pier and Foreshore and Events. [Cumulative YTD]	Aim to Maximise	19,547	19,500	Met	Benchmarking not available

MPR Code	Short Name	Minimise or Maximise	Year End 2018/19	Annual Target 2018/19	Outcome	Comments / Benchmarking
CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative YTD]	Aim to Minimise	7.50	7.20	Not Met	Local Government Association Workforce Survey shows councils reported a median of 10.1 days lost per FTE employee in 2016/17 <i>*Data from the LGA for 2017/18 shall be made available in a few weeks</i>
CP 5.5 121	Increase the number of people signed up to MySouthend to 45,000 [Cumulative YTD]	Aim to Maximise	40,250	45,000	Not Met	Benchmarking not available Due to a change in provider earlier in the year, there was a requirement to get customers to sign up to the new portal as they could not be simply migrated across. In effect we have had to start again. For 2019/20 we are looking at alternative measurements of success, as currently a count of users who are signed up to the portal does not support an outcome based approach.
CP 5.6	Percentage of new Education Health and Care (EHC) plans issued within 20 weeks including exception cases. [Cumulative YTD]	Aim to Maximise	96.1%	95%	Met	England Benchmark (2017/18) – 61.3% Statistical Neighbours (2017/18) – 57.2%

MPR Code	Key Indicators	2015/16	2016/17	2017/18	2018/19	Comments
CP 1.1	Rate of children subject to a Child Protection Plan per 10,000 population under the age of 18. [Monthly Snapshot]	49.2	58.9	30	43.72	The 2018/19 outturn is 43.72 and fell within the expected range of between 38 - 48 per 10,000. The national benchmark is 45 and the neighbour's benchmark is 55. This is a measure of demand in the system and the key question is whether the correct children are made subject to child protection plans. We assure ourselves through a number of quality assurance mechanisms, including audit and senior management oversight (e.g. the Principal Reviewing Officer reviews all requests for initial child protection conferences).
122 CP 1.2	Rate of Looked After Children per 10,000 population under the age of 18. [Monthly Snapshot]	68.3	71.9	76.7	81.04	The 2018/19 outturn is 81.04 which indicates a higher level of demand than we expected for the year which was between 57 - 67 per 10,000. The national benchmark is 64 and the statistical neighbour's benchmark is 69. CLA rate remains above target has slightly increased this month. This is a total of 311 children. This rate is a demand measurement and the key question is whether the right children are brought into care. Other than children who need to become CLA in an emergency, the decision for a child to become CLA is made by the Placement Panel to ensure that all options are considered before care is agreed. This has prevented numbers escalating and, where safely, allowed other measures to be put in place to support the family. Planned work around reunification should ensure children do not remain in care for longer than necessary. This increase is in line with the national picture and is reviewed to ensure the right children become CLA at the right time. Social Worker caseloads are kept under weekly review to ensure they can effectively deliver good practice. This is an area of particular scrutiny in the revised Children's Services Improvement plan.
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.[Monthly Snapshot]	-	-	84.4%	94.5%	The 2018/19 outturn is 94.5% and did not achieve the set target of 95%. The underperformance is equivalent to 2 children. There are no national or neighbour benchmarks to compare against. This month has shown a further increase and we are at the highest rate ever. This is still an area of focussed work with staff and managers and the

MPR Code	Key Indicators	2015/16	2016/17	2017/18	2018/19	Comments
						improved outturn from 84.4% demonstrates this. This is also reported on a weekly basis and assurance is given that children are being appropriately safeguarded.
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 working days prior to the last day of the month [Monthly Snapshot]	-	-	87.2%	96.8%	The 2018/19 outturn is 96.8% and achieved against the set target of 95%. There are no national or neighbour benchmarks to compare against. Is above target but this continues to be an area of focus and is monitored on a weekly basis and managers provide reassurance that all children not visited in timescales are appropriately safeguarded. Activity continues to ensure that the visits are consistently of a high quality.
CP 2.2 123	% acceptable standard of cleanliness: litter [Cumulative YTD]	96%	94%	97%	94%	The litter cleansing target set for 2018/19 has been achieved for litter. The annual cleansing target was set exceptionally high and by having achieved this, it depicts that a very high level of overall cleansing performance is being achieved right across the borough, which is a testament to the excellent street cleansing work being undertaken by Veolia to achieve these exceptional standards of cleanliness in Southend.
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative YTD]	47.11%	-	45.70%	48.50% (Q2)	Second Quarter figures for July-September 2018/19 48.5% are in line with forecasts. However, we had an exceptionally dry summer where garden waste tonnages may have affected recycling performance for the Quarter 2 period. Quarter 3 figures submitted to Defra by the 31st March 2019. Validation by Defra is expected by the end of May 2019.
CP 2.4	Number of reported missed collections per year value [Cumulative YTD]	-	-	-	7,177	The month value of 447 missed collections represents a 0.03% missed rate against 1,476,795 collections per month. The annual missed collection target has been achieved and this demonstrates a high level of quality performance from Veolia in relation to all waste collection operations.
CP 3.1	Proportion of adults in contact with secondary mental health services who live independently with or without support. (ASCOF 1H) [Monthly Snapshot]	67.5%	61%	78.9%	81.9%	The 2018/19 outturn is 81.9% and has exceeded the set target of 74%. The national benchmark is 57.0% and the statistical neighbour's benchmark is 56.0%. The methodology and collection method of the data for this indicator is currently being reviewed for introduction in the 19/20 financial year.

MPR Code	Key Indicators	2015/16	2016/17	2017/18	2018/19	Comments
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]	87.4%	75.3%	81.8%	61.1%	The 2018/19 outturn is 61.1% and did not achieve the set target of 88.7%. The national benchmark is 82.9% and the neighbour's benchmark is 81.8%. Part of the underperformance is attributable to data quality within the social care information management system and the transition of business process from CareFirst to LiquidLogic earlier in the year. There is an agreed plan in place to address these matters and an improvement in performance is expected within Q2 19/20 (due to the 90 day lag).
CP 3.4	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [YTD Snapshot]	22.2%	30%	29%	33%	The 2018/19 outturn is 33% and achieved against the set target of 33%. The national benchmark is 28.5% and the neighbour's benchmark is 27.0%. The figure continues to be above the national benchmark and the teams remain on target this month. The social work teams continue to promote direct payments as a real choice for individuals to take control of how their care is personalised to meet their needs. This is promoted through the commissioning of Vibrance to support adults to employ their own care and support and the increase in our approved list of spot providers.
CP 3.5	Proportion of adults with a learning disability in paid employment. (ASCOF 1E) [Monthly Snapshot]	10.2%	10.3%	11%	10.2%	The 2018/19 outturn is 10.2% and achieved against the set target of 10%. The national benchmark is 6.0% and the neighbour's benchmark is 7.5%. The current data continues to evidence the sustainment and support provided by the LD employment team and the community Learning Disabilities team, for 10.2% of individuals with a Learning Disability accessing long term support in paid employment. This figure continues to be above the national benchmark.
CP 3.6	Participation and attendance at council owned / affiliated cultural and sporting activities and events and visits to the Pier [Cumulative YTD]	4,321,179	4,368,438	6,303,463	5,670,834	2018/19 has seen a successful year for volunteering across the Borough. Southend Cliff Lift is now open every day by volunteers adding a great new service all year round and working closely with the Pier team.
CP 3.7	PHRD Public Health Responsibility Deal [Cumulative YTD]	43	48	42	44	The programme continues to engage businesses to improve the health and wellbeing of their staff and local communities. The programme is integrating with SBC economic development programmes wherever possible and engages with the Southend Business Partnership, as

MPR Code	Key Indicators	2015/16	2016/17	2017/18	2018/19	Comments
						well as a number of other networking groups such as Chambers of Commerce etc. The programme has a focus on Small and Medium Enterprises where staff health and wellbeing is potentially quite low on their agenda prior to engagement with the PHRD.
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative YTD]	6,617	4,633	4,553	5,556	The annual targets for both NHS Adult Health Check invitation and delivery were met in 2018/19. The target for invites was 9,993 with an actual of 10,307 achieved. The target for health checks delivered was 5,496 with an actual of 5,556 achieved. This is an improvement on 2017/18. The health checks were undertaken by GP practices in the Borough and by the Outreach provider ACE with the support of the Health Check support team members in Public Health.
125 CP 3.10	Percentage of Initial Child Protection Conferences that took place with 15 working days of the initial strategy discussion. [Cumulative YTD]	-	-	55.5%	77.2%	The 2018/19 outturn is 77.2% and did not achieve against the set target of 90%. The national benchmark is 77.0% and the neighbour's benchmark is 77.0%. Recent months have seen a more consistent performance moving towards the 90.0% target and where conferences are delayed we are clear as to the reason to ensure that the delay is a child focused decision. The average length between Apr-18 and March- 19 reduced from 16.2 days to 15.6 days which shows reduced delay. There will always be cases where delay is due to an informed practice decision and therefore missing this target on a month to month basis can be fully child centred. The important issue is the understanding of any delay and clear management oversight where this occurs.
CP 3.11	Smoking Cessation (quits) - Number of people successfully completing 4-week stop smoking course [Cumulative YTD]	-	-	-	796	The Southend Stop Smoking Service undertook significant changes across 2018/19, shifting a focus towards preventative tobacco control actions as opposed to its previous sole focus on treatment (supporting stop smoking quit attempts). This is in-line with the emerging "Tackling Harmful Behaviours Strategy". The service has

MPR Code	Key Indicators	2015/16	2016/17	2017/18	2018/19	Comments
						also increased its engagement with Vape Shops in Southend with behavioural support available to support individuals to quit smoking using e-cigarettes, as well as more traditional support available from Pharmacy and Primary Care.
CP 3.13	Delayed transfers of care from hospital (DToC Beds), and those which are attributable to adult social care per 100,000 population [ASCOF(2C2) SOCIAL CARE ONLY][Cumulative YTD]	17	1.97	0.83	0.54	The 2018/19 outturn is 0.54 and performance exceeded the set target of 1.81. The national benchmark is 4.30 and the statistical neighbour's benchmark is 3.70. Delayed transfers of care from the acute and non-acute settings for social care continued to be a high priority for 2018/19, producing a strong outturn at financial year-end. Sustained performance is achieved from a strong system leadership approach and joint initiatives with partner agencies, which have been implemented to support safe and timely discharges. Nationally released DTOC data for Mar-19 by LG Inform continues to place Southend Borough Council within the top quartile of all English single-tier and county councils.
126 CP 4.3	% of Council Tax for 2018/19 collected in year [Cumulative YTD]	97.2%	97.50%	97.50%	97.50%	The final Council Tax collection rate for the financial year 2018/19 is 97.5%, which is equal to the collection target for the 2018/19 financial year. We have successfully recruited to the specialist roles of a Retention Officer and a Bankruptcy/ Liquidation Officer who will work on the more complex recovery cases as well as visiting properties within the borough to verify information and will ensure we have the specialisms to achieve our future collection targets. Our two contracted enforcement agents continue with very similar acceptable levels of collection. We continue to work with the support sector to assist our residents in need, setting up a joint approach with our Citizens Advice team, working with people to agree payment plans or support with applications for hardship relief or benefit claims. A wider group of our support sector is being created to assist and encourage residents to discuss and plan their finances. We also continue to work with our commercial partners using new initiatives to pursue persistent defaulters where other methods have failed through Bankruptcy and Committal court action.

MPR Code	Key Indicators	2015/16	2016/17	2017/18	2018/19	Comments
CP 4.4	% of Non-Domestic Rates for 2018/19 collected in year [Cumulative YTD]	97.8%	98.00%	98.60%	98.3%	The final Business Rates collection rate for the financial year 2018/19 is 98.3%, which is equal to the collection target for the 2018/19 financial year. We continue to pursue several large outstanding accounts for both current year and previous year's arrears where we are seeking professional legal advice, which has recently seen some very encouraging results. To date we have awarded 298 businesses with the new retail discount out of the 680 letters that have been issued. This relief is for occupied retail properties with a rateable value of less than £51,000 in each of the years 2019-20 and 2020-21. The value of the discount will be one third of the bill after other mandatory and discretionary reliefs have been applied.
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	90.90%	93.54%	97.87%	100.00%	Now that the service is fully staffed it is in a position to achieve the level of performance identified by the challenging targets. This represents a continuing focussed performance on determining planning applications. This has been delivered despite the Group receiving more than a hundred additional planning applications compared to the previous year, and reliance upon temporary staff to cover vacancies.
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	90.77%	90.00%	97.22%	98.13%	
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	95.48%	94.71%	94.65%	98.55%	
CP 4.8	Current Rent Arrears as % of rent due [Monthly Snapshot]	1.37%	1.35%	1.43%	1.91%	The 2018/19 outturn is 1.91% and did not achieve the set target of 1.77%. There are no national or neighbour benchmarks to compare against. The frontline teams continue to work together to tackle rent arrears at an early stage, and to support tenants in sustaining their tenancies. However as mentioned last month we are continuing to see an increase in the numbers of Universal Credit (UC) claims, and there is no indication that the number of cases will reduce. We previously estimated that based on current trends that the current arrears as a % of collectable debit is likely to increase to circa 2% by the end of this financial year. I am pleased to report that with the ongoing efforts of the frontline teams that we have managed to reduce the arrears during March, and have kept the arrears as a % of collectable debit to 1.91%.

MPR Code	Key Indicators	2015/16	2016/17	2017/18	2018/19	Comments
CP 4.9	Percentage of children in good or outstanding schools. [Monthly Snapshot]	83.1%	84.71%	86.1%	85.8%	The 2018/19 outturn is 85.8% and achieved against the set target of 82.5%. The national benchmark is 85.0% and the neighbour's benchmark is 83.0%. The figure at the end of the year remains above target at 85.8 % of pupils attending a good or outstanding school. in the final reporting month of the year, the YMCA free school was inspected and judged to be good (previously good). As a Council, we robustly track the performance and possible OFSTED inspection for all schools and settings, and actively support schools in preparation for an imminent inspection. Increasingly, as more school become 'good', the ability to convert a school that is either inadequate or requires improvement to be judged good is infrequent, and therefore the 5 against this measure will only fluctuate periodically. We will continue to work with schools and MATs to support their improvement journey, including the three secondary school project announced recently.
128 CP 4.10	Rate of households in temporary accommodation (TA) per 1,000 households [Cumulative YTD]	-	75	140	2.23	2018/19 outturn achieved target. The data is currently only available quarterly, in line with the national statistics and monthly updates will continue. There remains pressure in this area with 176 households at the end of the month in TA which is up from 163 in Feb. Whilst current performance is better than the set target, it should be noted that at the end of Dec-17 local performance stood at 1.54 households per 1,000 households, compared to the England rate of 3.36. Both the local and national rates are increasing. This ranks Southend 99/294 reporting authorities, an improvement from 109 at the end of Sep-17 (292 reporting authorities), and the best position since Jun-16 where we ranked 106. It should be noted that this relatively strong position is based on the work of the proactive approach of the team, but that considerable pressures remain. Work is underway to improve the availability of private sector properties to discharge our homelessness duty into, relieving some of the pressure on the limited social housing stocks and reducing TA occupation levels.

MPR Code	Key Indicators	2015/16	2016/17	2017/18	2018/19	Comments
CP 5.1	Number of hours delivered through volunteering within Culture, Tourism and Property, including Pier and Foreshore and Events. [Cumulative YTD]	18,304	17,277	26,741	19,547	2018/19 has seen a successful year for volunteering across the Borough. Southend Cliff Lift is now open every day by volunteers adding a great new service all year round and working closely with the Pier team.
CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative YTD]	6.99	7.30	7.14	7.50	The council for the last 12 months the average days lost per FTE was 7.50 days which was 0.30 days above the sickness absence target. The HR advisory team continue to offer training to line managers and provide support and advice. A new health & wellbeing service has been introduced which will encourage communication between the provider and the manager to seek a quicker return to work.
129 CP 5.5	Increase the number of people signed up to MySouthend to 45,000 [Cumulative YTD]	-	25,483	36,705	40,250	<p>Due to a change in provider earlier in the year there was a requirement to get customers to sign up to the new portal as they could not be simply migrated across. In effect we have had to start again.</p> <p>For 2019/20 we are looking at alternative measurement of success as a count of users who are signed up to the portal does not support an outcome based approach.</p>
CP 5.6	Percentage of new Education Health and Care (EHC) plans issued within 20 weeks including exception cases. [Cumulative YTD]	-	-	58.7%	96.1%	The 2018/19 outturn is 96.1% and achieved against the set target of 95%. The national benchmark is 61.3% and the neighbour's benchmark is 57.2%. The outturn of the % pupils receiving their EHCP within the required timeframe is above target at 96.1%. In view of the very low starting point, this significant improvement has been sustained, and we are now performing as one of the highest in the country. However, the importance of receiving a high quality EHCP quickly is fundamental to supporting children and young people, and the measure will be retained to ensure sustainability. In addition to the timeliness, our attention has now focused on improving the quality of the EHCPs to ensure they best meet the needs of the learner.

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Southend-on-Sea Borough Council

Report of Chief Executive To Cabinet

On
25th June 2019

Report prepared by:
Louisa Thomas – Data & Insights Analyst
and Suzanne Newman – Insights Manager

Agenda
Item No.

13

Southend 2050 Performance Framework Cabinet Member: Councillor Gilbert

All Scrutiny Committees

A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To consider the new Southend 2050 Corporate Performance Framework for 2019/20 onwards.

2. Recommendations

- 2.1 That Council adopts the proposed Corporate Performance Framework for 2019/20 onwards as set out at **Appendix 1**.

3. Background

- 3.1 The Council's Monthly Performance Report (MPR) has provided members, staff and public with an overview of Council performance in key areas relating to customers, staff, finance and projects since 2010. The Council's Corporate Performance Framework has been reviewed to provide robust and transparent performance management to drive the delivery of the 5 Strategic Delivery Plans.

4. Southend 2050 Performance Framework

- 4.1 We propose that corporate performance for 2019/20 onwards shall consist of three different functions, to enable the council to robustly monitor and measure the progression of the desired outcomes against the five themes, which are outlined in the 2050 Road Map. The Framework is attached at **Appendix 1**.

4.2 The Corporate Performance Dashboard:

This shall be an operational dashboard reported monthly to the Cabinet and the Corporate Management Team (CMT) and relevant performance leads, replacing the previous Health Check Scorecard and Monthly Performance Report. This format shall allow Cabinet and CMT to keep focus on particular indicators as well as measuring any other priority areas, reflect on any political issues, partnerships, as well as place based information. The dashboard is hosted on the Council's performance management system to which Cabinet Members will receive access and training.

4.3 Southend 2050 – Quarterly Corporate Performance Report:

This report shall be a high level summary of the council's corporate performance and progression over the subsequent quarter on the high level strategic priorities. Outcome Delivery Teams will provide a strategic narrative once a quarter on the progress made on delivery of the Southend 2050 outcomes. The proposed format is attached at **Appendix 2**.

The recommended timetable for this report is as follows:

		To be presented to Cabinet:
Quarter 1	April – June 2019	September 2019
Quarter 2	July – September 2019	November 2019
Quarter 3	October – December 2019	February 2020
Quarter 4	January – March 2020	June 2020

With additional reporting aligned to the scrutiny cycle in January.

4.4 Southend 2050 – Annual Place based Report:

This shall be an annual report, and used as a tool for strategic reflection and peer accountability at partnership level.

5. Reasons for Recommendation

To drive the delivery of the Southend 2050 ambition through robust and strategic performance management arrangements.

6. Corporate Implications

Contribution to Council's Ambition & corporate priorities:

To strategically monitor the council's corporate performance and achievements against the 2050 Road Maps and Outcomes.

7. Financial Implications

There are no financial implications.

8. Legal Implications

There are no legal implications.

9. People Implications

People implications are included in the monitoring of performance relating to the council's resources where these relate to the Council's priorities.

10. Consultation

Performance Indicators relating to the Council's priorities included in the MPR are as included in the Corporate Plan, which was developed through consultation. The new performance framework and measures to be included in future performance reporting are included in the Strategic Delivery Plans which were developed through extensive consultation and engagement to articulate the Southend 2050 ambition.

11. Equalities Impact Assessment

The priorities and outcomes contained with the Corporate Plan are based upon the needs of Southend's communities. This has included feedback from consultation and needs analyses.

12. Risk Assessment

The Corporate Risk Management Framework shall be managed alongside the new monitoring for corporate performance. This information shall form part of the new corporate risk register that is managed by the Audit Team.

13. Value for Money

Value for Money is a key consideration of the Southend 2050 Performance Framework, including the outcome-based investment work, to help assist in identifying Value for Money from services.

14. Community Safety Implications

Performance Indicators relating to community safety are included in the Strategic Delivery Plans as well as the Southend 2050 – Annual Place based Report.

15. Background Papers

15.1 Monthly Performance Reports (MPRs) from April 2018 to March 2019.

16. Appendices:

16.1 Appendix 1: Southend 2050 Performance Framework

16.2 Appendix 2: Quarterly Corporate Performance Report format

Focus	(Operational Dashboard) Cabinet Members & CMT Corporate Performance Dashboard	Southend 2050 – Quarterly Corporate Performance Report	Southend 2050 – Annual Place based Report
Purpose	Cabinet & CMT to focus on key indicators, cost drivers, early warning measures and political priority areas	Political and public accountability for what the Council is directly delivering in order to achieve Southend 2050 outcomes	Overall progress to date and immediate challenges – a tool for strategic reflection and peer accountability at partnership level
Audience	Cabinet Members & CMT – not public	Cabinet, Public	Cabinet, Public, Partnership
Frequency	Monthly	Quarterly	Annual Report
Content	<ul style="list-style-type: none"> • Simple input / activity measures • Other measures that reflect political / partnership / place-based priorities that Cabinet Members & CMT want to keep in view • Indicative 20 measures max 	<ul style="list-style-type: none"> • Output measures that reflect what the Council is directly delivering in order to achieve Southend 2050 outcomes • Indicative 15 measures max (three per theme) • Strategic delivery milestones from ODPs / roadmap 	<ul style="list-style-type: none"> • Summary of key outcome measures – what is the collective impact of the Council’s outputs and the efforts of partners / communities? • Indicative 15 measures max • Strategic narrative on progress and future challenges (policy, insight, strategic risks) – focused and non-technical • Priority actions for the forthcoming year • Finance – how are we meaningfully allocating our financial resources to priority outcomes
Format	<u>Interactive dashboard:</u> <ul style="list-style-type: none"> • one-page exception summary and click-through for the detail • no requirement for detailed commentary on a measure-by-measure basis 	<u>Formal performance report:</u> <ul style="list-style-type: none"> • One-page summary of all measures • 2 pages max per Southend 2050 theme covering KPIs, key milestones, strategic narrative at theme / outcome level. 	<u>Strategic report</u> <ul style="list-style-type: none"> • Concise exec summary and overview of key metrics • Visualisations and infographics • Concise summary by Southend 2050 theme



Permanent admissions into residential/ nursing care, per 100,000 population aged 65+

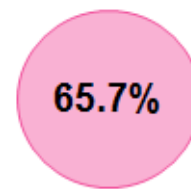


March 2019
Actual: 686.8
Target: 631

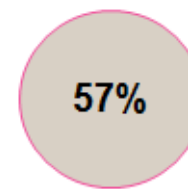


2017/18
Actual: 597.3
Target: 631

Adults accessing mental health services living independently



Southend
(March 2019)



England average
(2017/18)

Key insights:

- XXX
- XXX
- XXX
- XXX

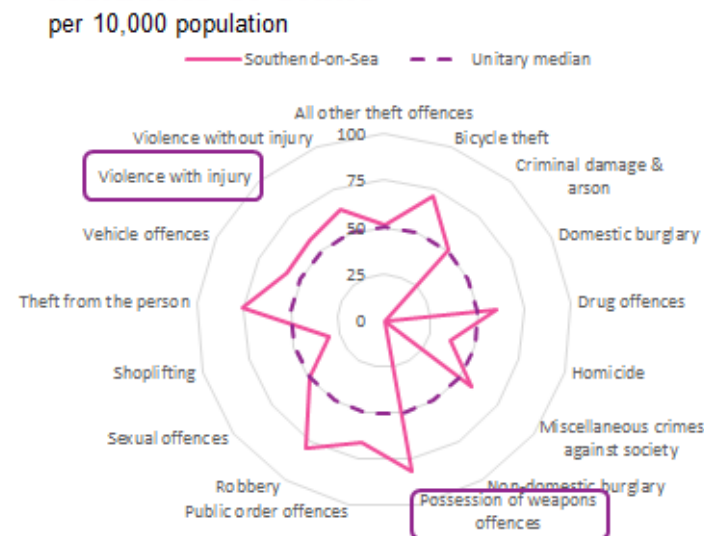
135

Looked After Children



LAC Change
2014/15 –
March 2019

Incidents of Crime per 10,000 population



Homelessness per 10,000 population



Homelessness

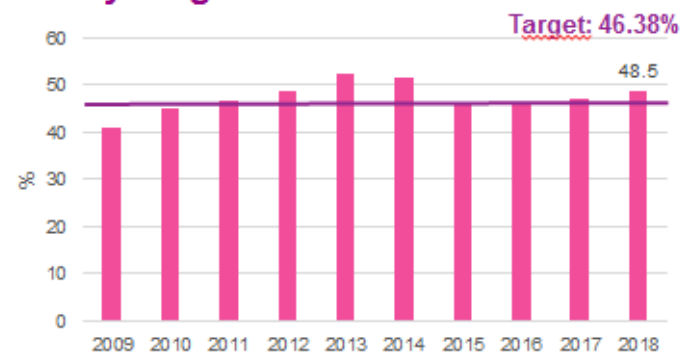
Actual: 2.23
Target: 3.19



Children in temporary accommodation

Actual: 1.5
Target: 0.8

Recycling rate





Quarter 1: Update

Future milestones

Southend-on-Sea Borough Council

Report of Chief Executive and Town Clerk
To
Cabinet
On
25 June 2019

Agenda
Item No.

14

Report prepared by: Andrew Barnes – Head of Internal
Audit

Risk Management

**Relevant Scrutiny Committee(s): Policy & Resources, People and Place
Scrutiny Committees**

**Cabinet Member – Cllr Woodley
A Part 1 Public Agenda Item**

1 Purpose of Report

- 1.1 To consider the 2018/19 Corporate Risk Register year end update and the proposed approach to refreshing the Corporate Risk Framework.

2 Recommendations

That Cabinet considers the 2018/19 Corporate Risk Register and the year end updates outlined in Appendix 2.

That Cabinet endorses the proposed approach to refreshing the Corporate Risk Management Framework.

3 Corporate Risk Register 2018/19

- 3.1.1 The Council's Corporate Risk Register sets out the key risks to the successful delivery of the Council's corporate aims and priorities and outlines the key controls and actions to mitigate and reduce risks, or maximise opportunities.
- 3.1.2 Updates on the Corporate Risk Register are reported to CMT quarterly and to Cabinet twice a year in June and January. The year end comments on each risk and action are included in Appendix 2.
- 3.1.3 The Corporate Management Team (CMT) has undertaken a review of the current content. This in the context of the ongoing work to further develop and align work on risk across the Council so that the approach to risk management is better embedded, supports the governance framework, the transformation agenda and integrated decision making.

3.1.4 The format of the Corporate Risk Register currently follows a 3 stage process:

1st stage: An 'inherent score' with the risk assessed with no controls, assurance or actions in place.

2nd stage: The 'current score' where the risk is assessed with controls, assurances and progress against identified actions. The current score is adjusted in light of progress against actions.

3rd stage: The target score which is the risk with the controls, assurances and actions, as if they have been completed

The current score is then adjusted in light of progress against actions.

3.1.5 Updates on the Corporate Risk Register are reported to CMT quarterly and now to Cabinet every 6 months.

3.1.6 Deputy Chief Executives and Directors ensure service specific risks are managed within their departments, within service plans and in accordance with the risk management strategy and processes. 'Red' rated risks with corporate implications can be escalated to CMT via Corporate Directors. Actions for all these risks are updated and reviewed by Departmental Management Teams.

3.1.7 Operational risks, managed within departments, are also assessed as part of reviews undertaken by Internal Audit and project risks are monitored by the CMT where applicable.

4 Developing the risk management approach

4.1.1 With the development of the Southend 2050 ambition and outcomes there has also been a review of the Council's governance architecture to support the Council's element of the delivery of that ambition, to ensure that these are:

- effective, but as simple as possible and easy to understand
- joined up and complementary, not conflicting with each other
- designed around customers
- making best use of technology and digitally enabled where this makes sense
- compliant with legislative requirements and ensuring that resources are used efficiently and effectively
- driving the desired outcomes.

- 4.1.2 This review includes the risk management arrangements that are currently being refreshed in conjunction with the Transforming Together group. There are a number of core principles that will be central to this work, to ensure that the required outcomes are achieved. These include that:
- risk management is a positive value added activity, focused on achievement and successes, not a negative bureaucracy – by changing the perception and raising awareness officers will have increased confidence when managing operational risks
 - management are responsible for risk management and resources that support the framework are there to ‘support and challenge’ not ‘own and do’
 - wider Member involvement in identifying and monitoring the most Strategic Risks the organisation faces would add value, the roles of the Audit Committee, Scrutiny and Cabinet are critical to robustness of the overall framework
 - the Southend 2050 ambition and outcomes need to drive the risk management, budget and outcome delivery plans
 - by getting the conversations happening with the right people, at the right time and in the right place, the processes to capture and report risks will be simple and become part of business as usual
 - the framework ensures joined up Strategic, Operational and Project Risk Management whilst recognising the differences between them.
- 4.1.3 The review will include updates to the risk management framework with the aim that it becomes part of business as usual, so that the Council can fully gain the benefits that can be provided by an effective and embedded approach to risk management.
- 4.1.4 This review is currently taking place, with a proposed updated risk management framework being reported to the Cabinet in September and the Audit Committee in October 2019. Whilst this review is taking place the current arrangements have been rolled forward into 2019/20, so that the risks continue to be managed.

5 Corporate Implications:

- 5.1 Contribution to the Southend 2050 Road Map
The Corporate Risk Framework underpins the operational effectiveness of the Council’s Corporate Governance arrangements and specifically monitors progress of managing key risks associated with the successful delivery of the 2050 Ambition and Outcomes.
- 5.2 Financial Implications:
Any financial implications arising from identifying and managing risk will be considered through the normal financial management processes. Proactively managing risk can result in reduced costs to the Council by reducing exposure to potential loss.

5.3 Legal Implications:

The Accounts and Audit Regulations 2015 require that:

A relevant authority must ensure that it has a sound system of internal control which facilitates the effective exercise of its functions and the achievement of its aims and objectives, ensures that the financial and operational management of the authority is effective and includes effective arrangements for the management of risk.

5.4 People Implications:

Any people and property implications arising from identifying and managing risk will be considered through the Council's normal business management processes.

5.5 Property Implications:

None specific.

5.6 Consultation:

Consultation has taken place with key stakeholders.

5.7 Equalities and Diversity Implications:

Corporate equalities considerations have been considered in the drafting of the Register and any specific equality related risks have been identified for the Council.

5.8 Risk Assessment:

Failure to implement a robust assurance framework which includes fit for purpose risk management arrangements increases the risk that Council objectives will not be delivered.

5.9 Value for Money:

Effective forecasting and timely management of risk is a key factor in preventing waste, inefficiency and unnecessary or unplanned use of resource.

5.10 Community Safety Implications:

None specific.

5.11 Environmental Impact:

None specific.

6 Appendices:

Appendix 1 – Corporate Risk Matrix

Appendix 2 - 2018/19 Corporate Risk Register year end position

Corporate Assurance Risk Register Update

Contents

- Section 1** **3 Stage Risk Scoring Process**
Brief description of the 3 stage risk scoring process and clarification of each stage
- Section 2** **Risk Matrix**
The matrix used for calculating Risk score.
- Section 3** **Corporate Assurance Risk Register**
- Inherent, Current and Target scores
 - Controls and Assurances
 - Future Actions and comments.

Southend-on-Sea Borough Council's Corporate Assurance and Risk Register is a best practice template for recording and managing risks. The Council also promotes the use of Assurance and Risk Registers for managing risks within service areas which are recorded and managed in service and project plans.

The Risk Register is a management tool where a review and updating process identifies, assesses and manages down the risk to acceptable levels. It provides a framework in which problems that may arise and adversely affect the delivery of the Council's aims and priorities are captured and actions instigated to reduce the likelihood and impact of that particular risk.

Section 1 - Three Stage Risk Scoring Process

Southend-on-Sea Borough Council operates a 3 Stage Risk Scoring process as outlined in the Council's Risk Management Toolkit which is available on the Council intranet site. The information below offers a brief overview of each stage of the Risk process.

Inherent score – the risk scored with no controls, assurances or actions in place.

Current score – the risk scored with controls, assurances and progressed actions.

Target score – the risk score with controls and assurances in place and linked actions completed.

As controls and assurances are put in place and actions completed the Risk will be more controlled and, therefore, the current score moves towards the Target Score. The current score from the last reported Corporate Risk Register is shown in brackets.

Section 2 - Risk Matrix

EXAMPLES				IMPACT	CORPORATE RISK GRID			
Reputational:	Compliance	Financial:	Service Provision / Continuity:					
National publication (name and shame) by external body leading to a loss of control over the running of Council operations. From page of national paper.	The council faces serious penalties or prosecution & criticism from institutions such as, Ombudsman, Information commissioner. Customers are treated unfairly & suffer damage by the council.	Over £1m loss More than 20% of total budget individually or cumulatively	Service delivery affected by over 3 months. Statutory / critical service delivery will cease for a period of time without any effective contingency.	Catastrophic	4	8	12	16
National or local front-page press article leading to a reduced ability to affectively deliver one or more services. National press article.	The council may face criticism and be ordered to comply with legislation by an external body as a result of a breach.	Between £500k - £1m, 10-20% of total budget individually or cumulatively	Delivery affected between 1 & 3 Months. Loss of a non-critical service for a significant period of time.	Severe	3	6	9	12
Disgruntled local groups/ individuals possibly leading to internal complaints with research into the causes. Local press article &/or ombudsman enquiry.	The council may commit largely undetectable breaches in legislation and internal procedures that could have other minor effects on reputation, service delivery etc.	Between £50k - £499k, 5 – 10% of total budget individually or cumulatively	Delivery affected by up to 1 month. Minor disruption or inconvenience to service delivery & customers. (Reduced staffing, late opening, temp loss of IT).	Material	2	4	6	8
Rumour and gossip	All other material risks.	Under £50k, less than 5% of total budget individually or cumulatively	Minor disruption	Negligible	1	2	3	4
					Unlikely <10%	Likely 10-40%	Very Likely 40-75%	Almost Certain >75%
					LIKELIHOOD			

2018-19 Corporate Risk Register

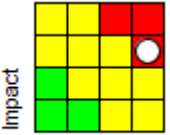

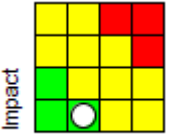


Appendix 2





Generated on: 24 May 2019




Risk Title	1. Council Budget/Financial Sustainability							
Stage 1 - Risk without controls (Inherent risk)								
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score	Impact	Likelihood	
1819CRR01	Risk that failure to manage the short term budget gap and growing demand for services and failure to ensure the council is financially sustainable after 2020/21 will result in significant adverse impact on council services	Joe Chesterton	Strategic	Financial/Reputational	16			
Stage 2 - Risk with Controls and Assurances (current risk)								
List of controls and associated assurances to ensure controls are working					Current risk score	Impact	Likelihood	
<p>1. Control: Budget setting process to identify required savings through: budget proposal reports to Departmental and Corporate Management Teams; member seminars; Cabinet; Scrutiny Committees; Council Assurance: reports to and minutes of meetings.</p> <p>2. Control: Management oversight of budget setting process through: reports to CMT and Administration Assurance: Reports/Minutes</p> <p>3. Control: Senior member and Chief Executive challenge to departments on proposed savings Assurance: Reports and minutes of meetings.</p> <p>4. Control: Director challenge to Directors Assurance: Minutes of Departmental Management Team meetings/emails.</p> <p>5. Control: Medium Term Financial Strategy (MTFS), including budget pressures to regularly consider financial impact of Government policy reported to CMT, Cabinet and Council Assurance: Reports and minutes of meetings.</p>					6			
Stage 3 - Further actions to reduce the risk (target risk)								
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	Impact	Likelihood
1819CRA01	Budget Timeline outlining key milestones to be agreed with the Administration and Senior Leadership Team.	Joe Chesterton	31-May-2018	Quarter 4 - Timeline in place with key deadlines, this action is now complete.		4		

1819CRA01 03	Continual monitoring, risk assessment and reporting of progress on options to meet the budget reductions required to set balanced budgets in 2018/19 to 2023/24	Joe Chesterton	31-Mar-2019	<p>Quarter 4 - Budget reductions approved for 2018/19 were continually monitored through monthly budget monitoring and were reported to each Cabinet throughout the year.</p> <p>The final position for the year is being prepared for the June Cabinet.</p> <p>Options for budget reductions and investments were approved as part of the budget setting process for 2019/20. The Medium Term Financial Plan was refreshed to extend to cover 5 years to 2023/24 and will continue to be updated.</p>	✔			
1819CRA01 04	Continually monitor and assess government's position on grant to be distributed to Local Authorities and other Government announcements that impact funding	Joe Chesterton	31-Mar-2019	<p>Quarter 4 - Strategic Director (Finance and Resources) and finance team horizon scan all Government announcements, including the Autumn Budget Statement and Local Government Settlement for inclusion in the final budget and in preparation for future budgets.</p>	✔			

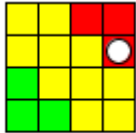
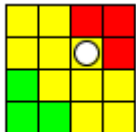

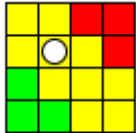

Risk Title		2. Recruiting and retaining staff						
Stage 1 - Risk without controls (Inherent risk)								
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score	Impact	Likelihood	
1819CRR02	Risk that the Council will not have the appropriate staffing resources, with the right skills, resulting in part, from a failure to effectively manage the transition from our existing recruitment partner to the new partner, will lead to a failure to achieve the Council's ambitions.	Joanna Ruffle	Strategic	Service Provision	12			
Stage 2 - Risk with Controls and Assurances (current risk)								
List of controls and associated assurances to ensure controls are working					Current risk score	Impact	Likelihood	
<p>1. Control: Managing Organisational Change Policy; Redeployment Policy & Procedure; Redundancy Policy & Procedure Assurance: Policy documents available via intranet.</p> <p>2. Control: Oversight of policies and procedures to ensure consistency of HR policies and processes and in implementing policies relating to restructures through the Corporate Management Team and Workforce Planning Panel Assurance: Reports to and Minutes of meetings.</p> <p>3. Control: All staff vacancies, redeployments and redundancies reviewed by the Workforce Planning Panel Assurance: Minutes of Workforce Planning Panel</p> <p>4. Control: Recruitment provider to identify recruitment hotspots and plan effective recruitment campaigns Assurance: Service Level Agreement, Contract management.</p>								6
Stage 3 - Further actions to reduce the risk (target risk)								
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	Impact	Likelihood
1819CRA0201	Continue to embed Talent Management Strategy (including apprenticeships, graduate traineeships, graduate sponsorships and career progression)	Joanna Ruffle	31-Mar-2019	Quarter 4 - This work is now incorporated into the Transforming Together outcomes and delivery plan.		2		
1819CRA0202	Participate in regional Children's Social Care Workforce project	Joanna Ruffle	31-Mar-2019	Quarter 4 - Collaborative and focused work with HR and the service area continues.				
1819CRA0203	Participate in regional Planners Workforce project	Peter Geraghty	31-Mar-2019	Quarter 4 - Participation in the regional planners Workforce project no longer required as recruitment drive has enabled the area to be fully staffed.				


1819CRA0204	Develop a framework to deliver professional recruitment resources, including a robust implementation plan which is jointly owned by SBC and Hays and which is appropriately managed	Joanna Ruffle	31-Mar-2019	Quarter 4 - The new recruitment partnership is now implemented and work continues to deliver on recruitment priorities.				
1819CRA0205	Role of Resourcing Manager agreed and funded to drive talent management initiatives across the organisation	Joanna Ruffle	31-Mar-2019	Quarter 4 - Strengthened the strategic capacity in HR. Strategic lead for resourcing has been established. The recruitment service has been reviewed and a new recruitment partner has been appointed.				

Risk Title	3. Key External Challenges					
Stage 1 - Risk without controls (Inherent risk)						
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score	Impact Likelihood
1819CRR03	Risk that the impact of, or a failure to take advantage of, the Government's agenda and the lead up to Brexit, may hamper the ability of the Council to achieve key priorities	Alison Griffin	Strategic	Reputation	12	
Stage 2 - Risk with Controls and Assurances (current risk)						
List of controls and associated assurances to ensure controls are working					Current risk score	Impact Likelihood
<p>1. Control: Southend Borough Council active member of South East Enterprise Partnership (SELEP) Board and officers aligned to relevant working groups to engage and influence activity and decisions, Assurance: Minutes/Reports</p> <p>2. Control: Corporate Management Team - oversight of Key Projects Assurance: Minutes/ Project Management Reports to CMT</p> <p>3. Control: Success For All Children Group Assurance: Children and Young People Plan/Reports/Minutes</p> <p>4. Control: Health and Wellbeing Board Assurance: Joint Health and Wellbeing Strategy/Report/Minutes</p> <p>5. Control: Association of South Essex Local Authority Assurance: Report/Minutes</p>						
Stage 3 - Further actions to reduce the risk (target risk)						
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score
1819CRA0301	Maintaining, renewing and building relationships with key partners	Alison Griffin	31-Mar-2019	<p>Quarter 4 - Violence and Vulnerability partnership approach, campaign launched and action plan agreed at the four strategic partnerships boards. New Area Commander for Essex Police, and new CEO for SAVS both making positive impact and have a proactive approach to partnership working.</p> <p>The 'See the Signs' campaign with Essex Police has raised awareness of the implications of County Lines, been viewed more than 700,000 times electronically as well as the poster distribution, and recognised by the Home Office.</p> <p>Partners have been engaged in the development of Southend 2050, including through a series of stakeholder events to develop a partners timeline and roadmap.</p>		4


1819CRA03 02	Continue to undertake horizon scanning of key developments in relation to new government legislation, policy and Brexit negotiations	Alison Griffin	31-Mar-2019	Quarter 4 - Corporate management team continue to monitor the opportunities and risks associated with EU Exit. Continue to participate fully in the Essex Resilience Forum which is taking a lead in coordination of planning for Great Essex. Economic Development continue to work alongside businesses to prepare. Horizon scanning through the LGA and MHCLG as the picture becomes clearer. Cabinet considered the implications and preparation report in January.				
1819CRA03 03 148	Work with Mid and South Essex health and social care partners to develop a multi-year Sustainability and Transformation Plan (STP)	Simon Leftley	31-Mar-2019	Quarter 4 - Southend Council (via operational staff, formal committees, HWB and the Joint Scrutiny Committee) continues to engage with the STP. Influence with this regard is limited. SBCs influence on the direction for the STP rests mainly in the development of Localities which we are taking a lead on within the Southend system. The referral of the STP to the SoS for Health and Care remains unresponded to with no indication of a date when it will be responded to.				
1819CRA03 04	Ensure the on-going sustainability of the BEST (Business Essex Southend & Thurrock) Growth Hub within the LEP umbrella through delivery of South East Business Boost and planning for longer term funding and operation.	Emma Cooney	31-Mar-2019	Quarter 4 - Continuing liaison with Ministry of Housing Communities and Local Government (MHCLG) regarding forthcoming ERDF (European Regional Development Fund) calls which would offer the opportunity to apply to extend the SEBB programme. Likely to open summer 2019 and close Sept 2019. Preparation work has been underway since Christmas in readiness. UK Shared Prosperity Fund details and possible implications for Growth Hub funding are still unknown pending EU Exit.				

1819CRA03 05	Continue to make the case for Growth Fund Investment in Southend by working with the South Essex Growth Partnership and SELEP.	Andrew Lewis	31-Mar-2019	Quarter 4 - the LGF3b process is still ongoing. We continue to play an active role in the discussion and process. Following EU Exit the UK Government plans to replace existing funding streams with the UK Shared Prosperity Fund (UKSPF). Given the ongoing uncertainties around Brexit there has been little detail on the new fund but we will continue to monitor the situation and work on developing the Southend pipeline.	✓			
1819CRA03 06 149	To continually review the risks and opportunities for the Council of Brexit, identifying and implementing required actions.	Alison Griffin	31-Mar-2019	Quarter 4 - Cabinet report outlining risks and opportunities was taken in January 2019. Actions include: liaison with core suppliers to assess potential impact, notably re: care providers and the labour supply; on going liaison with neighbouring councils / partners / schools; reviewing emergency planning and business continuity arrangements; participating in the Essex Resilience Forum Brexit working group and other preparations. A local Brexit business group, facilitated by the Council, has been meeting to consider necessary action, particularly in the event of a 'no-deal'.	✓			


Risk Title	4. Housing						
Stage 1 - Risk without controls (Inherent risk)							
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score	Impact	Likelihood
1819CRR04	Risk that a failure to implement plans to address rising homelessness and failure to develop a robust housing strategy will lead to further street and other homelessness, increased use of temporary accommodation & an inability to meet rising housing deman	Simon Leftley	Strategic	Financial	12		Likelihood
Stage 2 - Risk with Controls and Assurances (current risk)							
List of controls and associated assurances to ensure controls are working						Current risk score	Likelihood
1. Control: Core Strategy and Local Development Plan in place Assurance: Strategy documents 2. Control: Cabinet/Scrutiny Assurance: Reports/Meeting minutes 3. Control: Housing Strategy Assurance: Documents 4. Control: Housing Working Party; Assurance: Reports and minutes of meetings						9	
Stage 3 - Further actions to reduce the risk (target risk)							
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	Likelihood
1819CRA0401	Agree a new Housing Strategy for the borough aimed at ensuring the appropriate level of accommodation in the borough and reduce the need for temporary accommodation	Glyn Halksworth	31-Mar-2019	Quarter 4 - Cabinet endorsed the Housing, Homelessness and Rough Sleeping Strategy on 6th November and Policy & Resources Scrutiny in Q3. Work is underway across the organisation to develop a strategy for increasing supply of all housing types locally, including acquisitions and development to address temporary accommodations pressures.		6	
1819CRA0402	Progress the Council's bid for additional resources from the Government's new street homelessness fund to tackle the issue in the borough	Glyn Halksworth	31-Mar-2019	Quarter 4 - Successful bids were made to the Ministry of Housing Communities and Local Government resulting in an additional £425k inward investment for 2018-19, and a further £513k for 2019-20. The programme is underway and additional resources are being deployed and providing services for rough sleepers. A further bid for additional resources was submitted to MHCLG during Q4; the outcome is yet to be announced.			

1819CRA04 03	Ensure the development of the Council's Local Plan, links to the Council's housing strategy, and addresses the anticipated level of demand for housing in the coming decades	Peter Geraghty; Glyn Halksworth	31-Mar-2019	Quarter 4 – A draft housing topic paper has been prepared to ensure a consistent baseline to feed into preparation of the Local Plan. Strategic planning team have also contributed to the preparation of Council's Housing Strategy. Collaborative work will continue beyond the Local Plan issues and options stage to ensure the documents are aligned and address anticipated housing demand.				
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Risk Title	5. Local Infrastructure						
Stage 1 - Risk without controls (Inherent risk)							
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score		
1819CRR05	Risk that failure to maintain levels of access to regeneration funding opportunities will significantly restrict future infrastructure improvements in the borough	Andrew Lewis	Strategic	Financial	12		 Likelihood
Stage 2 - Risk with Controls and Assurances (current risk)							
List of controls and associated assurances to ensure controls are working					Current risk score		
1. Control: Highway/Footpath Assets Management inventory in place Assurance: Reports 2. Control: Monthly progress reported to DMT and senior managers Assurance: Reports/Minutes 3. Control: Regular reporting to Corporate Management Team Assurance: Reports/Minutes 4. Control: Cabinet/Scrutiny Assurance: Reports/Meeting minutes					9		 Likelihood
Stage 3 - Further actions to reduce the risk (target risk)							
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	
1819CRA0501	Produce a Transport Asset Management Plan to support the maintenance and improvement of the roads, pavements and street furniture across the Borough	Neil Hoskins	31-Mar-2018	Quarter 4 - Asset Management Plan and associated documents all complete. Documents all completed, Plan is being used to inform decision making on capital programme.	✓	4	 Likelihood
1819CRA0502	Continue to make the case for Growth Fund Investment in Southend by working with the South Essex Growth Partnership and SELEP.	Neil Hoskins	31-Mar-2019	Quarter 4 – Business case submitted for all schemes	✓		
1819CRA0503	Conduct detailed self-assessment to support Challenge Fund bid	Neil Hoskins	31-Mar-2019	Quarter 4 - Self Assessment Complete.	✓		
1819CRA0504	Complete Whole Government Account return (with Finance Dept)	Neil Hoskins	31-Mar-2019	Quarter 4 - complete	✓		

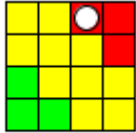

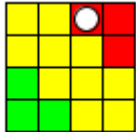

1819CRA05 05	Ensure compliance with spending profiles for Local Growth Fund to maintain access to available finance (notably for Airport Business Park and the Forum)	Adrian Beswick; Mark Murphy	31-Mar-2019	Quarter 4 – End of Year. All SELEP reporting requirements have been satisfied. Regular communication both formal and informal has established a real sense of trust and understanding. Where profiles do change SELEP fully aware of the reasons why and of the mitigations in place to correct the situation. No Southend projects have featured in SELEP exception reporting in 2018/19.				
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Risk Title	6. Secondary School Places						
Stage 1 - Risk without controls (Inherent risk)							
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score		
1819CRR06	Risk that failure to provide the required number of school places at secondary schools for 2018 and 2019 will lead to significant reputational and legal damage for the council.	Simon Leftley	Strategic	Reputational and Legal	9		 Impact Likelihood
Stage 2 - Risk with Controls and Assurances (current risk)							
List of controls and associated assurances to ensure controls are working						Current risk score	
1. Control: School Places working party Assurance: minutes 2. Control: Archive of cabinet and Council decisions Assurance: minutes 3. Control: Correspondence between stakeholders, schools, Academy trusts, Local MPs, Ministers Assurance: correspondence 4. Control: Weekly report on progress from Learning to Executive Councillor Assurance: note of actions						6	 Impact Likelihood
Stage 3 - Further actions to reduce the risk (target risk)							
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	
1819CRA0601	Establish a secondary places project Board to monitor progress in actions and outcomes for both 18 and 19 places	Brin Martin	31-Mar-2019	Quarter 4 - Regular meetings of those involved with specific projects takes place, involving officers, contractors and the school. The outcomes of these meetings are shared with the Group Manager who has oversight of the build.	✓	4	 Impact Likelihood
1819CRA0602	Where required escalate lack of progress directly with Cabinet, the Regional Schools Commissioner (RSC), Local MPs, press and the DfE	Brin Martin	31-Mar-2019	Quarter 4 - Escalation will continue in the same way when and if required.	✓		

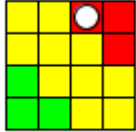
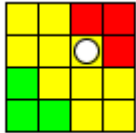
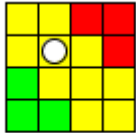
1819CRA06 03	Develop a secondary school places strategy to cater for the increasing pupil numbers.	Brin Martin	31-Mar-2019	Quarter 4 - The strategy is currently being run as an expansion model following agreement of current schools to expand. School places working party have agreed this in essence for the medium term and have been presented with a report on a longer term projection of need that links into the planning department strategy that will cover planned housing developments across the borough once approved. Further update report to be presented in summer term 2019.				
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Risk Title	7. Health and Social Care							
Stage 1 - Risk without controls (Inherent risk)								
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score	Impact	Likelihood	
1819CRR07	Risk that the implementation of Sustainability and Transformation Partnership (STP) proposals and implementation of the Localities Model does not result in effective health and social care outcomes for residents and also leads to significant cost increases	Simon Leftley	Strategic	Financial, Service Provision	12		Likelihood	
Stage 2 - Risk with Controls and Assurances (current risk)								
List of controls and associated assurances to ensure controls are working						Current risk score	Impact	Likelihood
<p>1. Control: South East Essex Locality Partnership. Assurance: Reports/Meeting Minutes.</p> <p>2. Control: Health and Wellbeing Board. Assurance: Reports/Meeting Minutes.</p> <p>3. Control: Locality Transformation Group. Assurance: Reports/Meeting Minutes.</p> <p>4. Control: Corporate Management Team. Assurance: Reports/Meeting Minutes.</p>								
Stage 3 - Further actions to reduce the risk (target risk)								
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	Impact	Likelihood
1819CRA0701	Continue to actively work with Mid and South Essex health and social care partners to develop the STP proposals to ensure positive outcomes in health and social care provision for Southend residents	Simon Leftley	31-Mar-2019	<p>Quarter 4 - Southend Council (via operational staff, formal committees, HWB and the Joint Scrutiny Committee) continues to engage with the STP. Influence with this regard is limited, however, the STP have begun to engage with the 3 LAs more comprehensively to enable greater involvement in planning. SBCs influence on the direction for the STP rests mainly in the development of Localities which we are taking a lead on within the Southend system. Simon Leftley has recently been asked to lead the STP response to Locality development.</p> <p>As a result of CCG Joint Committee decisions regarding the STP Southend Council's people scrutiny committee formally considered a referral to the Secretary of State on 9th October 2018. The committee unanimously</p>		4		Likelihood


				agreed to refer the STP in its' entirety to the Secretary of State on the basis of inadequate consultation and not in the interests of the local health economy. A letter was sent to the Secretary of State on 23rd November 2018. Consideration / deliberation from the SoS Health and Social Care is still outstanding.				
1819CRA07 02	That the Health and Wellbeing Board (HWB) oversees the development and implementation of the localities model for health and social provision in the borough.	Simon Leftley	31-Mar-2019	Quarter 4 - HWB hold regular discussions regarding the development of the STP proposals and the Southend Locality development. A South East Essex governance approach to developing Localities is now operational. This partnership is accountable to HWB and is responsible for the business plan being developed. The Locality Strategy 'Living Well In Thriving Communities' is agreed and is now being implemented through the Partnership. Primary Care Networks present a significant risk to the geography of the Southend Localities and the Partnership has now agreed approach to inclusion.				
157 1819CRA07 03	Continue the work of the South East Essex Locality Partnership (which includes engagement with key stakeholders, both providers and commissioners) to manage the implementation of the Localities model including the development of plans for each locality.	Jacqui Lansley	31-Mar-2019	Quarter 4 - Following sign off of the Locality Strategy 'Living Well In Thriving Communities' The Partnership has also agreed an MoU which will form the foundation of partnership working and represent the ambition for Localities in SEE. Plans to develop Locality Dashboards and implementation plans are now in progress.				


Risk Title	8. Information Management & Cyber Security							
Stage 1 - Risk without controls (Inherent risk)								
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score	Impact	Likelihood	
1819CRR08	Risk that a failure to ensure the Council has a coherent and comprehensive approach to data protection, including its cyber security arrangements, will result in significant financial and reputational damage to the Council	Joanna Ruffle	Strategic	Reputational, Financial	12		Likelihood	
Stage 2 - Risk with Controls and Assurances (current risk)								
List of controls and associated assurances to ensure controls are working					Current risk score	Impact	Likelihood	
<p>1. Control: Senior Information Risk Owner - Assurance: Annual SIRO report to Cabinet</p> <p>2. Control: Annual IG Toolkit assessment - Assurance: Report from independent assessment.</p> <p>3. Control: Regular reports to Corporate Management Team. Assurance: Reports/Minutes</p> <p>4. Control: Corporate Information Governance Group: Assurance: Reports/Minutes</p>								9
Stage 3 - Further actions to reduce the risk (target risk)								
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	Impact	Likelihood
1819CRA0801	Ensure the Corporate Information Governance group continues to oversee the Council's approach to information management, including compliance with new data protection legislation.	Joanna Ruffle	31-Mar-2019	Quarter 4 - The work of the corporate Information & Governance group is now part of the work programme of the Good Governance Board going forward. This Board will be chaired by the Senior Information Risk Owner (SIRO).		12		Likelihood
1819CRA0802	Ensure the Council's project plan, and associated officer group, for implementation of the General Data Protection Regulation (GDPR) is revised to address continued compliance with data protection legislation.	Lysanne Eddy	31-Mar-2019	Quarter 4 - DP/GDPR continues to be embedded as BAU, referrals for advice remain high, indicating good awareness. The SPARK training module and previous Face to Face training is imminently to be replaced by e-learning, refreshing its profile across the organisation. During the training role out intelligence will be gathered about potential additional training requirements. The GDPR Group will be refocused to align with the new Governance architecture.				

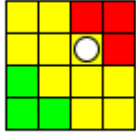
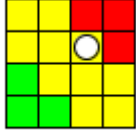
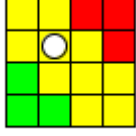
1819CRA08 03	Ensure information management is a key part of the Council's transformation agenda.	Joanna Ruffle	31-Mar-2019	Quarter 4 - Digital enablement is a key condition for Transformation. The new Insights team in the Corporate Strategy unit is now fully staffed.				
1819CRA08 04 159	Ensure the Council's cyber security arrangements are up to date and robust enough to withstand attacks.	Sandeep Thakrar	31-Mar-2019	Quarter 4 - Risk assessed impact and likelihood of cyber-attack remains high. ICT Officer (Cyber Security) currently processing the IT Health Check (ITHC) and starting to mitigate risks raised within the report. Delivery of the Mobile Device End Point is due for completion on the 17.05.19. ICT and Data Governance Teams are evaluating the IT Security Action Plan (LGA Stocktake), setting goals and assigning responsibilities. Further Cyber Workshops completed during March 19 with very positive feedback. Training around Ransomware is being delivered through a service called Metacompliance. Progress at 80% SBC cannot guarantee we can withstand (all) attacks.				
1819CRA08 05	Review the Council's approach to the use and sharing of, information and data	Joanna Ruffle	31-Mar-2019	Quarter 4 - This work continues and will now be overseen by the Good Governance Board, this work will also be picked up by the JSNA group.				

Risk Title	9. Children's Services Improvement Plan						
Stage 1 - Risk without controls (Inherent risk)							
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score		
1819CRR09	Risk that the actions and expected outcomes from the Children's Services Improvement Plan are not achieved within expected timescales, resulting in a failure to achieve a rating of 'Good' in future Ofsted inspection	Simon Leftley	Strategic	Reputational	12		 Likelihood
Stage 2 - Risk with Controls and Assurances (current risk)							
List of controls and associated assurances to ensure controls are working					Current risk score	9	 Likelihood
<p>1. Control: Monitoring and updating of the Children Service's Improvement Plan by the CS Improvement Board. Assurance: Reports/minutes of CS Improvement Board meetings.</p> <p>2. Control: Monitoring and updating of the Leadership Narrative Document for Children's services. Assurance: Report/Minutes of Children's Services Improvement Board meetings.</p> <p>3. Control: Children's Service Improvement Board bi-monthly meetings Assurance: Report/Minutes.</p> <p>4. Control: Children's Departmental Management Team. Assurance: Monthly Performance reports/ minutes of meetings.</p> <p>5. Control: People Extended DMT Assurance: Reports to/notes from meetings.</p> <p>6. Control: Local Safeguarding Children's Board (LSCB) to complement the children's service improvement plans Assurance: Reports/minutes.</p> <p>7. Control: Improvement Board Independent Expert, advice and support. Assurance: Reports to John O'Loughlin, Simon Leftley and the Improvement Board</p>							
Stage 3 - Further actions to reduce the risk (target risk)							
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	
1819CRA0901	Develop and enhance the resourcing available to the Council's Children's Service, with the recruitment of additional social workers; the embedding the work of the recently appointed 'Practise Lead' to promote good practice and 'Participation Lead' to	John O'Loughlin	31-Mar-2019	<p>Quarter 4 - We have recruited newly qualified social workers and team managers as outlined in the previous update. We continue to have challenges in relation to recruitment which reflects the national picture</p> <p>The Practice Unit recruitment has been completed and the post holders are now in place. We are recruiting for 0.5 Level 9 post which recently became vacant and this will be completed during Q1.</p>	✔	6	 Likelihood

<p>161 1819CRA09 02</p>	<p>Embed the new Edge of Care Team, to support those children at risk of entering, or re-entering, the care system (particularly older children at risk from the breakdown of foster care placements.</p>	<p>John O'Loughlin</p>	<p>31-Mar-2019</p>	<p>Quarter 4 update for Edge of Care</p> <p>Requests for Emergency Visits prior to placement panel and allocation: - 43.</p> <p>Family/Fostering visits of cases coming to us in crisis before being presented at panel.</p> <p>Requests for Welfare Visits without allocation: - 30.</p> <p>Emergency welfare visits to support social care, where case is not and does not open to us.</p> <p>Duty welfare visits completed to families already open to Edge of Care: - 356</p> <p>Crisis calls from allocated cases: - 158.</p> <p>Of the 22 reunifications that the team have had:</p> <ul style="list-style-type: none"> - 9 were negative assessments with recommendations – children to remain in current placement and reunification isn't recommended - 10 were positive assessments with recommendations and support plans - reunification recommended children to return to family care - Three are still being completed. <p>The above have been a combination of unplanned and planned reunification; with children either being returned to the family before a reunification assessment has been undertaken or returning to the family once reunification assessment has been completed.</p>	<p style="text-align: center;"></p>			
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162				<p>In Quarter 4 Edge of Care have closed 16 cases.</p> <ul style="list-style-type: none"> 5 Remain in the family home. 5 Placed into Care. 3 Stabilised placements. 1 From Foster Care to Residential Care. 2 Welfare Visits only. <p>In quarter 4 Edge of Care have 55 open family cases. (Some children will have dual categories)</p> <ul style="list-style-type: none"> 19 CP plans only 2 CIN only 11 CP and PLO 8 LAC 5 Supervision Order and CIN plan 8 Reunification 0 Supervision Order and CP plan 0 Special Guardianship and CIN plan 3 Families requiring Welfare Visits 			
1819CRA0903	Implement and embed the Early Help Phase 2 programme, which, working in partnership with other care professionals will aim to improve the first contact service for vulnerable children.	John O'Loughlin	31-Mar-2019	<p>Quarter 4 - Early Help Family Support held a Service Transformation Workshop on 12th December 2019. This was well attended and enabled the Transformation plan to be updated and submitted to the MHCLG</p> <p>We have met the TF attachment target of 1480, however MHCLG has now published a trajectory which shows an increased projected target of 2,600 to allow Payment by Results (PbR's) target to be met by 2020 at our</p>			

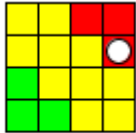
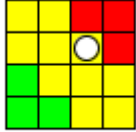
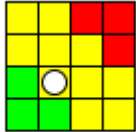
163				<p>current conversion rate. Southend have currently claimed 42% of PbRs and a robust plan is in place to assist in ensuring we are able to optimise PbRs.</p> <p>The Family Researcher is now in place and starting to work with Social Care to ensure we capture successful CN closures with our PbR outcomes.</p> <p>The Family Support team are working closely with the Data Team to look at different data sources which evidence positive outcomes to enhance Pbr payments. This will be supported by the Family researcher.</p> <p>Adolescent Intervention and Prevention team are offering an Early Help response to all those that deemed to be at risk of exploitation / gangs / missing. All intelligence reports result in joint home visits between AIP Team and Police. A raft of Early Intervention programmes are being offered in schools.</p>			
1819CRA0904	Undertake a full budget and performance review of Children's Services to assess levels of resourcing against the demand for services.	Simon Leftley	31-Mar-2019	<p>Quarter 4 - Service and practise improvement continues to be targeted through the work of the Children's Services improvement and transformation programme. The investment made off the back of the demand research has now been implemented, including the introduction and investment in a new practice unit which is part of the new corporate Workforce Development Team. We have seen an improvement in performance and this has been reflected in the recent annual conversation held with Ofsted in April 2019.</p>			

Risk Title	10. Waste Management						
Stage 1 - Risk without controls (Inherent risk)							
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score		Impact Likelihood
1819CRR10	Risk of contractor failing to meet contractual requirements to effectively manage waste contractual arrangements results in additional financial liability for the Council and loss of service quality.	Andrew Lewis	Strategic	Reputational, Financial	9		
Stage 2 - Risk with Controls and Assurances (current risk)							
List of controls and associated assurances to ensure controls are working					Current risk score		Impact Likelihood
1. Control: Regular contract management meetings with suppliers Assurance: Meeting Minutes/Reports 2. Control: Data set monitored by DMT and senior managers Assurance: Reports/Minutes 3. Control: Cabinet/Scrutiny Assurance: Reports/Meeting minutes					9		
Stage 3 - Further actions to reduce the risk (target risk)							
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	Impact Likelihood
1819CRA101	Ensure frontline waste collection, street cleansing and ancillary service contractor is performing to service outputs and that performance management is monitored to achieve service standards as specified within relevant contracts	Carl Robinson	31-Mar-2019	Quarter 4 –New Deed of Variation agreed which took place from 1/4/18. This will ensure contract compliance is adhered to in future contract years to ensure specification standards are met and Veolia fully comply with their contractual obligations. Appropriate performance deductions will be applied as and where necessary in accordance with the contract.	✓	6	
1819CRA102	Ensure SBC have access to waste disposal and treatment facilities that deliver value for money for the Council.	Carl Robinson	31-Mar-2019	Quarter 4 –SBC have agreed a Deed of Variation to the current terms and conditional within the Joint Working Agreement (JWA). SBC will continue to deliver its residual waste to the MBT facility until 5/10/23. The MBT facility may continue to be used past this date should it continue to demonstrate Value for Money to SBC beyond 2023.	✓		

Risk Title	11. Flooding / Cliff Slip						
Stage 1 - Risk without controls (Inherent risk)							
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score		
1819CRR11	Risk that surface water flooding, breach of sea defences and/or seafront cliff movement, will result in damage to property and infrastructure as well as significant disruption.	Andrew Lewis	Strategic	Reputational, Reputational	12		
Stage 2 - Risk with Controls and Assurances (current risk)							
List of controls and associated assurances to ensure controls are working					Current risk score		
1. Control: Flooding Reports considered by Cabinet Assurance: Reports/Meeting minutes. 2. Control: Gully cleaning programme in place Assurance: Programme documents. 3. Control: Regular monitoring of Met Office weather alerts Assurance: Alerts/Reports 4. Control: Cabinet/Scrutiny Assurance: Reports/Meeting minutes					9		
Stage 3 - Further actions to reduce the risk (target risk)							
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	
1819CRA1101	Ensure compliance with the requirements of the Floods and water Management Act 2010 with regard to Sustainable Drainage Systems (SuDS).	Neil Hoskins	31-Mar-2019	Quarter 4 – Projects on-going. Work start dates being programmed.	✓	6	
1819CRA1102	Jointly investigate with Anglia Water Services, possible improvements to drainage system.	Neil Hoskins	30-Apr-2018	Quarter 4 – Works completed (Crosby Road Scheme) as part of tranche 2a Challenge Fund	✓		
1819CRA1103	Development of a Cliff Slip Strategy based on a risk minimisation approach	Neil Hoskins	31-Mar-2019	Quarter 4 – Contract award imminent.	✓		
1819CRA1104	Progression of Sea Defence Scheme at Shoebury Common - consultation options	Neil Hoskins	31-Jul-2018	Quarter 4 - Consultation complete. Updates to CMT being prepared.	✓		
1819CRA1105	Shoreline Management Strategy - consultation	Neil Hoskins	31-Mar-2019	Quarter 4 – Revised strategy resubmitted following comments process.	✓		

Risk Title	12. Major Developments						
Stage 1 - Risk without controls (Inherent risk)							
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score		
1819CRR12	Risk that failure of partners to progress major infrastructure developments (e.g. Seaways, Airport Business Park and Queensway) will result in significant financial and reputational damage to the Council.	Joe Chesterton; Andrew Lewis	Strategic	Reputational, Financial	12		
Stage 2 - Risk with Controls and Assurances (current risk)							
List of controls and associated assurances to ensure controls are working					Current risk score		
1. Control: Corporate Management Team Assurance: Reports/Minutes. 2. Control: Corporate Management Team Assurance: Reports/Meeting Minutes 3. Control: Project Boards Assurance: Reports/Meeting Minutes 4. Control: Cabinet/Scrutiny Assurance: Reports/Meeting minutes					9		
Stage 3 - Further actions to reduce the risk (target risk)							
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	
1819CRA1201	Queensway Area Regeneration Project, 18/19 actions: • Progress the finance option & housing plans for the Queensway area regeneration project • Consultation & communication with existing Queensway residents to inform specifications for the redevelopment.	Emma Cooney	31-Mar-2019	Quarter 4 – Procurement process complete with successful appointment of Swan Housing Association as JV partner. Recommendation went to Full Council on 22nd February and contracts were signed on 24th April. Residents and Businesses have been informed and a press release was issued. Resident communication has started with Social life survey launching on 3rd May	✓	6	
1819CRA1202	Airport Business Park 2018/19 actions: • To commence Phase 1 infrastructure works • To agree Westcliff Rugby Club relocation strategy and commence work • To submit a planning application for the Innovation centre	Andrew Lewis	31-Mar-2019	Quarter 4 –Phase 1 infrastructure works completed. Phase 1 utility works to be completed by October 2019. WRFC clubhouse and pitch works completed – once utilities works completed clubhouse handed over to WRFC (expected Oct/Nov 2019). Pre-application discussions ongoing with Rochford over The Launchpad.	✓		

1819CRA12 03	Seaway Car Park 2018/19 actions: • To support Turnstone to submit a planning application • To meet the Coach Park Relocation Condition •To support Turnstone in securing prime tenants	Joe Chesterton	31-Mar-2019	Quarter 4 - The planning application was submitted in December 2018. Full report on scheme and extending agreement approved at January Cabinet.				
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Risk Title	13. Local Plan						
Stage 1 - Risk without controls (Inherent risk)							
Code	Risk - CAUSE, EVENT, EFFECT	Risk Owner	Risk type	Risk category	Inherent risk score		
1819CRR13	Risk that the failure to meet deadlines and make sufficient progress in producing a Local Plan will lead to Secretary of State intervention, resulting in reputational damage to the Council and the potential imposition of unwanted planning policies	Andrew Lewis	Strategic	Reputational, Financial	12		 Likelihood
Stage 2 - Risk with Controls and Assurances (current risk)							
List of controls and associated assurances to ensure controls are working					Current risk score		
1. Control: Reports to Cabinet Assurance: Council minute system 2. Control: Regular reports to Corporate Management Team Assurance: Reports/Minutes 3. Control: Member Local Development Framework Working Party Assurance: Reports/Minutes					9		 Likelihood
Stage 3 - Further actions to reduce the risk (target risk)							
Code	Actions to further mitigate risk / maximise opportunities	Action Owner	Due date	Comments / update on progress	RAG Status	Target risk score	
1819CRA1301	Ensure an in-principle decision to proceed with the preparation of the development of a Local Plan for the borough.	Peter Geraghty	31-Mar-2019	Quarter 4 – Local Plan progressed beyond the Issues and Opportunities stage.	✓	4	 Likelihood
1819CRA1302	Begin consultation with community and stakeholders on issues and options in line with 'Regulation 18'	Peter Geraghty	31-Mar-2019	Quarter 4 – Local Plan progressed and the Issues and Opportunities consultation stage has been completed.	✓		
1819CRA1303	Ensure continued alignment of the Local Plan with the development of the Joint Strategic Plan and other key Council strategies (including Corporate Plan, Southend 2050, Housing Strategy).	Peter Geraghty	31-Mar-2019	Quarter 4 – A joint South Essex policy team, including officers from Southend, has been established under an informal arrangement and work on key evidence documents and a Statement of Community Involvement is progressing. Officers working on the Local Plan continue to work with those involved in the Joint Strategic Plan and other Council strategies to ensure alignment as they progress.	✓		

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Southend-on-Sea Borough Council

Report of Strategic Director (Finance & Resources)
to
Cabinet
on
25 June 2019

Agenda
Item No.

15

Report prepared by: Ian Ambrose
Head of Corporate Finance

Revenue Outturn 2018/19 and Initial Budget Position for 2019/20
Policy and Resources Scrutiny Committee
Executive Councillor: Councillor Ian Gilbert
A Part 1 Public Agenda Item

1 Purpose of Report

To advise the Cabinet of the revenue outturn for 2018/19, and therefore the level of revenue balances going into 2019/20.

To advise the Cabinet of the implications of the outturn for opening budgetary position for 2019/20 budget and beyond

2 Recommendation

- 2.1 That the in-year surpluses of £1.836M for the General Fund and £1.510M for the HRA for 2018/19 be noted;
- 2.2 That following due consideration, Cabinet approve the appropriation of revenue funds to and from earmarked reserves, as set out in paragraph 4.6 (General Fund) and paragraph 5.4 (HRA); and
- 2.3 That the initial budgetary position for 2019/20 and beyond indicated by the 2018/19 outturn be noted.

3 Background

- 3.1 This report provides an overall summary of the revenue outturn for the financial year 2018/19. The 2018/19 accounts are subject to audit, but are not now expected to change. The report also considers the potential implications that the 2018/19 outturn holds for the opening budgetary position for 2019/20, and the possible mitigations available to deal with any resultant in-year pressures.

4 General Fund - £1.836M in-year surplus

- 4.1 The table below summarises the revenue outturn for the General Fund and the consequential use of balances for 2018/19. The outturn has been prepared on

the assumption that all appropriations to and from earmarked reserves are approved. Councillors are invited to consider the appropriate level of appropriations later in this report.

Portfolio	Original Budget £000	Probable Outturn £000	Forecast Period 10 £000	Actual £000
Leader	10,936	11,477	11,416	10,885
Growth	3,081	3,264	3,272	3,000
Adults and Housing	42,877	41,408	41,518	40,932
Children and Learning	33,556	39,246	39,650	42,111
Healthy Communities and Wellbeing	13,636	15,274	14,784	16,960
Infrastructure	14,173	19,109	17,416	16,551
Public Protection	13,782	13,505	13,449	13,235
Portfolio Net Expenditure	132,041	143,283	141,505	143,674
Reversal of Depreciation	(28,281)	(32,703)	(30,415)	(29,945)
Levies	638	638	638	560
Financing Costs	8,542	8,262	8,270	7,576
Contingency	5,716	3,102	3,055	0
Pensions Upfront Funding	(3,734)	(3,734)	(3,734)	(3,734)
Net Operating Expenditure	114,922	118,848	119,319	118,131
Government Grants	(2,380)	(2,380)	(2,380)	(2,546)
Revenue Contribution to Capital	5,058	2,380	2,380	1,756
Contribution to / (from) Earmarked Reserves	5,436	6,040	4,586	7,245
Net Expenditure	123,036	124,888	123,905	124,586
Revenue Support Grant	(10,318)	(10,318)	(10,318)	(10,318)
Business Rates Top-up Grant	(12,085)	(12,085)	(12,085)	(12,618)
Retained Business Rates	(21,924)	(24,424)	(24,424)	(24,777)
Collection Fund Surplus	(2,500)	(2,500)	(2,500)	(2,500)
Council Tax	(76,209)	(76,209)	(76,209)	(76,209)
Surplus	0	(648)	(1,631)	(1,836)

- 4.2 The table above shows that net expenditure for 2018/19 totalled £124.586 million. This was £0.631 million (0.7%) above the month 10 forecast. However there has been further improvements to grants receivable in relation to Business Rates that more than compensates for the increase in net expenditure, meaning that overall the in year surplus has grown by a further £0.205 million to £1.836 million. This represents an additional appropriation to Earmarked Reserves. Given that the overall gross spend of the Council is in the region of £375 million, these variances are within acceptable parameters.

- 4.3 Councillors have been in receipt of budget monitoring information at each Cabinet meeting, so most variances have been well documented. 2018/19 has been a difficult year, seeing increases in demand and cost for Children's social care, with an increase in looked after children from 291 to 311 during the year, generating additional costs in placements and social worker numbers. Reliance has had to be placed on the use of earmarked reserves set aside for this purpose to compensate for the additional costs being incurred. Expenditure on the highway had to increase following the deterioration caused by weather conditions early in 2018, with at least 4,000 pot holes and 5,000 other highway defects being addressed, and was only partly compensated for by additional one-off government grant. Income targets across parts of the Council have proved to be challenging, but offset by in-year savings and income flows elsewhere.
- 4.4 This report concentrates on variances between the month 10 forecast and the outturn. Although the overall outturn is in line with the period 10 forecast, there are of course numerous under and overspends on individual services. In particular the year-end review of provisions for insurance, redundancies and bad and doubtful debts have been undertaken, resulting in the release of monies previously set aside back into the general fund. Additionally year end reviews are undertaken of revenue projects associated with particular grant streams. Where the project has not completed in year, the value of the unspent grant is carried forward through the use of earmarked reserves.
- 4.5 There are however a number of principal underlying variances between period 10 and the actual outturn:

	£000
Treasury Management	(694)
Increase in General Grants	(166)
Increase in Business Rate income	(886)
Various net overspends	73
Adult Social Care (older people and LD)	1,400
Children's Social Care (care packages, leaving care and staffing)	1,080
Housing Fraud write off	250
Parking Income and Management	410
Waste Management	(320)
Economic Development	(340)
ICT (staffing)	(380)
Highways and Street Works	350
Release of provisions no longer required	(800)
Housing Benefits (subsidy timing issue)	700
Various self-balancing appropriations valued at £2.659M, relating to business rate grants, review of insurance provisions and the carry forward of the spending power of service specific grants	
Write off of abortive expenditure on the New Museum and Art Gallery projects of £2.173M, offset by use of contingency budget	
Remaining unused contingency budget	(882)
Total Variance	(205)

Appropriations to and from Earmarked Reserves

- 4.6 Set out below are the recommended appropriations to and (from) earmarked reserves, subject to the approval of Cabinet, annotated as appropriate where the appropriation is materially different from that planned. Apart from previously planned and self-balancing appropriations, additional appropriations are limited to transfers between reserves.

Reserve	Planned to period 10 £000	Self-Balancing* £000	Additional £000	Total £000
Capital Reserves The drawdown of capital reserves has been adjusted to match the level of revenue contributions towards capital expenditure.	(733)	457	0	(276)
Corporate Reserves It is proposed that the balance of the in-year surplus be transferred to the Business Transformation Reserve.	8,969	(147)	397	9,219
Service Reserves It is proposed that monies be transferred from other reserves, in particular to facilitate the on-going children's social care transformation work. In addition monies have been provided in the specific corporate projects reserve for the additional spend proposals made at March Cabinet	(2,138)	257	1,439	(442)
Grant Reserves Used to transfer the spending power represented by unused grant income between years	(1,512)	2,092	0	580
Total appropriations to / (from) reserves	4,586	2,659	1,836	9,081

* Self Balancing appropriations are particularly those where an underspend in grant received is matched by a balancing underspend in expenditure, with the unspent grant being carried forward through earmarked reserves.

Messages for 2019/20 and beyond

- 4.7 Notwithstanding the overall underspend achieved in 2018/19, it was on the basis of a mixture of potential on-going budgetary pressures and one-off savings and adjustments. A number of the on-going budgetary pressures seen in 2018/19 were provided for in setting the 2019/20 budget; however not necessarily to the extent of the final pressure seen, or in all areas.
- 4.8 Directors and all services are aware that it is vital that all budgets including approved budget reductions are delivered to plan not only to achieve a balanced outturn in 2019/20 but also to avoid putting further pressure on budget plans for future years. Part of being able to do so is to understand pressures inherited from the previous year, by way of increased demand and costs, and undelivered savings, and also newly emerging pressures in 2019/20.
- 4.9 Analysis has therefore been undertaken to provide insight into the messages contained in the 2018/19 outturn, alongside an initial review of 2019/20. Although there are a number of pressure areas across the Council, this process has thrown up two main areas; namely Children's Social Care and Planning and Transport.

Children's Services

- 4.10 Children's services closed the 2018/19 financial year with a final £2.5M overspend, notwithstanding the agreed application of both ongoing and in year budget adjustments. As previously reported, these pressures have been mainly driven by an overall net increase in the numbers of children looked after over the last 3 years, more expensive residential care placements (due to market conditions), an increase in the number of expensive secured care placements required, as well as an increased case load demand on social workers.
- 4.11 These pressures are projected to continue into 2019/20. The Children's budget can also be particularly sensitive to changes in demand, with an average residential care placement costs £170,000 per annum. In setting the 2019/20 budget, some recognition was made of the pressures being experienced and funded from temporary resources by the addition of £1.8M across the Children's social care budgets, together with making arrangements to replenish the exhausted Children's social care earmarked reserve.
- 4.12 The Children's pressures have continued to grow since budget setting. Extrapolating forward the final spend in 2018/19, compared to the opening budget for Children Services gives an immediate 2019/20 opening budget pressures of £3.7M. The pressures centre around £2.1M for external private fostering, residential and secured placements, £550,000 leaving care placements and Unaccompanied Asylum Seeker, £250,000 Children with disabilities placement costs, £100,000 supporting families with no recourse to public funds, £500,000 staffing supporting increased social work case load, as well as a £200,000 shortfall against the budgeted troubled families' payment by results and grant income target. These numbers incorporate the impact of £250,000 of savings not being landed in 2018/19. At budget setting it was recognised that Children's Social Care was likely to face continuing budgetary pressure, and the decision was made to restore the earmarked reserve to £2M to assist if needed.

Planning and Transport

- 4.13 Volatility in Planning and Transport budgets lies primarily around car parking income. At present there is no evidence of an opening pressure on this income target, but it is hugely weather dependent. Really good weather during holiday periods tends to drive higher parking revenues, with the opposite being true for bad weather. Good holiday weather could therefore mitigate a proportion of the observed pressures referred to below. However it is already apparent that there are pressures on the parking management budget of around £250,000.
- 4.14 There are income pressures arising from street work permits and rechargeable works. There has been an issue with the collection of street work permit income due to lack of evidence. Whilst this issue appears resolved going forward, it has exposed an underlying income shortfall of £600,000 against budget. This is exacerbated by an expected shortfall of £150,000 in relation to rechargeable works.

- 4.15 Routine maintenance costs on the highway and footways (otherwise known as ad-hoc patch and minor repairs) were forecast to overspend significantly in 2018/19. The Department for Transport provided a grant of £617,000 in year and although some was allocated to capital schemes, £400,000 was allocated to the patch and minor repairs budget. With no certainty of any similar funding being made available for 19/20 and in light of the costs incurred in the first 6 weeks of the year, a pressure of £450,000 is expected. This pressure incorporates the impact of £100,000 of savings not being landed in 2018/19 in this budget area.
- 4.16 Other pressures include £175,000 on the street lighting energy budget , £80,000 additional security at the Travel Centre and £180,000 for additional staff have been recruited into the highways inspection team in order to maintain the information gathered as part of the Highways Asset Management Plan.

Mitigations

- 4.17 These finding are indications of the financial pressures facing services at the start of the new financial year, not firm forecasts of anticipated outturn at this stage. Directors are aware that they have a duty to work within the budget envelope provided, and therefore must make every effort to contain these pressures through in-year management action, and to fully deliver on the agreed budget reductions.
- 4.18 Experience from previous years also strongly suggests there will be areas of underspend and betterment across the Council's budget that will mitigate, at least in-year, the pressures felt elsewhere. For instance waste management has a history of underspending over recent years, whilst the budget is kept artificially high pending future waste arrangements.
- 4.19 In setting the 2019/20 budget, as usual, £2M was set aside within the contingency budget against these eventualities, together with a further £1M for inflation. There is no suggestion that these sums be used now to meet in-year pressures, but it remains a useful safety net.
- 4.20 The Council also holds earmarked reserves specifically against the risks associated with Childrens and Adult Social Care pressures, that at the start of 2019/20 stood at £2M and £2.4M respectively. Use of these reserves are by their nature only a one-off mitigation.
- 4.21 It is also likely that once empirical evidence of the performance of business rates is generated, especially in relation to the Essex Pool, that there will be additional income available. For example the Essex Business Rates Pool generated an additional one-off £985,000 for the Council. A similar situation may well also arise in relation to reduced financing costs.
- 4.22 A better picture on these mitigations will be available in time for the first full budget monitoring report due at September Cabinet.

5 Housing Revenue Account - £1.510M in-year Surplus

5.1 The table below summarises the provisional revenue outturn for the Housing Revenue Account and the consequential use of balances for 2018/19.

	Original Budget £000	Revised Budget £000	Forecast Period 10 £000	Actual £000
Employees	210	210	210	212
Premises (excluding repairs)	790	765	770	873
Repairs	4,930	5,399	5,399	5,241
Supplies and Services	69	69	69	28
Management Fee	5,579	5,617	5,617	5,617
MATS	1,146	1,146	1,146	1,095
Provision for Bad Debts	394	394	394	75
Depreciation, Impairment etc	6,284	6,284	6,284	6,568
Interest Charges	3,472	3,462	3,462	3,489
Debt Management	43	43	43	26
Total Expenditure	22,917	23,389	23,394	23,224
Fees and Charges	(376)	(376)	(376)	(740)
Dwelling Rents	(24,900)	(25,495)	(25,595)	(25,715)
Other Rents	(1,372)	(1,372)	(1,372)	(1,477)
Contribution from Leaseholders	0	0	0	(287)
Interest	(250)	(240)	(240)	(313)
Recharged to Capital	(566)	(525)	(525)	(382)
Total Income	(27,464)	(28,088)	(28,108)	(28,914)
Net Operating Expenditure	(4,547)	(4,619)	(4,714)	(5,690)
Statutory Mitigations on Capital Financing	0	0	0	168
Revenue Contribution to Capital	1,925	991	1,973	1,390
Appropriation to Earmarked Reserves	2,622	2,622	2,622	2,622
Surplus	0	(1,006)	(119)	(1,510)

5.2 The table above shows that the HRA generated an in-year surplus of £1.510M for 2018/19, principally generated through additional income.

5.3 There are a number of under and overspends on individual budget lines. These include additional rental income coupled with additional fees and charges. In addition there has been less need to top up the provision for bad and doubtful debts. The Revenue Contribution to Capital spend has decreased, in line with the delivery of the capital programme. Finally, rather than build a higher general reserve for the HRA, additional net appropriations to HRA earmarked reserves are proposed.

5.4 Therefore the recommended HRA appropriations are:

HRA Reserve	Planned £000	Additional £000	Total £000
Repairs Contract Pensions Reserve	60	0	60
Capital Investment Reserve	1,043	1,510	2,553
Major Repairs Reserve (Revenue)	1,519	0	1,519
	2,622	1,510	4,132

6 Other Options

- 6.1 This is a factual report setting out the provisional outturn. As such there are no other options. Councillors are of course able to suggest changes to the amounts appropriated to and from earmarked reserves, which would result in a compensating adjustment to the amount taken to or from general reserves.

7 Reasons for Recommendations

- 7.1 As part of the year end processes, Councillors need to approve any appropriations to or from earmarked reserves. This report fulfils that purpose.

8 Corporate Implications

8.1 Contribution to Council's Vision & Critical Priorities

This report outlines the delivery of the Council's objectives and priorities in financial terms

8.2 Financial Implications

As set out in the report

8.3 Legal Implications

None

8.4 People Implications

None

8.5 Property Implications

None

8.6 Consultation

None

8.7 Equalities Impact Assessment

None

- 8.8 Risk Assessment
None
- 8.9 Value for Money
As set out in the report
- 8.10 Community Safety Implications
None
- 8.11 Environmental Impact
None
- 9 Background Papers**
None
- 10 Appendices**
None

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Southend-on-Sea Borough Council

Report of Strategic Director (Finance and Resources)
to
Cabinet

on
25 June 2019

Agenda
Item No.

16

Report prepared by: Caroline Fozzard
Group Manager – Financial Planning and Control

Provisional Capital Outturn 2018/19
All Scrutiny Committees
Cabinet Member: Councillor Ron Woodley
A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To inform members of the capital investment programme outturn for 2018/19 and to seek approval for the relevant budget carry forwards and accelerated delivery requests.
- 1.2 To also seek approval for in year amendments for the current approved programme.

2. Recommendations

That Cabinet:

- 2.1 **Note that the expenditure on the capital programme for 2018/19 totalled £50.899m against a revised budget of £52.648m, a delivery of 96.7% (sections 3.3 and 3.5).**
- 2.2 **Approve the relevant budget carry forwards and accelerated delivery requests totalling a net £3.059m moving into 2019/20, as set out in Appendices 1 and 2.**
- 2.3 **Note the virements, reprofiles and amendments and new external funding for schemes, as detailed in Appendices 3, 4 and 5.**
- 2.4 **For the A127 Kent Elms Junction Improvements project (Section 4.1):**
- **note that the delays to the project have led to an overspend against the scheme budget of £2.446m with £1.075m of this incurred in 2018/19;**

- approve a further budget of £1.371m to be added to the capital investment programme to deliver the scheme over the following years, 2019/20 £1.331m and 2020/21 £0.040m, to be financed by borrowing.

2.5 For the Priory, Delaware and Viking new build project (Section 4.2):

- note the updated financial business case position;
- agree to move this project from the 'Schemes subject to viable business cases' section into the main capital investment programme;
- note the procurement exercise undertaken which has resulted in an additional budget requirement;
- approve a further budget of £1.519m is added to the capital investment programme in 2020/21 to be financed by borrowing, to enable the scheme to be delivered.

2.6 Approve a budget of £4.3m to be added to the Housing Revenue Account (HRA) capital investment programme in 2019/20 to facilitate the HRA Affordable Housing Acquisitions Programme, funded 30% from retained Right to Buy capital receipts and 70% from the HRA Capital Investment Reserve. (Section 4.3)

2.7 Approve a budget of £0.250m to be added to the capital investment programme, £0.125m in 2019/20 and £0.125m in 2020/21, to undertake a two year programme of street lighting infill to be financed by borrowing. (Section 4.4)

2.8 Approve the relevant changes to the budget identified since the approved capital investment programme was set at Council on 21 February 2019, as detailed in Appendix 6.

2.9 Note that the above changes will result in an amended Capital Investment Programme of £233.166m for the period 2019/20 to 2023/24, as detailed in Appendix 7.

2.10 Note the schemes subject to viable business cases for the period 2019/20 to 2021/22 totalling £37m (Appendix 7).

2.11 Note the content of the Community Infrastructure Levy (CIL) Annual Financial Report 2018/19 (included in Appendix 8), and agree to carry forward CIL Main Fund receipts from 2018/19 and previous financial years until spending plans are reviewed early 2020/21.

2.12 Delegate authority to the Director for Planning and Transport (in consultation with Ward Members and the Executive Councillor for Environment and Planning) to agree how the Ward Neighbourhood Allocations received up until 31st March 2019 (excluding allocation to Leigh Town Council) are to be spent.

3 2018/19 Outturn

Overview

- 3.1. Throughout the 2018/19 financial year the capital investment programme has been subjected to robust monitoring to ensure delivery and alignment with the Southend 2050 ambition and desired outcomes. As a result of this monitoring, revisions were made during the year to the capital investment programme budgets with the agreement of Cabinet. The last revision was made in February 2019 and approved by Council on 21 February 2019.
- 3.2. The changes are summarised in the table below.

	£'000
Original Budget 22 February 2018 Council	92,984
June Cabinet adjustment of carry forwards from 2017/18	6,795
Accelerated Delivery of 2018/19 schemes	(2,584)
Re-profiles, New External funding and other adjustments agreed at 19 June Cabinet	(19,506)
Re-profiles, New External funding and other adjustments agreed at 6 November Cabinet	(17,208)
Re-profiles, New External funding and amendments agreed at 12 February Cabinet	(7,833)
Revised Capital Programme – 21 February 2019 Council	52,648

Brackets indicate a reduction in budget

- 3.3. The summary on the next page shows the 2018/19 actual spend against budget for the different types of investment.

Scheme by area of investment	Revised Budget £000	Actual £000	Variance £000	% Spent	Notes on delivery (see paragraphs 3.7 to 3.15 for the outcomes achieved)
Social Care	881	793	(88)	90.0	Social Care ICT systems to be delivered in 2019/20 - £150k included as carry forward requests. £66k accelerated spend on the Delaware and Priory scheme – see paragraph 4.2.1.
General Fund Housing	1,438	1,001	(437)	69.6	Multi-year schemes - £428k included as carry forward requests.
Schools Capital Schemes	13,086	15,030	1,944	114.9	Expansion schemes at secondary schools delivered ahead of schedule - £1,749k included as a request for accelerated delivery of budgets
Culture & Tourism	4,801	4,795	(6)	99.9	
Highways and Infrastructure	10,243	9,424	(819)	92.0	Multi-year schemes at various stages of completion – £1,854k included as a net of carry forward and accelerated delivery requests. £1,075k overspend on the A127 Kent Elms scheme – see paragraph 4.1.9.
Enterprise & Regeneration	3,941	4,732	791	120.1	Projects have delivered ahead of schedule (mainly Airport Business Park) - £792k included as a request for accelerated delivery of budgets
Energy Saving Projects	133	135	2	101.5	
Section 106 / Section 38 / CIL	963	261	(702)	27.51	Multi-year planning and highways agreements at various stages of completion – £744k included as a net of carry forward and accelerated delivery requests.
Works to Property	1,289	864	(425)	67.0	Multi-year schemes at various stages of completion – £416k included as a net of carry forward and accelerated delivery requests.
Community Safety	199	153	(46)	76.9	
Southend Pier	3,158	1,800	(1,358)	57.0	Delays have occurred in tendering the structural engineering works but condition works completed ahead of schedule - £1,339k included as a net of carry forward and accelerated delivery requests.
ICT Schemes	3,458	3,078	(380)	89.0	Channel Shift projects and the development of the case management system for childrens and adults to be continued into 2019/20 - £396k included as carry forward requests.
Council Housing and New Build Programme	9,058	8,833	(225)	97.5	The Decent Homes programme and disabled adaptations are multi-year schemes underspent against budget. Offset by the construction of new council dwellings being delivered ahead of schedule.
Total	52,648	50,899	(1,749)	96.7	

Brackets indicate an underspend against budget

- 3.4 Best practice and normal accounting convention requires that the approved Capital Investment Programme includes budgets for all potential capital expenditure. Therefore the programme contains budgets for schemes such as Section 106 funding where expenditure is contingent on a condition being met, grants that are paid to the Council in full are drawn down over a period of time and schemes managed in partnership or by other bodies, e.g. schools.
- 3.5 The outturn for 2018/19 shows a final spend position of £50.899m against a revised budget of £52.648m, which is an 96.7% outturn position.
- 3.6 The capital investment in the year contributed to the delivery of the desired outcomes identified as part of the Southend 2050 ambition. The key themes and outcomes are shown below:

Investment Areas

3.7 Social Care

Under the theme Safe and Well investment in this area contributes to the desired outcome that we are all effective at protecting and improving the quality of life for the most vulnerable in our community.

A major investment is for the re-development of the Delaware and Priory Residential Care homes and the Viking Day Centre. It is a 60 bedded unit which has been designed to be agile and adaptive by initially creating an environment of 45 beds where people can undergo an intense period of assessment and reablement with a view to them returning home, not remaining in long term care. A modern and adaptive space which will be used to support people with profound learning disabilities to lead fulfilling lives

In the first instance, a proportion of the unit (15 beds) will continue to support some of the most complex and challenging older people suffering with dementia. An environment aligned to the Southend 2050 vision and locality approach. The Locality Approach focuses on supporting people to remain in their own home surrounded by their family, friends and other assets for as long as possible. More information of this scheme is set out in section 4.2.

3.8 Schools

Under the theme Opportunity and Prosperity investment in this area contributes to the desired outcome that our children are school and life ready and our workforce is skilled and job ready.

The schools capital investment programme continues to be dominated by the need to provide more school places to cope with the current high pupil numbers, as the demand moves from the primary sector to the secondary schools. Expenditure on the education capital programme for 2018/19 was £15.0m. Of this, £13.5m was spent on the provision of new secondary school places and improvements to special education accommodation.

The expansion of two year old childcare facilities has continued with a spend of £60k to upgrade private provider facilities to take two year old nursery pupils who qualify for a free place. An additional Early Year grant of £536k has been

used to upgrade the nursery accommodation at a private setting and at Edwards Hall Primary School. The grant also covered a replacement building for the private nursery at the Renown Centre in Shoeburyness to allow demolition and redevelopment of the site by the council to build additional social housing in the area.

The programme to expand secondary schools is now entering its third year. It is a multi-year programme that started in 2016/17. There was a spend of £5.8m in 2017/18 and £13.5m in 2018/19. This programme will continue into 2019/20 and when completed will see an additional 1,100 permanent places for year seven to year eleven pupils across the non-selective sector. A further 450 places will also be created when demand requires them.

£0.7m was spent on condition works within the maintained primary schools, the Adult Community College and Children's Centres. These covered larger high cost repairs and replacements projects on roofs, curtain walling windows and boilers that are beyond the budget of the individual settings. In addition, £317k was devolved as formula capital to the maintained schools to manage their own smaller capital works.

Much of the schools capital programme scheme involves multi-year projects. Net budget carry forward, accelerated delivery requests and other budget adjustments of £1.9m have been put forward as part of this report

3.9 Enterprise and Regeneration

Under the theme Opportunity and Prosperity investment in this area contributes to the desired outcome that key regeneration schemes, such as Queensway, seafront developments and the Airport Business Park are underway and bring prosperity and job opportunities to the borough.

A major investment is for the Airport Business Park, which is a major strategic employment site in close proximity to London Southend Airport. It is envisaged that the new Business Park will become renowned as a leading regional centre for the science, medical and technology sectors and deliver benefits for both local businesses and local communities. The development will create thousands of job opportunities for local people, attract inward investment and it is hoped it will bring lasting prosperity to the region. £3.9m of investment has been made in design and construction during 2018/19 towards this outcome.

3.10 Culture and Tourism

Under the theme Pride and Joy investment in this area contributes to the desired outcome that the variety and quality of our outstanding cultural and leisure offer has increased and we have become the first choice English coastal destination for visitors.

Under the theme Safe and Well investment in this area contributes to the desired outcome that Southenders are remaining well enough to enjoy fulfilling lives, throughout their lives.

Under the theme Active and Involved investment in this area contributes to the desired outcome that more people have active lifestyles and there are significantly fewer people who do not engage in any physical activity.

Under the theme Opportunity and Prosperity investment in this area contributes to the desired outcome that key regeneration schemes such as seafront developments are underway and bringing prosperity and job opportunities to the borough.

The borough's libraries (including the Forum) had over a million visitors during 2018/19. A major investment is for Forum II, the second phase development of the Forum in partnership with South Essex College. This will deliver education, cultural and business space so as to increase the opportunity to engage with digital, cultural and creative industries. £0.5m of investment has been made in design, consultancy, architects and planning during 2018/19 towards this outcome, with the more significant investment to come in 2019/20 to 2021/22..

A major investment of £1.5m was made to replace and enhance the steps on the Belton Hills.

In last year's Residents Perception Survey Parks and open spaces were an important aspect for residents. The town has many parks, gardens and nature reserves offering a range of facilities including sports pitches/courts, children's playgrounds, skateboarding, cafés, boating lakes, fishing lakes and wildlife areas. In recognition of this, capital investment of £0.4m has been made in the town's parks and open spaces during 2018/19.

3.11 Southend Pier

In the Residents Perception Survey residents were asked what they most like about living in this area. The seaside/beach was one of the top responses. A key element of this is Southend's historic pleasure pier, the longest in the world. In recognition of this, capital investment of £1.8m had been made in the pier, including £0.8m on condition works. Numbers of visitors have increased year on year with record numbers in 2018/19 of 380,000. Visitor numbers so far in 2019/20 are exceeding the levels for the same period last year.

3.12 Highways and Infrastructure

The Residents Perception Survey also asked what they most disliked about living in this area. The quality of the roads and pavements was the top area of concern and in response to this, capital investment of £7.9m in improvements to the town's highway and footpath network has been made during 2018/19, with 93,440 m² of carriageway being resurfaced. This amount includes repairing potholes and junction improvements.

Investment of £2.3m was made in improvements to the A127 Kent Elms junction, including new inbound lanes, pedestrian crossings and the foundations for the new footbridge. More information of this scheme is set out in section 4.1.

The availability of parking and the amount of traffic congestion were other key areas of concern and in response to this, capital investment of £0.9m has been

made during 2018/19 for improvements and major works to the town's car parks and for traffic management, network and control systems.

3.13 Community Safety

As part of the survey residents were also asked how safe or unsafe they felt when outside in their local area. Less than one in ten residents said they felt unsafe during the day but four in ten residents said they felt unsafe after dark. Women and younger residents were more likely to feel unsafe after dark, with perceptions varying by locality. In response to this, capital investment of £0.2m has been made during 2018/19 for community safety, including the installation of CCTV equipment and consultancy on security measures.

3.14 Council Housing and New Build Programme

Under the theme Safe and Well investment in this area contributes to the desired outcome that we are well on our way to ensuring that everyone has a home that meets their needs.

Investment of £8.8m was made during 2018/19 in the borough's Council Housing and New Build Programme. This included £5.8m of Decent Homes work to the Council's housing stock including 36 kitchen and 41 bathroom modernisations and 55 rewiring schemes, together with improvements to the common areas and environmental health and safety works. This also included £0.5m for disabled adaptations and £2.2m for the construction of new housing on HRA land.

3.15 General Fund Housing

Under the theme Safe and Well investment in this area contributes to the desired outcome that we are all effective at protecting and improving the quality of life for the most vulnerable in our community.

£1.0m of disabled facilities grants were awarded during 2018/19 with 95 grants relating to adults and 6 relating to children. This is an area of high demands with 271 referrals being received during the year, an average of 23 per month.

Revised capital investment programme

3.16 A range of schemes have been identified that are funded from external contributions and grants. These have been included in the capital investment programme but there is flexibility in when these schemes are delivered either by the funder determining when it is appropriate or the Council matching delivery to available resources.

3.17 In total there are a number of schemes with unspent budgets in 2018/19 where the budget is needed in 2019/20 in order to complete the schemes. These schemes have started and/or are fully committed to but due to various factors have not completed or reached the anticipated stage by the 31 March 2019. These budget commitments total £7.445m and are summarised in Appendix 1.

- 3.18 In addition, some schemes have exceeded their 2018/19 budget allocation. The two causes of this are unforeseen costs being incurred or schemes spending ahead of profile in order to accelerate delivery, i.e. multi year schemes being delivered earlier or preliminary works starting on 2019/20 schemes to ensure their prompt completion. The sum of this accelerated delivery totals £4.386m and is analysed in Appendix 2.
- 3.19 Schemes that have exceeded their 2018/19 budget allocation will be financed by compensatory under spending on other schemes. The amended budget for 2018/19 after carry forward, accelerated delivery requests and budget adjustments have been taken into account is £49.755m. An outturn of £50.899m against this amended budget gives a net overspend of £1.144m.
- 3.20 In summary these adjustments are set out in the following table:

	General Fund £000	Housing Revenue Account £000	Total £000
Net variance against February 2019 revised budget	(1,524)	(225)	(1,749)
Net position of carry forward and accelerated delivery requests (Appendices 1 and 2)	2,830	229	3,059
Variance after carry forwards and accelerated delivery requests	1,306	4	1,310
Additional budget adjustments (Appendix 6)	(166)	-	(166)
Adjusted net variance	1,140	4	1,144

Brackets indicate an underspend against budget and additional income

- 3.21 An amended Capital Investment Programme reflecting all the changes above is attached at Appendix 7.

Capital Financing of the Programme

- 3.22 The capital investment programme is fully financed. When the budget is set, estimates are made on the likely levels of capital receipt, grant that will be received during the year, the likely level of borrowing required as well as the proposed level of expenditure. As the actual expenditure differs from the proposed budget, the associated financing needs to be amended also to reflect this.

3.23 The capital expenditure in 2018/19 is financed as follows;

	2018/19 Actual (£m)
Total Capital Expenditure	50.899
Financed by:	
Borrowing ⁽¹⁾	20.135
Invest to Save Financing ⁽¹⁾	0.369
Capital Receipts	2.051
Capital Grants Utilised	18.201
Major Repairs Reserve	6.076
Other Revenue/ Capital Reserve Contributions	3.146
Third Party Contributions	0.921
Total Financing	50.899

Note 1 - this relates to both internal and external borrowing

4. Key amendments to the capital investment programme

4.1 A127 Kent Elms Junction Improvements scheme

- 4.1.1 The £6.5m Kent Elms Improvements project was allocated £4.3m from LGF, with an additional contribution of £0.8m from the Essential Major Highway and Bridge Maintenance from LGF, £0.459 National Productivity Investment Fund (NPIF) and the remaining £0.905m Capital Contribution.
- 4.1.2 Construction commenced in November 2016 and highway works were programmed for completion in May 2017 with the new footbridge to be installed soon after. A number of utility diversion works were required to be undertaken during the construction of the highway works. National Grid Gas diversion works were programmed to be undertaken over 3 weeks. However their works took over 16 weeks to be completed. National Grid Gas reported that poor ground stability delayed their programme significantly which pushed the new network verification testing into an embargo period which caused further delays to their programme.
- 4.1.3 National Grid Gas delays then had a knock on effect with UK Power Networks cabling diversion works and BT Openreach diversions. There was not enough space in the footway for the utilities to work concurrently. The Council's project team ensured that where possible mitigation measures were undertaken during this period to minimise the impact of the delays. The main contractor, Eurovia carried out excavation works supporting the utilities where possible. These

utility delays also affected Eurovia's programme as they had to alter their working to allow the utility companies access to the areas of site to undertake the necessary diversion works.

- 4.1.4 Once BT Openreach were provided access to the site they also encountered delays to their programme. The most significant was due to their delay in commencing the design work on the southern side of the junction, installing new fibre optics and customer changeover works which took a number of months and they also had a six week winter embargo within which no works could take place. Despite the council formally writing to BT Openreach pressing for an early completion their works were completed in March 2018.
- 4.1.5 Once work commenced on the footbridge foundations it was established that a Essex and Suffolk Water main outside Kent Elms Health Centre was located 3 meters closer to the Health Centre and 1.5 meters shallower than showed by the information gathered. This caused a delay to the footbridge foundations and the footbridge design was halted until a solution could be established. This solution ultimately required the water main to be diverted.
- 4.1.6 To mitigate costs the Council's project team ensured that highway works were completed in sections with the eastbound carriageway completed in June 2018. The westbound carriageway works recommenced in April 2018, once BT Openreach diversions were complete. The westbound carriageway works were completed in September 2018. The Essex and Suffolk water main diversion works were completed in October 2018 and the north footbridge foundations recommenced construction in November 2018.
- 4.1.7 Although additional works were included within the scheme based on consultation responses received, it was considered that the cost of these additions would be covered by the scheme contingency. These included the new pedestrian crossing of the A127 near Mendip Crescent, the deceleration lane by Eastwood Road North and surfacing on Rayleigh Road. The main cost increases accounting for the overspend relate to inefficient working as a direct consequence of utility company delays, and delays for the water main diversion works which impacted the installation of the footbridge foundations. Additional costs were also incurred on traffic management, supervision and staff costs due to the extension of the overall programme.
- 4.1.8 This scheme has overrun as a direct consequence of delays to utility company diversion works and utility apparatus being encountered in unexpected locations. In addition to impacting on the programme for completing the scheme the delays to the utility works have had a consequential impact on project costs with the result that the scheme budget has been exceeded by £2.446m. (Original budget of £6.5m against outturn of £8.946m.)
- 4.1.9 £1.075m of this relates to 2018/19 and is shown as part of the net overspend set out in paragraph 3.19. Further budget of £1.371m is being requested to finance the scheme over the following years, 2019/20 £1.331m and 2020/21 £0.040m. The additional £2.446m is to be financed by borrowing and the finance costs of this are approximately £170,000 p.a.

- 4.1.10 Once the consequential costs of the delay to utility works has been established recovery action will be considered against the utility companies for recovery of relevant costs.
- 4.1.11 Lessons learnt from issues with utility diversions at Kent Elms Junction will be taken forward for future schemes. For example extensive trial hole investigations have been undertaken to locate utilities apparatus at The Bell junction so that issues are avoided in forthcoming works.

4.2 Re-development of the Delaware and Priory Residential Care homes and the Viking Day Centre

4.2.1 An outline Business Case was approved at Cabinet on 14 March 2017 for the development of a new care home and day centre on the Priory site. Work has proceeded on design and procurement. Following the tender process, the lowest price and also preferred bidder has resulted in an additional £1.585m of capital investment being required, this is due to a number of factors such as:

- introduction of enhanced fire safety measures following the Grenfell Tower fire;
- requirement to use piled foundations instead of pad foundations following ground condition surveys;
- there continues to be high volatility in the construction market given the uncertainty over Brexit which is also reflected in the tender returns.

The preferred bidder has agreed to hold the submitted price until the end of July 2019.

£66,000 of the existing 2019/20 budget has been spent in 2018/19. So the additional capital investment requirement being requested is £1.519m in 2020/21.

4.2.2 Consideration needs to be given to the fact that Priory and Delaware are at the end of their build life so would need significant investment or closure and that the Viking building is not fit for purpose and an alternative site would need to be found for the people currently receiving support there. A business case has been drawn up and the new facility achieves a surplus to the Council from the date of operation of 1st October 2020 of £148,000 per annum (equivalent half year £74,000 in 2020/21), rising to an ongoing and long term surplus for the Council from 2025/26 of £455,000 per annum.

4.2.3 This is an opportunity to provide an adaptive short term assessment unit that contributes towards avoiding unnecessary hospital admissions, supports people to remain in their own homes for longer and to live fulfilling lives.

4.3 Affordable Housing Acquisitions Programme

4.3.1 The Council is required to make use of retained Right-to-Buy (RTB) receipts within three years of their collection, or pay the receipt in full (plus interest) to HM Treasury. The Council is currently required to invest £4.306m in affordable

housing by the end of 2019/20 in order to not return our RTB receipts and incur interest payments.

4.3.2 The proposed capital investment budget of £4.306m for the HRA acquisition programme will be funded by a combination of retained RTB receipts (30%) and HRA Capital Reserves (70%).

4.3.3 This is the subject of a separate Cabinet report elsewhere on this agenda.

4.4 Street Lighting Infills

4.4.1 It is a key priority of the new joint administration to undertake a two year programme of street lighting infill. It is therefore recommended that a new budget of £250,000 be added to the capital investment programme, £125,000 in 2019/20 and £125,000 in 2020/21, to be financed by borrowing. This should cover 100 columns with an approximate cost of £2,500 per column including fitting. The financing costs are approximately £16,000 p.a.

5. Other changes to the budget for 2019/20 onwards

5.1 Since the approved capital investment programme was set at Council on 21 February 2019, there have been some changes to the capital budget. They are not significant in number but are required to provide a continually updated programme to enhance the delivery of schemes, and are therefore detailed in Appendix 6. These changes are reflected in the amended Capital Investment Programme attached at Appendix 7.

5.2 Removal of budgets no longer required is requested for schemes such as the Chase Sports and Fitness Centre lighting scheme where the works have been completed under budget, the New Artist Studios project that is no longer going ahead and some Asset Management schemes where it has been identified that the budgets are not required.

6. Community Infrastructure Levy (CIL) annual report 2018/19

6.1 Attached as Appendix 8 is the CIL Annual Financial Report for 2018/19 (including Leigh Town Council's Report for 2017/18). CIL receipts for 2018/19 included:

- £238,768.42 in the CIL Main Fund;
- £14,791.90 (5% of total receipts) towards administrative expenses associated with CIL;
- £42,277.78 (15% of total receipts less surcharges) as total Neighbourhood Allocations.

£11,079.98 of the Neighbourhood Allocation is to be transferred to Leigh Town Council as their Neighbourhood Allocation (15% of total receipts within their boundary) and 15% of the CIL receipts within each ward will remain with the Council to be spent by Ward Members in accordance with the CIL Governance Framework (total for 2018/19 is £31,197.79).

- 6.2 The Council commenced CIL charging in July 2015 and as at 31st March 2019 there was £669,649.88 in the CIL Main Fund. These funds, which are to be spent on strategic infrastructure to support growth, have been carried forward to date. The amount currently in the CIL Main Fund is relatively small in the context of the funding likely to be required for strategic infrastructure projects that support new development within the Borough, particularly housing. Therefore, it is considered appropriate to continue to carry forward the CIL Main Fund at this time with spending plans to be reviewed early 2020/21 taking into account receipts from the current financial year.

7. Other Options

- 7.1 None, as this report provides information about activity in 2018/19.

8 Reasons for Recommendations

- 8.1 This report provides information about activity in 2018/19.

9. Corporate Implications

- 9.1 Contribution to Council's Vision & Corporate Priorities

When the Capital Investment Programme is determined consideration is given to the alignment of the scheme objectives to the delivery of the Southend 2050 ambition and achievement of the desired outcomes and five year roadmap.

- 9.2 Financial Implications

These are dealt with throughout this report.

- 9.3 Legal Implications

Advice is being sought from Legal Services and Insurers to support recouping costs from utility companies attributed for their works and delays to the A127 Kent Elms Junction Improvement scheme.

- 9.4 People Implications

None, as this report provides information about activity in 2018/19.

- 9.5 Property Implications

When the Capital Investment Programme is determined consideration is given to the property implications.

- 9.6 Consultation

When the Capital Investment Programme is determined consideration is given to consultation.

9.7 Equalities and Diversity Implications

When the Capital Investment Programme is determined consideration is given to Equalities and Diversity Implications.

9.8 Risk Assessment

When the Capital Investment Programme is determined consideration is given to the risk assessment.

9.9 Value for Money

When the Capital Investment Programme is determined consideration is given to the value for money.

9.10 Community Safety Implications

When the Capital Investment Programme is determined consideration is given to community safety implications.

9.11 Environmental Impact

When the Capital Investment Programme is determined consideration is given to the environmental impact.

10. Background Papers

None.

11. Appendices

Appendix 1 – Proposed Carry Forwards

Appendix 2 – Proposed Accelerated Delivery Requests

Appendix 3 – Virements Between Approved Schemes

Appendix 4 – Reprofiles

Appendix 5 – New External Funding

Appendix 6 – Summary of Changes to the Capital Investment Programme

Appendix 7 – Amended Capital Investment Programme

Appendix 8 – Community Infrastructure Levy (CIL) Annual Financial Report
2018/19

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**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
General Fund Housing		
Disabled Facilities Grant	(128)	Continuation of adaptations works in 2019/20
Empty Dwelling Management	(150)	On-going scheme to manage empty properties in the community
PSH Works in Default - Enforcement Work	(50)	On-going scheme to manage Private Sector Housing properties
Private Sector Renewal	(100)	On-going scheme for home improvements in the community
Total General Fund Housing Carry Forwards	(428)	
Council Housing and New Build Programme		
Central Heating	(54)	Decent Homes improvement works to be completed in early 2019/20
Common Areas Improvement	(102)	Decent Homes improvement works to be completed in early 2019/20
Environmental - H&S works	(195)	Decent Homes improvement works to be completed in early 2019/20
Kitchen Refurbishments	(62)	Decent Homes improvement works to be completed in early 2019/20
Windows and Doors	(132)	Decent Homes improvement works to be completed in early 2019/20
HRA Disabled Adaptations - Major Adaptations	(313)	Continuation of disabled adaptations works in 2019/20
HRA Disabled Adaptations - Minor Adaptations	(100)	Continuation of disabled adaptations works in 2019/20

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
Construction of New Housing on HRA Land	(11)	Remainder of current construction scheme to be completed in 2019/20
Acquisition of leasehold property	(115)	To be used to purchase further properties
Total Council Housing and New Build Programme Carry Forwards	(1,084)	
Social Care		
Dementia Friendly Environments	(8)	Continuation of dementia care works
SEND Module and Integration with Liquid Logic	(30)	On-going scheme with the Liquid Logic system integration
Learning Management System	(120)	Schemes has not yet commenced and has been push back into 2019/20
Mental Health Funding Stream	(36)	Scheme on-going over several financial years
Total Social Care Carry Forwards	(194)	
Schools		
Future condition projects	(5)	Schools conditions schemes unspent allocation
Total Schools Carry Forwards	(5)	
Southend Pier		
Southend Pier - Bearing Refurbishment (Phase One)	(572)	Delays in tendering the works
Southend Pier - Condition Works Engineers	(363)	These works have been delayed due to issues with the appointed structural engineering consultancy
Southend Pier - Prince George Extension (Phase Two)	(150)	These works have been delayed due to issues with the appointed structural engineering consultancy

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
Southend Pier - Timber Outer Pier Head	(333)	These works have been delayed due to issues with the appointed structural engineering consultancy
Total Southend Pier Carry Forwards	(1,418)	
Culture and Tourism		
Forum II	(30)	Progress in preparing the detailed design is a little slower than anticipated
Pump Priming Budget	(3)	Budget to be used towards bids in 2019/20
Queen Victoria Statue	(1)	Final works to be completed in 2019/20
Southend Cliffs - Handrails	(1)	Final works to be completed in 2019/20
Chalkwell & Priory Pk Tennis courts	(21)	Delay to purchase of new gates and access systems to be resolved in 2019/20
Replacement & Upgrades of parks furniture	(4)	Deliveries not received as expected in 2018/19
Shoebury common Regeneration	(20)	Delay in delivery of materials to enable path completion in 2018/19
Southchurch Park Tow Path	(4)	Final works to be completed in 2019/20
Shoeburyness Leisure Centre – Building Management	(18)	Final works to be completed and invoiced in early 2019/20
Palace Theatre - Air Handling Units	(69)	Final works to be completed and invoiced in early 2019/20
Palace Theatre Boilers Replacement	(12)	Final works to be completed and invoiced in early 2019/20

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
Palace Theatre - Replacement of Asbestos Stage Safety Curtain	(4)	Final works to be completed and invoiced in early 2019/20
Cliffs Pavilion - Auditorium AHU	(25)	Design work on-going in 2019/20
Cliffs Pavilion - Boiler Flue	(9)	Design work on-going in 2019/20
Cliffs Pavilion - Chiller	(5)	Design work on-going in 2019/20
Resorts Services Signage	(14)	Orders raised but goods not received in time for 2018/19
Prittlewell Prince Research	(13)	Publication now anticipated in May 2019
Total Culture and Tourism Carry Forwards	(253)	
Community Safety		
Security Measures	(80)	Final report not submitted until December 2018 and works are to continue into 2019/20
Total Community Safety Carry Forwards	(80)	
Highways and Infrastructure		
HCA - Progress Road	(15)	Banners on order but only some goods were delivered during 2018/19
Cliff Slip Investigation works	(67)	On-going investigation works to continue into 2019/20
Manor Road Cliff Stabilisation	(99)	On-going stabilisation works to continue into 2019/20
Shoebury Common Sea Defence Scheme	(42)	Scheme details being worked up until 2020/21 and budget carried forward to support this

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
Cinder Path	(36)	Scheme on hold and budget to be carried forward to continue investigation works
Improved Car Signage and Guidance systems	(22)	Decisions still to be made on part of the scheme therefore budget will not be required until these decisions have been made
NPIF - Town Centre Highways redevelopment improvements	(257)	Contractors are on site but cost of works completed so far is below original forecast
Southend Highway Flood Reduction and Resilience Improvement Scheme	(170)	Flooding issues being considered for further sites which have not been actioned during 2018/19
Parking Strategy	(199)	Delays in project manager decision has pushed this scheme into 2019/20
LTP (Integrated Transport Block) Better Networks	(66)	Continuation of works for LTP implementation plan
LTP (Integrated Transport Block) Better Operation of Traffic Control Systems	(47)	Continuation of works for LTP implementation plan
LTP (IT Block) Bridge Strengthening	(205)	Continuation of works for LTP implementation plan
LTP (IT Block) Better Sustainable Transport	(41)	Continuation of works for LTP implementation plan
Local Growth Fund - A127 Growth Corridor	(606)	Multi year scheme
Highways Maintenance - Potholes	(53)	Additional funding received towards end of financial year to be utilised in 2019/20
Improve Footway Condition Around Highway Trees	(18)	Budget fully committed with final works to complete early 2019/20
Coach Parking	(29)	Final works for car park to complete early 2019/20

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
LTP - Maintenance	(215)	Continuation of works for LTP implementation plan
Total Highways and Infrastructure Carry Forwards	(2,187)	
Works to Property		
Essential Crematorium/Cemetery Equipment	(8)	Quotes are being chased for equipment now expected to be purchased in 2019/20
Pergola Walk Memorial Scheme	(7)	Discussions on-going for floral tribute solution and the remaining budget will therefore be required in 2019/20
Replacement of Coffin Charger	(23)	Charger ordered but delivery has slipped into 2019/20
62 Avenue Road - demolition	(5)	Matters now being considered and options costed having regard to comments and concerns from Milton Conservation Society. The remaining budget will be carried forward to support works in 2019/20
Belfairs Park Restaurant/Golf Club Preventative Works	(102)	The full balance will need to be carried forward to 2019/20 to provide time for the necessary consents and tender work for the windows to be completed
Civic Campus - Efficient Use of Space	(62)	Scheme commenced late in financial year and remaining works to be completed in 2019/20
Civic East Car Park Redevelopment	(8)	This site is now to be considered as a wider pipeline of sites and the remaining budget will be carried forward to support this
Commercial Property Investment	(13)	Remaining budget to be carried forward for future investment opportunities
Darlows Green former WCs demolition	(3)	Final costs to be incurred in early 2019/20
Demolition of Public WCs at Pitmans Close	(7)	Final costs to be incurred in early 2019/20
Herbert Grove Security	(4)	Main scheme complete but remaining budget to be carried forward to cover any minor works which may arise

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
Library Car Park Reconstruction and Enhancement	(44)	This site is now to be considered as a wider pipeline of sites and the remaining budget will be carried forward to support this
Pier Arches External Landlord Works	(72)	Works commenced in January 2019 and final works will slip slightly into 2019/20
Pier Arches toilets - waterproofing solution	(4)	Final costs to be incurred in early 2019/20
Porters Civic House and Cottage	(5)	Residual budget to be carried forward for any unexpected costs
Relocation of START	(21)	Works commenced late into financial year and will continue in 2019/20
SMAC Eastern Esplanade Slipway	(27)	The resolution of some unregistered land issues are causing delay to terms being finalised
Working Environment	(20)	Scheme commenced late in financial year and remaining orders to be delivered in early 2019/20
Total Works to Property Carry Forwards	(435)	
Energy Saving		
Civic Centre CHP/Lifts Feasibility	(3)	Further works being considered for 2019/20
Real Time Air Quality Measurement - Feasibility	(5)	Literature review completion was at the end of March and budget carried forward to complete first stage of project
Total Energy Saving Carry Forwards	(8)	
ICT		
Channel Shift	(53)	Multi year scheme to continue in 2019/20
Replacement and Enhancement to Cash Receipting System	(14)	Slight delays to scheme have pushed part of this budget into 2019/20

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System	(343)	Various delays to this scheme have resulted in a revised cost profile
ICT – Cyber Security/Public Services Network	(15)	Continuation of cyber security works in 2019/20
ICT - Phones Migration and Re-Tender	(1)	Planned go live in April 2019 with small 2018/19 underspend being used to support final costs
ICT Rolling Replacement Programme	(80)	Rolling replacement spend below forecast but budget will be used to support 2019/20 spend
Mobile Device End Point Protection Replacement	(1)	Slight underspend in 2018/19 to continue in 2019/20
Software Licencing	(68)	Software licence costs below expected cost for 2018/19. Carried forward to support new licences for 2019/20
Total ICT Carry Forwards	(575)	
S106/S38/CIL		
S106 3-5 High Street 1501496AMDT - affordable housing	(196)	S106 funding to span several financial years
S106 845-849 London Rd 1601030AMDT – affordable housing	(143)	S106 funding to span several financial years
S106 St Hildas 1700530AMDT - affordable housing	(11)	S106 funding to span several financial years
S106 32-36 Valkyrie Rd 1700893DOV5 - affordable housing	(218)	S106 funding to span several financial years
S106 23/04/2015 Hinguar and Saxon - public art contribution	(18)	S106 funding to span several financial years
S106 Ajax Works 0300130ful - landscaping maintenance	(6)	S106 funding to span several financial years

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
S106 Former Balmoral 1400914FULM – public art contribution	(1)	S106 funding to span several financial years
S106 Lifstan Way 0000273 Out - Open Space Maintenance	(1)	S106 funding to span several financial years
S106 Sunlight Ldry 1400411FULM - Public Art	(5)	S106 funding to span several financial years
S106 Former College 1500803BC4M - parking survey contribution	(10)	S106 funding to span several financial years
S106 Avenue Works 1401968AMDT - cycleway improvement	(1)	S106 funding to span several financial years
S106 Bellway Prittlebrook 1400943FULM - TRO Contribution	(4)	S106 funding to span several financial years
S106 High Works Shoe Garrison	(2)	S106 funding to span several financial years
S106 Albany Court 1500369AMDT - signage contribution	(9)	S106 funding to span several financial years
S106 Hinguar 1401672BC4M - highway contribution	(5)	S106 funding to span several financial years
S106 North Road and Salisbury Ave 1200056 - Highway Works Contribution	(2)	S106 funding to span several financial years
S106 Sunlight Ldry 1400411FULM - Highway Works	(2)	S106 funding to span several financial years
S106 Texsol Kenway 1500468FULM - highway	(2)	S106 funding to span several financial years
S106 Texsol Kenway 1500468FULM – public realm contribution	(14)	S106 funding to span several financial years

**Capital Investment Programme
2018/19 Carry Forward Requests**

Appendix 1

Scheme	2018/19 Carry forward to future years £000	Explanation for carry forward request
S106 Seec 0200500ful - Highway Works	(104)	S106 funding to span several financial years
S106 Univ H-Way0401561ful	(5)	S106 funding to span several financial years
S38 Bellway Homes 14/00943/fulm	(2)	S38 funding to span several financial years
S38 Old Hinguar School	(4)	S38 funding to span several financial years
S78 Bellway Homes 14/00943/fulm	(2)	S78 funding to span several financial years
S38 Inspection Magazine Rd	(5)	S38 funding to span several financial years
CIL Ward NA – Milton – Milton Park improvements	(2)	CIL funding to span several financial years
CIL Ward NA – Milton – Park Street replacement bollards	(3)	CIL funding to span several financial years
S106 Garrison 0000777 Depost - CCTV	(1)	S106 funding to span several financial years
Total S106/S38/CIL Carry Forwards	(778)	

(7,445)

Scheme	2018/19 accelerated delivery from future years £000	Explanation for accelerated delivery request
Council Housing and New Build Programme		
S106 HRA Land Review	691	Accelerated delivery of works on construction scheme
Bathroom Refurbishment	46	Decent Homes improvements completed ahead of schedule
Rewiring	40	Decent Homes improvements completed ahead of schedule
Roofs	78	Decent Homes improvements completed ahead of schedule
Total Council Housing and New Build Programme Accelerated Delivery Requests	855	
Schools		
School Improvement and Provision of School Places	1,749	Works on the Secondary School programme progressed quicker than expected
Leigh North Street boiler	8	Works completed ahead of schedule
Total Schools Accelerated Delivery Requests	1,757	
Enterprise and Regeneration		
Airport Business Park	683	Phase one infrastructure works have been completed ahead of schedule
Better Queensway	109	Fees associated with finalising the deal have accelerated this scheme slightly
Total Enterprise and Regeneration Accelerated Delivery Requests	792	

**Capital Investment Programme
2018/19 Accelerated Delivery Requests**

Appendix 2

Scheme	2018/19 accelerated delivery from future years £000	Explanation for accelerated delivery request
Southend Pier		
Southend Pier - Condition Works Surveyors	79	Accelerated works carried out during 2018/19
Total Southend Pier Accelerated Delivery Requests	79	
Culture and Tourism		
Property Refurbishment Programme	245	A substantial amount of works were carried out to council buildings in 2018/19, over that expected for the year
Wheeled Sports Facility central Southend	3	Accelerated spend over original forecast
Allotments Water Supply upgrade	6	Accelerated spend over original forecast
Parks Feasibility& Options appraisal	1	Uplift charges applied after carry forward had already been made at February Cabinet
Cliffs Pavilion - External Cladding	8	Accelerated spend over original forecast
Central Museum Works	2	Uplift charges applied after carry forward had already been made at February Cabinet
Prittlewell Prince Storage	21	Accelerated spend over original forecast
Fire Improvement Works	16	Works carried out as and when required and budget accelerated to meet spend
Total Culture and Tourism Accelerated Delivery Requests	302	

Scheme	2018/19 accelerated delivery from future years £000	Explanation for accelerated delivery request
Community Safety		
CCTV Equipment Renewal	35	More of the phase one installations were carried out in 2018/19 than previously forecast
Total Community Safety Accelerated Delivery Requests	35	
Highways and Infrastructure		
Improving Resilience to the Borough to Flooding from Extreme Weather Events	3	Part of tranche 2A works were carried out ahead of schedule
Southend Transport Model	59	The model has been updated during 2018/19 and utilised some of the 2019/20 allocation for this
Carriageways and Footways Improvements	234	Works carried out over and above the original forecast on carriageway improvements
LTP (Integrated Transport block) - Traffic Management Schemes	3	Slight acceleration of previous forecast
Local Growth Fund - SCAAP	34	London Road improvement works accelerated ahead of schedule previously submitted to the LGF
Total Highways and Infrastructure Accelerated Delivery Requests	333	
Works to Property		
Replacement Boiler at Southend Crematorium	8	Works previously slipped into 2019/20 due to tender delays but some capitalisation of salary costs have been incurred
Civic Centre Boilers	11	Boiler upgrade works carried out over and above original spend forecast for 2018/19
Total Works to Property Accelerated Delivery Requests	19	

Scheme	2018/19 accelerated delivery from future years £000	Explanation for accelerated delivery request
Energy Saving		
Energy Efficiency Projects	3	Energy schemes carried out ahead of original expectations
Solar PV Projects	7	Energy schemes carried out ahead of original expectations
Total Energy Saving Accelerated Delivery Requests	10	
ICT		
HR Recruitment Contract Implementation	27	Delays previously pushed this scheme into 2019/20 but some works have been carried out ahead of what was expected
N3 Connectivity in Civic Building	25	ICT works carried out ahead of original schedule
Remote Working Enhancements	50	ICT works carried out ahead of original schedule
ICT - Core Application and Database Migration	4	ICT works carried out ahead of original schedule
ICT - Southend Operation Centre	21	ICT works carried out ahead of original schedule
ICT Enterprise Agreement	39	ICT works carried out ahead of original schedule
Northgate - Revenues and Benefits application	3	ICT works carried out ahead of original schedule
IoT Smart City Delivery	1	ICT works carried out ahead of original schedule
Total ICT Accelerated Delivery Requests	170	

**Capital Investment Programme
2018/19 Accelerated Delivery Requests**

Appendix 2

Scheme	2018/19 accelerated delivery from future years £000	Explanation for accelerated delivery request
S106/S38/CIL		
S106 North Shoebury Road 0301504out - Public Art	4	S106 monies utilised during 2018/19
S38/S278 Airport 0901960 Fulm	3	S106 monies utilised during 2018/19
S38 Fossetts Farm Bridleway	22	S106 monies utilised during 2018/19
S38 Garrison NBP Road Supp Fee	5	S106 monies utilised during 2018/19
Total S106/S38/CIL Accelerated Delivery Requests	34	

4,386

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VIREMENTS BETWEEN APPROVED SCHEMES

Appendix 3

Scheme/Event	Area of investment	Project Description	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Proposed changes									
Works to Property Capital Programme	Works to Property	Priority Works	(42)						(42)
	Works to Property	Civic Campus - Efficient Use of Space	42						42
Schools Capital Programme	Schools	Futures Heating and Pipe Ducts		(68)					(68)
	Schools	Future condition projects		60					60
	Schools	Leigh North Street boiler		8					8
	Schools	Adult Community College rainwater goods	4						4
	Schools	Chalkwell Hall Juniors roofs	(3)						(3)
	Schools	Children's Centre - Landlords Maintenance	17						17
	Schools	Eastwood Primary roof	3						3
	Schools	Fairways Primary Boiler	(2)						(2)
	Schools	Fairways Primary curtain walling	(19)						(19)
Culture Capital Programme	Culture & Tourism	Prittlewell Prince Research		(38)					(38)
	Culture & Tourism	Prittlewell Prince Storage		38					38
Southend Pier Capital Programme	Southend Pier	Southend Pier - Condition Works Engineers		(400)					(400)
	Southend Pier	Southend Pier - Pier Entrance Enhancement		400					400
	Southend Pier	Southend Pier - Timber Outer Pier Head		(151)					(151)
	Southend Pier	Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)		151					151
HRA Council Dwellings	Council Housing	S106 HRA Land Review		691					691
	Council Housing	Construction of New Housing on HRA Land		(691)					(691)
<u>Budget Adjustments already actioned</u>									
	Priority Works	Priority Works	(50)						(50)
	Priority Works	Relocation of START	30						30
	Priority Works	Civic Campus - Efficient Use of Space	20						20
	Priority Works	Priority Works		(90)					(90)
	Priority Works	Elm Road Sports Ground Remedial Works		60					60
	Priority Works	Futures Demolition		30					30
			-	-	-	-	-	-	-

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RE-PROFILES AND AMENDMENTS

Appendix 4

Scheme/Event	Area of investment	Code Description	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Schools Capital Programme	Schools	School Improvement and Provision of School Places		(662)	662				-
	Culture and Tourism	Cliffs Pavilion - Auditorium Air Handling Unit		(115)	115				-
	Culture and Tourism	Cliffs Pavilion - Boiler Flues		(124)	124				-
Culture and Tourism Capital Programme	Culture and Tourism	Cliffs Pavilion - Chiller		(175)	175				-
	Culture and Tourism	Cliffs Pavilion - External Refurbishment Works		(215)	215				-
	Culture and Tourism	Central Museum Works		(197)	197				-
	Culture and Tourism	Cart and Wagon Shed		(150)	150				-
Southend Pier Capital Programme	Southend Pier	Southend Pier - Timber Outer Pier Head		(482)	482				-
Highways and Infrastructure Capital Programme	Highways & Infrastructure	Coastal Defence (Shoebury Common Sea Defence Scheme)			(3,695)	3,695			-
	S106/S38/S78	S106 Avenue Works - cycleway improvement		(1)	1				-
	S106/S38/S78	S78 Bellway Homes		(8)	8				-
S106/S78/S38 Capital Programme	S106/S38/S78	S38 Bellway Homes		(71)	71				-
	S106/S38/S78	S38 Fossetts Farm Bridleway		(6)	6				-
	S106/S38/S78	S38/S278 Airport 0901960 Fulm		(47)	47				-
Energy Capital Programme	Energy Schemes	Schools and Council Buildings Solar PV		(146)	146				-
Works to Property Capital Programme	Works to Property	Airport Business Park (including Local Growth Fund)		(302)	956	(654)			-
			-	(2,701)	(340)	3,041	-	-	-

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NEW SCHEMES FINANCED BY EXTERNAL FUNDING

Appendix 5

Scheme/Event	Area of investment	Project Description	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Social Care Capital Programme	Social Care	Community Capacity	39	250					289
Schools Capital Programme	Schools	Adult Community College rainwater goods		12					12
	Schools	Milton Hall Fire Alarm replacement (H&S)		40					40
	Schools	Devolved Formula Capital	192	100					292
	Schools	Special Provision Capital Fund		321					321
Culture & Tourism Capital Programme	Culture & Tourism	Upgrade of Parks Furniture		32					32
	Culture & Tourism	Chalkwell Park and Priory Park Tennis Courts		16					16
Highways & Infrastructure Capital Programme	Highways	Highways Maintenance - Potholes		17					17
	Highways	LTP - Maintenance		233					233
	Highways	ULEV Taxi Infrastructure Scheme		90					90
S106/CIL Capital Programme	S106/CIL	CIL Ward NA – Eastwood Park – Tree planting		2					2
	S106/CIL	CIL Ward NA – Kursaal – Sign for Christchurch Park		1					1
	S106/CIL	CIL Ward NA – Prittlewell – Operation Legibility (road sign cleaning)		1					1
	S106/CIL	CIL Ward NA – Southchurch – Southchurch Speedwatch		1					1
	S106/CIL	CIL Ward NA – St Lukes – Community facilities enhancements		2					2
	S106/CIL	CIL Ward NA – Thorpe – Street furniture improvement		8					8
	S106/CIL	CIL Ward NA – Westborough – Signposting		1					1
	S106/CIL	S106 Bellway Prittlebrook 1400943FULM - Primary Healthcare	41						41
			272	1,127	-	-	-	-	1,399

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SUMMARY OF CHANGES TO THE CAPITAL INVESTMENT PROGRAMME

Appendix 6

Scheme/Event	Area of investment	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Approved Capital Investment Programme - Council February 2019		52,648	74,361	84,607	37,379	6,855	6,855	262,705
Amendments to budget:								
Dementia Friendly Environments	Social Care	(1)						(1)
Fairways Primary curtain walling	Schools		(140)					(140)
New Artist Studios	Culture & Tourism	(70)	(805)					(875)
Chase Sports and Fitness Centre - Lighting Fitting Replacement	Culture & Tourism	(26)						(26)
Southend Highway Flood Reduction and Resilience Improvement Scheme	Highways & Infrastructure		(9)					(9)
New Beach Huts Phase 2	Works to Property	(5)						(5)
Seaways Development Enabling Works	Works to Property	(4)						(4)
Street Lighting Infills	Highways & Infrastructure		125	125				250
A127 Kent Elms Junction Improvements	Highways & Infrastructure		1,331	40				1,371
HRA Affordable Housing Acquisitions Programme	Council Housing		4,306					4,306
'Subject to' Schemes - brought in								
Cart and Wagon Shed	Culture & Tourism		200	650				850
Priory and Delaware New Build	Social Care		9,219	3,881				13,100
		(106)	14,227	4,696	-	-	-	18,817
Other proposed changes								
Carry forward requests (see Appendix 1)		(7,445)	7,445		-			-
Accelerated delivery requests (see Appendix 2)		4,386	(4,386)					-
Virements (see Appendix 3)		-	-					-
Reprofiles (see Appendix 4)		-	(2,701)	(340)	3,041			-
New external funding (see Appendix 5)		272	1,127					1,399
Current Programme - following amendments		49,755	90,073	88,963	40,420	6,855	6,855	282,921

Brackets indicate a reduction in budget

Total budget for 2019/20 to 2023/24: 233,166

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Proposed Capital Investment Programme 2018/19 to 2023/24 - Summary by Area of Investment

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
General Fund Housing	1,010	2,123	1,375	577	-	-	5,085
Council Housing and New Build Programme	8,829	17,095	14,377	9,694	6,560	6,560	63,115
Social Care	725	10,615	3,881	-	-	-	15,221
Schools	15,030	12,201	1,053	-	-	-	28,284
Enterprise and Regeneration	4,733	13,906	21,976	5,044	-	-	45,659
Southend Pier	1,819	3,325	7,397	5,900	-	-	18,441
Culture and Tourism	4,754	3,636	15,556	3,960	-	-	27,906
Community Safety	154	1,786	1,000	-	-	-	2,940
Highways and Infrastructure	8,389	17,099	15,131	6,115	295	295	47,324
Works to Property	864	2,385	6,513	8,582	-	-	18,344
Energy Saving	135	1,368	496	377	-	-	2,376
ICT	3,053	2,964	40	-	-	-	6,057
S306/S38/CIL	260	1,570	168	171	-	-	2,169
TOTAL CAPITAL INVESTMENT PROGRAMME	49,755	90,073	88,963	40,420	6,855	6,855	282,921

Total budget for 2019/20 to 2023/24:

233,166

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
General Fund Housing							
Disabled Facilities Grant	1,010	1,028	900	577			3,515
Empty Dwelling Management	-	357					357
PSH Works in Default - Enforcement Work	-	138					138
Private Sector Renewal	-	600	475				1,075
Total General Fund Housing	1,010	2,123	1,375	577	-	-	5,085
Council Housing and New Build Programme							
Bathroom Refurbishment	89	217	42	59	52	96	555
Central Heating	956	1,005	374	197	161	771	3,464
Common Areas Improvement	1,514	3,466	864	864	864	864	8,436
Environmental - H&S works	1,585	893	1,080	1,080	1,080	1,080	6,798
Kitchen Refurbishments	101	753	984	1,002	875	1,107	4,822
Rewiring	210	181	342	501	739	411	2,384
Roofs	1,193	341	1,184	1,335	1,145	1,187	6,385
Windows and Doors	200	379	1,110	862	944	344	3,839
HRA Disabled Adaptations - Major Adaptations	471	963	650	650	650	650	4,034
HRA Disabled Adaptations - Minor Adaptations	-	150	50	50	50	50	350
Sheltered Housing DDA works		345					345
Energy Efficiency Measures		150					150
Housing Construction Scheme - Phase 2	2,180	578					2,758
Housing Construction Scheme - Phase 3		1,634	3,269				4,903
Housing Construction Scheme - Phase 4			4,428	1,760			6,188
Housing Construction Scheme - Modern Methods of Construction (MMC)				1,334			1,334
Housing Construction Scheme - Phase 5/6 feasibility (S106)		50					50
Housing Construction Scheme - Land Assembly Fund (S106)		1,400					1,400
HRA Affordable Housing Acquisitions Programme		4,306					4,306
Acquisition of leasehold property	160	115					275
Acquisition of tower block leaseholds - Queensway	170	169					339
Total Council Housing and New Build Programme	8,829	17,095	14,377	9,694	6,560	6,560	63,115
Social Care							
Community Capacity	216	250					466
Dementia Friendly Environments	8	8					16
Children's Residential Care Provision		700					700
SEND Module and Integration with Liquid Logic	-	120					120
Learning Management System	-	120					120
Mental Health Funding Stream	-	36					36
Transforming Care Housing	1	162					163
Delaware and Priory New Build	500	9,219	3,881				13,600
Total Social Care	725	10,615	3,881	-	-	-	15,221

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Schools							
AHDC Short Breaks for Disabled Children		64					64
Healthy School Capital Funding	52						52
Adult Community College rainwater goods	71	12					83
Chalkwell Infants Main Building Windows	1						1
Chalkwell Hall Infants replace relocatables (SBC 50%)	-	109					109
Chalkwell Hall Infants Energy Project		300					300
Chalkwell Hall Juniors roofs	7	100					107
Children's Centre - Landlords Maintenance	62						62
Earls Hall Primary heating	40						40
Eastwood Primary roof	153	50					203
Fairways Primary Boiler	58						58
Fairways Primary roof	-	15					15
Fairways Primary curtain walling	131	100					231
Friars Fire Systems Replacement	1						1
Future condition projects	68	65					133
Leigh North Street boiler	118	-					118
Milton Hall Fire Alarm replacement (H&S)		40					40
West Leigh Infant Boiler		160					160
Devolved Formula Capital	317	100					417
Friars Primary School	332						332
Temple Sutton - Early Years	10						10
Expansion of 2 yr old Childcare Places	60	5					65
School Improvement and Provision of School Places	13,549	10,300	662				24,511
Special Provision Capital Fund	-	781	391				1,172
Total Schools	15,030	12,201	1,053	-	-	-	28,284
Enterprise and Regeneration							
Airport Business Park (including Local Growth Fund)	3,883	11,615	8,476	5,044			29,018
City Deal - Incubation Centre	31						31
Better Queensway - Regeneration	819	2,041	13,500				16,360
Housing Infrastructure Feasibility		250					250
Total Enterprise and Regeneration	4,733	13,906	21,976	5,044	-	-	45,659
Southend Pier							
Southend Pier - Bearing Refurbishment (Phase One)	347	572					919
Southend Pier - Condition Works Engineers	387	1,163	415				1,965
Southend Pier - Condition Works Surveyors	433	439					872
Southend Pier - Pier Entrance Enhancement	186	400					586
Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)	49	151					200
Southend Pier - Prince George Extension (Phase Two)	-	150	1,000	1,158			2,308
Southend Pier - Replacement of Pier Trains		250	3,000				3,250
Southend Pier - Structural Works			500				500
Southend Pier - Timber Outer Pier Head	417	200	2,482	4,742			7,841
Total Southend Pier	1,819	3,325	7,397	5,900	-	-	18,441

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Culture and Tourism							
Belfairs Swim Centre		42					42
Chase Sports and Fitness Centre - Lighting Fitting Replacement	28						28
Shoeburyness Leisure Centre – Building Management	67	18					85
Southchurch Park Bowls Pavillion		20					20
Southend Cliffs - Replacement of Handrails	15	16					31
Southend Leisure and Tennis Centre - Building Management System (BMS) Control	47						47
Wheeled Sports Facility Central Southend Area	5	245					250
Allotments Water Supply Upgrade	67	143					210
Badger Setts in Priory Park and Sidmouth Park	70						70
Chalkwell Park and Priory Park Tennis Courts	9	37					46
Parks Feasibility and Options Appraisals	1	24					25
Playground Gates		123					123
Replacement and Upgrade of Parks Furniture	12	80	30				122
Replacement of Play Equipment	47						47
Shoebury Common Regeneration	30	270					300
Sidmouth Park - Replacement of Play Equipment	12	57					69
Southchurch Park Tow Path	195	4					199
Forum II – SBC Match Funding to LGF	470	1,030	13,500	3,950			18,950
Kiosks in Libraries		40					40
Library Review	7	179					186
Cliffs Pavilion – Auditorium Air Handling Unit	-	-	115				115
Cliffs Pavilion – Boiler Flues	1	-	124				125
Cliffs Pavilion – Chiller	-	-	175				175
Cliffs Pavilion - External Refurbishment works	91	-	215				306
Cliffs Pavilion - Power Supply Equipment		30	140				170
Joint Theatres and Leisure Centres – Asbestos	-	115					115
Palace Theatre - Air Handling Units	161	69					230
Palace Theatre Boilers Replacement	1	12					13
Palace Theatre - Power Supply Equipment		30	140				170
Palace Theatre - Replacement of Asbestos Stage Safety Curtain	79	4					83
Central Museum Works	2	50	197				249
Inflatable Planetarium		35					35
Prittlewell Prince Storage	21	52					73
Belton Hills Steps	1,485						1,485
Cart and Wagon Shed		50	800				850
Energy Improvements in Culture Property Assets		110					110
Fire Improvement Works	516	484					1,000
"Make Southend Sparkle" Initiative	7	19	10	10			46
Property Refurbishment Programme	1,145	92					1,237
Pump Priming Budget	125	93	110				328
Queen Victoria statue - security fence	1	24					25
Resorts Services Signage	6	39					45
Resorts Assets	31						31
Total Culture and Tourism	4,754	3,636	15,556	3,960	-	-	27,906

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Community Safety							
CCTV Equipment Renewal	134	1,306	1,000				2,440
Security Measures	20	480					500
Total Community Safety	154	1,786	1,000	-	-	-	2,940
Highways and Infrastructure							
Cliff Slip Investigation Works	33	220					253
Coastal Defence (Shoebury Common Sea Defence Scheme)	144	242	100	3,695			4,181
Improving Resilience of the Borough to Flooding from Extreme Weather Events	11	210					221
Manor Road Cliff Stabilisation	1	324					325
Flood Prevention Works		-	1,125	1,125			2,250
Carriageways and Footways Improvements	1,234	1,766	1,000	1,000			5,000
Cinder Path	34	66					100
Highways Maintenance - Potholes	710	135	65				910
Street Lighting Infills		125	125				250
Improve Footway Condition Around Highway Trees	132	218					350
Improved Car Park Signage and Guidance Systems	122	232					354
Town Centre Redevelopment Improvements - Highways (NPIF)	358	1,492					1,850
Traffic Signs Upgrade		100	100	100	100	100	500
Pittlebrook Greenway - Undermining	75						75
Southend Highway Flood Reduction and Resilience Improvement Scheme	395	161					556
Car Park Improvements		100	100	100	100	100	500
Coach Parking	221	29					250
Parking Strategy	1	199					200
LTP (Integrated Transport block) - Bridge Strengthening	101	780	300				1,181
LTP (Integrated Transport block) - Better Sustainable Transport	112	821	400				1,333
LTP (Integrated Transport block) - Better Networks	438	601	400				1,439
LTP (Integrated Transport block) - Traffic Management Schemes	403	397	400				1,200
LTP (Integrated Transport block) - Traffic Control Systems	114	403	201				718
LTP - Maintenance	791	1,144	671				2,606
LTP - Maintenance - Street Lighting	150	150	150				450
Local Growth Fund - A127 Growth Corridor	1,254	4,737	7,669				13,660
Local Growth Fund - Southend Central Area Action Plan (SCAAP) Growth Point (Transport)	1,010	1,966	2,000				4,976
A127 Junction Improvements	397						397
HCA Progress Road	3	15					18
Southend Transport Model	99	466	325	95	95	95	1,175
Travel Centre - Bus Service Provision in the Town Centre	46						46
Total Highways and Infrastructure	8,389	17,099	15,131	6,115	295	295	47,324

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Works to Property							
62 Avenue Road - demolition	-	49					49
Belfairs Park Restaurant/Golf Club Preventative Works	88	102					190
Civic Campus - Efficient Use of Space	-	262	150	150			562
Civic East Car Park Redevelopment	-	50		4,790			4,840
Commercial Property Investment	287	13	-				300
Conduit repointing and refurbishment	5						5
Darlows Green former WCs demolition	37	3					40
Demolition of Public WCs at Pitmans Close	23	7					30
East Beach Café Project		32					32
Elm Road Sports Ground Remedial Works		60					60
Futures Demolition		30					30
Herbert Grove Security	4	4					8
Land Acquisition Works				1,867			1,867
Library Car Park Reconstruction and Enhancement	6	44	4,083	1,775			5,908
New Beach Huts Phase 2	1						1
Pier Arches External Landlord Works	21	72					93
Pier Arches toilets - waterproofing solution	26	4					30
Porters Civic House and Cottage	-	5					5
Priory House EPH Fire Alarms	32						32
Relocation of START	9	21					30
Porters Farm Cottages - water supply	5						5
Seaways - HCA Condition Funding		170					170
SMAC Eastern Esplanade Slipway	-	27					27
Working Environment	30	20					50
Urgent Works To Property	16						16
Cemetery - Ride on Mower			30				30
Crematorium Drives and Car Park Resurfacing		10	60				70
Crematorium - Urgent Structural Repairs to Chimney		500					500
Essential Crematorium/Cemetery Equipment	9	8					17
Pergola Walk Memorial Scheme	-	7					7
Replacement Boiler at Southend Crematorium	9	121					130
Replacement of Coffin Charger	-	23					23
Sutton Road Cemetery Road Repairs			40				40
Civic Centre Boilers	256	289	1,000				1,545
Public Toilet Provision		40	660				700
Priority Works	-	412	490				902
Total Works to Property	864	2,385	6,513	8,582	-	-	18,344

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Energy Saving							
Beecroft - Theatre Lighting and Draughtproofing	8						8
Civic Centre CHP/Lifts Feasibility	2	3					5
Civic Centre Lifts Regeneration	-	33					33
Energy Efficiency Projects	15	217	250	277			759
Old Beecroft Ground Source Heat Pump Feasibility	-	15					15
Pier Energy Efficiency Scheme	58						58
Real Time Air Quality Measurement - Feasibility	5	70					75
Solar PV Projects	17	940					957
Schools and Council Buildings Solar PV	-	-	246	100			346
Two Tree Island Contamination Study	30						30
ULEV Taxi Infrastructure Scheme		90					90
Total Energy Saving	135	1,368	496	377	-	-	2,376
ICT							
Channel Shift	340	153					493
DEFRA Inspire III	4						4
Disaster Recovery Relocation	-	55					55
Extending WiFi in Council Premises	40	70					110
HR Recruitment Contract Implementation	87	63					150
N3 Connectivity in Civic Building	25	206					231
ICT - Core Application and Database Migration	4	67					71
ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System	667	343					1,010
ICT - Central Government IT Security Compliance	-	139					139
ICT – Cyber Security/Public Services Network	25	55	40				120
ICT - Southend Operation Centre	74	404					478
ICT - Digitally Enable the Council Offices	19						19
ICT Enterprise Agreement	368	306					674
ICT – Health and Social Care – GovRoam	-	20					20
ICT - Phones Migration and Re-Tender	224	23					247
ICT Rolling Replacement Programme	179	330					509
ICT - Southend Network Monitoring Equipment	19						19
ICT – Wide Area Network Enhancements	120						120
Mobile Device End Point Protection Replacement	89	1					90
Northgate - Revenues and Benefits application	35	15					50
Place - Culture and Enterprise and Tourism - EPOS System	26						26
Remote Working Enhancements	50	-					50
Replacement and Enhancement to Cash Receipting System	224	14					238
Software Licencing	332	468					800
IoT Smart City Delivery	102	232					334
Total ICT	3,053	2,964	40	-	-	-	6,057

Proposed Capital Investment Programme 2018/19 to 2023/24

Appendix 7

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
S106/S38/CIL							
S106 3 Acacia Drive 1401434FULM - affordable housing		177					177
S106 Essex House 1600116DOV - affordable housing		320					320
S106 3-5 High Street 1501496AMDT - affordable housing	-	196					196
S106 845-849 London Rd 1601030AMDT – affordable housing	-	143					143
S106 St Hildas 1700530AMDT - affordable housing	-	11					11
S106 32-36 Valkyrie Rd 1700893DOV5 - affordable housing	-	218					218
S106 23/04/2015 Hinguar and Saxon - public art contribution	-	18					18
S106 Ajax Works 0300130ful - landscaping maintenance	-	6					6
S106 Albany Court 1500369AMDT - public art contribution	25						25
S106 Avenue Works 1401968AMDT - Public Art		15					15
S106 Former Balmoral 1400914FULM – public art contribution	-	1					1
S106 Bellway Prittlebrook 1400943FULM - Local play facilities	-	15					15
S106 Former College 1000225FUL - Tree Replacement	-	11					11
S106 Garrison 0000777 Depost - CCTV	-	1					1
S106 Garrison 0000777 Deposit - information boards	-	2					2
S106 Garrison 0000777 Deposit - Junior Play Area maintenance	-	10					10
S106 Garrison 0000777 Deposit - Toddler Play Area maintenance	-	6					6
S106 Garrison Park Store	-	1					1
S106 Lifstan Way 0000273 Out - Open Space Maintenance	2	79					81
S106 North Shoebury Road 0301504out - Public Art	62	-					62
S106 North Shoebury Road 0301504out - Shoebury Park Enhancement	10	35					45
S106 North Shoebury Road 0301504out - Shoebury Park Maintenance	27	43	35	171			276
S106 Sunlight Ldry 1400411FULM - Public Art	8	5					13
S106 22-23 The Leas 0700820FULM - bus service contribution		43					43
S106 Essex House 1500521FULM - bus stop improvement		3					3
S106 Former College 1500803BC4M - parking survey contribution	-	10					10
S106 Avenue Works 1401968AMDT - cycleway improvement	-	-	1				1
S106 Bellway Prittlebrook 1400943FULM - Primary Healthcare	41						41
S106 Bellway Prittlebrook 1400943FULM - TRO Contribution	-	4					4
S106 High Works Shoe Garrison	-	2					2
S106 Albany Court 1500369AMDT - signage contribution	1	9					10
S106 Hinguar 1401672BC4M - highway contribution	-	5					5
S106 North Road and Salisbury Ave 1200056 - Highway Works Contribution	-	2					2
S106 Sunlight Ldry 1400411FULM - Highway Works	-	2					2
S106 Texsol Kenway 1500468FULM - highway	-	2					2
S106 Texsol Kenway 1500468FULM – public realm contribution	-	14					14
S106 Seec 0200500ful - Highway Works	-	104					104
S106 Univ H-Way0401561ful	8	5					13
S38/S278 Airport 0901960 Fulm	17	15	47				79
S38 Bellway Homes 14/00943/fulm	2	5	71				78
S38 Old Hinguar School	-	4					4
S78 Bellway Homes 14/00943/fulm	-	2	8				10
S38 Fossetts Farm Bridleway	42	-	6				48
S38 Garrison NBP Road Supp Fee	8	-					8
S38 Inspection Magazine Rd	-	5					5
CIL Ward NA – Chalkwell – Landscaping on Chalkwell	2						2

Proposed Capital Investment Programme 2018/19 to 2023/24

Appendix 7

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
CIL Ward NA – Milton – Milton Park improvements	3	2					5
CIL Ward NA – Milton – Street signs	2						2
CIL Ward NA – Milton – Park Street replacement bollards	-	3					3
CIL Ward NA – Eastwood Park – Tree planting		2					2
CIL Ward NA – Kursaal – Sign for Christchurch Park		1					1
CIL Ward NA – Prittlewell – Operation Legibility (road sign cleaning)		1					1
CIL Ward NA – Southchurch – Southchurch Speedwatch		1					1
CIL Ward NA – St Lukes – Community facilities enhancements		2					2
CIL Ward NA – Thorpe – Street furniture improvement		8					8
CIL Ward NA – Westborough – Signposting		1					1
Total S106/S38/CIL	260	1,570	168	171	-	-	2,169
TOTAL CAPITAL INVESTMENT PROGRAMME	49,755	90,073	88,963	40,420	6,855	6,855	282,921

Total budget for 2019/20 to 2023/24: 233,166

Proposed Capital Investment Programme 2019/20 to 2023/24 - Schemes subject to viable business cases

General Fund Schemes Subject to Viable Business Cases	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
ICT - Southend Operations Centre	1,000	1,000				2,000
Cliffs Pavilion - External Refurbishment Works	100	900				1,000
Southend Pier - Pavilion Platform Technical Design (Gateway Review Two) and Construction	500	7,000	3,000			10,500
SCHEMES SUBJECT TO VIABLE BUSINESS CASES	1,600	8,900	3,000	-	-	13,500
Commercial Property Investment						23,478
Commercial Property Investment - Health Centre Developments						-
Tylers Avenue Car Park						-
TOTAL SCHEMES SUBJECT TO VIABLE BUSINESS CASES:						36,978

²³⁴**Proposed Capital Investment Programme 2019/20 to 2023/24 - Total**

	Total Budget (all years) £000
TOTAL CAPITAL INVESTMENT PROGRAMME (ASSUMING ALL SCHEMES SUBJECT TO VIABLE BUSINESS CASES ARE APPROVED)	270,144

Scheme	2018/19 Budget £000	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	Total Budget (all years) £000
Strategic schemes							
Airport Business Park (including Local Growth Fund)	3,883	11,615	8,476	5,044			29,018
Better Queensway - Regeneration	819	2,041	13,500				16,360
Forum II – SBC Match Funding to LGF	470	1,030	13,500	3,950			18,950
Delaware and Priory New Build	500	9,219	3,881				13,600
School Improvement and Provision of School Places	13,549	10,300	662				24,511
Southend Pier schemes	1,819	3,325	7,397	5,900			18,441
Civic Campus Redevelopment	6	94	4,083	6,565			10,748
Local Growth Fund - A127 Growth Corridor	1,254	4,737	7,669				13,660
HRA Affordable Housing Acquisitions Programme		4,306					4,306
Construction of New Housing on HRA Land	2,180	3,662	7,697	3,094			16,633
Total Strategic	24,480	50,329	66,865	24,553	-	-	166,227
Other schemes							
Other Capital Investment schemes	25,275	39,744	22,098	15,867	6,855	6,855	116,694
TOTAL CAPITAL INVESTMENT PROGRAMME	49,755	90,073	88,963	40,420	6,855	6,855	282,921

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**Community Infrastructure Levy (CIL)
Annual Financial Report
Financial Year 2018/19**

Contents

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1. Introduction

Regulation 62 of the Community Infrastructure Levy (CIL) Regulations 2010 (as amended) places a duty on authorities charging a CIL to produce an annual report providing detail on certain financial information as set out in the regulations and make it available online before the 31 December each year.

Southend Borough Council became a CIL Charging Authority and commenced CIL charging in July 2015. This annual report reflects the **financial year from 1st April 2018 to 31st March 2019**. In accordance with the CIL Regulations this annual report is to be published by 31st December 2019.

A table summarising the Annual Report for 2018/19 is included below (Table 1). Leigh-on-Sea Town Council's CIL Annual Report for 2017/18 is attached at Annexure 1. In accordance with the CIL Regulations, this was provided on 17th December 2018 and subsequently published on the Parish Council's website:-

http://www.leighonseatowncouncil.gov.uk/uploads/assets/Council/Finance/CIL/CIL_Report_2017-18.pdf

Further information regarding the Community Infrastructure Levy, including a guide to the CIL regulations that are relevant to spending and reporting on CIL, can be found on our website (www.southend.gov.uk/cil) or obtained from the [Planning Portal](#) or the Government's online [Planning Practice Guidance](#).

Any questions or comments can be directed to the Section 106 and CIL Team using the following email address: S106andCILAdministration@southend.gov.uk

2. CIL Funding Summary

The total CIL receipts in the reported year, financial year 2018/19, amounted to **£295,838.10**. This includes £238,768.42 in the CIL Main Fund, which is to be spent on items identified in the Council's Regulation 123 Infrastructure List; £14,791.90 (5% of total receipts) towards administrative expenses associated with CIL; and £42,277.78 (15% of total receipts less surcharges) as total Neighbourhood Allocations.

In accordance with CIL regulation 59A and 59D, £11,079.98 is being transferred to the "local council", Leigh Town Council (LTC); and in accordance with CIL regulation 61, £14,791.90 is being applied to administrative expenses associated with CIL.

There has been no expenditure in relation to the CIL Main Fund in the reported year. There has, however, been some expenditure of the Neighbourhood Allocation within Southend Borough Council Wards in the reported year and this is detailed below.

Table 1: CIL Financial Summary (FY 2018/19 from 1st April 2018 to 31st March 2019)

Total CIL Summary	
Total CIL receipts ¹ in the reported year	£295,838.10
Total amount of CIL applied to administrative expenses pursuant to regulation 61 in the reported year	£14,791.90
Above as a percentage of CIL collected in the reported year	5%
Total amount of CIL to be transferred to LTC from the reported year (Local Council Neighbourhood Allocation)	£11,079.98
Total CIL receipts from the reported year retained at the end of the reported year ²	£269,966.22
Total CIL receipts carried over from previously reported years ³	£484,222.69
Total CIL expenditure ⁴ in the reported year	£2,097
Total CIL receipts from previously reported years retained at the end of the reported year ⁵	£482,125.69
Total CIL receipts in the CIL Main Fund and Ward Neighbourhood Allocation remaining available to spend at the end of the reported year	£752,091.91

¹ This figure comprises total funds received in FY 2018/19 only i.e. does not include the value of any unpaid invoices raised in the reported year. In addition, CIL receipts include the value of land payments and infrastructure payments made in respect of CIL charges by Southend Borough Council.

² Administrative expenses and LTC Neighbourhood Allocation have been deducted from this figure; in addition, CIL retained includes the value of acquired land on which development consistent with a relevant purpose has not commenced OR the acquired land has been used or disposed of for a purpose other than the relevant purposes and the amount deemed to be CIL by virtue of regulation 73(9) has not been spent AND the value of infrastructure if the infrastructure has not been provided.

³ This includes CIL Main Fund and Ward Neighbourhood Allocation.

⁴ This excludes the amount applied to administrative expenses and transferred to LTC.

⁵ This includes CIL Main Fund and Ward Neighbourhood Allocation.

CIL Main Fund⁶ (summary)	
Main Fund receipts for the reported year	£238,768.42
Main Fund carried over from previously reported years	£430,881.46
Main Fund expenditure for the reported year	£0
Main Fund retained at the end of the reported year	£669,649.88

CIL Main Fund Expenditure(details)	
Items of infrastructure to which CIL (including land payments) has been applied:	Amount of expenditure on each item
• n/a	n/a
Details of infrastructure items (provision in whole or in part) relating to CIL applied to repay money borrowed , including any interest, pursuant to regulation 62(4):	Amount of CIL applied to repay money borrowed, including any interest
• n/a	n/a
Details of infrastructure items relating to CIL passed to another person for that person to apply to funding the provision, improvement, replacement, operation or maintenance of infrastructure pursuant to regulation 59(4):	Amount of CIL applied to repay money borrowed, including any interest
• n/a	n/a

Land and infrastructure in kind payments	
Total land payment receipts for the reported year	£0
In relation to any land payments accepted by Southend Borough Council, details of the land/development to which the land payments relate:	Amount of CIL for each land payment
• n/a	n/a
Total infrastructure in kind payment receipts for the reported year	£0
In relation to any infrastructure in kind payments accepted by Southend Borough Council, details of the items of infrastructure to which the infrastructure payments relate:	Amount of CIL for each item of infrastructure
• n/a	n/a

⁶To be spent on items identified in the Council's Regulation 123 Infrastructure List.

Neighbourhood Allocation (summary)	
Total Neighbourhood Allocation receipts for the reported year <i>including funds to be transferred to LTC</i>	£42,277.78
Total CIL receipts to be allocated to LTC for the reported year	£11,079.98
Neighbourhood Allocation carried over by Southend Borough Council from previously reported years <i>excluding funds transferred to LTC</i>	£53,341.32
Neighbourhood Allocation expenditure for the reported year <i>excluding funds transferred to LTC</i>	£2,097
Neighbourhood Allocation retained by Southend Borough Council at the end of the reported year <i>excluding funds transferred to LTC</i>	£82,442.12

Neighbourhood Allocation – local council allocation⁷	
Local parish council: Leigh Town Council (LTC)	
Total CIL receipts to be allocated to LTC for the reported year	£11,079.98
Ward breakdown:	
• CIL receipts within Belfairs (within LTC boundary)	£4,278.91
• CIL receipts within Blenheim Park (within LTC boundary)	£593.15
• CIL receipts within Leigh	£5,732.72
• CIL receipts within West Leigh	£475.20
Total amount carried over by LTC from previously reported years	£26,311.51
Total expenditure by LTC for the reported year	£0
Items to which LTC receipts have been applied in the reported year:	Amount of expenditure on each item
• Restoration of Cliff Gardens viewing platform, pathway access to platform and landscaping.	£15,000 <i>(2017/18 commitment but not yet confirmed as spent)</i>
Amount retained by LTC at the end of the reported year	£37,391.49
Details of any requests for repayment of CIL receipts from LTC that have not been applied to support the development of its area within 5 years of receipt:	
Total value of CIL receipts requested to be returned from LTC	£0
Total value of CIL receipts yet to be recovered from LTC for the reported year	£0

⁷ CIL income allocated to LTC but not yet transferred to Leigh Town Council as at 07/05/2019.

Details of Ward Neighbourhood Allocations:

Ward	Receipts in 2018/19 (£)	Funds carried over from previously reported years (£)	Expenditure for the reported year (£) ⁸	Items to which the Neighbourhood Allocation have been applied:	Amount of expenditure allocated to each itemised project (£):	Funds retained at the end of the reported year (£)	Total committed funds to be deducted (£)	Available funds after commitments (£)
Chalkwell	6,629.52	5,773.09	2,097	<ul style="list-style-type: none"> Landscaping on Chalkwell Esplanade 	2,097.00	10,305.61	0	10,305.61
Eastwood Park	982.17	2,191.20	0	<ul style="list-style-type: none"> Tree planting between Eastwood and Oakwood parks* 	2,191.20	3,173.37	2,191.20	982.17
Kursaal	0	1,495.78 + 392.19	0	<ul style="list-style-type: none"> Annual community event at Southchurch Hall [<i>funding not required – to be allocated to alternative project</i>] Name Sign for Christchurch Park similar to those installed at the Borough's other parks* 	392.19 1,495	1,887.97	1,495	392.97
Milton	3,797.41	9,856.54	0	<ul style="list-style-type: none"> Milton Park improvements* Street signs* Park Street replacement bollards* 	5,000.00 2,000.00 2,856.54	13,653.95	9,856.54	3,797.41
Prittlewell	0	304.62	0	<ul style="list-style-type: none"> Operation Legibility (road sign cleaning)* 	300	304.62	300	4.62
Shoeburyness	6,513.58	1,904.81	0	n/a	n/a	8,418.39	0	8,418.39
Southchurch	778.80	444.35	0	<ul style="list-style-type: none"> Southchurch Speedwatch - to contribute towards the purchase of a 'speed gun' to move forward with a speedwatch group in the ward* 	444.35	1,223.15	444.35	778.80
St Laurence	174.90	0	0	n/a	0	174.90	0	174.90
St Lukes	0	1027.58 + 1,457.50	0	<ul style="list-style-type: none"> Cluny Sq Park improvements (5 a side goals/seating) [<i>not proceeded with due to feasibility issues – to be allocated to alternative project</i>] Ferndale Church kitchen and toilet upgrades to support the church's provision of a shelter for the homeless within the Borough* Cluny Café (café providing a subsidised community facility accessible by all) equipment upgrade* 	1,457.50 1,500 850	2,485.08	2,350	135.08

⁸ Reported as 'Expenditure for the reported year' only when project has been completed; expenditure relating to part completed projects is accounted for in the penultimate column relating to commitments.

* Funds committed to identified project but not spent in the reported year.

Ward	Receipts in 2018/19 (£)	Funds carried over from previously reported years (£)	Expenditure for the reported year (£) ⁹	Items to which the Neighbourhood Allocation have been applied:	Amount of expenditure allocated to each itemised project (£):	Funds retained at the end of the reported year (£)	Total committed funds to be deducted (£)	Available funds after commitments (£)
Thorpe	2,851.20	7,945.59	0	<ul style="list-style-type: none"> Street furniture improvement - repainting/ replacing of road signposts * 	7,945.59	10,796.79	7,945.59	2,851.2
Victoria	6,338.48	9,002.33	0	n/a	n/a	15,340.81	0	15,340.81
West Shoebury	787.50	2,847.70	0	n/a	n/a	3,635.2	0	3,635.2
Westborough	952.18	1,151.36	0	<ul style="list-style-type: none"> Signposting - Centenary themed commemorative signposting to British Legion as a community facility * 	1,151.36	2,103.54	1,151.36	952.18
Belfairs (outside LTC boundary)	1,392.06	361.73	0	n/a	n/a	1,753.79	0	1,753.79
Blenheim Park (outside LTC boundary)	0	7,184.95	0	n/a	n/a	7,184.95	0	7,184.95
Total:	31,197.79	53,341.32	2,097			82,442.13	25,734.04	56,708.08

⁹ Reported as 'Expenditure for the reported year' only when project completed; expenditure on part completed projects accounted for in penultimate column relating to commitments.

* Funds committed to identified project but not spent in the reported year.

Annexure 1: Leigh-on-Sea Town Council CIL Annual Report 2017/18



Leigh-on-Sea Town Council

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Chairman: Cllr Valerie Morgan
Vice Chairman: Cllr Jill Healey
Town Clerk: Helen Symmons

COMMUNITY INFRASTRUCTURE LEVY (CIL) REPORT 2017/18

In accordance with CIL regulation 59A and 59D, Southend Borough Council as the local planning authority has transferred the CIL Local Council Allocation for 2017/18 of £19,591.90 to Leigh Town Council being the local Council.

As required under Regulation 62A Leigh Town Council therefore reports as follows:

Total CIL Summary – Leigh-on-Sea Town Council	
Total CIL receipts for the reported year	£19,591.90
Total CIL carried over from the previous reported year (s)	£6,719.60
Total CIL expenditure for the reported year	£0.00
Total CIL retained at the end of the reported year	£26,311.50
Available funds after commitments	£11,311.50

CIL Expenditure Summary – Leigh-on-Sea Town Council	
Items to which CIL has been applied	Amount of CIL expenditure on each item
<ul style="list-style-type: none">n/a	<ul style="list-style-type: none">n/a

Items to which CIL Allocation has been committed – Leigh-on-Sea Town Council	
Items to which CIL has been committed	Amount of CIL expenditure on each item
<ul style="list-style-type: none">Restoration of Cliff Gardens viewing platform, pathway access to platform and landscaping (SBC partnership project) (<i>committed but not spent in the reported year</i>)	<ul style="list-style-type: none">£15,000

The receipt will be carried forward for use on further infrastructure projects in future financial years.

There have been no notices served under regulation 59E during the year of receipt.

Southend-on-Sea Borough Council

Agenda

Item No.

17

Report of Strategic Director (Finance & Resources)

To

Cabinet

on

25th June 2019

Report prepared by: Bridgette Cowley
Revenues Group Manager

Debt Management - Position to 31st March 2019

Policy and Resources Scrutiny Committee
Cabinet Member : Councillor Gilbert

A Part 1 Public Agenda Item

1. Purpose of Report

1.1 The purpose of this report is to apprise Cabinet of the following:

- The current position of outstanding debt to the Council, as at 31st March 2019;
- Debts that have been written off, or are recommended for write off, in the current financial year as at 31st March 2019;
- Obtain approval for the write off of irrecoverable debts that are over £25,000.

2. Recommendation

That Cabinet:-

- 2.1 Notes the current outstanding debt position as at 31st March 2019 and the position of debts written off to 31st March 2019 as set out in Appendices A & B.
- 2.2 Approves the write offs greater than £25,000, as detailed in Appendix B.

3. Background

- 3.1 It was agreed by Cabinet on 19th March 2013 that the S151 Officer would submit regular reports to Cabinet on all aspects of the Council's outstanding debt, along with the required write off position. This is the third and final report for the financial year 2018/19.
- 3.2 Southend-on-Sea Borough Council is made up of a number of service areas responsible for the collection and administration of outstanding debt. The main areas are Accounts Receivable and Revenues which are linked to the billing and collection of the vast majority of debts that fall due to be paid to the Council for

chargeable services, such as social care (see 4.5) and statutory levies such as Council tax and Non Domestic Rates (Business Rates).

However, there are other areas of debt that are included in this report, namely recovery of Housing Benefit Overpayments, Parking and Enforcement penalties and library fines. In addition, there are also debts for the Housing Revenue Account for rent arrears and service charges.

- 3.3 The process and legislative framework for the collection and write off of debt were detailed in the report to Cabinet on 17th September 2013. However, it is worth noting that the Council has a good success rate in collection of debt, and the collection targets are agreed annually as part of the Councils service planning process.
- 3.4 Debts are only considered for write off where all other courses of recovery available have been undertaken or explored and the debt is considered irrecoverable.

4. Councils Debt Types

4.1 Council Tax

£94.2m of Council Tax was due to be collected in 2018/19, with a collection target of 97.5%. Of this sum the Council has collected £91.8m of this debt, equating to 97.5%, meaning the service end of year target for Council Tax was achieved.

Collection continues for the outstanding arrears for that year and for previous years. The chart below shows the actual in year collection rate over the past 4 years, and the collection rate of each year's charge to date, including debts that have been written off.

	Council Tax Performance	
	As at 31st March of relevant year	As at 31 st March 2019
1st April 2014 - 31st March 2015	96.8%	99.5%
1st April 2015 - 31st March 2016	97.2%	99.4%
1st April 2016 - 31st March 2017	97.5%	99.3%
1st April 2017 - 31st March 2018	97.5%	98.9 %

4.2 Non Domestic Rates (Business Rates)

£46.6m of Non Domestic rates was due to be collected in 2018/19, with a collection target of 98.3%. Of this sum the Council collected £45.8m, equating to 98.3%, meaning that the service end of year financial target for Business Rates was achieved.

Collection is continuing for outstanding arrears for previous financial years. The chart below shows the actual in year collection rate over the past 4 years, and the collection rate of each year's charge to date, including debts that have been already written off.

	Non-Domestic Rates Performance	
	As at 31st March of relevant year	As at 31 st March 2019
1st April 2014 - 31st March 2015	97.6%	99.3%
1st April 2015 - 31st March 2016	97.8%	99.8%
1st April 2016 - 31st March 2017	98.0%	99.8%
1st April 2017 - 31st March 2018	98.6%	99.4%

4.3 Housing Benefit Overpayment

This is any entitlement to a rent allowance or rent rebate that a person has received but is not entitled to. Most commonly this accumulates when there is a change to a person's circumstance and they fail to notify us in good time. The overpayment will be invoiced unless they are in receipt of Housing Benefit in which case their benefit entitlement is reduced to enable recovery of the overpayment. The vast majority of Housing Benefit overpayment is due to claimant error.

4.4 Libraries

Library debt is made up of overdue fines and replacing lost or non-returned books.

4.5 Adult Services

Adult Services make charges for the following services;

- Contributions to residential accommodation
- Charges for non-residential services i.e. Home Care, Community Support, Day Services and transport to services
- Charges to other local authorities
- Charges to National Health Service

Adult Social Care debt as at 31/03/19 was £5,447,703

It should be noted that of the total amount outstanding;

£2.29m is debt deferred against property;
£0.02m is being collected by Direct Debit;
£0.57m is under 30 days old.

4.6 **Parking**

The recovery of unpaid Penalty Charge Notices is undertaken by semi-judicial process under the current Traffic Management Act 2004.

From 1st April 2018 to 31st March 2019 a total of 47,393 Penalty Charge Notices (PCNs) have been issued identifying a projected income of £1,528,556. It should be noted that PCNs are issued at a higher rate and lower rate (£70.00 and £50.00 respectively) depending on the seriousness of the parking contravention. PCNs may be paid at a discounted rate of 50% of the charge if paid within 14 days of the date of issue.

This value is continuously being amended as payments are received and it should be recognised that payments made at the 50% discount amount will reduce the projected income level. Generally, 75% of paid PCN's are paid at the discounted payment.

The value of cancelled notices is £196,649 and cases written off where no keeper has been identified totals £648,774.

4.7 **Miscellaneous Income**

This will include a range of services that the Council will charge for including such areas as rental income on commercial properties, recharges to other bodies for services we have provided, and recovering overpaid salaries from staff that have left.

It is important to note that collection can vary month by month depending on the value of invoices raised as a reasonable period needs to be allowed for payment to be made.

4.8 **Housing**

Under the management of South Essex Homes there are the arrears of outstanding debt of Rent and Service Charges. The cost of any write-offs for this category of debt is specifically charged to the Housing Revenue Account and not to Council Tax Payers.

5. Write-Off Levels

Write off approval levels currently in place are shown in the tables below, which are in accordance with the Financial Procedure rules set out in the Constitution and the latest corporate debt recovery policy.

Debt Type: Council Tax/ Accounts Receivable/Adult Services/ Housing and Council Tax Benefit

Designation	Amount
Assistant Manager	under £5,000
Manager	Up to £10,000
Director	Between £10,000 and £25,000
Cabinet	£25,000 and above

Debt Type: NNDR (Non Domestic Rates)

Designation	Amount
Assistant Manager	under £5,000
Manager	Up to £10,000
Director	Between £10,000 and £25,000
Cabinet	£25,000 and above

Debt Type: Parking

Designation	Amount
Notice Processing Officer & Section Leader	under £5,000
Section Leader	Between £5,000 and £10,000
Group Manager	Between £10,000 and £25,000
Cabinet	£25,000 and above

Debt Type: Housing Rents and Service Charges

South Essex Homes, as managing agent, submit proposed write-offs to the Council, following which the following approval levels are exercised.

Designation	Amount
Head of Service	Under £25,000
Cabinet	£25,000 and above

6. Council Debt Position (as at 31/03/19)

Appendices A and B show the current debt position within each service area, and the amount that has been written off in the current year.

For Council Tax and Non Domestic rates there is a net collectable debt at the beginning of the year. Although this can change depending on changes to liability or property being removed or introduced to the lists, it is fairly consistent.

However other service areas may see greater fluctuations as new debts are created during the financial year.

7. Other Options

This is a report notifying members of the current position of the Council's debt and related write offs, and therefore there are no other options.

8. Reasons for Recommendations

All reasonable steps to recover the debt have been taken, and therefore where write off is recommended it is the only course of action available.

If the Council wishes to pursue debts for bankruptcy proceeding, it will follow the agreed and published recovery policy that covers this.

9. Corporate Implications

9.1 Contribution to the Southend 2050 Road Map

Efficient write off of bad and irrecoverable debts, where appropriate, is good financial practice and reduces the bad debt provision and financial impact in the Authority's accounts and helps towards financial self-sustainability of the organisation.

9.2 Financial Implications

Debts that are written off will have been provided for within the Councils bad debt provision and as such there should be no specific financial implications. However it is possible that unforeseen and unplanned additional write offs occur, which lead to the value of debts written off in any year exceeding the bad debt provision.

Where this is likely to happen, this report will act as an early warning system and will enable additional control measures to be agreed and taken to either bring the situation back under control, or to make appropriate adjustments to the bad debt provision.

Relevant service areas have to bear the cost of debts that are written off within their budget.

9.3 Legal Implications

If there are debts to be written off that exceed the level at which officers have delegated powers to deal with the matter, authorisation is required from the Cabinet.

9.4 People Implications

The people implications have been considered and there are none relevant to this report.

9.5 **Property Implications**

The property implications have been considered and there are none relevant to this report.

9.6 **Consultation**

Consultation is not required for write off of debt.

9.7 **Equalities and Diversity Implications**

Debt Collection is managed through a Corporate Debt Management Policy and is based on an approach of “Can’t Pay Won’t Pay”. Each write-off is considered on an individual basis through a standard approach.

9.8 **Risk Assessment**

There is a financial implication to the bad debt provision if write offs are not dealt with within the current financial year.

9.9 **Value for Money**

It is a matter of good financial practice and good debt management to regularly report on the value of debt outstanding, collected and written off.

9.10 **Community Safety Implications**

There are no Community Safety Implications.

9.11 **Environmental Impact**

There is no environmental impact.

10. **Background Papers**

Full details of recovery action against each recommended write-off are held within the services computer systems.

11. **Appendices**

Appendix A Summary of outstanding debt

Appendix B Summary of Write offs

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Summary of Outstanding Debt**Outstanding Debt pre 1st April 2018 (arrears)**

Debt pre 1/4/18	Council Tax (a)	Business Rates (a)	Housing Benefit Overpayments (b)	Adult Services	Miscellaneous Income	HRA (Care Line/Service Charges)	Parking (c)	Libraries (d)	HRA Current Tenants (e)	HRA Former Tenants (e)
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Net Collectable Debt	6,080	1,823	6,584	5160	3,385	198	12,228	n/a	-	318
Amount Paid @ 31.03.2019	2,108	964	3,582	2,854	2,790	152	11,088	521	-	172
Number of Accounts	9,981	166	1,600	811	529	114	n/a	n/a	-	169
Total Outstanding	3,972	859	3,232	2,306	625	46	1,200	n/a	-	148

Current Year Debt (Debt raised in respect of 2018/19)

Debt post 1/4/18	Council Tax (a)	Business Rates (a)	Housing Benefit Overpayments (b)	Adult Services	Miscellaneous Income	HRA (Care Line/Service Charges)	Parking (c)	Libraries (d)	HRA Current Tenants (e)	HRA Former Tenants (e)
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Net Collectable Debt at 31.03.2019	94,220	46,658	3,381	13,046	34,998	3,526	1,881	n/a	32,180	210
Amount Paid @31.03.2019	91,835	45,871	3,582	9,866	32,333	3,430	1,259	32	31,781	49
Number of Accounts	8,864	323	2,055	1,696	1268	170	n/a	n/a	1,879	205
Total Outstanding	2,385	787	2,720	3,180	2,665	96	622	n/a	612	161

NOTES

- (a) Council Tax and Business Rates includes adjustments for write offs, credits and outstanding court costs.
- (b) HB Overpayment is not attributable to a financial year in the same way that Council Tax or NDR are i.e. a yearly debit is not raised. It is also not feasible to state when a payment is made which age of debt it has been paid against. For these reasons the outstanding amounts in the report reflect the actual outstanding debt at the date requested, it does not reflect the outstanding debt against current year and previous year debts.
- (c) Parking total outstanding is net of PCNs cancelled and written off.
- (d) The figure of £521k relates to total payments received since January 2005 until 31/03/2019.
- (e) HRA tenancy debts (residential rent accounts) are rolling amounts, with no breaks in years or rollovers. Any cash received is applied to the oldest rent week outstanding. The figures shown are total arrears outstanding, and therefore include arrears still outstanding from prior years.

Summary of Write Off's

Debts written off in 2018/19

Period 1 April 2018 – 31 March 2019 relating to any year

Write Offs	Council Tax £	Business Rates £	Housing Benefit Overpayment £	Adult Services £	Miscellaneous Income £	HRA (Care Line/Service Charges) £	Parking £	Libraries £	HRA Tenants £
Under £5k	319,969.47	54,782.99	367,251	67,289	102,484	2,243	648,774	13,396	143,613
£5k-£25k	12,205.01	208,683.53	59,759	16,595	0	0	0	0	
Over £25k	0	238,828.49	29,723	0	0	0	0	0	0
Total	332,174.48	502,295.01	456,733	83,884	102,484	2,243	648,774	13,396	143,613

Note: Cabinet approved write off's excluding those recommended for write off as listed below

Write off's greater than £25,000 recommended for Cabinet approval

Amount of Write off		Service Area
£27,158.87	<p>Mrs L – Housing Benefit Overpayment</p> <p>Housing Benefit overpayment occurred because DWP informed us that Income Support and Jobseekers allowance were removed from 04/05/02 to 16/12/08, 06/01/09 to 05/05/09 and 17/12/09 to 29/05/12, due to living with un declared partner as husband and wife.</p> <p>Initial debt recovery started in March 2013. The debtor has been sent invoices, reminders and final letters. Opportunity was also given to dispute the overpayment by providing proof of income, but no evidence was provided.</p> <p>After no response debt was put to Debt Recovery Agents. They undertook recovery action, but were unsuccessful.</p> <p>A new claim for Housing Benefit was made on 12/06/2016 and recovery could then take place via clawback. However debtor was evicted shortly afterwards and so the Housing Benefit award only lasted from 15/02/16 to 06/03/16.</p> <p>March 2016 the DWP confirmed a new address for the debtor. This was her daughter's address.</p> <p>DWP confirmed they are already recovering another debt and so they could not made any further deductions.</p>	Housing Benefits Overpayment

	<p>The other debt was expected to take until April 2022 to clear. Put to further Debt Recovery Agent at this time. Again recovery actions were unsuccessful.</p> <p>Numerous checks have been done via the DWP and HMRC to trace any other employment, benefits or address details. These have either been unsuccessful or have resulted in the actions listed previously.</p> <p>A financial profile has also been conducted and the case was also referred for potential legal action. A pre-legal action letter was sent to the daughter's address. There was no response to this.</p> <p>At this time the potential for further legal action was assessed and the findings were as follows:</p> <ul style="list-style-type: none">• As the debtor is residing at daughter's address it is unlikely that she has anything of value there.• There are no other assets and although bankruptcy could be pushed for, this would only increase costs. It was also noted that there is previous case law where debtors have been able to annul a bankruptcy order where it was seen there was no benefit to a Local Authority in making them bankrupt due to lack of assets.• If a bankruptcy order was annulled due to lack of assets, then the council would likely to get a costs order to pay for her costs, as well and being liable for our own legal costs and the Official Receiver's costs. <p>The final assessment on the debt is:</p> <ul style="list-style-type: none">• It has been recommended not to pursue further legal action.• There are no known assets or evidence of current means to pay back debt.• It is not possible to recover debt direct from benefit payments.• Numerous Debt Recovery Agents have been unsuccessful in recovery.• No further recovery action is available on this debt.	
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Southend-on-Sea Borough Council

Report of Strategic Director (Finance & Resources)
to
Cabinet
on
25 June 2019

Agenda
Item No.

18

Report prepared by: Caroline Fozzard
Group Manager – Financial Planning and Control

Annual Treasury Management Report – 2018/19
Policy and Resources Scrutiny Committee
Cabinet Member: Councillor Ron Woodley
A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 The Annual Treasury Management Report covers the treasury activity for the period from April 2018 to March 2019 and reviews performance against the Prudential Indicators for 2018/19.

2. Recommendation

That Cabinet;

- 2.1 **Approves the Annual Treasury Management Report for 2018/19 and the outturn Prudential Indicators for 2018/19.**
- 2.2 **Notes that the financing of 2018/19 capital expenditure of £50.899m has been funded in accordance with the schedule set out in Table 1 of section 4.**
- 2.3 **Notes that Capital Financing and Treasury Management were carried out in accordance with statutory requirements, good practice and in compliance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Prudential Code during 2018/19.**
- 2.4 **Approves the revised Operational Boundary of £350m and revised Authorised Limit of £360m for 2019/20 as set out in Section 5.**
- 2.5 **Notes the following in respect of the return on investment and borrowing;**
- **The loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.**

- **£1.588m of interest and income distributions were received during 2018/19. The total investment income (including the movement on the unit price of externally managed funds) was £2.043m, giving a combined return of 2.93%. This is 2.42% over the average 7 day LIBID rate (London Interbank Bid Rate) and 2.26% over the average bank base rate. (Section 7).**
- **The level of borrowing from the Public Works Loan Board (PWLB) (excluding debt relating to services transferred from Essex County Council on 1st April 1998) increased from £227.8m to £267.8m (Housing Revenue Account (HRA): £77.0m, General Fund (GF): £190.8m) by the end of 2018/19.**
- **The level of financing for ‘invest to save’ schemes decreased from £8.74m to £8.73m by the end of 2018/19.**

3. Background

- 3.1 The CIPFA Prudential Code requires the Council to set Prudential Indicators for its capital expenditure and treasury management activities and to report on them after the end of the financial year.
- 3.2 This Council has adopted the ‘CIPFA Code of Practice for Treasury Management in the Public Sector’ and operates its treasury management service in compliance with this Code. The Code requires the reporting of treasury management activities to:
- Review actual activity for the preceding year (this report); and
 - Forecast the likely activity for the forthcoming year (in the Treasury Management and Prudential Indicators Report in February).
- 3.3 The Prudential Code is the key element in the system of capital finance that was introduced from 1st April 2004 as set out in the Local Government Act 2003. The Code has been developed to support Local Authorities in taking capital investment decisions and to ensure that these decisions are supported by a framework which ensures prudence, affordability and sustainability.
- 3.4 To demonstrate compliance with these objectives of prudence, affordability and sustainability each local authority is required to produce a set of prudential indicators and to update these annually as part of setting the Council’s budget.

4. Prudential Indicators

4.1 Appendix A provides a schedule of the prudential indicators.

4.2 Capital Expenditure

The first of these is the amount of capital expenditure in the year on long term assets. The table below shows this and the ways it has been financed.

Table 1: Capital Expenditure and Financing

	2018/19 Revised Budget £000s	2018/19 Actual £000s	2018/19 Variance £000s
Total Capital Expenditure	52,648	50,899	(1,749)
Financed by:			
Borrowing ⁽¹⁾	12,977	20,135	7,158
Invest to Save Financing ⁽¹⁾	438	369	(69)
Capital Receipts	2,083	2,051	(32)
Capital Grants Utilised	25,913	18,201	(7,712)
Major Repairs Reserve	7,113	6,076	(1,037)
Other Revenue/ Capital Reserve Contributions	2,688	3,146	458
Other Contributions	1,436	921	(515)
Total Financing	52,648	50,899	(1,749)

Note 1 - this relates to both internal and external borrowing

The capital expenditure financed by borrowing is higher than budgeted and the capital expenditure financed by grants is lower than budgeted. This is mainly due to the project for the increased provision of secondary school places where the grant funding is to be paid in instalments over several years and so has been notionally financed by borrowing in the meantime (no actual borrowing has been taken out for this).

Under self-financing, there was an absolute cap on the amount that the Housing Revenue Account (HRA) could borrow, be it actual external borrowing or notional internal borrowing. During 2018/19 the Ministry of Housing, Communities & Local Government (MHCLG) removed the HRA borrowing cap. As at 31 March 2019 actual borrowing by the HRA was £98.740m, comprising £77.049m external borrowing and £21.691m internal borrowing.

The HRA can also finance its capital spend from the major repairs reserve, from grants and directly from the HRA by way of revenue contributions to capital.

4.3 Capital Financing Requirement (CFR)

The Council's underlying need to borrow is called the Capital Financing Requirement (CFR). This figure is a measure of the Council's debt position and represents capital expenditure up to the end of 2018/19 which has not yet been charged to revenue. The process of charging the capital expenditure to revenue is a statutory requirement and is done by means of the Minimum Revenue Provision (MRP). The Council's CFR is shown in table 2 and is a key prudential indicator.

Table 2: Capital Financing Requirement (CFR)

	31st March 2019 Revised Budget £000s	31st March 2019 Actual £000s
Balance 1st April 2018	343,187	343,187
Plus: capital expenditure financed by borrowing (internal and invest to save financing)	13,415	20,504
Less: capital expenditure financed by borrowing from prior years - reversed	0	(1,134)
Plus: fixed assets subject to finance leases	167	167
Less: Capital Receipts used to repay borrowing	0	(2,000)
Less: Minimum Revenue Provision	(780)	(762)
Balance 31st March 2019	355,989	359,962

The CFR is the Council's theoretical need to borrow but the Section 151 Officer can manage the Council's actual borrowing position by either borrowing to the CFR, choosing to use temporary cash flow funds instead of borrowing (internal borrowing) or borrowing for future increases in the CFR (borrowing in advance of need). The Section 151 Officer currently manages the Council's actual borrowing position in the second of the above CFR scenarios.

Of the sum in table 2 above, the Council has already addressed the theoretical need to borrow by having undertaken external borrowing and credit arrangements of £279.383m and by internally borrowing the remaining £80.579m.

4.4 Treasury Position on Borrowing and Investments

The overall treasury position at 31 March 2019 compared with the previous year is set out in the table on the next page.

Table 3: Treasury Position

	31 March 2019 Revised Budget	31 March 2019 Actual	
	Principal £000s	Principal £000s	Average Rate (%)
Total gross Debt# (excluding ECC transferred debt)	279,382	279,383	4.49

This includes PWLB borrowing of £267.816m with the balance being invest to save financing, short term borrowing for cash flow purposes and finance leases (as these are credit arrangements).

In order to ensure that borrowing levels are prudent over the medium term, the Council's gross external borrowing must only be for a capital purpose. Gross borrowing should not therefore, except in the short term, exceed the CFR for 2018/19 plus the expected changes to the CFR over 2019/20 and 2020/21. The table below shows that the Council has complied with this requirement.

Table 4: CFR compared to Gross Borrowing Position

	31 March 2019 Revised Budget £000s	31 March 2019 Actual £000s
Gross borrowing position	279,382	279,383
Estimated Capital Financing Requirement at 31 March 2021		415,741

4.5 Authorised Limit, Operational Boundary and Ratio of Financing Costs

In addition to ensuring that the net borrowing position is lower than the CFR, the Council is required to set gross borrowing limits. These are detailed below with the actual positions during the year.

Table 5: Borrowing limits

	2018/19 (£000s)
Authorised Limit	295,000
Operational Boundary	285,000
Maximum gross borrowing position during the year	282,960
Financing costs as a proportion of net revenue stream	6.34%

The Authorised Limit is the “Affordable Borrowing Limit” required by the Local Government Act 2003. This is the outer boundary of the Council’s borrowing based on a realistic assessment of the risks. The table above demonstrates that during 2018/19 the Council has maintained gross borrowing within its Authorised Limit.

The Operational Boundary is the expected borrowing position of the Council during the year, and periods where the actual position is either below or over the Boundary are acceptable subject to the Authorised Limit not being breached. The Council has maintained borrowing within the boundary throughout 2018/19.

The indicator “financing costs as a proportion of net revenue stream” identifies the cost of capital (borrowing costs net of investment income) as a proportion of the Council’s total budget. For the General Fund the actual figure in 2018/19 was 6.34%.

4.6 Maturity structure of borrowing (against maximum position)

The table below shows the upper limits for which the Council delegates its length of borrowing decisions to the Strategic Director (Finance and Resources)/Section 151 Officer in 2018/19 and the actual maturity structure of the borrowing as at 31st March 2019.

Table 6: Maturity Structure of Borrowing

	Upper limit %	Outstanding debt maturity at 31 st March 2019 %
Under 12 months	20	3
12 months and within 24 months	30	0
24 months and within 5 years	40	1
5 years and within 10 years	60	16
10 years and within 20 years	100	43
20 years and within 30 years	100	11
30 years and above	80	26

The percentages in each category for the upper limits do not add up to 100% as they do not represent an actual allocation.

5. Treasury Management Strategy

5.1 During 2018/19 the Council complied with all of the relevant statutory and regulatory requirements which limit the levels of risk associated with its treasury management activities. In particular its adoption and implementation of the Code of Practice for Treasury Management means its treasury practices demonstrate a low risk approach.

- 5.2 The Council is aware of the risks of passive management of the treasury portfolio and has taken steps to improve the proactive management of the debt and investments over the year with the support of its treasury management advisers.
- 5.3 Shorter-term variable rates and likely future movements in these rates predominantly determine the Council's in-house investment return. These returns can therefore be volatile and, whilst the risk of loss of principal is minimised through the annual investment strategy, accurately forecasting future returns can be difficult.
- 5.4 UK interest rates continued to be low throughout 2018/19. The bank base rate stayed at 0.5% until August when the Bank of England increased the rate to 0.75%. With on-going concerns over counterparty risk since the banking crisis and the uncertainty in the financial markets about the timing of future rises in interest rates, investments were placed in instant access accounts.
- 5.5 Long term interest rates from the Public Works Loans Board (PWLB) fluctuated throughout 2018/19 in response to economic events: 10 year PWLB rates between 1.84% and 2.53%; 25 year PWLB rates between 2.33% and 2.93% and 50 year PWLB rates between 2.16% and 2.79%. These rates are after the PWLB 'certainty rate' discount of 0.20%.
- 5.6 The current levels of external borrowing are well below the Council's underlying need to borrow. Given the high levels of uncertainty due to prevailing political situation the PWLB rates have fluctuated quite widely. Within those fluctuations the long term rates have at times reached historic lows and when this happens it can be economically advantageous to take out loans at those exceptionally low rates.
- 5.7 When the 2019/20 limits on external borrowing were set it was anticipated that £20m of new borrowing would be undertaken in 2018/19 and a further £31m would be undertaken in 2019/20. However, due to the uncertainty around Brexit in the run up to the expected leaving date of 29 March the PWLB rates reached advantageously low levels, so the £20m originally anticipated for 2018/19 and £20m of the 2019/20 borrowing was taken out to capture those good rates. With the uncertainty continuing the rates continued to be volatile and reached advantageously low levels again in early June and another £10m PWLB loan was taken to capture that good rate. With this recent borrowing activity there is little headroom to allow further borrowing, should the rates reach new exceptionally low levels. It is therefore proposed that the limits on external borrowings are revised to allow the headroom to achieve this. It is proposed that the operational boundary for 2019/20 be increased from £290m to £350m and the authorised limit for 2019/20 be increased from £300m to £360m. It should be noted that these limits do not indicate the planned levels of borrowing but do allow scope in exceptional circumstances.

6. Borrowing

PWLB and short term borrowing

- 6.1 The table on the next page summarises the PWLB borrowing activities during the financial year 2018/19:

Table 7: PWLB borrowing

Quarter	Borrowing at beginning of quarter (£m)	New Borrowing (£m)	Re-financing (£m)	Borrowing repaid (£m)	Borrowing at end of quarter (£m)
April to June 2018	227.8	0	0	(0)	227.8
July to September 2018	227.8	0	0	(0)	227.8
October to December 2018	227.8	0	0	(0)	227.8
January to March 2019	227.8	40	0	(0)	267.8

All PWLB debt held is repayable on maturity. Four new PWLB loans were taken out in March 2019: £10m at 2.38% for 44 years, £10m at 2.37% for 47½ years, £10m at 2.24% for 45 years and £10m at 2.24% for 46 years.

6.2 The Council's outstanding PWLB borrowing as at 31st March 2019 was:

- Southend-on-Sea Borough Council £267.816m*
- ECC transferred debt £11.282m

* £190.8m General Fund and £77.0m Housing Revenue Account.

6.3 Repayments in 2018/19 were:

- Southend-on-Sea Borough Council £0m
- ECC transferred debt £0.60m

6.4 Outstanding debt relating to services transferred from Essex County Council (ECC) on 1st April 1998, remains under the management of ECC. Southend Borough Council reimburses the debt costs incurred by the County. The debt is recognised as a deferred liability on our balance sheet.

6.5 The table below summarises our PWLB borrowing position as at the end of 2018/19:

Table 8: Debt position

	31 March 2019		31 March 2018	
	Principal (£000s)	Average Rate (%)	Principal (£000s)	Average Rate (%)
-PWLB – Fixed	267,816*	4.61	227,816	4.62
-ECC Transferred Debt	11,282	2.55	11,879	2.61

* £190.8m General Fund and £77.0m Housing Revenue Account.

- 6.6 Some of the Council's borrowings are at a higher interest rate than the current rate of borrowing. To redeem these loans before their maturity date (i.e. to redeem them early) the Council would be required to pay a premium (this is like paying to redeem a mortgage early except the amount of the penalty depends on the prevailing rate of interest). New loans could then be taken out at the current rate.
- 6.7 In November 2007 the PWLB changed its structure of interest rates so that any early repayment of PWLB debt has a higher repayment rate applied. No PWLB restructuring was carried out in 2018/19 due to the higher cost of PWLB repayments making it uneconomical and giving no benefit to the Council.
- 6.8 On 1st November 2012 HM Treasury implemented a 'certainty rate' at a discount of 0.2% on loans for those local authorities providing improved information and transparency on their locally-determined long-term borrowing and associated capital spending plans. This Council provided the necessary information again in 2018/19 and was therefore eligible for this 'certainty rate'.
- 6.9 The total interest payments during the year were £10.5m, compared to the original budget of £11.1m. The original budget assumed that the Council would take out £40m of loans during 2018/19. Although £40m of new loans were taken out by the Section 151 Officer they were taken out in March, later in the financial year than anticipated and at lower rates than anticipated. This therefore led to the underspend on the interest payments against the original budget.
- 6.10 In addition, short term borrowing was undertaken during the 2018/19 financial year for cash flow purposes. The average rate paid in 2018/19 was 0.80% and the details of the loans are shown in the table below:

Table 9: Short term borrowing

Counterparty	Amount of loan (£m)	Loan Rate (%)	Period of loan (days)	Return date
Middlesbrough County Council @	7.0m	0.80	34	18/04/2018
Derbyshire County Council @	3.5m	0.80	725	29/03/2019
South Cambridgeshire District Council	3.0m	0.80	50	24/01/2019
Barnsley Metropolitan Borough Council	7.0m	0.80	49	24/01/2019
Ceredigion County Council	2.0m	0.70	28	12/03/2019
Stockport Metropolitan Borough Council	6.0m	0.80	28	13/03/2019

@ This loan is spread over financial years 2017/18 to 2018/19.

Funding for Invest to Save Schemes

- 6.11 Capital projects were completed on draught proofing and insulation in the Civic Centre, replacement lighting on Southend Pier and lighting replacements at University Square Car Park and Westcliff Library which will generate on-going energy savings. These are invest-to-save projects and the predicted revenue streams cover as a minimum the financing costs of the project.
- 6.12 To finance these projects in total the Council has taken out interest free loans of £0.287 with Salix Finance Ltd which is an independent, not for profit company, funded by the Department for Energy and Climate Change that delivers interest-free capital to the public sector to improve their energy efficiency and reduce their carbon emissions. The loans are for periods of four and five years with equal instalments to be repaid every six months. There are no revenue budget implications of this funding as there are no interest payments to be made and the revenue savings generated are expected to exceed the amount needed for the repayments. £0.052m of these loans were repaid during the year.
- 6.13 At the meeting of Cabinet on 23rd June 2015 the LED Street Lighting and Illuminated Street Furniture Replacement Project was approved which was to be partly funded by 25 year reducing balance 'invest to save' finance from L1 Renewables Ltd. Repayments of £0.026m were made during the year and the balance outstanding at 31 March 2019 was £8.59m.

7. Investments

- 7.1 The table on the next page summarises the Council's investment position at the end of 2018/19:

Table 10: Investment position

	31 March 2019	2018/19		31 March 2018	2017/18	
	Principal (£000s)	Average Balance (£000s)	Average Rate (%)	Principal (£000s)	Average Balance (£000s)	Average Rate (%)
Notice accounts	0	0	N/A	0	9,107	0.50
Call accounts #	8,080	8,456	0.64	8,186	8,407	0.63
Money Market Funds	33,000	12,921	0.78	13,000	28,082	0.40
Total investments managed in- house	41,080	21,377	0.74	21,186	45,596	0.47
Enhanced Cash Funds	5,066	5,053	0.81	5,038	5,035	0.33
Short Dated Bond Funds	15,377	15,272	2.20	15,193	15,208	0.45
Property Funds	28,385	28,296	5.34	22,625	16,546	10.58
Total externally managed funds	48,828	48,621	3.88	42,856	36,789	4.99
Total investments@	89,908	69,998	2.93	64,042	82,385	2.49

This includes the council's main current account.

@ This excludes the cash held by schools.

7.2 In summary the key factors to note are:

- An average of £21.4m of investments were managed in-house. These earned £0.155m of interest during the year at an average rate of 0.74%. This is 0.23% over the average 7 day LIBID and 0.07% over the average bank base rate;
- An average of £5.1m was managed by an enhanced cash fund manager. This earned £0.041m during the year at an average rate of 0.81%;
- An average of £15.3m was managed by two short dated bond fund managers. This earned £0.335m during the year from a combination of an increase in the value of the units and income distributions, giving a combined return of 2.20%;
- An average of £28.3m was managed by two property fund managers. This earned £1.512m during the year from a combination of an increase in the value of the units and income distributions, giving a combined return of 5.34%.

- 7.3 During the year there was a change in the capital finance and accounting regulations. As a result a Financial Instrument Revaluation reserve will be used to capture all the changes in the unit value of the externally managed funds and these will not impact the revenue account, with only the income distributions impacting that. As a total over all the investments, £1.588m of interest and income distributions were received during the year. The total investment income (including the movement on the unit price of externally managed funds) was £2.043m, giving a combined return of 2.93%.
- 7.4 The actual rate on investments earned in 2018/19 was 2.93% compared to a forecast of 1.53% which was included in the budget. This forecast was based on the best estimates of balances and future interest rates at the time the budget was set.
- 7.5 The Council earned a total of £2.043m of interest through the investment of surplus funds both in-house and with the fund managers. The interest earned was £0.974m higher than the budgeted figure of £1.069m. This increased level of interest was due to the externally managed funds achieving a higher than forecast interest rate, especially the property funds. These forecasts were based on the best estimates at the time the budget was set.
- 7.6 The Council's investment policy is governed by the CIPFA Code of Practice for Treasury Management in the Public Sector, which has been implemented in the Annual Treasury Management Investment Strategy approved by the Council on 22 February 2018. The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.
- 7.7 The majority of the cash balances held by the Council are required to meet short term cash flow requirements and therefore throughout the year monies were placed 41 times for periods of one year or less. In the light of the banking crisis and the prevailing financial market conditions there has been greater emphasis on counterparty risk and the security of the principal sums invested. The table below shows the most used counterparties overall and the countries in which they are based. All deals are in sterling despite the country the counterparties are based in.

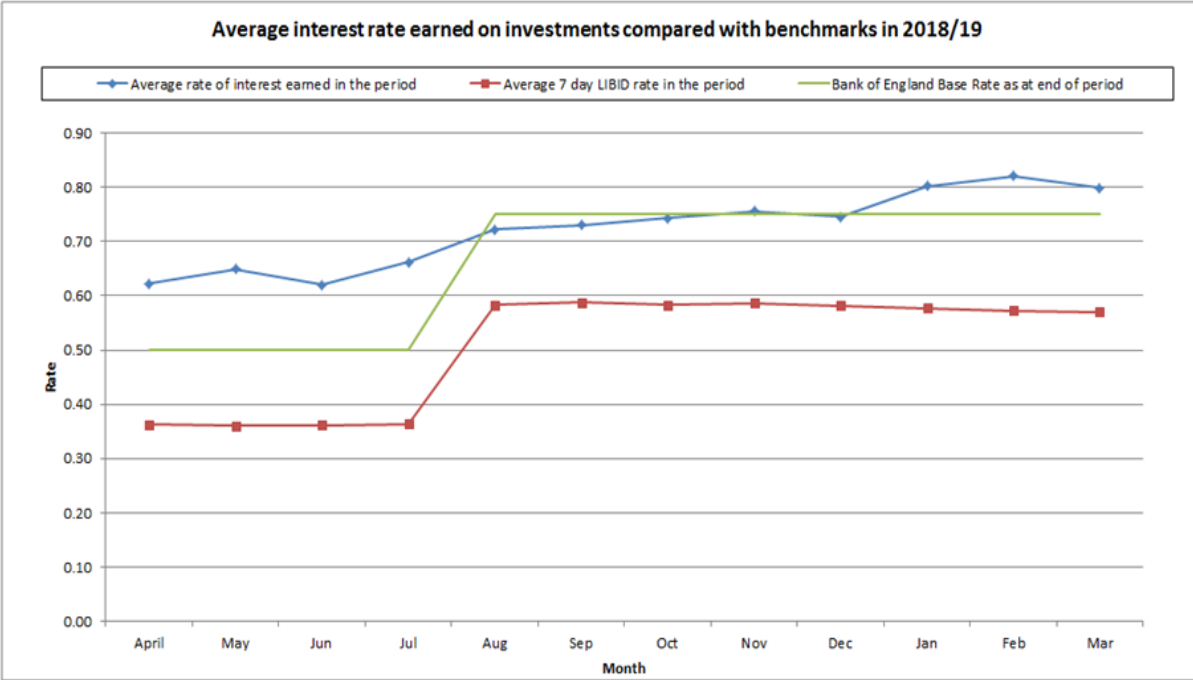
Table 11: Counterparties used

Counterparty	Country	No. of Deals	Value of Deals (£m)
Blackrock	Money Market Fund (Various Counterparties)	19	106
Aberdeen Liquidity Fund (formerly Standard Life)	Money Market Fund (Various Counterparties)	14	80
Goldman Sachs	Money Market Fund (Various Counterparties)	4	22
Insight Investment Management Ltd	Money Market Fund (Various Counterparties)	4	19
Total		41	227

7.8 In addition to the above, use was also made of call accounts during the year, because they provide instant access to funds. This meant that funds were available for unexpected cash flow events to avoid having to pay higher rates to borrow from the market. During 2018/19 an average of £8.5m was held in such accounts.

7.9 The performance during the year is compared to the average 7 day LIBID rate. The graph below shows the Council’s performance month by month compared to this benchmark and the bank base rate.

Graph1: Investment performance compared to benchmarks



7.10 Overall, performance on in-house managed funds was 0.23% over the average 7 day LIBID rate for the year and averaged 0.07% higher than the average base rate for the year.

7.11 An average of £5.1m was managed by the enhanced cash fund manager Payden & Rygel. During the year the value of the fund started at £5.038m and increased by £0.028m due to an increase in the unit value and a reinvested income distribution, giving an average return of 0.81%. The fund ended the year at £5.066m.

8 Short Dated Bond Funds

8.1 Throughout the year medium term funds were invested in two short dated bond funds: Royal London Investment Grade Short Dated Credit Fund and the AXA Sterling Credit Short Duration Bond Fund.

8.2 The monies are invested in units in the fund, the fund is then invested as a whole by the fund managers into corporate bonds in the one to five year range. An income distribution will be generated from the coupon on the bond. Until November these income distributions were being reinvested back into the fund

but are now being paid into the Council's bank account. This change was driven by a change in the capital finance and accounting regulations. The price of units can rise and fall, depending on the price of bonds in the fund so these funds are invested over the medium term with the aim of realising higher yields than short term investments.

- 8.3 Following the change in the capital finance and accounting regulations a Financial Instrument Revaluation reserve will be used to capture all the changes in the unit value of the funds. Members should be aware that the investment returns in some quarters will look very good and in other quarters there may be losses reported, but these will not impact the revenue account as only the income distributions will impact that and not the change in the unit price.
- 8.4 An average of £7.6m was managed by AXA Investment Managers UK Limited. During the year the value of the fund increased by £0.073m due to an increase in the unit value. There were also income distributions relating to that period of £0.055m. The combined return was 1.70%.
- 8.5 The AXA fund started the year at £7.563m and increased by £0.073m during the year due to the increase in the value of the units, with the fund ending the year at £7.636m.
- 8.6 An average of £7.7m was managed by Royal London Asset Management. During the year, the value of the fund decreased by £0.034m due to a decrease in the unit value. There were also income distributions relating to that period of £0.241m. The combined return was 2.69%.
- 8.7 The Royal London fund started the year at £7.630m. The fund decreased by £0.034m during the year due to the decrease in the value of the units and increased by £0.144m due to reinvested income distributions, with the fund ending the year at £7.740m.

9 Property Funds

- 9.1 Throughout the year long term funds were invested in two property funds: Rockspring Hanover Property Unit Trust and Lothbury Property Trust.
- 9.2 The monies are invested in units in the fund, the fund is then invested as a whole by the fund managers into properties. An income distribution is generated from the rental income streams from the properties in the fund. Until November these income distributions were being reinvested back into the fund but are now being paid into the Council's bank account. This change was driven by a change in the capital finance and accounting regulations. There are high entrance and exit fees and the price of the units can rise and fall, depending on the value of the properties in the fund, so these funds are invested over the long term with the aim of realising higher yields than other investments.
- 9.3 Following the change in the capital finance and accounting regulations a Financial Instrument Revaluation reserve will be used to capture all the changes in the unit value of the funds. Members should be aware that the investment returns in some quarters will look very good and in other quarters there may be losses reported,

but these will not impact the revenue account as only the income distributions will impact that and not the change in unit price.

- 9.4 An average of £14.6m was managed by Rockspring Hanover Investment Management Limited. During the year the value of the fund increased by £0.464m due to an increase in the unit value. There were also income distributions relating to that period of £0.694m. The combined return was 7.92%.
- 9.5 The Rockspring fund started the year at £14.198m. The fund increased by £0.464m during the year due to the increase in the value of the units and increased by £0.163m due to reinvested income distributions, with the fund ending the year at 14.825m.
- 9.6 An average of £13.7m was managed by Lothbury Investment Management Limited. During the year the value of the fund decreased by £0.065m due to a decrease in the unit value. There were also income distributions relating to that period of £0.419m. The combined return was 2.59%.
- 9.7 The Lothbury fund started the year at £8.427m. The fund increased by £4.989m due to the purchase of additional units in April, decreased by £0.065m during the year due to the decrease in the value of the units and increased by £0.208m due to reinvested income distributions, with the fund ending the year at £13.559m.

10. Other Options

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

11. Reasons for Recommendations

- 11.1 The CIPFA Code of Practice on Treasury Management recommends that Local Authorities should submit reports regularly. The Treasury Management Policy Statement for 2018/19 set out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation.

12. Corporate Implications

- 12.1 Contribution to Council's Vision & Critical Priorities

Treasury Management practices in accordance with statutory requirements, together with compliance with the prudential indicators acknowledge how effective treasury management provides support towards the achievement of the Council's ambition and desired outcomes.

- 12.2 Financial Implications

The financial implications of Treasury Management are dealt with throughout this report.

- 12.3 Legal Implications

This Council has adopted the 'CIPFA Code of Practice for Treasury Management in the Public Sector' and operates its treasury management service in compliance with this code.

12.4 People Implications

None.

12.5 Property Implications

None.

12.6 Consultation

The key Treasury Management decisions are taken in consultation with our Treasury Management advisers.

12.7 Equalities Impact Assessment

None.

12.8 Risk Assessment

The Treasury Management Policy acknowledges that the successful identification, monitoring and management of risk are fundamental to the effectiveness of its activities.

12.9 Value for Money

Treasury Management activities include the pursuit of optimum performance consistent with effective control of the risks associated with those activities.

12.10 Community Safety Implications

None.

12.11 Environmental Impact

None.

13. Background Papers

None.

14. Appendices

Appendix A - Prudential Indicators 2018/19

Prudential Indicators 2018/19

	Figures are for the financial year unless otherwise titled in italics	2018/19 Revised Indicator	2018/19 Actual
1	Capital Expenditure	£52.648m	£50.899m
2	Capital Financing Requirement (CFR)	£355.989m	£359.962m
3	Gross Borrowing at 31 March	£279.382m	£279.383m
4	Authorised Limit (<i>against maximum position</i>)	£295.000m	£295.000m
5	Operational Boundary	£285.000m	£285.000m
6	Ratio of financing costs to net revenue stream	7.00%	6.34%
7	Maturity structure of fixed rate borrowing: (<i>against maximum position</i>)		
	Under 12 months	20%	3%
	12 months to 2 years	30%	0%
	2 years to 5 years	40%	1%
	5 years to 10 years	60%	16%
	10 years to 20 years	100%	43%
	20 years to 30 years	100%	11%
	30 years and above	80%	26%
	Total	N/A	100%

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CABINET

Tuesday, 25th June 2019

COUNCIL PROCEDURE RULE 46

The following action taken in accordance with Council Procedure Rule 46 is reported. In consultation with the appropriate Cabinet Member(s):-

1. The Deputy Chief Executive (People) authorised:

- 1.1 Recommissioning of the Integrated Sexual Health Service (ISHS)
Following an unsuccessful tender process in 2018, the recommissioning of the ISHS with Provide CIC and Southend Hospital through an EU approved light touch procurement process. The contracts will be for two years commencing from 1st April 2019.

2. The Deputy Chief Executive (Place) authorised:

- 2.1 Thames Estuary Production Corridor Cultural Development Fund Programme
The confirmation of the Council's status as partners on the above DCMS (Department of Culture, Media and Sport) programme and the signing of the partnership agreement to confirm the Council's position as delivery partner for the Thames Estuary Production Corridor, specifically to lead on a work stream intended to support the conversion of underused assets into cultural productivity.

3. The Strategic Director (Finance & Resources) authorised:

- 3.1 99 Richmond Avenue, Southend on Sea, Essex SS3 9LE
The acquisition of the freehold interest in 99 Richmond Avenue, Shoeburyness, SS3 9LE into the Council's Housing Revenue Account for general housing stock for the sum detailed on the confidential sheet.

4. The Strategic Director (Transformation) authorised:

- 4.1 Provision of Passenger Transport
The Council have agreed to form a Joint Venture partnership with London Hire for the provision of passenger transport. (This is a statutory service for home to school and vulnerable adults.) This arrangement will be effective from 1st January 2020. Contracts with current providers are due to expire in July 2019. In order to safeguard the service to end users during the transitional period and to comply with the Council's statutory obligations it was necessary to agree an urgent extension to these contracts.

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Southend-on-Sea Borough Council

Report of Strategic Director (Legal and Democratic Services)

To

Cabinet

On

8th July 2019

Report prepared by: Elsie Anakwue: Solicitor
And Carl Robinson: Director of Public Protection

Agenda
Item No.

20

Southend Town Centre & Sea Front and Adjoining Areas Public Spaces Protection Order

Relevant Scrutiny Committee- Policy and Resources
Cabinet Member: Councillor Terry
Part 1 (Public Agenda Item)

1. Purpose of Report

- 1.1 To invite Councillors to consider and agree the proposed approach to dealing with certain behaviours identified in this report and to consider whether the Council should proceed with the making of a Public Spaces Protection Order (“PSPO”) under Section 59 of the Anti- Social Behaviour, Crime and Policing Act 2014 (“the 2014 Act”) taking into consideration the results of the statutory consultation and further evidence as detailed in this report.
- 1.2 The purpose of a PSPO would be to assist the Council and its partners to provide an appropriate and robust response to various behaviours taking place in Southend Town Centre and Seafront (along with the 3 adjoining areas identified following the consultation as later detailed in this report), that existing enforcement powers have been unable to resolve. It would help ensure that the law-abiding majority can use and enjoy these public spaces, safe from anti-social behaviour (“ASB”).
- 1.3 The purpose of the PSPO would not be to target people based solely on the fact that someone is homeless or rough sleeping. The Council will continue to assist such individuals who require help and support.

2. Recommendations

- 2.1 That the Council makes a Public Spaces Protection Order (PSPO) over the areas identified in this report and in the form annexed at Appendix 3.
- 2.2 That the existing Designated Public Place Order (DPPO) from 2002 ceases to be enforced following implementation of the new PSPO.

3. Background

- 3.1 On 6th November 2018 a report was presented to Cabinet to decide whether to proceed with a public consultation on making a PSPO. The full background to the PSPO and anti-social behavioural issues was set out within the Cabinet report. Attached at **Appendix 1** is a copy of the 6th November 2018 Cabinet report and the corresponding minute 427 which was noted at Policy and Resources Scrutiny Committee on the 29th November 2018.
- 3.2 Following the decision of Cabinet a public consultation then commenced as detailed below.
- 3.3 Existing DPPO/PSPO
- 3.4 As set out in the previous report attached at **Appendix 1**, in 2002 the Council made a Designated Public Place Order (DPPO) which imposed restrictions on public drinking in the Town Centre and several other areas. From 20 October 2017 this was treated as though it was a PSPO for the purposes of enforcement by virtue of S.75 of the 2014 Act.
- 3.5 If the proposed PSPO is approved there will be an overlap with the DPPO. The proposed way forward on this is to cease enforcement of the existing transitioned DPPO (which will cease to exist by October 2020 in any event) and to commence enforcement under the proposed PSPO.
- 3.6 If the PSPO is approved it will have been ‘made’ as at the date of the Council’s meeting to approve it.

4. Consultation and other Evidence

- 4.1 A five week consultation was launched on the 4th February 2019 until 11th March 2019, which included information promoted online.
- 4.2 The Council was required to consult with the police, community representatives and owners or occupiers of land within the proposed restricted area.
- 4.3 The consultation could be accessed in many ways:
- directly online on the Council’s “Consultation Portal”;
 - an interactive questionnaire that could be returned via email; or
 - the opportunity to either download a hardcopy version from the website or a paper copy sent out by the Council so it could be completed by hand and sent in by post.
- 4.4 A total of 97 people accessed and responded to the consultation using either the paper questionnaire or online, responding to the questions set and using the free text sections to raise any other issues relating to this consultation. The full analysis report of the results from this consultation is included at **Appendix 2**.
- 4.5 Summary of results

The consultation provided a platform to voice opinions on a thorough cross section of issues relating to the proposed PSPO. The questions invited the

respondents to comment on the scope of area to be covered by the PSPO, the overall necessity of the PSPO and whether the different restricted activities have had a detrimental impact on their quality of life and of those in the locality.

4.6 It should be noted that the results of the consultation are a guide. A significant majority of those who participated were in favour of the PSPO. One of the early questions within the consultation asked whether the individual participating believed the proposed restrictions are necessary to improve the environment and safety of the local area. The response was an overwhelming majority with 87% of people agreeing with the statement to some degree.

4.7 The Restricted Area

4.8 There was a strong consensus that the proposed area to be covered by the PSPO (the 'Restricted Area') included the key areas that have issues with ASB that needed to be addressed, albeit further areas with issues were highlighted as detailed at paragraph 4.10 below.

4.9 A few respondents raised concerns that the Seafront did not have to be included so far east towards Shoebury as it currently does in the draft order. This area is included to address the predicted displacement of activities as these activities move away from the Town Centre and area of Seafront where they are currently prominent.

4.10 Another reoccurring concern that was raised throughout the consultation is that the area included in the PSPO should be extended to include 3 other areas subject to a high volume of ASB. Specifically:

- Southchurch Hall Gardens;
- Hamlet Court Road; and
- York Road.

4.11 The Council has collected and reviewed the evidence of the ASB within these areas and the evidence strongly suggests that these areas would benefit from being included within the PSPO Restricted Area and this is now the proposal. A report detailing the evidence for the whole area to be included within the PSPO is attached at **Appendix 7**. So to be quite clear, the originally proposed area of the Town Centre and Seafront has been extended to include these additional 3 areas.

4.12 Enforceability

4.13 Another concern raised was enforceability, which was highlighted by not only the public consultation but also in consultation with Essex Police. A Southend Community Policing Team Inspector from Essex Police has advised that enforceability will be a challenge over the originally proposed area, and more so if the Council looks to increase it. The Inspector additionally warned of the risk of creating an expectation that will be difficult to deliver.

4.14 In considering the views of Essex Police at paragraph 4.13 above it is important to note that a key benefit of the PSPO compared to other enforcement options

that may already be in place is that the PSPO provides enforcement powers to officers as designated by the Council. These include Community Safety Officers, Foreshore Officers and Park Rangers, hereafter referred to as “Authorised Officers”. This allows the Council to act on the issues present in the Restricted Area whilst limiting the additional strain on Essex Police.

- 4.15 Whilst the Council has collated the results of the formal consultation detailed in **Appendix 2** and provided a report of the evidence of ASB in **Appendix 7**, further evidence of ASB has been assembled and is attached at **Appendices 8 & 9**. **Appendix 8** is an Analytical Report of, amongst other matters, incidents and complaints received by the Council over the time periods so referenced with key findings as detailed therein. **Appendix 9** is a CCTV log in relation to the High Street area and Seafront that records incidents by category and volume for the period of the 1st June 2018 to the 31st August 2018.
- 4.16 Activities to be restricted
- 4.17 There was an overriding approval from the public consultation supporting the prohibition of activities included in the draft order, (“the Order”) attached at **Appendix 3**.
- 4.18 One of the specific concerns raised was in relation to the proposed prohibited activity “Consuming alcohol or failing to surrender any containers (sealed or unsealed) which are reasonably believed to contain alcohol, in a public place, when an Authorised Officer has required such consumption to cease”. The concern was that the current phrasing allowed for the potential for Authorised Officers to confiscate sealed/unopened containers whenever they so desired. This is a misreading of the proposed PSPO, the prohibition applies when an Authorised Officer has given a warning requiring consumption of alcohol to cease or requiring alcohol to be surrendered. If an Authorised Officer has given such a warning, an individual will breach the PSPO if (1) he/she continues to consume alcohol despite the warning and (2) if he/she fails to surrender alcohol after having been asked to do so. The intention of this part of the Order is to enable Authorised Officers to provide adequate warnings when a person is drinking within a designated Drinking Control Area (as defined in the Order) or drinking and acting in an anti-social manner elsewhere in the Restricted Area and to provide remedial options before reaching the enforceability provided by the Order.
- 4.19 Some respondents asked for additional activities to be included within the Order, specifically restrictions against dog fouling, dogs being off leads and sexual activity in a public place. It is not proposed to include restrictions relating to these matters at this time. The Council will keep these matters under review, and will continue to gather evidence about these activities and will further consider whether the proposed Order requires variation or extension, whether there is a need for a separate PSPO, or whether other powers may need to be considered. The consultation with Essex Police confirmed that they believe the current legislation to address public sexual activity is sufficient to respond to any public reports of such behaviour.

- 4.20 The Council has further considered the proposed restriction against the erection of tents and structures in the Restricted Area and there will clearly be times when they are permitted such as during festivals and markets in the High Street etc.
- 4.21 Additional concerns
- 4.22 One of the key concerns raised throughout the consultation was that enforceability and punishment will not help resolve the underlying issues causing homelessness and rough sleeping within the borough.
- 4.21 With regards to this observation the Council has many different strategies being implemented to help mitigate and resolve these issues. **Appendices 4 & 5** contain a summary of the Rough Sleeper Initiative and the Assisting Vulnerable Persons Strategy Summary. The documents contain details of the pro-active measures being undertaken by the Council to assist those in need and to address the underlying cause for some of these issues. There is a lot of work being done to support and provide assistance to those who are sleeping rough and the numbers have been reduced considerably. Of those that continue to sleep in public places, a number of individuals have been connected with incidents of ASB.
- 4.22 The purpose of the PSPO is to assist in tackling the repeat offenders whose ASB makes the Restricted Area a less pleasant place to be. The PSPO is intended as a last resort once it is clear that all attempts of assistance by the Council have been unsuccessful. Additionally, an Equality Analysis was undertaken following the consultation to consider the potential impact and different demographics and set out an action plan. This is included at **Appendix 6**.
- 4.23 In formulating the PSPO careful consideration has been given to both the statutory requirements and the Statutory Guidance for Frontline Professionals updated in December 2017, in particular section 2.5. The Guidance states that PSPO's should not be used to target people based solely on the fact that someone is homeless or rough sleeping as this in itself is unlikely to mean that such behaviour is having an unreasonable detrimental effect on the community's quality of life which justifies the restrictions imposed.
- 4.24 The Council has sought to identify the specific behaviours that are causing a detrimental effect on the community's quality of life by those sleeping in a public place such as the obstruction of shop doorways and obstructing members of the public and the leaving of litter and/or belongings (including suitcases, blow up beds, bedside tables). The evidence suggests that there is an increasing incidence of drug paraphernalia being left at sites where people have been sleeping in public places as well as human faeces. The evidence also suggests that many of those sleeping in public are also involved in begging, sometimes aggressively.
- 4.25 The PSPO does not ban rough sleeping itself and is not a tool to criminalise homelessness or the homeless. Paragraph 4(ii) of the Order at **Appendix 3** is directed at those sleeping in public who are having a detrimental impact of the quality of life of those in the locality.

- 4.26 The Council is aware that paragraph 4(iii) of the Order at **Appendix 3** has the potential to affect many of the people sleeping in public. This is not intended to be an indirect attempt to ban rough sleeping. The evidence suggests though that the existence of tents and other similar structures has a detrimental impact on the quality of life of those in the locality. The Council has received comments from members of the public voicing opinions regarding the number of rough sleepers and beggars within the Town Centre, and how it has impacted on their use. Please see attached at **Appendix 10**. A lot of the concerns are mirrored within the consultation analysis report at **Appendix 2**. These show how the current issues of ASB affect the Town's visitors and acts as a deterrent, discouraging people from visiting again which in turn can have a negative impact on local businesses and trade.
- 4.27 Common phrasing used within the comments at **Appendix 10** describe how the witnessed behaviour made the individuals feel; intimidated, unsafe, worried, and uncomfortable. There are also numerous references to the Town losing its appeal as a result of this behaviour. People have also mentioned feeling unable to bring their children into the Town in fear for their safety.
- 4.28 Urinating, defecating, spitting and littering also impact on people using the Restricted Area. As well as being a visual deterrent, both whilst taking place and after the behaviour has occurred, these acts carry negative environmental and health implications.
- 4.29 Response from Liberty
- 4.30 Liberty wrote a letter in response to the consultation, the full text can be found at the end of **Appendix 2**.
- 4.31 Liberty expressed concern that the evidence to support the proposed PSPO had not been published. However section 72(4) of the 2014 Act simply requires the proposed Order to be published, not all of the supporting documents. In addition, the Anti-Social Behaviour, Crime and Policing Act 2014 (Publication of Public Spaces Protection Orders) Regulations SI 2014/2591 contains the publication requirements for an Order once it has been made. The Regulations do not specify any additional requirements whilst the Order is still under consideration. In being as transparent as possible, the Council has now made the following documents publicly available as they are referenced to in this Cabinet report:
- a) Evidence Pack at **Appendix 7**;
 - b) Analytical Support Document at **Appendix 8**; and
 - c) CCTV Log of ASB between 01/06/2018 and 31/08/2018 at **Appendix 9**.
- 4.32 Liberty also expressed concern at to the broad nature of paragraphs 4(ii) and (iii) of the proposed PSPO. As explained above the Council is not seeking to target rough sleeping per se but does seek to restrict sleeping in a public place when it has a detrimental effect of the quality of life of those in the locality. The

Equality Analysis (Appendix 6) has given express consideration to the human rights considerations, including the Article 8 rights highlighted by Liberty.

4.33 Current Powers to deal with ASB.

4.34 As set out in the previous Cabinet report attached at **Appendix 1** there are other powers to deal with ASB. These are:

- a) Under section 3 of the Vagrancy Act 1824 begging is a recordable offence that carries the maximum sentence of a level 3 fine. However, this is only enforceable by the police, and as such the offence must be witnessed by a police officer. Therefore this is limited to the resources and time they are able to allocate to deal with this behaviour.
- b) An option for civil enforcement is an Injunction to Prevent Nuisance and Annoyance. These can be applied for by multiple agencies including the chief officer of police and the local Council. This injunction can prohibit the ASB and impose requirements to engage in a particular activity to address some of the underlying causes, such as attending an alcohol awareness class. Breach of an injunction is treated as a civil contempt of court and has a maximum penalty of two years in prison and /or an unlimited fine. These cannot be applied to an area, but instead only to individuals. The process can be slow, expensive and time-consuming and enforcement can be difficult, especially where the effects of the ASB are not attributable to one identifiable individual.
- c) Another existing power to deal with begging and other ASB is Criminal Behaviour Orders. These are a replacement for the Anti-Social Behaviour Order and the Drinking Banning Order. They deal with the most serious and persistent ASB. However they carry the limitation that they can only be implemented where there has been a criminal conviction and must be applied for by the Criminal Prosecution Service. These are already implemented by the Southend Multi Agency Anti-social Behaviour Team (SMAART) and although affective in some individual circumstances, are not sufficient to tackle the underlying issues of ASB throughout the Restricted Area.
- d) Section 35 of the 2014 Act provides dispersal powers that could be used to tackle begging and the other ASB issues. However this action requires authorisation from a police officer at least the rank of inspector. Individuals and groups can be asked to disperse and not return for a maximum of forty eight hours, if they do it carries a maximum penalty of a level 4 fine or three months in prison. Although this can be used to help deal with short term issues relocating the culprits for short periods of time, it does not provide any long term incentives for improved behaviour.
- e) Additionally Community Protection Notices (CPN) can be issued to deal with ASB. These can be issued by either the local authority or police against any person over the age of 16 or to a body, including a business. They can include:

- a requirement to stop doing specific things;
- a requirement to do specified things; or
- a requirement to take reasonable steps to achieve specified results.

Breach of a CPN can result in different possibilities of enforceability, including a fixed penalty notice, remedial order to rectify any damage done to the area by the behaviour or forfeiture order resulting in the business being required to vacate their premises. However, this can only be used to address specific individuals and bodies, and has a requirement of providing a written notice. This could present an issue where repeat culprits are sporadic on when they carry out the ASB and no fixed address has been ascertained.

- 4.35 The PSPO therefore presents an option that addresses many of these shortfalls. The PSPO works as a deterrent and as motivation to encourage the more vulnerable potential perpetrators to engage in the support services available. It provides general enforcement powers to both the police and officers authorised by the Council, a vital component to addressing ASB while many resources are stretched. It enables the Authorised Officers to issue fixed penalty notices that do not involve a lengthy process. The fixed penalty is currently £100 alternatively the person could be prosecuted in the Magistrates' court resulting in a fine, currently of up to £1000.

5. Other Options

The Council could choose not to introduce a PSPO, however this would lose the opportunity to introduce this measure to tackle ASB which is having a damaging effect on our Town Centre, Seafront and other areas identified in this report. Additionally, following the support of the PSPO that has been displayed in the consultation, choosing to not implement the Order could negatively impact the reputation of the Council within the communities worst affected by the ASB.

6. Reasons for Recommendations

- 6.1 A PSPO covering the Town Centre, Seafront, Southchurch Hall Gardens, Hamlet Court Road and York Road is believed to be an appropriate additional tool to tackle persistent and unreasonable anti-social behaviour ("ASB") which is taking place. It can help provide realistic and proportionate enforceability to help reduce the ASB which discourages and prevents the law-abiding majority from feeling safe in, and subsequently using and enjoying, these public spaces.
- 6.2 The majority of respondents to the Consultation supported the necessity and implementation of the PSPO.
- 6.3 The Council considers that the requirements in S.59 of the 2014 Act are met and that the prohibitions are reasonable ones to be imposed within the meaning of S.59 (5) of the 2014 Act.

7. Corporate Implications

The Corporate implications were set out in the previous report to Cabinet on 6th November 2018 (**Appendix 1**).

7.1 Financial Implications

The costs of enforcement of the PSPO will be undertaken within the existing resources of the Community Safety Team and Essex Police. The costs of signage and their maintenance will be met from the existing services budget.

8. Background Papers

9. Appendices

Appendix 1 – Previous report to Cabinet dated 6th November 2018 with appendices and corresponding minute 427

Appendix 2 – PSPO Analysis report 2019

Appendix 3- Draft Order

Appendix 4 - Summary of the Rough Sleeper Initiative

Appendix 5 - Assisting Vulnerable Persons Strategy Summary

Appendix 6 – Equality Analysis

Appendix 7 - Evidence Pack

Appendix 8 - Analytical Support Document

Appendix 9 - CCTV Log of Anti –Social behaviour between 01/06/2018 and 31/08/2018

Appendix 10 – General Public's Comments received by the Council's Contact Centre and Social Media in relation to ASB.

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Appendix 1

Previous Report with Appendices and Minutes

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 6th November, 2018

Place: Committee Room 1 - Civic Suite

Present: Councillor J Lamb (Chair)
Councillors J Courtenay (Vice-Chair), T Cox, M Flewitt, A Moring and L Salter

In Attendance: Councillors D Garne, A Jones, H McDonald, D McGlone and C Mulroney
A Griffin, S Leftley, A Lewis, J K Williams, J Chesterton, J Ruffle, P Geraghty, C Robinson, S Houlden, J O'Loughlin, G Halksworth, T MacGregor, R Sharp, A Butteriss, A Keating and C Gamble

Start/End Time: 2.00 - 3.40 pm

420 Apologies for Absence

Apologies for absence were received from Councillor Boyd.

421 Declarations of Interest

The following interests were declared as indicated:

(a) Councillor Cox – Agenda Item 12 – Notice of Motion Fire Safety – Disclosable Non-Pecuniary Interest – Grenfell Tower tragedy was mentioned – he was involved in the recovery and could be called as a witness to give evidence at the Public Enquiry (withdrew);

(b) Councillor Flewitt – Agenda Item 5 – Housing, Homelessness and Rough Sleeping Strategy - non-pecuniary interest - friends and family are tenants of South Essex Homes;

(c) Councillor Mulroney – Agenda Item 13 – Notice of Motion – Fossil Fuels – non-pecuniary interest – member of the Essex Pension Fund;

(d) Councillor McDonald – Agenda Item 10 – non-pecuniary interest – Member of a range of organisations/charities which campaign against the sex industry and support services for women in the sex industry (Trustee of Essex Feminist Collective, Management Committee of Nordic Model Now! and on the Unison Eastern Region Women's Committee) and works as a Children's Independent Sexual Violence Advisor at a local charity.

Officers interests:

Alison Griffin declared an interest in Agenda Item 8 (PSPO) – lives in the area of the draft PSPO Order.

A. Lewis, S. Leftley, J. Ruffle, J. Chesterton, J. Williams, C. Robinson, P. Geraghty, J O'Loughlin and S. Houlden declared an interest in item 22 (Senior Managers Pay Panel) and withdrew. A. Griffin also declared an interest, but remained in the meeting to respond to questions.

422 Minutes of the Meeting held on Tuesday, 18th September 2018

Resolved:-

That the Minutes of the Meeting held on Tuesday 18th September 2018, be confirmed as a correct record and signed.

423 Southend 2050 - Draft Ambition, Desired Outcomes and Road Map

Following a presentation by the Leader of the Council/Chief Executive, the Cabinet considered a report of the Chief Executive setting out the findings of the Southend 2050 engagement programme, together with the proposed draft Ambition, Themes and Outcomes and Southend 2050 Five Year Road Map.

Resolved:

1. That the findings of the Southend 2050 engagement programme be welcomed and noted.

2. That the Ambition, Themes & Outcomes and the Southend 2050 Five Year Road Map, as set out in Appendices A, B and C to the submitted report, be endorsed.

3. That the Transforming Together programme, outlined in paragraph 6 of the submitted report, be noted and endorsed.

4. That the matter be referred direct to the Policy & Resources, Place and People Scrutiny Committees.

Reason for decision:

To propose a new ambition and set of themed desired outcomes for the Borough, providing the context for the Council's key planning documents.

Other options:

Not adopting the recommended approach would mean that the Borough's vision contained in the 2010-20 Community Plan would be nearly 10 years old and the Council's vision, aims and priorities nearly 13 years old, all of which have become, or will quickly become very dated.

Note: This is an Executive Function save that the final approval of the Southend 2050 Ambition, Themes & Outcomes and Five Year Road Map is a Council Function.

Referred direct to: all three Scrutiny Committees

Cabinet Member: Cllr Lamb

424 Housing, Homelessness and Rough Sleeping Strategy

The Cabinet considered a report of the Deputy Chief Executive (People) which sought approval for the submitted Housing, Homelessness and Rough Sleeping Strategy.

Resolved:

1. That the Housing, Homelessness & Rough Sleeping Strategy, be approved.
2. That the proposed dynamic and continuous approach to engagement and consultation in order to support ongoing development of the action plan and its implementation, be approved.
3. That the design work and the approach to ensuring that the strategy works alongside other key priorities continues to develop following Cabinet, be approved.
4. That authority be delegated to the Corporate Management Team, in conjunction with the Cabinet Member for Adults and Housing and other Directors as required, for the implementation and delivery of the Strategy.

Reasons for decision:

The strategy integrates the need for a clear and ambitious direction for housing, homelessness and rough sleeping which operates wholly in line with the broader strategic work being pursued by the Council and its partners, such as Southend 2050, and which will support the economic vibrancy of the Borough.

Other options:

None

Note: This is an Executive Function

Eligible for call-in to: Policy & Resources Scrutiny Committee

Cabinet Member: Cllr Cox

425 Adoption of a Low Emission Strategy (part of the Air Quality Action Plan)

The Cabinet considered a report of the Deputy Chief Executive (Place) proposing the adoption of the submitted Low Emission Strategy.

Resolved:

That the Low Emission Strategy as set out in Appendix 3 to the submitted report, be approved.

Reason for decision:

The Council has a statutory duty to adopt an Air Quality Action Plan. Taking action to improve air quality via a Low Emission Strategy is part of the air quality action process, and crucial in order to improve the health of Southend-on-Sea residents.

Other options:

None.

Note: This is an Executive Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Flewitt

426 High Street Summit

The Cabinet considered a report of the Chief Executive providing an update on work being undertaken following the High Street Summit which took place on 24th September 2018, including the emerging action plan and approaches being organised through which to coordinate and drive this work.

Resolved:

1. That the progress being made be endorsed.
2. That the additional officer resource already aligned to support the implementation and delivery of this project, be endorsed.

Reasons for decision:

This project is recognised as strategically important for Southend, both from a business and public service perspective.

Other options:

None

Note: This is an Executive Function

Eligible for call in to: Place and Policy & Resources Scrutiny Committees

Cabinet Members: Cllrs Lamb, Courtenay and Flewitt

427 Southend Town Centre & Seafront Public Spaces Protection Order

The Cabinet considered a report of the Strategic Director (Legal & Democratic Services) requesting that consideration be given to whether the Council should commence statutory consultation on the making of a Public Spaces Protection Order (PSPO) under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014.

In introducing the item, the Leader of the Council explained that the Cabinet had no pre-determined view on the matter and that the recommendation was for consultation to be undertaken before consideration of the possibility of making a PSPO.

It was noted that any PSPO introduced must be focused on anti-social behaviour and that statutory guidance had been taken into account in preparing the report.

Resolved:

1. That consultation be undertaken into the possibility of the Council making a Public Spaces Protection Order (PSPO) under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 in respect of the area and activities detailed in Appendix 2 to the submitted report.
2. That the proposed consultation process be as set out in section 3.5(e) of the report.

3. That the consultation process to also cover the revocation of the existing Designated Public Place Order /PSPO as outlined in section 3.5(g) of the report.

Reasons for decision:

A PSPO covering the Town Centre and Seafront areas could be a useful additional tool to tackle persistent and unreasonable anti-social behaviour (ASB) which is taking place and would help ensure that the law-abiding majority can use and enjoy these public spaces, safe from ASB.

Other options:

The Council could choose not to look at introducing a PSPO, but this would lose the opportunity to introduce a new measure to tackle ASB which is causing nuisance/harm to many people and having a damaging effect on the Town Centre and Seafront areas.

Note: This is an Executive Function

Eligible for call-in to: Policy & Resources Scrutiny Committee

Cabinet Member: Cllr Flewitt

428 The Bell Junction

The Cabinet considered a report of the Deputy Chief Executive (Place) providing an update on the work undertaken to progress the Bell Junction Improvement Project together with details of the preferred scheme option (2) which had been developed taking into account a number of factors, including the outcome of public consultation, feedback, cost and deliverability.

Resolved:

1. That option 2, without a footbridge, be taken forward as the preferred option, taking into consideration comments from the public consultation, utility constraints, programming, environmental mitigations and deliverability within the Local Growth Fund deadline.

2. That authority be delegated to the Chief Executive and Deputy Chief Executive (Place), in consultation with the Cabinet Member for Infrastructure, to agree the final option to be taken forward to detailed design, implementation, advertisement of any necessary traffic regulation orders, any land transfer and planning permissions following circulation of these details to all Councillors and discussions with Group Leaders.

3. That authority be delegated to the Chief Executive and Deputy Chief Executive (Place), in consultation with the Cabinet Member for Infrastructure, to implement any experimental orders to inform the final option to be implemented.

4. That following South East Local Enterprise Partnership Accountability Board approval of the Bell Junction Improvement Business Case, the project proceed to detailed design and procurement of the Design and Build Contractor.

5. That, following the outcome of the public consultation, should the Southend capital contribution increase more than the additional £2.144m being requested, a further report on the funding shall be presented to Cabinet.

Reasons for decision:

As set out in the submitted report.

Other options:

As set out in the submitted report.

Note: This is an Executive Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Moring

429 Sex Establishment Venues Policy

The Cabinet considered a report of the Deputy Chief Executive (Place) proposing the adoption of the submitted Sex Establishment Licensing Policy which had been prepared following the completion of the formal consultation process.

Recommended:

That the draft Statement of Licensing Policy (Sex Establishments) set out in Appendix 1 to the submitted report, be approved. ||

Reasons for Decision:

To allow the Council to update the policy giving clearer guidance to applicants and objectors.

Other options:

The Licensing Authority is not legally required to publish a Statement of Licensing Policy but is doing so as a matter of good practice. The policy sets out the expectations of the Licensing Authority in determining applications and is a useful guidance tool for applicants and those wishing to object.

Note: This is a Council Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Flewitt

430 Gambling Policy

The Cabinet considered a report of the Deputy Chief Executive (Place) concerning the submitted Gambling Licensing Policy which had been prepared following the completion of the formal consultation process.

Recommended:

That the Statement of Gambling Licensing Policy, set out in Appendix 1 to the submitted report, be adopted. ||

Reasons for decision:

To comply with the statutory duty under Section 349 of the Gambling Act 2005.

Other options:

None.

Note: This is a Council Function

Eligible for call-in to: Place Scrutiny Committee

Cabinet Member: Cllr Flewitt

431 Notice of Motion to Council,, 18th October 2018 - Fire Safety

At the meeting of Council held 18th October 2018, Members received a notice of motion calling on the Council to review fire safety in all its tall buildings with a level 4 risk assessment and install automated fire alarms and sprinkler systems.

This had been proposed by Councillor Ware-Lane and seconded by Councillor Nevin.

Resolved:

1. That the Council and South Essex Homes continue their pro-active, evidence and risk based approach to delivering fire safety enhancements across their respective property portfolios.
2. That the Council and South Essex Homes maintain their active dialogue with Essex Fire and Rescue in relation to any changes that may be taken forward to enhance fire safety measures across their respective property portfolios.
3. That the Council write to the Secretary of State for the Housing, Communities and Local Government requesting that the Department progress its formal response to the Independent Review of Building Regulations and Fire Safety and, in particular, any changes to Approved Document B. This will enable the Council to fully assess whether additional resources are required to meet the changes enacted and to plan accordingly.

Reason for decision:

To respond to the Notice of Motion.

Other options:

None.

Note: This is an Executive Function
Eligible for call-in to: Place Scrutiny Committee
Cabinet Member: Cllr Flewitt

432 Notice of Motion to Council, 18th October 2018 - Invest in the Future/Divest from Fossil Fuels

At the meeting of Council held 18th October 2018, Members received a notice of motion calling on the Council to request the Essex Pensions Committee to divert investment away from fossil fuels.

This had been proposed by Councillor Ware-Lane and seconded by Councillor Dent.

Resolved:

1. That it be noted that the Essex Pension Fund has advised that it has a fiduciary duty to ensure it has sufficient funds to pay pensions on behalf of more than 150,000 people. Investment decisions must therefore be directed towards achieving what is best for the financial position of the Fund. In order to maximise returns, the Fund has a diverse range of investments including investment attributed to the energy/mining sector.
2. That the approach adopted by the Essex Pension Fund, be endorsed.

Reason for decision:

To respond to the Notice of Motion.

Other options:

None

Note: This is an Executive Function

Eligible for call-in to: Policy & Resources Scrutiny Committee

Cabinet Member: Cllr Lamb

433 Monthly Performance Report

Resolved:

That the submitted report be noted.

Note: This is an Executive Function

Referred direct to all three Scrutiny Committees

Cabinet Member: as appropriate to the item

434 Success for All Children/CYPP Annual Report

The Cabinet considered a report of the Deputy Chief Executive (People) presenting the draft Success for All Children Group's (SFAG) Annual Report from April 2017 to March 2018 and draft Children and Young People Plan (CYPP).

Resolved:

That the submitted report be noted.

Reasons for decision:

To receive the draft SFAG Annual Report and CYPP.

Other options:

None.

Note: This is an Executive Function

Eligible for call-in to: People Scrutiny Committee

Cabinet Member: Cllr Boyd

435 Local Account Annual Report 2017/18

The Cabinet considered a report of the Deputy Chief Executive (People) presenting the draft of the Local Account of Adult Social Care in 2017-18.

Resolved:

That the draft Local Account as the Council's self-assessment for these services, be noted.

Reasons for decision:

The publication of the Local Account of adult social care services for 2017-18 ensures the continuity of information for the public about the Council's performance. It also sets out the Council's vision for the future.

Other options:

None.

Note: This is an Executive Function
Eligible for call-in to: People Scrutiny Committee
Cabinet Member: Cllr Cox

436 Revenue and Capital Budget Monitoring 2018/19 to 30 September 2018

The Cabinet considered a report of the Strategic Director (Finance & Resources) setting out the Council's revenue and capital budgetary performance as at September 2018.

Recommended:

In respect of the 2018/19 Revenue Budget Monitoring, as set out in Appendix 1 to the submitted report:

1. That the forecast outturn for the General Fund and Housing Revenue Account, as at September 2018, be noted.

1.2 That the planned management actions of £3,230,000 to achieve that forecast outturn, be noted.

1.3 That the planned budget transfers (virements) of £2,610,170, be approved.

1.4 That the potential transfer of £1,293,000 from the Business Transformation Reserve in respect of the forecast General Fund overspend unless further management action and savings are identified to rebalance the budget, be noted.

1.5 That the potential transfer of £93,000 to the HRA Capital Investment Reserve in respect of the forecast HRA underspend, be noted.

In respect of the 2018/19 Capital Budget Monitoring, as set out in Appendix 2 to the submitted report:

1.6 The expenditure to date and the forecast outturn as at September 2018 and its financing, be noted.

1.7 That the requested changes to the 2018/19 capital programme as set out in Section 2 of Appendix 2, be approved.

Reasons for decision:

The regular reporting of Revenue and Capital Budget Monitoring information provides detailed financial information to Councillors, senior officers and other interested parties on the financial performance of the Council.

Other options:

The Council could choose to monitor its budgetary performance against an alternative timeframe but it is considered that the reporting schedule provides the appropriate balance to allow strategic oversight of the budget by councillors and to manage the Council's exposure to financial risk.

Note: This is a Council Function

Eligible for call-in to: All three Scrutiny Committees

Cabinet Member: Cllr Lamb

437 Treasury Management - Mid Year Review

The Cabinet considered a report of the Strategic Director (Finance & Resources) detailing the treasury management activity and compliance with the treasury management strategy for both quarter two and the period from April to September 2018.

Recommended:

1. That the Treasury Management Mid Year Position report for 2018/19, be approved.
2. That it be noted that treasury management activities were carried out in accordance with the CIPFA (The Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management in the Public Sector during the period from April to September 2018.
3. That it be noted that the loan and investment portfolios were actively managed to minimise cost and maximise interest earned, whilst maintaining a low level of risk.
4. That it be noted that £1.285m of interest was earned during this six month period at an average rate of 3.70%. This is 3.26% over the average 7 day LIBID (London Interbank Bid Rate) and 3.12% over the average bank rate (the breakdown of this overall investment position is set out in Section 8 of the submitted report).
5. That it be noted that the level of borrowing from the Public Works Loan Board (PWLB) (excluding debt relating to services transferred from Essex County Council on 1st April 1998) remained at the same level of £227.8m (Housing Revenue Account (HRA): £77.0m, General Fund: £150.8m) during the period from April to September 2018.
6. That it be noted that the level of financing for 'invest to save' schemes decreased from £8.74m to £8.70m during the period from April to September 2018.

Reasons for Decision:

The CIPFA Code of Practice on Treasury Management recommends that Local Authorities should submit reports regularly. The Treasury Management Policy Statement for 2018/19 sets out that reports would be submitted to Cabinet quarterly on the activities of the treasury management operation.

Other options:

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

Note: This is a Council Function

Eligible for call in to: Policy & Resources Scrutiny Committee

Cabinet Member: Cllr Lamb

438 Capital Programme - Mid Year Review

The Cabinet considered a report of the Strategic Director (Finance & Resources) recommending in-year amendments to the approved Capital Programme for 2018/19 to 2021/22.

Recommended:

1. That the current approved Programme for 2018/19 to 2021/22 of £215.0m, as set out in Appendix 1 to the submitted report, be noted.
2. That the changes to the approved Programme set out in Appendix 2, be approved.
3. That the proposed new schemes and additions to the Capital Programme for 2018/19 to 2021/22 totalling £1.4m (Appendices 6 and 7), be approved.
4. That it be noted that the proposed new schemes and additions (Appendices 6 and 7) and other adjustments (Appendix 2) will result in a proposed capital programme of £213.6m for 2018/19 to 2021/22 (Appendix 8).
5. That it be noted that of the total programme of £213.6m for the period 2018/19 to 2021/22, the level of external funding supporting this programme is £98.9m.
6. That it be noted that a mid-year review has been undertaken on the 2018/19 projected outturn and that the results have been included in the report.
7. That the revised Capital Programme for 2018/19 to 2021/22 that results from these changes (Appendix 8), be approved.

Reasons for decision:

To approve proposed changes to the Capital Programme since the last Cabinet meeting on 19th June 2018.

Other options:

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

Note: This is a Council Function

Eligible for call-in to: Policy & Resources Scrutiny Committee

Cabinet Member: Cllr Lamb

439 The Shareholder Board, 25th September 2018

The Cabinet considered the minutes of the Shareholder Board held on 25th September 2018 concerning the receipt of accounts and business plans for South Essex Homes Ltd and Southend Care Ltd.

Resolved:

That the minutes of the Shareholder Board held on 25th September 2018, be noted.

Note: This is an Executive Function
Eligible for call in to: Policy & Resources Scrutiny Committee
Cabinet Member: Cllr Lamb

440 The London Southend Airport Monitoring Working Party, 16th October 2018

Resolved:

That the minutes of the London Southend Airport Monitoring Working Party held on 16th October 2018, be noted.

Note: This is an Executive Function
Eligible for call-in to: Place Scrutiny Committee
Cabinet Member: Cllr Moring

441 The Senior Managers Pay Panel, 22nd October 2018

The Cabinet considered the recommendations of the Senior Managers Pay Panel held on 22nd October 2018.

Resolved:

That the recommendations of the Senior Managers Pay Panel held on 22nd October 2018, be approved.

Note: This is an Executive Function
Eligible for call-in to: Policy & Resources Scrutiny Committee
Cabinet Member: Cllr Lamb

442 Council Procedure Rule 46

Resolved:

That the submitted report be noted.

Note: This is an Executive Function
Eligible for call-in to: the relevant Scrutiny Committee
Cabinet Members: as appropriate to the item

Chairman: _____

Southend-on-Sea Borough Council

Report of Strategic Director (Legal and Democratic Services)

To
Cabinet

On
6 November 2018

Report prepared by: Elsie Anakwue, Solicitor

Agenda
Item No.

Southend Town Centre & Seafront Public Spaces Protection Order

Relevant Scrutiny Committee- Policy and Resources
Cabinet Member: Councillor Flewitt
Part 1 (Public Agenda Item)

1. Purpose of Report

- 1.1 To invite Members to consider and agree the proposed approach to dealing with certain behaviours identified in this report and to consider whether the Council should commence statutory consultation on the making of a Public Spaces Protection Order (“PSPO”) under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 (“the 2014 Act”).
- 1.2 The purpose of a PSPO would be to assist the Council and its partners to provide an appropriate and robust response to various behaviours taking place in Southend Town Centre and Seafront areas, that existing enforcement powers have been unable to resolve. It would help ensure that the law-abiding majority can use and enjoy these public spaces, safe from anti-social behaviour (“ASB”).
- 1.3 It should be noted that Members are not being asked to decide whether a PSPO should be made but to approve the commencement of statutory consultation. A further report on the next steps will be made once the consultation process has been completed. At that future stage, Members may be asked to make a PSPO if the statutory criteria are met and it is thought to be a necessary and proportionate response to the issues that have been identified. No decision or recommendation is made on that at this stage.

2. Recommendations

- 2.1 That consultation be undertaken into the possibility of the Council making a Public Spaces Protection Order (PSPO) under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 in respect of the area and activities detailed in Appendix 2
- 2.2 That the proposed consultation process be as set out in section 3.5(e) of this report.

2.3 That the consultation process should also cover the revocation of the existing DPPO/PSPO as outlined in section 3.5(g) of this report.

3. Background

3.1 Introduction

Local Authorities have a key role to play in helping to make local areas safe places to live, work and visit. Tackling behaviour which has a detrimental impact on the quality of life of those in the locality is a key element of this role. These behaviours are sometimes called anti-social behaviour ('ASB'); it is noted that behaviour which has a detrimental impact can be broader than that which has traditionally been described as ASB.

Two of Southend-on-Sea Borough Council's current 15 corporate priorities include commitments 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*'.

In addition, the emerging ambition, themes and desired outcomes of the Council's Southend 2050 Programme, includes the aim of developing a re-imagined, thriving town centre with an inviting mix of shops, homes, culture and leisure.

The Council's Southend Central Area Action Plan, adopted by the Council in February 2018, outlines a vision for the Southend Central Area '*as a prosperous and thriving regional centre and resort, it will be an area that is vibrant, safe and hospitable, rich in heritage commerce, learning and culture and an attractive, diverse place where people want to live, work and visit for both day trips, overnight and longer stays*'.

This aspiration for a vibrant and successful Town is currently being undermined by a number of activities taking place particularly in the Town Centre and Seafront areas.

Despite enforcement activity by the Police, the Council and others, the problems have persisted and significant damage is being caused to the appeal and reputation of Southend-on-Sea as a place to live, shop, visit and invest.

This report provides details of the particular types of activities that are believed to be having a detrimental impact on the quality of life of those in the locality, are unreasonable and are causing problems – and identifies additional and alternative measures for consideration.

3.2 Activities which are having a detrimental effect on the impact of the quality of life of those in the locality

Parts of Southend-on-Sea have been experiencing a growing level of ASB over the past 12 – 18 months. Reports and feedback are received from various sources, including the general public (residents and visitors to the town), businesses often via the Business Improvement District (BID), and proactive

reporting from various services including the Council's CCTV team. A Scrutiny Project on Additional Enforcement Resources for Southend in 2017/18 also identified significant evidence of ASB in the Town Centre and Seafront areas.

Southend Town Centre and Seafront in particular have seen an increase in reports relating to ASB and other types of behavioural activity. Due to growing pressure to tackle the issues, a Summit Meeting was called by Council Members in September 2018 to urgently consider with a wide range of stakeholders and partners, what actions could be taken to improve the situation.

As part of the preparation for the Summit Meeting in September 2018, Southend BID provided feedback and information covering the issues of aggressive begging, rough sleeping, street drinking, drug taking and all associated ASB, and the impact this is having on businesses.

Other Stakeholders at the Summit meeting also provided their perspective of the issues and challenges currently impacting on the Town Centre and Seafront.

Feedback from Southend BID describes the impact these issues are having on the Town Centre and Seafront areas, including safety issues from discarded drug paraphernalia and human faeces in some cases, as well as impacts on businesses from reduced footfall in the Town Centre, and individuals begging outside premises, which impacts on shoppers entering those premises.

Southend BID also reported that high numbers of incidents were occurring and that begging, ASB resulting in disturbance, and drug related activity being by far the highest recorded issues; with multiple reports on many individual days.

Appendix 3 contains a series of slides with graphical data displayed, from other records relating to ASB including begging, street drinking, substance dealing and substance misuse, and other issues gathered from the Council's UniForm data base used by the Anti-Social Behaviour Team (SMAART) as well as other relevant information sources.

The first slide show incidents recorded between May and October 2018, detailing issues mainly around the Town Centre and central Wards, but also demonstrates that issues are experienced in other parts of the town and along the Seafront area.

The second slide shows the specific hot-spots of data gathered by the Council. Again this is mainly concentrated around the Town Centre, but also highlights issues around Westcliff-on-Sea, Leigh-on-Sea, Shoeburyness, and the Seafront area.

The third slide shows a snapshot of the work very recently undertaken by the Council's newly appointed Community Safety Team, who started work in and round Southend High Street on 15th October 2018. This shows that in one week, a high number of issues were witnessed / dealt with / reported in respect of ASB and begging and drugs incidents in particular, amongst other issues.

The final slide is a report from the Council's contractor Veolia, who are responsible for servicing and cleaning the public toilets in the town. The Council

and Police have received a growing number of reports about ASB and drug use in particular in respect of certain public toilet locations.

The Veolia report highlights the huge issues faced at one specific Town Centre location (Pitman's Close), which resulted in the Council making an unprecedented decision to close that public toilet block due to safety issues for both rough sleepers who were frequenting the block and for the general public who may use the toilets.

The Veolia report also shows high numbers of issues relating to rough sleepers and discarded drug litter at three Seafront public toilet locations (Marine Parade / Lagoon / Crowstone), showing the issue to be wider than just the Town Centre. The family friendly nature of the Seafront location in particular presents heightened risks to children who might come into contact with drug paraphernalia when using these facilities, as well as to cleaning staff when going about their roles.

While multi – agency initiatives to engage with rough sleepers over the summer period had some beneficial effects, a significant residual problem remains.

3.3 Enforcement Activity

- (a) The ASB activities set out in 3.2 above have been tackled using various legislation and local powers as set out in in (b) below. In some cases it is the Police that have taken action, in other cases it is Council Officers. Clearly the Police also deal with criminal offences, but this report is focussing on activities that are having a detrimental impact on the quality of life of those in the locality.
- (b) Types of Enforcement activity undertaken (or available) in respect of the activities occurring in the Town Centre and Seafront Areas include:
- Dispersal Powers under the 2014 Act give the Police (not the Council) the authority to require individuals or groups to leave a specified area and not to return within a specified period of not more than 48 hours. This time limit means that dispersal notices may need to be issued repeatedly in persistent cases. These powers permit the Police (only) to require an individual to leave a specific area, not a general area.
 - Civil Injunction issued under the 2014 Act to prevent people from repetitively engaging in ASB which is causing harassment, alarm or distress. The Police and the Council can apply for such an injunction to be made against an individual. It does not apply to a public space but to the individual. The court process can be slow, expensive and time-consuming and enforcement can be difficult, particularly where the effect of the ASB are not attributable to one identifiable individual.
 - Criminal Behaviour Orders issued under the 2014 Act are a direct replacement of both the ASBO made on conviction in criminal proceedings and the Drinking Banning Order, made on conviction or on application. They are designed to tackle the most serious and persistent anti-social behaviour by dealing with offenders who engage in criminal

activity. Only the prosecution in a criminal case may apply to the court for a CBO to be granted. Normally this would be the Crown Prosecution Service. Therefore it is not a procedure of general application in terms of low level ASB and is reliant on both the existence of a criminal conviction and the willingness of the CPS to pursue a CBO.

- Community Protection Notice issued under the 2014 Act are designed to provide a means for dealing with ongoing problems in a local area that are having a detrimental effect on the community. Such problems might include regular complaints relating to litter, graffiti or noise. Either the Council or the Police can issue a CPN. A written warning must be given before a CPN can be issued. It is a person-specific tool that is directed at an individual (or business) as opposed to applying to the general space in which an activity takes place. As a result, like the other person-specific tools it is necessary to identify the perpetrator to be able to issue a CPN warning and a subsequent CPN.
- Closure Powers under the 2014 Act enable to Police or the Council to close premises that are causing problems. In theory, open space can be closed, however these powers are not considered to be appropriate for the activities taking place on the street which what this report is focussed on.
- Council Byelaws. The Council has a number of old byelaws that apply to the Town Centre and Seafront (or parts thereof) covering; The Use of Public Conveniences; Prevention of Nuisances; Foreshore and Promenades; Consumption of Alcohol; Pier and Foreshore; Pleasure Grounds.
In some respects these Byelaws address some of the activities this report is concerned with, but they are generally old, outdated and difficult to enforce.
- The Council can take possession proceedings against trespassers on its land and if necessary obtain an injunction in connection with such proceedings. A possession order and injunction was obtained fairly recently against trespassers camping on the Cliffs at Westcliff. However such procedures are slow, complex and expensive. It is also worth noting that with some of the activities, the perpetrators are part of a transient group which can change from day to day, week to week. Furthermore, in many cases, ASB is caused by persons who are not trespassers in these public spaces, in which case a possession order would not be available.
- In 2002 the Council made a Designated Public Place Order (DPPO) under S.13 of the Criminal Justice & Police Act 2001. This imposed restrictions on public drinking in the Town Centre and several other areas which had experienced alcohol related disorder/nuisance. An offence is committed only if a constable requests a person to refrain from drinking and they refuse.
When the 2014 Act came into force on 20 October 2014, existing orders, of which the DPPO was one, were to remain in force for a period of three years. After three years they were to be treated as though they were PSPOs (the period October 2017 - October 2020). From October 2020

the DPPO will no longer be in force and the Council would need to consider new controls on the activities previously covered by the DPPO. The possibility of introducing a PSPO is thought to be an appropriate opportunity to consider how to control those activities currently covered by the DPPO.

- (c) While enforcement action (using the powers referred to above) has had some success, the powers are not sufficient to deal with much of the activities which are taking place. For example there are no effective powers to deal with detritus left by rough sleepers.

3.4 The need for additional enforcement powers

- (a) An assessment has been undertaken to identify what additional enforcement powers would be useful to tackle the ASB issues referred to above.
- (b) One option is try to expand the current enforcement opportunities referred to in 3.3, for instance by making new byelaws. While this may pay some dividends (and the possibility of introducing new model byelaws is being investigated) it is not considered that this will provide the answer. The current powers have various deficiencies as explained above.
- (c) It is considered that a PSPO under the 2014 Act could provide a useful additional measure to tackle the persistent and unreasonable activities currently taking place in the Town Centre and Seafront areas.

The precise area to be designated as “the Restricted Area” in a PSPO should reflect where the activities have been occurring, with degree of latitude to allow for displacement into other areas.

Any PSPO must of course focus on the specific activities having the requisite detrimental impact and must be a proportionate response.

In particular, care must be taken to ensure that rights are carefully balanced in making a decision to proceed with a PSPO. This is all addressed in 3.5 below where the statutory framework and the proposals are considered.

3.5 Public Spaces Protection Order (PSPO)

(a) Legislative background

PSPOs were created by the 2014 Act. They are designed to place controls on the use of public space and everyone within it. The orders have effect for up to three years and can be extended. Only local authorities can make PSPOs. ‘Public Place’ means any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.

The Council can make a PSPO if satisfied on reasonable grounds that two conditions are met. These are found in section 59 of the 2014 Act:

The first condition is that:

- (i) activities carried on in a public place within the Council's area have had a detrimental effect on the quality of life of those in the locality; or
- (ii) it is likely that activities will be carried on in a public place within that area and that they will have such an effect.

The second condition is that the effect, or likely effect, of the activities:

- (i) is or is likely to be, of a persistent or continuing nature;
- (ii) is, or is likely to be, such as to make the activities unreasonable; and
- (iii) justifies the restrictions imposed by the notice.

A PSPO must identify the public place in question and can:

- (i) prohibit specified things being done in that public place;
- (ii) require specified things to be done by persons carrying on specified activities in that place; or
- (iii) do both of those things.

The only prohibitions or requirements that may be imposed are ones that are reasonable to impose in order to prevent or to reduce the risk of the detrimental effect continuing, occurring or recurring.

Prohibitions may apply to all persons, or only to persons in specified categories, or to all persons except those in specified categories.

The PSPO may specify the times at which it applies and the circumstances in which it applies or does not apply.

Unless extended the PSPO may not have effect for more than 3 years.

Breach of a PSPO without reasonable excuse is a criminal offence. The Police or a person authorised by the Council can issue on-the-spot fixed penalty notices, the amount of which may not be more than £100. A person can also be prosecuted for breach of a PSPO and on conviction the Magistrates' Court can impose a fine not exceeding level 3 on the standard scale (currently £1000).

In considering whether to make a PSPO the Council *must* have particular regard to Article 10 (Right of Freedom of Expression) and Article 11 (Right of Freedom of Assembly) of the European Convention on Human Rights ('ECHR').

The Council must also carry out the necessary prior consultation, notification and publicity as prescribed by s.72 of the 2014 Act.

In preparing this report Officers have had regard to the two sets of statutory guidance issued by the Home Office (the most recent Statutory Guidance is attached at **Appendix 1** of this report) and the Guidance on PSPOs issued by the Local Government Association.

(b) Homeless People, Rough Sleepers and people going about their normal business.

PSPOs must be targeted against activities having a detrimental effect on the quality of life of those in the locality. They cannot be used to target people based solely on the fact that someone is homeless or rough sleeping. This is made clear on page 51 of the Statutory Guidance at **Appendix 1.**

Also PSPOs are not about stopping people enjoying the night time economy of Southend responsibly, nor is it about preventing people from spending time with their friends in public places.

Furthermore it is important to note that a PSPO will not prevent the Council continuing to assist those individuals who require help and support. The Council will continue to assist those with genuine needs for housing or for access to services either directly or through inter-agency working. Enforcement activity should take account of any apparent vulnerabilities and the Council will continue to collect information about rough sleeping in its area, sharing that information with partners where appropriate.

(c) Breach of a PSPO

Breach of a PSPO without a reasonable excuse is a criminal offence, resulting in a Fixed Penalty Notice (FPN) of up to £100, or a prosecution resulting in a fine of up to £1,000 (currently) on conviction.

The FPN can be issued by a Police Officer, PCSO, Council Officer or other person designated by the Council.

FPNs are one of a number of enforcement tools used to tackle ASB and as a means to change offending behaviour, and are used as an alternative to prosecution. They will be used by enforcement officers in conjunction with formal warnings, which may in themselves be sufficient to change behaviour.

FPNs will only be issued where the enforcement officer is confident that the correct identity details have been provided. Failure to supply a name and address, or to supply false details, to an authorised officer is a criminal offence and the Council will work with the Police, where relevant, to ensure that correct details are obtained. All Council officers involved in enforcing a PSPO must be duly authorised under the Council's scheme of delegation.

(d) Experience of Local Authorities that have introduced PSPOs

Many Local Authorities across the country have implemented a PSPO for their town / city centre to address similar types of issues / behaviours that Southend is facing.

The learning from other areas is that the PSPO is not a panacea to solving all the issues faced by a Town Centre/Seafront. They can be effective where they are targeted at specific behaviours / issues providing additional powers that can be used in a balanced approach alongside other tools and interventions.

(e) Consultation

The Council is required under the Act to carry out consultation and necessary publicity and notification before making a PSPO.

As a minimum the Council must consult with the Chief Officer of Police, the Police Fire and Crime Commissioner, appropriate community representatives, and the owners or occupiers of land in the area to be designated (where reasonably practicable).

The Council must publish the proposed wording of the Order and the proposed Restricted Area as part of the consultation and this information is set out in **Appendix 2**.

During the consultation process the Council will seek comments on:

- Whether a PSPO is appropriate, proportionate or needed at all;
- The proposed restrictions; and
- The proposed area to be designated as the Restricted Area.

Consultation would be over a 6 week period, with the following stakeholders:

- Chief Officer of Police for Southend
- The Police Fire and Crime Commissioner
- Town Centre/Seafront Businesses
- Ward Councillors
- The voluntary sector
- Community representatives
- Local residents/those working nearby/Visitors (via a survey).

Findings from the consultation will be brought back to Cabinet for it to decide whether to proceed with the PSPO – and, if so, the area to be designated and the restrictions which would apply. At that point the Cabinet would have to consider all material considerations including proportionality i.e. are the proposed restrictions proportionate to the harm/nuisance that is being caused?

(f) PSPO Proposal

It is considered that there are grounds under the 2014 Act for the Council to consider introducing a PSPO, subject to consideration of consultation responses.

The activities which are occurring as set out in this report are persistent, unreasonable and are having a detrimental effect on the quality of life of those living, visiting and doing business in the Southend Town Centre and Seafront.

A PSPO would offer additional enforcement powers to help tackle the issues in the Town Centre and Seafront areas where existing powers have been found to be deficient. A PSPO would help to make the Town Centre and Seafront a safer, more pleasant place for anyone who lives, visits, shops, works or conducts business there.

It would help to ensure that the law-abiding majority can use and enjoy these public spaces, safe from ASB and other behaviour which has a detrimental effect on the quality of life of those in the locality.

The Council, taking joint responsibility with the Police, is committed to improving the quality of life for residents, businesses and visitors to the Town Centre and Seafront.

Depending on the outcome of the consultation, the Council will consider introducing a PSPO to cover some or all of the types of ASB which are identified as being a current problem in 3.2 above.

The draft PSPO at **Appendix 2** sets out the types of activities which could be prohibited.

In terms of the proposed Restricted Area, considering the combined sources of evidence included in this report, the draft Order at **Appendix 2** proposes the following:

- An area including and immediately surrounding Southend High Street;
- An extended area around the Town Centre where problems have occurred; and
- The Seafront area to include the extent of Cliff Gardens and Western Esplanade; Central Southend Seafront; Eastern Esplanade and the Beach area adjacent to Western Esplanade, Central Southend Seafront and Eastern Esplanade.

(g) Revocation of Existing DPPO/PSPO

As explained in 3.3(b) above, in 2002 the Council made a Designated Public Place Order (DPPO) which imposed restrictions on public drinking in the Town Centre and several other areas which had experienced alcohol related disorder/nuisance.

From 20 October 2017 the DPPO was treated as though it was a PSPO by virtue of S.75 of the 2014 Act.

It is considered that the process of considering a PSPO is an appropriate opportunity to include the activities currently covered by the DPPO and for the DPPO to be revoked.

The Council proposes to consult on this proposal as part of the consultation on this PSPO.

4. Other Options

The Council could choose not to look at introducing a PSPO, but this would lose the opportunity to introduce a new measure to tackle ASB which is causing nuisance/harm to many people and having a damaging effect on the Town Centre and Seafront areas.

5. Reasons for Recommendations

- 5.1 A PSPO covering the Town Centre and Seafront areas could be a useful additional tool to tackle persistent and unreasonable ASB which is taking place.

It would help ensure that the law-abiding majority can use and enjoy these public spaces, safe from ASB.

- 5.2 Consulting on a proposal for introducing a PSPO is not only a legal requirement, but will enable the Council to gather important information from a range of stakeholders that will inform the decision-making process.

6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

Safe Southend, including support to the Purple Flag Award.

6.2 Financial Implications

The costs of consulting on a possible PSPO will be relatively modest. At this stage the costs of proceeding with the PSPO are not known and will depend on the extent of any PSPO in terms of scope and geographic extent, particularly in terms of signage and enforcement.

6.3 Legal Implications

Many of these are set out in the report, but attention is also drawn to the following:

The introduction of a PSPO must be undertaken in accordance with the 2014 Act and the Statutory Guidance. Failure to do so could result in a legal challenge.

Section 66 of the 2014 Act states that "Interested Persons" may challenge the validity of any Order in the High Court within six weeks, beginning on the day the Order is made.

Section 17 of the Crime and Disorder Act imposes a duty on the Council to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment).

Section 59 of the 2014 Act provides that the Council may make a PSPO if satisfied on reasonable grounds that 2 conditions are met:

- a) That activities carried on in a public space within the authority's area have had a detrimental effect on the quality of life of those in the locality or it is likely that such activities will be carried on and will have such an effect.
- b) The effect, or likely effect, of the activities is, or is likely to be, of a persistent or continuing nature, such as to make the activities unreasonable, and justifies the restrictions imposed.

Section 72 of the 2014 Act provides that the Council must carry out necessary consultation before making a PSPO. This means consulting with:

- (a) The chief officer of police, and the local policing body, for the police area that includes the restricted area;
- (b) Whatever community representatives the local authority thinks it appropriate to consult;
- (c) The owner or occupier of land within the restricted area, so far as it is reasonably practicable.

Before making a PSPO the Council must consider comments and representations received as a result of the consultation and must have particular regard to the rights of freedom of expression and freedom of assembly set out in articles 10 and 11 of the Convention for the Protection of Human Rights and Fundamental Freedoms.

Section 149 of the Equality Act (2010) requires the Council in the exercise of its functions to have due regard to the need to:

- a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Act;
- b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it'
- c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are: age, disability, gender reassignment; pregnancy and maternity; race; religion or belief, sex; sexual orientation; marriage and civil partnerships.

The Equality Duty means that, in making decisions, the Council must have regard to the need to remove or minimise disadvantage or to meet particular need, such as through ensuring access to services for particular groups; The good relations duty also now applies across all of the protected characteristics. In particular, the Council must have due regard to the need to tackle prejudice and promote understanding between people who share a protected characteristic and those who do not.

Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—

- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—

- (a) tackle prejudice, and
- (b) promote understanding.

Members should be aware that compliance with the duties in this section may involve treating some persons more favourably than others.

The law requires that this duty to pay ‘due regard’ is demonstrated in the decision-making process and the Council must be able to demonstrate that decisions are made in a fair, transparent and accountable way, considering the needs and the rights of different members of the community. This is achieved through assessing the impact that imposing restrictions and prohibitions through a PSPO could have on different protected groups and, where possible, identifying methods for mitigating or avoiding any adverse impact on those groups.

Members will need to consider the potential or actual effect of the proposal to make a PSPO, in the light of any representations received following the proposed consultation, before making a decision whether to make a PSPO and, if so, what prohibitions to include in it.

6.4 People Implications

There are likely to be some resource implications in terms of enforcement of any PSPO.

6.5 Property Implications

None

6.6 Consultation

As set out in the report

6.7 Equalities and Diversity Implications

(a) Under the Equality Act 2010, the Council must have due regard to:

- Eliminating unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act;
- Advancing equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Fostering good relations between people who share a protected characteristic and people who do not share it.

(b) It is therefore important to consider how the proposals contained within this report may positively or negatively affect this work.

To support this consideration, an Equality Analysis has been carried out.

This Equality Analysis has looked at the anticipated (positive and/or negative) impacts of the proposals on people from Southend's diverse communities, and whether any group (or groups) is likely to be directly or indirectly differentially affected. In conclusion it is not anticipated that the proposals will have a significant disproportionate impact on any of Southend's diverse groups.

The Equality Analysis will be reviewed when consultation responses have been received.

- (c) The Council has also had regard to the rights and freedoms under Article 10 (freedom of expression) and Article 11 (freedom of assembly and association) as set out in the European Convention on Human Rights and is satisfied that the restrictions imposed by the proposed PSPO are lawful, necessary and proportionate.

6.8 Risk Assessment

Risks associated with the introduction of a PSPO, particularly in terms of protecting vulnerable members of society and displacement have been considered, in particular see 6.7 above.

6.9 Value for Money

N/A

6.10 Community Safety Implications

Keeping Southend-on-Sea a safe and enjoyable place to live, work and visit is a key priority for the Council. Implementing a PSPO (subject to consultation and approval) would provide an additional tool to the Council and its partners to tackle nuisance and ASB,

6.11 Environmental Impact

A PSPO should improve the quality of life of those in the locality.

7. Background Papers

Anti-Social Behaviour, Crime and Policing Act 2014
Scrutiny Project on Additional Enforcement Resources for Southend in 2017/18

8. Appendices

Appendix 1 – Statutory Guidance on PSPOs issued by the Home Office

Appendix 2 - Draft Public Space Protection Order for Southend Town Centre & Seafront Areas

Appendix 3 - Extracts from the Council's UniForm database re ASB



Home Office

Anti-social Behaviour, Crime and Policing Act 2014:

Anti-social behaviour powers

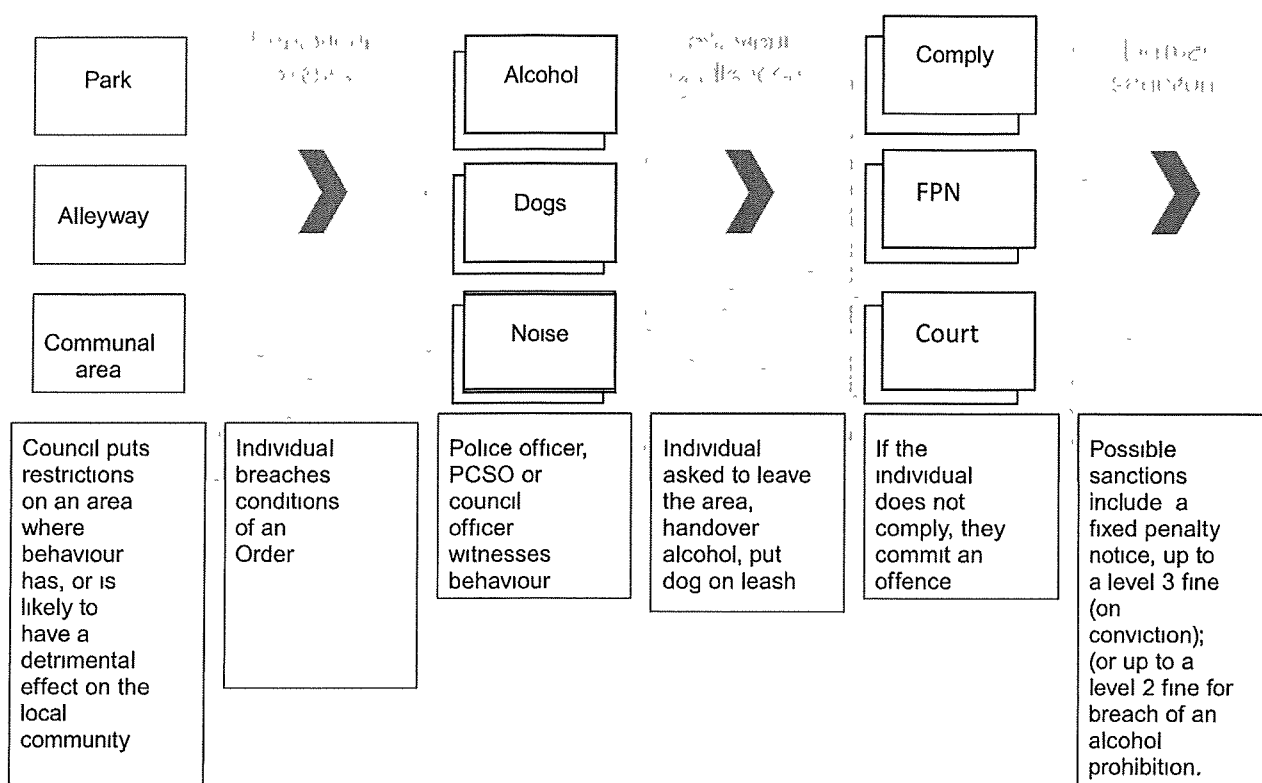
Statutory guidance for frontline professionals

Updated December 2017

2.5 Public Spaces Protection Order

Purpose	Designed to stop individuals or groups committing anti-social behaviour in a public space
Who can make a PSPO	<ul style="list-style-type: none"> • Councils issue a Public Spaces Protection Order (PSPO) after consultation with the police, Police and Crime Commissioner and other relevant bodies
Test	<p>Behaviour being restricted has to</p> <ul style="list-style-type: none"> • be having, or be likely to have, a detrimental effect on the quality of life of those in the locality, • be persistent or continuing nature, and • be unreasonable
Details	<ul style="list-style-type: none"> • Restrictions and requirements set by the council. • These can be blanket restrictions or requirements or can be targeted against certain behaviours by certain groups at certain times • Can restrict access to public spaces (including certain types of highway) where that route is being used to commit anti-social behaviour • Can be enforced by a police officer, police community support officers and council officers
Penalty on breach	<ul style="list-style-type: none"> • Breach is a criminal offence • Enforcement officers can issue a fixed penalty notice of up to £100 if appropriate • A fine of up to level 3 on prosecution
Appeals	<ul style="list-style-type: none"> • Anyone who lives in, or regularly works in or visits the area can appeal a PSPO in the High Court within six weeks of issue • Further appeal is available each time the PSPO is varied by the council
The legislation	Sections 59 to 75 of the Anti-social Behaviour, Crime and Policing Act 2014
Protecting the vulnerable	<ul style="list-style-type: none"> • Consideration should be given to how the use of this power might impact on the most vulnerable members of society • Consideration should also be given to any risks associated with displacement, including to where people may be dispersed to • There is value in working in partnership to resolve ongoing problems and find long term solutions

Public Spaces Protection Order



Purpose

Public Spaces Protection Orders are intended to deal with a particular nuisance or problem in a specific area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. They are intended to help ensure that the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour.

Given that these orders can restrict what people can do and how they behave in public spaces, it is important that the restrictions imposed are focused on specific behaviours and are proportionate to the detrimental effect that the behaviour is causing or can cause, and are necessary to prevent it from continuing, occurring or recurring.

Who can make a PSPO?

Local councils are responsible for making Public Spaces Protection Orders: district councils should take the lead in England with county councils or unitary authorities undertaking the role where there is no district council. In London, borough councils are able to make Public Spaces Protection Orders, as is the Common Council of the City of London and the Council of the Isles of Scilly. In Wales, responsibility falls to county councils or county borough councils. Parish councils and town councils in England, and community councils in Wales are not able to make these Orders. In addition, section 71 of the Anti-social Behaviour, Crime and Policing Act 2014 allows bodies other than local authorities to make Public Spaces Protection Orders in certain circumstances by order of the Secretary of State. This power has been exercised by the Secretary of State to allow the City of London Corporation to manage a number of public spaces with the permission of, and on behalf of, local authorities.

Details

The legal tests: The legal tests focus on the impact that anti-social behaviour is having on victims and communities. A Public Spaces Protection Order can be made by the council if they are satisfied on reasonable grounds that the activity or behaviour concerned, carried out, or likely to be carried out, in a public space:

- has had, or is likely to have, a detrimental effect on the quality of life of those in the locality;
- is, or is likely to be, persistent or continuing in nature;
- is, or is likely to be, unreasonable; and
- justifies the restrictions imposed.

Putting victims first: In deciding to place restrictions on a particular public space, councils should consider the knock on effects of that decision and ensure that this is a reasonable and proportionate response to incidents of anti-social behaviour in the area. Introducing a blanket ban on a particular activity may simply displace the behaviour and create victims elsewhere.

Where can it apply? The council can make a Public Spaces Protection Order on any public space within its own area. The definition of public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission, for example a shopping centre.

Consultation and working with partners: Before making a Public Spaces Protection Order, the council must consult with the police. This should be done formally through the chief officer of police and the Police and Crime Commissioner, but details could be agreed by working level leads. This is an opportunity for the police and council to share information about the area and the problems being caused as well as discussing the practicalities of enforcement. In addition, the owner or occupier of the land should be consulted. This should include the county council (if the application for the Order is not being led by them) where they are the Highway Authority.

The council must also consult whatever community representatives they think appropriate. It is strongly recommended that the council engages in an open and public consultation to give the users of the public space the opportunity to comment on whether the proposed restriction or restrictions are appropriate, proportionate or needed at all. The council should also ensure that specific groups likely to have a particular interest are consulted, such as a local residents association, or regular users of a park or those involved in specific activities in the area, such as buskers and other street entertainers.

Openness and accountability: Before the Public Spaces Protection Order is made, the council must publish the draft order in accordance with regulations published by the Secretary of State and ensure that the draft order is available on its website.

Given that the effect of Public Spaces Protection Orders is to restrict the behaviour of everybody using the public place, the close or direct involvement of elected members will help to ensure openness and accountability. This will be achieved, for example, where the decision is put to the Cabinet or full Council.

Land requiring special consideration

Before a council makes a Public Spaces Protection Order it should consider whether the land falls into any of the following categories:

- **Registered common land:** There are around 550,000 hectares of registered common land in England and Wales. Common land is mapped as open access land under the Countryside and Rights of Way (CROW) Act 2000 with a right of public access on foot. Some commons, particularly those in urban districts, also have additional access rights and these may include rights for equestrian use.
- **Registered town or village green:** Town and village greens developed under customary law as areas of land where local people indulged in lawful sports and pastimes. These might include organised or ad-hoc games, picnics, fetes and similar activities, such as dog walking.
- **Open access land:** Open access land covers mountain, moor, heath and down and registered common land, and also some voluntarily dedicated land, for example the Forestry Commission's or Natural Resources Wales' freehold estate. Open access land provides a right of open-air recreation on foot although the landowner can voluntarily extend the right to other forms of access, such as for cycling or horse-riding.

This can be done by contacting the Commons registration authority (county council in two-tier areas; unitary authority elsewhere). If the land in question is a registered common, the council will be able to find out what common land rights exist and the access rights of any users. The Department for Environment, Food & Rural Affairs considers the model set out in 'A Common Purpose' to be good practice in consulting directly affected persons (including commoners) and the public about any type of potential change in the management of a common.

If land is a registered green, it receives considerable statutory protection under the 'Victorian Statutes'. In terms of open access land, there are various national limitations on what activities are included within the access rights. It is possible for local restrictions on CROW rights to be put in place to meet wider land use needs, and this system is normally administered by Natural England.

Where an authority is considering an order on one of these types of land, the council should consider discussing this with relevant forums and user groups (e.g. Local Access Forums, Ramblers or the British Horse Society) depending on the type of provision that is contemplated in the order. It could also be appropriate to hold a local public meeting when considering whether to make an order for an area of such land to ensure all affected persons are given the opportunity to raise concerns.

What to include in a Public Spaces Protection Order. The Order can be drafted from scratch based on the individual and specific issues being faced in a particular public space. A single Order can also include multiple restrictions and requirements. It can prohibit certain activities, such as the drinking of alcohol, as well as placing requirements on individuals carrying out certain activities, for instance making sure that people walking their dogs keep them on a lead in designated areas.

When deciding what to include, the council should consider scope. The broad aim is to keep public spaces welcoming to law abiding people and communities and not simply to restrict access. So restrictions or requirements can be targeted at specific people, designed to apply only at certain times or apply only in certain circumstances.

Putting victims first: Although it may not be viable in each case, discussing potential restrictions and requirements prior to issuing an Order with those living or working nearby may help to ensure that the final Order better meets the needs of the local community and is less likely to be challenged.

In establishing which restrictions or requirements should be included, the council should be satisfied on reasonable grounds that the measures are necessary to prevent the detrimental effect on those in the locality or reduce the likelihood of the detrimental effect continuing, occurring or recurring.

As with all the anti-social behaviour powers, the council should give due regard to issues of proportionality: is the restriction proposed proportionate to the specific harm or nuisance that is being caused? Councils should ensure that the restrictions being introduced are reasonable and will prevent or reduce the detrimental effect continuing, occurring or recurring. In addition, councils should ensure that the Order is appropriately worded so that it targets the specific behaviour or activity that is causing nuisance or harm and thereby having a detrimental impact on others' quality of life. Councils should also consider whether restrictions are required all year round or whether seasonal or time limited restrictions would meet the purpose.

When the final set of measures is agreed the Order should be published in accordance with regulations made by the Secretary of State and must:

- identify the activities having the detrimental effect;
- explain the potential sanctions available on breach; and
- specify the period for which the Order has effect.

Homeless people and rough sleepers

Public Spaces Protection Orders should not be used to target people based solely on the fact that someone is homeless or rough sleeping, as this in itself is unlikely to mean that such behaviour is having an unreasonably detrimental effect on the community's quality of life which justifies the restrictions imposed. Councils may receive complaints about homeless people, but they should consider whether the use of a Public Spaces Protection Order is the appropriate response. These Orders should be used only to address any specific behaviour that is causing a detrimental effect on the community's quality of life which is within the control of the person concerned.

Councils should therefore consider carefully the nature of any potential Public Spaces Protection Order that may impact on homeless people and rough sleepers. It is recommended that any Order defines precisely the specific activity or behaviour that is having the detrimental impact on the community. Councils should also consider measures that tackle the root causes of the behaviour, such as the provision of public toilets.

The council should also consider consulting with national or local homeless charities when considering restrictions or requirements which may impact on homeless people and rough sleepers.

Controlling the presence of dogs

Under the Animal Welfare Act 2006, owners of dogs are required to provide for the welfare needs of their animals. This includes providing the necessary amount of exercise each day, which in many cases will require dogs to be let off the lead whilst still under control.

Councils will be aware of the publicly accessible parks and other public places in their area which dog walkers can use to exercise their dogs without restrictions.

When deciding whether to make requirements or restrictions on dogs and their owners, local councils will need to consider whether there are suitable alternative public areas where dogs can be exercised without restrictions. Councils should consider if the proposed restrictions will displace dog walkers onto other sensitive land, such as farmland or nature conversation areas.

Councils should also consider the accessibility of these alternative sites for those with reduced mobility, including but not limited to, assistance dog users. For example, is there step free access, are there well maintained paths and what transport options are available, including in the early morning and evening.

Councils are also encouraged to publish a list of alternative sites which dog walkers can use to exercise their dogs without restrictions. Both dog walkers and non-dog walkers would then have a clear opportunity to submit their views on whether these alternatives were suitable. This should help minimise the risks of unwanted and unintended displacement effects.

Guidance published by the Department for Environment, Food and Rural Affairs on dog control states that councils must consult dog law and welfare experts e.g vets or animal welfare officers and organisations affected by restrictions before seeking to impose restrictions. Councils may also wish to consider consulting the Kennel Club. Where a Public Spaces Protection Order proposes to restrict dog walking in parks and other commonly used dog walking sites, consideration should be given to how to alert interested people to the proposed restrictions, such as posting notices of the proposed restrictions and consultation details within these spaces.

Consideration must also be given on how any dog walking restrictions being proposed would affect those who rely on assistance dogs, ensuring any prohibition or requirement is compliant with the provisions of Equality Act 2010 or considering what exemptions should apply for assistance dogs.

In relation to dogs and their owners, a Public Spaces Protection Order could, for example:

- exclude dogs from designated areas (e.g. a children's play area in a park);
- require the person in charge of the dog to pick up after it;
- require dogs to be kept on leads in a designated area;
- be framed to apply during specific times or periods (e.g. dogs excluded from a beach from 9am to 6pm, 1 May to 30 September),
- restrict the number of dogs that can be walked by one person at any one time; and
- put in place other restrictions or requirements to tackle or prevent any other activity that is considered to have a detrimental effect on the quality of life of those in the locality, or is likely to have such an effect.

Councils should also consider whether alternative options are available to deal with problems around irresponsible dog ownership or dogs being out of control. It may be that if there are local problems with specific individuals allowing their dogs to stray or run out of control for which one of the other available powers, such as the Community Protection Notice, may be more appropriate. The Department for Environment, Food and Rural Affairs has produced detailed guidance in the form of a practitioner's guide on the range of tools available to deal with irresponsible dog ownership. Targeted measures and educational days for irresponsible dog owners can bring about real improvements in the behaviour of irresponsible dog owners.

Parish and Town Councils:

Public Spaces Protection Orders are not available to Parish and Town Councils. Parish and Town Councils wishing to deal with dog control issues should discuss the issue with their principal authority, including whether a Public Spaces Protection Order would provide the means to address the issues being experienced by the local community. If the principal authority is satisfied that the legal tests for the use of the power are met and that it is a proportionate response to the level of harm and nuisance being caused it should consider consulting on putting in place a Public Spaces Protection Order. This ensures a single approach on dog control matters within the local community and avoids the risk of any duplication or conflicting requirements and restrictions being put in place.

Restricting alcohol: A Public Spaces Protection Order can be used to restrict the consumption of alcohol in a public space where the relevant legal tests are met. However, such an Order cannot be used to restrict the consumption of alcohol where the premises or its curtilage (a beer garden or pavement seating area) is licensed for the supply of alcohol (other than council operated licenced premises). There are also limitations where a temporary event notice has been given under Part 5 of the Licensing Act 2003, or where the sale or consumption of alcohol is permitted by virtue of permission granted under section 115E of the Highways Act 1980. This is because the licensing system already includes safeguards against premises becoming centres for anti-social behaviour. It would create confusion and duplication if Public Spaces Protection Orders were introduced here

Groups hanging around/standing in groups/playing games

It is important that councils do not inadvertently restrict everyday sociability in public spaces. The Public Spaces Protection Order should target specifically the problem behaviour that is having a detrimental effect on the community's quality of life, rather than everyday sociability, such as standing in groups which is not in itself a problem behaviour.

Where young people are concerned, councils should think carefully about restricting activities that they are most likely to engage in. Restrictions that are too broad or general in nature may force the young people into out-of-the-way spaces and put them at risk. In such circumstances, councils should consider whether there are alternative spaces that they can use.

People living in temporary accommodation may not be able to stay in their accommodation during the day and so may find themselves spending extended times in public spaces or seeking shelter in bad weather. It is important that public spaces are available for the use and enjoyment of a broad spectrum of the public, and that people of all ages are free to gather, talk and play games.

Restricting access: In the past, Gating Orders have been used to close access to certain public rights of way where the behaviour of some has been anti-social.

A Public Spaces Protection Order can be used to restrict access to a public right of way. However, when deciding on the appropriateness of this approach, the council must consider a number of things, as set out below:

- **Can they restrict access?** A number of rights of way may not be restricted due to their strategic value.
- **What impact will the restriction have?** For instance, is it a primary means of access between two places and is there a reasonably convenient alternative route?
- **Are there any alternatives?** Previously gating was the only option, but it may be possible under a Public Spaces Protection Order to restrict the activities causing the anti-social behaviour rather than access in its totality

There are also further consultation requirements where access is to be restricted to a public right of way. These include notifying potentially affected persons of the possible restrictions. This could include people who regularly use the right of way in their day to day travel as well as those who live nearby. Interested persons should be informed about how they can view a copy of the proposed order, and be given details of how they can make representations and by when. The council should then consider these representations.

It will be up to the council to decide how best to identify and consult with interested persons. In the past newspapers have been used, but other channels such as websites and social media may now be more effective. Where issues are more localised, councils may prefer to deal with individual households. Or, where appropriate, councils may decide to hold public meetings and discuss issues with regional or national bodies (such as the Local Access Forum) to gather views.

Duration of a Public Spaces Protection Order: The maximum duration of a Public Spaces Protection Order is three years but they can last for shorter periods of time where more appropriate. Short-term Orders could be used where it is not certain that restrictions will have the desired effect, for instance, when closing a public right of way, and in such circumstances the council might decide to make an initial Order for 12 months and then review that decision at that point

At any point before expiry, the council can extend a Public Spaces Protection Order by up to three years if they consider it is necessary to prevent the original behaviour from occurring or recurring. They should also consult with the local police and any other community representatives they think appropriate before doing so.

Changing the terms of a Public Spaces Protection Order: A Public Spaces Protection Order can cover a number of different restrictions and requirements so there should be little need to have overlapping orders in a single public space. However, if a new issue arises in an area where an Order is already in force, the council can vary the terms of the order at any time. This can change the size of the restricted area or the specific requirements or restrictions. For instance, a Public Spaces Protection Order may exist to ensure dogs are kept on their leads in a park but, after 12 months, groups start to congregate in the park drinking alcohol which is having a detrimental effect on those living nearby. As a result, the council could vary the Order to deal with both issues. Any proposed variation to an existing Public Spaces Protection Order would require the council to undertake the necessary consultation on the proposed changes.

As well as varying the Order, a council can also seek to discharge it at any time, for instance when the issue that justified the Order has ceased or where the behaviour has stopped or the land ceases to be classified as a public space.

Penalty on breach: It is an offence for a person, without reasonable excuse, to

- do anything that the person is prohibited from doing by a Public Spaces Protection Order (other than consume alcohol – see below), or
- fail to comply with a requirement to which the person is subject under a Public Spaces Protection Order.

A person does not commit an offence by failing to comply with a prohibition or requirement that the council did not have power to include in a Public Spaces Protection Order. A person guilty of an offence is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

It is not an offence to drink alcohol in a controlled drinking zone. However, it is an offence to fail to comply with a request to cease drinking or surrender alcohol in a controlled drinking zone. This is liable on summary conviction to a fine not exceeding level 2 on the standard scale. If alcohol is confiscated, it can be disposed of by the person who confiscates it

Depending on the behaviour in question, the enforcing officer could decide that a fixed penalty notice would be the most appropriate sanction. This can be issued by a police officer, a Police Community Support Officer, council officer or other person designated by the council. In making the decision to issue a fixed penalty notice, the officer should consider that if issued, payment would discharge any liability to conviction for the offence. However, payment is not made within the required timescale, court proceedings can be initiated (prosecution for the offence of failing to comply with the Public Spaces Protection Order).

Appeals: Any challenge to the Public Spaces Protection Order must be made in the High Court by an interested person within six weeks of it being made. An interested person is someone who lives in, regularly works in, or visits the restricted area. This means that only those who are directly affected by the restrictions have the power to challenge. This right to challenge also exists where an order is varied by a council. Additionally, as with all orders and powers, the making of a PSPO can be challenged by judicial review on public law grounds within three months of the decision or action subject to challenge.

Interested persons can challenge the validity of an Order on two grounds. They could argue that the council did not have power to make the order, or to include particular prohibitions or requirements. In addition, the interested person could argue that one of the requirements (for instance, consultation) had not been complied with.

When the application is made, the High Court can decide to suspend the operation of the Public Spaces Protection Order pending the verdict in part or in totality. The High Court has the ability to uphold the Public Spaces Protection Order, quash it, or vary it.

Enforcement Although Public Spaces Protection Orders are made by the council in an area, enforcement is the responsibility of a wider group. Council officers are able to enforce the restrictions and requirements, as are other groups that they designate, including officers accredited under the community safety accreditation scheme. In addition, police officers and Police Community Support Officers are able to enforce Public Spaces Protection Orders.

Transition of existing orders to Public Spaces Protection Orders

Section 75 of the Anti-social Behaviour, Crime and Policing Act 2014 sets out that where a Gating Order, Dog Control Order or Designated Public Place Order is still in force three years from commencement of the Act (i.e. on 20 October 2017) the provisions of such an order will automatically be treated as if they were provisions of a Public Spaces Protection Order. The transitioned Order will then remain in force up to a maximum of three years from the point of transition i.e. 2020.

Section 75(3) of the Anti-social Behaviour, Crime and Policing Act 2014 treats transitioned orders as Public Spaces Protection Orders that have already been made. The consultation, notification and publicity requirements in section 72(3) of the Act apply before a Public Spaces Protection Order has been made; the obligation under section 59(8) of the Act to publish arises once a Public Spaces Protection Order has been made.

Councils are not required to undertake a new consultation (or associated publications, and notifications, set out in section 72(3) of the Act) where a Gating Order, Dog Control Order or Designated Public Place Order automatically transitions to a Public Spaces Protection Order after October 2017.

However, local councils should publish the Public Spaces Protection Order online when the Gating Order, Dog Control Order or Designated Public Place Order transitions in order to make the public aware of the specific provisions of the Public Spaces Protection Order.

It will be for local councils to consider what changes to signage are necessary to sufficiently draw the matters set out in Regulation 2 of the Anti-social Behaviour, Crime and Policing Act 2014 (Publication of Public Spaces Protection Orders) Regulation 2014 to members of the public's attention.

Any extension, variation or discharge of a transitioned Public Spaces Protection Order would mean that the local council would need to carry out the necessary consultation and publication as required under section 72 (3) of the Anti-social Behaviour, Crime and Policing Act 2014.

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Appendix 2

DRAFT ORDER

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

SECTION 59

PUBLIC SPACES PROTECTION ORDER

This Order is made by the Southend-on-Sea Borough Council (the 'Council') and shall be known as the Public Spaces Protection Order (Southend Town Centre and Seafront Areas) No 1 of 2018.

PRELIMINARY

1. The Council, in making this Order is satisfied on reasonable grounds that:
The activities identified below have been carried out in public places within the Council's area and have had a detrimental effect on the quality of life of those in the locality,
and that:

the effect, or likely effect, of the activities:

is, or is likely to be, of a persistent or continuing nature,

is, or is likely to be, such as to make the activities unreasonable, and

justifies the restrictions imposed by the notice.
2. The Council is satisfied that the prohibitions imposed by this Order are reasonable to impose in order to prevent the detrimental effect of these activities from continuing, occurring or recurring, or to reduce that detrimental effect or to reduce the risk of its continuance, occurrence or recurrence.
3. The Council has had regard to the rights and freedoms set out in the European Convention on Human Rights. The Council has had particular regard to the rights and freedoms set out in Article 10 (right of freedom of expression) and Article 11 (right of freedom of assembly) of the European Convention on Human Rights and has concluded that the restrictions on such rights and freedoms imposed by this order are lawful, necessary and proportionate.

THE ACTIVITIES

4. The Activities prohibited by this Order are:

i Urination, defecation, spitting or littering

Sleeping in a public place within the Restricted Area (which includes car parks and shop doorways) in a manner which has a detrimental impact on the quality of life of others in the locality. This includes but is not limited to causing an obstruction to members of the public or local businesses.

iii. Erecting tents or other structures anywhere within the Restricted Area.

iv. Consuming alcohol or failing to surrender any containers (sealed or unsealed) which are reasonably believed to contain alcohol, in a public place, when an Authorised Officer has required such consumption to cease.

v. Ingesting, inhaling, injecting, smoking or otherwise using drugs or substances reasonably believed to be psychoactive substances.

vi. Beg, begging or approaching any person for that purpose.

vii. Approach stop or approach another person with the intention of asking that other person:

i) to enter into any arrangements which involve that other person making any future payment for the benefit of charitable or other purposes; or

ii) for any information to assist in that other person being contacted at another time with a view to making arrangements for that person to make any payment for the benefit of charitable or other purposes.

THE PROHIBITION

5. A person shall not engage in any of the Activities anywhere within the Restricted Area as shown on the attached map and marked 'Restricted Area'.

6. This Prohibition is subject to the Exceptions stated below.

THE REQUIREMENTS

7. A person who is believed to have engaged in a breach of this Order or anti-social behaviour within the Restricted Area, is required to give their name and address to an Authorised Officer.

8. A person who is believed to have engaged in a breach of this Order, or in anti-social behaviour within the Restricted Area, is required to leave the area if asked to do so by a police officer, police community support officer or other person designated by the Council and not to return for a specified period not exceeding 48 hours.

9. A person must clear up his/her belongings and/or litter if asked to do so by a police officer, police community support officer or other person designated by the Council.

THE EXCEPTIONS

10. Nothing in the paragraph 4(iv) of this Order applies to alcohol being consumed within premises licensed under the Licensing Act 2003 or s115E of the Highways Act 1980.
11. The requirement in paragraph 1(v) of this Order does not apply where the substance:
- i) is used for a valid and demonstrable medicinal or therapeutic purpose;
 - ii) is a cigarette (tobacco) or vaporiser;
 - iii) is a food product regulated by food, health and safety legislation
12. Nothing in paragraphs 1(vi) and (vii) of this Order applies to any person authorised by virtue of the Police, Factories (Miscellaneous Provisions) Act 1916 to undertake an on-street collection of Money

OTHER

13. This Order applies to a public place within the Council's area. The public place is delineated by the red line in the plan annexed at Schedule 1 to this Order and identified as the 'Restricted Area'.
14. The effect of the Order is to impose the prohibitions and requirements detailed herein, at all times, save where specified exemptions apply or where the express permission of the Council has been given on the use of the Restricted Area.

DEFINITIONS

15. For the purpose of this Order the following definitions will apply:

'Alcohol' has the meaning given by section 191 of the Licensing Act 2003;

'Authorised Officer' means a constable, a police community support officer or a person authorised in writing by the Council.

'Beg or begging' means asking for or accepting money, personal, charitable or any other donations or approaching a person for that purpose, when to do so would cause, or is likely to cause, a nuisance or annoyance, harassment, alarm or distress to that person. Examples of nuisance, annoyance, alarm or distress include, but are not limited to, the following:

- (a) Obstructing the path of the person solicited during the solicitation or after the person solicited responds or fails to respond to the solicitation.

- (b) Using abusive language during the solicitation or after the person solicited responds or fails to respond to the solicitation.
- (c) Continuing to solicit a person in a persistent manner after the person has responded negatively to the solicitation.
- (d) Have in their possession any item for holding, inviting or receiving money for the purpose of solicitation.
- (e) Placing self in the vicinity of an automated teller machine, taxi rank or public transport stop to solicit and or soliciting a person who is using, waiting to use, or departing from any of these services.

'Interested person' means an individual who lives in the Restricted Area or who regularly works in or visits that area.

'Public place' means any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.

'Psychoactive Substances' has the meaning given by section 2 of the Psychoactive Substances Act 2016.

'Restricted Area' has the meaning given by section 59(4) of the Anti-Social Behaviour, Crime and Policing Act 2014 and for the purposes of this Order is shown delineated by the red line in the plan annexed at Schedule 1 to this Order and identified as the 'Restricted Area'.

'Solicit' means to request, in person the immediate provision of money or another thing of value, regardless of whether consideration is offered or provided in return, using the spoken, written or printed word, a gesture or other means.

PERIOD FOR WHICH THIS ORDER HAS EFFECT

- 16. This Order will come into force at midnight on [] and will expire at midnight on [].
- 17. At any point before the expiry of this three year period the Council can extend the Order by up to three years if they are satisfied on reasonable grounds that this is necessary to prevent the activities identified in the Order from occurring or recurring or to prevent an increase in the frequency or seriousness of those activities after that time. The Council may extend this order more than once.

WHAT HAPPENS IF YOU FAIL TO COMPLY WITH THIS ORDER?

Section 67 of the Anti-Social Behaviour Crime and Policing Act 2014 says that it is a criminal offence for a person without reasonable excuse –

- (a) to do anything that the person is prohibited from doing by a public spaces protection order, or

(b) to fail to comply with a requirement to which the person is subject under a public spaces protection order

A person guilty of an offence under section 67 is liable on conviction in a Magistrates Court to a fine not exceeding level 3 on the standard scale.

FIXED PENALTY

An Authorised Officer may issue a fixed penalty notice to anyone he or she believes has committed an offence under section 67 of the Anti- Social Behaviour, Crime and Policing Act. You will have 14 days to pay the fixed penalty of £100. If you pay the fixed penalty within the 14 days you will not be prosecuted.

APPEALS

Any challenge to this order must be made in the High Court by an interested person within six weeks of it being made. An interested person is someone who lives in, regularly works in, or visits the safe zone. This means that only those who are directly affected by the restrictions have the power to challenge. The right to challenge also exists where an order is varied by the Council.

Interested persons can challenge the validity of this order on two grounds: that the Council did not have power to make the order, or to include particular prohibitions or requirements; or that one of the requirements of the legislation has not been complied with.

When an application is made the High Court can decide to suspend the operation of the order pending the Court's decision, in part or in totality. The High Court has the ability to uphold the order, quash it, or vary it.

Dated.....

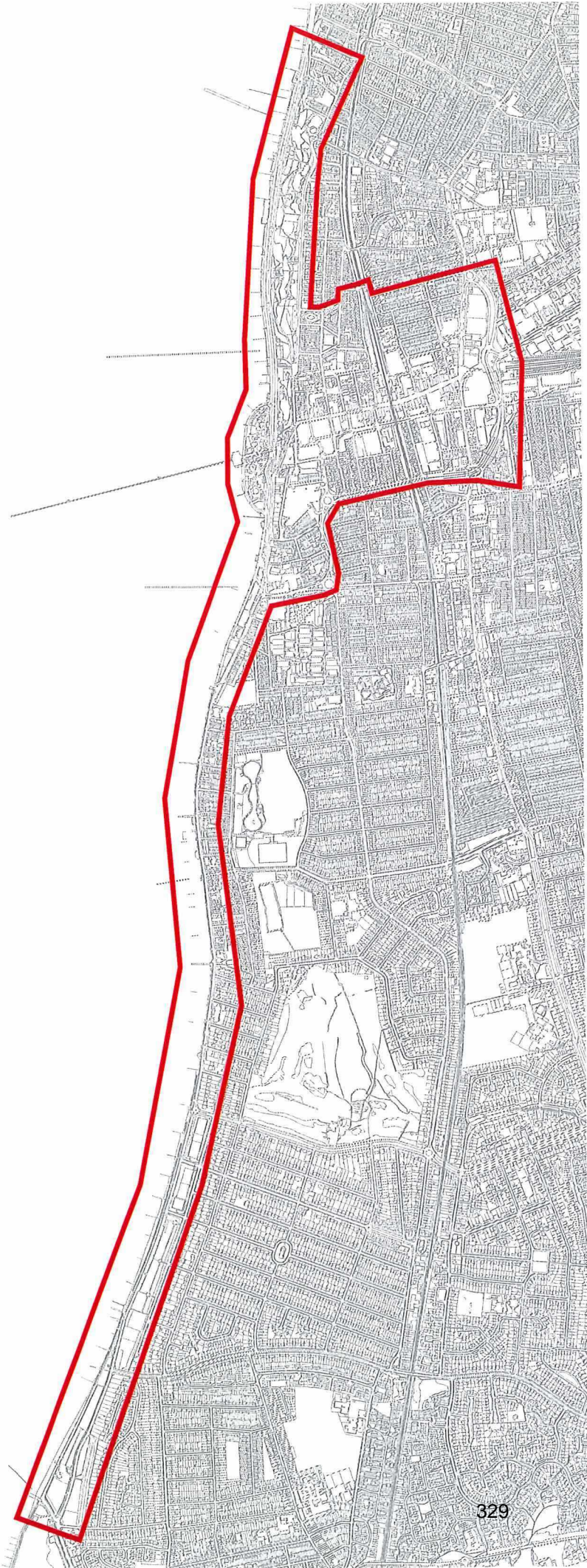
Sealed etc

Section 67 Anti-Social Behaviour Crime and Policing Act 2014

1. It is an offence for a person without reasonable excuse-
 - (a) To do anything that the person is prohibited from doing by a public spaces protection order, or
 - (b) To fail to comply with a requirement to which a person is subject under a public spaces protection order
2. A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale
3. A person does not commit an offence under this section by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order

Schedule 1 to this Order

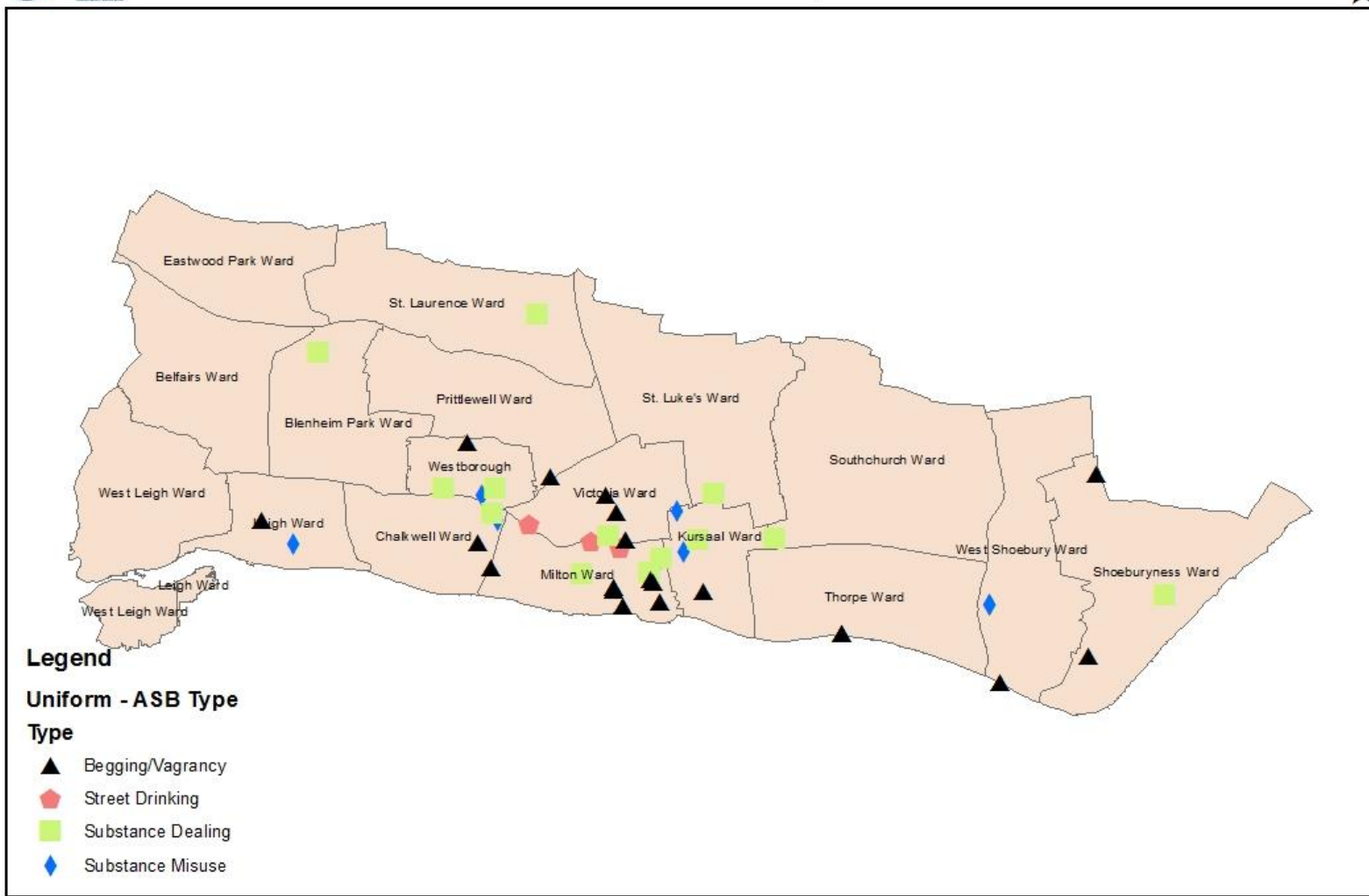
Plan of the Restricted Area



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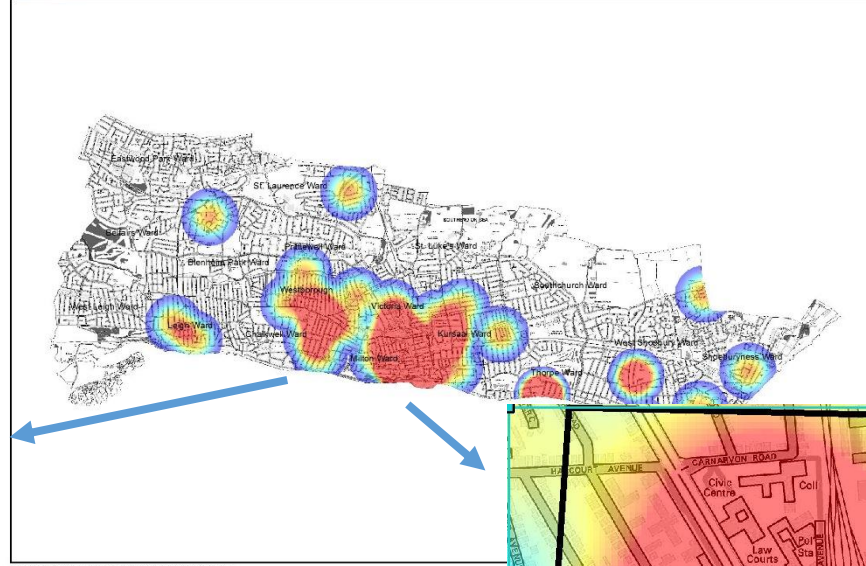


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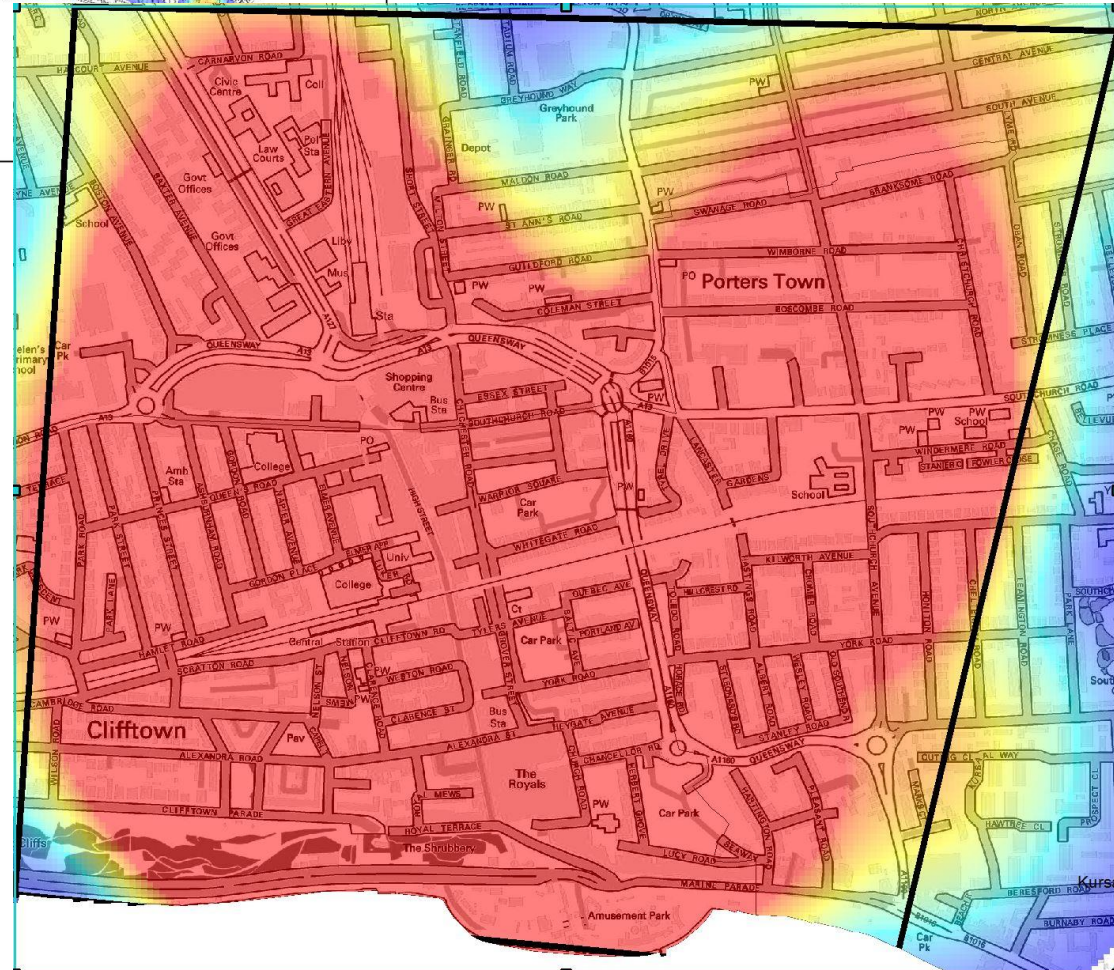


Data, taken from SMAART,
ASB Uniform.

6 Month Period 1st May –
October 2018



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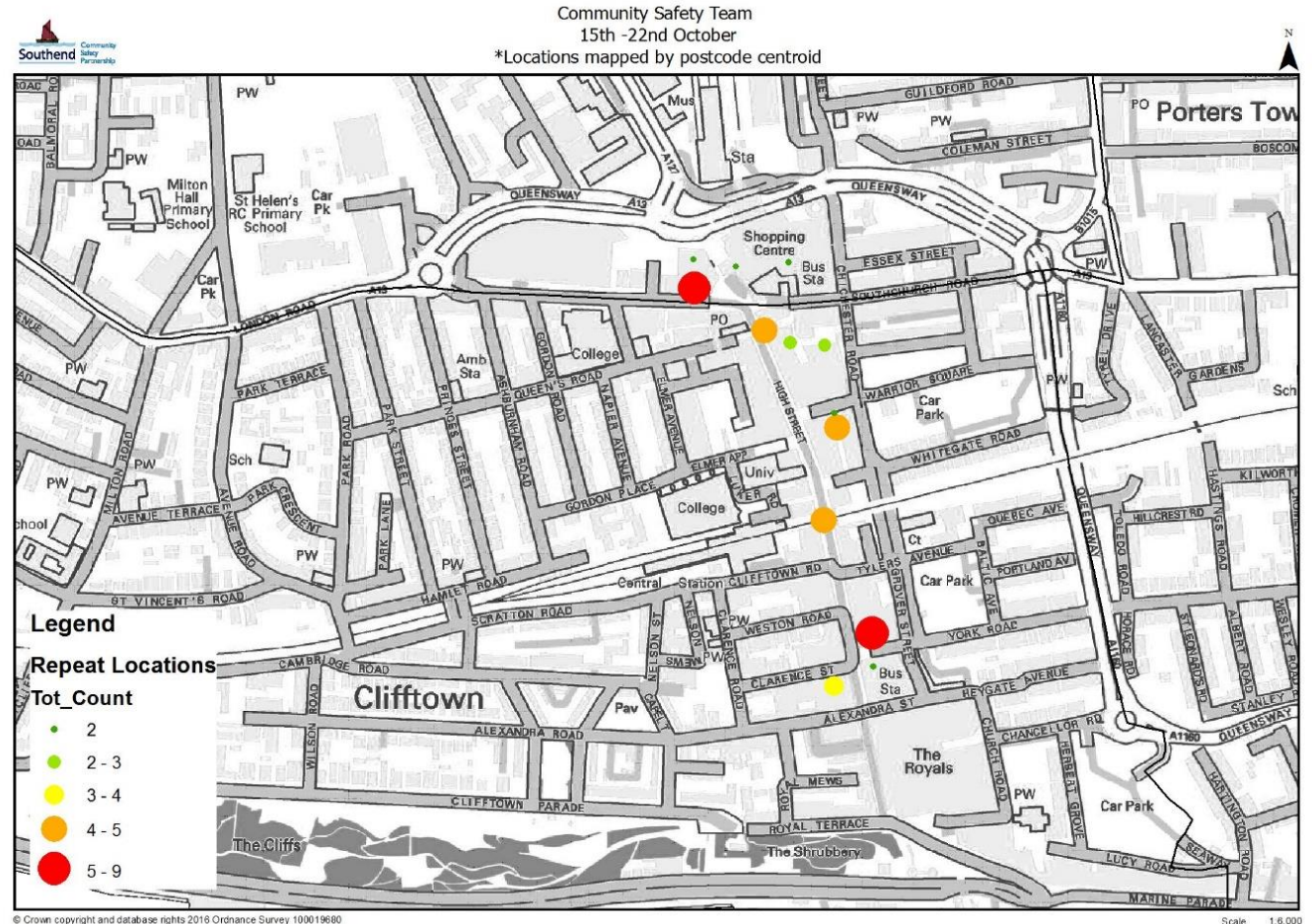
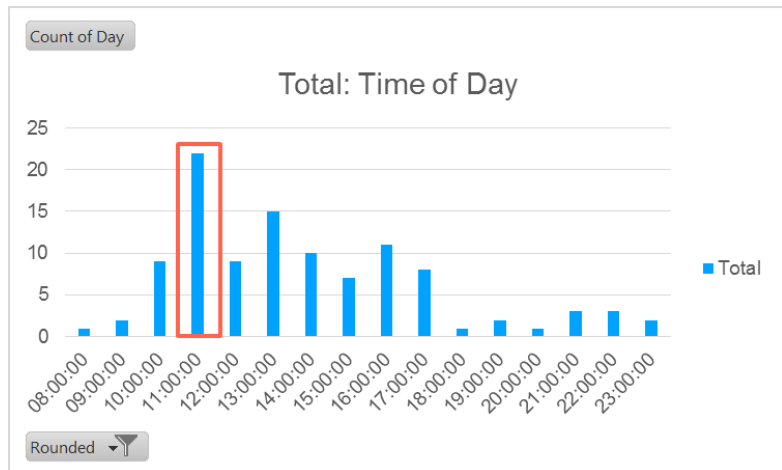
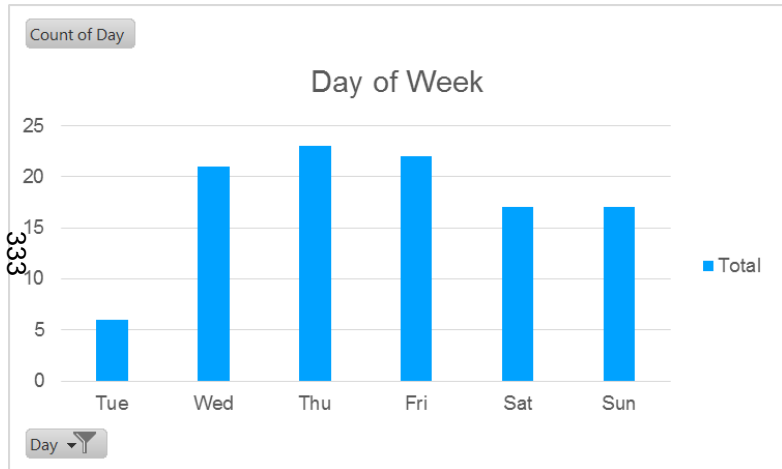


Hot spot areas based on ASB Council Data.

Category	Count
ASB	63
Community Engagement	12
Crime	4
Crime - Intel	1
Potential Evidence	2
Drugs	9
First Aid	4
Missing	1
Public Safety	1
Appreciations	2

ASB	Count
Abusive to staff	1
Aggressive	1
Begging	25
Cycling through town centre	2
Drinking	12
Homeless	18
Verbal Aggressive	1
Youths	2

Community Safety Team 15th – 22nd October 2018



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Scale 1:6,000

LOCATION	May		June		July		August		September	
	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers
Bell Wharf										2
Chalkwell Espl.										
Chalkwell Park		2		2			2	15	2	2
Crowstone							450	0		
Dalmatia Road										
East Beach							0	3		
Elm Road		4	2	2						4
George Street										
Hamlet Court Road		4					5	11		1
Lagoon (Three Shells)						13	150	9		12
Marine Parade		2		4		10	0	8		
Ness Road										
Pitmans	469	21	11	4	15	7	411	14		
Seaway		3	2	2			1	7	9	6
Shoebury Common										
Shorefields										
Sutherlands Blvd										1
Thorpe Bay Corner										
Alexandra Bowl	1								1	
Belfairs Park										
Easwood Park										
Priory park									2	
Shoebury Park	2								1	
Southchurch Pk										
Southchurch Pk Café									2	4
Southchurch Hall Gdn							0	7		
Total	472	36	15	14	15	20	1019	74	17	32

Veolia – Monthly toilet reports for discarded drug litter and Rough Sleepers.

Appendix 2

Consultation Analysis Report

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Proposed Public Space Protection Order – Analysis Report

A five week consultation/ campaign was launched on the 4th February 2019 until 11th March 2019, which included information promoted online.

The campaign could also be accessed in many ways

- directly online on the Councils 'Consultation Portal'
- an interactive questionnaire that could be returned via email or,
- the opportunity to either download a hardcopy version from the website or a paper copy sent out by us so it could be completed by hand and sent in by post.

The results

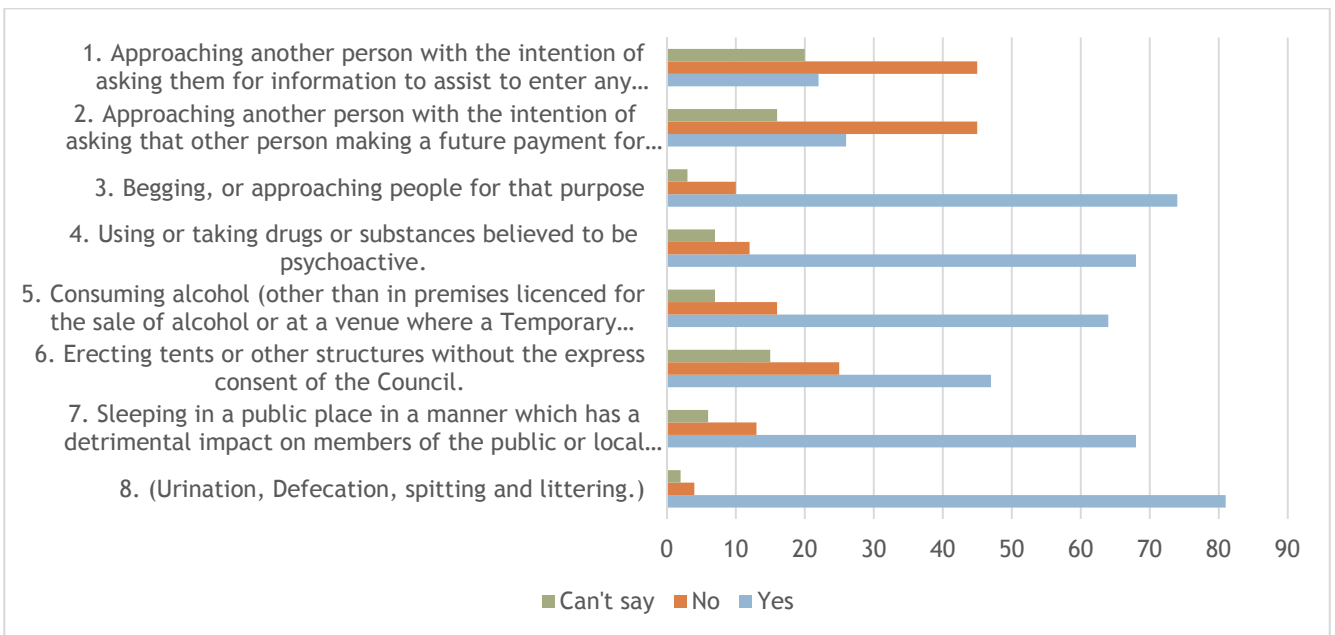
A total of 97 people accessed and responded to the consultation using either the paper questionnaire or online, responding to the questions set and using the free text part to raise any other issues in relation to this consultation.

Please note: not all questions were completed by all participants.

Question 1. Have you come across any of the following activities in the proposed PSPO Area?

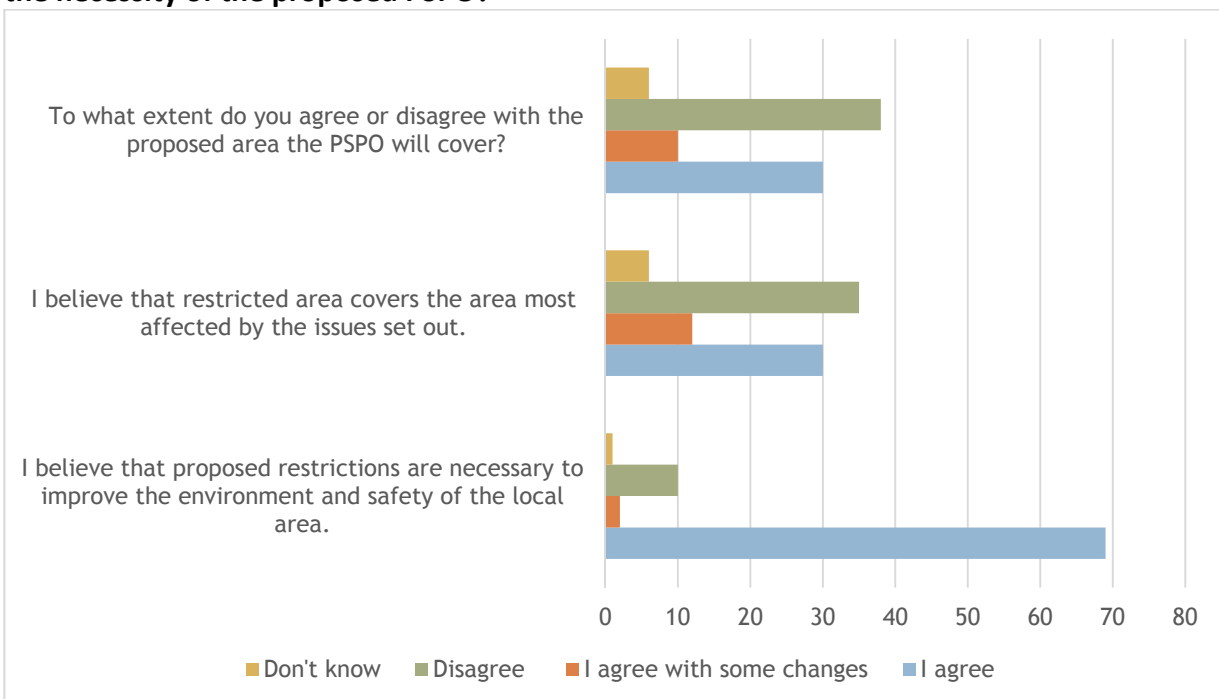
The activities identified were

1. Approaching another person with the intention of asking them for information to assist in that other person being contacted to enter any arrangement which involves that other person making a future payment for any purpose.
2. Approaching another person with the intention of asking them to enter any arrangement which involves that other person making a future payment for any purpose
3. Begging, or approaching people for that purpose.
4. Using or taking drugs or substances believed to be psychoactive.
5. Consuming alcohol (other than in premises licenced for the sale of alcohol or at a venue where a Temporary Event Notice is in place) after having been required to stop by an authorised officer.
6. Erecting tents or other structures without the express consent of the Council.
7. Sleeping in a public place in a manner which has a detrimental impact on members of the public or local businesses.
8. Urination, Defecation, spitting and littering.



Of those responding most people have seen or come across Urination, Defecation, spitting and littering, closely followed by begging and sleeping in a public place.

Question 2. To what extent do you agree or disagree with the following statements regarding the necessity of the proposed PSPO?



Of those responding the overall consensus is agreement that the proposed restrictions are necessary to improve the environment and safety of the local area.

Question 3. Please explain your response

This was a free text response question and 68 individual comments were received on this question.

Comments	
01	Because- antisocial behaviour and crime is rife in the other areas as well as in town centre
02	After much hard work that has been done by volunteers and the Council's Parks Department to restore Southchurch Hall Gardens back to being a pretty, safe area, free from alcohol drinkers and drug takers, I would urge you please to consider including it in the Protection Order now being considered for Southend.
03	All of the things mentioned are an issue and I would say mostly within the area mapped out. Some of these issues extend beyond this such as drinking, drugs etc. but I think this would make the high street safer which is where most of the issues are
04	All the anti-social behaviour that I have witnessed have occurred within the proposed area.
05	Anything which makes Southend a safe place to live is definitely a positive.
06	As a resident of this area it sickens me how many illegal activities take place on a daily basis. This area needs to be cleaned up once and for all so that all residents and visitors alike are not afraid to leave their houses and feel free to come and go as they please without feeling intimidated.
07	As I work and live within close proximity of the High Street I have witnessed the aggressive begging and been on the receiving end of verbal abuse from those begging on more than one occasion. There are plenty of shelters that those who are homeless have access to should they need them. On some occasions I have been stopped by up to 3 different people all asking for money within the same 30 minutes. People are afraid of using the town centre and are fed up with being badgered and abused when going about their daily business.
08	I am of the understanding that Southchurch Hall Gardens is not included in this. The gardens are a hub of drug dealing, drug using, alcohol and occasional rough sleepers. To ensure that ALL the local community can safely use this resource which is surrounded by anti-social behaviour issues, it is vital to protect the Boroughs resource by including it in the PSPO Order.
09	I am the Chairperson for S.H.I.P (Southchurch Hall Inspirational Parkers) I note that Southchurch Hall Gardens has been omitted from the proposed area even though I have campaigned for it for more than 2 years on the grounds that, All of the criteria and more that is mentioned in this survey has been witnessed on a massive scale within the gardens and it has taken volunteers and residents to clean it up and make it safe enough for the community to use... In the area of and around the park I and many others have witnessed everything that is in the survey plus prostitution, abuse and violence, During our weekly litter picking the park we regularly find used condoms, drug bags, needles and knives>, We still witness drugs being sold within the grounds of the gardens. I was personally and recently assaulted by one of the drug users/dealers which resulted in the man being sent to prison. It has become necessary to close the public toilets as a measure to eradicate and to deter the drug dealing I feel that the PSPO should be extended firstly to support the work that S.H.I.P does in order to keep the community safe but also if Southchurch Hall Gardens is not included, those who are behaving in an unsociable manner will return to our parks at an alarming speed. Our parks and open spaces need to be protected for the sake of our children and the community. I recommend that the PSPO should cover the seafront extending to Ambleside Drive but suggest at the very least that Southchurch Hall Gardens is included in the recommended area to be covered. I would like to highlight that a unique community group made up of S.H.I.P, the local police and the councils parks department have been working together to bring about the safety and improvement in the park,

	extensive work has been undertaken by all of us. We deserve to have our work protected and supported.by including Southchurch Hall Gardens in your proposal
10	I believe this should cover a larger area, including hamlet court Road and the London Road
11	I believe it should cover a larger area to include Southchurch Hall Gardens and York road.
12	I believe that the area should be extended into York Rd, Ambleside Rd, Park Lane and Southchurch Hall Park where I have seen drug deals, the erection on tents and where prostitution openly takes place indeed I have drug deliveries outside my house. Furthermore I have seen grown men urinate in the Park and anecdotally been advised of people defecating.
13	I believe the area should be extended.
14	I believe the problems are more based in town centre and between westcliff and southend east A larger area needs to be covered
15	I cannot see whether Southchurch Hall Park is included. This is such an important park in our neighbourhood. Recently it is much cleaner and we have seen a significant drop in drug use, alcohol and prostitution. Please include this park. The council and local residents have worked hard to improve the park and it's really effective.....but any help will improve it even more. Thank you
16	I do not believe that the proposed PSPO area covers the necessary area. I do not believe that it needs to cover the seafront out as far as Shoebury Common, and feel it should extend to cover south of the railway line as far as Victoria Road, to include Ambleside Drive, Southchurch Hall Gardens, and the Woodgrange Drive Estate.
17	I do not live in Southend, I work here so my knowledge is limited to a fairly regular set of areas.
18	I feel there are many areas in the town that could do with this type of order.
19	I have seen the specified activities in the street and the area outside the Forum.
20	I have witnessed some of the issues of concern in the area highlighted on the map and agree with the draft geographical boundary.
21	I have worked in Southend High street for the past 20 years and have seen a drastic demise in the town centre especially within the last couple of years. I no longer feel safe in the town centre during the day and would not have to bring my children here unless out of necessity. The town centre and developments of recent years have not done anything to help the town improve in my opinion.
22	I live and work in and near Southend, and it no longer feels safe to go anywhere alone.
23	I live in Southchurch Hall Close and as far as I can see this area is not covered. For years we have been subjected to anti-social behaviour. It's an uphill struggle to get this historical wedding spot (which is a spot that could give considerable financial yield to the town) known as a safe place. We need to be included in the plan and more support is needed.
24	I represent Kursaal Ward as a councillor but I live in Thorpe Bay. I have never witnessed any of the issues covered by the PSPO along Thorpe Bay seafront. The only tents that I have ever seen erected were with a youth group, on the beach near the yacht club and, while groups of young people often congregate at the park area next to the yacht club, there is minimal anti-social behaviour as far as I know. This is in direct contrast to the area just back from the seafront near the Kursaal (including the Woodgrange Estate, Woodgrange Drive and the surrounding roads up to Southchurch Hall Gardens and Ambleside Drive and Southend East train station) where anti-social behaviour, including drug-taking, drug-dealing, street-drinking, rough sleeping and kerb crawling are rife. I think the PSPO would be better located to cover this area, instead of the stretch of sea front from the Half Way House to East Beach, particularly as including the town centre in the PSPCO is likely to push the issues of street drinking, rough sleeping and drug dealing into Kursaal ward.

25	I think it should be a wider area, some of these dirt bags will continue as they are as they have no respect for themselves or others, and some will move onto other areas thus re-creating the problem.
26	I think it should cover the whole of Southend. None of those things should be happening in any part of our borough
27	I think that if homeless people cannot sleep anywhere along the seafront then alternative provision needs to be made
28	I think the area is wrong, Hamlet Court Road area etc. west of central Southend is more in need than east.
29	I volunteer and use Southchurch Hall Gardens. I feel order should cover this area as it has taken many hours of hard work to get it to an acceptable stage where families once again feel safe to use it. There is a risk if order is imposed in other areas undesirables will return to Gardens.
30	I work in a premises on the high street and am harassed on a daily basis by people begging for money and also 'charity' people. There are also many disgusting people who constantly spit for no discernible reason.
31	I would comment on the area but the map is so small I can't see the area it refers to
32	In my opinion, the map includes the most prolific areas where these activities take place
33	It concentrates on the town centre and seafront with little regard for other areas
34	It could incorporate more than solely restricted areas in question
35	It seems there is a large area of the sea front that would not need to be included while other area of the town that have seen increased crime including violent crime, have not. The questions seem focused on a homeless theme which is tied up in national and economic policies when Southend in my view is being targeted by people intent on committing criminal acts because policing is not substantial enough for the area.
36	It's a rough area and something needs to be done
37	Needs to be the high street, Victoria Circus and seafront from say Billy hundreds along to the arches.
38	Needs to cover more of York road and Kursaal areas up to and including Southchurch Avenue To the west alps needs to include more of Milton area, including westcliff Avenue along with hamlet court road as a lot of the problems listed are creeping into those areas already
39	Not all parks are covered
40	Officers already have sufficient powers to deal with anti-social behaviour, crime and disorder. The issues currently experienced in Southend are largely the result of social problems caused by years of public spending cuts and insufficient police numbers to deal with the consequences. More legislation is not the solution.
41	Rough sleeping, drug taking/dealing and aggressive begging are very mobile problems, not necessarily limited to one part of the town.
42	Should also cover York Road and area around and including Southchurch Hall Gardens
43	Should embrace area up to Hamlet Ct Rd & The Woodgrange estate where there are significant problems already. Otherwise the problems in these areas will increase proportional to the orders.
44	Southend BC needs to find a more effective way of dealing with homelessness. Proving support etc. rather than just moving them on. Also the planned seaway development is just going to aggregate existing conditions of the high street. The investment would be better off going into the high street itself and establishing shops in the Royals and the depressingly empty Victoria Shopping Centre.

45	Southend has become a hot spot for tough sleepers, crime, anti-social behaviour. Especially in the High Street. It should be a family orientated place but I fear taking my young family there.
46	Southend has become totally uninviting to visit due to antisocial behaviour recently. Not completely sure this boundary needs to go up to Thorpe Bay as have not encountered problems on the seafront in that area. Could do with extending the boundary more around Westcliff to include Hamlet Court Road and surrounding area.
47	The area around Woodgrange drive should also be included, as there is ant social behaviours in and around Southchurch hall park and Southchurch park, and around Southend east train station these areas should be included
48	The area covers a lot of ground, and all of that is necessary, but it doesn't go far enough. It should also cover York Road and Ambleside Drive, and also Southchuch Hall Gardens. Dog fouling, prostitution, rough sleeping and other anti-social behaviours are regularly witnessed in that area, despite the great work being down by committed members of the community.
49	The area includes Thorpe Bay and Shoebury that don't have these issues. I would like to see Hamlet Court Road, all of town centre and southend high street covered and Milton Ward where I live.
50	The area needs to include Southchurch Hall Park
51	The area proposed doesn't go far enough. It ought to extend to cover York Road, Ambleside Drive & Southchurch Hall Gardens. These areas are blighted by dog fouling, prostitution and other types of antisocial behaviour, despite the tireless work being done by committed members of the local community.
52	The areas covered are not where problems are. Southend town centre. Hamlet court road. Westcliff near cliffs pavilion and station. Kursaal ward and all around Southend Victoria station and London road from Southend to westcliff need to be included.
53	The Council already has sufficient powers to deal with anti-social behaviour and this proposal is a massive over reaction and will be used to place vulnerable people in further danger and at risk of exploitation.
54	The majority of the antisocial issues highlighted earlier in this survey are also evident in Hamlet Court Road and around Westcliff Station and I believe the area should be extended to include these streets
55	The proposal to make it a criminal offence to spit is grossly disproportionate. Plenty of people feel the need to spit while running or undertaking other exercise. You only have to watch a running race, football game or rugby game to see participants spitting. The seafront is a popular spot for people to exercise and it's inconceivable that there could be any public interest in criminalising a runner spitting on a beach on their morning jog. It would discourage exercise if anyone was fined for this. It would be disproportionate to expect everyone exercising to carry some sort of handkerchief to spit in, especially as athletic clothes rarely contain any pockets. It cannot be credibly argued by the council that the act of spitting genuinely has a detrimental effect on the quality of life of those in the locality and so it does not meet the legal test in the Anti-social Behaviour, Crime and Policing Act 2014. People may also have medical conditions which make it likely that they will accumulate fluid in their mouth and need to spit. Or a bug might fly into their mouth, or they might choke on some food, and need to spit it out. Clearly, spitting should not be prohibited by this PSPO (as it self-evidently doesn't meet the tests in the act). It is also bizarre that the council is seeking to make littering an offence under the PSPO when littering is already an offence under the Environment Protection Act 1990, which provides for both a fixed penalty and prosecution.

56	The proposed PSPO will only protect the area marked. Any problems will only be push further afield. More policing in the entire town is what's needed, not PSPO's!
57	The whole of the High Street and town needs sorting out. It can be Intimidating walking in the area. The amount of litter in the whole of Southend is something the council should be ashamed of.
58	There is a need for the order to embrace the high street. Although the seafront area impacts visitors more than residents, the seafront itself is not going to remain vibrant while local people are reluctant to invest in the shopping centre. In my own circle of friends and family, fear or discomfort at the aggressive begging, loud and drunken behaviour and generally intimidating presence that marks the high street is significant and already deters us from using the town centre entertainment facilities day or night.
59	There is already an order in place that bans the drinking of alcohol in the high street and has been there for many years, this was once in forced by the PCSO'S and PC's that use to make up the high street policing team, but cut backs by the Conservative government of 20"000 officer's since 1010 has stopped community policing and making the area pleasant to use. This order is just to target the homeless part of our society and these are the people who need our help and understanding, and as for the area covered, Thorpe bay and Shoebury common have never had an issue with Asb.
60	These measures are needed but I think the area could be broadened
61	Think the PSPO should cover parks, especially Southchurch Park which is just off the seafront. Also we should include no overnight parking of camper vans and caravans. There have been instances of needles, small silver gas cylinders, camping on the beach, camping in the park and alcohol being bought in the local pubs and consumed on the beach.
62	We are very happy living in Westcliff close to the seafront but I being female feel very anxious walking to the high street before 9am due to homeless, drunk aggressive people littering the area. I do not feel safe walking from Westcliff or Southend stations after dark due to some very unpleasant characters. I also feel anxious when our daughters visit from London. The behaviour of these people during the day also prevents me from walking with friends and relatives especially the High Street and Cliff Parade.
63	We have a number of people who hang around near our home, drinking, swearing which is intimidating. The recent rise in crime within the area is a major cause for concern, I worry about my children and am seriously considering moving away.
64	York road, Ambleside drive and Southchurch Hall gardens have individuals: Erecting tents Fighting Public drug taking Excessive alcohol consumption Fighting The proposed area must be increased to cover these additional areas as we residence in these areas are already suffering from excessive antisocial behaviour and crime.
65	You're doing this in a manner that seems to target the homeless not to deal with the anti-social behaviour, crime and drug problems.
66	You're not tackling the problem, your just punishing the victims
67	We do believe the proposed restrictions are necessary to protect the area, Also we fully agree with the total area, as well as all the activities/behaviour, the PSPO will cover. However, we were under the impression one activity intended is the parking on public highways of mobile homes, caravans and caravanettes but such are not mentioned. What is of particular concern is parking of mobile homes on public highway. However, I am not sure if the draft order covers that in referring to "tents or other structures".
68	Over a few years there area where the Public Space Protection Order is set to be established has become affected by large amounts of anti-social behaviour, public drinking and there have been many cases reported of 'professional begging' in the area. Since the introduction of the Community Safety Team there has been a visible improvement to how

the High Street feels with residents in the area commenting on the positive improvement. However, the team does not have many powers at the current moment it needs this Public Protection order to be able to prevent the area in question falling into disrepair again. Talking to many residents in the area they are concerned that there is still a lot of aggressive begging, public drinking, public urination and Anti-Social behaviour in the area. This protection order gives the Council the ability to protect the law abiding residents from this threat by giving their Community Safety Team powers to tackle these issues.

As such I support the proposed public protection order in its current format.

Question 4. Is there currently any areas included that you think should not be, or any additional areas that you think should be included by the PSPO? Please describe the area as precisely as you can. This was a free text response question and 57 individual comments were received on this question. With the most popular areas being identified as Hamlet Court Road, Southchurch / Ambleside Drive and the Woodgrange Estate.

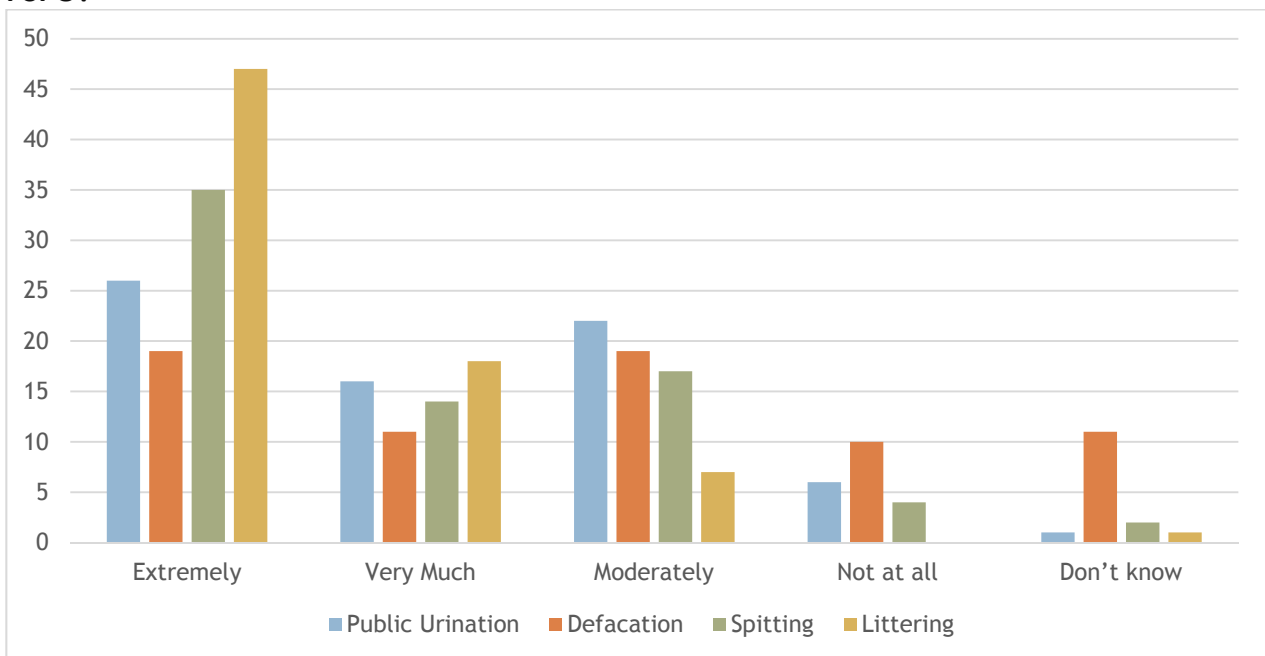
Comments	
01	The anti-social behaviour outlined in the document is something that we have mentioned to us by Chamber members from Southend as causing problems to them, as well as projecting a negative image of the town centre in particular and Southend generally to shoppers and other visitors to the detriment of businesses and residents. We fully support the Borough Councils proposed actions to address these issues and introduce this Public Spaces Order.
02	What is of particular concern is parking of mobile homes on the public highway. However, I am not sure if the draft order covers that in referring to 'tents and other structures'. There is a mobile home permanently park on the highway purely to prevent others parking there.
03	I was born in Westcliff on Sea and have just relocated to Chalkwell from London after 40 plus years working in the City. I lived in Narrow Street, Limehouse E14 where the local Police have now introduced a PSPO after many years of the area suffering anti-social behaviour and intimidation by people with little or no respect for their neighbours. After a particularly awful experience of a group of lads under my 1st Floor balcony drinking continuously for 5 hours or more on a sunny afternoon in June with the resultant filthy language, play fighting, shouting & screaming abuse, urinating and worse, I decided it was time to leave London. The PSPO came too late for me back then and I have been saddened to see the state of some areas of the High Street in Southend - growing up, Southend had smart shops, was well maintained and well Policed, now, I have to say, I avoid going to Southend except for a quick food shop, but I have noticed the high number of beggars and homeless people on the streets. Unless excessive drinking and anti-social behaviour is grasped and dealt with, it will spiral out of control and decent people will simply move away as I have moved out of London for the very same reasons. I hope the PSPO is successful, so that Southend can make life peaceful and pleasant for the majority of law abiding people.
04	The proposed PSPO is centered on improving and protecting the local area for the people residing, working, trading, and visiting the area. We value your opinion on this action which seeks to strengthen communities and partnerships to improve our environment and reduce crime, and to develop a sense of pride and safety for where you live and work.

05	<p>Re the PSPO consultation, we supports any new legislation or initiative that makes the experience for visitors to Southend seafront more pleasurable.</p> <p>Clearly there will be a range of behaviours the council wish to moderate through these types of orders, anti-social, begging, rough sleeping, drinking in public places etc. The only real comment we would make is we are very happy to support the orders but as with designated drinking zones (already in force) seafront high street, as well as elements' of the public order act etc. it requires resources and a willingness to enforce them or they are in-effective, we don't feel currently there is this willingness or from the police side the officers to enforce, therefore just putting new legislation into the mix needs to be considered carefully.</p>
06	*ARE there currently any areas..." No
07	Additional Areas - Hamlet Court Road, Westcliff-on-sea. Around train stations entrances and exits (southend east etc.) as there lots of muggings round there. Victoria Avenue (muggings and anti-social behaviour - things being thrown into moving traffic)
08	All of them. The homeless can be solved
09	Ambleside and southchurch should be included
10	Ambleside Drive/Southend East Station. Been living in Southchurch since 2013 and witnessed drug-dealing and prostitution here quite regularly. In addition, the recent muggings near/at the station are very concerning.
11	Appendix 3 shows an area of concern in Westcliff, almost as far as Chalkwell, this whole area should be included the seafront from Grosvenor Rd east to town centre. I would also include all areas south of railway in the Westcliff area
12	Areas covered should be broadened to cover other hot spot areas
13	As before Southchurch Hall Gardens
14	As mentioned: York Road Ambleside drive Park Lane Southchurch Hall Gardens On a daily basis as a Park lane resident I have to encounter and deal with excessive anti-social behaviour .
15	Chalkwell esplanade
16	Chalkwell Esplanade bear public toilets. Green areas near Cliffs Pavilion and Cliffs Parade. Station Road area near Westcliff Station and Hamlet Court Road area - plus Southend High Street. We do not usually have a problem in the Eastern Esplanade area
17	Cover it from Shoebury to Leigh. That way dirt bags won't be able to just move along to another suburb and ruin it by begging, dealing and drinking. What if these people decide to pitch up a homeless camp down east beach? Can you imagine how bad that'll get, we'll be swamped.
18	Extend further back from just the seafront. It should cover the Hamlet Court Road and Westcliff-on-Sea area back to Fairfax Drive. Also the Kursaal Estate/Woodgrange area. I would be very happy if it covered the whole borough as I am a law abiding citizen who does none of these anti-social things.
19	Hamlet court Road , Victoria avenue, southend east & Thorpe bay train stations
20	Hamlet Court Road and Station Road Westcliff
21	Hamlet court Road London Road up to Chalkwell park Leigh on sea Broadway
22	I believe that the area should be extended into York Rd, Ambleside Rd, Park Lane and Southchurch Hall Park where I have seen drug deals, the erection on tents and where prostitution openly takes place indeed I have drug deliveries outside my house.
23	I do not believe the seafront needs to be covered out as far as Thorpe Esplanade and Shoebury Common. I would prefer the boundary to continue east along the railway line as far as Victoria Road. That way it would encompass Ambleside Drive, Southchurch Hall

	Garden and the Woodgrange Estate, which would have significant support from residents and the Estuary Housing Association.
24	I feel the area could be extended to include Hamlet Court Road as this area is well known for having the same issues as central southend.
25	I only know of the High Street
26	I regularly encounter unpredictable behaviour by people drinking and participating in other substances in Southchurch Hall gardens and down York road which has led to me avoiding these areas altogether as I don't feel safe.
27	I think all areas highlighted are relevant. The outstanding issues in other areas are issues everywhere.
28	I think the area that has been proposed covers the worst areas.
29	I think the section of the sea front from Half Way House to East Beach should be removed and the area behind the Kursaal (including the Woodgrange Estate, York Road, Ambleside Drive, Southend East train station and Southchurch Hall Gardens) should be added. There are already significant levels of anti-social behaviour here and creating the PSPO to cover the town centre is likely to push the issue into this area.
30	Kursaal Tesco... Begging outside there is common during summertime. The seafront itself is never too bad for wild behaviour. York Road would be nice... I live near York road and there's always people screeching at 3/4am and kids playing in the road whilst their parents get drunk
31	Lived on Maplin Way for many years and have never had problems on the seafront at that end of town.
32	Milton ward including Hamlet Court Road .
33	Milton ward Westcliff Avenue Kursaal York road Southchurch Avenue Hamlet court road Remove Thorpe bay seafront
34	Not seen any problems in the Thorpe Bay Area of seafront
35	Not to my knowledge
36	Parks, especially Southchurch park as it is near the beach.
37	Personally I believe that all public areas of the Borough should be included.
38	Please see last question for details.
39	See previous - Hamlet Court; Burdett Avenue etc. Woodgrange & Southchurch.
40	See previous response. The high street, and in particular the HSBC / cinema end, are of particular concern to me.
41	Southchurch Hall Garden, these are the Scheduled Gardens belonging to Southchurch Hall
42	Southchurch Hall Gardens should be included
43	Southchurch hall park
44	Southchurch park , Southchurch hall park, park lane, Woodgrange drive, Ambleside drive, Victoria road should all be included
45	Southchurch ward Hamstel Road
46	The area should not go passed Victoria Road and should go west to Hamlet Court Road.
47	The car park facing the old blockbusters near hamlet court road should be included
48	The High Street is a real problem, you cannot walk along without being approached by people begging. Although I feel sorry for them it can be quite intimidating.
49	The large swathe of seafront past the town towards Shoebury is not priority and areas such as Hamlet Court Road and Woodgrange drive and London Road into westcliff would be more appropriate.

50	The map in the consultation is of extremely poor with no reference points or clear markings. Hamlet Court could be included in the proposal
51	The order should only cover commercial areas of the seafront
52	Thorpe Bay
53	Southchurch park , Southchurch hall park, park lane, Woodgrange drive, Ambleside drive , Victoria road should all be included
54	Southchurch ward Hamstel Road
55	The area should not go passed Victoria Road and should go west to Hamlet Court Road.
56	The car park facing the old blockbusters near hamlet court road should be included
57	There are concerns with the potential knock on effect of the order for Leigh-on- Sea, and would like confirmation that Southend Council will monitor carefully the effect that the order may have on other areas outside of the proposed PSPO area should it proceed.

Question 5. To what extent do the following behavioral activities you have come across have a detrimental impact on your quality of life within, or usage of, the area covered by the proposed PSPO?



Of those responding to this question there was an overall majority that Littering had the most detrimental impact on their quality of life, closely followed by spitting.

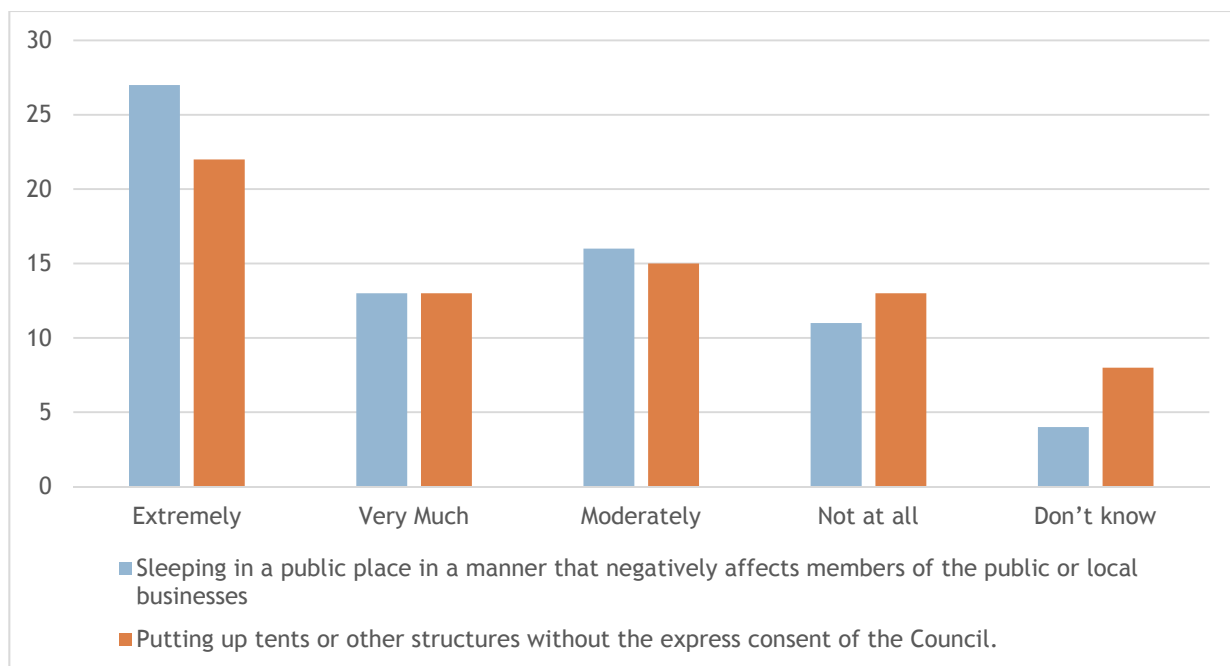
Question 6. If you have any additional comments or suggested changes, please tell us? This was a free text response question and 27 individual comments were received on this question. Of those various issues were raised including Dogs on a lead, the inclusion of sexual behaviour and more Police presence.

Comments	
01	All of these take place in my area of York Rd, Ambleside, Park Lane and Southchurch Hall Park as such I believe the PSPO area should be extended
02	Ensure there are adequate facilities available - the only public toilets are along the seafront
03	Greater deterrents and fines.

04	I also think that the inclusion of sexual behaviour should also be included. There have been several instances where the public have been witness to members of the homeless community behaving inappropriate in a public place (engaging in sexual activity in a public place). When the public have voiced their disgust and asked for this activity to stop, they have then been verbally abused.
05	I just wish to add that Southchurch Hall Gardens was known as the 'No Go Area' as the unsociable behaviour was rife, people would not enter the gates as it was so unsafe, abusive, with drug dealers selling their goods all day while drinkers took up all the benches in the park shouting abuse at anyone to dare to enter,, they would also urinate openly in the park prostitutes were at work anywhere they could find, the public toilets were being used as a convenient brothel and base for collecting and injecting. Far worse than anything that I have witnessed in the area that has been marked out in the area for the proposed PSPO. Southchurch Hall Gardens is set in a residential area therefore we are all at risk. Southchurch Hall Gardens should be included in the proposed PSPO
06	Issues described have complex origins that are not wholly associated to homelessness.
07	more litter bins provided in Gardens
08	More police presence in the town to make it uninviting for antisocial people
09	More visible patrols wouldn't be a bad thing because at the moment there seems no deterrent
10	My garden backs on to Southchurch Hall gardens and every day I have to witness drunken people urinating into the pond.
11	Need to make sure there are officer support in dealing with the consequence of all these activities taking place. No point in having a PSPO if the resources are not there to prevent them taking place.
12	Requiring dogs to be kept on leads, I love dogs but the amount of people letting their dogs run amok is concerning. On numerous occasions dogs have run across the road to greet my dog, not listening to their human carers calling them back. This is not only very dangerous for the dogs but also for the motorists.
13	See other comment sections.
14	Shame when people are caught doing this, that they aren't made to clean up their mess.
15	Stop this simple exercise in persecuting the homeless, they are not the main issue, you should be spending your time helping them.
16	Remove the benches outside the forum to discourage group gatherings of people urinating, drug taking and swearing.
17	The addition of temporary urinals in the town centre for the night time economy is welcome but the removal of the significant number of toilet stalls means that there are insufficient public toilets in the town centre. This typically leads to public urination and I have witnessed this happening during the day as well as later in the evening.
18	The aggressive beggars and street drinkers on Hamlet Court Road and Station Road Westcliff are often seen urinating in public. Leonard Road Westcliff is regularly used for fly-tipping of household and building waste
19	The amount of dog faeces on the streets need to be addressed and landlords should be made responsible for the state of their properties front gardens especially broken furniture, sofas ECT that are left there for months.
20	The major issue with littering is fly tipping.
21	The proposal to make it a criminal offence to spit is grossly disproportionate. Plenty of people feel the need to spit while running or undertaking other exercise. You only have to watch a running race, football game or rugby game to see participants spitting. The seafront is a popular spot for people to exercise and it's inconceivable that there could be

	any public interest in criminalising a runner spitting on a beach on their morning jog. It would discourage exercise if anyone was fined for this. It would be disproportionate to expect everyone exercising to carry some sort of handkerchief to spit in, especially as athletic clothes rarely contain any pockets. It cannot be credibly argued by the council that the act of spitting genuinely has a detrimental effect on the quality of life of those in the locality and so it does not meet the legal test in the Anti-social Behaviour, Crime and Policing Act 2014. People may also have medical conditions which make it likely that they will accumulate fluid in their mouth and need to spit. Or a bug might fly into their mouth, or they might choke on some food, and need to spit it out. Clearly, spitting should not be prohibited by this PSPO (as it self-evidently doesn't meet the tests in the act). It is also bizarre that the council is seeking to make littering an offence under the PSPO when littering is already an offence under the Environment Protection Act 1990, which provides for both a fixed penalty and prosecution.
22	There are certain areas that seem to attract the behaviour, so I tend to avoid these when I can
23	Totally anti-social and should not happen on our streets
24	Urinals have been placed on the high street on Friday and Saturday nights. Presumably, judging by the draft order, these will either no longer be available (thus making the urination issue worse) or the wording of the order will require amendment to take into account the urinals.
25	We encounter urination on our property regularly plus littering and bottles of booze, cans of beer are general left on our premises. We also find other people's rubbish in our bins including drug taking materials
26	You should increase the area to cover the 2 parks in this area
27	Your handling this wrong

Question 7. To what extent do the following activities you have come across have a detrimental impact on your quality of life within, or usage of, the area covered by the proposed PSPO?



Most people agreed that sleeping in a public place in a manner that affects others as having an extremely detrimental impact on their quality of life within the proposed area.

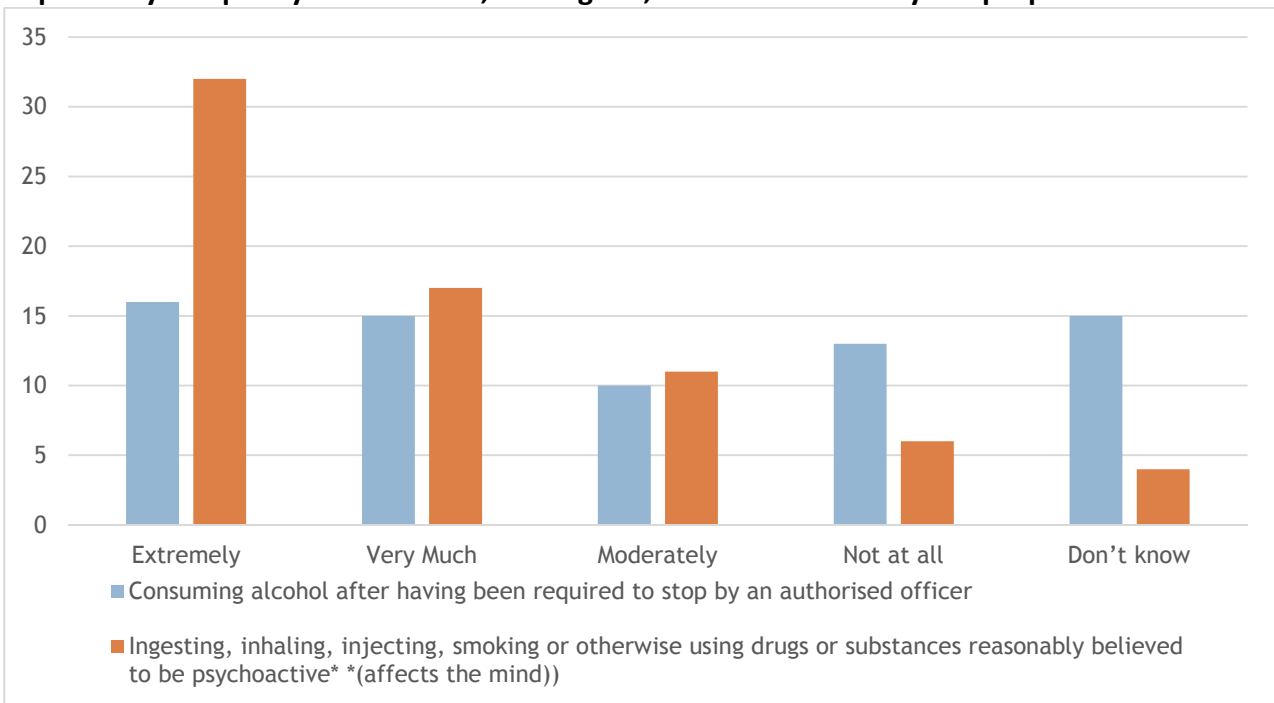
Question 8. If you have any additional comments or suggested changes, please tell us?

This was a free text question which 18 people responded, overall the perception was that Homeless people need support, not just to be moved on

Comments	
01	Although I have not witnessed people erecting tents and sleeping rough in the area that you have proposed for the PSPO, I have however witnessed this in Southchurch Hall Gardens. The effect it has is a feeling of fear and insecurity, Fires are often lit at night by the rough sleeper putting Southchurch Hall, the trees in the park and residential houses at risk of catching alight. The park is locked at night, however the rough sleepers are not removed at locking up time. I have also witnessed tents on fire and had to call the fire brigade. If we were covered with a PSPO we could have the people removed and feel secure in our homes
02	Apart from the tents there is overnight sleeping taking place in shop doorways, flats and beach shelters and on beach hut balconies which then of course includes all the other aspects of anti-social behaviour such as urinating, defecating etc.
03	Can make you feel unsafe if they are beginning, shouting as you walk past
04	Criminalising rough sleepers is not the solution to the problems that cause people to be sleeping on the streets.
05	Get rid of Harp that is what's encouraging these people coming here from other boroughs.
06	Homelessness cannot be prevented by the person necessarily. It's up to the council to help people establish somewhere safe, secure & warm to sleep. People sleep where is safe. Town has CCTV, lighting and is safer than other areas. Maybe if Southend BC decided to open one of the MANY vacant shops over winter and let it be managed by a team of volunteers/people as a place for people to rest and eat, people wouldn't be sleeping in town.
07	Homelessness needs to be made a priority in Southend now. We seem to attract people from out the area. This needs to be addressed urgently
08	I tend to visit Southend during the day when the structures are not up. I rarely visit Southend in the evening if I can help it.
09	If people are homeless, forcing them to move on only disperses the problem. If I were homeless, I'd want to be homeless by the sea. There is clearly a problem of homelessness in Southend, but making their already miserable lives any harder is not the solution.
10	If the people are genuinely homeless and are not harming others or property then I don't see a problem.
11	In the summer there are tents on the cliffs and on the green area between the Queensway and Toledo Road. Additionally, there are often rough sleepers on the High Street and in the communal areas of the Queensway tower blocks and Barrington's. However, home office guidance stipulates that a PSPO should not be used to criminalise homelessness or rough sleeping. I am particularly concerned that the Council should not do so.
12	Is Shoeburyness covered by the area as there were incidents of tents being erected in St Mary's Green and the little nature reserve near ASDA and near the roundabout by the Angel pub
13	It is a tragedy that we have so many rough sleepers in the town. Just moving them along is not really a solution.
14	It's a huge problem country wide and needs consultation with Parliament to address this homelessness as a whole
15	Make living on the street illegal and anyone found to not be from the area should be required to leave.

16	The Council's outreach team, Street Link and local third sector groups make a valuable contribution to engaging with rough sleepers but I still receive complaints from residents that tents are being erected near to their homes, such as around the Marine Plaza site and in back gardens of shared properties along York Road, as well as reports of rough sleeping in doorways, though this has reduced with the introduction of the Community Safety Team.
17	The only purpose for these people to camp very openly in public spaces is that it is an easy base from which they can beg. The high street is struggling as it is and does not need beggars camping on the streets unchallenged as this puts more people off of using the high street.
18	These take place in Southchurch Hall Park as such I believe the area should be extended. Furthermore we have people living in vans and caravans in Park Lane by Southchurch Hall Park as such the tents should also include mobile temporary accommodation

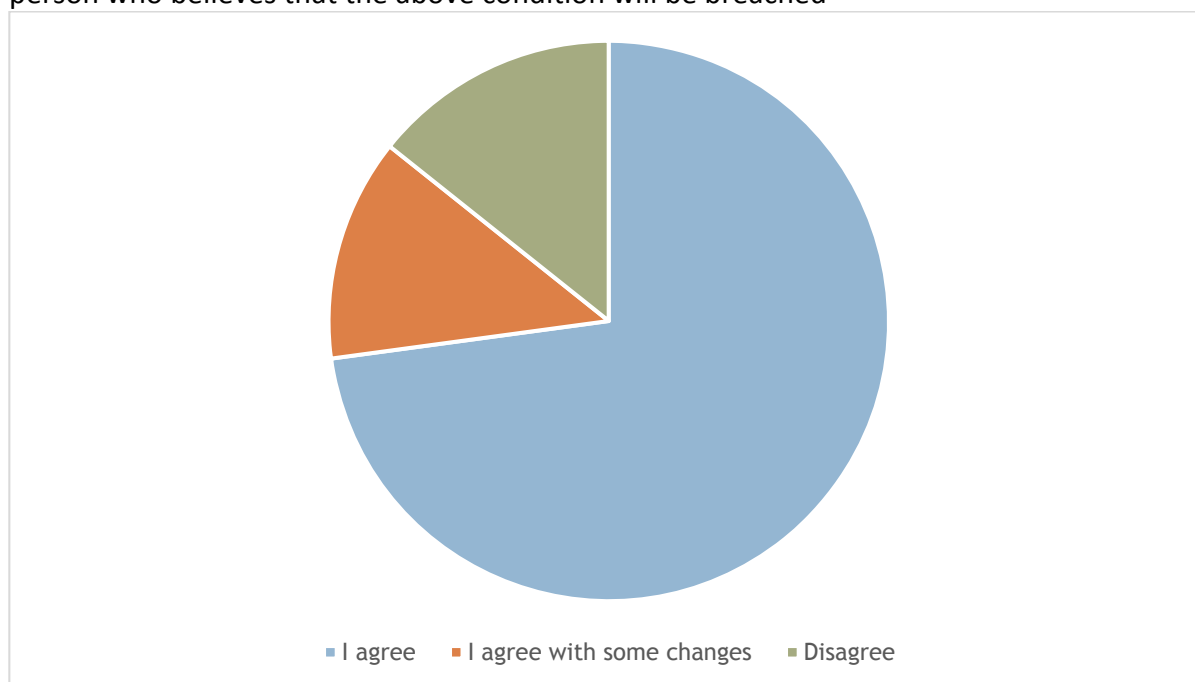
Question 9. To what extent do the following activities you have come across have a detrimental impact on your quality of life within, or usage of, the area covered by the proposed PSPO?



The overall consensus of those responding was that the Ingesting, inhaling, injecting, smoking or otherwise using drugs or substances reasonably believed to be psychoactive* *(affects the mind) extremely impacted their quality of life when they came across them.

Question 10. To what extent do you agree or disagree with the following statements?

Persons must hand over any alcohol (sealed or unsealed) when required to do so by an authorised person who believes that the above condition will be breached



73% of those responding agreed with the above statement, closely 14% disagreeing.

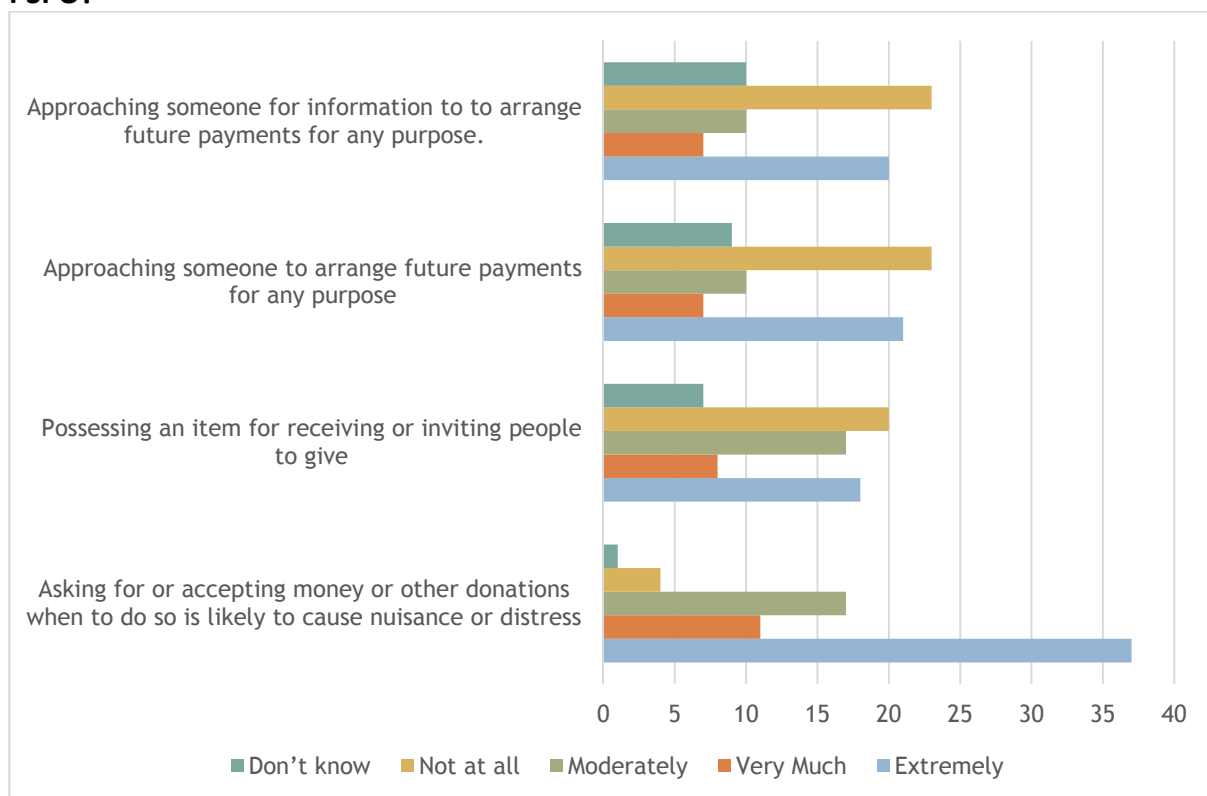
Question 11. If you have any additional comments or suggested changes, please tell us

This was also a free text section and the consensus from the 25 people responding was that confiscating was done in a sensible and reasonable manner.

Comments	
01	All of these take place in my area of York Rd, Ambleside, Park Lane and Southchurch Hall Park as such I believe the PSPO area should be extended. If the area was extended to these my response would be "extremely" as I do not often go into the proposed area
02	All sounds good in theory but needs to be enforced
03	Although I think that the requirement to hand over alcohol when instructed by an authorised officer is a good thing, but I have never witnessed it happen. My concern is that there are insufficient authorised officers to enforce this.
04	Common sense must prevail but any sign of alcohol being opened or consumed in a prohibited area should be confiscated
05	Drinking alcohol should not be prohibited
06	Drug taking should not be allowed on our streets. It results in needles, canisters etc. left behind which are dangerous for our children
07	During the summer I cannot use my garden due to abuse directed by drunks and drug takers in Southchurch Hall gardens. My daughter has been repeatedly assaulted by drunks and drug takers in York road. The proposed area must cover these parts as at present Somalia is safer place.
08	Hamlet Court Road and the neighbouring streets are already part of a no drinking zone but this is never enforced and a problem with street drinking and drug taking is rife

09	How is an authorised person to determine whether someone is likely to consume alcohol? These powers are at risk of being used disproportionately and there is a high likelihood of them being used on certain groups of people more than others. A middle aged person in a suit is unlikely to have their 4 pack of beer confiscated as they walk back to the shop, but an 18-25 year old might well be stopped. Also, what is the council going to do with the alcohol? Will it incur any cost disposing of it?
10	I don't agree that unopened containers of alcohol should be confiscated.
11	I don't believe it right to take an unopened alcohol container from someone. It's not possible to conclusively know they will consume it in a restricted area.
12	I have yet to see any direct action taken - I've seen police and 'patrols' talk to users but no action taken.
13	I wish to add that as my house back onto Southchurch Hall Gardens I often sit in my garden and have to breath in the smoke and smell of the drugs that leaves me feeling sick, in addition to what I have already said this is yet another reason why Southchurch Hall Gardens should be included in the proposed area for a PSPO
14	Individual circumstances would need to be looked at with each event. You cannot remove unopened alcohol in a shopping bag because you think that person may be planning to drink it in public.
15	Need to review the situation when taking alcohol away - if they are not upsetting the public and are not being rowdy - don't see this as being a problem. However, if they are upsetting the public then I think that is okay.
16	Only alcohol that is unsealed should be taken from drinkers, any sealed drinks taken by the Council Officer should be treated as theft and subject to possible prosecution.
17	Police/them community people who just walk around in shops chatting all day never do anything over drinking in streets and substance abuse. They just act like it's not happening.
18	Public drug use is a massive problem, however officers already have the power to deal with this. The problem is insufficient police numbers.
19	The High Street and London Road are terrible and almost no go areas
20	This could be abused. For example, I could buy a bottle of wine in Sainsbury's and be stopped on the way back to my car and asked to hand it over with no justification. There must be good cause to remove sealed alcohol, which must be appealable. .
21	This is again a complex issue and I think only applies if an individual homeless or not should be required only if they are a danger to themselves or others.
22	This seems a bit draconian - what "authorised person". This could be misused, how can you enforce it on the seafront say? Many people enjoy a drink there. How can you tell who is who - could innocent drinkers get caught up in this? It is not clear to me how this would work.
23	Try changing the order to cover gang related issues and littering.
24	We need to make sure there are sufficient enforcement officers to ensure that the PSPO is adhered to.
25	You will have your low paid guards take advantage of this rule. You can't steal because you want to

Question 12. To what extent do the following activities you have come across have a detrimental impact on your quality of life within, or usage of, the area covered by the proposed PSPO?



The overall response here was that ‘Asking for or accepting money or other donations’ causes a nuisance and was extremely detrimental to those responding.

Question 13. If you have any additional comments or suggested changes, please tell us

A free text question with 21 people responding with concerns about the aggressive nature of the begging and asking for money and there should be a zero tolerance.

Comments	
01	"Chugging" and aggressive begging is a massive problem in Southend and Westcliff. The council should ban both, while recognising the need for people to beg is driven by wider social problems caused by years of cuts to local and central government funding.
02	All of these take place in my area of York Rd, Ambleside, Park Lane and Southchurch Hall Park as such I believe the PSPO area should be extended. If the area was extended to these my response would be "extremely" as I do not often go into the proposed area
03	Arrest the beggars, don't just move them on, and arrest them. Zero tolerance.
04	As a person who works on the high street, I class these 'charity' collectors (who are certainly not doing their job voluntarily) as being as much of a nuisance as beggars. In fact, I believe they are worse as vulnerable people (e.g. the elderly) can be convinced into setting up direct debits which they are pressured into. I know of people who have set up charity donations in this way and are on limited pensions and should never have been made to feel that they should donate. I also challenged one of these 'charity' agents once about the data protection measures that are in place when I give them my personal data that they type into their tablets. He had no idea.
05	Begging on the high street is increasing massively I cannot walk without several people asking for money
06	Both beggars and charity collectors both a similar problem, and the PSPO could be used to frustrate charity collections during the Carnival.

07	charities need to be able to fundraise using the high street
08	Get rid of the so called charity fund raisers and bible bashers
09	I already donate to charities and am fed up of having to dodge people asking me to sign up for further donations. Any donations should be given freely and not at the requirement of a direct debit.
10	I find the number of groups collecting donations for charity in the town centre can sometimes feel overwhelming and it puts me off using the High Street. The amount of aggressive begging is also significant in the town centre, in the area around Clarence Road, where I have been approached several times. I think the wording of the PSPO conditions do not effectively include those men who use Ambleside Drive to buy sex from exploited women. I would like the PSPO to cover this area and to include a condition targeted specifically at stopping people approaching others to make payment for services. Under the current wording, the women would be breaching the PSPO by offering services for money but they are only there because of the large number of men who prowl this area looking to buy sex. This would also run contrary to Essex Police's approach to street prostitution which seeks to support the women and target the buyers. I am worried that this, if not clearly defined, could lead to further victimisation of the women who are already treated harshly using Community Orders.
11	I will donate food to a homeless person, but not money. However, there are so many that I ant give to everyone who asks.
12	If door to door salesmen are reported to the police, we need to make sure action is taken by officers or police to enforce the PSPO
13	If there is a charity organisation canvassing the high street on a particular day, it is often the case that you will be approached by every member of that organisation on your way down the high street!
14	If you mean Charities they have always been a pain when collecting, but they do a great job.
15	In the high street area I have frequently been approached for money. This also happens in the Hamlet Court Road area.
16	It is rare that you can shop on Hamlet Court Road without being approached by aggressive beggars
17	It is very un-nerving and scary to be approached by drunks and beggars asking for money who then emit a tirade of abuse when I try to ignore them.
18	The begging in the High Street has reached problem proportions. I feel very uncomfortable walking along there nowadays, I am always approached several times by people begging.
19	The last 2 questions were confusing...
20	We desperately need more policing to combat crime but the homeless crisis and associated behaviours will only be reduced by a change in national social and economic policy.
21	Whilst volunteering in Gardens I have not encountered this behaviour but know it has occurred.

Full response from I.liberty

I write in relation to the above proposed Public Spaces Protection Order ('the PSPO'), as set out on your website.

1. Background to Liberty's concerns

Liberty has been concerned about the impact of PSPOs since their inception and has successfully persuaded a number of local authorities not to pursue their proposed PSPOs. We are particularly concerned about the potential misuse of PSPOs, especially those that punish poverty-related behaviours such as rough sleeping or begging. For the reasons set out below, we disagree with your proposed PSPO.

2. Lack of evidence

We are disappointed that no evidence has been published on the Council's website to support the PSPO. Southend-on-Sea Borough Council ('the Council') is required by s. 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 ('the 2014 Act') to be satisfied on reasonable grounds that the conditions to implement a PSPO are met before it can lawfully make a decision to introduce a PSPO. The Council cannot reasonably be satisfied of the relevant conditions without first considering robust and extensive evidence on the situation in the area which will be covered by the proposed PSPO. It is not clear whether any such evidence exists. This is especially concerning given how extensive the provisions of the PSPO are, and the broad range of behaviours it prohibits. Has there been any thorough assessment of the potential impact of the PSPO? If so, it should be published.

By way of comparison, we have found that other councils have relied on, and published, data, witness statements, police reports, surveys, impact assessments, and many other sources of information to justify the need for a PSPO before setting out a proposed order and starting a consultation. If the Council goes ahead with making this PSPO without sufficient evidence then it will be unlawful and vulnerable to challenge in the High Court. Furthermore, when considering its evidence the Council should ensure that its consultation has heard a representative sample of views, including from those who will be negatively affected by the PSPO, who are likely to be among the most vulnerable and marginalised members of the community.

Furthermore, even to the extent that a consultation such as the one being conducted now can in theory supply some evidence, we note that the online survey posted on the Council's website for that purpose offers no guarantee of credibility or democratic legitimacy. Anyone wishing to complete the survey could pose as a local resident and answer the questions accordingly, and respond to the survey as many times as they wish. We also note that neither the 'Consultation Document' on your website nor the website itself explains what enforcement options a PSPO gives rise to. It does not explain, for example, that the only punishment available for breaching a PSPO is a monetary penalty. Any responses to the survey are therefore unlikely to be sufficiently well informed as to the suitability of a PSPO for dealing with the issues raised in the consultation.

3. Rough sleeping

Activity prohibited by the Order:

- 'Sleeping in a public place within the Restricted Area (which includes car parks and shop doorways) in a manner which has a detrimental impact on the quality of life of others in the locality. This includes but is not limited to causing an obstruction to members of the public or local businesses'
- 'Erecting tents or other structures anywhere within the Restricted Area'

We are concerned that these vague provisions would grant an excessively broad discretion to enforcement officers and might wrongly be used to target those who may be sleeping rough in the PSPO area, with no intention of causing a nuisance or engaging in violent or anti-social behaviour. The Government's statutory guidance, issued on 17 December 2017, clearly advises against such targeting:

*"Public Spaces Protection Orders should not be used to target people based solely on the fact that someone is homeless or rough sleeping, as this in itself is unlikely to mean that such behaviour is having an unreasonably detrimental effect on the community's quality of life which justifies the restrictions imposed. PSPOs should be used only to address any specific behaviour that is causing a detrimental effect on the community's quality of life which is within the control of the person concerned."*¹

What does "causing an obstruction" mean? Does it have to involve aggressive or violent or anti-social behaviour? Even more broadly, the words "detrimental impact" are used in the statute to define the general scope of what the Council must prove before making a PSPO - the Council must be satisfied 'on reasonable grounds' that the activities have a 'detrimental impact' on the locality. The Council therefore is required to provide those reasonable grounds by identifying specifically in evidence what the detrimental impact of the targeted behaviour is, before making the PSPO. Simply including the words 'detrimental impact' in the PSPO itself and leaving it to the discretion of enforcement officers to interpret those words as they see fit is clearly both inappropriate and too vague to enable proper enforcement by your officers.

The presence of rough sleepers in an area is a symptom of poverty and of the detrimental impact of economic inequality and other factors, not the cause. According to government data, the number of rough sleepers in Southend-on-Sea has steadily increased in recent years to almost ten times the number recorded in 2010. Southend currently has the 9th highest rate of rough sleepers (per 1,000 households) out of 326 local authorities in England.² A PSPO criminalising rough sleepers can only make matters worse by creating more poverty and having a detrimental impact itself.

If the Council does not intend to target all rough sleepers by this provision, it should say so in the PSPO and include a specific and detailed description of how these provisions are to be interpreted, which should be evidenced and also meet the reasonableness criteria. However, even to the extent that a more detailed description would potentially make the PSPO more reasonable, or to the extent that the targeted behaviours can in some circumstances be unreasonable or constitute anti-social behaviour such as to justify the restrictions (i.e. where encampments pose a genuine health and safety risk), such situations are already dealt with in primary legislation such as the Public Health Act 1936 or the Public Order Act 1986. The Council is therefore in effect attempting to circumvent the will of Parliament and the requirements of criminal law and procedure.

These provisions also constitute a potential interference with Article 8 of the European Convention on Human Rights ('the Convention'). Local authorities are bound by section 6 of the Human Rights Act 1998 not to act in any way which is incompatible with any rights contained in the Convention. Article 8 of the Convention extends to the protection of personal autonomy and can apply to activities conducted in public; this is especially true of the homeless whose scope for private life is highly circumscribed. Any interference with this right must be 'in accordance with the law', a

¹ <https://www.gov.uk/government/publications/anti-social-behaviour-crime-and-policing-bill/anti-social-behaviour>, p 51.

² Ministry of Housing, Communities & Local Government, 'Rough sleeping statistics England autumn 2018: tables 1, 2a, 2b and 2c' at <https://www.gov.uk/government/statistical-data-sets/live-tables-on-homelessness>

concept which has been interpreted to mean that any relevant legal provision must be circumscribed with precision and allow sufficient foreseeability of its breadth and consequences.³ There is a clear risk that the vague terms included in the proposed PSPO fail to satisfy this requirement, and are therefore unlawful in Article 8 terms.

There are well-established links between homelessness and disability, based on a range of academic studies in this area.⁴ This is recognised in the Government's August 2018 Rough Sleeping Strategy, which sets out as one of its goals to "address associated issues such as substance misuse and mental health issues which frequently contribute to repeat homelessness."⁵

There is therefore a risk that these provisions would unlawfully discriminate against disabled people. There is no indication that the Council has conducted an Equality Impact Assessment or in any other way considered the equalities implications of the proposed PSPO. Failure to do so is likely to amount to a breach of the Equality Act 2010. Those who fail to engage with support services among the homeless and destitute are precisely those who are the most vulnerable; they should not be criminalised.

4. Begging

Activity prohibited by the Order:

- 'Beg, begging or approaching any person for that purpose

As mentioned above, the Council is required by s. 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 to be satisfied on reasonable grounds that the conditions to implement a PSPO are met. Any unreasonable behaviour falling within the description in the PSPO is already covered by offences under the Public Order Act 1986 or the Vagrancy Act 1824. The only method of enforcing a PSPO is by way of a Fixed Penalty Notice ('FPN') of up to £100 or, upon prosecution, a fine of up to £1,000. A PSPO does not give council officers, police officers or Magistrates any other additional powers, including dispersal powers or powers to require engagement with substance misuse services.

As a specific example, this contrasts with a prosecution for begging under the Vagrancy Act 1824, which can give rise to the imposition of a community sentence as an alternative to a fine or sentence of imprisonment. Prosecution for breaching a PSPO cannot, other than in the most exceptional circumstances, lead to the imposition of a community sentence. A PSPO is an extremely blunt and inappropriate measure to use when dealing with the effects of poverty.

According to the 2014 Act, the Council can only impose PSPO requirements that it is reasonable to impose. It is clearly not reasonable to impose requirements that are simply not needed because the relevant behaviour is already covered by existing legislation.

Any further ban on begging would have a harmful and disproportionate effect on the most vulnerable people in Southend. It is simply unfair to penalise poverty in this way; people who resort to begging are likely to be doing so as a result of poverty, addiction and/or other mental health issues. They are also highly unlikely to be able to pay an FPN or a Magistrates' Court fine, and a resulting criminal record will do nothing to alleviate their poverty or address the underlying causes.

³ Insert reference to *Gillan and Quinton v UK* in the ECtHR

⁴ See for instance Fitzpatrick, S., Bramley, G. and Johnsen, S. (2013) 'Pathways into multiple exclusion homelessness in seven UK cities', *Urban Studies* 50(1), p 158.

⁵ See *Rough Sleeping Strategy*, August 2018, p 44 [para 124.].

It would be particularly cruel and perverse for those caught begging in violation of the PSPO to have to pay a fine using what little money they might have saved from charitable donations.

As mentioned above, there are well-established links between begging, homelessness and disability, and this is also recognised in the Government's August 2018 Rough Sleeping Strategy, which notes that while rough sleeping is the most visible form of homelessness [emphasis added] "street activity such as begging ... can be more visible again, often causing concerns for local communities. People engaged in street activity will not always be sleeping rough, however as with people who sleep rough they will have a range of housing and support needs and will often be vulnerable or contributing to the vulnerability of others."⁶ Those who fail to engage with support services among the homeless or destitute are precisely those who are the most vulnerable; criminalising them with heavy fines seems particularly cruel and perverse, and contrary to basic principles of fairness.

There is also a risk that this provision will have a disproportionate impact on disabled people, due to the high rates of mental and physical ill-health among those engaged in such activities. As mentioned above, there is no indication that the Council has

CONCLUSION

We appreciate that your PSPO plans may still be at an early stage, however this PSPO is potentially unlawful and unreasonable. It will do nothing to alleviate the consequences of poverty and is more likely than not to be counter-productive or to create only more poverty and deprivation, thereby having a potentially detrimental impact itself. We are therefore concerned that the PSPO contains inappropriate provisions and that enacting it would be wrong and potentially unlawful. We urge you to think again before making this PSPO.

⁶ See Rough Sleeping Strategy, August 2018, p 50 [para 147].

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Appendix 3

Public Safety Protection Order: Draft Order

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ORDER

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

SECTION 59

PUBLIC SPACES PROTECTION ORDER

This order is made by the Southend-on-Sea Borough Council (the 'Council') and shall be known as the Public Spaces Protection Order (Southend Town Centre, Seafront and Adjoining Areas) No 1 of 2019.

PRELIMINARY

1. The Council, in making this order is satisfied on reasonable grounds that:

The activities identified below have been carried out in public places within the Council's area and have had a detrimental effect on the quality of life of those in the locality,

and that:

the effect, or likely effect, of the activities:

is, or is likely to be, of a persistent or continuing nature,

is, or is likely to be, such as to make the activities unreasonable, and

justifies the restrictions imposed by the notice.
2. The Council is satisfied that the prohibitions imposed by this order are reasonable to impose in order to prevent the detrimental effect of these activities from continuing, occurring or recurring, or to reduce that detrimental effect or to reduce the risk of its continuance, occurrence or recurrence.
3. The Council has had regard to the rights and freedoms set out in the European Convention on Human Rights. The Council has had particular regard to the rights and freedoms set out in Article 10 (right of freedom of expression) and Article 11 (right of freedom of assembly) of the European Convention on Human Rights and has concluded that the restrictions on such rights and freedoms imposed by this order are lawful, necessary and proportionate.

THE ACTIVITIES

4. The Activities prohibited by this order are:
 - i Urination, defecation, spitting or littering.

- ii. Sleeping in a public place within the Restricted Area (which includes car parks and shop doorways) in a manner which has a detrimental impact on the quality life of others in the locality. This includes but is not limited to causing an obstruction to members of the public or local businesses.
- iii. Erecting tents or other structures anywhere within the Restricted Area, save for where so permitted by the Council.
- iv. In any Drinking Control Area, consuming alcohol or failing to surrender any containers (sealed or unsealed) which are reasonably believed to contain alcohol when an Authorised Officer has required such consumption to cease.
- v. Outside of any Drinking Control Area consuming alcohol and behaving in an anti-social manner or failing to surrender any containers (sealed or unsealed) which are reasonably believed to contain alcohol, in a public place, when an Authorised Officer has required such consumption to cease.
- vi. Ingesting, inhaling, injecting, smoking or otherwise using drugs or substances reasonably believed to be psychoactive substances.
- vii. Beg, begging or approaching any person for that purpose.
- viii. Approaching or stopping another person with the intention of asking that other person:
 - i) to enter into any arrangements which involve that other person making any future payment for the benefit of charitable or other purposes; or
 - ii) for any information to assist in that other person being contacted at another time with a view to making arrangements for that person to make any payment for the benefit of charitable or other purposes.

THE PROHIBITION

- 5. A person shall not engage in any of the Activities anywhere within the Restricted Area as shown on the attached map and marked 'Restricted Area'.
- 6. This Prohibition is subject to the Exceptions stated below.

THE REQUIREMENTS

- 7. A person who is believed to have engaged in a breach of this order or anti-social behaviour within the Restricted Area, is required to give their name and address to an Authorised Officer.
- 8. A person who is believed to have engaged in a breach of this order, or in anti-social behaviour within the Restricted Area, is required to leave the area if asked to do so by a

police officer, police community support officer or other person designated by the Council and not to return for a specified period not exceeding 48 hours.

9. A person must clear up his/her belongings and/or litter if asked to do so by a police officer, police community support officer or other person designated by the Council.

THE EXCEPTIONS

10. Nothing in the paragraph 4(iv or v) of this order applies to alcohol being consumed within premises licensed under the Licensing Act 2003 or s115E of the Highways Act 1980.
11. The requirement in paragraph 1(vi) of this order does not apply where the substance:
 - i) is used for a valid and demonstrable medicinal or therapeutic purpose;
 - ii) is a cigarette (tobacco) or vapouriser;
 - iii) is a food product regulated by food, health and safety legislation
12. Nothing in paragraphs 1(vii) and (viii) of this order applies to any person authorised by virtue of the Police, Factories (Miscellaneous Provisions) Act 1916 to undertake an on-street collection of Money

OTHER

13. This order applies to a public place within the authority's area. The public place is delineated by the red line on the master plan annexed at Schedule 1 and further identified on the detailed plans referred to as [] to this order and identified as the 'Restricted Area'.
14. The effect of the order is to impose the prohibitions and requirements detailed herein, at all times, save where specified exemptions apply or where the express permission of the Council has been given on the use of the Restricted Area.

DEFINITIONS

15. For the purpose of this order the following definitions will apply:
 - 'Alcohol'** has the meaning given by section 191 of the Licensing Act 2003;
 - 'Authorised Officer'** means a constable, a police community support officer or a person authorised in writing by Southend-on-Sea Borough Council.
 - 'Beg or begging'** means asking for or accepting money, personal, charitable or any other donations or approaching a person for that purpose, when to do so would cause, or is likely to cause, a nuisance or annoyance, harassment, alarm or distress to that person. Examples of nuisance, annoyance, alarm or distress include, but are not limited to, the following:

- (a) Obstructing the path of the person solicited during the solicitation or after the person solicited responds or fails to respond to the solicitation.
- (b) Using abusive language during the solicitation or after the person solicited responds or fails to respond to the solicitation.
- (c) Continuing to solicit a person in a persistent manner after the person has responded negatively to the solicitation.
- (d) Have in their possession any item for holding, inviting or receiving money for the purpose of solicitation.
- (e) Placing self in the vicinity of an automated teller machine, taxi rank or public transport stop to solicit and or soliciting a person who is using, waiting to use, or departing from any of these services.

‘Drinking Control Area’ means any such area within the Restricted Area whereupon there is in force a Southend-on-Sea Borough Council and Essex Police designated Drinking Control Area as at the date of this order.

‘Interested person’ means an individual who lives in the restricted area or who regularly works in or visits that area.

‘Public place’ means any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.

‘Psychoactive Substances’ has the meaning given by section 2 of the Psychoactive Substances Act 2016.

‘Restricted Area’ has the meaning given by section 59(4) of the Anti-Social Behaviour, Crime and Policing Act 2014 and for the purposes of this order is shown delineated by the red line on the PSPO master plan annexed at Schedule 1 and further identified on the detailed plans referred to as [] to this order and identified as the ‘Restricted Area’.

‘Solicit’ means to request, in person the immediate provision of money or another thing of value, regardless of whether consideration is offered or provided in return, using the spoken, written or printed word, a gesture or other means.

PERIOD FOR WHICH THIS ORDER HAS EFFECT

- 16. This Order will come into force at midnight on [] and will expire at midnight on [].
- 17. At any point before the expiry of this three year period the Council can extend the Order by up to three years if they are satisfied on reasonable grounds that this is necessary to prevent the activities identified in the Order from occurring or recurring or to prevent an increase in

the frequency or seriousness of those activities after that time. The Council may extend this order more than once.

WHAT HAPPENS IF YOU FAIL TO COMPLY WITH THIS ORDER?

Section 67 of the Anti-Social Behaviour Crime and Policing Act 2014 says that it is a criminal offence for a person without reasonable excuse –

- (a) to do anything that the person is prohibited from doing by a public spaces protection order, or
- (b) to fail to comply with a requirement to which the person is subject under a public spaces protection order

A person guilty of an offence under section 67 is liable on conviction in a Magistrates Court to a fine not exceeding level 3 on the standard scale.

FIXED PENALTY

An Authorised Officer may issue a fixed penalty notice to anyone he or she believes has committed an offence under section 67 of the Anti- Social Behaviour, Crime and Policing Act. You will have 14 days to pay the fixed penalty of £100. If you pay the fixed penalty within the 14 days you will not be prosecuted.

APPEALS

Any challenge to this order must be made in the High Court by an interested person within six weeks of it being made. An interested person is someone who lives in, regularly works in, or visits the safe zone. This means that only those who are directly affected by the restrictions have the power to challenge. The right to challenge also exists where an order is varied by the Council.

Interested persons can challenge the validity of this order on two grounds: that the Council did not have power to make the order, or to include particular prohibitions or requirements; or that one of the requirements of the legislation has not been complied with.

When an application is made the High Court can decide to suspend the operation of the order pending the Court's decision, in part or in totality. The High Court has the ability to uphold the order, quash it, or vary it.

Dated.....

THE COMMON SEAL of SOUTHEND ON SEA)
BOROUGH COUNCIL was pursuant to a resolution)
of the Council hereunto affixed to this Deed in the)
presence of:-)

Proper Officer of the Council

Section 67 Anti-Social Behaviour Crime and Policing Act 2014

(1) It is an offence for a person without reasonable excuse-

(a) To do anything that the person is prohibited from doing by a public spaces protection order, or

(b) To fail to comply with a requirement to which a person is subject under a public spaces protection order

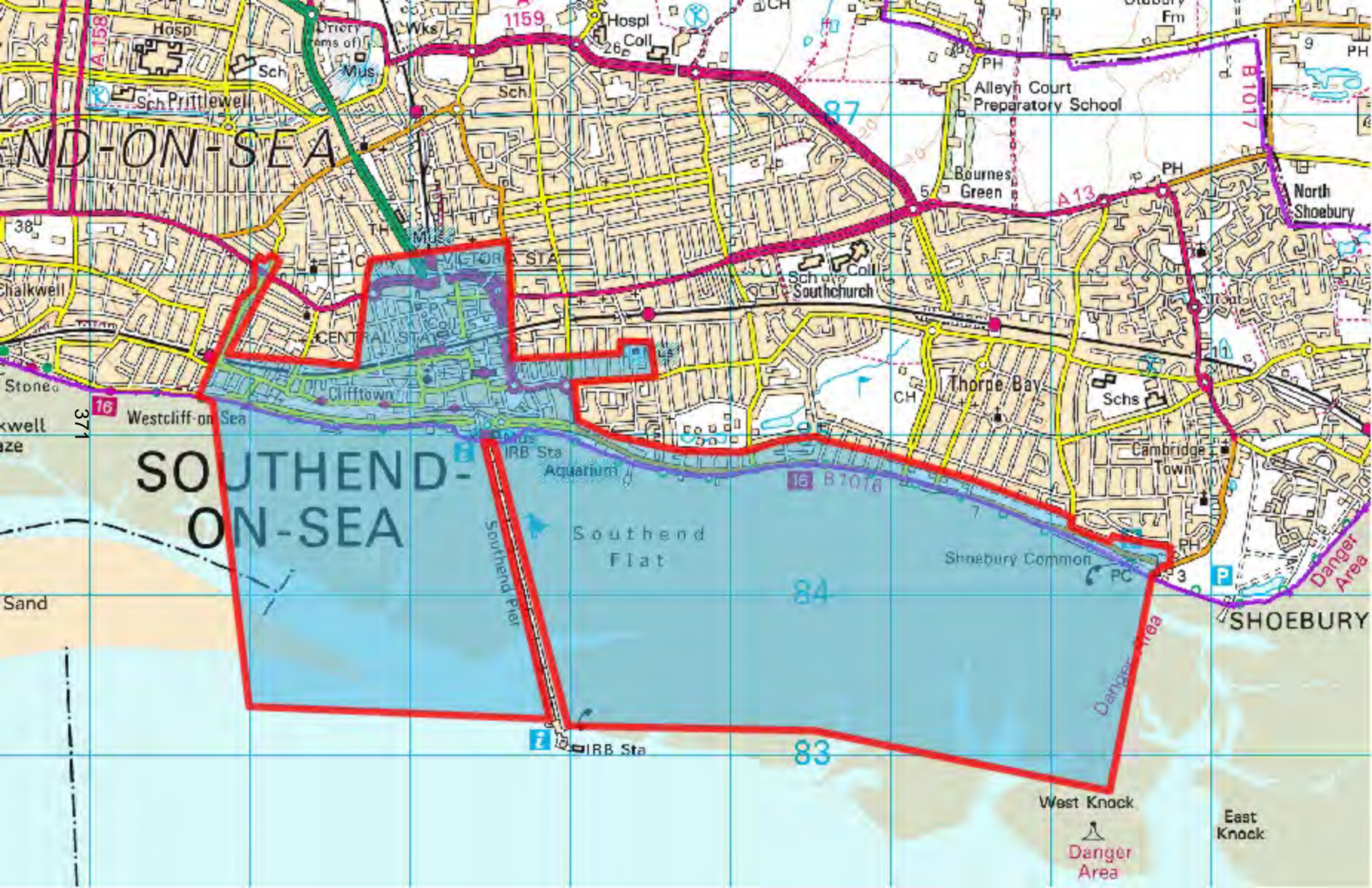
(2) A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale

(3) A person does not commit an offence under this section by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order

Schedule 1 to this Order

Master plan of the Restricted Area and detailed plans referred to as []

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Appendix 4

Rough Sleeping Initiative

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Our homelessness/ complex needs journey

In spring 2018 SBC were invited to co-produce a funding bid with Ministry of Housing, Communities and Local Government (MHCLG) from the newly launched Rough Sleeper Initiative.

We were successful in securing £425,000 for the winter of 2018/19 for a range of initiatives including;

- 6 additional assertive outreach officers,
- personal budgets to increase engagement opportunities and allow individuals to access accommodation/appointments/comfort,
- the formation of a 'sit-up' service, providing 6 additional overnight beds as an immediate means of taking people off the street,
- funding a full time rough sleeper coordinator post
- facilitating 20 additional move-on units to free up first stage shelter spaces
- funding the co-ordinator and a training program for the Church Winter Night Shelters

As a result of this funding and the strength of the multi-agency partnership in Southend, the number of rough sleepers documented in our annual count dropped from 72 in autumn 2017 to 11 in autumn 2018.

In recognition of the success of our program and the crucial piece the initiatives play in sustaining these outcomes for local rough sleepers, we secured an additional £513,000 to continue the Rough Sleeper Initiative program into 2019/20. It has been noted that the impact of this funding has been key in stabilising and providing sustainable options for some of the most entrenched and vulnerable individuals in the borough.

A further key element of Southend's journey is the Severe and Multiple Disadvantage Service (Complex Needs service including assertive outreach; complex needs MDT panel approach and dedicated hostel). This operates through the use of wraparound and link worker provision on both a residential and outreach basis, and through the delivery of a housing first model of supported accommodation for a small number of people facing S&MD.

The hostel provides 9 bedrooms for service beneficiaries to live under licence. A key link to this work is the wider Complex Needs Panel which is a fortnightly multi-disciplinary panel drawing experience from partners in mental health services, criminal justice services, DWP, homelessness services including local churches, drug/alcohol services and supported housing providers etc. This is also a MEAM (Making every Adult Matter) accredited approach.

Our partnership working in the realm of homelessness, rough sleeping and complex needs extends into many other areas such as:

- Rough Sleeper Initiative Case discussions meeting (Chaired by SBC), Multi agency approach and case discussions to work with and find housing solutions for rough sleepers.
- Criminal Justice Partnership (Chaired by SBC), - includes representation from Change Grow Live (STARS), Young Peoples Drug and Alcohol Team, Police, Probation services, Essex Police, Southend on sea Domestic Abuse Project and Chelmsford prison.
- Mental Health Forum- Chaired by EPUT, attended by broader local partners.

- Southend Homeless Action Network (volunteer run multi-agency/multi faith group, regularly attended by various council teams, soup kitchens, Street Pastors, Police etc.)

Furthermore, in autumn 2018 a Southend High street summit brought together business partnerships through Southend's BID (Business Improvement District) as well as local services (police, community safety team, commissioned services) and elected members. A town centre action plan was developed and implemented to improve the look and feel of our town centre. This included working with the Community Safety Partnership, Highways Teams and also our media team to educate the public/community and raise awareness around alternative ways of giving to street beggars and rough sleepers through the 'Make a Change Campaign'.

This ongoing commitment to bring partners and services together in order to tackle/ alleviate/ manage rough sleeping and the wider homelessness/ complex needs environment is far reaching and has stakeholders in a range of organisations.

Late 2018 also saw the adoption of a new corporate Housing, Homelessness and Rough Sleeper strategy which sets five, high level aims contributing to tackling homelessness within the borough:

- Prioritise the supply of safe, locally affordable housing,
- Regeneration and growth to create inclusive, healthy places to live and thrive
- Encourage good quality housing design, management and maintenance
- Support people to live independently in their own homes and avoid homelessness
- Any instance of homelessness to be brief and non-recurrent.

The strategy makes a number of commitments to achieve these aims, including revising planning policy, working in new ways with health and social care partners such as the NHS & CCG, developing our own affordable housing, growing our ability to engage with people with lived experience of homelessness to shape services, reviewing our governance/public boards, promoting a 'housing and homelessness are everyone's job approach' and using the best evidence of 'what works' when tackling homelessness.

Until now we have concentrated our efforts on rough sleepers, emergency housing and high support services. But those who are successfully off the streets then need to move on to a more permanent housing situation so those emergency and high support services are available to others who need it.

To enable this move in to settled accommodation we identified a need for greater tenancy sustainment support and a range of longer term supported/ move on options for the most complex were still a challenge.

To address this we successfully bid for additional funding for MHCLG under the Rapid Rehousing Pathway initiative.

We were awarded slightly under £250,000 which will be targeted at employing 4 Navigators and 2 support staff to help previously homeless people to move out of temporary accommodation, increase their skills to live independently and sustain settled accommodation.

Other services commissioned by Southend-on-Sea Borough Council for current and former rough sleepers include:

- specialist help in drug and alcohol based services,
- night shelter spaces at HARP, and supported housing at YMCA, Sanctuary Supported Living, Homegroup, and Southend-on-Sea Domestic Abuse Project.

To support us in our continuing journey of understanding, and evidencing 'what works' we have been forging a relationship with the new Centre for Homelessness Impact, facilitating knowledge sharing events between this exceptional new organisation, the council and multi-agency/sector partners in the borough.

We will use this work to help inform the future commissioning of our services, so that we can meet Central Government's and the council's shared aim to make any instance of homelessness brief and non-recurrent.

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Appendix 5

Assisting Vulnerable Persons Strategy Summary

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Assisting Vulnerable Persons Strategy Summary

The proposed PSPO covers a number of specific activities taking place in Southend town centre and seafront areas, under the following headings:

General Anti-Social Behaviour

Rough Sleeping causing Anti-Social Behaviour

Aggressive Begging

Soliciting for money in the street

Alcohol and Drugs

The Council and its partners have undertaken a wide range of initiatives in recent years to tackle these issues and to support the vulnerable individuals who can become involved in these activities.

- Regular work by commissioned Outreach Services to liaise with and support homeless individuals and rough sleepers.
- A dedicated partnership Outreach support programme was undertaken during July and August 2018. This involved Outreach Services with support from the Council and Police, working with individuals in the town centre who were known to be rough sleeping, with the specific aim of introducing them into support services.
- York Road multi-agency initiative - Op Stonegate involved more than 30 partner agencies and services to help tackle a number of area based problems including town centre drinkers in York Road and a wide range of other ASB.
- Introduction of mobile toilets in the town centre to prevent urine flooding in shop fronts, especially deployed for the night time economy.
- Introduction of Purple Flag scheme to address town centre crime and disorder associated with alcohol. The Purple Flag has been awarded for the past 4 years, with a multi-agency and partnership approach to developing a vibrant and safe town centre for the night time economy.
- The Business Improvement District (BID) has introduced a team of Street Rangers to provide a visible welcoming approach to visitors to the town centre, and who support other partners in and around the town centre and central seafront areas.
- Police and partner Operation Red Bull introduced, to engage with young people drinking in and around the town centre.
- Police Operation Reflex introduced visible town centre focussed Police patrols in response to provide increased assurance in and around the town centre.
- Specific Youth Offending Team (YOT) outreach schemes in and around the Forum in last 12 months in response to an incident at the Forum in the early summer of 2018.

- Under the responsibility of the Community Safety Partnership, a specific steering group, the Community Action Group (CAG), has been set up to tackle priorities issues including town centres across Southend. The multi-agency CAG looks at implementing coordinated actions to solve some of the more complex problems that require a range of inputs from partner services.
- Police use of Knife Arches at various times and locations to identify and deter the carrying of weapons.

In October 2018, following a High Street Summit Meeting in the summer of 2018, involving the public, business representatives, Council Member representatives, as well as Council, Police and partner officers, a High Street Action Plan was implemented. The Plan included a number of partner actions that brought together the work around some of the issues being experienced, under the following broad headings: Magnetism of the Town Centre / Communications / Rough Sleeping / Street Drinking & Aggressive Begging / Enforcement. Specific actions included:

- Recruitment of a temporary Community Safety Team in October 2018 to engage with rough sleepers, street drinkers and those engaged in begging, with the aim of introducing individuals into support services. The permanent team was appointed in March 2019 and continues to engage with individuals. The team works in shifts covering 7 days per week and is operating from 8am to 8pm each day, also supporting Police and other partners as necessary.
- A multi-agency day of activity in November 2018 aimed at liaising with town centre visitors, businesses and also to liaise with those who were engaging in street drinking and begging, with the aim of introducing individuals into support services.
- Communications systems set up to enable various agencies to quickly communicate and to provide timely support to individuals who are rough sleeping, street drinking or engaging in begging, with the aim of introducing individuals into support services.
- Removal of a specific public toilet block and regeneration of an area that had become a magnet for rough sleeping and anti-social behaviour, including regular drug use, alcohol consumption and prostitution.
- Annual provision of Church Night Shelters for the homeless during the winter months to provide food and a place to sleep as well as liaise with them with the aim of introducing individuals into support services.

The Action Plan built on many of the existing actions and introduced new actions which would help to tackle some of the issues being experienced.

The Action Plan is now coordinated and monitored through the Community Action Group (CAG) which reports directly to the strategic Community Safety Partnership. Ongoing actions and new actions in response to growing issues will be regularly monitored and updated.

Appendix 6

Equality Analysis

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Southend on Sea Borough Council - Equality Analysis

1. Background Information

1.1 Name of policy, service function or restructure requiring an Equality Analysis:

Southend Town Centre & Seafront Public Spaces Protection Order

1.2 Department: Corporate

1.3 Service Area: Public Protection & Legal

1.4 Date Equality Analysis undertaken: 22/10/2018
Reviewed 16/05/2019 and 13/06/19 following Consultation.

1.5 Names and roles of staff carrying out the Equality Analysis:

Name	Role	Service Area
Carl Robinson	Director Public Protection	Public Protection
John Williams	Director Legal & Democratic Services	Legal
Simon Ford	Group Manager Regulatory Services	Community Safety
Miranda Valenzuela	Waste Management & Contracts Officer	Waste & Environmental Care

1.6 What are the aims or purpose of the policy, service function or restructure that is subject to the EA?

The Anti-Social Behaviour, Crime and Policing Act 2014 enables local authorities to make a PSPO where they are satisfied 'on reasonable grounds' that two conditions are met. The first is that:

- (a) activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality, or
- (b) it is likely that activities will be carried on in a public place within that area and that they will have such an effect.

The second condition is that the effect, or likely effect, of the activities—

- (a) is, or is likely to be, of a persistent or continuing nature,
- (b) is, or is likely to be, such as to make the activities unreasonable, and
- (c) justifies the restrictions imposed by the notice.

The aim therefore of Public Spaces Protection Orders (PSPOs) is to provide local authorities with the necessary powers to prohibit or restrict certain actions or require

specified actions in public spaces but only where the provisions prevent or reduce the identified 'detrimental effect'. introduce restrictions upon activity and behaviours deemed to be antisocial and occurring in "public spaces". A PSPO is designed to restrict and prohibit certain behaviours where evidential tests are satisfied and restrictions are set and implemented by the local authority in designated locations.

In line with the findings of recent test cases (Summers and Dulgheriu), Southend-on-Sea Borough Council has considered, via consultation, its local knowledge and expertise, the impact of behaviour on vulnerable people, and other protected characteristics that the development of this PSPO could affect (either positively or negatively).

The aims of the Southend Town Centre and Seafront PSPO is to address the concerns (behavioural and activity related) raised by consultees during the public consultation undertaken in February and March 2019. The PSPO will also provide a key enforcement tool for the Police and the council to deliver a long-term solution to persistent anti-social behaviour which is affecting the 'restricted area.' It also provides a structured opportunity to assist those undertaking offending behaviours, increasing opportunities for outreach and signposting to support services.

The PSPO will apply to all persons, and not 'persons in specified categories' (s59 6a of the Act), however, an equality analysis is required as the specified activities to be covered by the PSPO will be undertaken by individuals with protected characteristics, and the impact of the PSPO on these protected characteristics needs to be understood and reviewed. The PSPO will also impact on residents in, and visitors to, the restricted area so a review of the impact on their protected characteristics is also required.

1.7 What are the main activities relating to the policy, service function or restructure?

Under this PSPO the following activities will be prohibited within the restricted area:

- a) Sleeping in a public place, in a manner that has a detrimental impact on the quality of life of others in the locality. This includes but is not limited to causing obstruction to members of the public or local businesses.
- b) Erecting tents or other structures anywhere in the Restricted Area.
- c) Consuming alcohol or failing to surrender any containers (sealed or unsealed) which are reasonably believed to contain alcohol, in a public place, when an Authorised Officer has required such consumption to cease.
- d) Ingesting, inhaling, injecting, smoking or otherwise using drugs or substances reasonably believed to be psychoactive substances.
- e) Beg, begging or approaching any person for that purpose.
- f) Approach, stop or approach another person with the intention of asking that person:
 - (i) To enter into any arrangements which involve that other person making any future payment for the benefit of charitable or other purposes.
 - (ii) For any information to assist in that other person being contacted at another time with a view to making arrangements for that person to make payment for the benefit of charitable or other purposes.

There have been significant numbers of recorded incidents of antisocial behaviour in the restricted area, which is in contrast to other areas in the Borough. This suggests that there are specific challenges peculiar to these areas.

2. Evidence Base

2.1 Please list sources of information, data, results of consultation exercises that could or will inform the EA.

Source of information	Reason for using (e.g. likely impact on a particular group).
<p>Complaint and report data collated by Southend-on-Sea Borough Council’s Community Safety Team and the Police</p>	<p>Details the number/type/location of complaints & reports relating to specific behaviours demonstrating the breadth and persistent nature of the activities being undertaken in the restricted area.</p> <p>Where demographic data has been collected, it has been reviewed to inform this equality analysis.</p> <p>This data shows that 40% of complaints in the restricted area were regarding begging/vagrancy, 33% to rowdy/nuisance behaviour, 12% to substance dealing and 7% to street drinking – so these activities accounted for 92% of complaints.</p> <p>The highest proportion of recorded incidents are attributable to begging/vagrancy, anti-social behaviour and rough sleeping combined at 39% of the total, and individually the three areas account for the top 3 incidents (discounting ‘patrol’ and ‘other’). These account for the highest proportion of incidents</p> <p>57% of issues reported at Local Community Meetings relate to drug activity.</p>
<p>Information provided by local businesses via the Southend Business Improvement District (BID)</p>	<p>Provides information around the impact of the detrimental behaviours and activities on local businesses in the restricted area.</p>
<p>Member-led Enforcement Scrutiny Project</p>	<p>Provides background to some of the Community Safety challenges facing the borough and the town centre in particular.</p>
<p>Southend-on-Sea Borough PSPO Proposal Consultation responses</p>	<p>To obtain wider views as part of the consultation process for the proposed PSPO.</p> <p>Equalities data was collected as part of the consultation exercise and found that 58% of respondents were women, 38% were men and 4% preferred not to say.</p> <p>81% were 35 or over, with the 35-44 year olds with the highest number of respondents by age group.</p>

	<p>94% were white British or Irish, and 8.7% considered themselves to have a disability (with 82.6% not, and 8.7% preferring not to say).</p>
<p>Ministry of Justice</p> <p>'Offender Management Statistics - Prison Population remanded in custody by offence group, age group and sex 2018-2019' tables</p>	<p>Provides national data around prisoner demographics which can be used to estimate the demographic of those potentially undertaking the offending behaviours in the restricted area, and therefore which protected characteristics are likely to be affected by the PSPO, and how.</p> <p>These tables are published as part of the Offender Management Statistics Quarterly publication by the Ministry of Justice. This is available online at: https://www.gov.uk/government/collections/offender-management-statistics-quarterly</p> <p>Gender: The data show that at 31 March 2019, 94.2% of the prison population was male, and 5.8% was female.</p> <p>Age: The data show that 87.4% were adults and 12.6% were between 15 and 20 years old.</p> <p>Of the 15-20 year olds 98% were male and 2% female.</p>
<p>Commons Library Briefing – 23 July 2018</p> <p>'Prison Population Statistics 2018'</p> <p>Attached marked AP1</p>	<p>Provides national data around prisoner demographics for 2018 which can be used to estimate the potential demographic of those undertaking the offending behaviours in the restricted area, and therefore which protected characteristics are likely to be affected by the PSPO, and how.</p> <p>Age: This report shows that the 30% of the prison population is 30-39 in age, accounting for the highest proportion by age profile. This is followed by 18% of the prisoner population made up of 20-29 year olds and 40-49 year olds respectively.</p> <p>Nationality: It also showed that 89% of prisoners were British nationals, and 11% were foreign nationals (from 169 countries overall). It also outlines the top ten nationalities among foreign prisoners:</p>

TOP TEN NATIONALITIES AMONG FOREIGN PRISONERS

England and Wales, at 31 March 2018		
Nationality	Number	% of foreign national prisoners
Polish	802	9%
Irish	728	8%
Romanian	671	7%
Jamaican	495	5%
Lithuanian	402	4%
Pakistani	353	4%
Somalian	305	3%
Portuguese	276	3%
Nigerian	268	3%
Indian	262	3%
Other foreign nationals	4,756	51%
All foreign nationals	9,318	100%

Source: MoJ, *Offender Management Statistics Quarterly, March 2018, Table 1.7*

Ethnicity:

As at the end of March 2018, just over a quarter of the prison population was from a non-white ethnic group – this figure has stayed relatively constant since 2005.

Compared to the population as a whole, the non-white population is over-represented within the prison population. In the prison population, 26% identified as a non-white ethnicity, compared with 13% in the general population (p. 11).

Religion:

At the end of March 2018, just under half of the prison population was of a Christian faith (48%) – a decrease of just over 10 percentage points compared to June 2002. The proportion of Muslim prisoners has increased from 8% in 2002 to 15% in 2018 and is over-represented within the prison population (4% general population is Muslim, with 15% of the prison population). The proportion of prisoners with no religion in 2018 was 31%.

Ministry of Housing, Communities and Local Government (2018)

'Rough Sleeping Statistics Autumn 2018 England'

Attached marked AP2

Provides national data around rough sleeper demographics which can be used to estimate the demographic of those who may be sleeping rough in the restricted area, and therefore which protected characteristics are likely to be affected by the PSPO, and how.

Gender:

This report outlines that the local authority snap shot for autumn 2018 rough sleeping street counts showed that 84% of rough sleepers were male and 14% were female,

	<p>2% of people's gender was unknown.</p> <p>Nationality: It also observes that there has been an increase nationally in the number of non-UK (EU) nationals sleeping rough at 22% in 2018. The number of non-UK and non-EU nationals accounts for 2% of the rough sleeper population.</p> <p>Age: In autumn 2018, 80% of the rough sleeping population was aged 26 years or over, with 6% 25 years or under. 14% of people's age was unknown.</p>
<p>Homeless Link (2018) '2018 Rough Sleeping Statistics'</p> <p>Attached marked AP3</p>	<p>Provides nationality and gender demographics data around rough sleepers which can be used to estimate the nationality demographics of those who may be sleeping rough in the restricted area, and therefore which protected characteristics are likely to be affected by the PSPO, and how.</p> <p>Nationality: This report finds that in South East England, 75% of rough sleepers are UK nationals with 25% non-UK nationals or not known. This means that potentially a quarter of rough sleepers may have English as a second language, or not be aware of the support which is available to them.</p> <p>Gender: It also finds that 15% of rough sleepers in the South East are female with 85% male.</p>
<p>PANSI data 'People aged 18-64 predicted to have a drug or alcohol problem, by gender, projected to 2035 in Southend-on-Sea'</p> <p>Attached marked AP4</p>	<p>This data set show that 10,189 people in Southend are predicted to have a dependence on drugs or alcohol. Out of an estimated total population of 181800, this means that 6% have a dependence of some kind.</p> <p>Whether this proportion would be representative and therefore applicable to rough sleepers or individuals likely to undertake offending behaviours is not clear.</p>
<p>Analytical Support for Public Spaces Protection Order Application</p>	<p>This report provides statistical data regarding the proposed restricted area including:</p> <p>Deprivation: The majority of the neighbourhoods in the restricted area are classed as highly deprived (77%).</p>

2.2 Identify any gaps in the information and understanding of the impact of your policy, service function or restructure. Indicate in your action plan (section 5) whether you have identified ways of filling these gaps.

The consultation which was undertaken in 2019 sought feedback and opinions from a range of stakeholders including:

- Chief Officer of Police for Southend
- The Police Fire and Crime Commissioner
- Town Centre / Seafront Businesses
- Ward Councillors
- The Voluntary Sector
- Community Representatives
- Local Residents / those working nearby / Visitors to the area

The data sources outlined in 2.1. above have been sourced to provide national demographic data from which to draw some average conclusions where Southend specific data is unavailable. From national trends local statistics can be estimated to understand impacts more accurately.

However, there are gaps in the following data:

- Demographics of historical offenders in the restricted area
- Demographics of those living in, working in and visiting the restricted area

As the implementation of the PSPO is likely to have a larger impact on certain sections of the community - as our data sources have shown this would include males, people on a low income, rough sleepers and adults – the following analysis will take into account the likely impact of the PSPO on these groups and their associated protected characteristics.

3. Analysis

3.1 An analysis and interpretation of the impact of the policy, service function or restructure should be undertaken, with the impact for each of the groups with ‘protected characteristics’ and the source of that evidence also set out against those findings.

In addition, the Council has identified the need to assess the impact of a policy, service function or restructure on carers, looked after children (as part of the age characteristic) as well as the socioeconomic impact of different groups, such as employment classifications.

Initial assessment of a perceived impact of the policy, service function or restructure. The impact can be positive or negative (or in some circumstances both), none or unclear.

	Impact - Please tick
--	-----------------------------

	Yes			No	Unclear
	Positive	Negative	Neutral		
Age (including looked after children)	X				
Disability	X				
Gender reassignment	X				
Marriage and civil partnership				X	
Pregnancy and maternity	X				
Race	X				
Religion or belief	X				
Sex*	X*	X*			
Sexual orientation					Unclear
Carers				X	
Socio-economic	X				

Descriptions of the protected characteristics are available in the guidance or from: [EHRC - protected characteristics](#)

* The impact on sex depends on whether you are male or female, and whether you are a resident/visitor to the restricted area, or a rough sleeper/individual undertaking offending behaviours. Please see the discussion in 3.2

- 3.2 Where an impact has been identified above, outline what the impact of the policy, service function or restructure on members of the groups with protected characteristics below:

	Potential Impact
Age	<p>Residents in, and visitors to, restricted area</p> <p>Likely to have a positive impact on those who are most vulnerable in terms of age – the very young and the elderly, who can feel intimidated by certain behaviours such as begging and drinking will see a benefit as these activities diminish.</p> <p>Generally, all ages are likely to see a positive impact due to reduced exposure to certain behaviours.</p> <p>Individuals undertaking offending behaviour</p> <p>As those undertaking the offending behaviour will be issued with a fixed notice penalty it is possible that young offenders may be unable to absorb the financial impact, so it is important</p>

	<p>that the application of the PSPO takes into account this risk to young people.</p> <p>As the data in section 2.1 above has shown, 30-39 represent the highest numbers of the prison population, so extrapolating this back to the Southend context, it is likely that this age group will be the most affected by the implementation of the PSPO. However, as the process will include sign posting individuals to support, then the impact has been assessed as positive overall.</p>
Disability	<p>Residents in, and visitors to, restricted area</p> <p>Likely to have a positive impact as people with a disability may be disproportionately affected by certain activities and behaviours, so the introduction of the PSPO should result in an overall benefit as these activities diminish.</p> <p>Individuals undertaking offending behaviour</p> <p>Anecdotally, mental and physical health issues are increasingly linked to anti-social behaviour as they are often linked to drug and alcohol misuse.</p> <p>We also know anecdotally that a larger proportion of homeless are known to have disabilities (both physical and mental health related).</p> <p>The introduction of the PSPO will therefore impact on this group twofold:</p> <ol style="list-style-type: none"> (1) Accessibility to information – based on communication needs. Information about the requirements of the PSPO will need to be provided and delivered in a consistent and clear way, and in formats people with learning difficulties, hearing or sight impairment, for example, can understand. (2) Tailored needs. Enforcement officers will be trained in dealing with cases on an individual basis to ensure information about available support is provided based upon individual needs and a consistent but fair approach is adopted in order to try and address any issues. <p>Because enforcement officers will be sign posting individuals to appropriate services as the first resort (taking into account communication and mobility needs), with enforcement action as a second option, the impact overall on this group will be positive.</p>
Gender reassignment	<p>Given that the perception of the restricted area is that of being unsafe, those who have undergone gender reassignment may feel intimidated or unsafe in the area. It is likely that the implementation of the PSPO will have a positive impact on</p>

	those with this protected characteristic as the feeling of safety in the area increases.
Marriage and civil partnership	n/a
Pregnancy and maternity	n/a
Race	<p>Residents in, and visitors to, restricted area</p> <p>Likely to have a positive impact as anecdotally we are aware that Black, Asian and minority ethnic people are among the groups of individuals that feel intimidated or unsafe in the restricted area currently, it is likely that the implementation of the PSPO will have a positive impact on those with this protected characteristic</p> <p>Individuals undertaking offending behaviour Anecdotal evidence has shown that a number of homeless people may be those who have gone through the asylum process and have not been able to secure fixed accommodation. The data sources explored in section 2.1. also showed that the non-white demographic is over-represented in the prison population, making it possible that the BAME community will be disproportionately affected by the implementation of the PSPO.</p> <p>However, because enforcement officers will be sign posting individuals to appropriate services as the first resort, with enforcement action as a second option, the impact overall on this group will be positive as help and support is made available.</p>
Religion or belief	No impact
Sex*	<p>Residents in, and visitors to, restricted area</p> <p>Given that anecdotally we are aware that women are among the groups of individuals who feel intimidated or unsafe in the restricted area it is expected that the implementation of the PSPO will have a positive impact on this group.</p> <p>Individuals undertaking offending behaviour The data sources in section 2.1 indicate that the majority of individuals likely to undertake offending behaviour will be male. It is therefore likely to presume that this group will be disproportionately impacted by the implementation of the PSPO.</p> <p>However, because enforcement officers will be adopting a</p>

	<p>consistent and fair approach by sign posting individuals to appropriate services based on their needs as the first resort, with enforcement action as a second option, the impact overall on this group will be positive as help and support is made available.</p>
Sexual orientation	<p>Residents in, and visitors to, restricted area</p> <p>Anecdotal evidence suggests that LGBTQ+ people are one of the groups of individuals that feel intimidated or unsafe in the restricted area at the moment, so it is likely that the implementation of the PSPO will have a positive impact on this protected characteristic as offending activities in the area diminish.</p> <p>Individuals undertaking offending behaviour</p> <p>Although there is no data available to indicate what proportion of individuals undertaking offending behaviours may be LGBTQ+, because enforcement officers will be adopting a consistent and fair approach by sign posting individuals to appropriate services based on their needs as the first resort, with enforcement action as a second option, the impact overall on this group will be positive as help and support is made available.</p>
Carers	n/a
Socio-economic	<p>Residents in, and visitors to, restricted area</p> <p>Consideration needs to be given to how incidents which may occur in the restricted area can be reported. The use of MySouthend will ensure that all residents and visitors can access an online portal to report issues.</p> <p>Language</p> <p>Although 94.1% of residents in Southend-on-Sea have English as a main language in their household there are still areas where language and literacy are a barrier to understanding council services and what is available.</p> <p>The MySouthend portal improves accessibility for residents where English is not their main language as the online Google translate service will be available. Although this is a rudimentary translation tool, it will provide residents with instant translations. If residents still require further assistance they will be able to contact the Council directly to request this.</p> <p>The MySouthend portal collects equalities data when reports are made (if the individual completes the questions) so these</p>

can be reviewed as part of the ongoing monitoring and evaluation of the PSPO impact.

Businesses and traders have expressed their concerns via the Southend BID that customers avoid the town centre because of anti-social behaviour and the perception that it is unsafe. The implementation of the PSPO may therefore have a positive impact on the wider socio-economic fabric of the town centre as the offending behaviours and activities diminish, and customers are encouraged to use the space again.

Individuals undertaking offending behaviour

The restriction of the consumption of alcohol in the restricted area could affect those that are alcohol dependent. However, in some instances, the PSPO may help to ensure that people engage with the support that is available to them, having a positive impact on their health and wellbeing.

The PSPO fixed notice penalty may also put some individuals at risk of further deprivation (if they do not have the means to pay them as we have explored above, potentially affecting the younger demographic the most) – which may in itself lead to criminal behaviour in order to obtain the funds to pay off the penalty. However, because enforcement officers will be adopting a consistent and fair approach by sign posting individuals to appropriate services based on their needs as the first resort, with enforcement action as a second option, the impact overall on this group will be positive as help and support is made available.

Anecdotal evidence suggests that there is a high likelihood that those carrying out, and involved in, the offending behaviours will be socio-economically disadvantaged in some way. This demographic may therefore be disproportionately impacted by the PSPO. However, because enforcement officers will be adopting a consistent and fair approach by sign posting individuals to appropriate services based on their needs as the first resort, with enforcement action as a second option, the impact overall on this group will be positive as help and support is made available.

Language

Accompanying information signs in the restricted area will contain the legal wording of the Order – a legal requirement. However, this means that it is unlikely that they will be written in plain English. Consideration will therefore need to be given to how this information is made accessible to all individuals in the restricted area, with legal responsibilities clearly and consistently communicated.

4. Community Impact

4.1 You may also need to undertake an analysis of the potential direct or indirect impact on the wider community when introducing a new/revised policy, service function or restructure.

4.2 You can use the [Community Cohesion Impact Assessment](#) as a guide, outlining a summary of your findings below:

N/A

5. Equality Analysis Action Plan

5.1 Use the below table to set out what action will be taken to:

- Ensure a full analysis of the impact of the policy, service function or restructure is undertaken.
- Mitigate/address identified negative impacts or unlawful prohibited conduct.
- To promote improved equality of opportunity and to foster good relations.
- How the action plan will be monitored and at what intervals.

Planned action	Objective	Who	When	How will this be monitored (e.g. via team/service plans)
Consultation	To obtain wider views and comments on the proposed PSPO	Specified groups as per above	Nov/ Dec 2018	Consultation responses received, analysed and referred in the report
Research Demographics	To understand more about the victims / perpetrators of certain types of behaviour in Southend	Community Safety Partnership (CSP)	Start December 2018	CSP
Mental and physical health	To ensure that vulnerable individuals (rough sleepers etc) are assisted to enter into support services	Community Safety Partnership partners	Ongoing as part of any interaction	Take up of services recorded (HARP etc)
Equality monitoring of reports of ASB	To understand which groups are reporting issues and to monitor the impacts of the PSPO	Community Safety Partnership	Ongoing as part of recording of reports	Community Safety Team Manager / Insights Officer
Equality monitoring of individuals found in breach of PSPO	To monitor and evaluate the impacts of the PSPO on protected characteristics. To identify whether there are any groups that are disproportionately affected and implement strategies to mitigate this	Community Safety Partnership	To start when PSPO comes into force	Community Safety Team Manager / Insights Officer
Demographic	including reason for	Community	To start	Community Safety

info of those who breach PSPO	this and the outcome for each person (i.e. fine/Criminal Justice response).	Safety Partnership	when PSPO comes into force	Team Manager / Insights Officer
Ongoing review of Equality Analysis	To ensure all impacts are still relevant, and new ones are identified	Community Safety Partnership	To start when PSPO comes into force	Community Safety Team Manager / Insights Officer

Signed (lead officer):

Signed (Director):  Carl Robinson (Director of Public Protection)

Once signed, please send a copy of the completed EA (and, if applicable, CCIA) to the Departmental Equality Representative and Jodi Thompson jodithompson@southend.gov.uk

Appendix 6

AP1

UK Prison Population Statistics

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BRIEFING PAPER

Number CBP-04334, 23 July 2018

UK Prison Population Statistics

By Georgina Sturge

Contents:

1. England & Wales
2. Scotland
3. Northern Ireland
4. Cost per prisoner
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The underlying data to the charts are available in a separate [Excel file](#).

Cover image: [‘Wormwood Scrubs, in the borough of Hammersmith and Fulham, London, viewed from outside behind the prison walls.’](#) Julian Tysoe, 18 October 2010. Free to use under Creative Commons Attribution 2.0 Generic licence.

Summary

This briefing paper explores data on the UK prison population, including the population size and change over time, the demographic profile of prisoners, safety in prisons, and the cost per prisoner.

Prisons are a devolved, so UK prison statistics are published separately for England and Wales (the Ministry of Justice), Scotland (the Scottish Government), and Northern Ireland (the Department of Justice). This briefing also compares the UK with other countries.

Weekly prison population data are available for England, Wales and Scotland and quarterly data are available for Northern Ireland. The latest available data show a **current prison population of approximately 92,500**, comprising

- 83,430 in England and Wales (end of May 2018)¹
- 7,595 in Scotland (end of June 2018)²
- 1,475 in Northern Ireland (end of March 2018)³

In addition to these snapshots, all jurisdictions publish the average annual prison population, which was approximately 85,660 in England and Wales in 2017, and 7,550 in Scotland and 1,470 in Northern Ireland for the financial year 2016/17.

There is a general underlying, increasing trend in the number of people held in prison. The graph below shows prison population change relative to 1900 (and relative to 2000 for Northern Ireland).



The prison population of England & Wales quadrupled in size between 1900 and 2017, with around half of this increase taking place since 1990. The Scottish prison population almost doubled in size since 1900 and rose 60% since 1990.

The data series for Northern Ireland begins in 2000. Between 2000 and 2016/17 the prison population of Northern Ireland increased by 38%, although the prison population is currently at its lowest since 2010.

¹ Ministry of Justice [Prison population figures 2018](#)

² Scottish Prison Service [Prison Population](#)

³ Department of Justice [Prison Population Statistics, 01 January 2017 to 31 March 2018](#)

To put the prison population in context, it is possible to calculate the number of prisoners per 100,000 people in the general population. At the most recent count there were:

- **179 prisoners per 100,000 of the population in England and Wales** in 2017
- **166 per 100,000 in Scotland** (2016/17) and
- **98 per 100,000 in Northern Ireland** (2016/17).

In each jurisdiction, prison population projections are made on a regular basis. At the most recent estimate, the prison population in 2022 is projected to reach 88,000 in England and Wales, 7,800 in Scotland, and 2,251 in Northern Ireland (approximately 98,000 in total).⁴

There are many other statistics on the prison population available for England and Wales which are published in the Ministry of Justice's [Offender Management Statistics Quarterly](#) (latest released in April 2018). The key findings are that, at March 2018:

- The prison population is ageing: in 2002, 16% were under the age of 21 compared with 6% in 2018 and the number over the age of 50 went from 7% in 2002 to 16% in 2018;
- Prison sentences were longer in 2018 than in 2010, with 46% being over 4 years compared with 33% in 2018⁵;
- Foreign nationals made up 11% of the prison population;
- People of non-white ethnicities made up 26% of the prison population compared with 13% of the general population.

Other data sources indicate that:

- At May 2018, 58% of prisons in England and Wales were over-crowded⁶;
- The number of reported assaults in prison in 2017 (29,500) was 13% higher than in 2016 and 44% higher than in 2015;
- The number of reported self-harming incidents (44,600) was 11% higher in 2017 than in 2016 and 94% higher than in 2007.⁷

Each jurisdiction also publishes data on the **cost per prisoner or prison place**. In 2016/17, the average direct annual cost per prisoner in England and Wales was £22,933. In Scotland the average annual cost per prison place was £35,325 and in Northern Ireland this figure was £53,408.

⁴ Ministry of Justice [Prison population projections 2017-2022](#), Scottish Government [Prison statistics and population projections Scotland 2013/14](#), Northern Ireland Prison Service [FOI Case No. 13:454](#)

⁵ Excludes indeterminate-length sentences

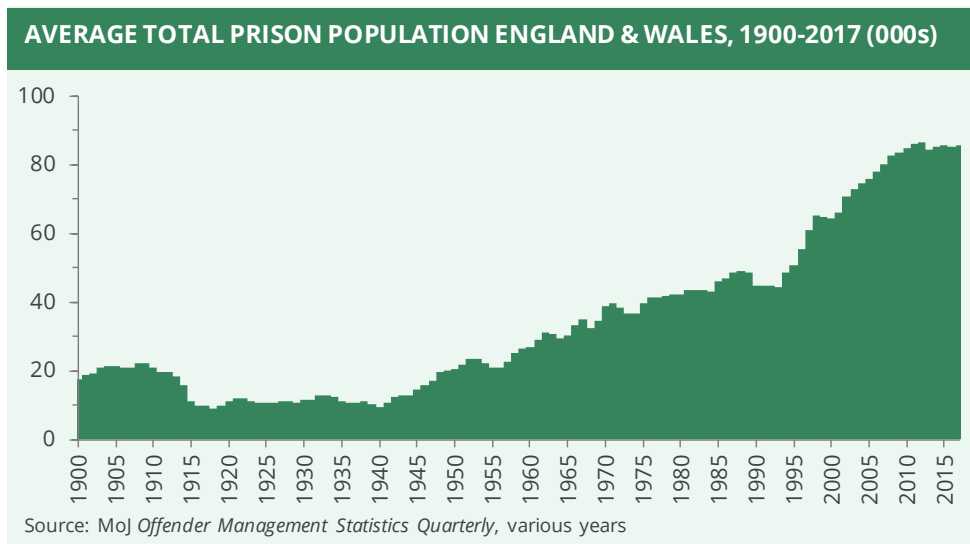
⁶ MoJ, [Population bulletin: monthly May 2018](#)

⁷ MoJ [Safety in custody quarterly: update to December 2017](#)

1. England & Wales

1.1 Long term trends

The Ministry of Justice has produced a time-series of annual average prison population for each year from 1900 to 2013. Since 2014, it has published a quarterly bulletin on the average prison population in the preceding 12 months.



The average annual prison population increased from just over 17,400 in 1900 to around 85,700 in 2017 (more than quadruple). The prison population was relatively stable between 1915 and 1945. From 1940 the prison population grew steadily, although there was a small period in the early 1990s when it decreased for four consecutive years before rising steeply again in the subsequent decade. Since 2010, the average prison population has remained relatively stable.

To put the numbers in context, in 1900 there were 86 prisoners per 100,000 people in the general population and in 2017 there were 179 per 100,000. At the start of the 1940s there were around 33 prisoners per 100,000 people.

Gender

In 1900 there were 152 male prisoners per 100,000 men in the population. This rate has increased to 348 per 100,000 in 2017. There were 27 female prisoners per 100,000 head of female population in 1900. In 2017 this rate had decreased to 16 per 100,000.⁸

⁸ MoJ, *Offender Management Statistics Quarterly October-December 2013*, 24 April 2014; MoJ, *Offender Management Statistics Quarterly*, various years

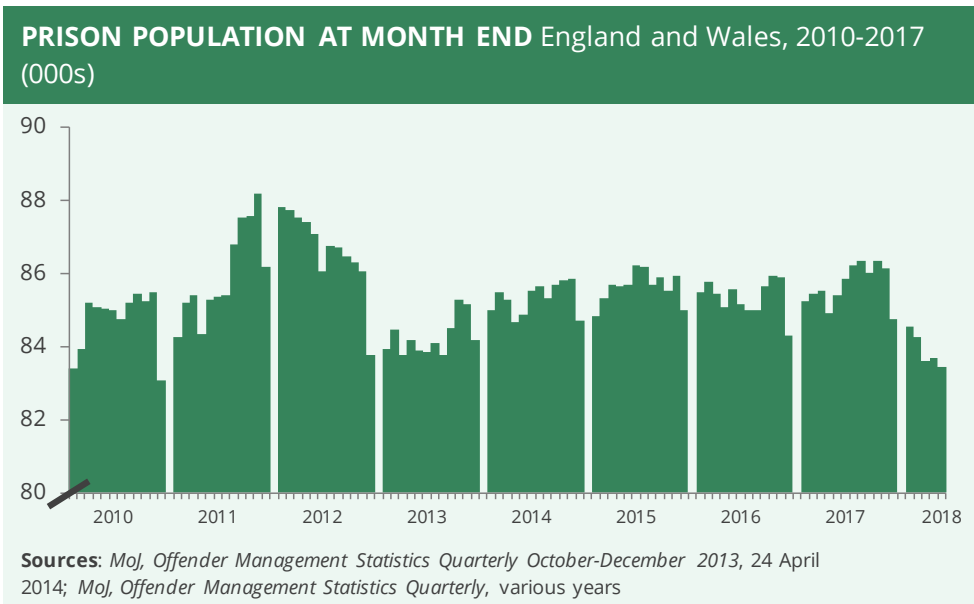


The percentage of females as a proportion of the prison population has fallen from 17% in 1900 to 5% in 2017. The lowest this figure has been during this period was 2% which occurred in 1968 and 1969.

1.2 Recent trends and projections

The prison population passed 80,000 for the first time in December 2006 and 85,000 in June 2010. In November 2011 the prison population reached its highest level of just over 88,000. As at 31 May 2018, the total prison population was 83,430.

The chart shows the prison population at month end since January 2010. Note that the Y (vertical) axis is truncated to make small changes more visible.

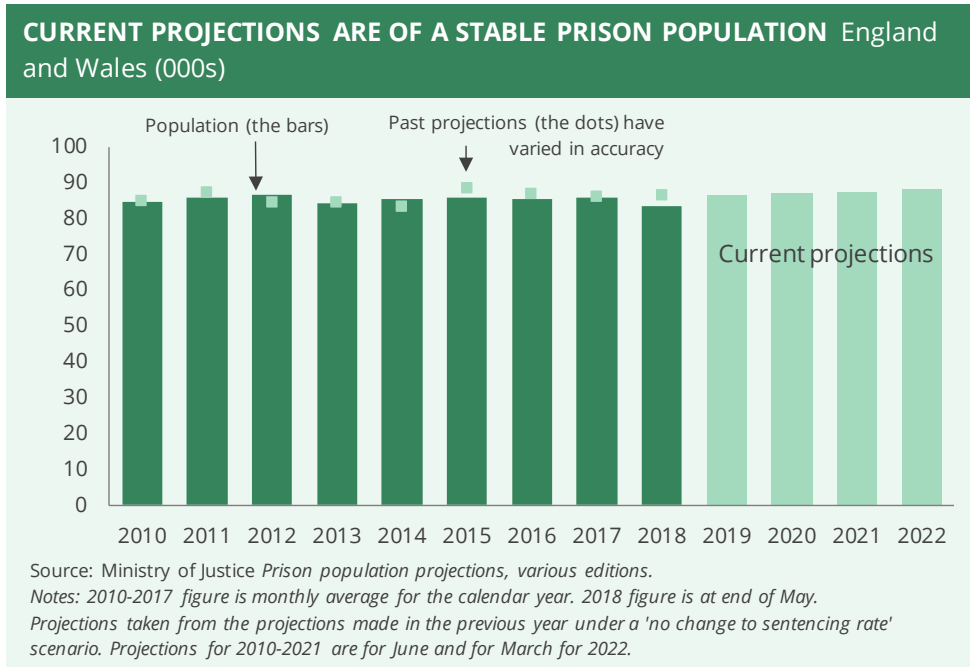


The rise in the prison population over the last months of 2011 can be, at least partially, explained by the remanding and sentencing of individuals following the riots in England in August 2011.⁹ The population in 2017 peaked in

⁹ See MoJ *Statistical bulletin on the public disorder of 6th-9th August 2011*, 13 September 2012.

November (86,327) which was the highest since September 2012. In May 2018, it was at 83,430, its lowest since December 2010.

The latest prison **population projections** were released in August 2017 and are shown below.



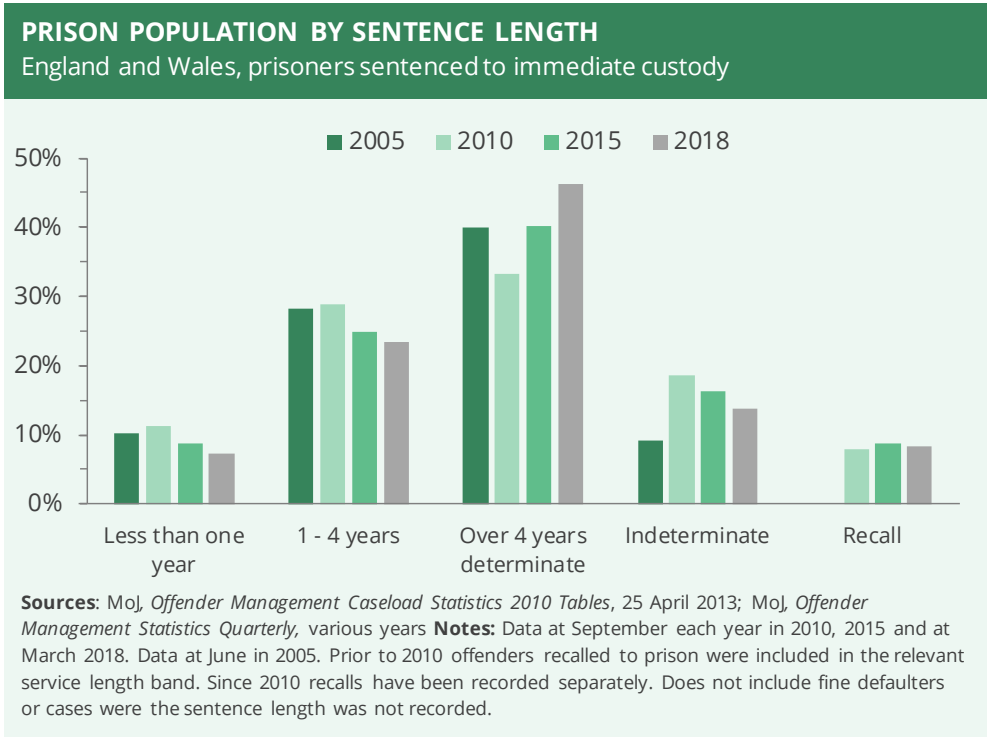
The projections forecast that the prison population will grow to 88,000 by March 2018. The projections include a rise in prisoners serving a determinate sentence and on remand and a fall in those serving indeterminate sentences (imprisonment for the public protection (IPP)).¹⁰ It may be noted that the true prison population at the start of June 2018 (83,400 prisoners) was 3,000 lower than the projection.

1.3 Sentence length and offences

As at the end of March 2018 the most frequent length of sentence being served was a determinate¹¹ sentence of over 4 years. Around 46% of the sentenced population were serving this length of sentence. About a quarter of prisoners were serving sentences ranging between 1-4 years and around 14% had indeterminate sentences.

¹⁰ The House of Commons Library has a [briefing paper on IPP sentences](#).

¹¹ A 'determinate' prison sentence is for a fixed length of time. An 'indeterminate' prison sentence doesn't have a fixed length.



Prisoners in custody for violence against the person (VATP) offences accounted for the highest proportion of prisoners at the end of March 2018 (25%). Sexual, theft and drug offences each accounted for approximately 15% of the reason offenders were in prison.



1.4 Prisoner demographics

Age profile of prisoners

The proportion of offenders under the age of 21 has decreased since 2002 when they represented around 16% of the prison population. At the end of March under 21s accounted for 6% of the prison population – a decrease of approximately 6,000 since 2002.

The proportion of offenders aged between 21 and 29 also decreased over the last 5 years, accounting for 34% of the prison population in 2012 and 30% in March 2018. The proportion of 30-39 year olds has remained relatively stable (around 30%) except for a small dip in 2010. The proportion of prisoners aged over 50 has increased from 7% in 2002 to 16% in March 2018.

The chart below shows the change in the age profile of prisoners over the last 15 years looking at comparative data from June each year.

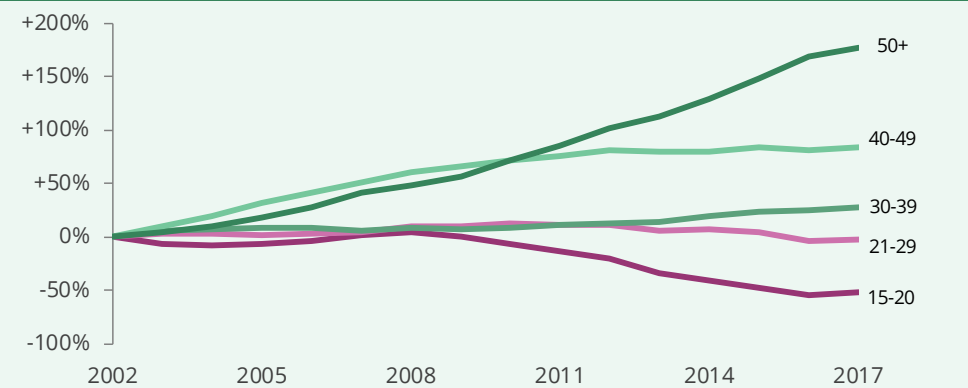
AGE PROFILE OF PRISONERS, MARCH 2018

England & Wales		
Age	Number	Percentage
15-17	645	1%
18-20	4,243	5%
21-24	9,834	12%
25-29	14,902	18%
30-39	25,218	30%
40-49	14,862	18%
50-59	8,616	10%
60+	4,943	6%
Total	83,263	100%

Source: MoJ, *Offender Management Statistics Quarterly*

PRISON POPULATION AGED 50+ ROSE THE MOST RELATIVE TO 2002

Change in prison population by age category, England & Wales



Sources: MoJ, *Offender Management Statistics Quarterly*, various years

Notes: Data at June 2002-2017, age groups combined

Nationality

At the end of March 2018 there were just over 9,300 foreign nationals within the prison population. Foreign nationals came from 162 different countries.¹²

¹² MoJ, [Offender Management Statistics Quarterly, March 2018](#).

NATIONALITY OF PRISONERS		
England and Wales, at 31 March 2018		
	Total	%
British Nationals	73,711	89%
Foreign Nationals	9,318	11%
Nationality not recorded	234	0%
All nationalities	83,263	100%
Africa	1,680	18%
Asia	1,306	14%
Central and South America	145	2%
European (EEA)	4,030	43%
Non-EEA European	976	10%
Middle East	460	5%
North America	65	1%
Oceania	24	0%
West Indies	632	7%
All foreign nationals	9,318	100%

Source: MoJ, *Offender Management Statistics Quarterly, March 2018. Table 1.7*

Foreign nationals from Europe accounted for the greatest proportion of all foreign nationals within the prison population (43% from EEA countries and a further 10% from non-EEA European countries).¹³ Those from Africa (18%) and Asia (14%) contributed the second and third largest proportion respectively. Prisoners originating from the European Union (excluding the UK) made up just under 5% of the total prison population.

The top ten countries foreign nationalities accounted for 49% of all foreign nationals.

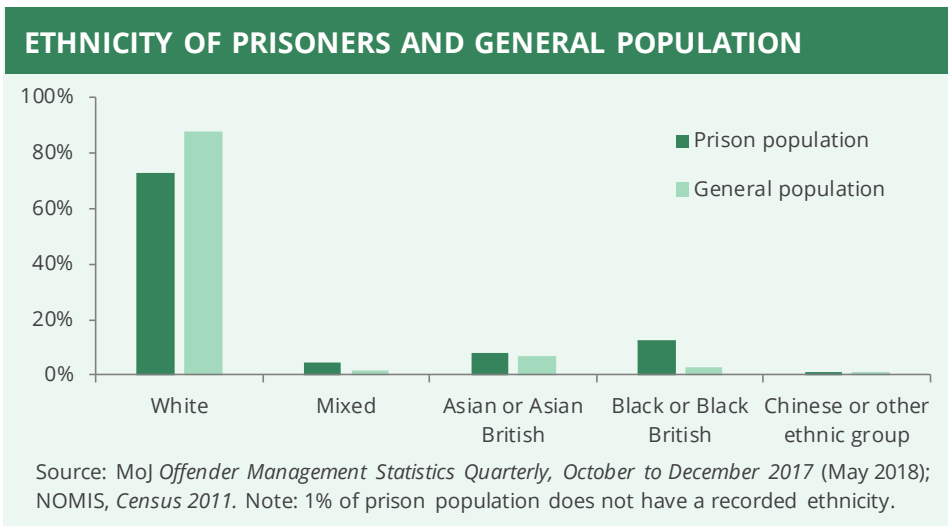
TOP TEN NATIONALITIES AMONG FOREIGN PRISONERS		
England and Wales, at 31 March 2018		% of foreign national prisoners
Nationality	Number	
Polish	802	9%
Irish	728	8%
Romanian	671	7%
Jamaican	495	5%
Lithuanian	402	4%
Pakistani	353	4%
Somalian	305	3%
Portuguese	276	3%
Nigerian	268	3%
Indian	262	3%
Other foreign nationals	4,756	51%
All foreign nationals	9,318	100%

Source: MoJ, *Offender Management Statistics Quarterly, March 2018. Table 1.7*

¹³ The European Economic Area (EEA) is the EU plus Iceland, Liechtenstein and Norway.

Ethnicity

As at the end of March 2018, just over a quarter of the prison population was from a non-white ethnic group – this figure has stayed relatively constant since 2005.



As the graph illustrates, compared to the population as a whole, the non-white population is over-represented within the prison population. In the prison population, 26% identified as a non-white ethnicity, compared with 13% in the general population.

Religion

At the end of March 2018, just under half of the prison population was of a Christian faith (48%) – a decrease of just over 10 percentage points compared to June 2002. The proportion of Muslim prisoners has increased from 8% in 2002 to 15% in 2018. The proportion of prisoners with no religion in 2018 (31%) was down slightly from 31.5% in 2002.

RELIGION OF PRISONERS AND GENERAL POPULATION

England and Wales		% point		
	Number	Prison population	change on 2002	General population
Christian	39,839	48%	-10.2%	61%
Muslim	12,847	15%	+7.7%	4%
Hindu	379	0%	+0.1%	2%
Sikh	625	1%	+0.1%	1%
Buddhist	1,517	2%	+0.9%	1%
Jewish	480	1%	+0.3%	1%
No religion	25,711	31%	-0.6%	24%
Other	1,734	2%	+1.5%	1%
recorded	131	0%	+0.1%	7%
Total	83,263	100%	..	100%

Source: MoJ *Offender Management Statistics Quarterly, October to December 2017* (May 2018); NOMIS, *Census 2011*

1.5 Prison overcrowding

A prison is classified as overcrowded if the number of prisoners held exceeds the establishments Certified Normal Accommodation (CNA). The CNA is the Prison Service's own measure of accommodation and represents the decent standard of accommodation that the Prison Service aspires to provide all prisoners.

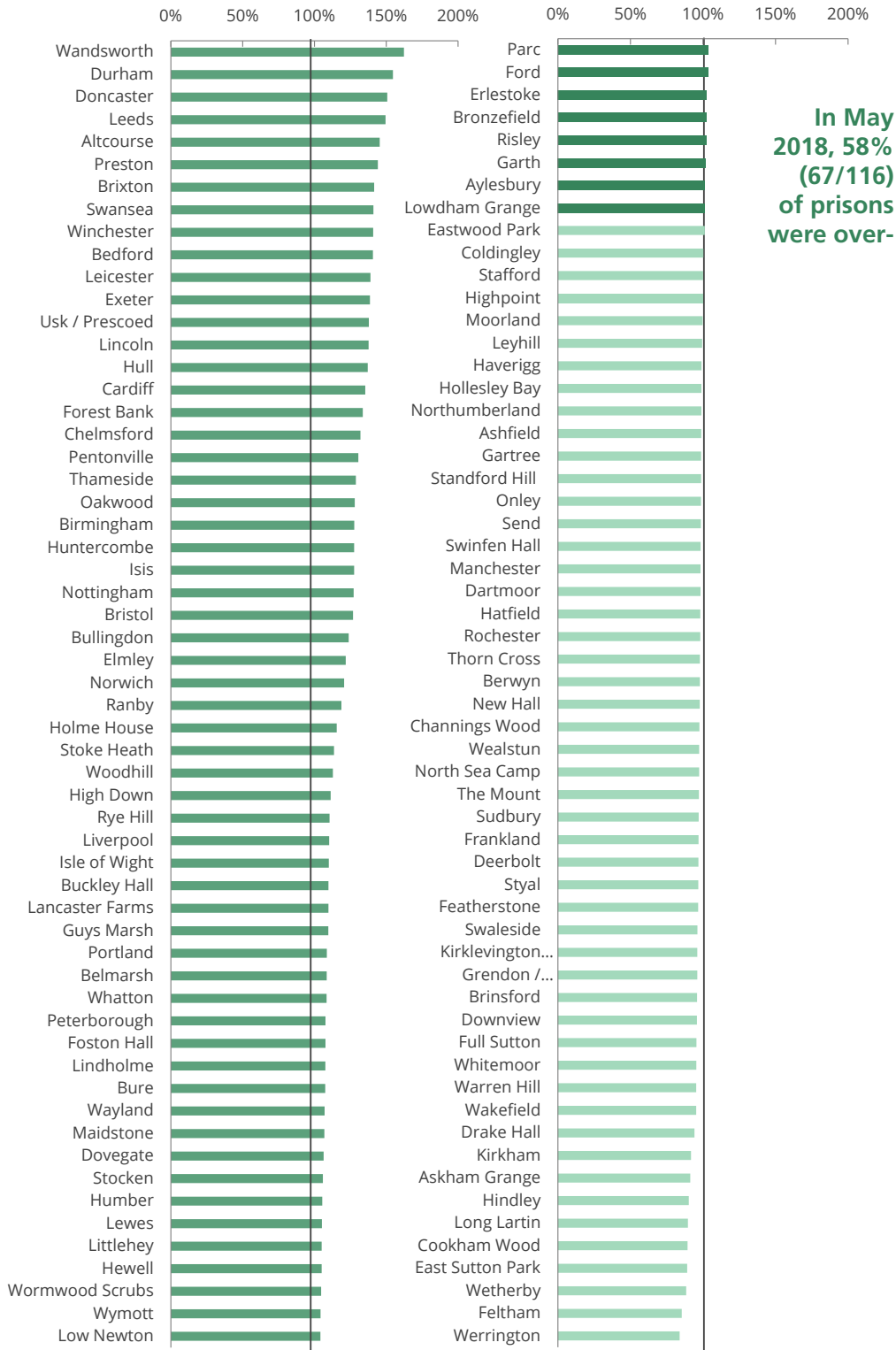
As at March 2018,¹⁴ 58% (67) of prison establishments were overcrowded.¹⁵ In total, overcrowded prisons held 8,600 more prisoners than the CNA of these establishments.

The chart below shows in use CNA for each establishment at May 2018. Those exceeding the CNA are shown in the darker colour.

¹⁴ MoJ, [Population bulletin: monthly May 2018](#)

¹⁵ Excludes Blantyre House and The Verne, which are listed but closed and excludes HMPPS Operated Immigration Removal Centres (IRCs).

PRISON POPULATION RELATIVE TO CERTIFIED NORMAL ACCOMMODATION



In May 2018, 58% (67/116) of prisons were over-

Source: MoJ Prison population figures: monthly bulletin, May 2018.

1.6 Safety in prisons

Prisoner assaults

In the 12 months to December 2017, there were just under 29,500 prisoner assault incidents¹⁶ within prisons. This was a 13% increase compared to December 2016 and a 44% increase from December 2015.



Of the assaults, 28,200 (96% of the total) occurred in male establishments. This was an increase of 13% compared to the 12 months ending December 2017. In female establishments there were just over 1,200 assaults (4% of the total) in the 12 months to December 2017. This was an increase of 23% on the figure a year earlier.

The rising number of assaults should be viewed within the context of the rising number of prisoners within the prison system. In the twelve months ending December 2007 there were 190 assaults per 1,000 prisoners. By December 2017 this rate had increased to nearly 344 per 1,000 prisoners. There was a dip in the early 2010s although from 2013 the rate has increased year on year.

Assaults on staff

In the year to December 2017, there were 8,429 assaults on prison staff, 864 of which were classed as 'serious'.

To take account of the increase in prison population, the table below shows the number of assaults on prison staff per 1,000 prisoners. Assaults on prison staff per 1,000 prisoners has more than doubled from 43 in 2007 to 98 in 2017. In the twelve months since December 2016 assaults on staff have increased by 23%.

¹⁶ This is the total 'assault incidents', it includes prisoner on prisoner assaults and prisoner assaults on staff. Figure also include incidents at HMPPS operated Immigration Removal Centres.

PRISONER ASSAULTS ON STAFF					
			Assaults on staff		
	Assaults on staff	Serious assaults on staff	per 1,000 prisoners		% change on 2007
2007	3,279	285	41		-
2008	3,219	284	39		-5%
2009	3,080	269	37		-10%
2010	2,848	302	34		-17%
2011	3,132	273	36		-12%
2012	2,987	260	34		-17%
2013	3,266	359	39		-5%
2014	3,640	477	43		5%
2015	4,963	625	58		41%
2016	6,844	789	80		95%
2017	8,429	864	98		139%

Source: MoJ, Safety in Custody Quarterly: update to December 2017
Notes: 2017 figures provisional

Self-harming

In the 12 months to December 2017 there were over 44,600 self-harm incidents. This was an increase of 94% compared to the 12 months to December 2007 and an increase of 11% compared to the 12 months to December 2016.

Of the self-harm incidents, around 81% occurred in male establishments. By comparison, in 2007, self-harm incident numbers between men and women had been almost identical, 11,534 and 11,914 respectively. Between 2007 and 2017 the number of individual males self-harming has more than doubled while the number of individual women self-harming has decreased by almost a tenth (11%).

The 44,600 self-harm incidents in year ending December 2017 were committed by 11,600 individuals,¹⁷ around 3.8 self-harm incidents per self-harming individual.¹⁸

Deaths

In 2017 there were 299 deaths of prisoners in custody, a 13% decrease on the previous year. Around 56% of the deaths were through natural causes, 23% were self-inflicted, 21% were classed as other (including those awaiting for further information on the cause of death) and less than 2% were the result of homicide.

¹⁷ Numbers of individuals should be treated as approximate, as the details of prisoners are not always recorded against each self-harm incident.

¹⁸ MoJ, *Safety in Custody quarterly: update to June 2017*, 26 October 2017



Self-inflicted deaths

The rate of self-inflicted deaths per 1,000 prisoners was relatively stable in the early 1980s at around 0.6. From 1987 the rate of self-inflicted deaths generally increased until reaching a peak rate in 1999 of 1.4 deaths per 1,000 prisoners. In 2016, the rate of self-inflicted deaths was close to the 1999 peak at 1.39 deaths per 1,000 prisoners, and in 2017 it was down again at 0.8.

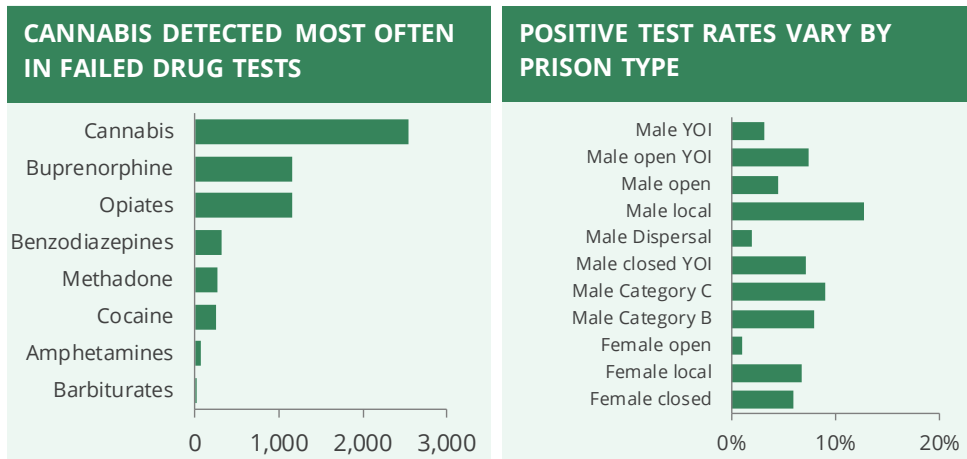
For comparison, the suicide rate in the general male population is approximately 0.16 per 1,000 (although the prison rate is for both sexes, the large majority of prisoners are male).

1.7 Incidence of drugs

The level of drug misuse in prisons is measured by the Random Mandatory Drug Testing programme (RMDT). The aim of RMDT is to test a random sample of 5% or 10% of prisoners each month (depending on prison capacity) and to monitor and deter drug-misuse.¹⁹

In 2016/17 there were 5,113 positive results recorded (9.3% of the 54,811 tests administered). The drugs which were tested for in 2016/17 and made up the RMDT rate included the substances shown in the graph below.

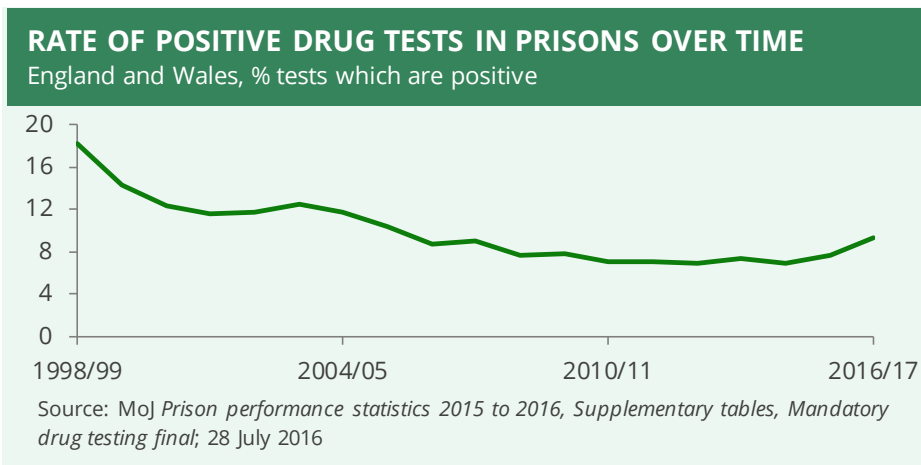
¹⁹ MoJ, *Annual NOMS Digest 2016 to 2017*, 28 July 2017



Source: MoJ *Annual NOMS Digest 2016/17, Supplementary tables, 'Random Mandatory Drug Testing'*: Table 7.2 and 7.3.

Note: YOI = Young offenders' institution

Between 1998/99 and 2014/15, share of prisoners testing positive for drug use from all randomly tested prisoners decreased from 18.3% to just below 7% respectively. The level has increased in recent years to 9.3% in 2016/17.²⁰



Source: MoJ *Prison performance statistics 2015 to 2016, Supplementary tables, Mandatory drug testing final*; 28 July 2016

In 2016/17, the highest percentage of positive results from those tested came from the male category C prison, Kennet with 32.9% testing positive. Second was Bristol, a male local prison, with 31.3% and third was Liverpool, another male local prison with 24.8%. Data on drug testing since 1998/99 is available in [NOMS 2016/17, Supplementary tables, table 7.2](#).

1.8 Prisoner escapes and absconds

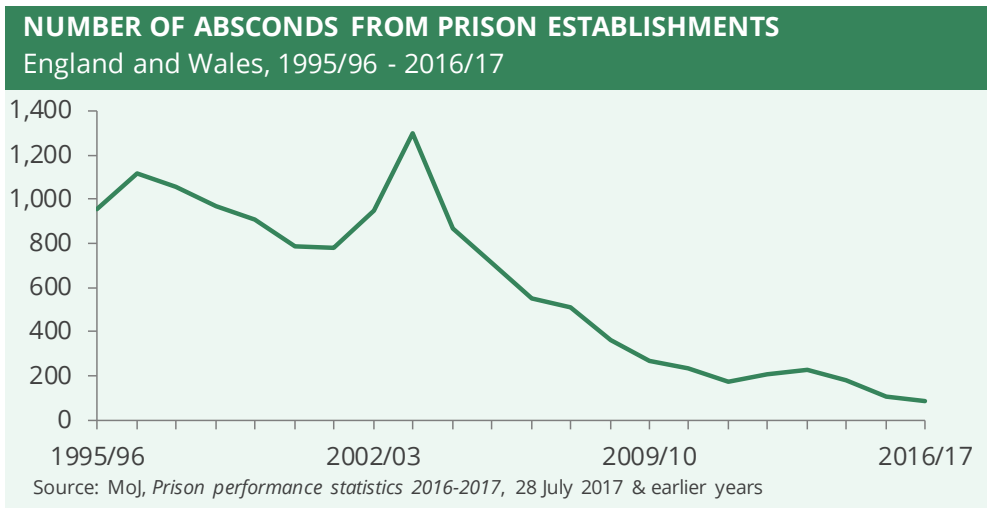
The number of KPI prisoner escapes²¹ has fallen since 1995/96 when 52 prisoners escaped. There were four KPI prisoner escapes in 2016/17. This was the highest figure since 2007/08. In 2015/16 there were two escapes and none in 2014/15.

²⁰ MoJ, *Prison performance statistics 2016 to 2017, Supplementary tables, Mandatory drug testing final*; 28 July 2017

²¹ An escape is deemed to be a Key Performance Indicators (KPI's) escape if (i) the prisoner is at liberty for 15 minutes or more before recapture or (ii) an offence is committed during an escape lasting less than 15 minutes.



The number of prisoner absconds²² has fallen in recent years. The highest recorded year was in 2003/04 when 1,301 cases were recorded and the numbers have decreased steadily since to 86 in 2016/17.



²² An 'abscond' is recorded when a prisoner is temporarily released but then does not come back.

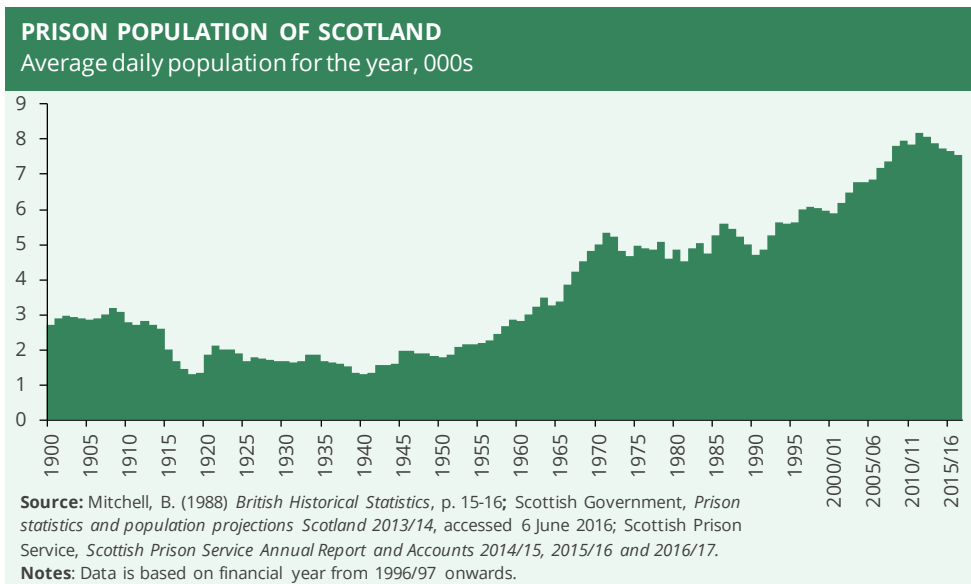
2. Scotland

The [Scottish Government](#) publishes a statistical bulletin on Scottish prison statistics annually as part of a series on different aspects of the criminal justice system.

On-going technical difficulties have led to substantial delays in the publication of detailed Scottish prisons data. Data for 2013/14 are the latest available from the Scottish Government²³ but [Scottish Prisons Service annual reports](#) provide some basic information up to the end of 2016/17.

2.1 Long term trends

The Scottish Government has produced the average daily number of prisoners in the Scottish prison system as far back as 1900.



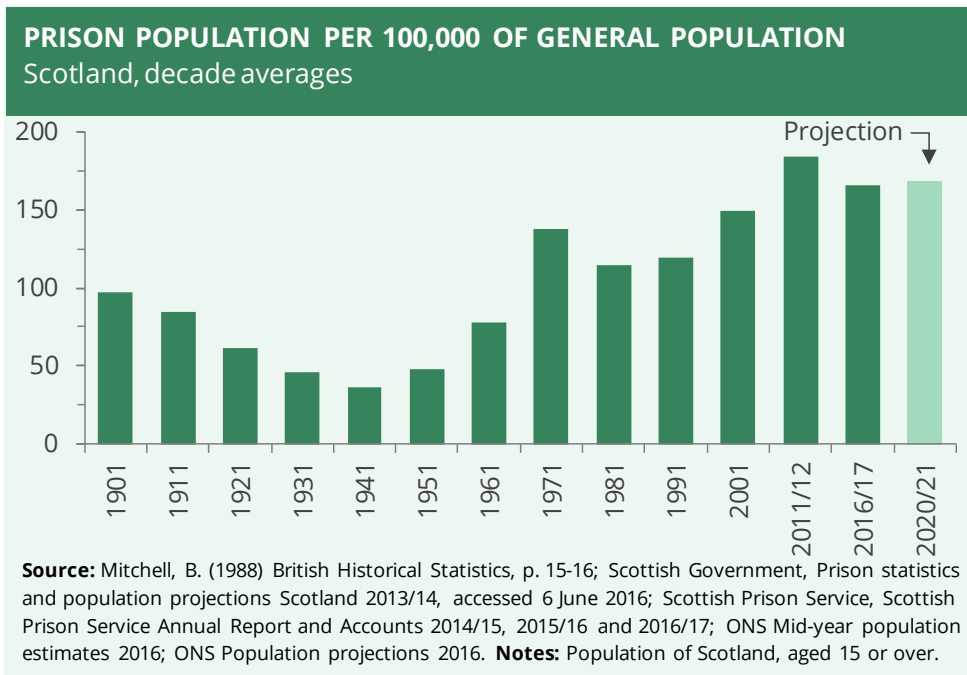
The average daily prison population increased from just under 2,700 in 1900 to just under 7,500 in 2016/17 (more than double). As in England and Wales, from the mid-1940s the prison population increased steadily until the 1970s where it remained relatively stable. Since 1990 the prison population again increased by 62%, reaching a peak of 8,179 in 2011/12.²⁴

The average daily prison population increased by 180% between 1900 and 2016/17. To put this increase into context the figure should be considered alongside population growth in Scotland - from approximately 3 million to 4.5 million (50%).²⁵

²³ Scottish Prison Service, *Annual report and accounts, 2016/17*

²⁴ See Table 10a in Appendix

²⁵ See table 10b in Appendix



In 1901 there were around 98 prisoners per 100,000 head of population in Scotland, dropping to around 36 per 100,000 in 1941. By 1971 this rate had risen to around 138 per 100,000. In 2016/17 there were 166 prisoners per 100,000 head of population.

2.2 Recent trends and projections

Between 2004/05 and 2013/14 the average daily prison population increased by 17%. The number of male prisoners increased by around 16% and female prisoners by 30%. The proportion of female prisoners averaged around 5% of the average daily prison population over the period:

AVERAGE DAILY PRISON POPULATION IN SCOTLAND

By sex of prisoners

	Male	Female	Total	% Female
2004/05	6,444	332	6,776	4.9%
2005/06	6,521	335	6,856	4.9%
2006/07	6,833	354	7,187	4.9%
2007/08	7,004	372	7,376	5.0%
2008/09	7,413	414	7,827	5.3%
2009/10	7,538	426	7,964	5.3%
2010/11	7,418	436	7,854	5.6%
2011/12	7,710	469	8,179	5.7%
2012/13	7,598	459	8,057	5.7%
2013/14	7,462	432	7,894	5.5%
2015/16	7,271	404	7,675	5.3%
2016/17	7,185	366	7,552	4.8%

Source: Scottish Government, *Prison statistics and population projections Scotland 2013/14*; Scottish Prison Service, *Scottish Prison Service Annual Report and Accounts*

The current projections for the Scottish prison population were made by the Scottish Prison Service (SPS) in December 2013.²⁶ The SPS make three alternative projections based on models of different scenarios that could affect the prison in-take. The 2013 projections predict that “the daily prison population in Scotland will remain stable over the projection period with an annual average of 7,800” until 2022/23. The actual prison population data from 2015/16 and 2016/17 have been slightly lower than projected.

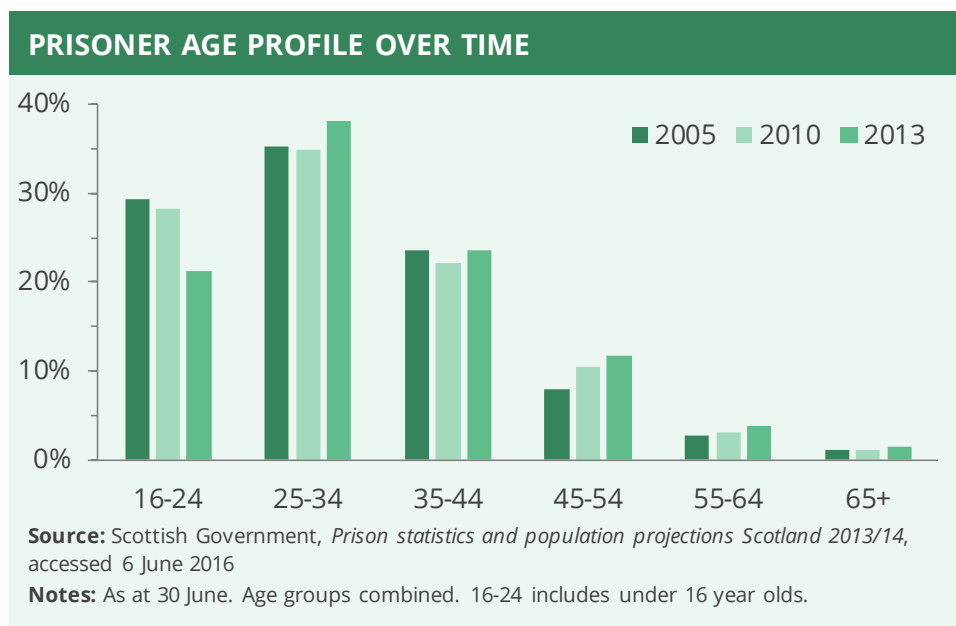
2.3 Current average daily population

The average daily prison population for 2016/17 was 7,552. Of those, 1,370 (18%) were prisoners on remand – either awaiting trial or sentencing.²⁷ Just under 6,200 (82%) were prisoners with sentences of which 54% were serving sentences of less than 4 years in length.

At 29 June 2018, there were 7,595 prisoners (excluding Home Detention Curfew) in custody.²⁸

2.4 Age profile of prisoners

At 30 June 2013 (the latest available data) around 59% of prisoners were under the age of 35. Just over one-fifth of prisoners were under the age of 25:



Between 2005 and 2013 the proportion of 16-24 year olds in prison reduced by 8 percentage points. The proportion aged 25-34 increased by 3 percentage points, accounting for just over 3,000 prisoners. The proportion of 35-44 year olds in 2013 was the same as in 2005. The proportion of those aged 45-54 increased by 4 percentage points compared to 2005. The proportion of those in categories 55-64 or 65+ increased by a small amount compared to 2005.

²⁶ Scottish Prison Service [Prison statistics and population projections Scotland: 2013-14](#)

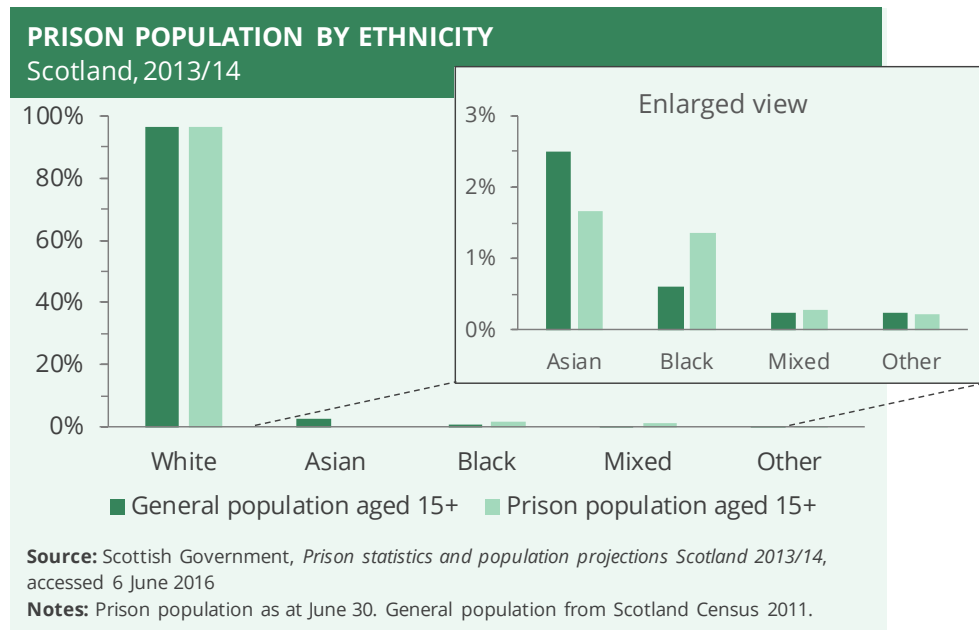
²⁷ Scottish Prison Service, *SPS Annual Report and Accounts 2015/16*, p. 74

²⁸ Scottish Prison Service, *SPS Prison Population*

2.5 Ethnicity and Religion

Ethnicity

At June 2013 the Scottish prison population was just over 96% white. Asian or black ethnicities accounted for just over 3% of the prison population. Around 0.5% of prisoners were from mixed or other ethnicities.

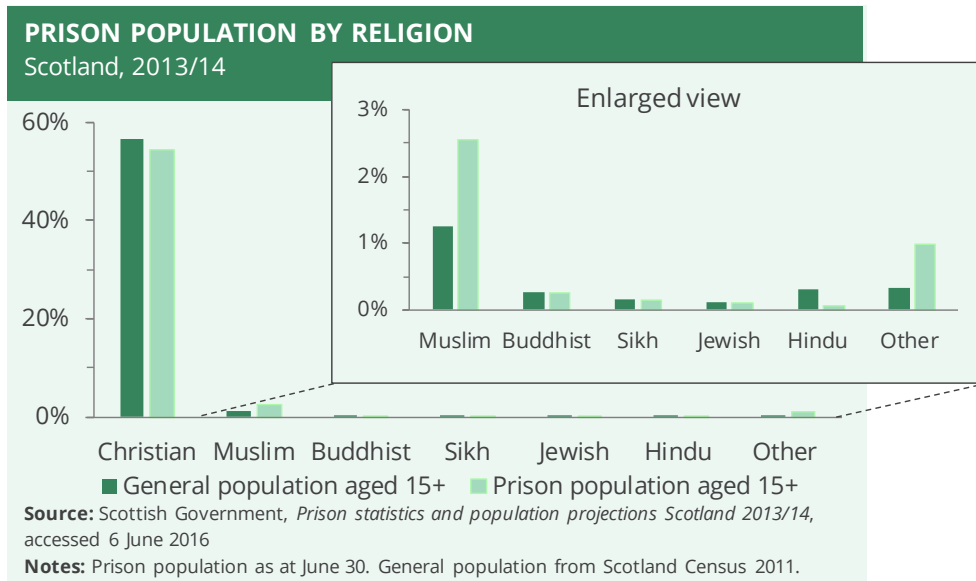


The Scotland Census 2011 suggests that the proportion of prisoners classified as being from a white ethnicity is the same proportion found among the general population. The proportion of people from Asian or Black ethnicities within the general population differed from the rate of the prison population. 2.5% of the general population was from an Asian ethnicity, whereas 1.7% of the prison population were reported as Asian. People from black ethnicities accounted for 0.6% of the general population and 1.4% of the prison population.²⁹

Religion

As at 30 June 2013 just over 4,600 prisoners (58% of the prison population) in Scotland indicated that they held religious beliefs. Of these, 93% were Christian (of various denominations). Muslim prisoners accounted for 4.4%. Together Buddhist, Sikh, Jewish, Hindu and other religions accounted for 2.7% of the religious prison population. Just over 3,270 prisoners (42% of the prison population) held no religious beliefs.

²⁹ Scotland Census, *Census 2001-2011*



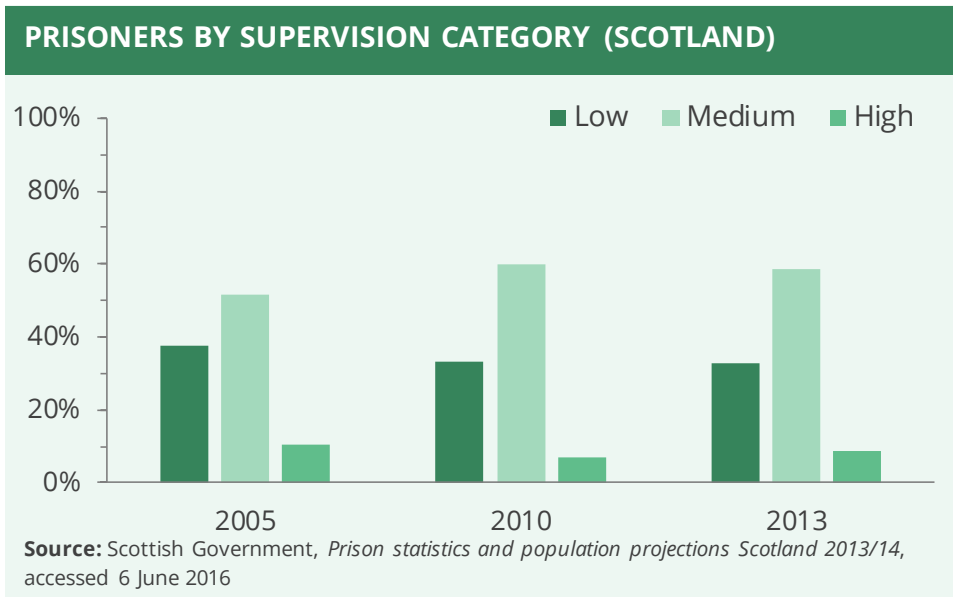
The proportion of Muslims among the prison population was greater than that amongst the general population. According to the 2011 Census³⁰, Muslims accounted for around 1.2% of the Scottish population aged 15 and over. In prison the proportion was over twice that at 2.5%. Aside from the “other” grouping, no other religion had a higher proportion of representation in prisons than among the general population. Individuals with no religious identity accounted for around 41% of the general population and just over 41% of the prison population.

2.6 Supervision level

Prisoners in Scotland are rated as to the level of supervision they require whilst in custody. A prisoner with high supervision requires all activities and movements authorised, supervised and monitored by a prison officer. Prisoners rated as requiring medium supervision are subject to limited supervision. Prisoners with low supervision are subject to minimum supervision and may also be allowed to participate in activities within the wider community.³¹

³⁰ Scotland Census, *Census 2001-2011*

³¹ Offenders Families Helpline, *Prisoner Category*, accessed 1 July 2016.



At 30 June 2013 just under 60% of prisoners were classified as requiring a medium level of supervision whilst in custody. Just over a third were considered to be a low risk and under 10% were considered to be a high risk.

3. Northern Ireland

The Northern Ireland [Department of Justice](#) (DoJ) has produced statistics on the prison population in Northern Ireland from 2000 onwards. From 2000-2014 these were produced by calendar year and from 2014/15 onwards they are published by financial year.

In the financial year ending March 2017, the average daily prison population in Northern Ireland was 1,472. This was 8% lower than in the year ending March 2016 but 38% higher than in the year 2000.



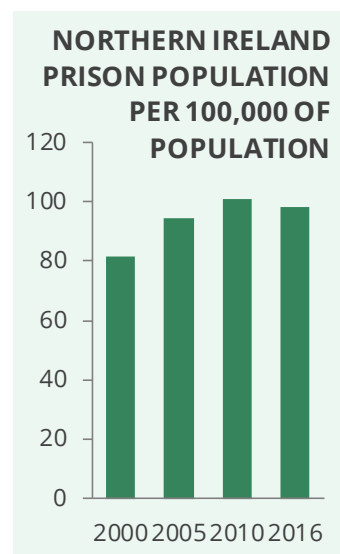
3.1 Recent trends and projections

The average daily prison population in 2000 was just over 1,000. After a drop in 2001 the population increased year on year until 2008 when the population was 63% higher than in 2001. From 2011 the population again increased year on year until 2014

In 2014 calendar year, the average daily prison population was around 1,830. The average figure for 2014 was 71% greater than for the same period in 2000. In 2016/17, the average daily population was 20% lower than in 2014.

In 2000 there were around 82 prisoners per 100,000 head of population. In 2016/17, this had increased to 98 per 100,000 although that was the lowest level since 2010.

The DoJ does not routinely publish **prison population projections** however it does produce them and has released them under Freedom of Information (Fol) requests.



The most recent projections to be disclosed were made in 2012 and predicted a rise in the prison population to around 2,250 by 2022.³² However, since these projections were made, the prison population has fallen, rather than risen as predicted. In each year since 2012, the actual prison population has been lower than the 'best' case (i.e. lowest) projection made in 2012. It is highly likely that the projections have now been revised down.

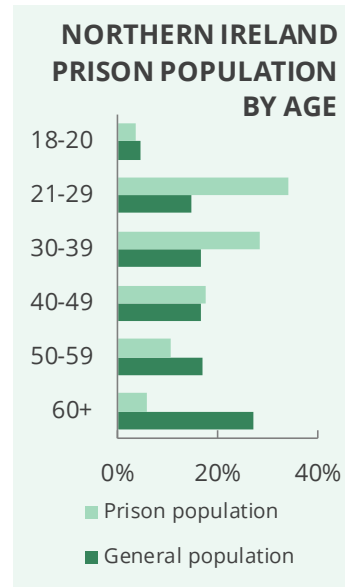
3.2 Age profile of prisoners

People aged 21-29 accounted for 34% of the prisoner population in 2016/17 compared to 15% amongst the general population.^{33,34}

Prisoners aged 30-39 accounted for 28% of the prison population and 40-49 and 50-59 year olds accounted for 18% and 11% respectively.

Prisoners aged 60 years and older accounted for 6% of the prison population, compared to 27% of the general population.

The graph shows the age distribution in the prison population. Please note that only prisoners sentenced to immediate custody are shown here.



³² Northern Ireland Prison Service [FOI Case No. 13:454](#)

³³ [Northern Ireland DoJ, The Northern Ireland Prison Population 2016 and 2016/17, 27 September 2017: Table 2](#). Please note that these figures are only for the prison population sentenced to immediate custody and do not include those on remand.

³⁴ [NISRA, NI mid-year population estimates 2017](#)

4. Cost per prisoner

The cost per prison place and cost per prisoner in England and Wales are published in the Ministry of Justice's [Prison and Probation Performance Statistics](#) collection. These include the cost per prisoner at individual establishment.

In **England and Wales, the total average cost per prisoner in was £22,933** in 2016/17, down from £24,249 in 2015/16 (a decrease of 5.4%). These figures include direct costs only and when total expenditure on the prison system is taken into account, the cost per prisoner in 2016/17 was £35,371.

In Scotland, the Prison Service publishes these figures slightly differently, using cost per prisoner place. According to its [Annual Report and Accounts](#), **the average annual cost per prison place in Scotland was £35,325** in 2016/17, up slightly from £34,399 in 2015/16.³⁵ It is not clear whether this includes all expenditure or direct resource expenditure only.

In Northern Ireland, the Prison Service also publishes an annual figure of the cost per prison place in its [Annual Report and Accounts](#). In 2016/17, the **annual cost per prison place in Northern Ireland was £53,408**, down from £57,643 in 2015/16.³⁶

For comparison, the cost per prison place in England and Wales in 2016/17 was £24,664, taking into account direct expenditure only, or £38,042, taking into account all expenditure.

³⁵ Scottish Prison Service [Annual Report and Accounts 2016-2017](#), Appendix 8a, p.80.

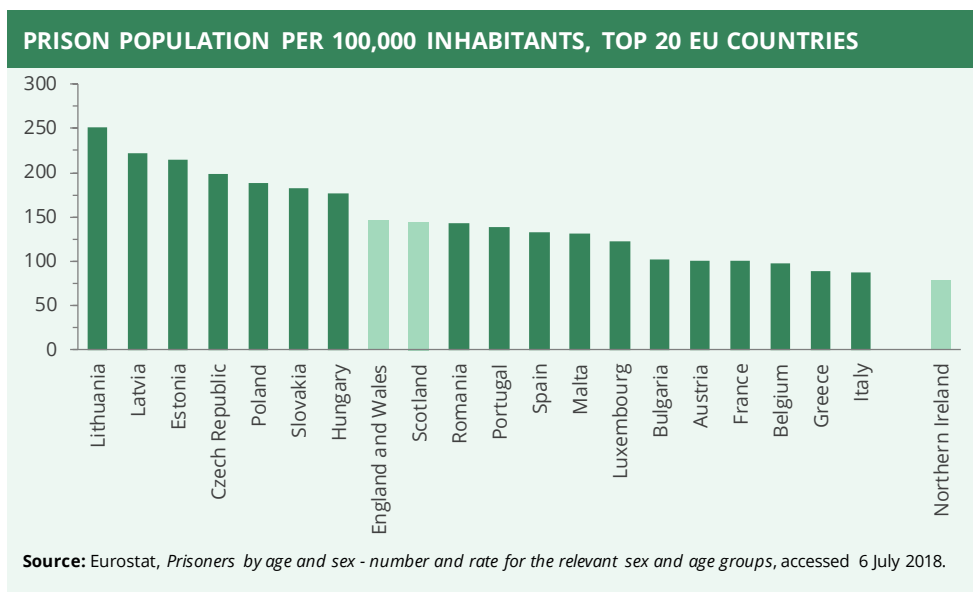
³⁶ Northern Ireland Prison Service [Annual Report and Accounts 2016/17](#), p.13.

5. International comparisons

Comparisons between countries should be made with caution. All countries have different criminal justice systems and different levels and varieties of prison establishments.

5.1 Prison Population

[Eurostat](#) publishes the number of prisoners per 100,000 head of population for EU countries. The latest complete dataset including all the UK jurisdictions is for 2015. Rates per 100,000 head of population for the UK jurisdictions may differ from those stated earlier in this briefing as rates are for the entire population, rather than just the population aged 15 and older.



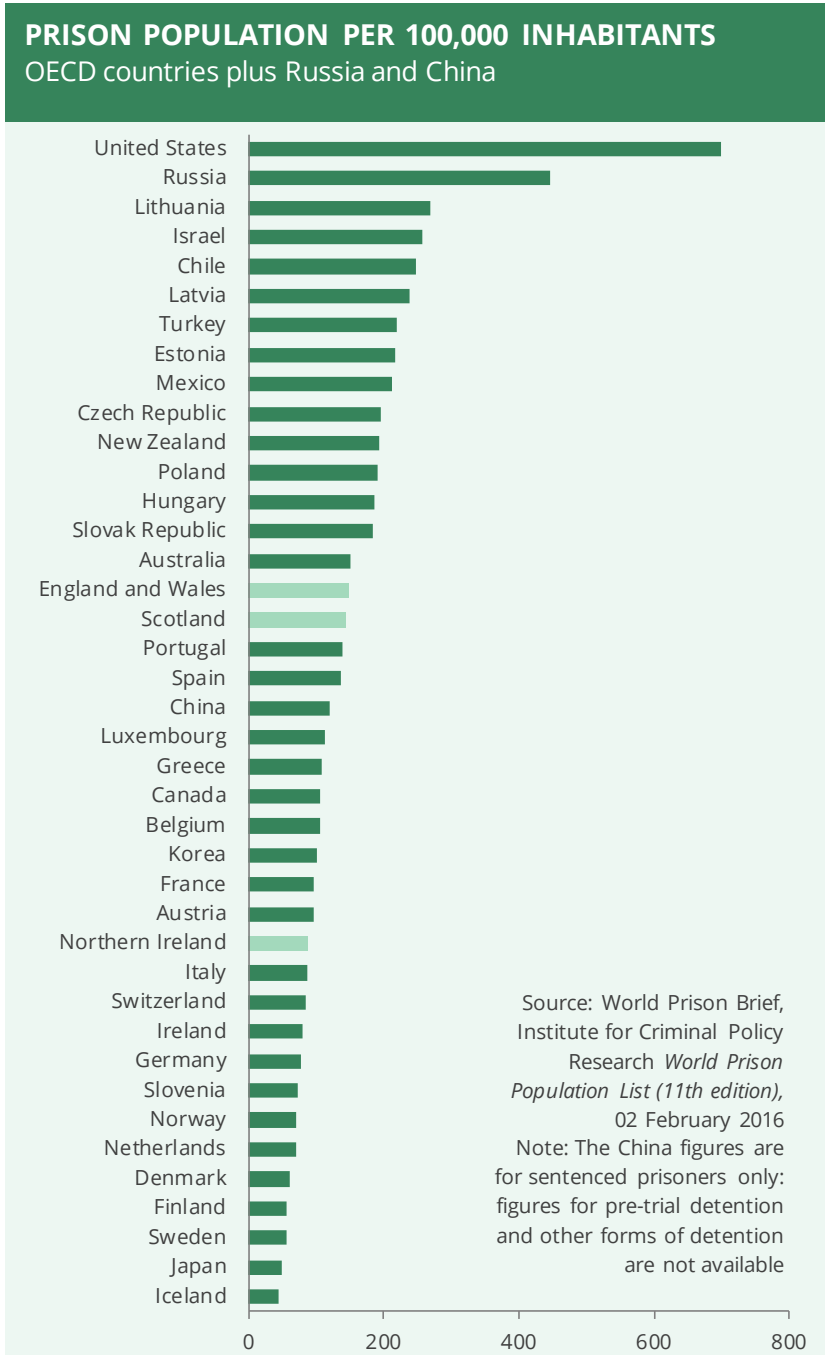
According to the Eurostat data, England and Wales had 146 prisoners per 100,000 head of population, the 8th highest rate among EU countries and the highest amongst western European jurisdictions.³⁷ Scotland had the 9th highest with 145 prisoners per 100,000. Northern Ireland had 78 prisoners per 100,000 of population and was ranked 23rd.

Outside of Europe, the data on prison population are more patchy and harder to compare across jurisdictions. Nonetheless, the Institute for Criminal Policy Research keeps a database – the [World Prison Brief](#) – containing broadly comparable data on prison indicators.

The chart below shows the prison population per 100,000 inhabitants in OECD countries and in Russia and China in 2016.³⁸ England and Wales ranks the 16th highest among these countries, Scotland the 17th, and Northern Ireland the 28th.

³⁷ Note that these figures are different to those in other sections of this briefing because they are calculated using the whole population (not just those aged 15 or over) as the denominator.

³⁸ The OECD is the [Organisation for Economic Co-operation and Development](#)

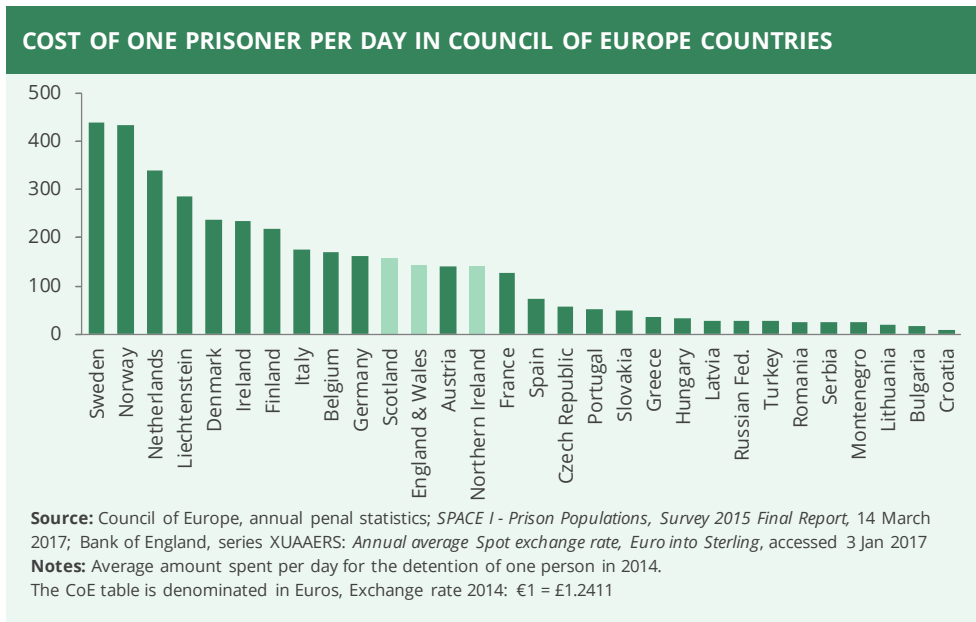


5.2 Cost

The Council of Europe's (CoE), annual penal statistics publish the cost per inmate figures for selected countries.³⁹ The most recent data are for 2015 but are incomplete. The figures for 2014 are complete and are shown in the graph below, having been converted from Euros to Pounds using the exchange rate of €1 = £1.2411.⁴⁰

³⁹ Council of Europe, annual penal statistics; *SPACE I - Prison Populations, Survey 2015 Final Report*, 14 March 2017

⁴⁰ Bank of England, series XUAAERS: Annual average Spot exchange rate, Euro into Sterling, accessed 3 Jan 2017



The available data for European countries in 2014 show that Sweden and Norway spent the most per prisoner, at £439 and £432 respectively. Figures for England and Wales, Scotland and Northern Ireland are all around £150 a day.

The figures are not directly comparable across countries since in some cases different expenses are included in the calculation of prisoner cost.

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Appendix 6

AP2

Rough Sleeping Statistics Autumn 2018, England (Revised)

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Ministry of Housing,
Communities &
Local Government

Rough Sleeping Statistics Autumn 2018, England (Revised)

This publication provides information on the single night snapshot of rough sleeping for autumn 2018. The snapshot is taken annually in England using street counts, evidence-based estimates, and estimates informed by spotlight street counts.

- The total number of people counted or estimated to be sleeping rough on a single night was 4,677.
- This was down by 74 people or 2% from the 2017 total of 4,751, and was up 2,909 people or 165% from the 2010 total of 1,768.
- The number of people sleeping rough increased by 146 or 13% in London, and decreased by 220 or 6% in the rest of England, since 2017.
- London accounted for 27% of the total number of people sleeping rough in England. This is up from 24% of the England total in 2017.
- 64% were UK nationals, compared to 71% in 2017. 22% were EU nationals from outside the UK, compared to 16% in 2017. 3% were non-EU nationals, compared to 4% in 2017.
- 14% of the people recorded sleeping rough were women, the same as in 2017; and 6% were aged 25 years or under, compared to 8% in 2017.

The street counts, evidence-based estimates, and estimates informed by spotlight street counts aim to get as accurate a representation of the number of people sleeping rough as possible. This provides a way of estimating the number of people sleeping rough across England on a single night and assessing change over time.

Accurately counting or estimating the number of people sleeping rough within a local authority is inherently difficult given the hidden nature of rough sleeping. There are a range of factors that can impact on the number of people seen or thought to be sleeping rough on any given night. This includes the weather, where people choose to sleep, the date and time chosen, and the availability of alternatives such as night shelters.

Housing Statistical Release

25 February 2019 (Revised)

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Date of next publication:

Winter 2019/20

Introduction

This is the ninth statistical release presenting an annual single night snapshot of the number of people sleeping rough following the introduction of revised guidance in September 2010. The release presents national summary statistics on rough sleeping using information collected by local authorities in England between 1 October and 30 November 2018. Since 2016, the release has included some basic demographic information about those people found sleeping rough, including gender, age and nationality.

Rough sleeping street counts and estimates are single night snapshots of the number of people sleeping rough in local authority areas. Based on what is most appropriate in their area, local authorities decide whether to carry out a street count of visible rough sleeping, an evidence-based estimate, or an estimate informed by a spotlight street count, where a street count is undertaken in particular locations on the chosen night. All of the available methods record only those people seen, or thought to be, sleeping rough on a single 'typical' night. They do not include everyone in an area with a history of sleeping rough, or everyone sleeping rough in areas across the October-November period.

Local authorities use a specific definition to identify people sleeping rough. This includes people sleeping or who are about to bed down in open air locations and other places including tents, cars, and makeshift shelters. See **Definitions** for more information.

In 2018, similar to previous years, the majority of local authorities used an evidence-based estimate or an estimate informed by a spotlight street count to provide their annual single night snapshot figure and demographic information. Local authorities consult with local agencies who are in regular contact with people sleeping rough. This includes outreach teams, the police, health workers, voluntary organisations, and faith groups.

These annual rough sleeping statistics are now established as a consistent time series and provide a way of assessing change over the years. Their robustness is enhanced by the provision of detailed guidance to authorities on how to conduct counts and estimates; the involvement of local partner agencies; and the work of Homeless Link to verify all local counts and validate local estimates and demographic information.

Nevertheless, there are many practical difficulties in counting the number of people sleeping rough within a local authority area. It is not always possible to cover the entire area of a local authority in a single evening, so street counts may be targeted according to local intelligence. People may bed down at different times meaning some may be missed. Some places where people bed down may be difficult or unsafe for those conducting the street count to access. For such reasons, the figures in this release are subject to some uncertainty. In addition to the difficulty of finding everyone who is sleeping rough, various factors can affect the number of people who are sleeping rough on any given night, such as the availability of alternatives such as night shelters, the weather, where people choose to sleep, and the date and time chosen for the snapshot assessment. Further information is given in the **Data Quality** section.

Other statistical releases and data sources provide information on rough sleeping levels and trends, and the characteristics of those sleeping rough. For example, the London CHAIN database contains information on the individuals seen sleeping rough by outreach teams in London. More information on the CHAIN data for October-December 2018 is available in **Related Statistics**. However, this is not directly comparable to the data in this release as it refers to a three month period rather than a single night.

This release does not provide data on the definitive number of people or households affected by homelessness in England. This release excludes households owed a statutory homelessness duty, households in temporary accommodation, the hidden homeless, and those living in overcrowded or inhabitable conditions that have not approached their local authority for assistance. In December 2018, MHCLG published a separate release on households owed a new statutory homelessness duty between April – June 2018, including information on households in temporary accommodation. See **Related Statistics** for more information and links to other sources.

Rough Sleeping

Local authorities' street counts and estimates show that 4,677 people were found sleeping rough in England on a single night in autumn 2018. This is down by 74 (2%) from the autumn 2017 total of 4,751, and up by 2,909 (165%) from the autumn 2010 total of 1,768.

Of this total, 1,283 people were sleeping rough in London in autumn 2018. This is an increase of 13% from 1,137 in autumn 2017. London accounted for 27% of the total figure for England, compared to 24% in 2017, and 23% in 2016.

There were 3,394 people sleeping rough in the rest of England, a decrease of 220 or 6% from 3,614 in autumn 2017 figure. Across the 293 local authorities in the rest of England, 134 or 46% reported an increase, 117 or 40% reported a decrease, and 42 or 14% reported no change, since 2017.

The number of people sleeping rough in England, London and the rest of England are shown in **Table 1** and **Chart 1**.

Table 1: Number of people sleeping rough, England, London, and Rest of England, autumn 2010 to autumn 2018

	England	% change on previous year	London	% change on previous year	Rest of England	% change on previous year
2010	1,768		415		1,353	
2011	2,181	23%	446	7%	1,735	28%
2012	2,309	6%	557	25%	1,752	1%
2013	2,414	5%	543	-3%	1,871	7%
2014	2,744	14%	742	37%	2,002	7%
2015	3,569	30%	940	27%	2,629	31%
2016	4,134	16%	964	3%	3,170	21%
2017	4,751	15%	1,137	18%	3,614	14%
2018	4,677	-2%	1,283	13%	3,394	-6%

Chart 1: Number of people sleeping rough, England, London and Rest of England, autumn 2010 to autumn 2018

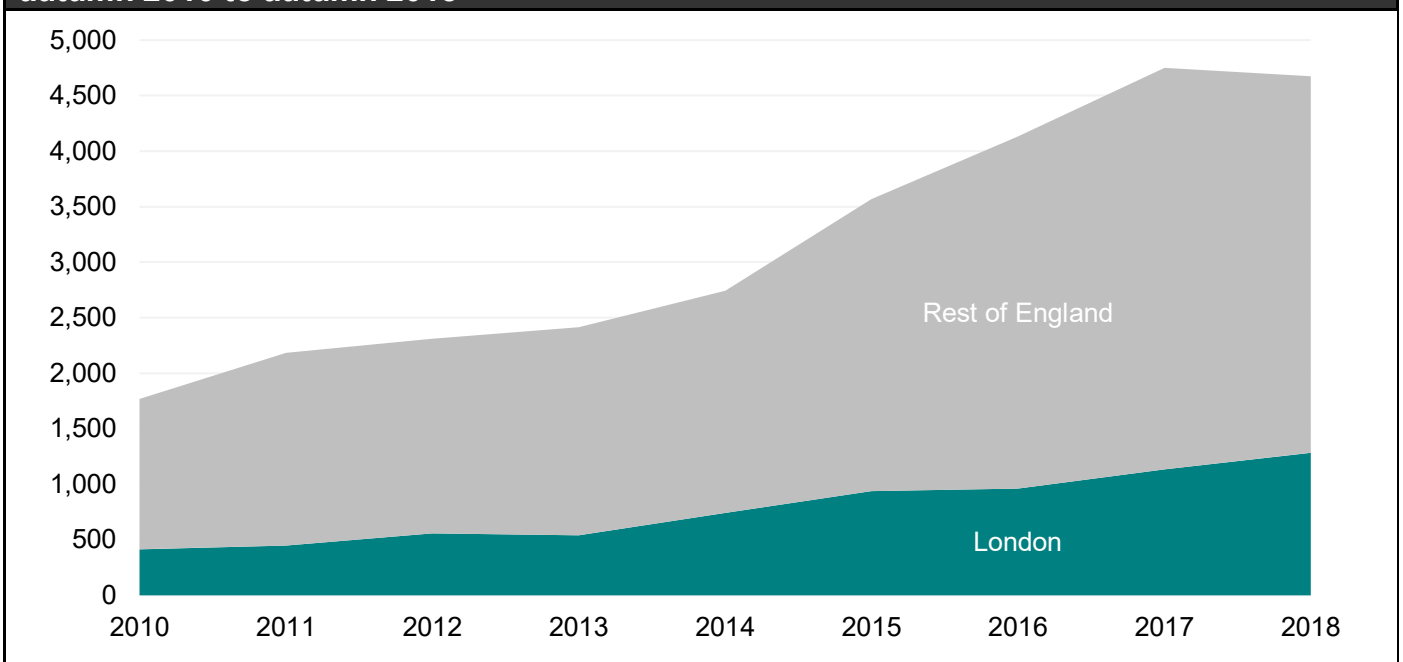


Table 2 shows the ten local authorities with the largest number of people sleeping rough in autumn 2018.

Within London boroughs there were larger changes in the number of people sleeping rough than the increase in London as a whole. People sleeping rough in London are likely to move across borough boundaries. Across the 33 boroughs of London, 19 or 58% of local authorities reported increases, 13 or 39% reported decreases, and 1 or 3% reported no change in the number of people sleeping rough since autumn 2017.

Table 2: Top ten local authorities with the highest number of people sleeping rough England, autumn 2018

Local Authority	Total	Difference since last year	% change since last year	Rate per 10,000 households
Westminster	306	89	41%	26.4
Camden	141	14	11%	13.0
Manchester	123	29	31%	5.7
Birmingham	91	34	60%	2.1
Bristol	82	-4	-5%	4.2
Newham	79	3	4%	7.0
Enfield	78	69	767%	6.0
Hillingdon	70	34	94%	6.4
City of London	67	31	86%	189.6
Brighton & Hove	64	-114	-64%	5.1
England	4,677	-74	-2%	2.0

Table 3 and **Charts 2 and 3** show the ten local authorities with the largest increases, and the ten with the largest decreases, in the number of people sleeping rough since last year. Westminster saw the largest increase, up by 89 people, while Brighton & Hove saw the largest overall decrease, down by 114 people, since the autumn 2017 snapshot.

Across the ten local authorities with the largest increases (see **Table 3**), there was an increase of 378 people, which accounts for 35% of the total increase seen across 153 local authorities. Correspondingly, across the ten authorities with the largest decreases, there was a decrease of 424 people, which accounts for 36% of the total decrease seen across 130 local authorities.

When comparing across years and between local authorities, there are a range of factors that may impact on the number of people sleeping rough including the weather, where people choose to sleep, movement across local authority boundaries particularly in London, the date and time chosen, and the availability of alternatives such as night shelters.

Table 3: Local authorities with the ten largest increases and ten largest decreases in the number of people sleeping rough between autumn 2017 and autumn 2018, England

Local Authority	2018 Total	2017 Total	Difference	% change
Westminster	306	217	89	41%
Enfield	78	9	69	767%
Birmingham	91	57	34	60%
Hillingdon	70	36	34	94%
City of London	67	36	31	86%
Manchester	123	94	29	31%
Rugby	32	6	26	433%
Corby	28	4	24	600%
Swale	32	9	23	256%
Doncaster	27	8	19	238%
Brighton & Hove	64	178	-114	-64%
Southend-on-Sea	11	72	-61	-85%
Luton	47	87	-40	-46%
Redbridge	26	65	-39	-60%
Eastbourne	6	41	-35	-85%
Maidstone	9	41	-32	-78%
Ealing	33	62	-29	-47%
Medway	19	44	-25	-57%
Bedford	51	76	-25	-33%
Worthing	11	35	-24	-69%

Chart 2: Top ten local authorities with the largest increases in the number of people sleeping rough between autumn 2017 and autumn 2018, England

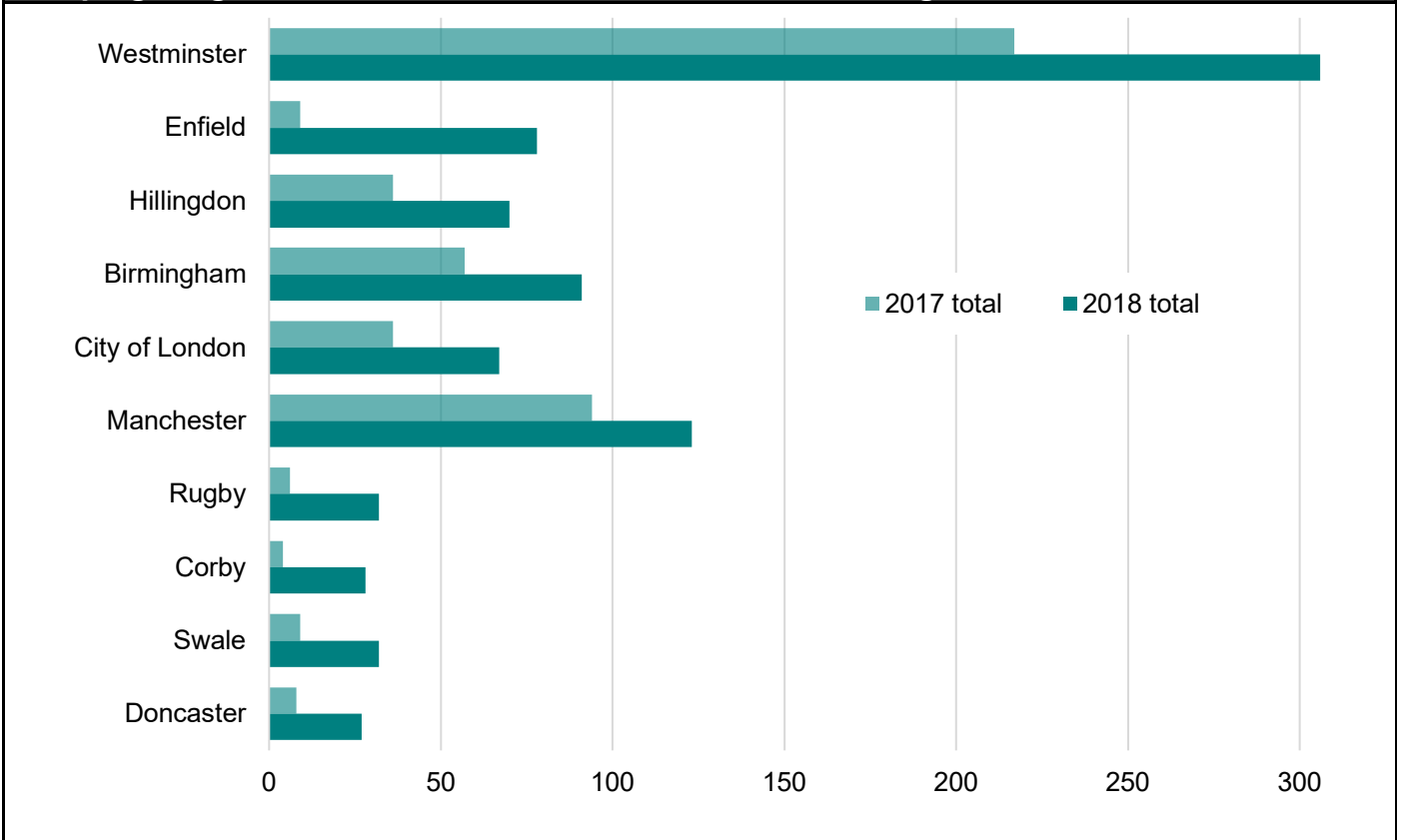


Chart 3: Top ten local authorities with the largest decreases in the number of people sleeping rough between autumn 2017 and autumn 2018, England

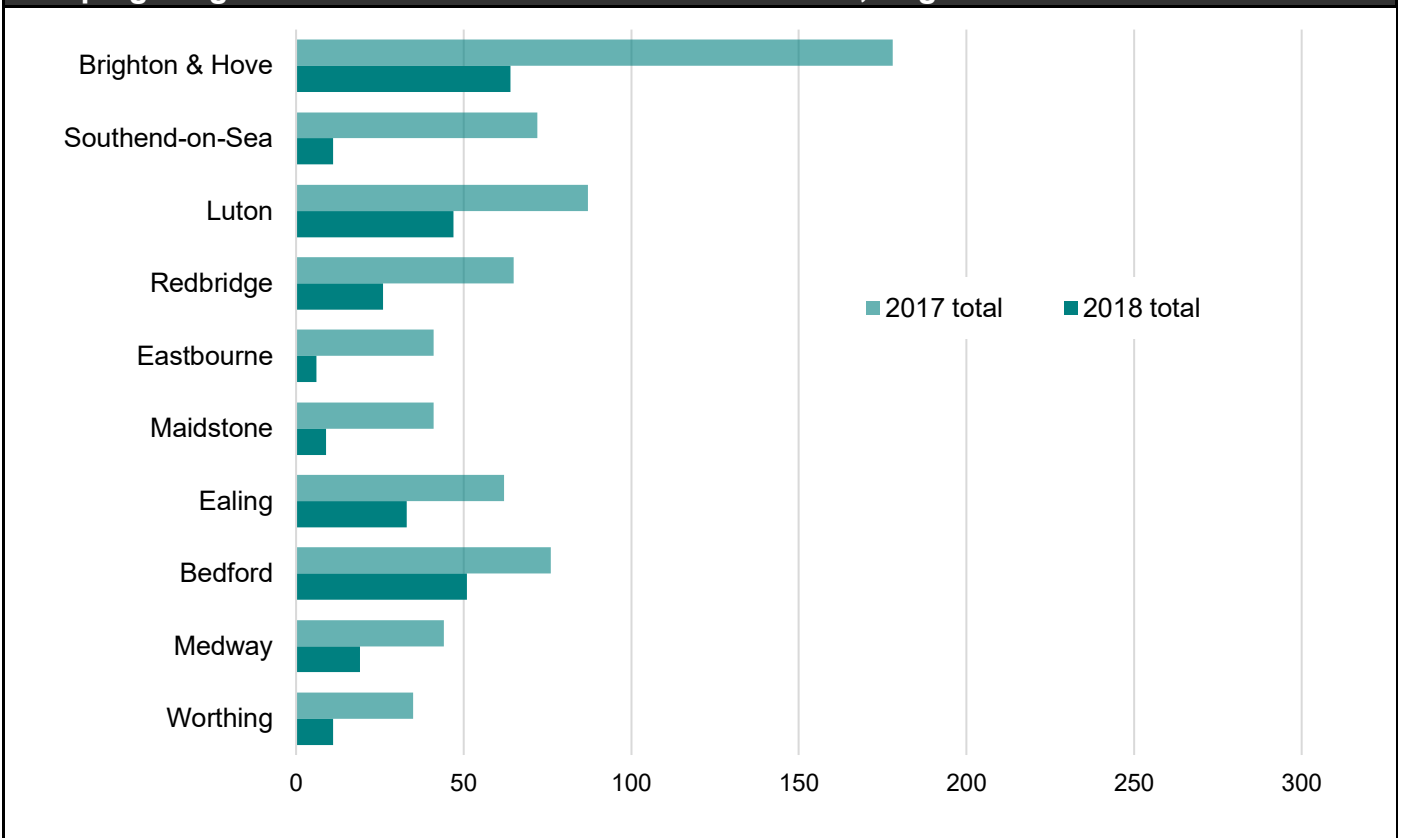
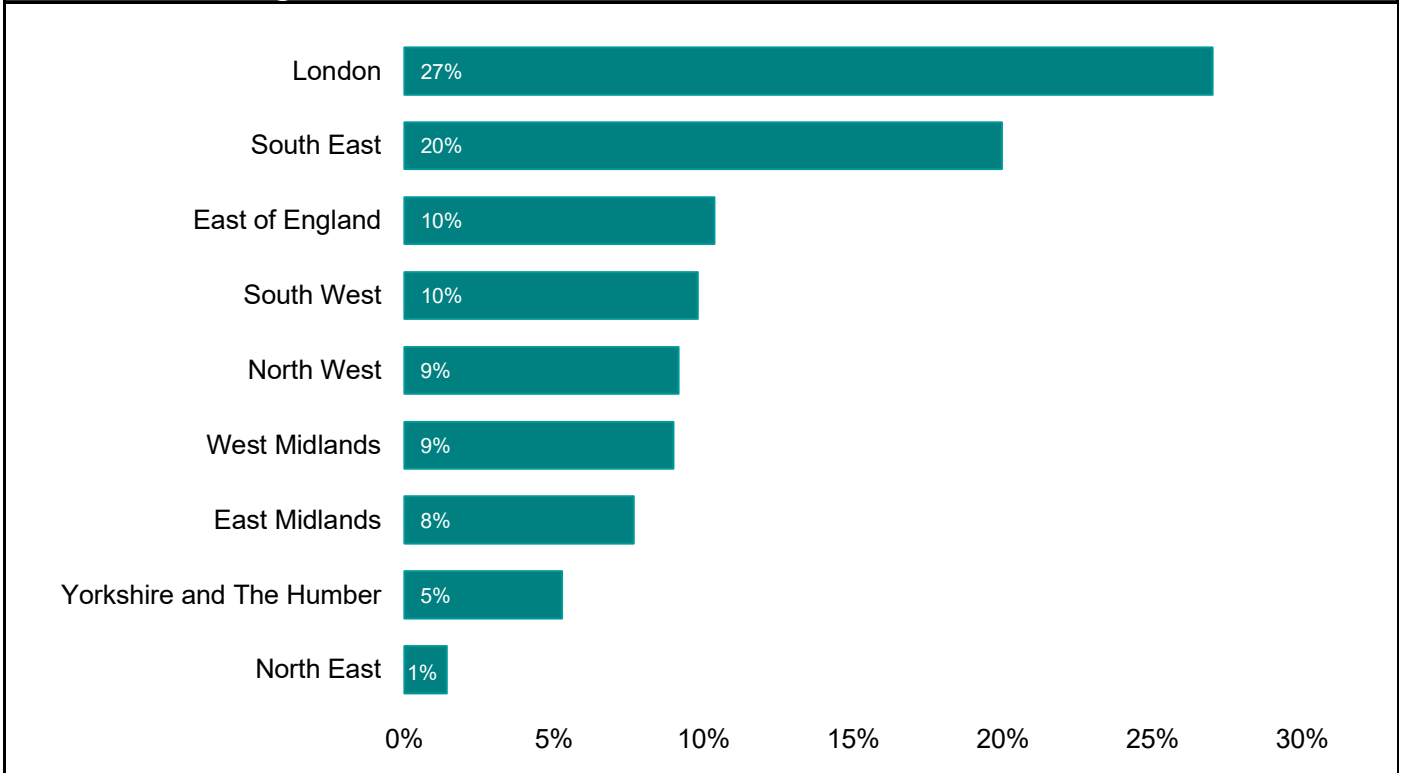


Table 4 and **Chart 4** show the number of people sleeping rough in each region of England. London and the West Midlands were the regions that saw the largest increases in the number of people sleeping rough from 2017. In 2018 there were 1,283 people sleeping rough in London, up 146 (13%) from 2017. In the West Midlands, there were 420 people sleeping rough, up 125 (42%) from 2017. The largest decreases were in the South East and East of England, down by 185 (17%) and 131 (21%) since 2017 respectively. London and the South East accounted for nearly half (2,217, 47%) of all the people recorded sleeping rough in England in the autumn 2018 snapshot.

Table 4: Number of people sleeping rough by region, autumn 2010 to autumn 2018, England

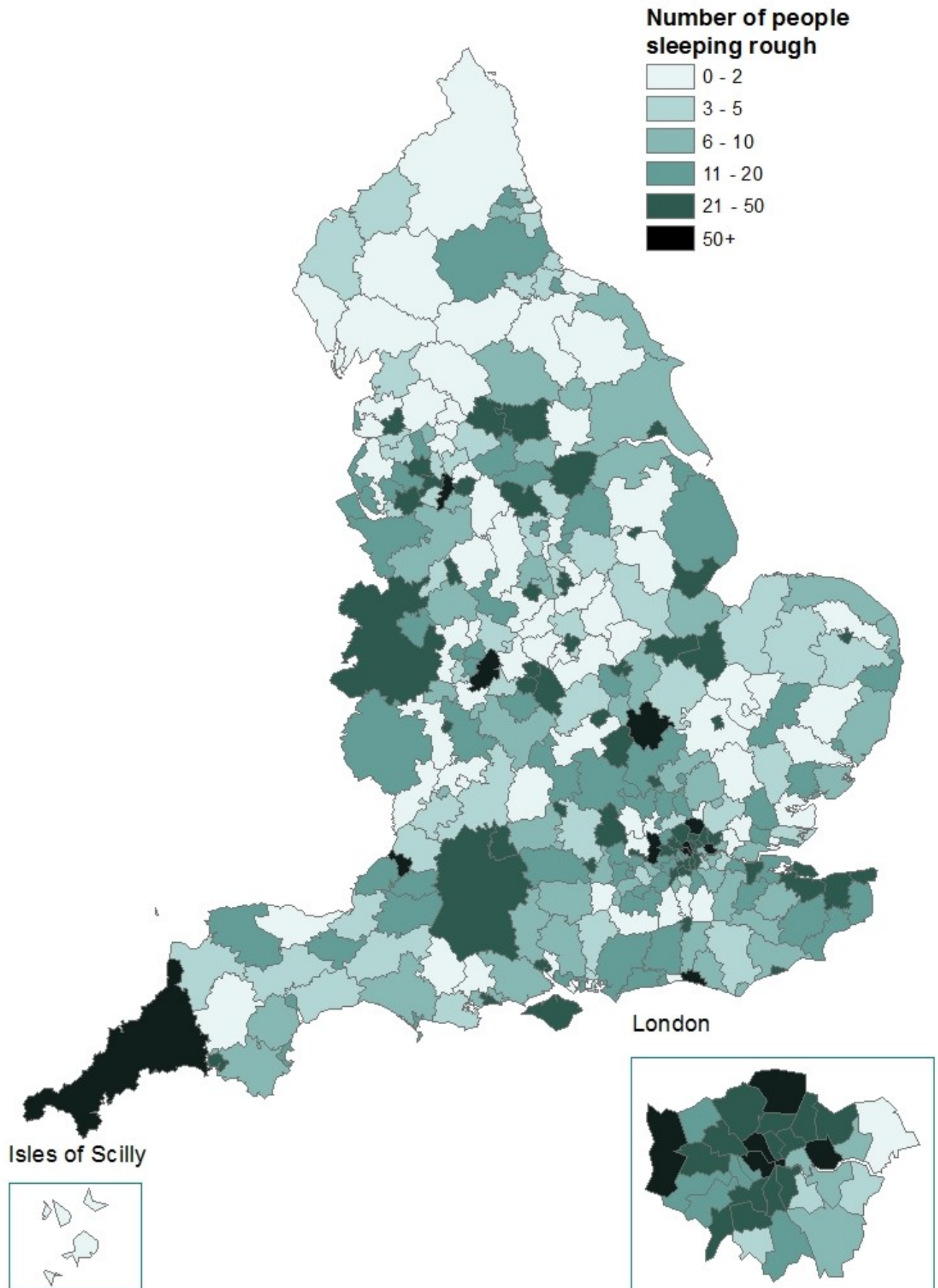
Region	2010	2011	2012	2013	2014	2015	2016	2017	2018
North East	49	32	62	25	35	38	45	51	66
% change		-35	94	-60	40	9	18	13	29
% of total	3	1	3	1	1	1	1	1	1
North West	100	149	147	152	189	220	313	434	428
% change		49	-1	3	24	16	42	39	-1
% of total	6	7	6	6	7	6	8	9	9
Yorkshire & The Humber	115	150	157	129	126	160	172	207	246
% change		30	5	-18	-2	27	8	20	19
% of total	7	7	7	5	5	4	4	4	5
East Midlands	121	188	137	206	193	208	255	313	358
% change		55	-27	50	-6	8	23	23	14
% of total	7	9	6	9	7	6	6	7	8
West Midlands	182	207	230	223	186	249	289	295	420
% change		14	11	-3	-17	34	16	2	42
% of total	10	9	10	9	7	7	7	6	9
East of England	206	242	276	296	302	418	604	615	484
% change		17	14	7	2	38	44	2	-21
% of total	12	11	12	12	11	12	15	13	10
London	415	446	557	543	742	940	964	1,137	1,283
% change		7	25	-3	37	27	3	18	13
% of total	23	20	24	22	27	26	23	24	27
South East	310	430	442	532	609	827	956	1,119	934
% change		39	3	20	14	36	16	17	-17
% of total	18	20	19	22	22	23	23	24	20
South West	270	337	301	308	362	509	536	580	458
% change		25	-11	2	18	41	5	8	-21
% of total	15	15	13	13	13	14	13	12	10
England	1,768	2,181	2,309	2,414	2,744	3,569	4,134	4,751	4,677
% change		23	6	5	14	30	16	15	-2

Chart 4: Percentage of the total number of people sleeping rough by region, autumn 2018, England



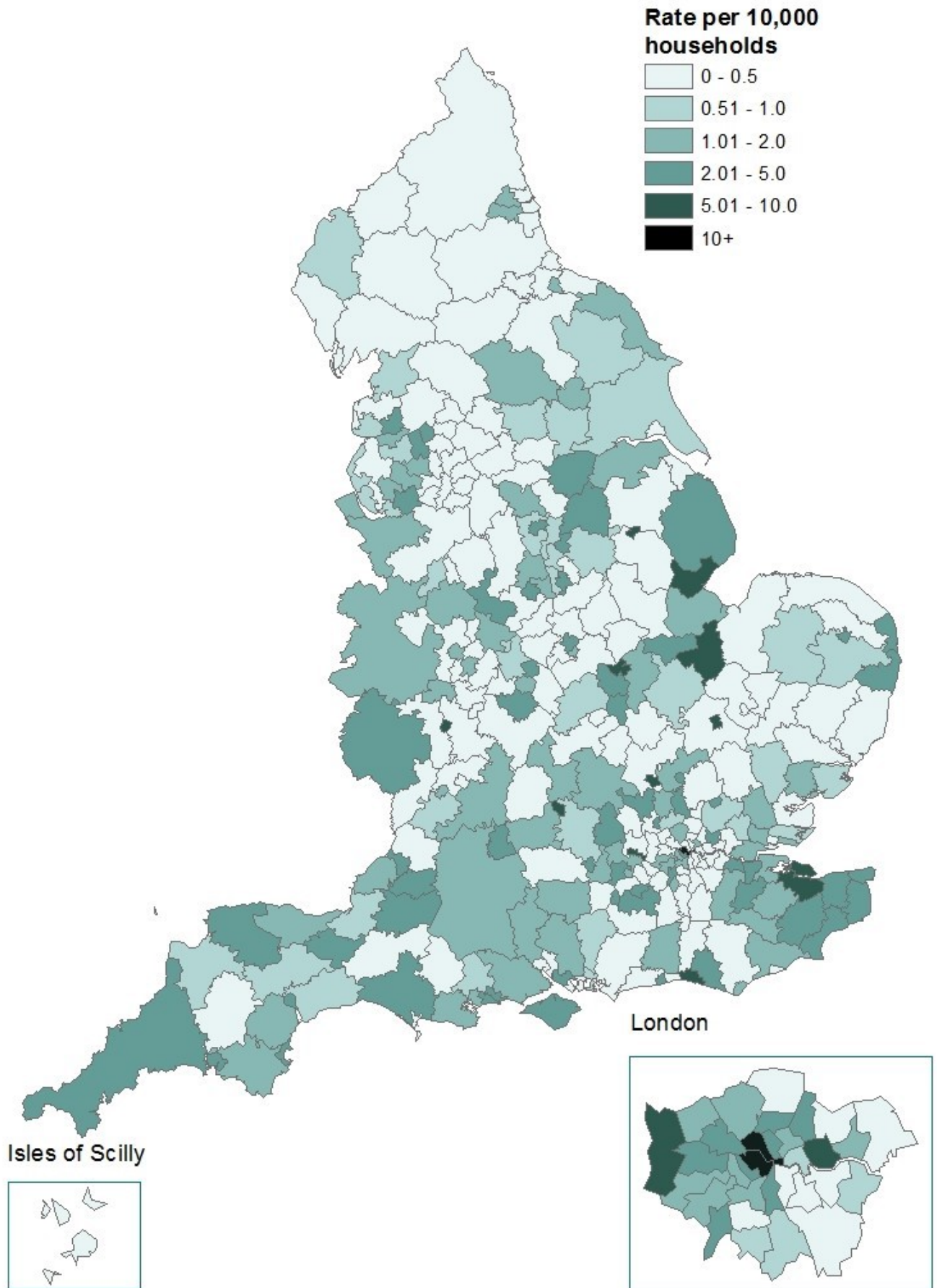
Map 1 shows the number of people sleeping rough in each local authority. **Map 2** presents the rate of people sleeping rough per 10,000 households by local authority in autumn 2018. The rate was 2.0 for England, 3.7 for London and 1.7 for the rest of England. This compares to 2.0 for England, 3.1 for London and 1.8 for the rest of England in 2017. The authorities with the highest rates of people sleeping rough were: City of London (189.6 per 10,000 households); Westminster (26.4 per 10,000 households); Camden (13.0 per 10,000 households); and Hastings (11.2 per 10,000 households).

Map 1: Number of people sleeping rough by local authority, autumn 2018, England



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Map 2: Rate of people sleeping rough per 10,000 households by local authority, autumn 2018, England



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The Rough Sleeping Initiative (RSI)

The Rough Sleeping Initiative (RSI) was launched in March 2018 and is targeted at local authorities with high numbers of people sleeping rough, based on last year's rough sleeping counts and estimates. This initiative is part of the government's ongoing Rough Sleeping Strategy which sets out the vision for halving rough sleeping by 2022 and ending it by 2027.

There were 2,748 people recorded as sleeping rough across the 83 RSI areas in autumn 2018, this is a decrease of 639 or 19%^R from the 2017 figure of 3,387. Across the 83 RSI areas, 60 or 72% of areas reported a decrease, 19 or 23% reported an increase, and 4 or 5% reported no change in the number of people sleeping rough since 2017. Brighton & Hove showed the largest decrease of 114 people, or 64%, from 178 in 2017 to 64 in 2018. Westminster reported the largest increase of 89 people, or 41% from 217 in 2017 to 306 this year. There were 1,929 people sleeping rough across the other 243 local authorities in England, an increase of 565 or 41% from the 2017 figure of 1,364.

An evaluation of the Rough Sleeping Initiative will be published this year to help understand the impact of the range of activities in these areas on the number of people sleeping rough. There are a range of other factors that may impact on the number of people sleeping rough including the weather, where people choose to sleep, the date and time chosen and the availability of alternatives such as night shelters.

For more information about both the Rough Sleeping Strategy and the Rough Sleeping Initiative see accompanying links:

<https://www.gov.uk/government/publications/the-rough-sleeping-strategy>

<https://www.gov.uk/government/news/james-brokenshire-announces-30-million-immediate-support-for-rough-sleepers>

Demographics

Gender

Local authorities' autumn 2018 snapshot rough sleeping street counts and evidence-based estimates showed there were 3,937 men (84% of the total) and 642 women (14%) sleeping rough. Gender was unknown for 98 people (2%). This was broadly the same as 2017, where there were 3,965 men (83% of the total) sleeping rough, 653 women (14%) sleeping rough and 133 people where gender was unknown (3%). The gender breakdown of people sleeping rough was similar in London and the rest of England.

^R The percentage reduction in rough sleeping in the 83 Rough Sleeping Initiative areas between 2017 and 2018 has been revised to 19% rather than the 23% originally reported.

Nationality

There were 3,013 UK nationals (64% of the total) sleeping rough on a single night in autumn 2018, a decrease of 383 people or 11% from the 2017 figure of 3,396 (71% of the total). The nationality of 463 people sleeping rough (10%) was not known, compared to 402 (8%) in 2017.

The number of EU nationals (non-UK) sleeping rough on a single night in autumn 2018 increased from 760 (16% of the total) in 2017 to 1,048 (22% of the total). This was an increase of 288 people or 38%.

The number of people from outside the EU and the UK sleeping rough on a single night in autumn 2018 decreased from 2017. There were 153 people sleeping rough (3% of the total) from outside the EU and UK, which was down 40 people or 21% from 2017 when there were 193 people from outside the EU and UK (4% of the total).

In London, the increase in the overall number of people sleeping rough was largely driven by increasing numbers of people sleeping rough who were EU (non-UK) nationals. There was an increase of 284 people (87%), from 326 people (29% of the London total) in 2017 to 610 people (48% of the London total) in 2018. The London increase in EU (non-UK) nationals from 2017 was largely driven by increases in three authorities: Westminster was up 77 EU (non-UK) nationals, from 51 to 128; Enfield was up 68 EU (non-UK) nationals, from 7 to 75; and Camden was up 54 EU (non-UK) nationals, from 59 to 113.

The number of people sleeping rough who were UK nationals in London was down by 39 people or 9% since 2017, from 456 people to 417 people in 2018. Similarly the number of people sleeping rough in London who were from outside the EU and the UK was down by 34 people or 27%, from 127 people in 2017 to 93 people in 2018.

In the four other regions where the overall number of people sleeping rough went up from 2017, the increases were largely driven by increasing numbers of UK nationals. Across the North East, Yorkshire and the Humber, the East Midlands and the West Midlands.

In the Rest of England overall, the number of people sleeping rough who were UK nationals was down by 344 people or 12% since 2017 from 2,940 to 2,596 in 2018. The number of people sleeping rough from outside of the EU and the UK was down by 6 people or 9%, from 66 to 60 in 2018. There was a similar number of people sleeping rough who were EU (non-UK) nationals in 2017 (434 people) and 2018 (438 people).

Age

In autumn 2018, there were 3,744 people (80% of the total) sleeping rough on a single night who were aged 26 years or over and 296 people (6% of the total) who were aged 25 years or under. The age of people sleeping rough was unknown for 637 people, or 14% of the total.

There were 969 people aged 26 years or over in London, which was 76% of the total, compared to 2,775 in the rest of England which was 82% of the total. The number of people sleeping rough in London aged 26 years or over was up by 156 people or 19% compared to 813 people in 2017.

In London, there were 265 people or 21% of the total where their age was unknown, compared to 372 people or 11% of the total in the Rest of England.

Table 5 and **Charts 5, 6 and 7** show the demographics for the number of people sleeping rough in England, London and the Rest of England in the autumn 2018 snapshot.

London and the Rest of England had the same percentage of those who were male, female and gender unknown. However, London had a substantially higher percentage of those who were EU (non-UK) nationals than the Rest of England and a slightly higher percentage of those whose nationality was unknown. In addition, compared to the Rest of England London had a much higher percentage of people sleeping rough where their age was unknown.

Table 5: Demographics of the people sleeping rough, England, London, and the Rest of England, autumn 2018

Demographics	England		London		Rest of England	
	No.	% of total	No.	% of total	No.	% of total
Gender						
Male	3,937	84%	1,081	84%	2,856	84%
Female	642	14%	162	13%	480	14%
Gender unknown	98	2%	40	3%	58	2%
Age						
25 years or under	296	6%	49	4%	247	7%
26 years or over	3,744	80%	969	76%	2,775	82%
Age unknown	637	14%	265	21%	372	11%
Nationality						
UK nationals	3,013	64%	417	33%	2,596	76%
EU, non-UK nationals	1,048	22%	610	48%	438	13%
Non-EU nationals	153	3%	93	7%	60	2%
Nationality unknown	463	10%	163	13%	300	9%
All	4,677		1,283		3,394	

Chart 5: Percentage of people sleeping rough by gender in London and Rest of England, autumn 2017 and autumn 2018

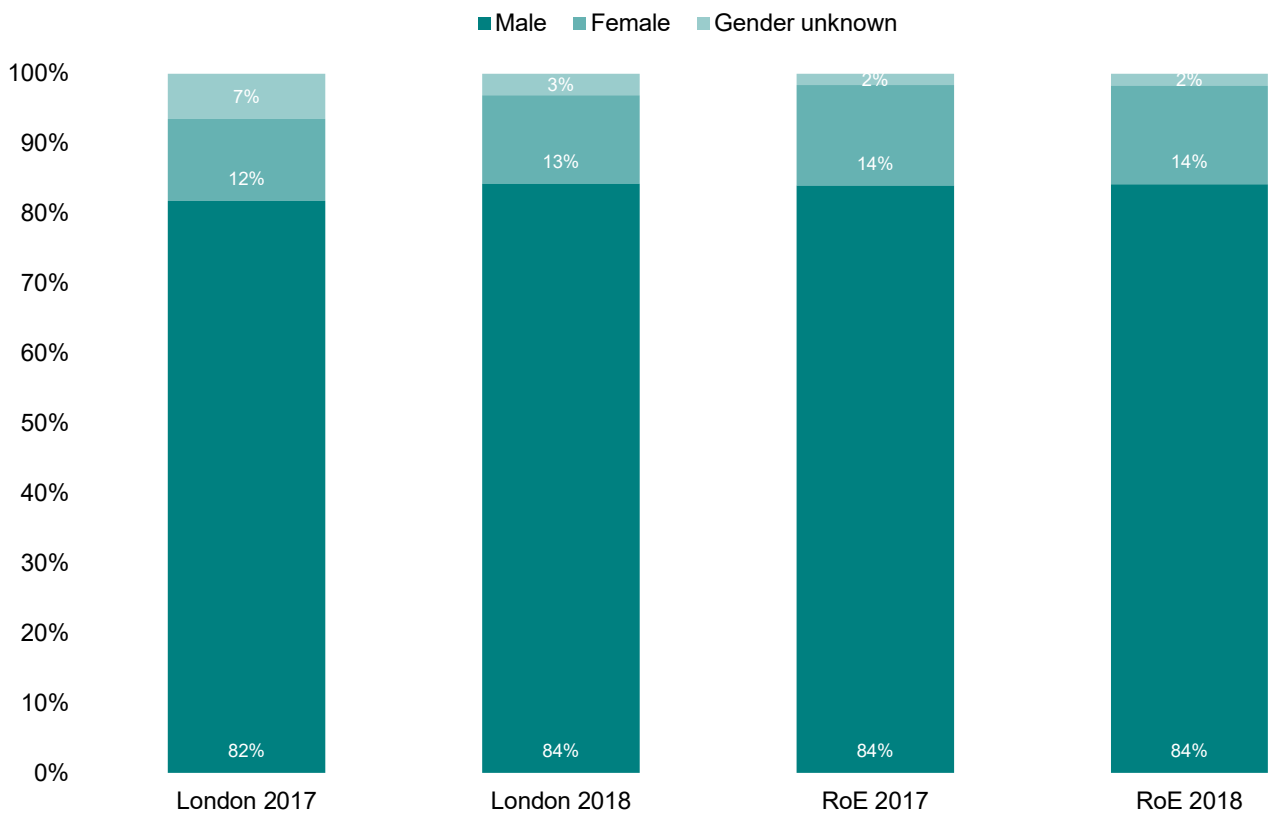


Chart 6: Percentage of people sleeping rough by nationality in London and Rest of England, autumn 2017 and autumn 2018

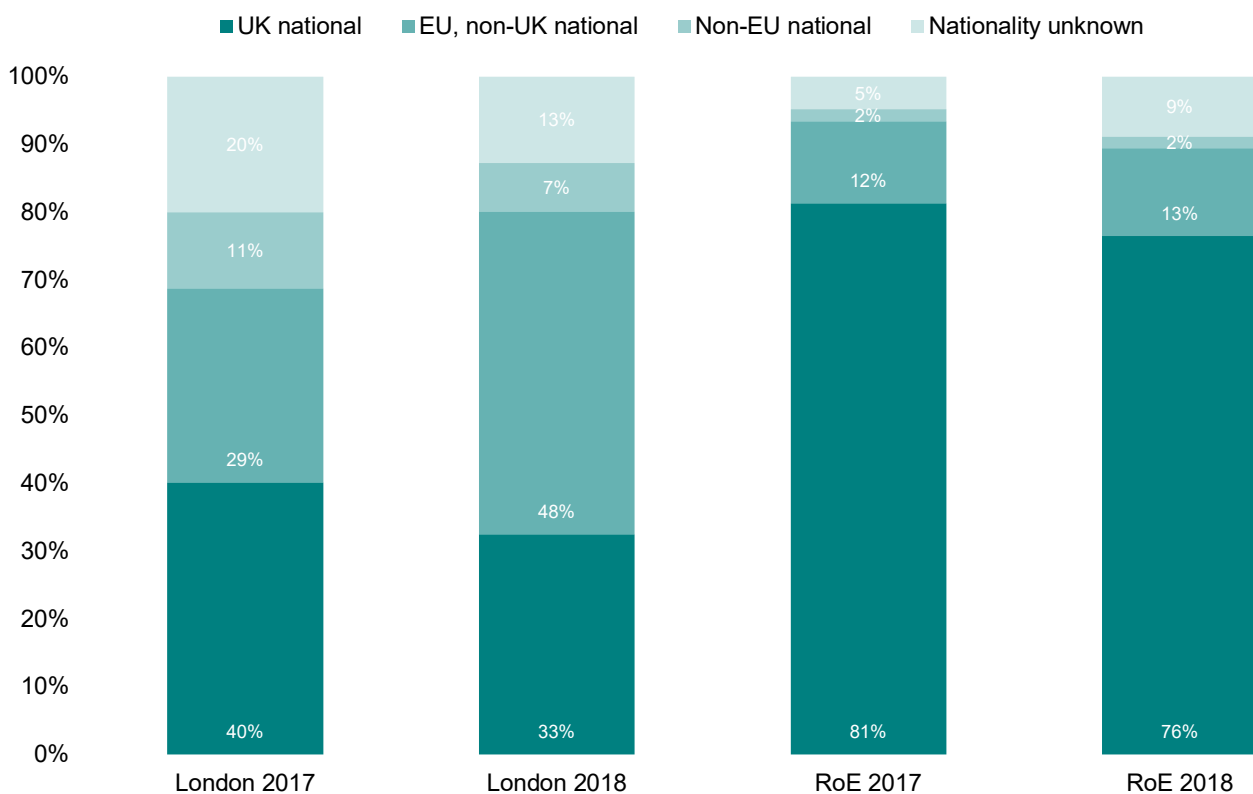
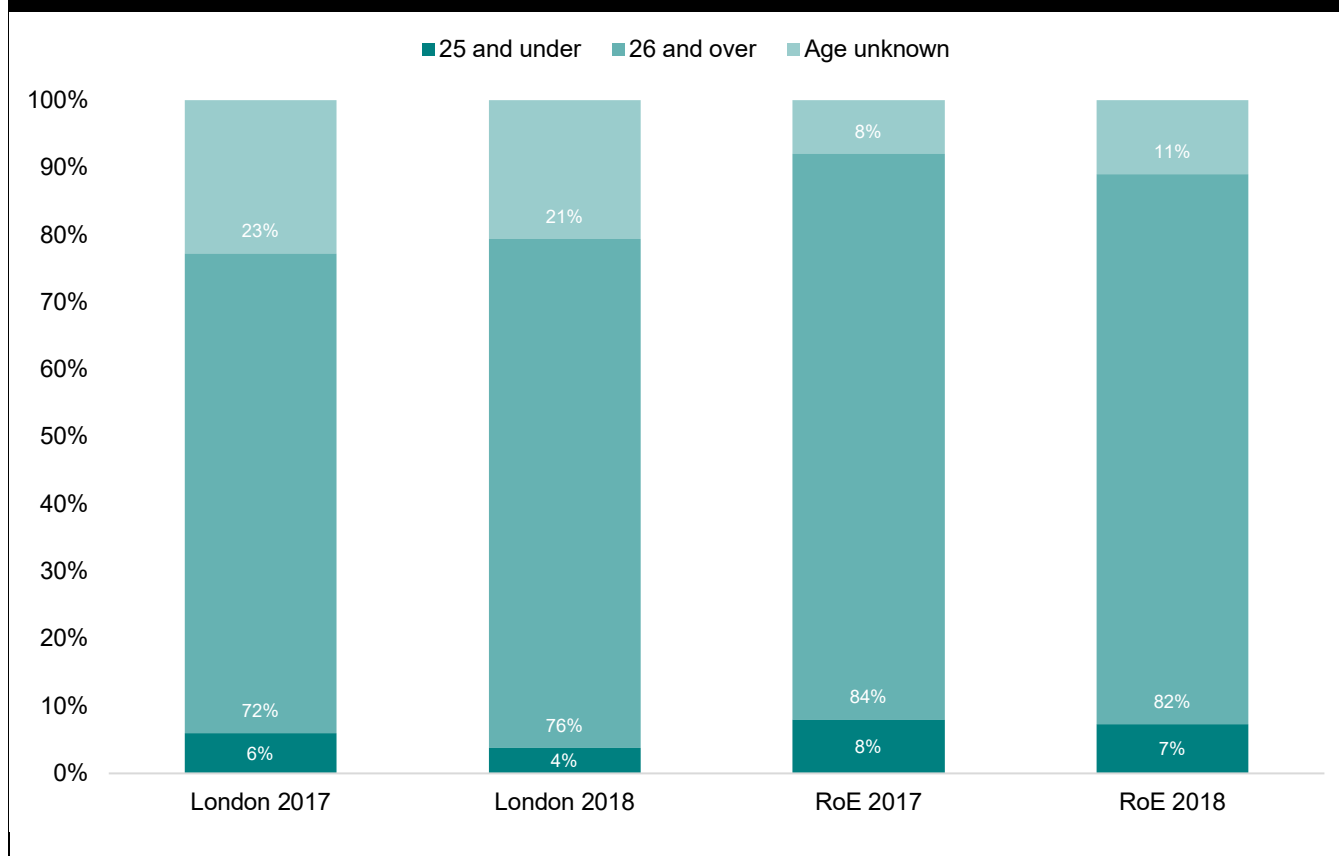


Chart 7: Percentage of people sleeping rough by age in London and Rest of England, autumn 2017 and autumn 2018



Accompanying Tables

Four accompanying tables are available to download alongside this release:

- Table 1** Street counts, evidence-based estimates and estimates informed by a spotlight street count of rough sleeping, by local authority district and region, England autumn 2010 to autumn 2018
- Table 2a** Street counts, evidence-based estimates and estimates informed by a spotlight street count of rough sleeping, by local authority district, region and gender, England autumn 2018
- Table 2b** Street counts, evidence-based estimates and estimates informed by a spotlight street count of rough sleeping, by local authority district, region and nationality, England autumn 2018
- Table 2c** Street counts, evidence-based estimates and estimates informed by a spotlight street count of rough sleeping, by local authority district, region and age, England autumn 2018

These tables can be accessed at:

<https://www.gov.uk/government/statistics/rough-sleeping-in-england-autumn-2018>

2010 to 2017 data, including demographics for 2016 and 2017, can be accessed at:

<https://www.gov.uk/government/collections/homelessness-statistics#rough-sleeping>

Definitions

People sleeping rough: are defined as follows for the purposes of rough sleeping street counts, evidence-based estimates, and estimates informed by a spotlight street count:

People sleeping, about to bed down (sitting on/in or standing next to their bedding) or actually bedded down in the open air (such as on the streets, in tents, doorways, parks, bus shelters or encampments). People in buildings or other places not designed for habitation (such as stairwells, barns, sheds, car parks, cars, derelict boats, stations, or “bashes” which are makeshift shelters, often comprised of cardboard boxes).

The definition does not include people in hostels or shelters, people in campsites or other sites used for recreational purposes or organised protest, squatters or travellers.

Bedded down: is taken to mean either lying down or sleeping. **About to bed down** includes those who are sitting in/on or near a sleeping bag or other bedding.

Technical notes

Data collection

Since 1998, the number of people sleeping rough has been measured by street counts in areas with a known or suspected rough sleeping problem. Local authorities had been asked to conduct an annual street count if they estimated there were more than ten people sleeping rough in the area. In June 2010, to supplement the street counts, local authorities that had not conducted a count were asked to provide an estimate of the number of people sleeping rough on a given night. Results of the June 2010 estimates and a time series of rough sleeping counts since 1998 are published here: <https://www.gov.uk/government/statistics/rough-sleeping-in-england-total-street-count-and-estimates-2010>

The changes that were made to the methodology and the definition of people sleeping rough mean that figures produced in line with the September 2010 guidance are not directly comparable with previous statistics. The impact of these methodological changes cannot be separated from changes in the level of rough sleeping between autumn 2010 and earlier time periods. A technical note setting out and explaining the differences between the autumn 2010 rough sleeping statistics and previously published figures was published alongside the autumn 2010 release on the MHCLG website: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/7379/1846366.pdf

Following the publication of these figures, a public consultation on evaluating the extent of rough sleeping was run over the summer 2010, and new guidance for local authorities was published in September 2010 explaining how to carry out rough sleeping counts and estimates. The guidance and form can be found at:

<https://www.gov.uk/government/publications/evaluating-the-extent-of-rough-sleeping--2>

This 2018 release is the first in this series to report the number of local authorities who conducted an estimate informed by a spotlight street count. It is also the first to report the comparison of method selected to previous years. See **Tables 6 and 7** for these respective reports. This additional information has been included to enhance transparency on the underpinning methodology for users.

Table 6 shows the number of people sleeping rough in England by the method used by local authorities. In 2018, 326 or 100% of local authorities in England submitted a rough sleeping figure. The response rate has been 100% every year since 2010. In 2018, 74 authorities (23%) conducted a street count and 252 (77%) provided an evidence-based estimate (including those that used a spotlight street count as part of their estimate process). This compares to 52 (16%) and 274 (84%) respectively in 2017, and 47 (14%) and 279 (86%) respectively in 2016. Of those providing an estimate in 2018, 55 (22%) provided an estimate informed by a spotlight street count. The 74 authorities conducting a street count reported 2,146 people sleeping rough (46% of the total) while those compiling an estimate reported 2,531 people sleeping rough (54% of the total).

Local authorities are advised to use the method that will most accurately reflect the number of people sleeping rough in their area. Local authorities may change their method for a number of reasons, including if they believe there has been a significant change in the number of people sleeping rough

since the previous year or if there is disagreement between local agencies. More information about choosing the most appropriate method can be found in the **Data Limitations** section.

Table 6: Number of people sleeping rough by method, England, 2010 to 2018

Method	2010	2011	2012	2013	2014	2015	2016	2017	2018
Street Count	407	519	498	594	785	823	1,137	1,531	2,146
% of total	23%	24%	22%	25%	29%	23%	28%	32%	46%
Number of LAs	42	53	43	48	49	44	47	52	74
% of LAs	13%	16%	13%	15%	15%	13%	14%	16%	23%
Estimate	1,361	1,662	1,811	1,820	1,959	2,746	2,997	3,219	2,531
% of total	77%	76%	78%	75%	71%	77%	72%	68%	54%
Number of LAs	284	273	283	278	277	282	279	274	252
% of LAs	87%	84%	87%	85%	85%	87%	86%	84%	77%
Total	1,768	2,181	2,309	2,414	2,744	3,569	4,134	4,751	4,677

Table 7 shows the method used to assess the number of people sleeping rough in 2018 compared to 2017 for all local authorities. In 2018, 262 or 80% of local authorities used the same methodology as last year to provide their annual snapshot figure. Of these, 43 local authorities did a street count and 219 provided an estimate (this includes estimates informed by spotlight street counts). There were 64 or 20% of local authorities which changed methodology this year. Of these, 31 (48%) changed to a street count and 33 (52%) to an estimate, of which 20 changed to an estimate informed by a spotlight street count. Of the 31 areas that changed to a street count, 18 (58%) were RSI areas, of which 13 saw a decrease.

Table 7: Comparison of method to assess the number of people sleeping rough, England, 2018 to 2017

Summary	Changed to			Remained as	
	Street count	Estimate	Spotlight	Street count	Estimate
Number of local authorities	31	13	20	43	219
2018 total	628	137	428	1,518	1,966
2017 total	940	88	317	1,462	1,944
Total change since last year	-312	49	111	56	22
% change since last year	-33%	72%	35%	4%	1%
Average % change since last year	-23%	56%	111%	10%	38%
No. of LAs which increased	11	7	11	20	104
No. of LAs which decreased	20	3	7	21	79

Data quality

All rough sleeping returns submitted by local authorities are independently verified or validated by Homeless Link to ensure they are robust. Homeless Link are the national membership charity for organisations working directly with people who become homeless in England:

<http://www.homeless.org.uk/about-us>

Homeless Link are funded by MHCLG to provide verification, validation, and guidance to local authorities for the annual rough sleeping street count and evidence-based estimate process. The guidance they provide includes webinars, training sessions, and workshops for local authority leads, count coordinators, verifiers, and volunteers who are either involved in carrying out a street count or evidence-based estimate, or estimate informed by a spotlight street count. Homeless Link also provide a detailed toolkit which sets out the process that local authorities, and their partners, use to evaluate the extent of people sleeping rough. The toolkit includes guidance around defining rough sleeping, choosing between a street count, an evidence-based estimate, and an estimate informed by a spotlight street count; collecting demographic data, how the verification process works, step-by-step guidance, templates, validation and verification forms, and quick guides for easy reference. This guidance is available at:

<http://www.homeless.org.uk/our-work/resources/counts-and-estimates-evaluating-extent-of-rough-sleeping>

In 2018, Homeless Link verified all street counts, liaising with the Count Coordinator to check that the guidance had been followed in the planning of the count. They observed the process during the night of the count, joining one of the count teams and reviewing the count forms from other teams as they were submitted. There was one exception to this, due to a miscommunication about the date of the street count, however this was verified remotely after the count took place. In each case, the verifier discussed the single figure and demographics with the coordinator, and completed a verification form that was sent to Homeless Link for review. Verifiers were trained by Homeless Link and were not employed by the local authority or its commissioned services.

Homeless Link also conducted a detailed verification of 29 (12%) of the rough sleeping estimates. These were Aylesbury, Barnet, Barnsley, Bath and North Somerset, Cotswold, Crawley, Doncaster, East Devon, Eastbourne, Enfield, Forest of Dean, Haringey, Harrow, Kettering, Kingston Upon Hull, Lincoln, Maidstone, Merton, Mid Devon, Milton Keynes, Newcastle, Nottingham, Sevenoaks, Stroud, Teignbridge, Tewksbury, Tonbridge & Malling, Tunbridge Wells and Wiltshire. Homeless Link chose these authorities by risk assessing whether they would need direct support with planning or verification of their estimate. High risk authorities could be those with high numbers, issues with local partners disputing figures, concerns about the correct methodology being used in previous years, or requests for additional support. Verifiers attended estimation meetings in person.

The remaining 223 (88%) local authority estimates not selected for detailed verification underwent a validation process by telephone. In each case, the verifier asked the coordinator a series of questions about how they conducted their estimate in order to complete the validation form. This included checking that the guidance had been followed, for example that relevant partners were involved, that a single typical night was used, and that there was an understanding of the rough sleeping definition.

Local authorities submitted their annual figure for the single night snapshot via MHCLG's DELTA online data collection system. DELTA is the online system provided by MHCLG to collect all of the Department's statistical data and grant applications. This system includes rules and validation

checks to ensure the data provided is complete, reliable and of good quality. For example, any large changes compared to last year would trigger an alert to the authority and require a text description to explain the reason for the change in order to submit the information.

All returns submitted by local authorities on DELTA were certified by Homeless Link to check that the final figures submitted were the same as those which had already been verified and validated by Homeless Link. If there were any discrepancies these had to be discussed and agreed with Homeless Link before they were certified.

The Department chased late returns and conducted further validation and sense checks to ensure overall response was as complete and accurate as possible.

In 2018 Homeless Link certified 98% of the returns submitted by local authorities to MHCLG. They were not able to certify 5 (2%) of the returns. These were Halton, Lancaster, Richmond upon Thames, Wealden, and Windsor and Maidenhead. This was due either to information not being submitted on DELTA (3 cases), discrepancies between the verified figures and those submitted (1 case), and no contact with Homeless Link to verify the process (1 case).

Local authorities were asked to provide details of agencies that had been consulted with as part of the count and estimate process. Every authority reported that they had consulted with at least one type of local agency, and 244 (75%) reported they had consulted over 5 groups or more. 314 (96%) local authorities consulted with the Police as part of their count or estimate process, 307 (94%) with voluntary sector, 285 (87%) with Outreach workers, 244 (75%) with Substance misuse agencies, 233 (71%) with Faith groups, 225 (69%) with Mental health agencies, 173 (53%) with Drugs & alcohol treatment teams, and 109 (33%) with Local residents & businesses. Further details about the groups consulted and the number of groups consulted are shown in **Tables 8 and 9**.

Table 8: Agencies consulted by local authorities to assess the number of people sleeping rough, England, autumn 2018

Group consulted	Street Count		Estimate		Spotlight		Total	
	No. of LAs	% of LAs	No. of LAs	% of LAs	No. of LAs	% of LAs	No. of LAs	% of LAs
Police	73	97%	188	96%	53	96%	314	96%
Voluntary sector	69	92%	186	95%	52	95%	307	94%
Outreach workers	71	95%	162	83%	52	95%	285	87%
Substance misuse agencies	59	79%	140	71%	45	82%	244	75%
Faith groups	52	69%	140	71%	41	75%	233	71%
Mental health agencies	45	60%	145	74%	35	64%	225	69%
Drugs & alcohol treatment teams	38	51%	109	56%	26	47%	173	53%
Local residents & businesses	31	41%	59	30%	19	35%	109	33%

Table 9: Number of agencies consulted by local authorities to assess the number of people sleeping rough, England, autumn 2018

Number of groups consulted	Street Count		Estimate		Spotlight		Total	
	No. of LAs	% of LAs	No. of LAs	% of LAs	No. of LAs	% of LAs	No. of LAs	% of LAs
1	1	1%	3	2%	0	0%	4	1%
2	1	1%	6	3%	1	2%	8	2%
3	6	8%	15	8%	3	5%	24	7%
4	9	12%	31	16%	6	11%	46	14%
5	10	13%	24	12%	11	20%	45	14%
6	17	23%	39	20%	15	27%	71	22%
7	11	15%	41	21%	9	16%	61	19%
8	19	25%	38	19%	10	18%	67	21%

Comparability of demographic data between 2016 and subsequent releases is limited due to methodology changes. In 2016 demographic information was collected for the first time. The totals included 'not knows' but not all local authorities were able to provide exact numbers of these 'not knows'.

Rates per 10,000 households have been calculated using the 2016-based household projections for mid-2018 produced by the Office for National Statistics. These are consistent with the projections published on 3 December 2018 at the following link:

www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationprojections/datasets/householdprojectionsforengland

The Department's statistical quality guidelines are published here:

<https://www.gov.uk/government/publications/statistical-notice-dclg-quality-guidelines>

The UK Statistics Authority (UKSA) published an assessment report covering the Department's homelessness and rough sleeping statistics in December 2015. This report, and related correspondence between the Department's Statistics Head of Profession and the Authority's Director General for Regulation, are available at:

<https://www.statisticsauthority.gov.uk/publication/statistics-on-homelessness-and-rough-sleeping-in-england-department-for-communities-and-local-government/>

Assessment of data quality

In 2015, the UKSA published a regulatory standard for the quality assurance of administrative data. To assess the quality of the data provided for this release the Department has followed that standard – see **Table 10**.

The standard is supported with an Administrative Data Quality Assurance Toolkit which provides useful guidance on the practices that can be adopted to assure the quality of the data they utilise.

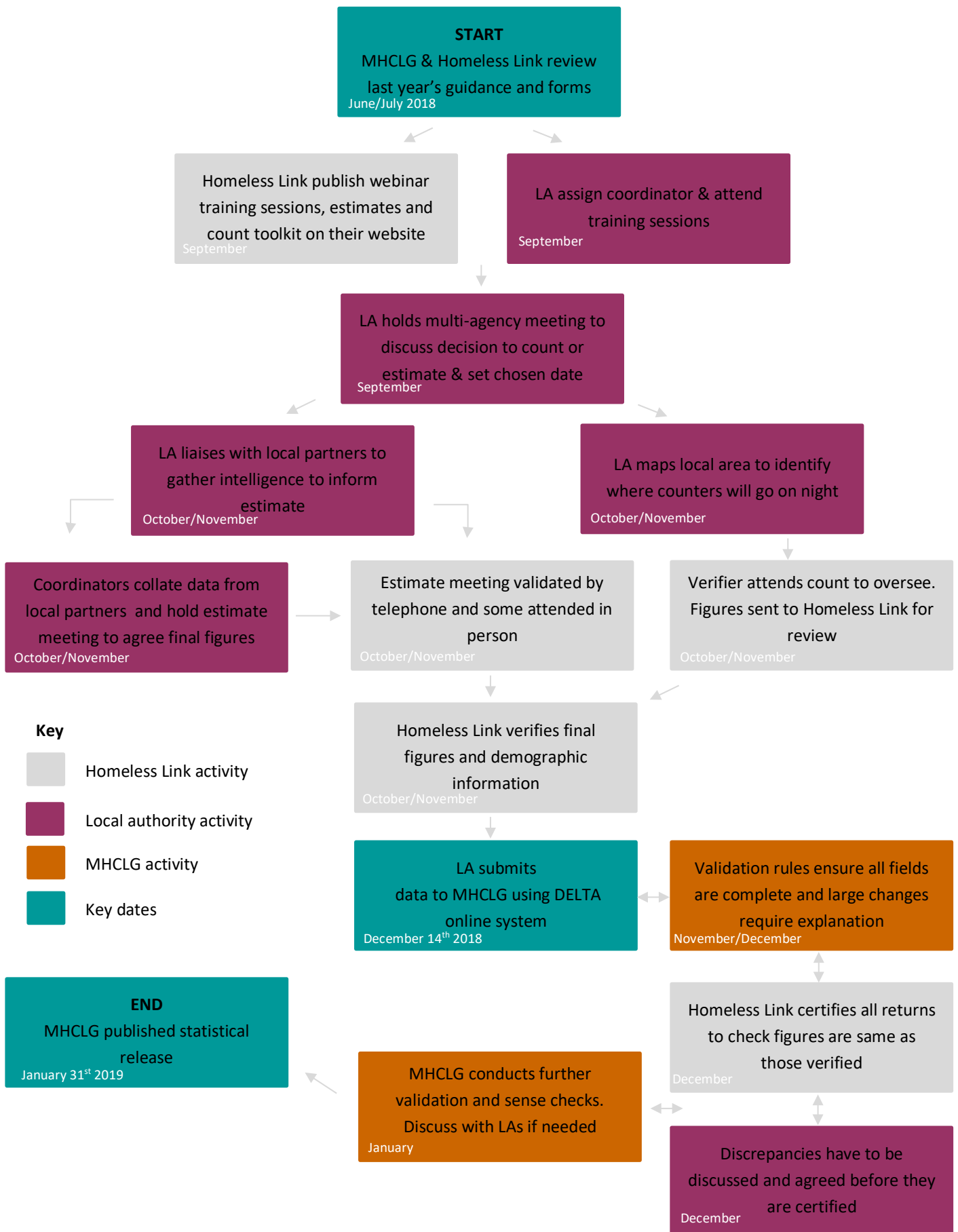
Table 10: Assessment of the level of risk based on the Quality Assurance Toolkit

Risk/Profile Matrix Statistical Series	Administrative Source	Data quality concern	Public interest	Matrix classification
Rough Sleeping Statistics	Local authority Rough Sleeping counts and estimates	Low	Medium	Low Risk (A1/A2)

The publication of MHCLG’s Rough Sleeping statistics can be considered as medium profile, as there is mainstream media interest, with moderate economic and/or political sensitivity.

Overall, the Rough Sleeping statistics have been assessed as A1/A2: Low Risk. A full outline of the statistical production process and quality assurance carried out is provided in **Figure 1**.

Figure 1: Rough Sleeping Quality Assurance Process Flowchart



Data limitations

The counts and estimates single night snapshots provide a way of indicating the number of people sleeping rough across local authorities and assessing change over time. There is currently no national mechanism for recording every person who sleeps rough in England across the year. The single night snapshot methodology aims to get as accurate a representation of the number of people sleeping rough as possible, while acknowledging that each process has its limitations. The method is chosen to meet the local context: street counts are based on visible rough sleeping, and evidence-based estimates on a range of sources for rough sleeping, and in some cases also include a spotlight count.

The single night snapshot counts and estimates cannot record everyone in an area with a history of rough sleeping. They are also unable to tell the difference between those people who are sleeping rough for the first time, intermittently, or who have been sleeping rough for a period of time. Many people who sleep rough do so intermittently, moving from hostels or sofa surfing to sleeping rough and back. Many people sleeping rough bed down in places out of sight to avoid the risk of being detected, which means accurately capturing the number of people sleeping rough across an area on a single night is inherently difficult. A number of different factors can influence the accuracy of the information provided:

Type of local authority area

It is more difficult to carry out a count of people sleeping rough in large rural and coastal areas than in urban areas. The geographic area to cover in a single night is often much larger and there is a wide range of possible places people may sleep rough, including woods or on private property in barns or on farm land, which are difficult or unsafe to access. In urban areas although it may be easier to carry out a street count, there may still be issues with including everyone, as people could be sleeping in sites which are difficult and unsafe to access, such as derelict buildings and building sites. People sleeping rough may move across local authority boundaries regularly which may explain some of the differences year on year.

Weather

The weather of the chosen night for the count or estimate may have a large impact on the number of people sleeping rough. Severe weather conditions will force many people who normally sleep rough to use a night shelter or hostel, to 'sofa surf', or sleep in locations which are more hidden. These people would be excluded from the count or estimate which may alter the detected level of rough sleeping. In some areas this year we know the weather was more severe compared to last year and in others it was milder which may also have impacted on the overall number.

Time and day of count or estimate

The guidance provided by Homeless Link makes clear that the night chosen for the count or estimate should take care to avoid any unusual local factors which may distort the number, such as events, club nights, football matches, festivals, charity sleep-outs, higher levels of police activity, or changes to service opening times. Local authorities are also advised to identify an appropriate day of the week, as choosing a weekend may mean that people bed down later or are less visible. People sleeping rough in busy urban areas may bed down later. Local authorities are advised start times

should be tailored to meet local circumstances. The earliest permitted start is midnight. In cities and towns with a busy night time economy, start time of 2am or even later is more appropriate so that people sleeping rough who bed down after pubs and clubs close are still counted. Counts should be completed by 5am, but in rural areas, where the majority of people are sleeping rough away from built-up and well-lit areas, counts may be conducted in the hours after dawn. Areas should take care to follow as closely as possible the same time period used each year.

Selecting the method to assess the extent of rough sleeping

Local authorities can decide whether to count or estimate in order to determine their single figure. They should use the method that will most accurately reflect the number of people sleeping rough in their area. An estimate may be appropriate if any of these factors apply:

- Sleep sites are inaccessible e.g. in woods or dispersed across rural areas;
- Sleep sites are unsafe to access or are hidden from sight;
- The local authority cannot arrange safe access to known rough sleeping sites (e.g. parks, tower blocks) during a count;
- There is regular intelligence gathering in place by a number of agencies (e.g. by an outreach team, day centre, park wardens);
- Numbers of people sleeping rough are consistently low and they are already in touch with services, and partner agencies agree this is the case;
- The local authority can gather sufficient intelligence on people sleeping rough via partner agencies;
- Partner agencies agree to collect information for an agreed night and to share this with the local authority for the purpose of the estimate.

An estimate informed by a spotlight count may be appropriate if:

- There are a mix of visible/accessible and hidden/inaccessible locations in the local authority area;
- The individuals sleeping rough or overall number of people sleeping rough in visible/accessible sites change frequently;
- There are conflicting views from partners about which method is right for the area;
- Additional robust intelligence comes to light on the night of the count about hidden rough sleeping.

A street count may be appropriate if any of the following factors apply:

- A significant change in the number, population or location of people sleeping rough where sites are visible;
- High numbers of people sleeping rough in the area with no ongoing data collection (e.g. no/limited outreach);
- An increase or fluctuations in numbers of people sleeping rough where sleep sites are accessible/visible;
- Difficulties forming an estimate on the basis of the information available;
- Significant disagreement about the number between agencies.

Related statistics

Combined Homelessness and Information Network (CHAIN)

The Combined Homelessness and Information Network (CHAIN) is a multi-agency database recording information about people seen rough sleeping by outreach teams in London. CHAIN is managed by St Mungo's, a London-based homeless charity, and is used by organisations working with people sleeping rough in London. Information is recorded onto the CHAIN database by people who work directly with people sleeping rough in London (e.g. workers in outreach teams, day centres, hostels and resettlement teams). CHAIN does not cover 'hidden homeless' groups, such as those who are squatting or staying in inaccessible locations to outreach workers.

The latest CHAIN quarterly report (October-December 2018), published 31 January 2019, shows that a total of 3,289 people were seen sleeping rough by outreach workers in London in the period October – December 2018.

The CHAIN data is not comparable to the single night snapshot counts and estimates presented in this release. The CHAIN data provides a **total** count across the October to December 2018 quarter of all individuals seen sleeping rough by outreach teams in London on at least one night during this period, whereas the MHCLG single night snapshot for autumn 2018 shows the number of people seen or thought to be sleeping rough on a single night between October 1st and November 30th 2018.

The CHAIN database records identifying and demographic information about people sleeping rough. The October – December 2018 quarterly report shows that outreach teams recorded:

Total rough sleepers

- There were 3,289 individuals recorded sleeping rough in the capital between October and December 2018. This was a 25% increase on the total figure for the same period last year.
- Of this total, 47% were new rough sleepers, 40% were intermittent rough sleepers, and 13% were recorded as living on the streets.

New rough sleepers

- 1,551 people recorded sleeping rough in London for the first time.
- Of these 1,280 (83%) spent just one night sleeping rough; 244 (16%) slept rough for more than one night but did not go on to live on the streets; and 27 (2%) were deemed to be living on the streets.
- The number of new rough sleepers recorded during this period was 38% higher than the same period last year.

Living on the streets

- 435 people recorded who were deemed to be living on the streets.
- The number of rough sleepers deemed to be living on the streets is 13% higher than the same period last year, and 28% higher than the immediately preceding period (July-September 2018).

Intermittent rough sleepers

- There were 1,330 people recorded sleeping rough during October - December 2018 who were not new, and did not have enough contacts to be deemed as living on the streets.
- The number of intermittent rough sleepers is 15% higher than the same period last year, but 5% lower than the immediately preceding period.

The proportion of all people recorded as sleeping rough who were female was 17%, while 8% were aged 25 years or under, and 12% were aged over 55 years. Of the people sleeping rough for whom nationality information was available, 49% were recorded as having United Kingdom as their nationality, while 32% were from Central and Eastern European – 16% who were from Romania, 8% from Poland, and 3% from Lithuania. 5% were from Africa, 4% from Asia and 1% from Americas.

Of the 1,943 people (59% of the total) whose institutional history was recorded, 7% had experience of the Armed forces, 12% had been in Care, 38% had been in Prison and 48% had been in all three. No institutional history was recorded for 41% of people seen sleeping rough. Of UK nationals seen sleeping rough, 2% had been in the Armed forces.

Of the 2,039 people (62% of total) sleeping rough who had a support needs assessment recorded, 41% had alcohol support needs, 43% drug support needs, and 50% mental health support needs, with 18% having all three needs, and 18% having none of these three needs. No support needs assessment was recorded for 38% of people seen sleeping rough.

More information about the CHAIN data collection is available at:

<http://www.mungos.org.uk/chain>

Source for the statistics in this section: CHAIN Quarterly Report, October 2018 – December 2018

MHCLG Related Statistics

The data in this release provides information on the number of people sleeping rough on a single night in autumn 2018, as well as some demographic information (gender, age, nationality). The rough sleeping statistics do not provide a definitive number of people or households affected by homelessness in England. The term “homelessness” is much broader than people sleeping rough and has a number of interpretations.

It is difficult to provide an accurate estimate of all homelessness across England. Data used to compile any estimate is collated from different datasets, which sample different subsets of the population over different time frames. Any estimate of homelessness in England will collate datasets that are not discrete from one another, which means some individuals may have been included more than once in the estimated total.

MHCLG produce other statistics releases that can help build up the wider homelessness picture. The English Housing Survey published data on the number of concealed households in England. These are additional adults in a household who wanted to rent or buy but could not afford to do so:

- In 2015/16, there were approximately 1.5 million households including at least one additional

adult who wanted to rent or buy but could not afford to do so. This equates to 7% of all households, and 1.9 million adults living in these circumstances across these 1.5 million households.

The EHS 2015-16 report can be found here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/627151/Future_home_owners_full_report.pdf

MHCLG also collect and publish quarterly statistics on the broad characteristics and circumstances of households owed a statutory homelessness duty. The latest statutory homelessness statistics showed:

- 58,660 households were owed a new statutory homeless duty between 3 April and 30 June 2018.
- Of these, 33,330 households were owed a new prevention duty and 25,330 households were owed a new relief duty.
- Local authorities accepted 6,670 households as being owed a main homelessness duty over the same period.
- 82,310 households were in temporary accommodation on 30 June 2018.
- 1,480 households reported that they were sleeping rough at the time of their application to the local authority, 340 of which were in London and 1,130 in the Rest of England.
- 6,350 households were classed as 'no fixed abode' at the time of their application to the local authority, 620 of which were in London, and 5,910 in the Rest of England.

Further information on statutory homelessness can be found at:

<https://www.gov.uk/government/statistics/statutory-homelessness-in-england-april-to-june-2018>

The CORE social housing lettings collection publishes data on those moving from homelessness into Local Authority/ Private Registered Providers accommodation. The latest CORE statistics showed:

- Around 7,000 households were sleeping rough immediately prior to their new social housing letting (2% of all lettings in 2017/18), with another 33,000 in temporary accommodation (11%) and 66,000 living with friends and family (21%).
- Overall, 15% of new lettings in 2017/18 were to households deemed to be "statutorily homeless" and owed a main homelessness duty to be allocated a settled home, with another 3% deemed "statutorily homeless" but not owed a duty.

Further information on CORE social lettings can be found at:

<https://www.gov.uk/government/collections/rents-lettings-and-tenancies>

In addition, ONS recently published the first Experimental Statistics of the number of deaths of homeless people in England and Wales. This reported that:

- There were an estimated 597 deaths of homeless people in England and Wales in 2017.

Further information on ONS's experimental statistics on the deaths of homeless people can be found at:

<https://www.ons.gov.uk/peoplepopulationandcommunity/birthsdeathsandmarriages/deaths/bulletins/deathsofhomelesspeopleinenglandandwales/2013to2017>

Revisions policy

This policy has been developed in accordance with the UK Statistics Authority Code of Practice for statistics and the Ministry of Housing, Communities and Local Government Revisions Policy (found at <https://www.gov.uk/government/publications/statistical-notice-dclg-revisions-policy>). There are two types of revisions that the policy covers:

Non-Scheduled Revisions

Where a substantial error has occurred as a result of the compilation, imputation or dissemination process, the statistical release, live tables and other accompanying releases will be updated with a correction notice as soon as is practical.

If a local authority notifies MHCLG of an error in the information they have submitted after publication of the release, a decision on whether to revise will be made based upon the impact of any change and the effect it has on the interpretation of the data.

A typographic error on page 12 of the release on the Rough Sleeping Initiative has been corrected in this revised version. The percentage reduction in rough sleeping in the 83 Rough Sleeping Initiative areas between 2017 and 2018 should have been 19% rather than the 23% originally reported. The underlying figures remain unchanged, as does the national 2% reduction.

Scheduled Revisions

There are no scheduled revisions for this release.

Uses of the data

Central and Local Government

The data in this statistical release provide evidence on the prevalence of and trends in rough sleeping in England. They are used by ministers and officials in the Ministry of Housing, Communities and Local Government in the formulation and monitoring of policy, the allocation of resources, performance monitoring and to support bids for funding from the Treasury. The data are also used to ensure democratic accountability in answers to Parliamentary Questions, ministerial correspondence, Freedom of Information Act cases and queries from the public. They are also used to allocate resources, monitor performance and to support bids for funding from the Treasury. For example the 2017 data was used to allocate £30m of funding towards areas with the highest number of people sleeping rough, as part of the Rough Sleeping Initiative.

Local housing authorities are both providers and users of the statistics and will use the data to track progress, benchmark against other authorities and plan and commission services to prevent and tackle rough sleeping.

Other government departments also use the statistics. For example, Department for Health and Social Care use the data as part of their Public Health Outcomes Framework.

Charities and Academics

The voluntary sector and academics also use the statistics to monitor and evaluate housing policy and for campaigning and fundraising purposes.

International

FEANTSA is the European Federation of National Organisations Working with the Homeless. Since 2015, FEANTSA have released a yearly Overview of Housing Exclusion in Europe. These annual reports look at the latest Eurostat data (EU-SILC) and assess EU countries' capacity to adequately house their populations. The latest and previous releases are available at:

<https://www.feantsa.org/en/report/2018/03/21/the-second-overview-of-housing-exclusion-in-europe-2017>

User engagement

Users are encouraged to provide feedback on how these statistics are used and how well they meet user needs. Comments on any issues relating to this statistical release are welcomed and encouraged. Responses should be addressed to the "Public enquiries" contact given in the "Enquiries" section below.

The Department's engagement strategy to meet the needs of statistics users is published here:

<https://www.gov.uk/government/publications/engagement-strategy-to-meet-the-needs-of-statistics-users>

Notes

For both rough sleeping and statutory homelessness releases, all decisions and judgements regarding what data to collect, how and when it should be published, and the content and presentation of published statistics, are taken by the lead analyst reporting to the MHCLG Head of Profession for statistics. For both releases, one policy colleague is involved in producing and quality assuring the statistics, and they have a full understanding of the requirements of the National Statistics Code of Practice as regards pre-release access to statistics. We are also grateful for colleagues at the GLA for sharing their October to December 2018 quarterly statistics ahead of publication and quality assuring our statistics.

Details of officials who receive pre-release access to the Department's rough sleeping statistical release up to 24 hours before release can be found at:

<https://www.gov.uk/government/organisations/department-for-communities-and-local-government/about/statistics>

It is expected that autumn 2019 Rough Sleeping Statistics will be published in early 2020. The date will be pre-announced on the UK Statistics Authority publication release calendar:

<https://www.gov.uk/government/statistics/announcements>

Devolved administration statistics

The devolved administrations publish their own statistics on homelessness. Details of their releases which contain information on rough sleeping are provided below.

The Scottish Government publishes figures on the number of households applying to the local authority for assistance under homelessness legislation who say they have slept rough the previous night or have reported their housing situation as 'long term roofless'. The 2017/18 annual figures are available at: <https://www.gov.scot/publications/homelessness-scotland-2017-18/>

The Welsh Government publish a national annual rough sleeping monitoring exercise, which includes a two week information gathering exercise followed by a one night snapshot count. This is carried out by Local Authorities, in partnership with other local agencies to gauge the extent of rough sleeping across Wales. The latest and previous releases are available at: <https://gov.wales/statistics-and-research/national-rough-sleeping-count/?lang=en>

The governing legislation for homelessness in Northern Ireland is the Housing (Northern Ireland) Order 1988 (as amended). Unlike the other three UK nations, housing is allocated by the Northern Ireland Housing Executive (NIHE), which covers the whole of Northern Ireland, rather than by local authorities. In Northern Ireland statistics on homelessness are obtained from the Northern Ireland Housing Executive (NIHE).

The NIHE carry out an annual street count in Belfast, in partnership with other statutory agencies and homeless organisations. Information about the most recent annual count is available at: <https://www.nihe.gov.uk/index/news/belfast-homeless-street-count-completed.htm>

Comparing between UK countries

The figures are not directly comparable between countries as they have a different methodology, coverage and are carried out at different time periods.

Enquiries

Media enquiries:

0303 444 1209

Email: newsdesk@communities.gov.uk

Public enquiries and Responsible Analysts:

Jon White & Eva Maguire

Email: roughsleepingstatistics@communities.gov.uk

Information on Official Statistics is available via the UK Statistics Authority website:

<https://www.statisticsauthority.gov.uk/>

Information about Statistics at MHCLG is available at: www.gov.uk/government/organisations/department-for-communities-and-local-government/about/statistics

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This document/publication is also available on our website at www.gov.uk/mhclg

If you have any enquiries regarding this document/publication, email contactus@communities.gov.uk or write to us at:

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February 2019

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Appendix 6

AP3

Homeless Link

2018 Rough Sleeping Statistics

An analysis of 2018 rough sleeping counts and estimates

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2018 Rough Sleeping Statistics

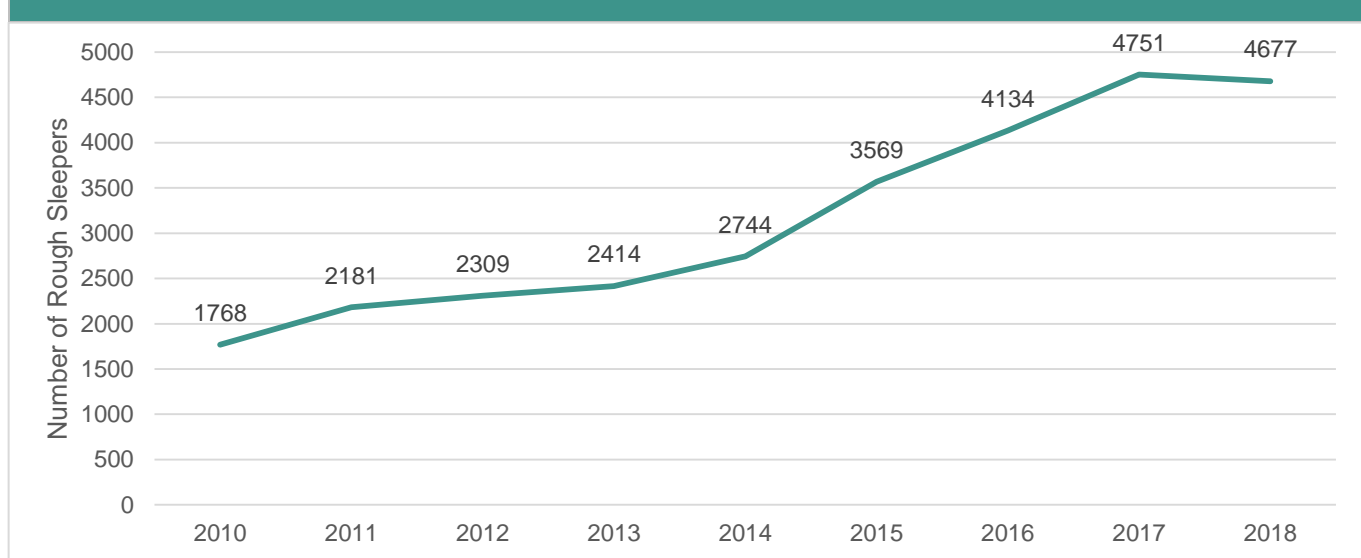
An analysis of 2018 rough sleeping counts and estimates

On 31st of January 2019, the Ministry of Housing, Communities and Local Government released the autumn 2018 figures for rough sleeping. These statistics are based on counts and estimates carried out by Local Authorities in England, providing a snapshot figure of the number of people sleeping rough on any one night. The following analysis provides a regional breakdown of the figures, and identifies the local authority areas with the largest increases compared with previous years. The concluding section features a gender-based analysis of the data.

Headline figures

A total of **4,677** people were counted or estimated by local authorities to be sleeping rough in England on any one night in autumn 2018, representing a 2% decrease from the 2017 figure of 4,751. This is the first time in eight years that the estimated number of rough sleepers in England has gone down.

Graph 1 : Rough sleeping in England 2010 – 2018



The number of people sleeping rough in England has increased by 31% in the last 3 years (Table 1). Since the current methodology for measuring rough sleeping began in 2010, an additional 2,909 people have been counted or estimated as sleeping rough in England on any given night. This represents an increase of 165% in the last 8 years.

Table 1: Changes in rough sleeping 2010 – 2018

	2010 - 2018	2011 – 2018	2012 - 2018	2013 - 2018	2014 - 2018	2015 - 2018	2016 - 2018	2017- 2018
Percentage change	+165%	+114%	+103%	+94%	+70%	+31%	+13%	-2%
Numerical change	+2909	+2496	+2368	+2263	+1933	+1108	+543	-74

Rough sleeping by region

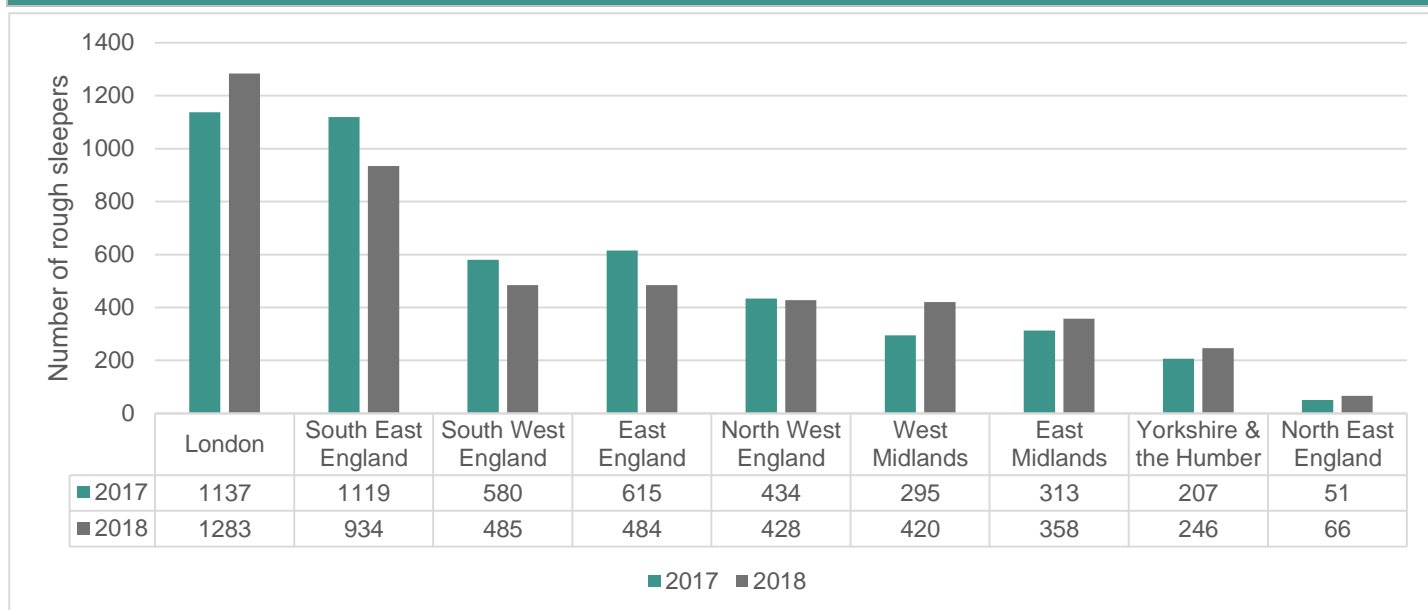
In 2018, five regions in England reported an increase in rough sleeping, while four regions reported a decrease (Graph 2). There was a significant increase in the West Midlands (+42%), where a total of 434 people were estimated or counted as sleeping rough on any given night. Both the South West England and East England have had the highest reduction of people sleeping rough (-21%).

Graph 2: Regional changes in rough sleeping 2017 – 2018

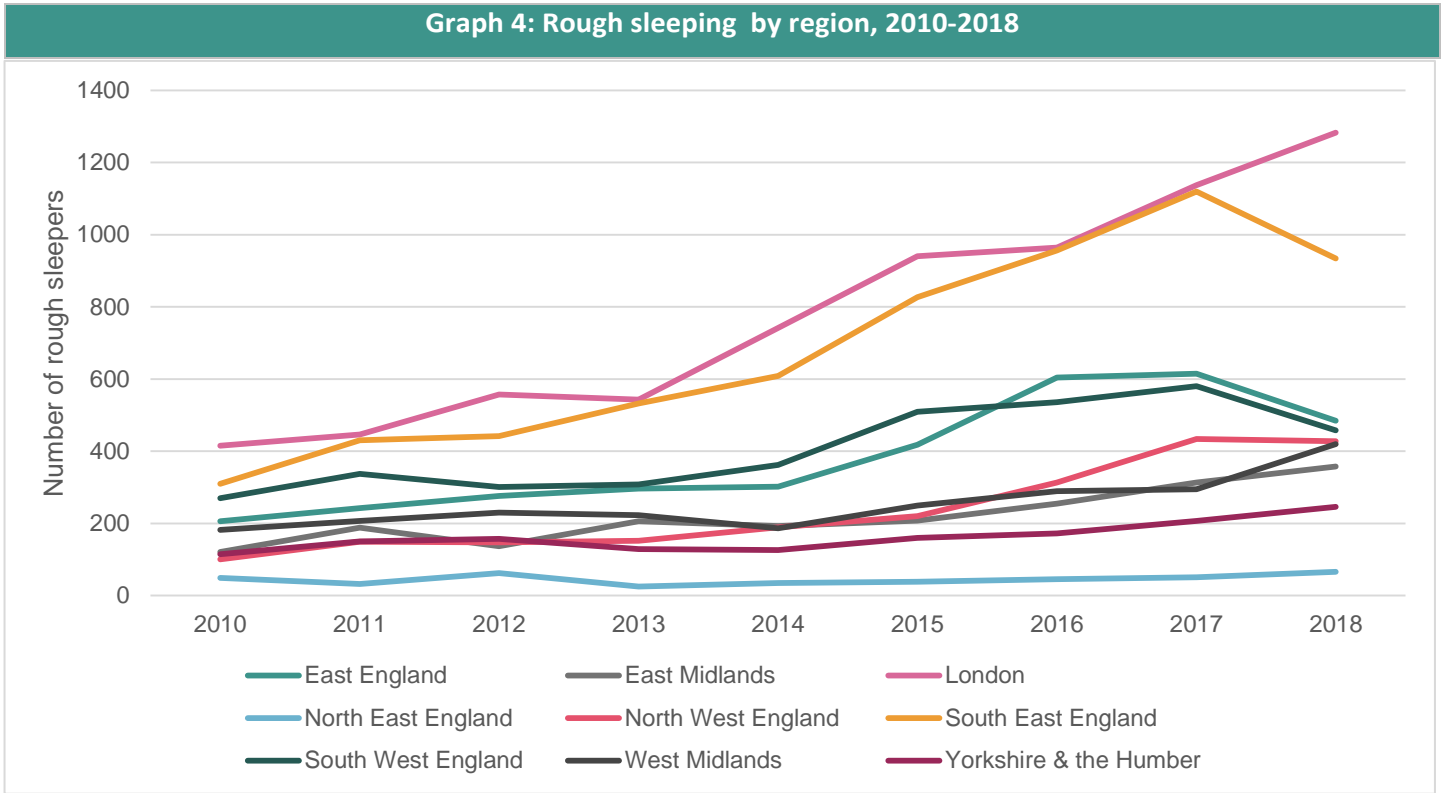


London continues to be the region with the highest number of rough sleepers, with local authorities reporting that a total of 1,283 people sleep rough on any given night (Graph 3). The North East of England had the lowest number of estimated or reported rough sleepers.

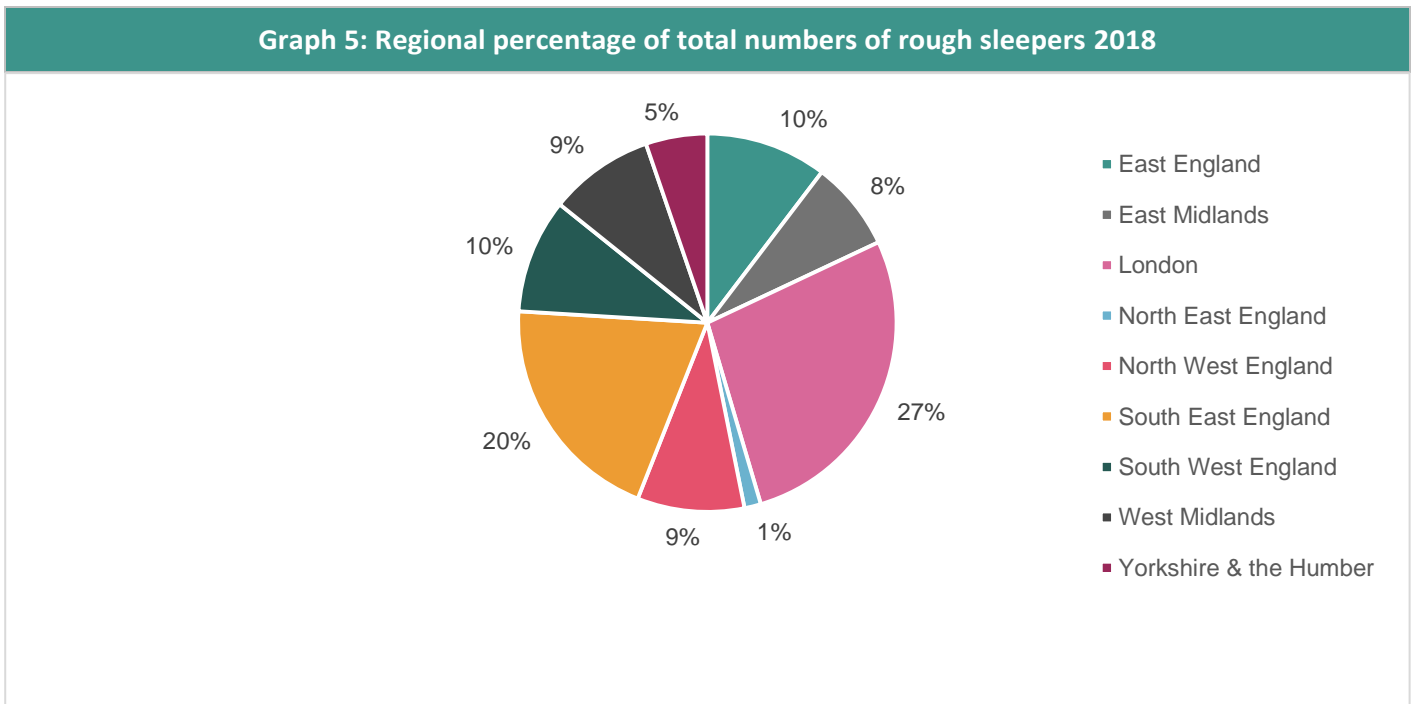
Graph 3: Number of rough sleepers in England, by region, 2017 - 2018



The increase in rough sleeping in England over the past 8 years has varied geographically. London has reported a 209% increase in levels of rough sleeping since 2010 (Graph 4). Although the South East of England has had a decrease of 21% (Graph 2) in 2018, the overall levels of rough sleeping since 2010 still represent an increase of 201%.



London accounts for 27% of the total number of rough sleepers in England (Graph 5). The North East continues to have the lowest proportion of people sleeping rough (1%).



Rough sleeping by local authority

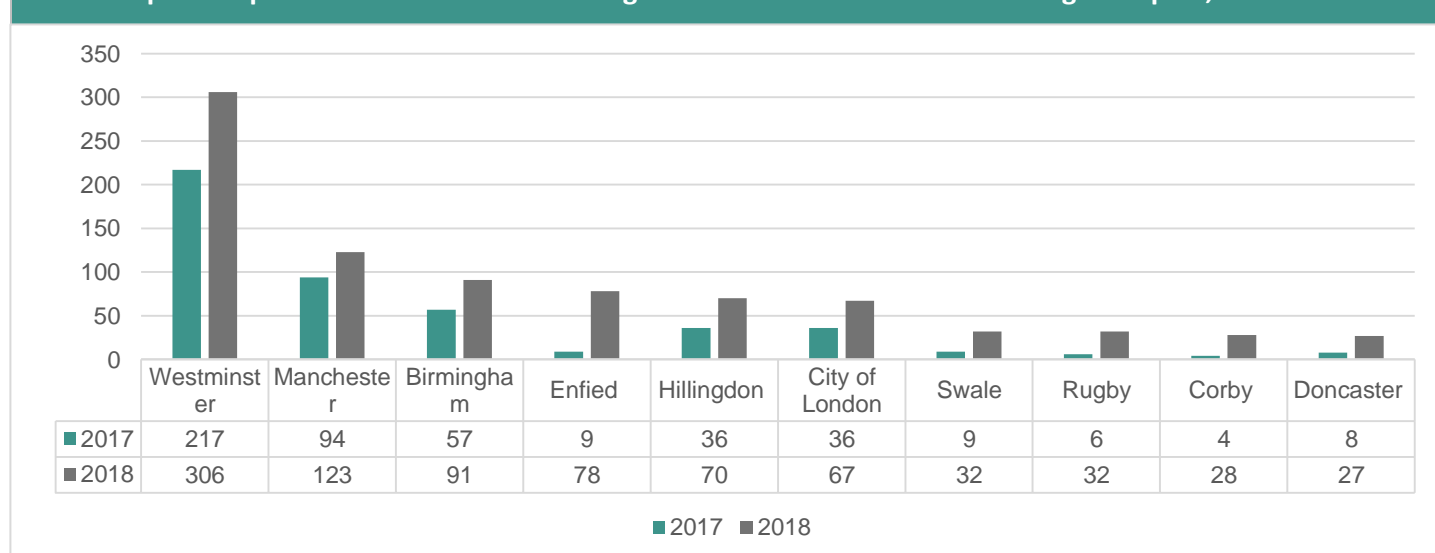
- Westminster remains the local authority with the highest number of rough sleepers (306) (Table 2).
- Brighton and Hove (-64%) and City of Bristol (-5%) are the only local authorities in the top ten to report a reduction in the number of rough sleepers.
- Birmingham, Enfield, Hillingdon and City of London, reported large increases in the number of rough sleepers (table 2). These local authorities were not in the top ten in 2017.
- Luton, Bedford, Southend-on-Sea and Cornwall are no longer in the top ten. Luton reported a reduction of 46%, Bedford reported a reduction of 33%, Southend-on-Sea a 85% reduction and Cornwall a 22% reduction.

Table 2: Top 10 local authorities with highest number of rough sleepers, 2017 – 2018

Local Authority	Region	2017	2018	Change from 2017	% change on 2017
1. Westminster	London	217	306	89	41%
2. Camden	London	127	141	14	11%
3. Manchester	North West	94	123	29	31%
4. Birmingham	West Midlands	57	91	34	60%
5. Bristol, City of	South West	86	82	-4	-5%
6. Newham	London	76	79	3	4%
7. Enfield	London	9	78	69	767%
8. Hillingdon	London	36	70	34	94%
9. City of London	London	35	67	31	86%
10. Brighton and Hove	Yorkshire & Humber	178	64	-114	-64%

Westminster reported the largest increase in the total number of rough sleepers (+89) (Graph 6). Local authorities also reporting large percentage increases includes Enfield (+767%) and Corby (+600%).

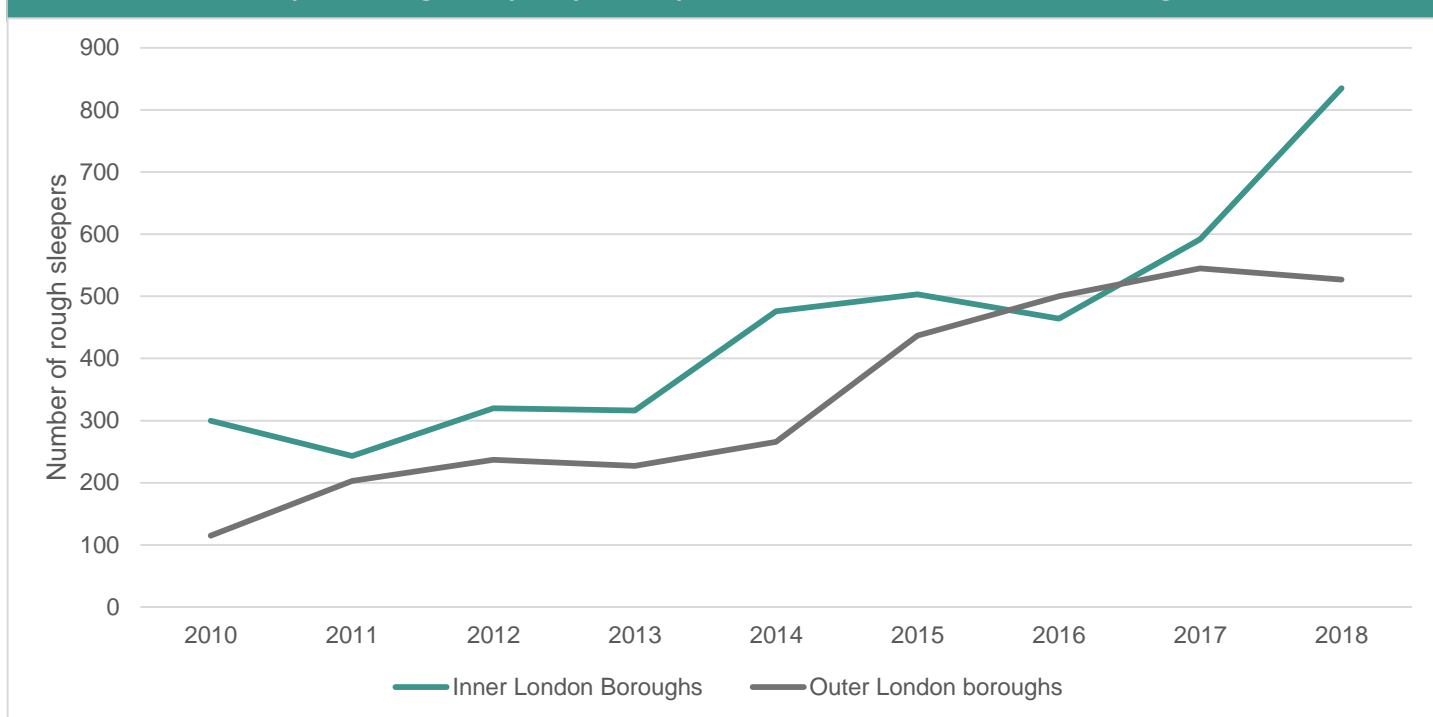
Graph 6: Top 10 local authorities with largest increase in the number of rough sleepers, 2017-2018



Homeless Link

- Numbers of rough sleepers have increased year on year in the Inner London Boroughs since 2010. However this year the number of rough sleepers in the Outer London Boroughs has decreased from 2017.
- Within this overall trend, most boroughs have seen increases in numbers since 2017, especially in Camden, Newham and Westminster.
- A few boroughs have seen decreases since 2017, especially in Tower Hamlets, Lewisham and Ealing.

Graph 7: Rough sleepers year on year in Inner and Outer London Boroughs



Inner London Boroughs

- A total of 592 people were counted or estimated to be sleeping rough in the Inner London Boroughs, representing 16% of the total figure of 4,677.
- Westminster is the local authority with the highest number of rough sleepers (306).
- Hammersmith and Fulham reported the largest increase in number of people sleeping rough at 140%.

Table 3: Inner London boroughs by number of rough sleepers, 2018

Local Authority	2017	2018	Change on 2017	% change on 2017
Westminster	217	306	89	41%
Camden	127	141	14	11%
City of London	36	67	31	86%
Lambeth	34	50	16	47%
Southwark	44	47	3	7%
Islington	27	43	16	59%
Wandsworth	13	25	12	92%
Hackney	18	23	5	28%
Kensington and Chelsea	20	20	0	0%
Hammersmith and Fulham	5	12	7	140%
Tower Hamlets	21	10	-11	-52%
Greenwich	8	7	-1	13%
Lewisham	22	5	-17	-77%
Total (Inner London)	592	756	164	28%

Outer London Boroughs

- A total of 527 people were counted or estimated to be sleeping rough in the Inner London Boroughs, representing 11% of the total figure of 4,677.
- Newham is the local authority with the highest number of rough sleepers.
- Barking and Dagenham and Enfield also have high numbers of people sleeping rough.
- Redbridge reported the most significant decrease in the number of rough sleepers (-39).

Table 4: Outer London boroughs by number of rough sleepers, 2018

Local Authority	2017	2018	Change on 2017	% change on 2017
Newham	76	79	3	4%
Enfield	9	78	69	767%
Hillingdon	36	70	34	94%
Ealing	62	33	-29	-47%
Haringey	43	32	-11	-26%
Brent	29	30	1	3%
Redbridge	65	26	-39	-60%
Barnet	21	24	3	14%
Merton	5	23	18	360%
Kingston upon Thames	27	23	-4	-15%
Waltham Forest	44	22	-22	-50%
Hounslow	22	18	-4	-35%
Croydon	31	15	-16	-52%
Richmond	19	14	-5	-26%
Harrow	10	13	3	30%
Barking and Dagenham	0	9	9	
Bromley	5	6	1	20%
Bexley	16	5	-11	69%
Sutton	3	5	2	67%
Havering	22	2	-20	-91%
Total (Outer London)	545	527	-18	3%

Demographics (gender)

- Of the 4,677 individuals counted or estimated to be sleeping rough in England in 2018, a total of 3,937 were male, 642 were female and 98 were gender unknown.
- 14% of total number of rough sleepers were women.
- London reported the largest number of women sleeping rough (162) (Graph 8).
- Other regions that have high numbers of women sleeping rough includes South East England (140) and East England (74).
- Westminster is the local authority with the largest number of women sleeping rough (Table 5).

Graph 8: Rough sleepers gender demographics 2018, by region

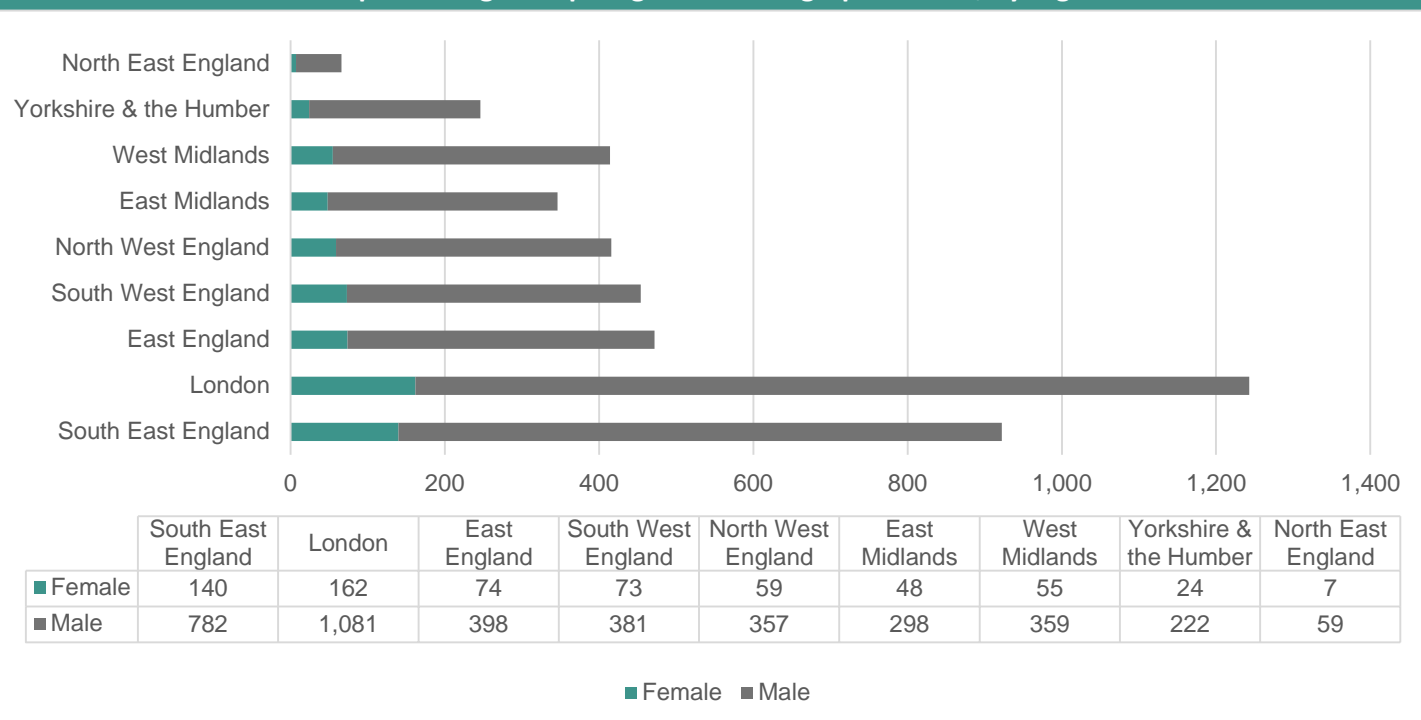


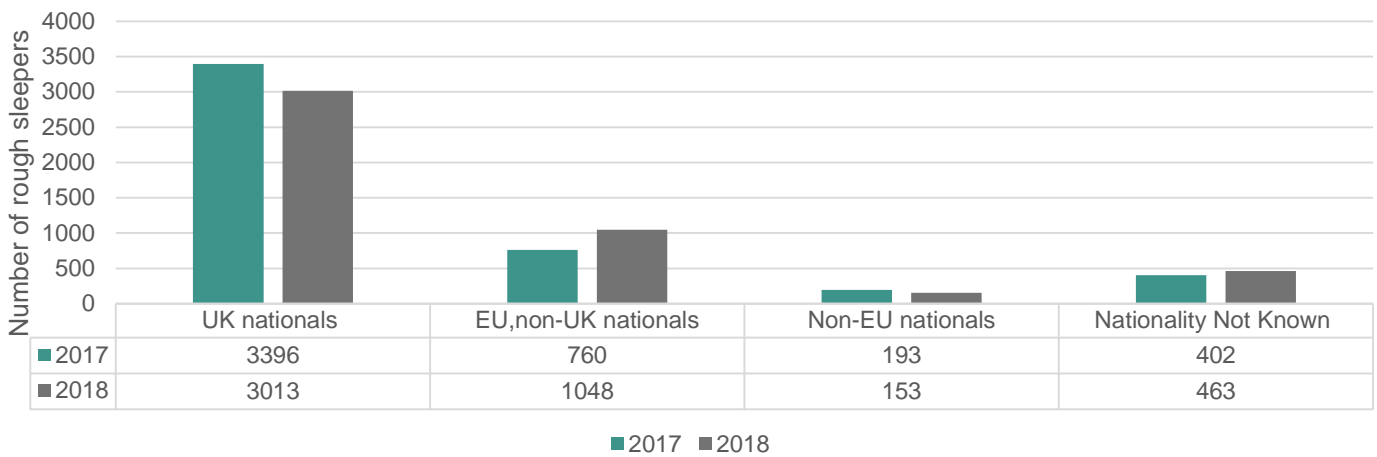
Table 5: Top 10 local authorities with highest number of female rough sleepers, 2018

Local Authority	Region	No of female rough sleepers
1. Westminster	London	45
2. Camden	London	24
3. Manchester	North West	23
4. Hillingdon	London	17
5. Bristol, City of	South West	14
6. Oxford	South East	11
7. Cornwall	South West	10
8. Bedford	East	10
9. Newham	London	10
10. Fenland	East	8

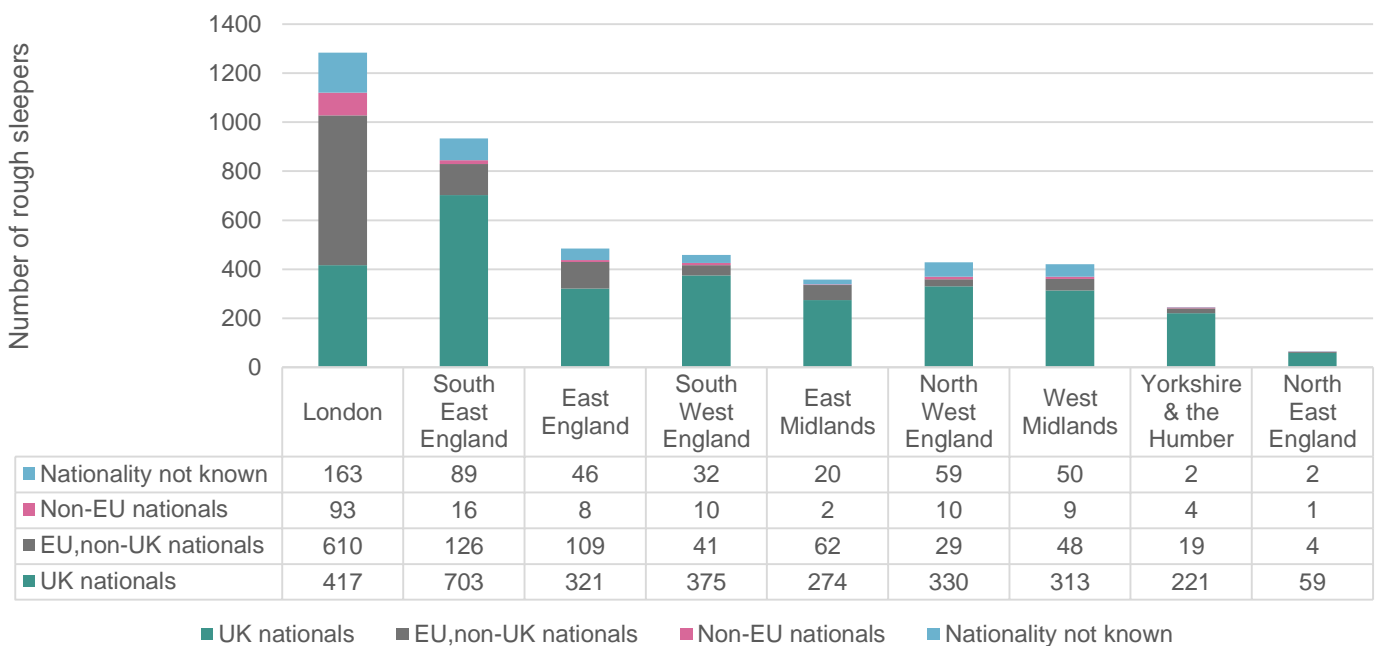
Demographics (nationality)

- Of the total number of 4,677, UK nationals make up 3,013, 1048 rough sleepers are EU nationals, 193 were non-EU nationals and 402 rough sleeper’s nationalities were unknown.
- Compared to 2017, the number of UK nationals is lower than last year (-383) , whereas the number of EU, non-UK nationals is higher than the previous year (+288)
- London is the region with the highest number of EU, non- UK nationals (610).
- The Southeast is the region with the highest number of UK national rough sleepers (703)
- The North East of England has the lowest number of rough sleepers in each category in Graph 10.

Graph 9: Rough sleepers nationality demographics 2017-2018



Graph 9: Rough sleepers nationality demographics 2018, by region





What we do

Homeless Link is the national membership charity for organisations working directly with people who become homeless or who live with multiple and complex support needs. We work to improve services and campaign for policy change that will help end homelessness.

Let's end homelessness together

Homeless Link
Minories House, 2-5 Minories
London EC3N 1BJ

020 7840 4430

www.homeless.org.uk

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Facebook: www.facebook.com/homelesslink

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Appendix 6

AP4

PANSI date

**People aged 18-64 predicted to have a drug or alcohol problem, by
gender, projected to 2035 in Southend on Sea**

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Data for: Southend-on-Sea and neighbours					
Table produced on 06/06/19 14:56 from www.pansi.org.uk version 11					
People aged 18-64 predicted to have a drug or alcohol problem, by gender, projected to 2035					
	2019	2020	2025	2030	2035
Southend-on-Sea: Males aged 18-64 predicted to have alcohol dependence	4,689	4,724	4,776	4,828	4,863
Southend-on-Sea: Females aged 18-64 predicted to have alcohol dependence	1,812	1,815	1,851	1,881	1,888
Southend-on-Sea: Total population aged 18-64 predicted to have alcohol dependence	6,501	6,539	6,628	6,709	6,751
Southend-on-Sea: Males aged 18-64 predicted to be dependent on drugs	2,426	2,444	2,471	2,498	2,516
Southend-on-Sea: Females aged 18-64 predicted to be dependent on drugs	1,263	1,265	1,290	1,311	1,316
Southend-on-Sea: Total population aged 18-64 predicted to be dependent on drugs	3,688	3,708	3,761	3,808	3,831
Essex: Males aged 18-64 predicted to have alcohol dependence	37,201	37,349	37,941	38,437	38,932
Essex: Females aged 18-64 predicted to have alcohol dependence	14,503	14,556	14,767	14,896	14,985
Essex: Total population aged 18-64 predicted to have alcohol dependence	51,705	51,905	52,708	53,333	53,918
Essex: Males aged 18-64 predicted to be dependent on drugs	19,242	19,319	19,625	19,881	20,138
Essex: Females aged 18-64 predicted to be dependent on drugs	10,108	10,145	10,292	10,382	10,444
Essex: Total population aged 18-64 predicted to be dependent on drugs	29,350	29,464	29,917	30,263	30,582
Figures may not sum due to rounding. Crown copyright 2018					
The report Adult psychiatric morbidity in England, 2007: Results of a household survey, published by the Health and Social Care Information Centre in 2009, provides prevalence rates for both alcohol and drug dependence.					
Harmful drinking denotes the most hazardous use of alcohol, at which damage to health is likely.& One possible outcome of harmful drinking is alcohol dependence, a cluster of behavioural, cognitive, and physiological phenomena that typically include a strong desire to consume alcohol, and difficulties in controlling drinking. It should be noted that a survey of the household population such as this is likely to under-represent dependent adults, who are more likely to be homeless or in an institutional setting.& Moreover, problem drinkers who do live in private households may, like problem drug users, be less available, able or willing to participate in surveys.					

<p>The prevalence of alcohol dependence was 5.9% (8.7% of men, 3.3% of women). For men, the highest levels of dependence were identified in those between the ages of 25 and 34 (16.8%), for women in those between the ages of 16 and 24 (9.8%).& Most recorded dependence was categorised as mild (5.4%), with relatively few adults reporting symptoms of moderate or severe dependence (0.4% and 0.1% respectively).</p>					
<p>Alcohol dependence was more common in white men and women than in those from minority ethnic groups.& There were no significant variations in the prevalence of dependence by region or income.&</p>					
<p>Drug misuse has been defined as the use of a substance for purposes not consistent with legal or medical guidelines.& In a small proportion of users, this may lead to dependence, a cluster of behavioural, cognitive, and physiological phenomena, such as a sense of need or dependence, impaired capacity to control substance-taking behaviour and persistent use despite evidence of harm.& The United Kingdom has one of the highest rates of illicit drug use in the developed world.&</p>					
<p>The prevalence of drug dependence was 3.4% (4.5% of men, 2.3% of women). Most dependence was on cannabis only (2.5%), rather than other drugs (0.9%). Symptoms of dependence were most commonly reported by adults aged between 16 and 24 (13.3% of men, 7.0% of women in this age group).</p>					
<p>The prevalence of drug dependence varied with ethnicity and income.& In men, black men were most likely and South Asian men least likely to report symptoms of dependence; the same pattern was seen for women.& The prevalence of drug dependence was greater in men and women from lower income groups.& There were no significant differences between regions.&</p>					
<p>Summary:</p>					

	% males	% females			
Dependent on alcohol	8.7	3.3			
Dependent on illicit drugs	4.5	2.3			
The prevalence rates have been applied to ONS population projections for the 18-64 population to give estimated numbers predicted to have drug or alcohol dependence, projected to 2035.					

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Appendix 7

Evidence Pack

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PSPO APPLICATION – EVIDENCE

Compiled by	Gemma Robinson, Community Safety Data & Insights Officer, SBC	Owner	Carl Robinson, Public Protection Director SBC
Version	2.2	Date	24 th June 2019
Protective Marking & Handling	Official		

Aim & Purpose

The aim of this report is to provide details of incidents and volumes occurring in the proposed PSPO area.

Limitations

Due to the methods of data extraction and anomalies with geocoding of data, any figures provided within this report should be treated as unaudited.

Figures provided are accurate at time of productions but may vary, with reclassifications and late recordings.

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PSPO Proposed Area V2

Following an Executive Board meeting on the 11th June 2019. It was requested evidence be provided to include additional areas.



Figure 1 PSPO Area

Local Demographics

The population of Southend on Sea district is 181,800 (ONS July 2018) and home to 7.6% of Essex residents. There are 110,651 (61.5%) adults between the ages of 16-64. There were 4,200 students and 2,900 retired people between July 2016 and June 2017.

The 2011 Census showed that the population density per hectare was 39.4 (based on residents 164,373 and area hectares of 4,175.60).

Key information and intelligence about Southend residents and communities including population estimates and forecasts, census information, and the Index of Multiple Deprivation:-

- The Office for National Statistics (ONS) estimates the total population of Southend on Sea was 181,800 in 2017.
- Period 2017/18, there were 87,400 aged 16-64 who were in employment (employees and self-employed).
- January to December 2017 there were 7,600 households that were workless, which is 13.5% of the total households (ONS 2017).
- There were 3,865 claimants of work benefits (December 2018 ONS).
- The Office for National Statistics (ONS) estimated the Jobs Density in 2017 as 80,000.
- 26.4% of children in low income families in Southend this compares to 17% for England.
- 87% of residents in Southend classify themselves as White-British. This compares to 79.8% for the whole of England (ONS - 2011 Census).

Areas shaded red to orange show highly deprived areas. The yellow indicates areas of average deprivation and the green shows the least deprived neighbourhoods¹.

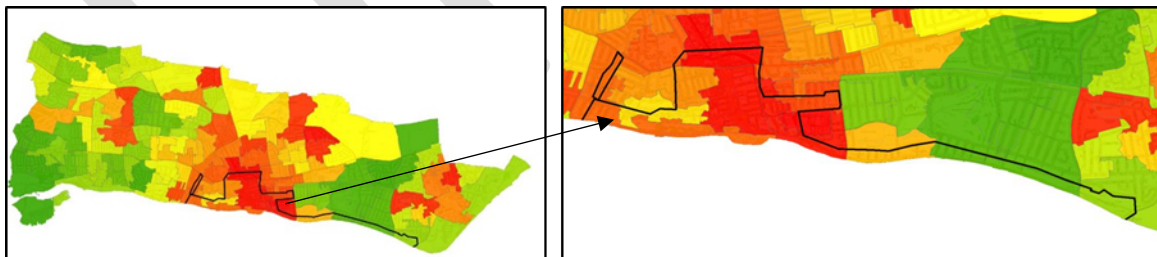


Figure 2 Indices of Deprivation

¹ The Indices of Deprivation 2015 provide a set of relative measures of deprivation for small areas (Lower-layer Super Output Areas) across England, based on seven domains of deprivation.

The domains were combined using the following weights to produce the overall Index of Multiple Deprivation:

- Income Deprivation (22.5%)
- Employment Deprivation (22.5%)
- Education, Skills and Training Deprivation (13.5%)
- Health Deprivation and Disability (13.5%)
- Crime (9.3%)
- Barriers to Housing and Services (9.3%)
- Living Environment Deprivation (9.3%)

Intelligence

Essex Police Performance data is designed to provide an understanding of how Southend is performing within each crime type. The below table relates to Anti-Social Behaviour (ASB) rolling 12 month figure (a 12 month period ending at the last day of the latest month).

Southend district currently illustrates an 8% reduction of ASB borough wide.

Southend												
Rolling 12 Months to May												
Top Level		Offences				Solved Outcomes				Solved Rates %		
Crime Type	% DA	2018	2019	# diff.	% diff.	2018	2019	# diff.	% diff.	2018	2019	% pt. diff.
Figure 3 Essex Police Performance Data												

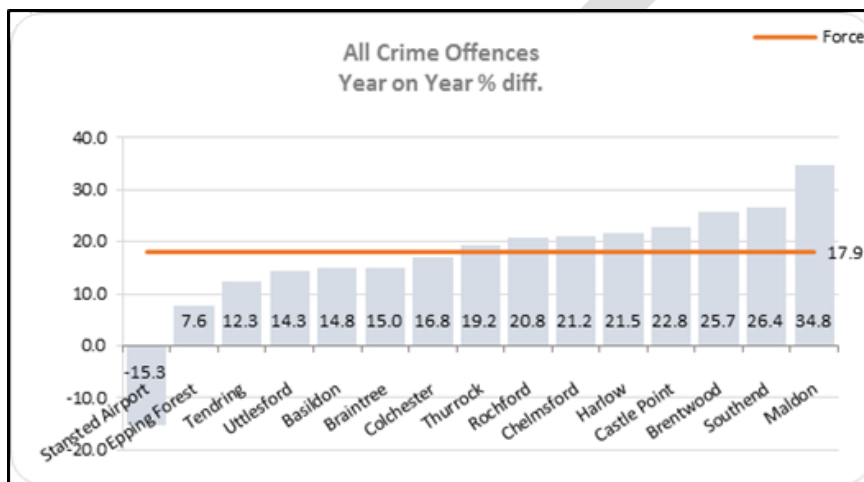


Figure 4 Essex Police Year on Year % Difference

However, Southend has 26.4% year on year difference of all crime offences. This makes Southend-on-Sea above average across all of Essex

The 2018/19 SIA identified the Town Centres to be hotspot area for crime and anti-social behaviour. It was made a priority for the Community Safety Partnership, to focus on and reduce trends in this area. These findings was reiterated in 2019/20 SIA.

Problems identified by professionals for the town centre included (but not excluded to);

- Street Drinking
- Begging/Vagrancy
- Rough Sleepers
- Youth ASB
- Shoplifting
- Drug Activity

Problems identified by residents included (but not excluded to);

- Drug Activity
- Anti-Social Behaviour
- Knife Crime

The Community safety unit received 342 ASB complaints between 01st April 2017- 31st March 2019 (**Appendix 1**). Of that 349, 20.1% of complaints related to begging/Vagrancy within the PSPO area.

A further 8% of complaints related to street drinking, substance misuse and substance dealing. Numbers may be significantly higher than recorded as many residents of these areas contacted their local Councillor and was reported via emails. Alexandra Bowling Green and the Cliffs are known areas for street drinking, substance misuse and rough sleeping. Both areas have been reported by residents to local MP James Duddridge.

Alexandra Bowling Green residents complained via Email from August 2018 onwards citing rough sleepers, anti-social behaviour, criminal offences, loud music, rubbish, urinating/defecation, drug deals. An action plan was developed to reduce crime and disorder in this area, including closing the public toilets for a time to prevent the attraction to the area and any potential drug dealings, however it is an area that remains a priority for patrols by both police and community safety and complaints are still received.

The Cliffs is in a conservation area and is an attraction for residents and visitors overlooking the seafront, pier and close to the high street. This is a popular area for unauthorised encampments and can be associated with other ASB issues such as urination/defecation, litter, noise and street drinking/substance misuse. Between November 2018 to April 2019, Southend Council Parks Team, has issued 10 Occupation Land of Notices to Southend Cliff Gardens and surrounding areas.

Southchurch Hall Gardens had previously requested a DPPO (Designated Public Protection Order) in 2010, due to street drinking. However, the numbers reported to Police and Council was too low to evidence disorder and nuisance. However, locals continued to report this issue and other ASB nuisance at resident meetings. In July 2017 Restorative Justice became involved inviting both professionals and street drinkers to sit together and discuss a way forward. A range of actions was discussed (**Appendix 3**) on how to improve the area;

this included CCTV, crime prevention design, residential ownership, possible PSPO, designated area for drinking. The area still suffers with drinking, littering (including drug paraphernalia) and is discussed at Local Community Meetings. Between April 2018 – March 2019 Veolia did not report any discarded drug litter at Southchurch Hall Gardens, however in April and May 2019 they report 13 discarded drug litter. It is also an area known to responsible authorities for youth's substance misuse. Joint patrols between Southend Council Community Safety and Street Engagement Team take place plus the Police have this on patrol priority.

In 2016-17 Southend attracted many car cruising events (**Appendix 4**), an injunction was secured by Southend Borough Council to prohibit these events which have not been authorised by Essex Police or the Council. In a 1 year period 15 events was recorded. On the 21st September 2017 a Borough wide injunction was obtained. Since this order has been obtained, Southend Council has noted a significant reduction in these type of offences in this area. However, Southend Borough Council Highways department are considering traffic calming issues along Thorpe Bay Esplanade as vehicle nuisance is rising in this area. This area provides parking and green space which can allow for ASB. Complaints have been received by Councillors for associated noise and nuisance. So far this has been responded to with a temporary CCTV camera plus a partnership operation was hosted by SBC Highways to help understand the issues.

In November 2016, York Road was identified as the first residential street of the greatest demand to statutory authorities. This is due to the road having a transient population with many vulnerabilities. A day of action was created, bringing together a multiple of agencies to provide advice, information and support to residents. These days of actions were repeated and included a day of action hosted by SBC Make Southend Sparkle to help clean the area. The area still remains a challenge with local residents citing at Local Community Meetings ongoing issues with drugs and use of weapons. This area is also a challenge for services and is a peak area regarding fly tipping/street cleansing SBC reports (see figure 2). CCTV has recorded 1329 incidents on/near York Road between 1st April 2018 and 31st March 2019, 22% of these was related to Crime, 17.3% of these was related to Public Safety & Welfare and a further 8.2% was related to ASB.

Hamlet Court Road is an area of concern for substance misuse, begging, rough sleeping, street drinking as identified by Operation Hamlet (**Appendix 5**). These reports are further reported in Local Community Meetings, with residents citing continual drug activity in Ceylon

Road Car Park, Station Road and Palmerstone Road. The toilets are also raised as a concern for drinking and drug taking. Veolia report (**Appendix 9**) 1056 discarded drug litter at Hamlet Court Road Toilets between April 2018 – May 2019 and a further 61 rough sleepers in this location. Residents further report homeless people living in tents and the ‘abundance’ of rubbish that is created by these encampments.

In October 2018 a High Street Summit was arranged to discuss ways of making Southend High Street safer by tackling crime and disorder, including ASB and to make it more appealing to residents and visitors. An action plan was created (**Appendix 7**) as was a Town Centre Task & Finish Partnership Group (STCPG). The STCPG identified what their agencies priorities are and what impact they have on the Town plus the work they have completed to help reduce the problem (**Appendix 8**). An action day was hosted in the high street on 14th November 2018, ASB youth nuisance, rough sleeping, substance misuse and begging was some of the findings (**Appendix 6**). At Local Community Meetings the majority of ASB is reported to be on the High Street, particularly around the Forum Area. Residents noted there is an increase in drug activity & begging around this area. They further commented they had noticed tents being erected in Short Street Carpark and the back of Marine Plaza Development. Priorities for residents include;

- Increased visibility re drug dealing & anti-social behaviour at identified locations
- York Road

Although a High Street Action Plan was created, issues continue CCTV have recorded 17260 incidents between 1st April 2018 and 31st March 2019 in the PSPO area:

CCTV INCIDENT TYPE	No. of Incidents
ASB	1501
Crime	3102
Download footage	1
Intel/information	1328
Local Authority Issues	203
Drugs - Adults	1277
Drugs - Youths	3098
Potential Evidence	2965
Public Safety & Welfare	2965
Transport	820
Grand Total	17260

Figure 5 CCTV Incident Type

My Southend is a reporting method for residents to inform the Council of issues in their area. Between 1st April 2018 – 31st March 2019 the Council received 1634 fly-tipping or street

cleansing reports between 1st April 2018 -31st March 2019. Hotspot analysis was conducted on the data. It is evident most of the reports are associated with the Town Centre, York Road, Station Road and Hamlet Court Road.



Figure 6 Hotspot Analysis of My Southend Fly-Tipping or Street Cleansing Reports

Make Southend Sparkle Coordinator from SBC Parks team has coordinated 45 Litter picks from 1st April 2018 – 28th February 2019 in the PSPO area and collected 102 Rubbish bags – an average of 2 and a quarter bags per pick

Appendix 1 Community Safety Unit Received Complaints

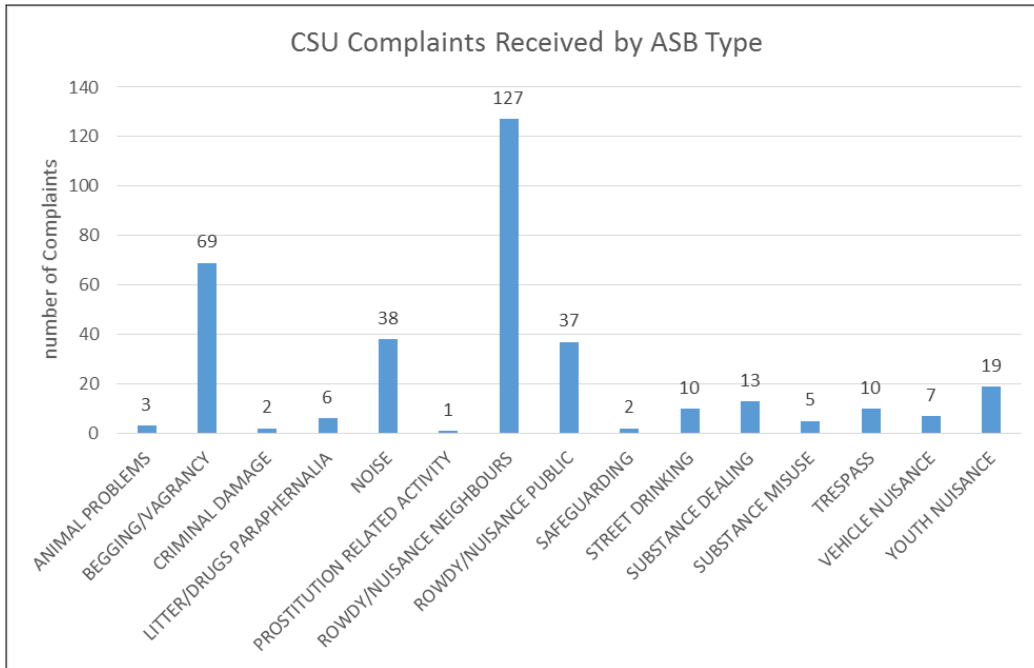


Figure 7 CSU ASB Complaints Received

WARD	No. of Reports
KURSALL	74
MILTON	188
THORPEBAY	11
VICTORIA	68
WEST SHOEBURY	1
Grand Total	342

Figure 8 CSU ASB Complaints Received by Ward

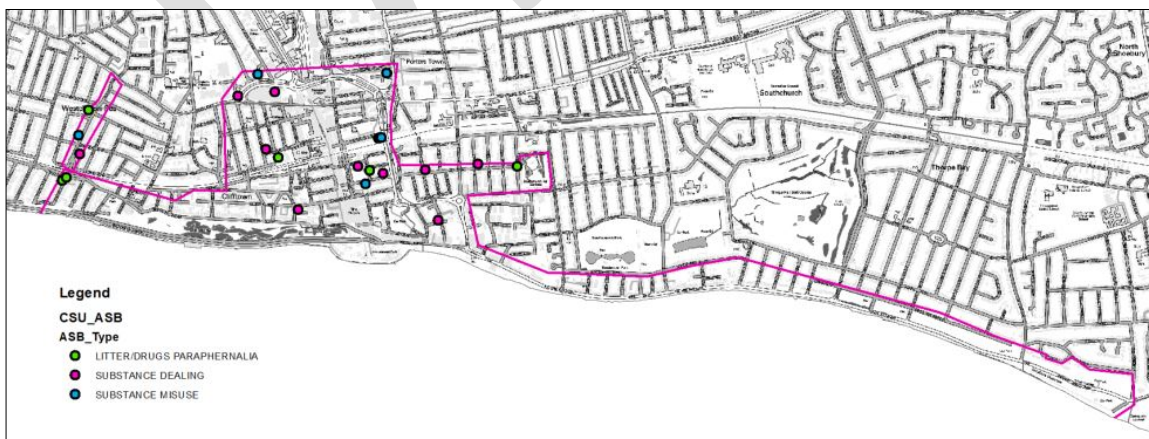


Figure 9 CSU Complaints received by Substance Misuse & Drug Paraphernalia

Appendix 2 Community Safety Recorded Incidents

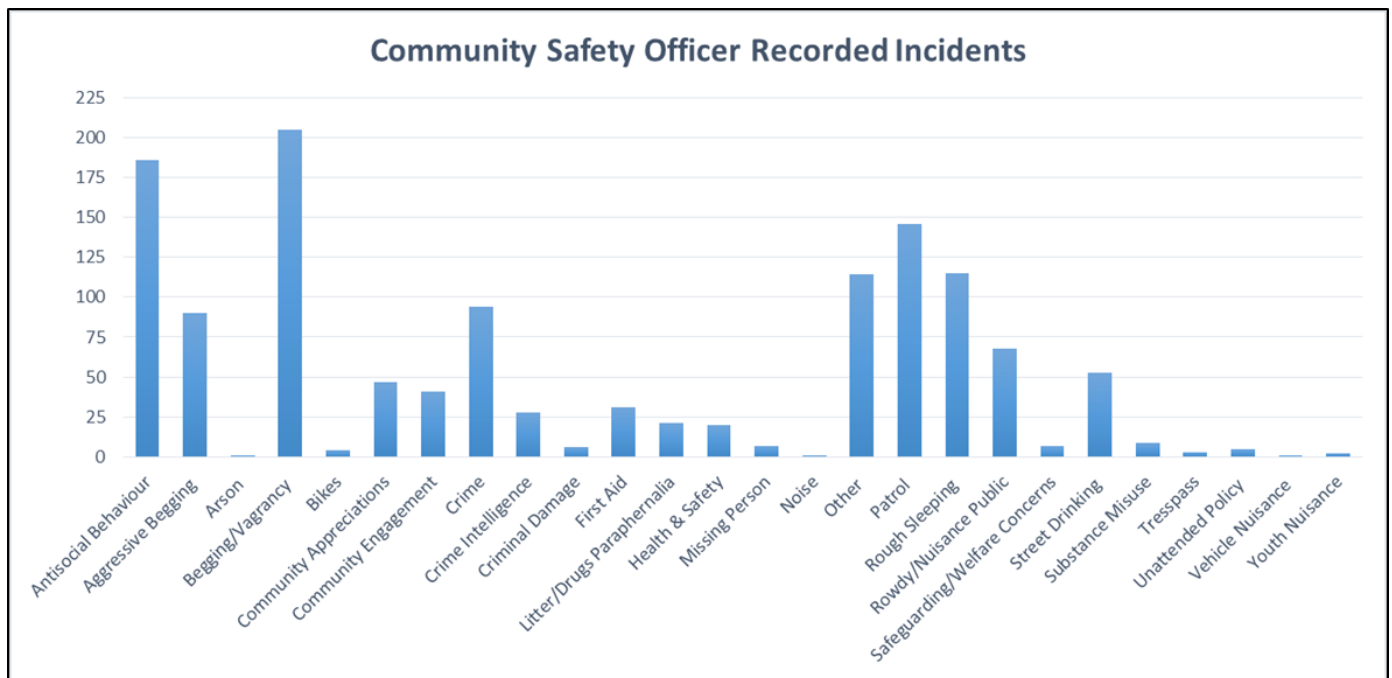


Figure 10 CSU Detected ASB Incidents

Between 13th October 2018 – 30th April 2019, Community Safety Officers have recorded 1305 incidents²

- 15.7% of recorded incidents relate to Begging/Vagrancy
- 14.2% of recorded incidents relate to Anti-Social Behaviour
- 8.8% of recorded incidents relate to Rough Sleeping

² The majority of these reports relate to Southend Town Centre, however some incidents may relate to targeted patrols. Due to the way the data is currently collected, it is not possible to separate the two
NOTE: Community Safety Unit employed Community Safety Officers to tackle anti-social behaviour on Southend High Street and nearby areas. An interim team – Stambridge was employed whilst SBC CSOs was recruited. Data has been combined.

'Other' has been recorded by Stambridge

Appendix 3 Southchurch Community Meeting Actions

Action
Issue fines to drinkers
contact designing out crime officer
Put a PSPO on the park
reduce the strength campaign'
Engage with housing re the behaviour of their tenants
Designated area for drinking which is safe
Don't shut gates at night
Make fences higher and stronger
hire a security firm to close park at night and make people leave at closing time
Introduce more bins
put up boards in the park which can: <ul style="list-style-type: none"> - advertise events coming up - explain the history of the site - give a guided tour of the park - provide information about the wildlife (i.e. the fish are not edible, don't feed bread to the ducks etc)
Organise events for families
Cut trees down to open the park up
Time team to visit
Introduce CCTV to the park
Close the toilets to prevent drug dealing in them
Introduce lighting at night
Restrict the type of alcohol sold in the area
Training in handling needles to be arranged for museum staff and SHIP
representatives from the users of the park to attend Local Community Meetings (LCMs)
users of the park to join SHIP
Fundraising for improvements to the park
Introduce frequent park patrols
collaboration between SHIP and SAVS to implement changes
work with other agencies
consider setting up a steering group to oversee and implement improvements

Appendix 4 Car Cruising

This section has been informed from a statement provided by an enforcement officer from Southend Borough Council and Essex Police data.

Southend-on-Sea is a location which attracts numerous car cruising events throughout the year. Car cruising can be described as a congregation of drivers and/or passengers of two or more vehicle who take part in the following:

- Driving in convoy
- Excess speed
- Racing other motor vehicles
- Performing stunts in a motor vehicle
- Sounding horns or playing radios
- Dropping litter
- Shouting or swearing at, abusing to threatening or otherwise intimidating another person.

Southend Borough Council has an injunction in place which prohibits events which have not been authorised by Essex Police or the Council, where there is excessive noise or where there is a danger to road users, pedestrians or property.

Southend Borough Council and Essex Police work together to ensure these events are carried out without major disruption to the local community. The team that is deployed from Southend Council and Essex Police aim to engage with those who attend the events, provide advice about acceptable behaviour at the events and provide explanation note relating to any injunctions that may be in place.

Enforcement Officers from Southend Council have recorded 15 events from October 2016 to September 2017.

Essex Police Roads Policing Team run an operation which deals with those who are prepared to drive dangerously and/or in an anti-social manner.

Working with local officers and other partners, and using experienced traffic officers in plain cars on late/ night shifts the Roads Policing team deal with drivers for a range of offences such as racing on the highway, careless driving and various construction & use offences. An important element of the Operations and the associated press releases and media work is to not alienate all car enthusiasts, taking the approach of we will respect people's right to assemble but not tolerate any dangerous or anti-social driving.

In addition to using plain cars (some of which are equipped with video cameras to record footage of offenders poor driving), they also use special sound meters to record the noise from illegal exhausts and provide an evidential sound reading to support a prosecution. The Road Policing team have also trained their Roads Policing Special Constables to issue the PSPO tickets which has been particularly effective in the lakeside area in dealing with spontaneous events and discouraging groups of individuals to gather causing a nuisance to local residence.

A Borough wide injunction was secured on 21/09/2017 to prevent attendees from arranging 'after parties' at another location, often industrial estates, and to prevent their involvement in racing, drifting or other dangerous driving activities.

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Appendix 5 Operation Hamlet

Operation Hamlet, 26th September 2018

Summary Report



Introduction:

Hamlet Court Road was made a priority area following challenges identified in and around surrounding residential streets. The initial recommendation was to address a number of concerns through;

- Respect Surveys (or similar) with residents of Station Rd
- Fire Safety checks in HMO's
- Visible Police Patrols
- Outreach work with displaced Street Community
- Engagement with Retailers
- Street cleansing

Partners Demand:

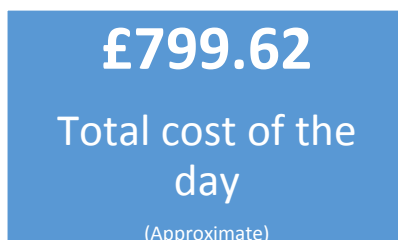


Table 1:

Partners at

Operation Hamlet

APCOA	Environmental Health	HARP	Citizens Advice Bureau
Southend Police	Essex Police Media	STARS	57 West
Private Sector Housing	Southend Borough Council Media	Southend Vineyard	SBC Licensing
Public Health	CPTA*	Street Pastors	SBC Trading Standards
British Transport Police	Community Safety Unit	SSAFA*	Active Citizens
Street Engagement Team	Peabody	Age Concern	Hate Crime

CPTA – Crime Prevention Tactical Advisor

Community Safety Unit Includes, CCTV, SMAART & CSO

- Police
- Southend Borough Council (SBC)
- SBC Commissioned Services
- Charities

Agency	Time							
	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00+
57 West								
Active Citizens								
Age Concern								
APCOA								
British Transport Police								
Citizens Advice Bureau								
Community Safety Unit*								
CPTA*								
Environmental Health								
Essex Police Media								
HARP								
Hate Crime								
Peabody								
Private Sector Housing								
Public Health								
SBC Licensing								
SBC Trading Standards								
Southend Borough Council Media								
Southend Police								
Southend Vineyard								
SSAFA*								
STARS								
Street Engagement Team								
Street Pastors								

Where agencies did not sign out, it is assumed they worked the day.



Summary of Partners Activity;

Findings;

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Drug Dealing	Fly Tipping	Speeding Vehicles
Homelessness	Drug use	Dog Fouling
Noise Nuisance	Homophobic Hate Crime	Begging
Criminal Damage	Rubbish	Weapon Concerns
Street Drinking	ASB	Street Cleansing

Appendix 6 Operation High Street

Operation High Street, 14th November 2018

Summary Report

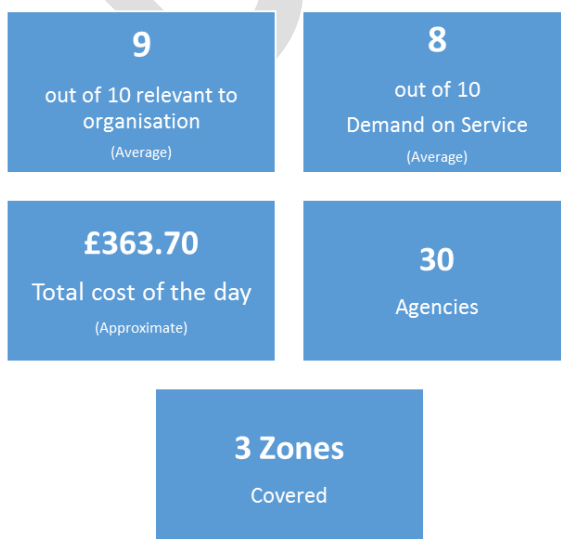


Introduction:

Operation High Street was made a priority area following challenges identified in and around surrounding area. The initial recommendation was to break the area into 3 zones and address a number of concerns through;

- Respect Surveys (or similar) with residents
- Fire Safety checks
- Visible Police Patrols
- Engagement with Retailers

Partners Demand



Summary of Partners Activity;

Engaged with Public	Op Censor	Trading Visits
CCTV Radio Scheme & Signage	Outreach Work	Benefit Information
Engagement with Public at Gazebo	Parking	Prayer Walks
Patrols	Street Surveys	Engagement with Retailers

Findings;

Substance Misuse	Pavements Uneven	Cycling
Homelessness	ASB Youths	ASB
Fly Tipping	Lack of Public Toilets	Begging

Agencies included;



Appendix 7 High Street Summit Action Plan

Action: Ensure structures are in place to end rough sleeping in High Street (medium and longer term outcomes to be added soon)					
Owners: Glyn Halksworth/			Timeframe: By 31/10/18		
Resources required: Rough Sleeper initiative specialist outreach workers					
Tasks	Task owner	Deadline	Milestones / updates	Status	
1. Visible multi-agency patrols					
1.1. Continue current commitment and increase frequency	Glyn Halksworth	Ongoing	27/9/18- Joint High Street outreach conducted 28/9/18- Rough Sleeper count conducted 14/10/18- Op High Street - Town Centre Multi-Agency Day Of Activity booked for 14/11/18 which will also include the Joint High Street Outreach Team (multi agency approach) 19/10/18- Frequency of Joint High Street outreach patrols increased to every 2 weeks. Future dates confirmed.		
1.2. Ensure Street Ranger Support contributes to visible multi agency patrols	Elsa Moore Alison Dewey	08/10/2018	08/10/2018- Street Ranger contribution agreed for future visible multi- agency patrols 12/10/18- WhatsApp group set up for outreach services, patrols and other relevant agencies to liaise on a daily basis, including up to date information as to number of emergency bed spaces available for rough sleepers.		
1.3. Operation Reflex (Police)	Inspector Ian Hughes	Ongoing	Regular Patrols taking place Since May 2018 - 2 dedicated officers patrol Southend High Street to focus on Violence and Vulnerability and to work in partnership with a number of agencies within the Town Centre. 12/11/18- Update- Plan to dedicate a further 2 officers to Op Reflex in the new year when additional resources will be recruited (additional 6 officers) who will work opposite shifts to the existing pair to increase coverage.		
2.Improved interventions provided to street drinkers (Blue Light)					
2.1. Rough Sleeper Initiative implementation	Glyn Halksworth	15.11.18	01/10/18 Recruit to RSI posts 05/10/18 Sit up service developed and launched (provided by HARP) Work under way to recruit to 4 additional outreach worker posts & coordinator Initial street count held 19/11/2018 Additional 6 outreach posts now recruited, Coordinator post now recruited to. Initial street count conducted Sept 28th- All actions completed		
2.2. Develop treatment resistant drinker pathway	Glyn Halksworth / Jamie Pennycott / CCG	31.12.18	18/10/18- Research under way. - 28/5 - unknown update		

Outcome (b): ASB/Enforcement: Improve anti-social behaviour enforcement in the High Street/ Reduce, begging and associated ASB				
Action: (in addition to actions already described under rough sleeper element of this plan): Utilise pending increase in Police/ Community Safety Officers/resource, use powers of enforcement such as CBOs/ Increase range and efficacy of enforcement to street-drinkers				
Owners: Simon Ford			Timeframe: 31.10.18	
Resources required: Community safety enforcement team - investment to bring forwards				
Tasks	Task owner	Deadline	Milestones / updates	Status
1. Improve our understanding of best practice and enforcement options.				
1.1. Identify best practice	James Duddridge MP	08/10/2018	25/9/18- JD commissioned library brief from the House of Commons library	
1.2. Identify national guidance	James Duddridge MP	08/10/2018	08/10/2018- Correspondence received from HoC library which refers to a number of briefing documents which may be of assistance.	
1.3. Raise at House of Commons	James Duddridge MP	08/10/2018	28/5 - Unknown if completed	
1.4. Commission legal understanding of enforcement actions	John Williams / Elsie Anakwue	08/10/2018	20/9/18- Internal legal guidance commissioned regarding enforcement options/suitability	
1.5. Invite Minister to visit and witness local issues.	James Duddridge MP		28/5 - Unknown if completed	
2. Community Safety Enforcement Team				
2.1. Recruit team manager	Simon Ford	31/10/2018	Agency recruitment if required - commence recruitment 1/10/18	
2.2. Recruit 6 officers	Simon Ford	30/11/2018	TUPE Considerations (< 2 posts) underway ; commence recruitment of 4 FTE w/c/ 1/10/18 (using agency on temp basis if required) 10/10/18 Interim High Street Patrol Officers recruited, start date/Induction day 15/10/18 to commence patrols of town centre following induction day.	
2.3. Develop partnership induction /training	Simon /All	30/11/2018	10/10/2018 Agenda planned for first induction day (enforcement team) by way of it's a series of short briefings for the team by key staff whom they will be working with or supporting. More shadowing / training to follow.	
3. Utilise discretionary powers to require a person to stop drinking and confiscate alcohol or containers of alcohol from people who are consuming or about to consume alcohol in public places where the order is in effect				
3.1. No drinking zone signage to be updated and installed	Simon Ford	31.10.18	26/11/18- Update- New signage currently on hold, plan to refresh signage upon new PSPO introduction	
3.2. Ensure full understanding resource required to enforce and ensure this is programmed into service delivery of Community Safety Enforcement Team	Simon Ford	30.11.18	26/11/18 Update-The new team are currently being recruited. Research under way regarding the administration and financial element of having a FPN system in place. Completed and in place.	

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4. Unattended rough sleeper belongings and tents				
4.1. Clarify/understand legislative powers to remove, store and return abandoned property (PSPO?)	Simon Ford/Carl Robinson		8/10/18 (see also above actions - James Duddridge) 4/10/18 (see also actions under development by T&F Group)	
4.2. Commission notices to sticker abandoned property	Simon Ford	12/11/2018	11/10/18 To follow outcomes from T&F Group 30/10/18 Draft Community Safety notices- under development 29/10/18 Community Safety notices finalised (action complete)	
4.3. Agree process for storing removed items	Carl Robinson		(See above T&F) 26/10/18 New location confirmed by which the Interim Community Safety Team will be based, Travel Centre (former café area) 26/10/18 Unattended items will be removed and stored at this site for collection or disposal. The interim team will manage this process.	
5. Better coordinate town centre support and enforcement activity				
5.1. Establish Task and Finish group	Glyn Halksworth Simon Ford	08/10/2018	28/9 - Dates circulated amongst key officers. First meeting to be held either w/c 1/10 or 8/10 depending on availability T&F group meeting booked for 4/10 4/10 T&F group held (powers and processes) - actions under development.	
6. Explore enforcement powers				
6.1. Ensure full understanding of available powers and of resource required to utilise these (ASB legislation, Vagrancy Act 1824)	Simon Ford / Insp. Ian Hughes	19/10/2018	(See T&F Group- actions being developed) - Completed	

Outcome (c): Communications: Improve communications to ensure a consistent approach and enable better understanding of key issues				
Action: Improve key messages and communications strategy to the wider community including local residents and businesses				
Owners: Adam Keating/ Nicola Laver			Timeframe: 30.11.18	
Resources required: TBD				
Tasks	Task owner	Deadline	Milestones / updates	Status
1. Tackle the common assumption that people who are begging are also homeless by communicating key messages about engagement/enforcement with the wider community including local residents and businesses				
1.1. Visual impact posters around ATMs	Adam Keating	5.11.18	11.10.18 Signage options being explored i.e. Keep your coins....I want change 31.10.18-Public information vans in High Street until 11 November Other external advertising (High Street and Odeon and digital bus stops) up from Mon 5 Nov for 2 weeks	
1.2. Launch the 'Support Southend' website	Alison Dewey/ Adam Keating	8.10.18	SBC officers to ensure sign off of website content by 8.10.18 30.10.18-Make a Change campaign launched (www.southendchange.co.uk) 20/11/18- Rangers have been busy handing Make A Change leaflets out to retailers to put out on the cash desks and larger posters to display in windows/staff rooms. Also, we are looking at creating a huge mural under the bridge with the campaign branding /artwork which should help to raise the profile of the campaign.	
1.3. Literature- Echo blog	Michael Sargood	30.11.18	22.10.18- Media launch of Community Safety Team completed with good coverage and reaction, generally positive response to team on social media	

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2. Public relations/communication management.				
2.1. Recruit a Joint dedicated communications resource for 12 months	Ali Griffin	30.11.18	Agree investment from partners; recruit; worker in place 9/11/18-Funding has been secured from the council and the police for dedicated communications. This is paying for the campaign, the remainder will be used to engage the BID's PR firm to provide dedicated capacity on High Street comms and promotion. This will be complimented by the recent addition, Nicola, to the Council's comms team. This should provide adequate capacity for sustained activity but we will keep it under review.	
2.2. Partnership approach to engage with members of the community who want to help rough sleepers, encourage to work with us to enable 'buy in' to the strategic approach being led by the council and its partners	Glyn Halksworth Simon Ford Partners	30.12.18	1. Set meetings with soup kitchen providers to agree Council operational requirements and promote 'buy in' to Make a Change campaign. 28/5 - Unknown if completed 2. Meet with all commissioned homelessness and related support services 3. SHAN - presentation?	
3. Develop alternative giving platform				
3.1. Explore possibility of development of a 'community chest' to receive donations, which can then be disseminated to appropriate projects who work in support of the town centres' needs, including rough sleeping etc.	Glyn Halksworth / Adam Keating	15/10/2018	To be linked to Support Southend website / don't give campaign. Discussions ongoing between GH, Adam Keating and Alison Dewey in this respect. General agreement reached and good practice being explored from other local authorities. 18/10/18- Research and best practice has been sought from other authorities -development under way - 28/5 - Unknown if completed	

Outcome (d). Magnetism: Make the High Street feel safer and attractive to local community and visitors				
Action: (In addition to actions already described under rough sleeper element of this plan): Make Southend an attractive place for new business and leisure				
Owners: Carl Robinson / Scott Dolling / Emma Cooney			Timeframe: TBD	
Resources required: Community grants - High St Safety, culture; current contracts (Veolia, outreach etc.)				
Tasks	Task owner	Deadline	Milestones / updates	Status
1. Raise town centre profile and improve public image of the area				
1.1. Maintain Purple Flag status	Simon Ford	15/12/2018	01/10/18 Re-inspection - early December - Retained	
1.2. Commence community grant process to support High Street Safety at key events / night-time economy	Lee Watson	08/10/2018	01/10/18 Round one funding opportunities marketed; bids received and evaluated. 03/12/18 dates of provision being agreed. Round two opens early January. Completed over the Halloween/Xmas period	
1.3. Commence community grant process to support cultural events to include focus on town centre offers	Sharon Wheeler	08/10/2018	01/10/18 Round one funding opportunities marketed; bids received and evaluated; projects commence; delivery ends / evaluated; round two &c. 28/5 - Unknown if completed	
1.4 Complete High Street highway inspection and safety Audit	Highways Team	08/10/2018	04/10/2018 High Street audit completed from Pier Head to Vic Circus, no safety issues identified. Potential cosmetic improvements identified, estimated time for completion March 2019.	
1.5 Improve look of Town Centre highway.	Highways Team		28/5 - Unknown if completed	
1.6 Improve 'look and feel' of town centre	Sue Steele		02/10/18 The Make Southend Sparkle team are now conducting monthly reviews to identify defects/ issues. The "High Street Spruce-up" approach will be used to record a rolling log of issues which will be actioned and reported monthly to Place DMT. 28/5 - Unknown if completed	

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2. Commission town centre events that offer a vibrant choice of leisure and entertainment for a diversity of ages, groups, lifestyles and cultures.				
2.1 Commissioning events	Scott Dolling / BID		02/10/18 Looking into the potential for Shakedown revival 26/11/18 Update- A new committee has been formed and raised over £500 sponsorship. They have attended first safety advisory group and council officers are supporting the event with help in new webpage and promotional material 28/5 - Unknown if completed	
3. Street Scene/Maintenance issues				
3.1. Board up recesses of dormant Units	Emma Cooney	08/10/2018	02/10/2008 Research under way into more interesting ways that this can be done rather than just using fencing/wooden panels e.g.. Living walls/digital displays etc. 9/11/18- Board up recesses of dormant Units (action complete)	
3.2. Advise and seek permission from retailers	Alison Dewey	08/10/2018	11/10/18 Action completed - list of business giving permission now supplied. Key locations are included within this.	
3.3. Maintain/clear rubbish from doorways	Steve Crowther	08/10/2018	work.	
3.4. Invoice landlords of work conducted with empty units	Alison Dewey	30/12/2018	28/5 - Unknown if completed	
3.5 Explore options for widening access to DISC	Alison Dewey		22/11/18 Meeting held by Alison to inform front line services of DISC functions and potential abilities. Pilot planned to explore whether it is fit for purpose by outreach services, potentially any small costs can be funded by the BID. 28/5 - Unknown if completed	
3.6. Evaluation and Monitoring of above activity	Alison Dewey	30/01/2019	Impact evaluation to follow once maintenance work as been completed 4/12/18- Update- Verbal feedback from businesses to say that it has had positive impact with regards to perception of safety and antisocial behaviour. -More quotes from business to follow	

Appendix 8 STCPG – Priorities

23/05/2018

Organisation/Department	Priorities	Who is affected by the problem	What are the harms created by the problem	What types of events contribute to the problem?	How often do these events recur?	What have/can the organisation/department done/do to reduce the problem
Essex Police - Media	Managing Community Reassurance	Residents & Visitors (Community)	Public's perception of crime rates increase and sense of safety decreases	Recent Fatal Incident has heightened public perception		Joint Media statement with SBC Media? Should this be coming from the CSP Umbrella?
	Providing Proactive/Transparent Communication					
SBC, Licencing	<i>Sent Apologies</i>					
SBC, YOS	Youth ASB	Residents, Visitors (Community) & Staff	70-80% of employees time is spent in High Street, namely at the Forum	Drugs	Daily complaints	Op Redbull in place plus other actions (See Action Plan)
			Public Perception of crime rates increase and sense of safety decreases	Not in education/employed		
			Previous use of legislation & injunctions	Location is a black spot		

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Organisation/Department	Priorities	Who is affected by the problem	What are the harms created by the problem	What types of events contribute to the problem?	How often do these events recur?	What have/can the organisation/department done/do to reduce the problem
			no longer a deterrent			
Southend BID	Shoplifting	Businesses. Residents, Visitors & Community	Possible used needles left onsite near Forum	Drugs Train line close to site offering accessibility	Daily Complaints	Linked in with Multi agency 9:30am briefing. Street rangers available from 9am-6pm across the week
	Street Community		Youths using mopeds in Forum area for drug deals.			
	Youth ASB					
Forum Library	Youth Nuisance	Residents, Visitors (Community) & Staff	Groups of people in the area can be intimidating	Location is a black spot Youths aged 14-18	Daily complaints	Has increased security. Working with Police, and YOT. Shutting Doors. Banned particular youths. Have held Beat Surgery on 22/05 & 24/05
	Smell of Drugs					
SMAART, ASB	Increase reports of Street Drinking & Begging	Residents & Visitors (Community)	ASB	Projected Seasonal Increase	Daily Complaints	Linked in with Multi agency 9:30am briefing. Working with agencies including BID on new website to educate public on awareness
			Litter			
			Low Level Crime including shoplifting			
			Public Perception of crime rates increase and			

Organisation/Department	Priorities	Who is affected by the problem	What are the harms created by the problem	What types of events contribute to the problem?	How often do these events recur?	What have/can the organisation/department done/do to reduce the problem
			sense of safety decreases			
SBC, CCTV	Perception, cameras can see everything	Staff	Public Perception of crime rates increase and sense of safety decreases	Public Perception, Alcohol, Drugs	Daily	Supplying mobile camera to the Forum. College Trees create a black spot need this to be resolved
	No NTE Provision to link in with		Wellbeing of persons			
Essex Police	Perception dealing with lack of visible policing	Residents/Visitors (community) & Staff	Public Perception of crime rates increase and sense of safety decreases	Projected increase	Daily	Increased Policing since November 2017, Patrol priority plans implemented. Working with partners. (0.5% increase - 3rd smallest in the County)
	Rough sleeping		ASB			
	Youths carrying Knives		Crime and Assaults			
SBC, Parking	Street Drinking/Begging in car parks (Particularly Uni Square)	Customers and Staff	Incurs cost for clear up of hazardous waste	Displacement, design of car parks	Daily Complaints	Recently spent £10,000 on one site to clear

Organisation/Department	Priorities	Who is affected by the problem	What are the harms created by the problem	What types of events contribute to the problem?	How often do these events recur?	What have/can the organisation/department done/do to reduce the problem
			Possible Drug use & used needles left onsite			
SBC, Tourism & Promotion	Rough sleepers on seafront	Residents, Visitors (Community) & Staff	ASB Public Perception of crime rates increase and sense of safety decreases	Projected Seasonal Increase	Daily Complaints - Rough Sleepers noticed more in Mornings	Pier Staff available daily 10am-6pm, not linked by radio. Questioned First AID is this still SOS YMCA?
SBC, Waste Management	<i>Sent Apologies</i>					
Street Pastors	Rough sleepers	Residents & Visitors (Community)	Public Perception of crime rates increase and sense of safety decreases	Rough Sleepers not engaging with services	Friday & Saturday Evenings	Looking into a private initiative for an all year, all night shelter 16 volunteers, 9:30pm-4:00am
University of Essex	Perception of perspective parents	Staff & Students	Psychological impact on students Ongoing Safety	Drugs, Knives, Assaults	Daily	Closing doors. Producing a safety booklet.
SOS Bus	Working with clubs in	Residents,	Public	Alcohol, Drugs	Friday &	Working on a supply and

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Organisation/Department	Priorities	Who is affected by the problem	What are the harms created by the problem	What types of events contribute to the problem?	How often do these events recur?	What have/can the organisation/department done/do to reduce the problem
	NTE	Visitors (community) & Staff	Perception of crime rates increase and sense of safety decreases Rise in violent crime		Saturday Evenings	demand (have previously worked with East Coast Social, Chameleon and Dick De Vignes)
SBC, Community Engagement	Engage with rough sleepers	Residents, Visitors (Community) & Staff	Support in place for rough sleepers, not for beggars Low Level Crime including shoplifting Increase in ASB	Projected Seasonal Increase	Daily Complaints	Fortnightly Outreach Interactions. BID has been put in for funding for outreach to be available 7 days a week 24hrs.
SBC Media	Homelessness	Residents & Visitors (Community)	Public Perception of crime rates increase and sense of safety decreases	Projected Seasonal Increase	Daily Complaints - Social media heightens the perception of crime	Joint Media statement with SBC Media? Should this be coming from the CSP Umbrella?

521

Organisation/Department	Priorities	Who is affected by the problem	What are the harms created by the problem	What types of events contribute to the problem?	How often do these events recur?	What have/can the organisation/department done/do to reduce the problem
	Rough sleepers		ASB			
	Begging		Low Level Crime including shoplifting			
	Empty Units		Litter			

Appendix 9 Monthly Toilet Reports

April/May 2019

LOCATION	April		May	
	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers
Bell Wharf				
Chalkwell Espl.				
Chalkwell Park		4		
Crowstone			1	2
Dalmatia Road				
East Beach				
Elm Road				5
George Street				
Hamlet Court Road	41	5		10
Lagoon (Three Shells)		1	1	6
Marine Parade				
Ness Road				
Pitmans				
Seaway	1	1	3	
Shoebury Common				
Shorefields			2	5
Sutherlands Blvd		3		
Thorpe Bay Corner				
Alexandra Bowl				
Belfairs Park				
Easwood Park				
Priory park	4		7	
Shoebury Park				
Southchurch Pk				
Southchurch Pk Café			1	
Southchurch Hall Gdn	8		5	1
Total	54	14	20	29

Monthly Toilet Reports April 2018 – March 2019

LOCATION	April		May		June		July		August		September		October		November		December		January		February		March		Total incidents (by site)		
	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter	Rough sleepers	Discarded drug litter
Bell Wharf												2														0	2
Chalkwell Espl.																										0	0
Chalkwell Park	150	5		2		2			2	15	2	2		3	200			2	1	2		1				355	34
Crowstone		1								450	0							9		13	200*	5		13	650	41	
Dalmatia Road													3													3	0
East Beach									0	3																0	3
Elm Road		10		4	2	2						4		2		1				1	200*			2	202	26	
George Street													1													1	0
Hamlet Court Road		2		4					5	11		1	1002			13	2	5		6			6	9	1015	51	
Lagoon (Three Shells)		3						13	150	9		12		3	200	22	6	12		9	200*	12		23	556	118	
Marine Parade		6		2		4		10	0	8			6	17	8	25	6	19	12	22	6	19	404	18	442	150	
Ness Road																										0	0
Pitmans	162	69	469	21	11	4	15	7	411	14																1068	115
Seaway	1	14		3	2	2			1	7	9	6	5	4	21	2	4	5	1	4		23	3	17	47	87	
Shoebury Common																										0	0
Shorefields																										0	0
Sutherlands Blvd											1			2		10		12		1				2	0	28	
Thorpe Bay Corner																										0	0
Alexandra Bow I			1								1															2	0
Belfairs Park																										0	0
Easwood Park																										0	0
Priory park											2		6		3		3	2	1		1		3			19	2
Shoebury Park			2								1															3	0
Southchurch Pk													10		1		2	1								13	1
Southchurch Pk Café											2	4														2	4
Southchurch Hall Gdn									0	7					2											0	9
Total Incidents (by month)	313	110	472	36	15	14	15	30	1019	74	17	32	1033	31	433	75	23	67	15	58	607	60	416	84	4,378	671	

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Appendix 8

Analytical Support Document

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Analytical Support for Public Spaces Protection Order (PSPO) Application

Southend-on-Sea Borough Council

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PSPO Proposed Area



530

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N.B All data sets are excluded to the highlighted area.

Key Findings

531

77%
of the 9 neighbourhoods
are recorded as highly
deprived

40%
of SBC Community Safety
complaints received are
related to
Begging/Vagrancy

76%
of SBC Community Safety
complaints received occurs
in Milton Ward

16%
Of incidents recorded by
Community Safety Officers
are related to
Begging/Vagrancy

9%
Of incidents recorded by
Community Safety Officers
are related to Rough
Sleeping

4%
of SBC Begging/Vagrancy
complaints occur in
Thorpe Bay & West
Shoebury Wards

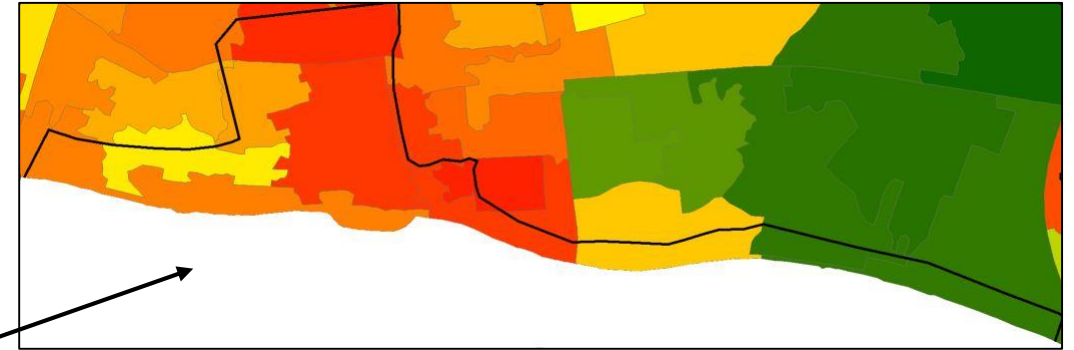
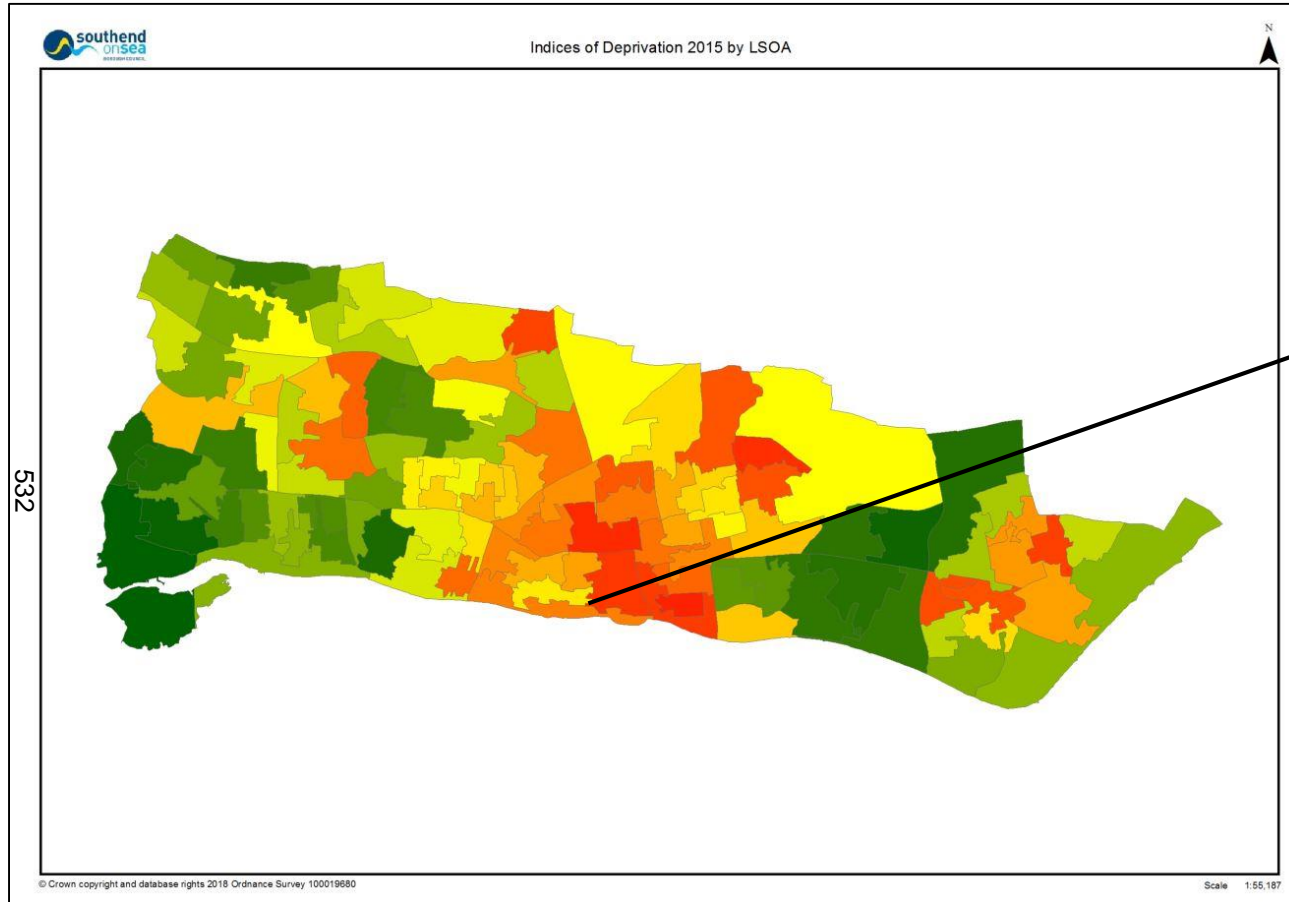
15
Unorganised Car Cruising
events occurred in a one
year period

45
Litter Picks have taken
place and **102** rubbish
bags collected

10
Unauthorised Occupation
of Land Notices was
served on encampment's
in a 5 month period

57%
of issues reported at LCMs
relate to drug activity

Indices of Deprivation 2015



Areas shaded red to orange show highly deprived areas. The yellow indicates areas of average deprivation and the green shows the least deprived neighbourhoods.

- The geographical spread of deprivation is mostly clustered towards the centre of Southend-on-Sea.
- 9 Neighbourhoods will be covered within the suggested PSPO;
 - 77% of those neighbourhoods are highly deprived
 - 22% of those neighbourhoods are least deprived

The Indices of Deprivation 2015 provide a set of relative measures of deprivation for small areas (Lower-layer Super Output Areas) across England, based on seven domains of deprivation.

The domains were combined using the following weights to produce the overall Index of Multiple Deprivation:

- Income Deprivation (22.5%)
- Employment Deprivation (22.5%)
- Education, Skills and Training Deprivation (13.5%)
- Health Deprivation and Disability (13.5%)
- Crime (9.3%)
- Barriers to Housing and Services (9.3%)
- Living Environment Deprivation (9.3%)

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Strategic Intelligence Assessment (SIA)

The 2018/19 SIA identified the Town Centres to be hotspot area for crime and anti-social behaviour. It was made a priority for the Community Safety Partnership, to focus on and reduce trends in this area. These findings was reiterated in 2019/20 SIA.

Problems identified by professionals for the town centre included (but not excluded to);

- Street Drinking
- Begging/Vagrancy
- 533 Rough Sleepers
- Youth ASB
- Shoplifting
- Drug Activity

Problems identified by residents included (but not excluded to);

- Drug Activity
- Anti-Social Behaviour
- Knife Crime

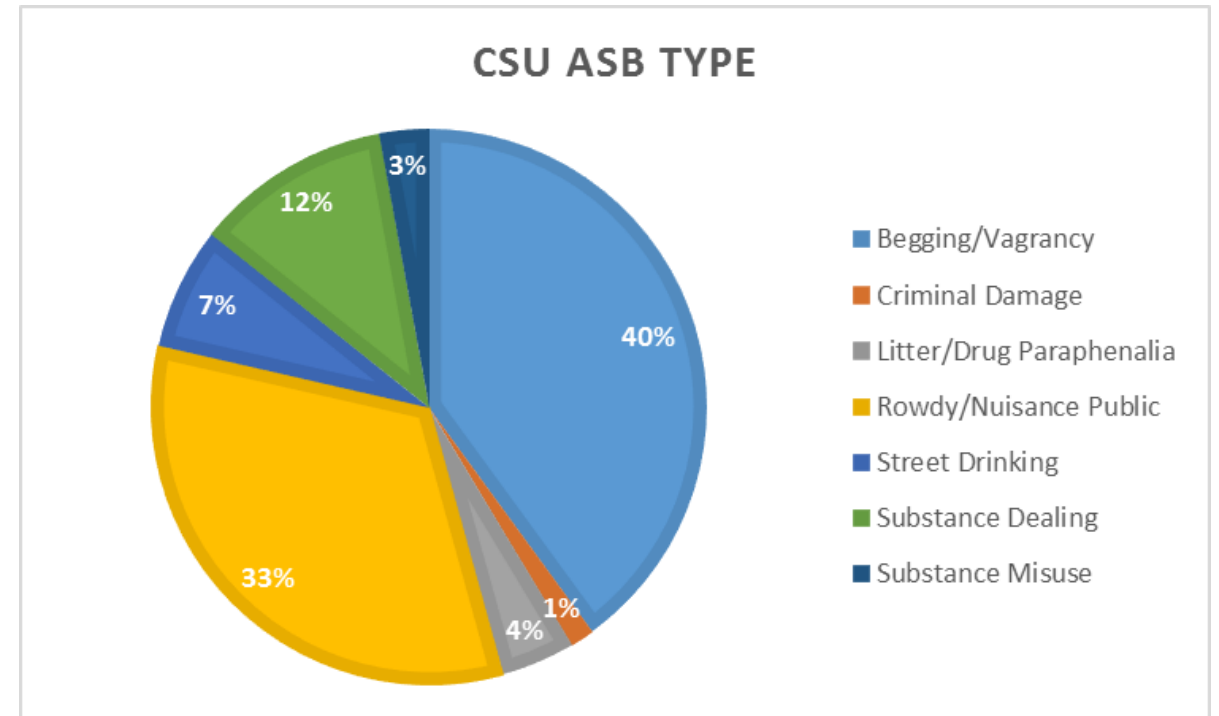


Community Safety Unit (CSU) Complaints Received

The CSU received 222 reports between 1st April 2018 – 31st March 2019. Of these, 70 complaints occurred in the proposed PSPO area and was related to;

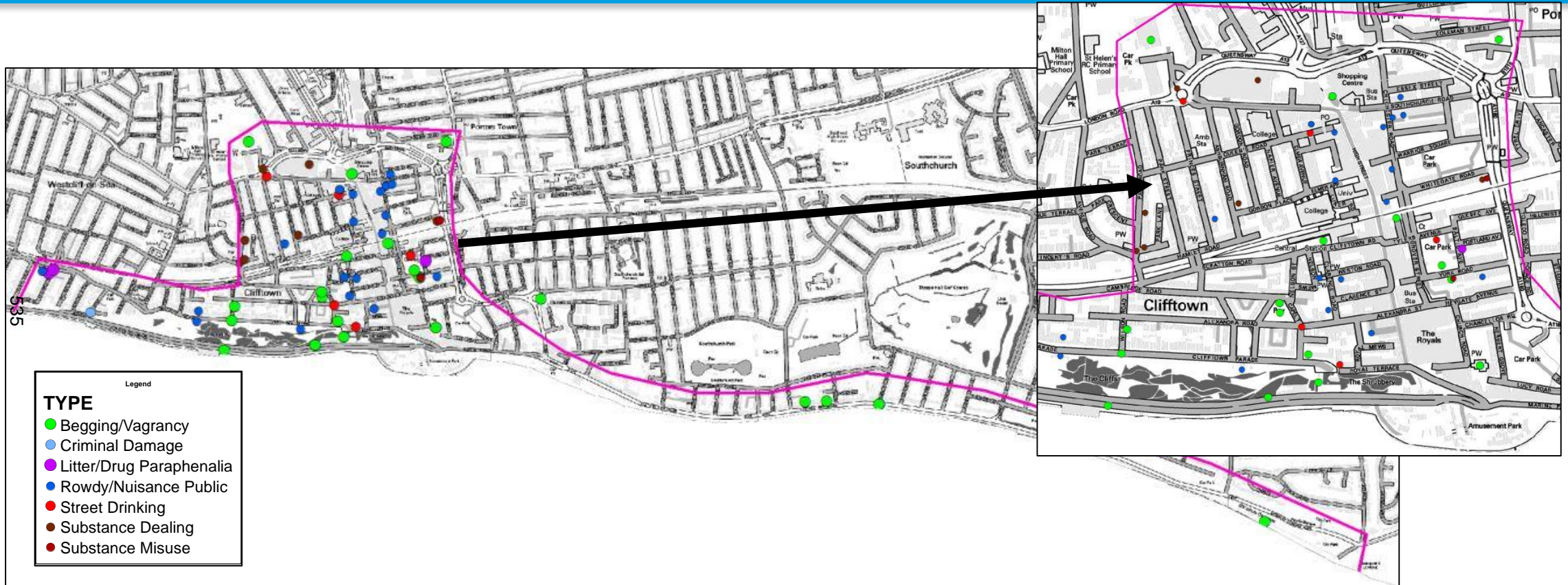
- Rowdy/Nuisance Public – 33%
- Substance Misuse – 3%
- Substance Dealing -12%
- Street drinking – 7%
- Criminal Damage -1%
- Begging/Vagrancy – 40% and;
- Litter/Drug Paraphernalia - 4%

534



Community Safety Unit (CSU) Primary Hotspot

76% of SBC Community Safety Complaints received occurs in Milton Ward



Mapped by postcode centroid

NOTE: The map above shown contains 70 complaints received into the CSU between 1st April 2018 – 31st March 2019. Which contain the following ASB types; Rowdy/Nuisance Public, Substance Misuse, Substance Dealing, Street drinking, Criminal Damage, Begging/Vagrancy and Litter/Drug Paraphernalia

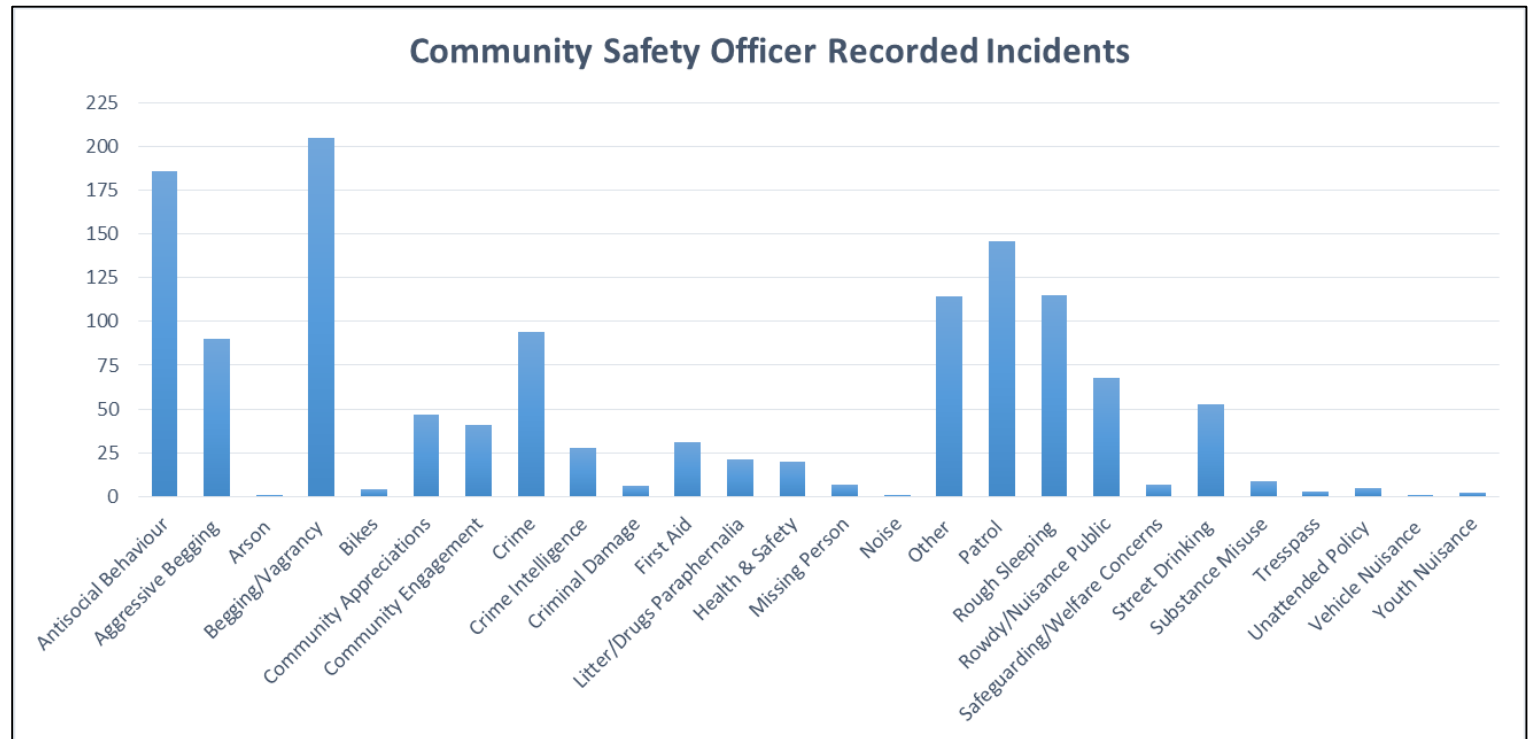
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Community Safety Officers Recorded Incidents

Between 13th October 2018 and 30th April 2019, Community Safety Officers have recorded 1305 incidents*

- 15.7% of recorded incidents relate to Begging/Vagrancy
- 14.2% of recorded incidents relate to Anti-Social Behaviour
- 8.8% of recorded incidents relate to Rough Sleeping



*The majority of these reports relate to Southend Town Centre, however some incidents may relate to targeted patrols. Due to the way the data is currently collected, it is not possible to separate the two.

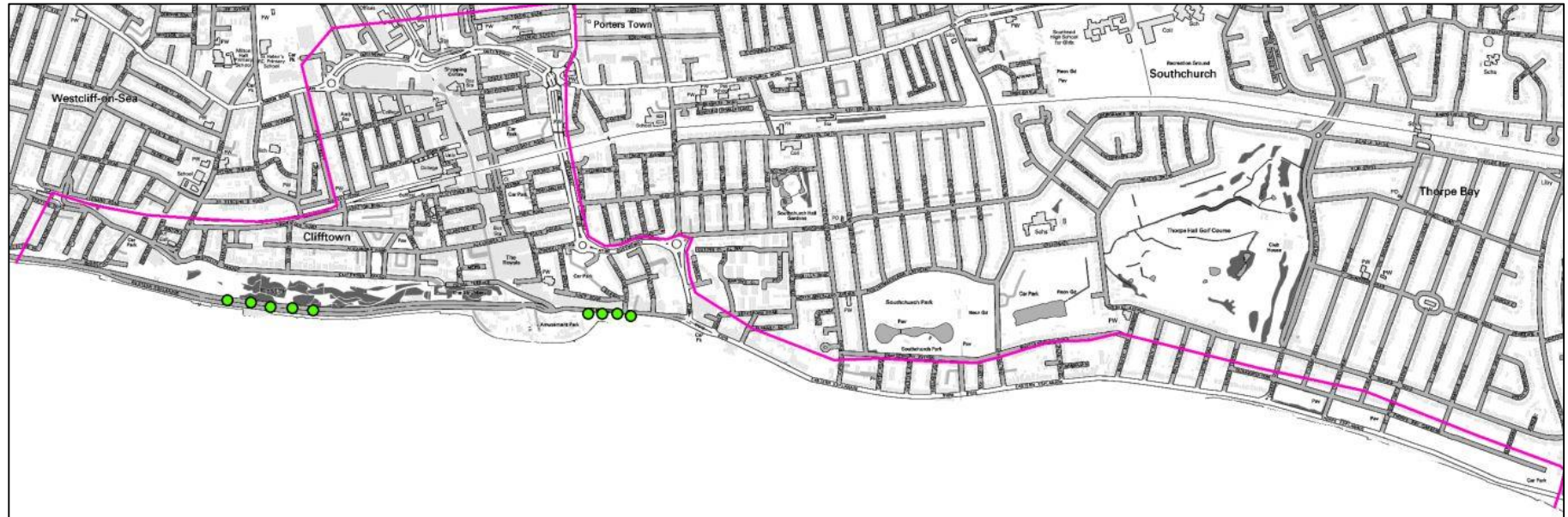
NOTE: Community Safety Unit employed Community Safety Officers to tackle anti-social behaviour on Southend High Street and nearby areas. An interim team – Stambridge was employed whilst SBC CSOs was recruited. Data has been combined. 'Other' has been recorded by Stambridge

Car Cruising

In 2016-17 Southend attracted many car cruising events, an injunction was secured by Southend Borough Council to prohibit these events which have not been authorised by Essex Police or the Council. In a 1 year period 15 events was recorded. On the 21st September 2017 a Borough wide injunction was obtained. Since this order has been obtained, Southend Council has noted a significant reduction in these type of offences. However cruises still occur and mainly takes place on Western Esplanade and Marine Parade

Southend-on-Sea is a location which attracts numerous car cruising events throughout the year. Car cruising can be described as a congregation of drivers and/or passengers of two or more vehicle who take part in the following:

- Driving in convoy
- Excess speed
- Racing other motor vehicles
- Performing stunts in a motor vehicle
- Sounding horns or playing radios
- Dropping litter
- Shouting or swearing at, abusing to threatening or otherwise intimidating another person.



Southend Borough Council Parks Team

From November 2018 to April 2019 Southend-on-Sea Parks Team have given 10 Unauthorised Occupation of Land notices to people who have set up encampments. These notices have been served at Southend Cliff Gardens and surrounding areas.

Make Southend Sparkle Coordinator from the Parks team has coordinated 45 Litter picks from 1st April 2018 – 28th February 2019 in the PSPO area and collected 102 Rubbish bags – an average of 2 and a quarter bags per pick.

538



Local Community Meetings (LCM)

The map illustrates areas residents are concerned about Alcohol, Begging, Drug Activity and Tents. 14 reports are within the proposed PSPO area;



Mapped by postcode centroid

- 539 57% of issues reported relate to drug activity
- 21% of issues reported relate to Begging
- 14% of issues reported relate to Tents

Local community meetings are held with the public in Southend on a bi-monthly basis to allow residents to raise ASB and crime related concerns. The meetings are also attended by some members of the partnership and aims to speak with communities about their concerns, gather information and help find answers to local problems

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Appendix 9

CCTV Log

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CCTV BEGGING REPORT



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

Anti-Social Behaviour - Begging

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
60167	04/06/2018	04/06/2018	CCTV
60168	04/06/2018	04/06/2018	CCTV
60172	04/06/2018	04/06/2018	CCTV
60174	04/06/2018	04/06/2018	Townlink Radio
60195	05/06/2018	05/06/2018	CCTV
60201	05/06/2018	05/06/2018	CCTV
60234	06/06/2018	06/06/2018	CCTV
60387	13/06/2018	13/06/2018	Airwave Radio
60402	14/06/2018	14/06/2018	CCTV
60412	14/06/2018	14/06/2018	CCTV
60429	15/06/2018	15/06/2018	CCTV
60432	15/06/2018	15/06/2018	CCTV
60453	15/06/2018	15/06/2018	CCTV
60471	16/06/2018	16/06/2018	CCTV
60502	17/06/2018	17/06/2018	CCTV
60536	19/06/2018	19/06/2018	CCTV
60569	20/06/2018	20/06/2018	CCTV
60581	20/06/2018	20/06/2018	CCTV
60586	20/06/2018	20/06/2018	CCTV
60710	25/06/2018	25/06/2018	CCTV
60712	25/06/2018	25/06/2018	CCTV
60713	25/06/2018	25/06/2018	CCTV
60715	25/06/2018	25/06/2018	CCTV
60716	25/06/2018	25/06/2018	CCTV
60734	26/06/2018	26/06/2018	CCTV
60737	26/06/2018	26/06/2018	CCTV
60910	02/07/2018	02/07/2018	CCTV
60911	02/07/2018	02/07/2018	Townlink Radio
60916	02/07/2018	02/07/2018	CCTV
60917	02/07/2018	02/07/2018	CCTV
60919	02/07/2018	02/07/2018	CCTV
60948	03/07/2018	03/07/2018	CCTV
60951	03/07/2018	03/07/2018	CCTV
60987	05/07/2018	05/07/2018	CCTV
60992	05/07/2018	05/07/2018	Airwave Radio
60996	05/07/2018	05/07/2018	Townlink Radio
61012	06/07/2018	06/07/2018	CCTV
61033	06/07/2018	06/07/2018	Townlink Radio
61167	11/07/2018	11/07/2018	CCTV
61168	11/07/2018	11/07/2018	CCTV
61238	13/07/2018	13/07/2018	CCTV
61273	14/07/2018	14/07/2018	Townlink Radio
61305	15/07/2018	15/07/2018	CCTV
61309	15/07/2018	15/07/2018	CCTV
61331	16/07/2018	16/07/2018	CCTV



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

61333	16/07/2018	16/07/2018	CCTV
61340	16/07/2018	16/07/2018	CCTV
61345	16/07/2018	16/07/2018	CCTV
61382	17/07/2018	17/07/2018	CCTV
61433	19/07/2018	19/07/2018	CCTV
61434	19/07/2018	19/07/2018	CCTV
61438	19/07/2018	19/07/2018	CCTV
61458	20/07/2018	20/07/2018	Townlink Radio
61548	23/07/2018	23/07/2018	CCTV
61549	23/07/2018	23/07/2018	CCTV
61550	23/07/2018	23/07/2018	CCTV
61552	23/07/2018	23/07/2018	CCTV
61553	23/07/2018	23/07/2018	CCTV
61554	23/07/2018	23/07/2018	CCTV
61558	23/07/2018	23/07/2018	CCTV
61559	23/07/2018	23/07/2018	CCTV
61560	23/07/2018	23/07/2018	CCTV
61565	23/07/2018	23/07/2018	CCTV
61567	23/07/2018	23/07/2018	CCTV
61569	23/07/2018	23/07/2018	CCTV
61574	23/07/2018	23/07/2018	CCTV
61575	23/07/2018	23/07/2018	CCTV
61576	23/07/2018	23/07/2018	CCTV
61578	23/07/2018	23/07/2018	CCTV
61579	23/07/2018	23/07/2018	CCTV
61581	23/07/2018	23/07/2018	CCTV
61583	23/07/2018	23/07/2018	CCTV
61585	23/07/2018	23/07/2018	CCTV
61586	23/07/2018	23/07/2018	CCTV
61588	23/07/2018	23/07/2018	CCTV
61596	24/07/2018	24/07/2018	CCTV
61605	24/07/2018	24/07/2018	CCTV
61606	24/07/2018	24/07/2018	CCTV
61610	24/07/2018	24/07/2018	CCTV
61612	24/07/2018	24/07/2018	CCTV
61613	24/07/2018	24/07/2018	CCTV
61619	24/07/2018	24/07/2018	CCTV
61621	24/07/2018	24/07/2018	CCTV
61628	24/07/2018	24/07/2018	CCTV
61632	24/07/2018	24/07/2018	CCTV
61637	24/07/2018	24/07/2018	CCTV
61638	24/07/2018	24/07/2018	CCTV
61646	25/07/2018	25/07/2018	CCTV
61647	25/07/2018	25/07/2018	CCTV
61648	25/07/2018	25/07/2018	CCTV
61649	25/07/2018	25/07/2018	CCTV
61658	25/07/2018	25/07/2018	CCTV
61662	25/07/2018	25/07/2018	CCTV



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

61667	25/07/2018	25/07/2018	CCTV
61668	25/07/2018	25/07/2018	CCTV
61673	25/07/2018	25/07/2018	Townlink Radio
61675	25/07/2018	25/07/2018	CCTV
61677	25/07/2018	25/07/2018	CCTV
61678	25/07/2018	25/07/2018	CCTV
61682	25/07/2018	25/07/2018	CCTV
61685	25/07/2018	25/07/2018	CCTV
61686	25/07/2018	25/07/2018	CCTV
61688	25/07/2018	25/07/2018	CCTV
61689	25/07/2018	25/07/2018	CCTV
61690	25/07/2018	25/07/2018	CCTV
61691	25/07/2018	25/07/2018	CCTV
61711	26/07/2018	26/07/2018	CCTV
61712	26/07/2018	26/07/2018	CCTV
61714	26/07/2018	26/07/2018	CCTV
61715	26/07/2018	26/07/2018	CCTV
61719	26/07/2018	26/07/2018	CCTV
61720	26/07/2018	26/07/2018	CCTV
61721	26/07/2018	26/07/2018	CCTV
61722	26/07/2018	26/07/2018	CCTV
61724	26/07/2018	26/07/2018	CCTV
61725	26/07/2018	26/07/2018	CCTV
61727	26/07/2018	26/07/2018	CCTV
61728	26/07/2018	26/07/2018	CCTV
61729	26/07/2018	26/07/2018	CCTV
61730	26/07/2018	26/07/2018	CCTV
61731	26/07/2018	26/07/2018	Townlink Radio
61763	27/07/2018	27/07/2018	CCTV
61764	27/07/2018	27/07/2018	CCTV
61769	27/07/2018	27/07/2018	CCTV
61813	28/07/2018	28/07/2018	CCTV
61815	28/07/2018	28/07/2018	Telephone
61825	28/07/2018	28/07/2018	CCTV
61835	28/07/2018	28/07/2018	Townlink Radio
61837	28/07/2018	28/07/2018	CCTV
61838	28/07/2018	28/07/2018	CCTV
61866	29/07/2018	29/07/2018	CCTV
61867	29/07/2018	29/07/2018	CCTV
61868	29/07/2018	29/07/2018	CCTV
61869	29/07/2018	29/07/2018	CCTV
61870	29/07/2018	29/07/2018	CCTV
61871	29/07/2018	29/07/2018	CCTV
61874	29/07/2018	29/07/2018	CCTV
61875	29/07/2018	29/07/2018	CCTV
61878	29/07/2018	29/07/2018	CCTV
61880	29/07/2018	29/07/2018	CCTV
61881	29/07/2018	545 29/07/2018	CCTV



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

61886	29/07/2018	29/07/2018	CCTV
61892	29/07/2018	29/07/2018	CCTV
61901	30/07/2018	30/07/2018	CCTV
61903	30/07/2018	30/07/2018	CCTV
61904	30/07/2018	30/07/2018	CCTV
61905	30/07/2018	30/07/2018	CCTV
61906	30/07/2018	30/07/2018	CCTV
61910	30/07/2018	30/07/2018	CCTV
61913	30/07/2018	30/07/2018	CCTV
61915	30/07/2018	30/07/2018	CCTV
61920	30/07/2018	30/07/2018	CCTV
61921	30/07/2018	30/07/2018	CCTV
61924	30/07/2018	30/07/2018	CCTV
61925	30/07/2018	30/07/2018	CCTV
61927	30/07/2018	30/07/2018	CCTV
61933	31/07/2018	31/07/2018	CCTV
61936	31/07/2018	31/07/2018	CCTV
61941	31/07/2018	31/07/2018	CCTV
61943	31/07/2018	31/07/2018	CCTV
61950	31/07/2018	31/07/2018	CCTV
61951	31/07/2018	31/07/2018	CCTV
61954	31/07/2018	31/07/2018	CCTV
61955	31/07/2018	31/07/2018	CCTV
61956	31/07/2018	31/07/2018	CCTV
61957	31/07/2018	31/07/2018	CCTV
61961	31/07/2018	31/07/2018	CCTV
61985	01/08/2018	01/08/2018	CCTV
61986	01/08/2018	01/08/2018	CCTV
61987	01/08/2018	01/08/2018	CCTV
61989	01/08/2018	01/08/2018	CCTV
61992	01/08/2018	01/08/2018	CCTV
61996	01/08/2018	01/08/2018	CCTV
62005	01/08/2018	01/08/2018	CCTV
62006	01/08/2018	01/08/2018	CCTV
62017	02/08/2018	02/08/2018	CCTV
62018	02/08/2018	02/08/2018	CCTV
62019	02/08/2018	02/08/2018	CCTV
62021	02/08/2018	02/08/2018	CCTV
62023	02/08/2018	02/08/2018	CCTV
62024	02/08/2018	02/08/2018	CCTV
62027	02/08/2018	02/08/2018	CCTV
62029	02/08/2018	02/08/2018	CCTV
62052	03/08/2018	03/08/2018	CCTV
62056	03/08/2018	03/08/2018	CCTV
62098	04/08/2018	04/08/2018	CCTV
62099	04/08/2018	04/08/2018	CCTV
62101	04/08/2018	04/08/2018	CCTV
62102	04/08/2018	04/08/2018	CCTV



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

62117	04/08/2018	04/08/2018	CCTV
62120	04/08/2018	04/08/2018	CCTV
62121	04/08/2018	04/08/2018	CCTV
62122	04/08/2018	04/08/2018	CCTV
62123	04/08/2018	04/08/2018	CCTV
62124	04/08/2018	04/08/2018	CCTV
62126	04/08/2018	04/08/2018	CCTV
62144	05/08/2018	05/08/2018	CCTV
62149	05/08/2018	05/08/2018	CCTV
62150	05/08/2018	05/08/2018	CCTV
62166	06/08/2018	06/08/2018	CCTV
62168	06/08/2018	06/08/2018	CCTV
62181	06/08/2018	06/08/2018	CCTV
62184	06/08/2018	06/08/2018	CCTV
62186	06/08/2018	06/08/2018	CCTV
62189	06/08/2018	06/08/2018	CCTV
62195	06/08/2018	06/08/2018	CCTV
62201	06/08/2018	06/08/2018	CCTV
62202	06/08/2018	06/08/2018	CCTV
62215	07/08/2018	07/08/2018	CCTV
62217	07/08/2018	07/08/2018	CCTV
62218	07/08/2018	07/08/2018	CCTV
62219	07/08/2018	07/08/2018	CCTV
62222	07/08/2018	07/08/2018	CCTV
62229	07/08/2018	07/08/2018	CCTV
62234	07/08/2018	07/08/2018	CCTV
62235	07/08/2018	07/08/2018	CCTV
62238	07/08/2018	07/08/2018	CCTV
62241	07/08/2018	07/08/2018	CCTV
62242	07/08/2018	07/08/2018	CCTV
62243	07/08/2018	07/08/2018	CCTV
62245	07/08/2018	07/08/2018	CCTV
62250	08/08/2018	08/08/2018	CCTV
62253	08/08/2018	08/08/2018	CCTV
62254	08/08/2018	08/08/2018	CCTV
62255	08/08/2018	08/08/2018	CCTV
62256	08/08/2018	08/08/2018	CCTV
62257	08/08/2018	08/08/2018	CCTV
62259	08/08/2018	08/08/2018	CCTV
62261	08/08/2018	08/08/2018	CCTV
62263	08/08/2018	08/08/2018	CCTV
62264	08/08/2018	08/08/2018	CCTV
62266	08/08/2018	08/08/2018	CCTV
62267	08/08/2018	08/08/2018	CCTV
62268	08/08/2018	08/08/2018	CCTV
62269	08/08/2018	08/08/2018	CCTV
62271	08/08/2018	08/08/2018	CCTV
62300	09/08/2018	547 09/08/2018	CCTV



Incidents by Sub Category

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62304	09/08/2018	09/08/2018	CCTV
62305	09/08/2018	09/08/2018	CCTV
62307	09/08/2018	09/08/2018	CCTV
62311	09/08/2018	09/08/2018	CCTV
62312	09/08/2018	09/08/2018	CCTV
62314	09/08/2018	09/08/2018	CCTV
62315	09/08/2018	09/08/2018	CCTV
62316	09/08/2018	09/08/2018	CCTV
62319	09/08/2018	09/08/2018	CCTV
62320	09/08/2018	09/08/2018	CCTV
62323	09/08/2018	09/08/2018	CCTV
62324	09/08/2018	09/08/2018	CCTV
62339	10/08/2018	10/08/2018	Airwave Radio
62348	10/08/2018	10/08/2018	CCTV
62352	10/08/2018	10/08/2018	CCTV
62353	10/08/2018	10/08/2018	CCTV
62383	11/08/2018	11/08/2018	CCTV
62387	11/08/2018	11/08/2018	CCTV
62388	11/08/2018	11/08/2018	CCTV
62389	11/08/2018	11/08/2018	CCTV
62393	11/08/2018	11/08/2018	CCTV
62394	11/08/2018	11/08/2018	CCTV
62395	11/08/2018	11/08/2018	CCTV
62396	11/08/2018	11/08/2018	CCTV
62397	11/08/2018	11/08/2018	CCTV
62398	11/08/2018	11/08/2018	CCTV
62399	11/08/2018	11/08/2018	CCTV
62400	11/08/2018	11/08/2018	CCTV
62404	11/08/2018	11/08/2018	CCTV
62429	12/08/2018	12/08/2018	CCTV
62434	12/08/2018	12/08/2018	CCTV
62438	12/08/2018	12/08/2018	CCTV
62482	14/08/2018	14/08/2018	CCTV
62483	14/08/2018	14/08/2018	CCTV
62484	14/08/2018	14/08/2018	CCTV
62499	14/08/2018	14/08/2018	CCTV
62500	14/08/2018	14/08/2018	CCTV
62504	14/08/2018	14/08/2018	CCTV
62511	14/08/2018	14/08/2018	CCTV
62514	15/08/2018	15/08/2018	CCTV
62548	16/08/2018	16/08/2018	CCTV
62551	16/08/2018	16/08/2018	CCTV
62552	16/08/2018	16/08/2018	CCTV
62553	16/08/2018	16/08/2018	CCTV
62554	16/08/2018	16/08/2018	CCTV
62555	16/08/2018	16/08/2018	CCTV
62558	16/08/2018	16/08/2018	CCTV
62560	16/08/2018	16/08/2018	CCTV



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

62562	16/08/2018	16/08/2018	CCTV
62563	16/08/2018	16/08/2018	CCTV
62569	16/08/2018	16/08/2018	CCTV
62571	16/08/2018	16/08/2018	CCTV
62573	16/08/2018	16/08/2018	CCTV
62574	16/08/2018	16/08/2018	CCTV
62580	16/08/2018	16/08/2018	CCTV
62595	17/08/2018	17/08/2018	CCTV
62622	18/08/2018	18/08/2018	CCTV
62625	18/08/2018	18/08/2018	CCTV
62627	18/08/2018	18/08/2018	CCTV
62635	18/08/2018	18/08/2018	CCTV
62636	18/08/2018	18/08/2018	CCTV
62637	18/08/2018	18/08/2018	CCTV
62671	19/08/2018	19/08/2018	CCTV
62675	19/08/2018	19/08/2018	CCTV
62676	19/08/2018	19/08/2018	CCTV
62679	19/08/2018	19/08/2018	CCTV
62712	20/08/2018	20/08/2018	CCTV
62713	20/08/2018	20/08/2018	CCTV
62715	20/08/2018	20/08/2018	CCTV
62719	20/08/2018	20/08/2018	CCTV
62722	20/08/2018	20/08/2018	CCTV
62724	20/08/2018	20/08/2018	CCTV
62728	20/08/2018	20/08/2018	Telephone
62748	21/08/2018	21/08/2018	CCTV
62754	21/08/2018	21/08/2018	CCTV
62770	21/08/2018	21/08/2018	CCTV
62792	22/08/2018	22/08/2018	CCTV
62794	22/08/2018	22/08/2018	CCTV
62795	22/08/2018	22/08/2018	CCTV
62797	22/08/2018	22/08/2018	CCTV
62798	22/08/2018	22/08/2018	CCTV
62806	22/08/2018	22/08/2018	CCTV
62807	22/08/2018	22/08/2018	CCTV
62812	22/08/2018	22/08/2018	CCTV
62833	23/08/2018	23/08/2018	CCTV
62892	25/08/2018	25/08/2018	CCTV
62941	27/08/2018	27/08/2018	Townlink Radio
62956	27/08/2018	27/08/2018	CCTV
62999	29/08/2018	29/08/2018	CCTV
63001	29/08/2018	29/08/2018	CCTV
63002	29/08/2018	29/08/2018	CCTV
63003	29/08/2018	29/08/2018	CCTV
63005	29/08/2018	29/08/2018	CCTV
63009	29/08/2018	29/08/2018	CCTV
63022	30/08/2018	30/08/2018	CCTV
63025	30/08/2018	549 30/08/2018	CCTV



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

63026	30/08/2018	30/08/2018	CCTV
63030	30/08/2018	30/08/2018	CCTV
63031	30/08/2018	30/08/2018	CCTV
63032	30/08/2018	30/08/2018	CCTV
63033	30/08/2018	30/08/2018	CCTV
63047	30/08/2018	30/08/2018	CCTV
63068	31/08/2018	31/08/2018	CCTV
63069	31/08/2018	31/08/2018	CCTV
63071	31/08/2018	31/08/2018	CCTV
63072	31/08/2018	31/08/2018	CCTV
63073	31/08/2018	31/08/2018	CCTV
63076	31/08/2018	31/08/2018	CCTV
63077	31/08/2018	31/08/2018	CCTV
63078	31/08/2018	31/08/2018	CCTV
63079	31/08/2018	31/08/2018	CCTV
63081	31/08/2018	31/08/2018	CCTV
63085	31/08/2018	31/08/2018	CCTV

Total Number of Incidents by Sub Category Anti-Social Behaviour : 350

Anti-Social Behaviour - Disturbance

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
60088	01/06/2018	01/06/2018	Townlink Radio
60092	01/06/2018	01/06/2018	Townlink Radio
60093	01/06/2018	01/06/2018	Airwave Radio
60095	01/06/2018	01/06/2018	Airwave Radio
60105	02/06/2018	02/06/2018	Townlink Radio
60109	02/06/2018	02/06/2018	Airwave Radio
60124	02/06/2018	02/06/2018	Airwave Radio
60127	02/06/2018	02/06/2018	Townlink Radio
60128	02/06/2018	02/06/2018	Airwave Radio
60153	03/06/2018	03/06/2018	Airwave Radio
60179	04/06/2018	04/06/2018	CCTV
60181	04/06/2018	04/06/2018	Airwave Radio
60184	04/06/2018	04/06/2018	Townlink Radio
60187	04/06/2018	04/06/2018	CCTV
60207	05/06/2018	05/06/2018	Airwave Radio
60231	06/06/2018	06/06/2018	Townlink Radio
60232	06/06/2018	06/06/2018	CCTV
60237	07/06/2018	07/06/2018	Townlink Radio
60256	08/06/2018	08/06/2018	Airwave Radio
60262	08/06/2018	08/06/2018	Airwave Radio
60269	08/06/2018	08/06/2018	Airwave Radio
60272	08/06/2018	08/06/2018	Airwave Radio
60277	09/06/2018	09/06/2018	CCTV
60295	09/06/2018	09/06/2018	CCTV
60301	10/06/2018	10/06/2018	CCTV



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60304	10/06/2018	10/06/2018	Townlink Radio
60330	11/06/2018	11/06/2018	Airwave Radio
60331	11/06/2018	11/06/2018	Airwave Radio
60350	12/06/2018	12/06/2018	Airwave Radio
60351	12/06/2018	12/06/2018	Townlink Radio
60368	13/06/2018	13/06/2018	Telephone
60374	13/06/2018	13/06/2018	Townlink Radio
60385	13/06/2018	13/06/2018	Townlink Radio
60395	13/06/2018	13/06/2018	Airwave Radio
60397	14/06/2018	14/06/2018	Airwave Radio
60421	14/06/2018	14/06/2018	Airwave Radio
60447	15/06/2018	15/06/2018	Townlink Radio
60451	15/06/2018	15/06/2018	CCTV
60452	15/06/2018	15/06/2018	Airwave Radio
60461	16/06/2018	16/06/2018	Airwave Radio
60462	16/06/2018	16/06/2018	CCTV
60463	16/06/2018	16/06/2018	Airwave Radio
60467	16/06/2018	16/06/2018	Airwave Radio
60469	16/06/2018	16/06/2018	Airwave Radio
60473	16/06/2018	16/06/2018	Townlink Radio
60474	16/06/2018	16/06/2018	CCTV
60482	16/06/2018	16/06/2018	Townlink Radio
60487	17/06/2018	17/06/2018	Airwave Radio
60493	17/06/2018	17/06/2018	CCTV
60511	18/06/2018	18/06/2018	Airwave Radio
60513	18/06/2018	18/06/2018	Airwave Radio
60514	18/06/2018	18/06/2018	Airwave Radio
60534	19/06/2018	19/06/2018	Airwave Radio
60561	20/06/2018	20/06/2018	Airwave Radio
60565	20/06/2018	20/06/2018	Airwave Radio
60574	20/06/2018	20/06/2018	Airwave Radio
60575	20/06/2018	20/06/2018	Airwave Radio
60598	20/06/2018	21/06/2018	CCTV
60624	22/06/2018	22/06/2018	Townlink Radio
60648	23/06/2018	23/06/2018	CCTV
60649	23/06/2018	23/06/2018	Airwave Radio
60650	23/06/2018	23/06/2018	Airwave Radio
60675	23/06/2018	23/06/2018	Townlink Radio
60679	23/06/2018	23/06/2018	Airwave Radio
60680	23/06/2018	24/06/2018	Townlink Radio
60684	24/06/2018	24/06/2018	Airwave Radio
60687	24/06/2018	24/06/2018	Townlink Radio
60688	24/06/2018	24/06/2018	CCTV
60701	24/06/2018	24/06/2018	Airwave Radio
60703	24/06/2018	24/06/2018	Airwave Radio
60706	24/06/2018	24/06/2018	Airwave Radio
60720	25/06/2018	25/06/2018	Townlink Radio
60729	25/06/2018	551 25/06/2018	Airwave Radio



Incidents by Sub Category

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60730	26/06/2018	26/06/2018	CCTV
60731	26/06/2018	26/06/2018	Airwave Radio
60738	26/06/2018	26/06/2018	Airwave Radio
60761	27/06/2018	27/06/2018	Airwave Radio
60772	27/06/2018	27/06/2018	Telephone
60778	27/06/2018	27/06/2018	Airwave Radio
60805	28/06/2018	28/06/2018	Townlink Radio
60807	28/06/2018	28/06/2018	Townlink Radio
60809	29/06/2018	29/06/2018	Townlink Radio
60818	29/06/2018	29/06/2018	Airwave Radio
60839	30/06/2018	30/06/2018	Townlink Radio
60845	30/06/2018	30/06/2018	Airwave Radio
60849	30/06/2018	30/06/2018	Airwave Radio
60860	30/06/2018	30/06/2018	Townlink Radio
60863	30/06/2018	30/06/2018	CCTV
60868	01/07/2018	01/07/2018	Airwave Radio
60873	01/07/2018	01/07/2018	CCTV
60875	01/07/2018	01/07/2018	CCTV
60900	01/07/2018	01/07/2018	Airwave Radio
60931	02/07/2018	02/07/2018	Airwave Radio
60933	02/07/2018	03/07/2018	Airwave Radio
60953	03/07/2018	03/07/2018	Airwave Radio
60960	03/07/2018	03/07/2018	Airwave Radio
60961	04/07/2018	04/07/2018	Townlink Radio
60963	04/07/2018	04/07/2018	Airwave Radio
60972	04/07/2018	04/07/2018	Airwave Radio
60977	04/07/2018	04/07/2018	Airwave Radio
60980	04/07/2018	04/07/2018	Airwave Radio
60998	05/07/2018	05/07/2018	Airwave Radio
61004	05/07/2018	05/07/2018	Townlink Radio
61006	05/07/2018	05/07/2018	Airwave Radio
61008	05/07/2018	05/07/2018	Airwave Radio
61014	06/07/2018	06/07/2018	CCTV
61044	06/07/2018	06/07/2018	Airwave Radio
61064	07/07/2018	07/07/2018	Townlink Radio
61071	07/07/2018	07/07/2018	CCTV
61073	07/07/2018	07/07/2018	Airwave Radio
61081	08/07/2018	08/07/2018	Townlink Radio
61090	08/07/2018	08/07/2018	CCTV
61098	08/07/2018	08/07/2018	Airwave Radio
61111	09/07/2018	09/07/2018	Airwave Radio
61113	09/07/2018	09/07/2018	Airwave Radio
61116	09/07/2018	09/07/2018	Airwave Radio
61135	09/07/2018	10/07/2018	Airwave Radio
61139	10/07/2018	10/07/2018	Airwave Radio
61143	10/07/2018	10/07/2018	Airwave Radio
61154	10/07/2018	10/07/2018	Airwave Radio
61157	10/07/2018	11/07/2018	Airwave Radio



Incidents by Sub Category

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61160	11/07/2018	11/07/2018	CCTV
61186	11/07/2018	11/07/2018	Airwave Radio
61191	11/07/2018	11/07/2018	CCTV
61192	11/07/2018	11/07/2018	CCTV
61194	11/07/2018	11/07/2018	CCTV
61196	11/07/2018	11/07/2018	CCTV
61197	11/07/2018	11/07/2018	CCTV
61198	11/07/2018	11/07/2018	Airwave Radio
61200	11/07/2018	11/07/2018	Airwave Radio
61202	12/07/2018	12/07/2018	Telephone
61231	13/07/2018	13/07/2018	Airwave Radio
61251	13/07/2018	13/07/2018	Airwave Radio
61260	14/07/2018	14/07/2018	Airwave Radio
61263	14/07/2018	14/07/2018	Airwave Radio
61282	14/07/2018	14/07/2018	Airwave Radio
61283	14/07/2018	14/07/2018	Townlink Radio
61286	14/07/2018	14/07/2018	CCTV
61287	14/07/2018	14/07/2018	Townlink Radio
61306	15/07/2018	15/07/2018	Townlink Radio
61315	15/07/2018	15/07/2018	Townlink Radio
61322	15/07/2018	15/07/2018	Airwave Radio
61354	16/07/2018	16/07/2018	Airwave Radio
61359	16/07/2018	16/07/2018	Airwave Radio
61362	16/07/2018	16/07/2018	Airwave Radio
61363	16/07/2018	16/07/2018	Airwave Radio
61376	17/07/2018	17/07/2018	Airwave Radio
61379	17/07/2018	17/07/2018	Airwave Radio
61404	18/07/2018	18/07/2018	Airwave Radio
61405	18/07/2018	18/07/2018	Airwave Radio
61425	19/07/2018	19/07/2018	Townlink Radio
61428	19/07/2018	19/07/2018	Airwave Radio
61435	19/07/2018	19/07/2018	Airwave Radio
61436	19/07/2018	19/07/2018	Airwave Radio
61450	20/07/2018	20/07/2018	Townlink Radio
61459	20/07/2018	20/07/2018	Townlink Radio
61471	20/07/2018	20/07/2018	Townlink Radio
61473	20/07/2018	20/07/2018	Townlink Radio
61475	20/07/2018	20/07/2018	Townlink Radio
61480	21/07/2018	21/07/2018	CCTV
61482	21/07/2018	21/07/2018	CCTV
61509	21/07/2018	21/07/2018	Airwave Radio
61511	21/07/2018	21/07/2018	Airwave Radio
61513	22/07/2018	22/07/2018	CCTV
61539	22/07/2018	22/07/2018	Airwave Radio
61556	23/07/2018	23/07/2018	Townlink Radio
61592	23/07/2018	23/07/2018	CCTV
61593	23/07/2018	24/07/2018	Airwave Radio
61599	24/07/2018	553 24/07/2018	Townlink Radio



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61643	25/07/2018	25/07/2018	CCTV
61664	25/07/2018	25/07/2018	Airwave Radio
61694	25/07/2018	25/07/2018	Townlink Radio
61706	26/07/2018	26/07/2018	CCTV
61732	26/07/2018	26/07/2018	Townlink Radio
61737	26/07/2018	26/07/2018	Townlink Radio
61748	26/07/2018	26/07/2018	Townlink Radio
61749	26/07/2018	26/07/2018	Townlink Radio
61751	26/07/2018	26/07/2018	Townlink Radio
61752	26/07/2018	26/07/2018	Airwave Radio
61754	26/07/2018	27/07/2018	Airwave Radio
61758	27/07/2018	27/07/2018	CCTV
61766	27/07/2018	27/07/2018	Airwave Radio
61787	27/07/2018	27/07/2018	Airwave Radio
61797	27/07/2018	27/07/2018	Townlink Radio
61799	27/07/2018	27/07/2018	Airwave Radio
61817	28/07/2018	28/07/2018	Townlink Radio
61821	28/07/2018	28/07/2018	Townlink Radio
61842	28/07/2018	28/07/2018	Airwave Radio
61844	28/07/2018	28/07/2018	Airwave Radio
61845	28/07/2018	28/07/2018	Townlink Radio
61847	28/07/2018	28/07/2018	Townlink Radio
61851	29/07/2018	29/07/2018	Townlink Radio
61852	29/07/2018	29/07/2018	Townlink Radio
61859	29/07/2018	29/07/2018	Townlink Radio
61891	29/07/2018	29/07/2018	Townlink Radio
61895	29/07/2018	29/07/2018	Townlink Radio
61896	29/07/2018	29/07/2018	Airwave Radio
61911	30/07/2018	30/07/2018	Airwave Radio
61917	30/07/2018	30/07/2018	Townlink Radio
61926	30/07/2018	30/07/2018	Airwave Radio
61938	31/07/2018	31/07/2018	Townlink Radio
61967	01/08/2018	01/08/2018	Airwave Radio
61968	01/08/2018	01/08/2018	CCTV
61971	01/08/2018	01/08/2018	CCTV
62001	01/08/2018	01/08/2018	Airwave Radio
62011	02/08/2018	02/08/2018	Airwave Radio
62012	02/08/2018	02/08/2018	Airwave Radio
62032	02/08/2018	02/08/2018	Airwave Radio
62086	04/08/2018	04/08/2018	CCTV
62090	04/08/2018	04/08/2018	CCTV
62128	05/08/2018	05/08/2018	Airwave Radio
62130	05/08/2018	05/08/2018	Airwave Radio
62143	05/08/2018	05/08/2018	Townlink Radio
62156	05/08/2018	05/08/2018	Airwave Radio
62191	06/08/2018	06/08/2018	CCTV
62224	07/08/2018	07/08/2018	Airwave Radio
62280	08/08/2018	08/08/2018	Airwave Radio



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

62283	08/08/2018	08/08/2018	Townlink Radio
62303	09/08/2018	09/08/2018	Townlink Radio
62308	09/08/2018	09/08/2018	Airwave Radio
62310	09/08/2018	09/08/2018	Townlink Radio
62331	10/08/2018	10/08/2018	Airwave Radio
62347	10/08/2018	10/08/2018	Townlink Radio
62358	10/08/2018	10/08/2018	Airwave Radio
62372	11/08/2018	11/08/2018	CCTV
62378	11/08/2018	11/08/2018	CCTV
62412	11/08/2018	11/08/2018	Townlink Radio
62416	12/08/2018	12/08/2018	CCTV
62417	12/08/2018	12/08/2018	Airwave Radio
62418	12/08/2018	12/08/2018	Townlink Radio
62422	12/08/2018	12/08/2018	Townlink Radio
62426	12/08/2018	12/08/2018	CCTV
62430	12/08/2018	12/08/2018	Airwave Radio
62481	14/08/2018	14/08/2018	Airwave Radio
62494	14/08/2018	14/08/2018	Airwave Radio
62506	14/08/2018	14/08/2018	Airwave Radio
62520	15/08/2018	15/08/2018	CCTV
62536	15/08/2018	15/08/2018	Townlink Radio
62542	15/08/2018	15/08/2018	Airwave Radio
62543	15/08/2018	16/08/2018	Airwave Radio
62549	16/08/2018	16/08/2018	Townlink Radio
62584	17/08/2018	17/08/2018	Airwave Radio
62586	17/08/2018	17/08/2018	Airwave Radio
62601	17/08/2018	17/08/2018	Airwave Radio
62602	17/08/2018	17/08/2018	Airwave Radio
62608	17/08/2018	17/08/2018	CCTV
62613	18/08/2018	18/08/2018	Townlink Radio
62615	18/08/2018	18/08/2018	Airwave Radio
62641	18/08/2018	18/08/2018	Townlink Radio
62642	18/08/2018	18/08/2018	Airwave Radio
62649	18/08/2018	18/08/2018	Townlink Radio
62654	18/08/2018	18/08/2018	Airwave Radio
62655	18/08/2018	18/08/2018	Townlink Radio
62658	18/08/2018	18/08/2018	Airwave Radio
62659	19/08/2018	19/08/2018	Airwave Radio
62660	19/08/2018	19/08/2018	Townlink Radio
62661	19/08/2018	19/08/2018	Airwave Radio
62665	19/08/2018	19/08/2018	Townlink Radio
62666	19/08/2018	19/08/2018	CCTV
62667	19/08/2018	19/08/2018	Airwave Radio
62674	19/08/2018	19/08/2018	CCTV
62688	19/08/2018	19/08/2018	Airwave Radio
62705	20/08/2018	20/08/2018	Townlink Radio
62727	20/08/2018	20/08/2018	Townlink Radio
62741	21/08/2018	555 21/08/2018	Airwave Radio



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

62769	21/08/2018	21/08/2018	Airwave Radio
62771	21/08/2018	21/08/2018	Airwave Radio
62773	21/08/2018	21/08/2018	Townlink Radio
62776	21/08/2018	21/08/2018	Townlink Radio
62778	21/08/2018	21/08/2018	Townlink Radio
62779	21/08/2018	21/08/2018	CCTV
62780	21/08/2018	21/08/2018	Townlink Radio
62785	22/08/2018	22/08/2018	Airwave Radio
62789	22/08/2018	22/08/2018	Airwave Radio
62790	22/08/2018	22/08/2018	CCTV
62791	22/08/2018	22/08/2018	CCTV
62814	22/08/2018	22/08/2018	CCTV
62818	22/08/2018	22/08/2018	Airwave Radio
62831	23/08/2018	23/08/2018	CCTV
62834	23/08/2018	23/08/2018	Airwave Radio
62838	23/08/2018	23/08/2018	CCTV
62839	23/08/2018	23/08/2018	Airwave Radio
62863	24/08/2018	24/08/2018	Airwave Radio
62867	24/08/2018	24/08/2018	Airwave Radio
62868	24/08/2018	24/08/2018	Airwave Radio
62884	25/08/2018	25/08/2018	CCTV
62886	25/08/2018	25/08/2018	Airwave Radio
62887	25/08/2018	25/08/2018	Airwave Radio
62894	25/08/2018	25/08/2018	Townlink Radio
62898	25/08/2018	25/08/2018	Townlink Radio
62901	26/08/2018	26/08/2018	CCTV
62904	26/08/2018	26/08/2018	Townlink Radio
62912	26/08/2018	26/08/2018	CCTV
62925	26/08/2018	26/08/2018	Airwave Radio
62926	26/08/2018	26/08/2018	Airwave Radio
62930	27/08/2018	27/08/2018	Townlink Radio
62935	27/08/2018	27/08/2018	CCTV
62936	27/08/2018	27/08/2018	CCTV
62955	27/08/2018	27/08/2018	Airwave Radio
63008	29/08/2018	29/08/2018	Townlink Radio
63014	29/08/2018	29/08/2018	CCTV
63015	29/08/2018	29/08/2018	CCTV
63017	29/08/2018	29/08/2018	CCTV
63028	30/08/2018	30/08/2018	CCTV
63039	30/08/2018	30/08/2018	Townlink Radio
63042	30/08/2018	30/08/2018	CCTV
63044	30/08/2018	30/08/2018	CCTV
63045	30/08/2018	30/08/2018	CCTV
63090	31/08/2018	31/08/2018	Airwave Radio
63091	31/08/2018	31/08/2018	Townlink Radio

Total Number of Incidents by Sub Category Anti-Social Behaviour : 310



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

Anti-Social Behaviour - Kerb Crawling/prostitution

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
62813	22/08/2018	22/08/2018	Airwave Radio

Total Number of Incidents by Sub Category Anti-Social Behaviour : 1

Anti-Social Behaviour - Littering

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
62173	06/08/2018	06/08/2018	CCTV

Total Number of Incidents by Sub Category Anti-Social Behaviour : 1

Anti-Social Behaviour - Misc

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
60755	26/06/2018	26/06/2018	Airwave Radio
61561	23/07/2018	23/07/2018	CCTV
61713	26/07/2018	26/07/2018	CCTV
62800	22/08/2018	22/08/2018	CCTV
63041	30/08/2018	30/08/2018	CCTV

Total Number of Incidents by Sub Category Anti-Social Behaviour : 5

Anti-Social Behaviour - Noise

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
60425	14/06/2018	14/06/2018	Townlink Radio
60426	15/06/2018	15/06/2018	Airwave Radio
60888	01/07/2018	01/07/2018	Telephone

Total Number of Incidents by Sub Category Anti-Social Behaviour : 3

Anti-Social Behaviour - Nuisance

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
60123	02/06/2018	02/06/2018	CCTV
60199	05/06/2018	05/06/2018	Townlink Radio
60276	09/06/2018	09/06/2018	CCTV
60349	12/06/2018	12/06/2018	Airwave Radio
60365	12/06/2018	12/06/2018	Airwave Radio
60460	16/06/2018	16/06/2018	Townlink Radio
60579	20/06/2018	20/06/2018	Townlink Radio
60588	20/06/2018	20/06/2018	Townlink Radio
60591	20/06/2018	20/06/2018	CCTV
60617	21/06/2018	21/06/2018	Airwave Radio
60642	22/06/2018	22/06/2018	Airwave Radio
60651	23/06/2018	23/06/2018	Townlink Radio



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

60721	25/06/2018	25/06/2018	Townlink Radio
60750	26/06/2018	26/06/2018	Townlink Radio
60754	26/06/2018	26/06/2018	Townlink Radio
60811	29/06/2018	29/06/2018	CCTV
60832	29/06/2018	29/06/2018	Townlink Radio
60855	30/06/2018	30/06/2018	Townlink Radio
60858	30/06/2018	30/06/2018	Townlink Radio
60897	01/07/2018	01/07/2018	Airwave Radio
60932	02/07/2018	02/07/2018	Airwave Radio
60956	03/07/2018	03/07/2018	Townlink Radio
61036	06/07/2018	06/07/2018	Townlink Radio
61076	07/07/2018	07/07/2018	Townlink Radio
61099	08/07/2018	08/07/2018	CCTV
61199	11/07/2018	11/07/2018	Townlink Radio
61204	12/07/2018	12/07/2018	CCTV
61220	12/07/2018	12/07/2018	Airwave Radio
61312	15/07/2018	15/07/2018	Airwave Radio
61342	16/07/2018	16/07/2018	Airwave Radio
61350	16/07/2018	16/07/2018	Airwave Radio
61420	18/07/2018	18/07/2018	Townlink Radio
61466	20/07/2018	20/07/2018	Townlink Radio
61469	20/07/2018	20/07/2018	CCTV
61520	22/07/2018	22/07/2018	Airwave Radio
61524	22/07/2018	22/07/2018	CCTV
61608	24/07/2018	24/07/2018	Townlink Radio
61615	24/07/2018	24/07/2018	Airwave Radio
61665	25/07/2018	25/07/2018	CCTV
61676	25/07/2018	25/07/2018	Townlink Radio
61709	26/07/2018	26/07/2018	Townlink Radio
61772	27/07/2018	27/07/2018	Townlink Radio
61789	27/07/2018	27/07/2018	CCTV
61790	27/07/2018	27/07/2018	Airwave Radio
61794	27/07/2018	27/07/2018	Airwave Radio
61795	27/07/2018	27/07/2018	Airwave Radio
61814	28/07/2018	28/07/2018	Townlink Radio
61935	31/07/2018	31/07/2018	Townlink Radio
61959	31/07/2018	31/07/2018	Airwave Radio
61991	01/08/2018	01/08/2018	Townlink Radio
62002	01/08/2018	01/08/2018	Airwave Radio
62077	03/08/2018	03/08/2018	Airwave Radio
62139	05/08/2018	05/08/2018	Townlink Radio
62159	06/08/2018	06/08/2018	Townlink Radio
62187	06/08/2018	06/08/2018	Townlink Radio
62188	06/08/2018	06/08/2018	Townlink Radio
62190	06/08/2018	06/08/2018	Townlink Radio
62193	06/08/2018	06/08/2018	Townlink Radio
62232	07/08/2018	07/08/2018	Townlink Radio
62318	09/08/2018	09/08/2018	Townlink Radio



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

62346	10/08/2018	10/08/2018	Townlink Radio
62350	10/08/2018	10/08/2018	Airwave Radio
62515	15/08/2018	15/08/2018	CCTV
62526	15/08/2018	15/08/2018	Telephone
62533	15/08/2018	15/08/2018	Townlink Radio
62535	15/08/2018	15/08/2018	CCTV
62544	16/08/2018	16/08/2018	Townlink Radio
62545	16/08/2018	16/08/2018	CCTV
62616	18/08/2018	18/08/2018	CCTV
62624	18/08/2018	18/08/2018	Airwave Radio
62645	18/08/2018	18/08/2018	Townlink Radio
62720	20/08/2018	20/08/2018	Airwave Radio
62767	21/08/2018	21/08/2018	Airwave Radio
62824	22/08/2018	22/08/2018	Airwave Radio
62837	23/08/2018	23/08/2018	CCTV
62865	24/08/2018	24/08/2018	Townlink Radio
62950	27/08/2018	27/08/2018	Townlink Radio

Total Number of Incidents by Sub Category Anti-Social Behaviour : 77

Anti-Social Behaviour - Potential Evidence

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
60338	11/06/2018	11/06/2018	CCTV
60415	14/06/2018	14/06/2018	Townlink Radio
60669	23/06/2018	23/06/2018	Townlink Radio
61052	07/07/2018	07/07/2018	Airwave Radio
61100	08/07/2018	08/07/2018	Airwave Radio
61151	10/07/2018	10/07/2018	Townlink Radio
61497	21/07/2018	21/07/2018	CCTV
61634	24/07/2018	24/07/2018	Townlink Radio
62042	02/08/2018	02/08/2018	CCTV
62119	04/08/2018	04/08/2018	Airwave Radio
62192	06/08/2018	06/08/2018	CCTV
62565	16/08/2018	16/08/2018	CCTV
62841	23/08/2018	23/08/2018	Airwave Radio
62899	25/08/2018	25/08/2018	Townlink Radio

Total Number of Incidents by Sub Category Anti-Social Behaviour : 14

Anti-Social Behaviour - Rowdy

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
60101	02/06/2018	02/06/2018	Townlink Radio
60106	02/06/2018	02/06/2018	CCTV
60130	02/06/2018	02/06/2018	Townlink Radio
60137	03/06/2018	03/06/2018	Townlink Radio
60274	09/06/2018	09/06/2018	Airwave Radio



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

60302	10/06/2018	10/06/2018	CCTV
60306	10/06/2018	10/06/2018	Townlink Radio
60409	14/06/2018	14/06/2018	Townlink Radio
60414	14/06/2018	14/06/2018	Townlink Radio
60423	14/06/2018	14/06/2018	Townlink Radio
60481	16/06/2018	16/06/2018	Townlink Radio
60533	19/06/2018	19/06/2018	Townlink Radio
60647	23/06/2018	23/06/2018	Townlink Radio
60652	23/06/2018	23/06/2018	Townlink Radio
60676	23/06/2018	23/06/2018	Townlink Radio
60677	23/06/2018	23/06/2018	Airwave Radio
60725	25/06/2018	25/06/2018	Townlink Radio
60768	27/06/2018	27/06/2018	Townlink Radio
60810	29/06/2018	29/06/2018	CCTV
60887	01/07/2018	01/07/2018	Townlink Radio
60895	01/07/2018	01/07/2018	Airwave Radio
60903	02/07/2018	02/07/2018	Airwave Radio
60934	03/07/2018	03/07/2018	Airwave Radio
61034	06/07/2018	06/07/2018	Townlink Radio
61035	06/07/2018	06/07/2018	Townlink Radio
61056	07/07/2018	07/07/2018	Townlink Radio
61065	07/07/2018	07/07/2018	CCTV
61067	07/07/2018	07/07/2018	CCTV
61069	07/07/2018	07/07/2018	Townlink Radio
61087	08/07/2018	08/07/2018	CCTV
61161	11/07/2018	11/07/2018	Airwave Radio
61193	11/07/2018	11/07/2018	Airwave Radio
61203	12/07/2018	12/07/2018	CCTV
61228	12/07/2018	12/07/2018	Airwave Radio
61233	13/07/2018	13/07/2018	CCTV
61261	14/07/2018	14/07/2018	CCTV
61290	15/07/2018	15/07/2018	CCTV
61514	22/07/2018	22/07/2018	Townlink Radio
61518	22/07/2018	22/07/2018	Airwave Radio
61557	23/07/2018	23/07/2018	Townlink Radio
61793	27/07/2018	27/07/2018	Airwave Radio
61810	28/07/2018	28/07/2018	CCTV
61811	28/07/2018	28/07/2018	CCTV
61856	29/07/2018	29/07/2018	CCTV
61860	29/07/2018	29/07/2018	CCTV
61861	29/07/2018	29/07/2018	CCTV
61862	29/07/2018	29/07/2018	CCTV
61932	31/07/2018	31/07/2018	Airwave Radio
62043	02/08/2018	02/08/2018	Airwave Radio
62067	03/08/2018	03/08/2018	Townlink Radio
62080	03/08/2018	03/08/2018	Townlink Radio
62129	05/08/2018	05/08/2018	Airwave Radio
62133	05/08/2018	05/08/2018	Airwave Radio



Incidents by Sub Category

01/06/2018 00:01:00 to 31/08/2018 23:59:00

62158	06/08/2018	06/08/2018	CCTV
62415	12/08/2018	12/08/2018	Airwave Radio
62617	18/08/2018	18/08/2018	CCTV
62656	18/08/2018	18/08/2018	Townlink Radio
62696	19/08/2018	19/08/2018	Airwave Radio
62698	19/08/2018	19/08/2018	Townlink Radio
62753	21/08/2018	21/08/2018	Townlink Radio
63016	29/08/2018	29/08/2018	Airwave Radio

Total Number of Incidents by Sub Category Anti-Social Behaviour : 61

Anti-Social Behaviour - Street Drinking

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
60082	01/06/2018	01/06/2018	CCTV
60166	04/06/2018	04/06/2018	CCTV
60169	04/06/2018	04/06/2018	CCTV
60418	14/06/2018	14/06/2018	Telephone
60454	15/06/2018	15/06/2018	Townlink Radio
60792	28/06/2018	28/06/2018	CCTV
61058	07/07/2018	07/07/2018	Airwave Radio
61568	23/07/2018	23/07/2018	Townlink Radio
61584	23/07/2018	23/07/2018	CCTV
61945	31/07/2018	31/07/2018	Townlink Radio
62172	06/08/2018	06/08/2018	CCTV
62596	17/08/2018	17/08/2018	Townlink Radio
62801	22/08/2018	22/08/2018	Airwave Radio

Total Number of Incidents by Sub Category Anti-Social Behaviour : 13

Anti-Social Behaviour - Trespass

<u>Incident Number</u>	<u>Date & Time Opened</u>	<u>Date & Time Closed</u>	<u>Call Source</u>
61079	08/07/2018	08/07/2018	Townlink Radio
61185	11/07/2018	11/07/2018	Airwave Radio
61266	14/07/2018	14/07/2018	Airwave Radio
61472	20/07/2018	20/07/2018	Airwave Radio
61930	30/07/2018	31/07/2018	CCTV

Total Number of Incidents by Sub Category Anti-Social Behaviour : 5

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Appendix 10

**General Public's Comments received by the Council's contact centre
and social media in relation to ASB**

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Comments received from Contact Centre and on Social Media in relation to Anti-Social Behaviour within the Town Centre and Seafront

Received	Description
21-May-18	when is the council going to make the high street safe at night to walk down to the Odeon Cinema or to have a bit to eat without fear of being mugged, knifed, hit, or accosted by aggressive beggars? Not just at night but glassing on Southend Central train platform early in morning and now a knifing outside our library at 9pm by Forum where beggars and homeless people tend to congregate. Please can you ask the police to step up patrols or install a mobile police station on the high street -- there is a big police station behind southend Victoria station but I never see any police on patrol. And now Chalkwell police station is shut and being turned into flats.
22-Jun-18	Despite this being reported to the council on numerous occasions these beggars are still defacing the seafront with childish graffiti, they continue to beg for money from visitors and continue to be a nuisance. The Police attended 2days ago and turned very arrogant towards the traders and basically left the begets to continue. When asked why his answer was they are not doing any harm and it will wash off! So I. The mean time we as traders endure our customers avoiding our area in fear of being hassled by these beggars. Why have not been removed ? Is it another case where these have been pushed away from the High Street so they are away from pressure from the traders only to be dumped on us again. I'm sure that if we the traders done the same and drew pictures outside our business the council would have something to say Or may be we should ask Street artists to " decorate " the seafront floors. What is the Council s stance on this form of vandalism/ graffiti ?
25-Jun-18	This morning I have witnessed two homeless men shooting up drugs outside southend central train station, I have witnessed on many occasions the use of drugs and alcohol (also regular Street fights and arguments) by homeless street beggars, and there appears to be absolutely no policing to prevent this. I am harassed on multiple occasions on a weekly and sometimes a daily basis, often receiving abuse when I do not have money to give, it is completely unacceptable that this is happening. Please advise me on who I need to raise this matter with, as there is clearly no efforts being made by the local authorities to tackle this issue. You have a duty to safeguard the public and not just house homeless, the town centre is not a safe area to go, highlighted by the recent murder that occurred. I would like this matter raised within the council and I would like a response to advise on what is going to be done.
31-Aug-18	I am in Southend, including the High Street, regularly and have never been pestered by beggars or rough sleepers, indeed I often say good morning/afternoon to them, knowing full well that 'there but for the grace of God...' The person who wrote this garbage want's shooting, frankly! Whoever he/she is, they are certainly lacking in care, compassion and thought for their fellow human beings. The worst place I've seen for drug addicts/alcoholics is the bus station and while they have never troubled me I fully understand that they may intimidate others.
03-Sep-18	I am a resident living in Hadleigh. I have always used Southend as my local go to town centre. I always parked up around the cliffs and walked the distance to the town which was an enjoyable walk. In the recent years this walk has become less enjoyable owing to the drunk men congreating in the shelters. My liking for the town decreased owing to the delapidation and quality of the shops still open in the town, the number of homeless in the main street and the choice words heard when shopping with my children. I haven't been back since the parking changes around the cliffs. Today however, the sun was shining and I decided to pop in to Southend quickly. Driving past all the empty spaces which are now permit only I headed to the Royals to find a mile long queue of traffic to a full car park. I wound my way back through the one way maze back through the town towards to pay and displays that I'd passed near the cliffs, parked up and decided upon a walk despite it costing stupid money to park for just a couple of hours. The machine I was next to was coins only so we treked to the next road to try one that took a card which didn't work. I was behind a visitor from Kent who also gave up as it wouldn't work for her either. I gave up and went home back to Hadleigh a bit annoyed, especially as it took me 40 minutes to travel back along the A127. I certainly will not be visiting Southend any time soon
05-Sep-18	Customer called up today to complain about the amount of homeless begging in the high street, of which he has said many are actually living in the high rise Quantock, he has said that begging is a criminal offence and that the rangers and the police seem to be turning a blind eye to this and it is making the high street look awful
10-Sep-18	Customer is disgusted with the amount of beggars in the highstreet. Customer was bothered by them asking for money and there were 12 under the bridge sleeping, hanging out and sitting around on the floor. They were all drinking by the old clock. Customer cannot believe how uncomfortable it made them and they ended up leaving Southend rather than continuing shopping.
17-Sep-18	Shopping in Southend High Street at noon on Sunday 16th September 2018. My family felt unsafe and intimidated by the amount of people camping and homeless. There were tents in boarded up shop fronts, a staf breed dog that was tied up next to a tent under the railway bridge attacked another dog. A man begging for work ran down the street verbally shouting at a member of the public who he deemed had looked at him incorrectly " you fu#king c#nt, do you want it" my 6 year old felt unsafe as did my wife and myself. Whilst i empahise that some people are homeless due to unfortunate circumstances, many of the homeless people in the highstreet were clearly drinking and intoxicated on drugs. The language was appalling and they were arguing with the police. We will not be returning to Southend any time soon. My daughter thinks Southend High Street is a camp site for scary people.
17-Sep-18	I am emailing you as our lovely town once is no more , people off Southend are fed up with been scared to go in town I speak for many many people , drunks why have is a not drinking policy in , drugs and now camp site yes tents is this aloud if so I get people to pitch up , what the hell does it look like I no snob I worked hard and my husband family friends , why arent you doing nothing but turning a blind eye , my be you should go Rayleigh chelmsford Basildon yes not there lovely high streets , please please sort it out , as people ant going take much more if you read face book
17-Sep-18	My family and I have been visiting Southend for many years and after Saturday night I will sadly never be returning. My husband and I went for a meal along the high street and I have never had so many homeless approach me begging for money in my life. Literally every 2-3 minutes. They are very intimidating and made us feel extremely vulnerable. There are numerous tents along the high street homing them! I would not be happy for any of my children walking past this. It has totally lowered the tone of what used to be a lovely town. I simply cannot believe the council are letting this go on.
19-Sep-18	To whoever it may concern. I have over the past few months noticed a marked increase in the amount of rough sleepers in Southend High Street which has altered the feel of the Town centre. Today whilst walking through the Town people appear to be putting down roots with the emergence of a number of tents arriving. Can you reassure me that something is being done to address this as it's hardly a great advert for the Town or making an atmosphere where people are likely to enjoy their experience on coming to Southend. Regards

19-Sep-18	<p>I am contacting you as a very worried resident of Southend On Sea. I have lived not far from the town centre for the last 3 years. Today I went in to the town to do some shopping which I do not do that regularly these days as the last time on a Saturday a few weeks prior I was in the town with my husband, we both felt that uncomfortable about the amount of obvious beggars and shifty looking people watching others movements that we both decided it would be safer for us to shop elsewhere. Today on entering the town from the forum side road I counted a male and female under the bridge in the town with signage stating their homelessness, laying not far from them outside the abandoned pound store was someone in a blue sleeping bag, just over the crossing outside Mc Donalds a women with a duvet over her arm asked me for change, then swore as I said no, just over from her was another man approaching a couple with a toddler in a buggy asking for money and standing outside Greg's was another young man without shoes only socks, and outside Marks and Spencer was what was obviously the belongings of homeless people. I went in to Marks & Spencer and on coming out a few moments later I saw another obvious begger, I had only been in the town a matter of 10 minutes and I was that alarmed and fearing for my own safety, that I totally forgot what I went in to purchase. I decided I would leave without going in to any other shops. I was even worried about using my mobile phone. I love Southend On Sea, I love what it has to offer but I fear that before long the town will become a ghost town as people will avoid the town, I know my extended family do. I am one resident who used to travel from Benfleet when I lived there to shop on a Friday with my sister, but this is something we do not do in Southend anymore, the town has lost it's appeal. Who wants to go in to a shopping area to be constantly approached by beggars asking for money? It is off putting. I have young teenage boys and I would not feel happy at the thought of them going in to the town for anything. My oldest is 19 and three weeks ago my husband went with him to the bank when he needed some money, as we both felt it was unsafe for him to go alone. My husband and I are very concerned of the worsening problem of homelessness and begging in and around Southend. We have seen with our own eyes tents even on the Cliffs. If we have seen it then visitor's to the area must also see it. This must be damaging for business and also for people wanting or considering to live and work in the area. My home was also burgled by a homeless person just after we moved in, back in July 2015 whom also used violence towards my child which he went on to serve a 3 and half year prison sentence for. My son has been mentally damaged by this as he was only one week in to his 16th birthday and he had to undergo extensive therapy. We should feel safe in our home and area that we chose to live. Regards very concerned residents of Southend.</p>
19-Sep-18	<p>What plans do the council have to clean up southend high street and make it accessible to people. It is no longer safe to take children to because of the anti social behaviour and homelessness. The place is a complete mess and has been let to run into the ground. There must be a plan to make the place more attractive to people, put in anti social behaviour orders to the beggars and move them on (if you keep doing this they will get bored), clean the streets, increase police presence, put in some trees/plants, put in CCTV and have a zero tolerance policy so prosecute all people for all offences. Support the local traders, open up the empty shops to market trader type markets so they can be used all year round, change it weekly to have different thing items on sale - clothes, food, furniture, jewellery, art, toys etc. It allows start ups to try their trade before committing to shops etc and will bring people back into the high street (you want to start with the local people who stay away).</p>
19-Sep-18	<p>I am sure you are aware of the situation that you have in Southend High street with the homeless, and I commend you on the help that is given by this Borough. What I am writing for is that I feel intimidated and unsafe to enter Southend in the evening time. I believe you have patrols in which I have never seen. I have been inundated with the homeless asking for money as I walk down the high street and feel quite vulnerable. I do not stand alone in this, as most of the community I speak to feel the same. I understand you are doing your utmost and as I said in the beginning I commend you. But I also feel you have a duty of care to the tax payers who would like to use Southend and feel safe without intimidation. I don't know the answer to this, but I thought it was a duty of mine to express how people are feeling about this awkward situation.</p>
24-Sep-18	<p>I just wondered if the problem with the high street being scattered with beggars is ever going to be addressed.? We had friends down from Scotland and they were astonished with the state of Southend high street. You the council seem to accept that two tents camping is acceptable. At what figure does the amount of tents become unacceptable ?? Should you not be helping these people ??</p>
08-Oct-18	<p>I have lived in Southend over 35 years and have seen the complete destruction of the high street. So many drunks, homeless and undesirables been allowed to take over the town centre. It's a disgrace. Without the great work done by the owners of Adventure Island and others there would be no reason for anyone to visit Southend.</p>
09-Oct-18	<p>I'm unsure of the heading of this complaint but I've opted for this one. I occasionally go into Southend high stree as I believe it's lack of shops is beyond belief. I've lived in Southend for 60 years and have noticed the general decline of behaviour around southend. However, my relatives from Sheffield were visiting for the weekend and wanted to come to town. I was disgusted and extremely embarrassed at the amount of 'homeless' people living in shop doorways, approaching the public for money, some of them quite abusive!! It's very intimidating for myself and others! Please, please address this problem as Southend-on-Sea is becoming to be known as a 'no go' area not the wonderful seaside town I remember.</p>
23-Oct-18	<p>Community Services - Homeless patrol has made the customer feel so much safer. They are so well mannered and polite. They have really helped the high street and the customer wanted to commend them</p>
26-Oct-18	<p>The Town It seems that this council has forgotten about our once great town centre in favour of the sea front. I read that millions are being devoted to it. Then we have the debacle of the parking meters to add to the misery of our few visitors. The centre is a disgrace, homeless people in doorways, litter, empty shops, people openly and threateningly begging plus in the evenings thugs., drunks and drug addicts. How the council can even think about spending more money on the sea front is a mystery. Or is it? I won't drive to Southend any more, if I go to the cinema I go to Basildon where there is free parking, if I need shops I go to Rayleigh, a lovely little town, for larger shops I go Westfield, an easy train journey. I don't feel safe in Southend now, either in the day or the evening. Last time I went there there was a drunken scuffle with no Police to be seen. They are probably scared too. There should be a rethink on this new venture, put some money into the centre, it needs it otherwise no one will come anymore. Not everyone wants arcades and fairground rides and parking is a big issue both in the town and on the sea front.</p>
29-Oct-18	<p>I write to inform you Southend high street is becoming unsafe for me to use daily. I have to pass through the town centre before I get to Southend central. Every day I get stop by homeless people asking me for money. Recently I get stoped a least four times a day. Please can the council put in place a method if one is not already in place. I do not have money on me, but I feel I might be attack one day!! Which is not a good feeling? I look forward to hearing from you Kind regards</p>
17-Apr-19	<p>I have been to Southend on sea with my family and we have been into town and and we have seen men and women begging people for money and they kept begging us for money. We go there go there for s lovely holiday and we bump into beggars It's not fare and it should be band and illegal to beg money and even sitting there playing instruments with something to get money in It's absolutely discussing and so awful. You and the police should do something about it all. The beggars were asking us for money and we have a child under 16 to look after He's 9 and it's should be band and they should be put away for going it all. Must of them beg money for alcohol and drugs and it's not applicable it's shouldn't he happening at You and the police should stopping it all and arresting them and putting them away every beggars and people who stand or sitting in town begging or playing instruments and having boxes or caps or something to get money in It all should be stopped it should be happening. We go to Southend on sea quite a lot and we see all the beggars. And they ask us fir money and it should be stopped you and the police should doing something about it. He's rude if them.</p>
26-Oct-18	<p>Vagrants What is becoming of this once nice clean town Ive lived here 12 years and now its more like a doss house with the high street more like e cardboard city and every few feet you are accosted by someone asking for money some i must say are very polite other swear at you . Today I was asked for money even in the car park of supermarket and then in the grounds of our flats i had to ask one to leave his language was not great I realise that some are homeless through loss of job income but most seem to be through drugs drink etc. A few weeks ago I was sitting near where i live on the cliffs and was asked if id like some drugs which being of an advanced age thought quite funny (i told him to go) I went for a walk along the cliffs with my granddaughter aged 12 who said can we go back am scared there were lots vagrants Drinking and being quite loud . This is a seaside town part reliant on tourists but it seems the council are not doing anything , the police cant do anything what is going to become of this town . Its bad enough with shops closing without this. Needles being cleaned off street dirty bedding left all day to be honest let someone take responsibility for this mess and not pass the buck on. The council has been elected to look after this town make it safe and a place that people will be proud to live in.</p>

05-Jun-19	Begging I have complained before about the beggars in the High street but it seems to be getting worse. I know that most of them have homes and have seen them out in their cars. I also know that some of them are on approx £200 a day. I am fed up with being accosted by these people asking me for money and I think it's about time the Council did more to get them off the streets. One idea would be on the spot fines , I'm sure there are bylaws to enforce that.
24-Apr-18	Don't get the bunting! What's there to celebrate? Place is a sinking cesspit of depravity and dangerous criminal dive! Everytime I go near it I have to encounter characters out of a Dickens novel hobbling towards me with their begging hands out like walking zombies
19-Aug-18	Unfortunately there are too many bedsits and doss houses around Southend. Myself and my husband stopped going to Southend some 10 years ago because of the type of people that hang about in the town centre!!! We will only go to Leigh Broadway or Chelmsford, Southend Borough Council you need to take a leaf out of their book as they have got the balance right. Southend is not a nice place to be with people swearing, smoking drugs, begging, being violent, and abusive.
28-Dec-18	My partner twisted her ankle on the pothole outside pizza express. I wonder why nobody goes into the town centre anymore it's disgusting. You pay £2 to park you get stopped by people begging and fall down holes in the road.
14-May-19	I been to Southend town, last week at 2pm to 4 seen a so people begging and drunk/drug, put people off from shopping in the town, and some of the shop owners and staff not happy, is there a way we can reclaim the town from them.
16-May-19	Problem is Southend Council build small parks whilst other Councils build large parks people want to go to, This park is a great idea, but as ever with this Council poorly executed. Not big enough to cater to all disciplines so wheeled sports will still go where they can. Deal with it, Not like the high street has shops, and better people use it for something other than begging.
29-Nov-18	Hello Southend Council,. Great, Don't give yourselves credit for Leigh; instead how about making Southend and Westcliff happier places to live by cutting down on begging, crime, high rates and parking homelessness, and vandalism? If I see anyone damaging my car again there will be serious violence. What can/will you do about all the crime?
Nov-18	I was in town yesterday, I saw a few policemen walking up and down the high street, but I still saw people begging. Even beggars going up to people asking for money, although it did seem a bit quieter than normal, but that's it.
05-Sep-18	Although good that it will help with genuine homeless people sleeping rough, this will have zero effect on them harassing people up and down the high street during the day.
05-Sep-18	They did not want to be homeless speak to the homeless that are happy begging most of the time there are six charities feeding them free food This is keeping them on the street
18-Sep-18	Remove the rough sleepers and kick the beggars out of town, bring in more markets.. Antique and such. Make it a place you want to visit not avoid.
28-Sep-18	Well Said. It's just legitimatisation of begging, aggressive door knocking and low level vandalism and it saddens me to see the Council encouraging it.

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Southend-on-Sea Borough Council

Agenda
Item No.

21

Report of Chief Executive

To

Cabinet

On

8th July 2019

Report prepared by: Alison Griffin, Chief Executive

Reconfiguration of corporate management

Policy and Resources Scrutiny Committee

Cabinet Member: Leader

Part 1 (Public agenda item) with the exception of Appendix 3 (confidential and not for publication by virtue of paragraphs 1, 2 and 4 of Part 1 of Schedule 12A to the Local Government Act 1972)

1. Purpose of Report

Through the adoption of the Southend 2050 ambition, themes and outcomes in December 2018 and by strengthening the timeline at Cabinet on 25th June 2019, Councillors have set out an ambition programme for the Borough with a clear commitment to:-

- Improving Housing
- Tackling health inequalities
- Enhancing Southend's environment
- Improving skills
- Proactively managing the street scene
- A commercial approach
- Financial sustainability

The 2050 ambition and outcomes are challenging and for delivery to be successful a different culture will be required in the organisation. We will need to work differently and additional capacity will be needed to move these significant agendas forward with our residents, businesses and partners, at the same time as improving service delivery in the 'here and now'.

This report sets out proposals for a reconfigured corporate management structure which will:-

- Signify and underpin the cultural change required
- Drive the positive change that is necessary
- Provide the capacity needed to meet Councillors' ambitions and the desired increase in pace of decision making and delivery

2. Recommendations

- 1. That the reconfigured corporate management structure to spearhead the cultural transformation and increase capacity to deliver Southend 2050 outcomes be agreed as set out in sections 3.6 – 3.14 of this report.**
- 2. That the new reporting lines for third tier officers as set out in the report be agreed.**
- 3. That consultation be undertaken with the officers affected in line with employment law and the Council's HR policies.**
- 4. That the arrangements for individual officers as detailed in Appendix 3 (Confidential Part 2), be agreed**
- 5. That external recruitment is arranged for the vacant Executive Director posts.**
- 6. That as part of the Council's commitment to developing its own talent, the vacant Director posts are advertised on an internal basis initially, and only if posts remain unfilled would the Council go to market.**
- 7. That the Chief Executive, in consultation with the Leader, be authorised to make further adjustments to the corporate management structure following the consultation process.**

3. Background

Rationale – why now

- 3.1 The current configuration of the Corporate Management Team was adopted in September 2018. The landscape has shifted significantly since then:-
- The Southend 2050 ambition has been adopted by Council and reviewed by the Joint Administration
 - Swan Housing has been agreed as the partner for developing Queensway
 - The Housing and Homelessness strategy has been agreed and includes a clear expectation that the Council will play a full role in market intervention and the supply of social and key worker housing, alongside reducing the likelihood of homelessness
 - A cross-Council approach has been implemented for managing operations across the Borough during peak summer and winter months
 - The national and regional landscape in health and social care (children's and adults) has increased in complexity and all authorities have seen an unprecedented rise in demand

- A partnership approach to tackling violence and vulnerability has been introduced to address the challenges of County Lines and child criminal exploitation and the exploitation of vulnerable adults
- Children's Social Care and Special Educational Needs & Disability (SEND) Services have been improving but need to strengthen further in order to achieve the highest outcomes for children and their families
- Health visitors have come back in-house as part of the 0-19 health offer
- Localities are developing to ensure residents can live healthy lives in thriving communities
- The NHS Sustainability and Transformation Plan (STP) has been referred to the Secretary of State
- A growth budget supporting the key priorities and outcomes has been set for 2019/20

3.2 Based on staff feedback and engagement the Council has adopted the set of values and behaviours that we need to demonstrate individually and collectively if we are to deliver the Council's Southend 2050 ambitions and outcomes with our partners. Corporate management have a critical role, with Councillors, in role modelling the values and behaviours in order to achieve the culture shift required. In addition, three Director posts have been covered by interims for some time and a more permanent arrangement is required.

Approach to organisational design

3.3 Given the context and the move to being an outcome focussed organisation, the days of a wholesale restructure which lasts for years is over. Instead the Council's officer structures need to be flexible and able to scale when necessary so that resource and skill flows to where the work and system demands. As a result the structure of corporate management will need to adapt in an iterative way if strong leadership is to be demonstrated, positive change driven, innovation encouraged, outcomes delivered with partners and risks managed appropriately. Designing the structure so it can adapt in an iterative way is also advantageous in that it makes it more resilient when officers move on.

3.4 The structure also needs to be designed to facilitate collaborative working and relationship building. This means recognising that matrix management across functional areas, convening, leading and coaching multi-disciplinary and agency teams will be the norm and therefore a required skill set for corporate management.

3.5 Given the current culture, working practices and structures, the challenges that need to be addressed are:

- Shifting from a traditional hierarchy with organisational layers of between 6-10 layers
- Lowest appropriate delegation level of decision making – made by trust/capability/risk not by seniority
- Moving from a rigid resource pool to a flexible one
- More focus on organisational/collective priorities rather than silo priorities
- More focus on empowerment and accountability
- Simple, fast and effective governance
- Ensuring co-design, innovation and agility are embedded as a default

A set of organisational design criteria will be used to ‘test’ proposals going forward. These are included in the table below.

Criteria
Establish consistency in layers and spans of control
Future design/shape of teams will: <ul style="list-style-type: none"> • Align behind 2050 delivery • Maximise innovation and technology • Use co-design and collaboration as a default (e.g. citizens, partners, members) • Build in flexibility and agility • Use a strength/asset based approach • Apply learning and research from others
Apply organisational layers between 4-6
Apply organisational spans of control between 4-8 (this might be higher depending on the nature of the work e.g. high volume, transactional functions may be as high as 20)
Push decision making to the lowest/safest level
Apply groupings to mirror job families e.g. Strategic, operational etc (we will need to revisit these headings when the job family project is revisited)
Encourage self-managed teams and matrix management

Proposals

3.6 Given the desire of both Councillors and officers to drive this positive change for Southend-on-Sea at pace and with others, it is critical that the Council has the appropriate senior management capacity with the range of skills, mind-set, outlook and expertise needed to lead the outcome delivery phase. It has become clear that the current configuration of the Deputy Chief Executive posts is too wide ranging to provide the consistent strategic leadership capacity required on the major agendas councillors wish to see progressed. As a result we have had to use a mixture of consultants and interim arrangements and this is not sustainable or desirable for any prolonged period of time. The intention is to regroup responsibilities in the following ways to address this concern, providing the Council with the opportunity to attract talent and flatten the managerial hierarchy where appropriate:

3.7 **Deputy Chief Executive, Executive Director (Growth and Housing)** will be the strategic lead on growth for the Town, with a focus on regeneration partnerships, housing development and management, infrastructure and making the most of council assets to regenerate the Town. The Council is clear that it wants to see infrastructure led regeneration and an increase in housing supply that benefits and includes all residents and makes Southend a great place to live and work. So alongside this, this role will drive the skills agenda to increase employability and income levels for residents whilst meeting business needs.

The Deputy Chief Executive, Executive Director (Growth and Housing) will be responsible for housing, regeneration, business growth, planning, transport, infrastructure and skills. This role will be the strategic officer lead with South Essex Homes and registered providers, businesses, developers, colleges, universities and Transport East, and will be designated the Deputy Chief Executive.

3.8 **Executive Director (Neighbourhoods and Environment)** will be the strategic lead to ensure effective day to day operational arrangements and partnerships are in place to ensure the town is safe, clean and moving. Residents (and Councillors) want to see a greater focus on the public realm so they can take pride in their neighbourhoods and protect Southend's environment. This role will lead their teams by using the latest technology and seamless coordination to manage our summer and winter peak pressures as well as the daily street scene. This role will also take a strategic lead to ensure residents and businesses are safe through a proactive approach to licensing and enforcement from Private Sector Landlords to the food industry.

The Executive Director (Neighbourhoods and Environment) will be responsible for community safety, street cleaning, waste and recycling services, pollution issues, highways, parking, parks and open spaces (including crematorium and cemeteries), regulatory services including private sector housing, town centre management and CCTV. This role will be the strategic officer lead with the police, fire, private sector landlords, the business improvement district and other location based business associations.

- 3.9 **Executive Director (Children and Public Health)** will be the strategic lead on adopting a strengths based approach to children and public health services, recognising the importance of universal services to improving outcomes and working in partnership across systems to deliver outcomes for children and families. The biggest impact public health can have on our communities is with our children and young people and this combination of services will enable our 0-19 integrated approach to health services to become fully integrated with other services for children. This increased strategic capacity will also help to continue to drive the further improvements needed in children care services and SEND services in order to deliver the outstanding outcomes for children that Councillors would want to see.

The Executive Director (Children and Public Health) will be responsible for children services, youth offending service, learning and education, early years, SEND and public health. This role will be designated the statutory Director of Children Services (DCS), and will be the strategic officer lead with Schools, Children Centres and health services for children.

- 3.10 **Executive Director (Adults and Communities)** will be the strategic lead on adopting a strengths based approach to adult and community services recognising the importance of universal services such as culture and leisure to improving wellbeing and quality of life for the adult population. This role will lead the Council's work alongside communities and provide the appropriate support through their leadership for communities to thrive and be resilient. The role will lead our work with the NHS and Voluntary Sector to embed and manage localities (community based health, care and wellbeing services). This role will also be responsible for ensuring incidents of homelessness are minimised.

The Executive Director (Adults and Communities) will be responsible for adult social care, integration and partnerships, homelessness and social inclusion, cultural offer including leisure, libraries, museums, art galleries and music. The role will be the strategic officer lead with health, cultural partners and the voluntary and community sector and will be designated the statutory Director of Adult Social Services.

- 3.11 **Executive Director (Finance & Resources), Executive Director (Transformation) and Executive Director (Legal & Democratic Services)** roles will remain unchanged except their titles will change from Strategic Director to Executive Director. The Director for Digital Futures will now report to the Executive Director (Transformation) to ensure the Town's and Council's transformation takes full advantage of the opportunities technology can bring to the way services are designed and the Council does business.

- 3.12 The seven Executive Director roles with the Chief Executive will form the corporate management team, providing the managerial leadership for Council officers. They will be expected to take a corporate lead on creating the conditions and culture for outcome delivery as well as lead their services. They will role model collaborative working through building effective relationships and strategic connections within and outside the council. The increase in capacity will mean that all Executive Directors will be expected to work effectively with Whitehall, regional and national agencies and partners to secure investment, spot and implement opportunities for joint working and leading edge practice which benefits Southend residents and businesses. They will also be in a better position to manage risk more effectively.
- 3.13 **Director and Heads of Service roles** - given the above proposals and the organisational design criteria it will become more common place to have a range of grades reporting into a manager, this is part of moving away from a rigid hierarchical structure to a flatter more flexible one. It will also ensure some of the key operational services such as highways, open spaces and street scene are closer to the senior management team. It will be essential that all managers have the ability to lead and manage across traditional service and organisational boundaries, working in an agile way that encourages staff to innovate and take managed risks.

In considering Southend 2050 and Councillors' priorities it has become clear that we need additional capacity at a director level for both Housing and Property if we are to deliver the outcomes. Therefore it is proposed that a Director of Housing Development is created, responsible for Housing strategy and delivery and reports to the Deputy Chief Executive, Executive Director (Growth and Housing), and a Director of Property and Commercial is created responsible for strategic use of council assets to assist with the housing challenge, corporate landlord function, major projects and commercial property portfolio to generate return for investment in services, reporting to the Executive Director (Finance & Resources).

- 3.14 Having worked with residents to articulate the 2050 ambition, the Council requires additional senior capacity aligned to the values and behaviours to ensure outcomes are now delivered. These proposals will require additional investment over time but are critical if the Council is going to put itself in the best position to realise resident, business and Councillors' ambitions. Southend-on-Sea Borough Council through sustained and prudent financial management over many years has put itself in a position where it can invest in priority areas now to make a real difference for the town.

4. Other Options

- 4.1 No changes are made to the current corporate management arrangements. The risk in this option is that the two deputy chief executive roles become increasingly unwieldy and will increase risk exposure both for the Council and individual post holders.

- 4.2 Councillors identify a different set of roles to increase the senior leadership capacity of the organisation. The Chief Executive as Head of Paid Service would need to be satisfied that these roles would enable the Council to deliver the outcomes, manage risks effectively and meet its statutory requirements.

5. Reasons for Recommendations

- 5.1 The recommendations enable the proposals and rationale for the proposals set out in section three of the report to be implemented. The recommendations will ensure, provided the Council is successful in recruitment, to deliver Councillors' priorities and manage high risk services more effectively.

6. Corporate Implications

6.1 Contribution to the Southend 2050 Road Map

As set out above in section 3.

6.2 Financial Implications

1. If the new posts within the Corporate Management reconfiguration proposal are recruited to in the latter part of 2019/20 then there is likely to be a net cost of up to £50k including all oncosts, which can be funded by the Councils 2019/20 contingency. The full year net cost of the Corporate Management reconfiguration proposal is likely to be around £300k in 2020/21 and around £370k in 2021/22.
2. These costs include all relevant oncosts and will vary slightly between years dependent upon internal recruitment and the 90% development rate applicable to all senior management posts. The funding for 2020/21 and latter years will be part of the annual long term budget setting process and compensatory savings will be identified including a reduction in consultancy and interim use.
3. The permanent recruitment to the proposed senior management structure will allow for the release of interim agency use and consultancy use alongside various internal interim and acting up arrangements. In addition, the increased senior management capacity will mean that key strategic projects such as Better Queensway will be overseen by this cohort and therefore will not require equivalent senior capacity. However, specialist advisers will still be required as and when necessary to progress these vital strategic projects.
4. Overall it is likely that that this approach could release savings in interim agency and consultancy staff in the region of £100k to £125k pa. In addition, it is estimated that the senior management time that will need to be dedicated annually to the delivery of the Better Queensway project alone would be in the region of £55k to £65k pa. The proposed additional senior management capacity will therefore allow the appropriate senior management time allocation to these strategic projects. As permanent recruitment progresses the relevant cost reductions will be managed

through the routine in year budget monitoring and the annual long term budget setting process.

5. The proposed reconfiguration will also enable a pace for change and the pump priming investment in respect of the Southend 2050 Ambition and should allow for earlier assessment and delivery of various investment/disinvestment proposals to support the required outcomes for the Town.
6. In addition the proposal will lead to a financial strain on the pension fund of above the £100k threshold that will require a Full Council decision. This one-off cost can be met from the Business Transformation Reserve.

6.3 Legal Implications

Employment law requires consultation with the officers affected by these proposals. The Officer Employment procedure Rules in Part 4h of the Constitution (which incorporate the provisions of the Local Authorities (Standing Orders) Regulations 2001 and 2015) require the appointment of Chief Officers to be dealt with by the Appointments & Disciplinary Committee.

6.4 People Implications

As detailed in **Appendix 3** (Confidential Part 2) there will be a change in role for some current Directors and these will be considered through the HR processes in consultation with the individuals and Trade Unions in line with Council policies. Recruitment of the vacant Executive Directors and Director posts will commence once this structure is agreed.

6.5 Consultation

Initial conversations have taken place with those staff directly affected by these proposals and the senior leadership group of the Council has been briefed.

Further consultation with staff and trades unions will commence following Cabinet's consideration of the proposals.

6.6 Equalities and Diversity Implications

The Council's HR policies that will be used to drive the implementation of these proposals have been subject to a full Equalities analysis.

7. Appendices

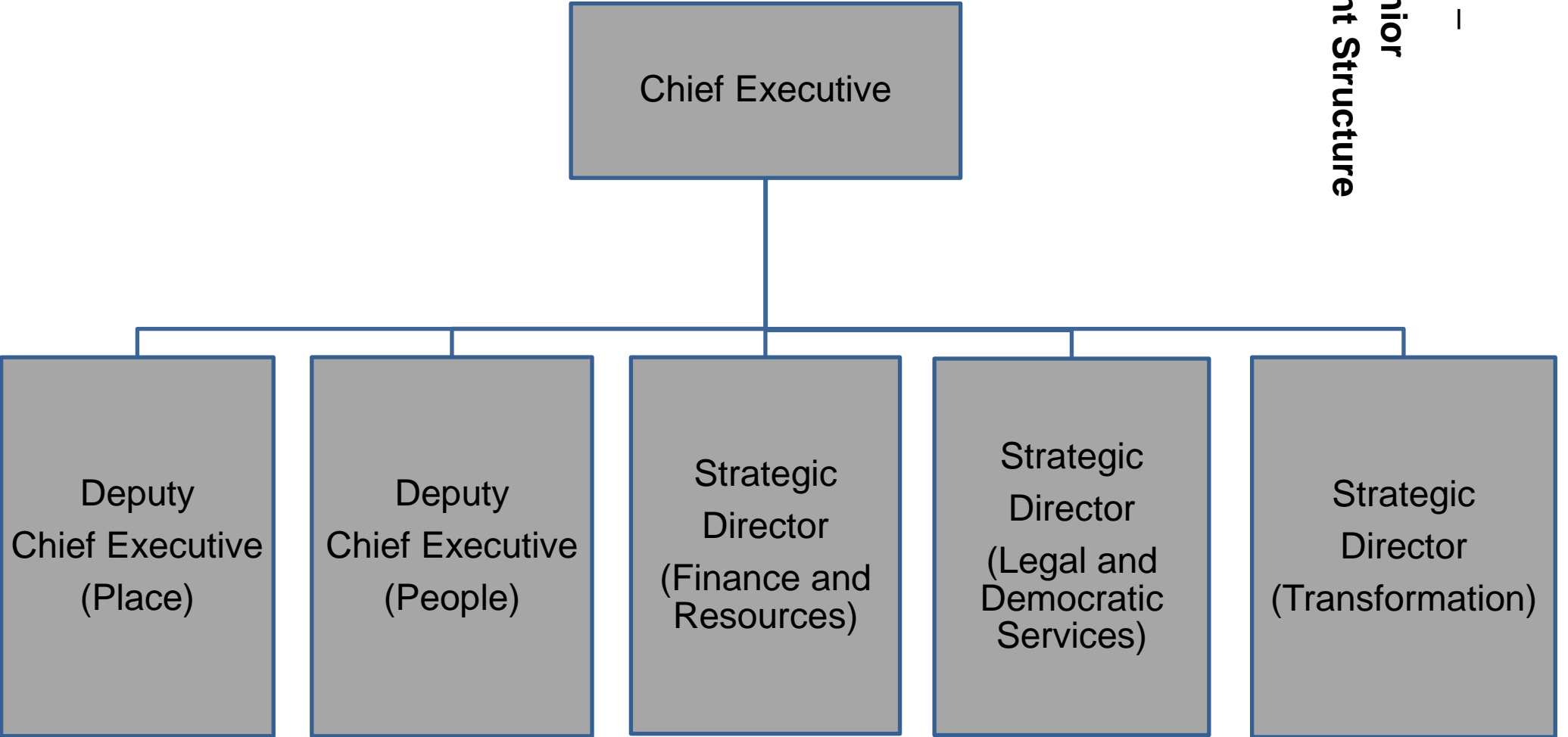
Appendix 1 – Current Senior Management Structure

Appendix 2 - Proposed Senior Management Structure

Appendix 3 - (Confidential Part 2)

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**Appendix 1 –
Current Senior
Management Structure**



Deputy Chief Executive
(Place)

580
Director of
Regeneration
and Business
Development

Director of
Planning and
Transport

Director of
Digital Futures

Director of
Public Protection

Director of
Culture,
Tourism and
Property



Deputy Chief Executive
(People)

Director of
Learning

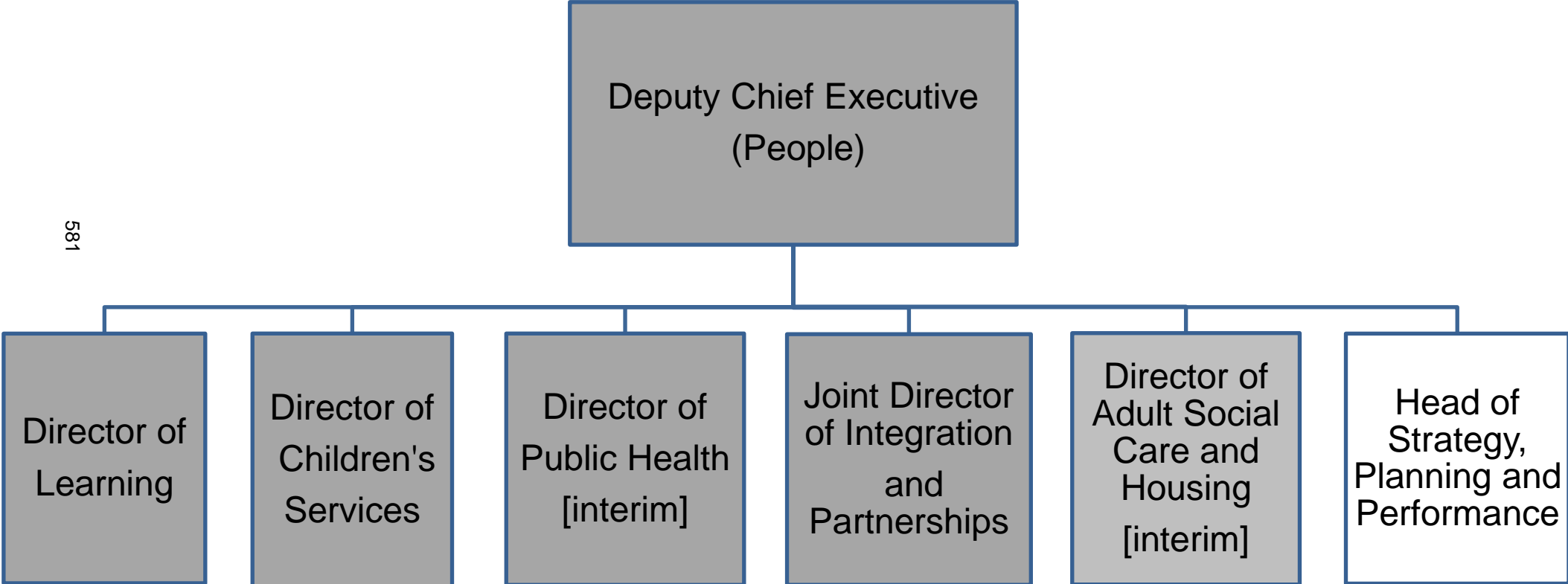
Director of
Children's
Services

Director of
Public Health
[interim]

Joint Director
of Integration
and
Partnerships

Director of
Adult Social
Care and
Housing
[interim]

Head of
Strategy,
Planning and
Performance



Strategic Director
(Finance and Resources)



582
Head of
Corporate
Property and
Asset
Management

Head of
Corporate
Procurement

Group
Manager
Revenues

Benefits
Service
Manager

Group
Manager
Financial
Planning &
Control

Head of
Corporate
Finance

Head of
Internal
Audit

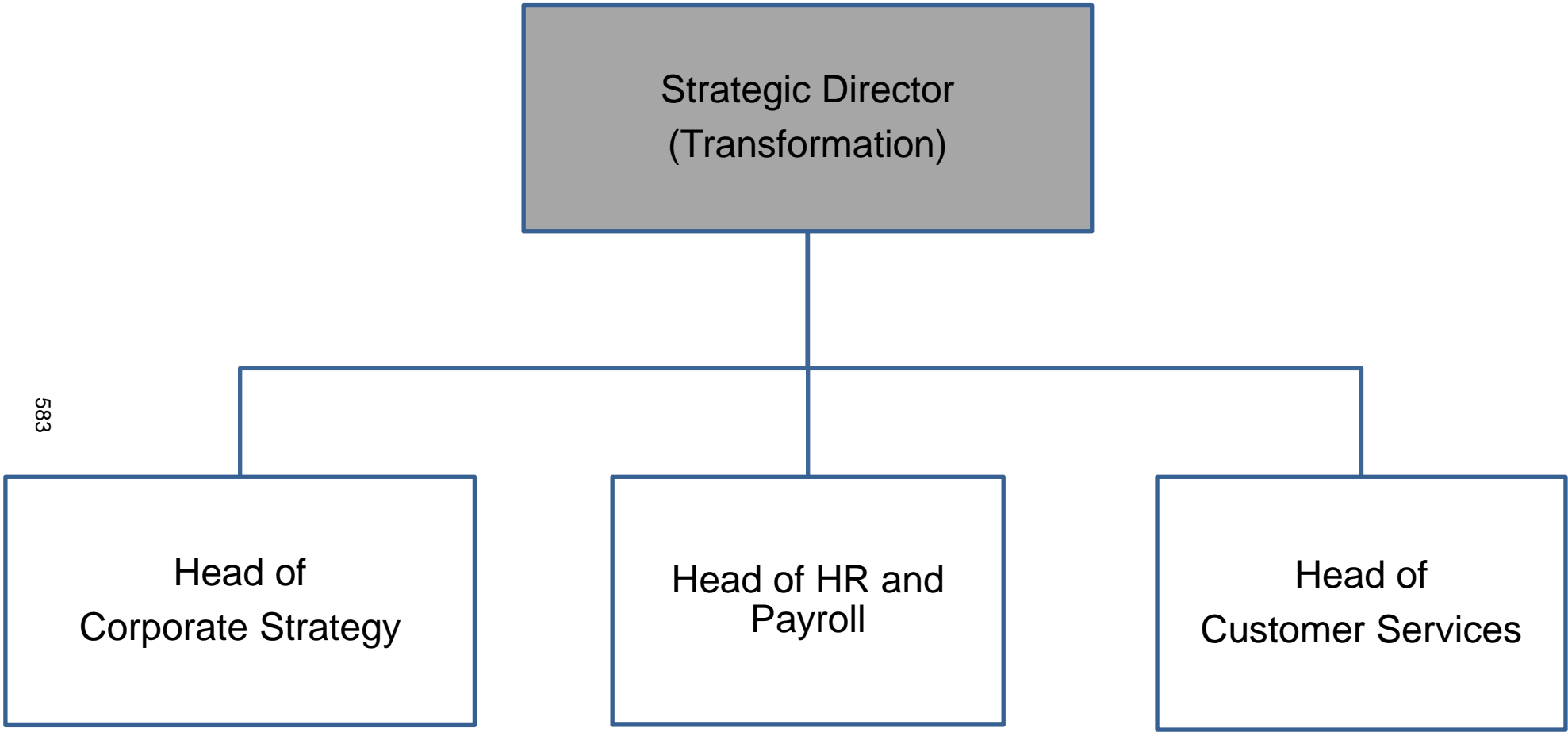
Strategic Director
(Transformation)

Head of
Corporate Strategy

Head of HR and
Payroll

Head of
Customer Services

583



Strategic Director
(Legal and Democratic Services)

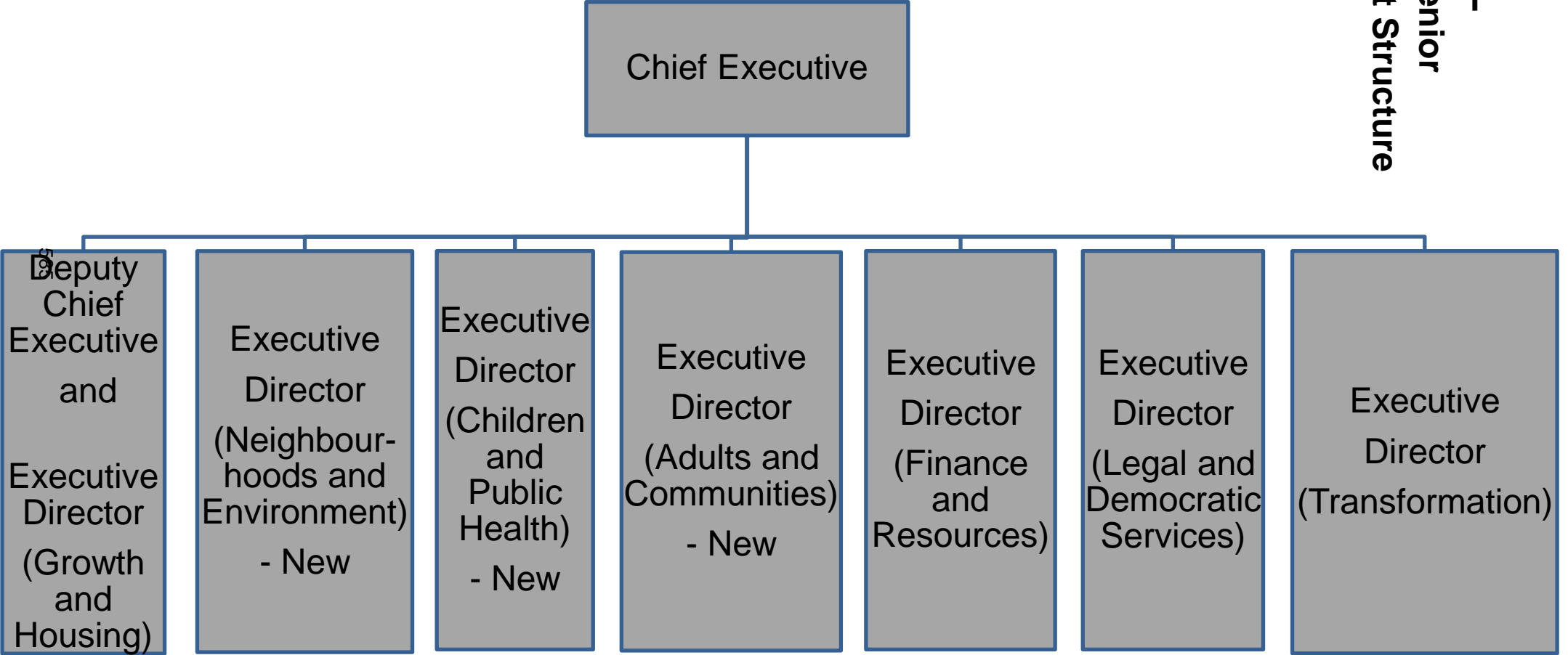
584
Head of Democratic
Services

Assistant Director
Legal Services
(General)

Assistant Director
Legal Services
(Social Care and
Education)

Resilience Manager
(Emergency Planning
and Business
Continuity)

**Appendix 2 –
Proposed Senior
Management Structure**



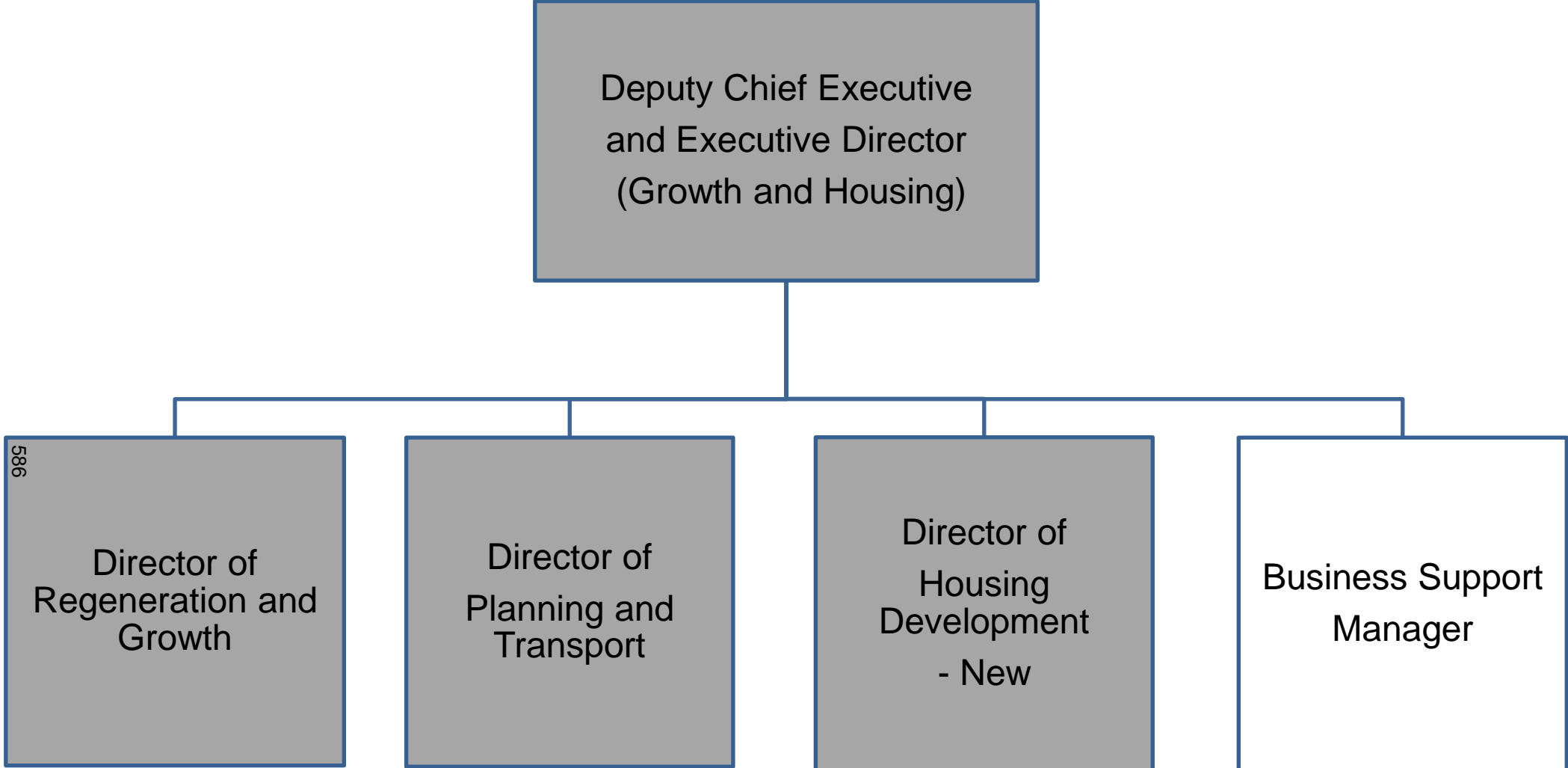
Deputy Chief Executive
and Executive Director
(Growth and Housing)

586
Director of
Regeneration and
Growth

Director of
Planning and
Transport

Director of
Housing
Development
- New

Business Support
Manager



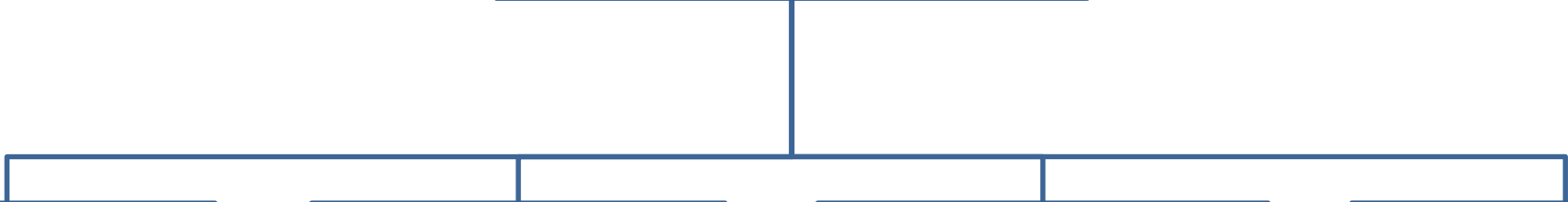
Executive Director
(Neighbourhoods and
Environment)
- New

587
Director of
Public Protection

Head of Traffic
Management
and Highways
Network

Head of Waste,
Env. Care and
Street Cleaning

Head of Parks
Open Spaces,
Cemetaries and
Crematoriums



Executive Director
(Adults and Communities)
- New

588
Director of
Integration
and
Partnerships

Director of
Culture and
Tourism

Head of
Adult
Social
Care

Head of
Adult Mental
Health
and Principal
Social Worker

Head of
Business
Support

Head of
Service
Innovation,
Development
and Design

Head of
Housing
and Social
Inclusion

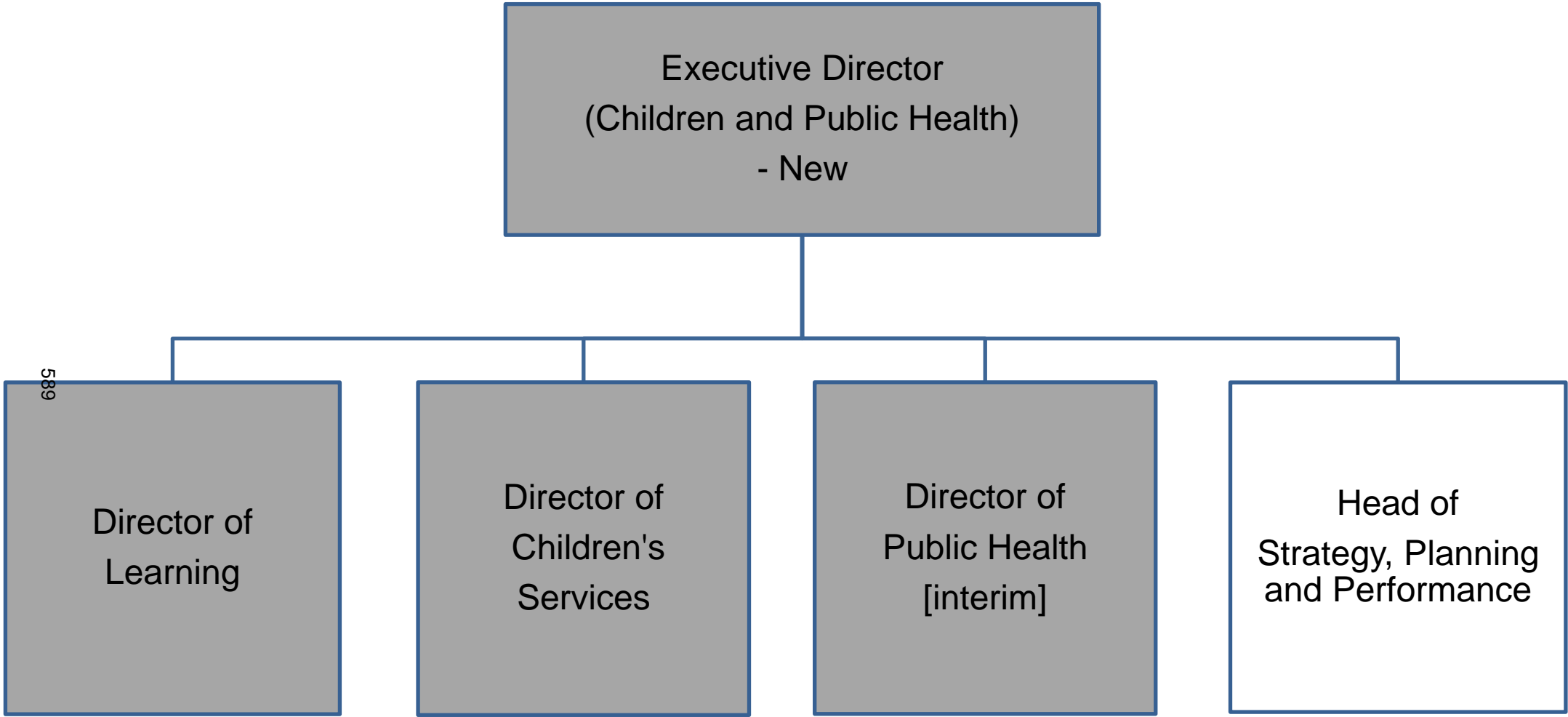
Executive Director
(Children and Public Health)
- New

589
Director of
Learning

Director of
Children's
Services

Director of
Public Health
[interim]

Head of
Strategy, Planning
and Performance



Executive Director
(Finance and Resources)

59
Director of
Property
and
Commercial
- new

Head of
Corporate
Procurement

Group
Manager
Revenues

Benefits
Manager

Group
Manager
Financial
Planning

Head of
Corporate
Finance

Head of
Internal
Audit

Executive Director
(Transformation)

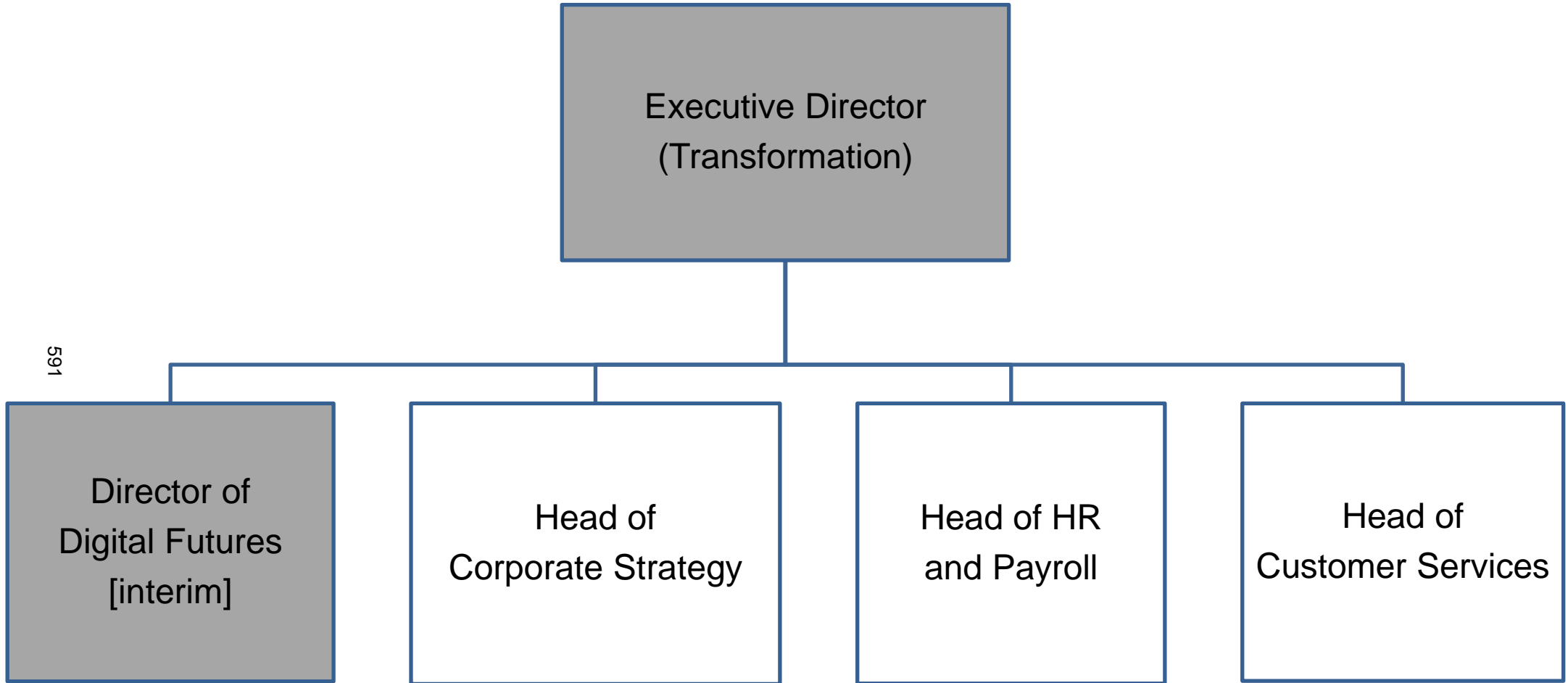
591

Director of
Digital Futures
[interim]

Head of
Corporate Strategy

Head of HR
and Payroll

Head of
Customer Services



Executive Director
(Legal and Democratic Services)

592
Head of Democratic
Services

Assistant Director
Legal Services
(General)

Assistant Director
Legal Services
(Social Care and
Education)

Resilience Manager
(Emergency Planning
and Business
Continuity)

Southend-on-Sea Borough Council

Agenda
Item No.

22

Report of Strategic Director
(Legal & Democratic Services)

to

Place, People and Policy & Resources Scrutiny
Committees

On 8th, 9th and 11th July 2019

Report prepared by: Fiona Abbott

In depth Scrutiny projects and summary of work A Part 1 Agenda Item

1. Purpose of Report

- 1.1 For each Scrutiny Committee to agree the in depth scrutiny project to be undertaken in the 2019 / 20 Municipal Year.
- 1.2 The report also attaches some information about the work carried out by each of the Scrutiny Committees in the 2018 / 19 Municipal Year.

2. Recommendations

- 2.1 That the Scrutiny Committees select the topic it wishes to undertake for in-depth study in 2019/20.
- 2.2 To note the information attached at **Appendix 3**, the summary of work of the 3 Scrutiny Committees during 2018 / 2019.

3. In depth scrutiny projects

- 3.1 Involvement with in-depth studies enables Councillors 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 3rd June 2019 (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 2012 is attached at **Appendix 2**.
- 3.4 Sometimes there is one in-depth study conducted by two Scrutiny Committees. This has happened in 2016/17 when there was a joint study by the Policy & Resources and Place Scrutiny Committees investigating the case for the case for additional enforcement resources for Southend and also in 2018/19 when there was a joint study by the Policy & Resources and Place Scrutiny Committees looking at re-imagining the Town Centre in the context of the vision for Southend 2050.

3.5 The **Southend 2050 programme** continues apace and it would again make sense to align each in-depth study to the 2050 ambition and outcomes to ensure that momentum continues. The following topics are suggested for each Scrutiny Committee:

(a) the People Scrutiny Committee could usefully undertake a project around inclusion and disability (themes - *safe & well; opportunity & prosperity*)

(b) the Place Scrutiny Committee could usefully undertake project around public transport (themes - *connected & smart*)

(c) the Policy & Resources Scrutiny Committee could usefully undertake a project around how the Council and Councillors communicate with local people and stakeholders (themes - *pride & joy*).

3.6 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).

3.7 Work undertaken by each of the Scrutiny Committees in the 2018/19 (attached at **Appendix 3**) is a summary of the work undertaken by each of the Scrutiny Committees in the 18/19 Municipal Year.

4. Corporate Implications

4.1 Contribution to the Southend 2050 Road Map - 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 Equalities and Diversity Implications – 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 2012

Appendix 3 – summary of work of the 3 Scrutiny Committees 2018 / 2019

**PEOPLE SCRUTINY PROGRAMME WORKING PARTY
(PROJECT TEAM)**

(NB: Committee members only)

Party	Members	Total 8	Substitutes
CON	Alan Dear Denis Garne Fay Evans	3	All
LAB	Margaret Borton Cheryl Nevin	2	All
IND	Anne Chalk Ian Shead	2	All
LD	Ashley Thompson	1	All

**PLACE SCRUTINY PROGRAMME WORKING PARTY
(PROJECT TEAM)**

(NB: Committee members only)

Party	Members	Total 8	Substitutes
CON	Alex Bright Kevin Buck Derek Jarvis	3	All
LAB	Laurie Burton Stephen George	2	All
IND	Anne Chalk Steve Wakefield	2	All
LD	Peter Wexham	1	All

**POLICY & RESOURCES SCRUTINY PROGRAMME WORKING PARTY
(PROJECT TEAM)**

(NB: Committee members only)

Party	Members	Total 8	Substitutes
CON	Meg Davidson Stephen Habermel Chris Walker	3	All
LAB	Matt Dent Helen McDonald	2	All
IND	Brian Ayling Ian Shead	2	All
LD	Paul Collins	1	All

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In depth Scrutiny projects since 2012

Since 2000, the Council has undertaken a number of in depth scrutiny projects and since 2012 has looked at the following areas:

- Re-imagining the Town Centre in the context of the vision for Southend 2050 – 2018/19 (Joint project Place / Policy & Resources Scrutiny)
- in context of vision for Southend 2050, what is the vision for young people which improves their lives and what are the pathways to achieve this ambition – 2018/19 (People Scrutiny)
- Maximizing the use of technology – 2017/18 (Place Scrutiny Committee)
- Connecting Communities to avoid isolation – 2017/18 (People Scrutiny Committee)
- 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)

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PLACE SCRUTINY COMMITTEE**Work programme 2018/2019 - evaluation**

During the 2018/19 Municipal Year, the **Place Scrutiny Committee** held **7** meetings and met on the following dates – 9th July 2018, 8th October 2018, 26th November 2018, 11th December 2018 (special meeting), 28th January 2019, 13th February 2019 (special meeting) and 8th April 2019.

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet and Cabinet Committee – the Scrutiny Committee considered **17 call-in items** from Cabinet and **2 call-in item** from Cabinet Committee. No items were called in from the Forward Plan. **Southend 2050** was **referred direct** to the Scrutiny Committee on 26th November 2018. **All items from the Cabinet meeting held on 17th January 2019 were referred direct** to the Scrutiny Committee on 28th January 2019. **1 item** from special Cabinet Committee meeting held on 6th December 2018 was **referred direct** to the special scrutiny meeting on 11th December 2018. **1 item** from special Cabinet meeting held on 4th December 2018 was **referred direct** to the special scrutiny meeting on 13th February 2019.

There were no items **referred up** by the Scrutiny Committee to Council for decision.

1 item was referred back by the scrutiny committee to Cabinet at its meeting on 28th January 2019 – Minute 639 (Parking & Civil Enforcement Policy)

Pre Cabinet items – there were no items considered by way of pre Cabinet Scrutiny in 2018/2019:

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 20th November 2018 (Minute 505 refers)
- **13** Questions from members of the public, responded to by the relevant Executive Councillors.

In-depth scrutiny project: In-depth Scrutiny study: "Re-imagining the Town Centre in the context of the vision for Southend 2050". Topic agreed at meeting on 9th July 2018 (Minute 112 refers). Project plan agreed by project team and then the full Committee on 8th October 2018 (Minute 339 refers). Updates to meeting on 26th November 2018 (Minute 477 refers) and 28th January 2019 (Minute 645 refers). Final report and recommendations presented and agreed at the meeting on and 8th April 2019 (Minute 841 refers)

Presentations & other matters considered:

- ◆ In-depth Scrutiny Final Report – *Maximising the use of technology through the Smart Cities and Digital Futures agendas*. – 9th July 2018 (Minute 111 refers)

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PEOPLE SCRUTINY COMMITTEE

Work programme 2018/2019- evaluation

During the 2018/19 Municipal Year, the **People Scrutiny Committee** held **6** meetings and met on the following dates – 10th July 2018, 19th July 2018 (special), 9th October 2018, 27th November 2018, 29th January 2019 and 9th April 2019

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet – the Scrutiny Committee considered **18 call-in items** from Cabinet. No items were called in from the Forward Plan. **Southend 2050** was **referred direct** to the Scrutiny Committee on 27th November 2018; **All items from the Cabinet meeting held on 17th January 2019 were referred direct** to the Scrutiny Committee on 29th January 2019 (**8 items**).

Pre Cabinet items – the Scrutiny Committee considered **0** pre Cabinet items during the year.

The following Cabinet item was referred to Council by the Scrutiny Committee to consider:

- Transport Procurement – 9th April 2019 (Minute 848 refers)

Scheduled items - each meeting as appropriate:

- Monthly Performance report.
- Schools Progress report.
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Tuesday 20th November 2018 (Minute 490 refers)
- **18** Questions from members of the public, responded to by the relevant Cabinet Members.

In-depth scrutiny project – 'in context of vision for Southend 2050, what is the vision for young people which improves their lives and what are the pathways to achieve this ambition'

Topic agreed at meeting on 19th July 2018 (Minute 152 refers). Project plan agreed at meeting on 9th October 2018 (Minute 356 refers). Updates were reported to meetings on 27th November 2018 (Minute 489 refers) and 29th January 2019 (Minute 661 refers). The Final report was agreed at the meeting on 9th April 2019 (Minute 853 refers).

Agenda items considered:

- 10th July 2018 – (a) presentation on draft primary care strategy for south east Essex.
- 9th October 2018 – (a) Mid and South Essex STP – and decision to refer to Secretary of State; (b) proposed creation of additional adult mental health inpatient beds in south Essex and associated temporary ward moves and proposed temp relocation of CICC to facilitate the St Lukes primary care centre development – referred to Council on 18th October 2018 - Council approved proposals and agreed to request from CCG and EPUT to defer consultation (due to patient and staff safety concerns) until point of determining permanent moves (Minute 394 refers).
- 27th November 2018 – (a) presentation by Youth Council on mental health school survey

Mid and South Essex Sustainability & Transformation Partnership (STP) - Joint Committee with Essex County and Thurrock Councils - formal meetings held on 6th June and 30th August 2018

Papers can be [found here](#) The papers for the formal meetings of the Joint Scrutiny Committee are also available on each of the participating local authority websites

Chairman's Update Report:

- 19th July 2018 (special) – (a) remit of the Committee; (b) update on JHOSC and appointment of substitutes; (c) update on primary care strategy and appointment of sub group; (d) agreement to final report and recommendations from in depth review on connecting communities; (e) update on work of Children's Services Improvement Plan Scrutiny Panel; (f) information on re location on Carnarvon Medical Centre; (g) information on Youth Council mental health survey; (h) information on Healthwatch Southend Annual Report; (i) draft Quality Accounts submissions to EPUT and Southend Hospital.
- 27th November 2018 – (a) STP and update on referral to Secretary of State – letter sent on 23rd November 2018; (b) in depth scrutiny project; (c) membership of Committee; (d) Children's Services Improvement Plan Scrutiny Panel; (e) new diabetes technology; (f) Shoebury Health centre.
- 29th January 2019 – (a) updated protocols between the Scrutiny Committee and NHS Southend CCG, Healthwatch Southend and the Health & Wellbeing Board; (b) updated referral letter sent on 15h January 2019 to the Secretary of State for Health & Social Care re Mid and South Essex STP; (c) update on membership of Cttee – parent governor representative vacancies.
- 9th April 2019 – (a) Quality account process; (b) in depth scrutiny project; (c) update on St Luke's health centre; (d) Southend Youth Council mental health and emotional wellbeing charter ('1757' Voices'); (e) position with regard to referral to Secretary of State re STP; (f) update on work of the Children's Services Improvement Plan Scrutiny Panel; (g) verbal report on the scrutiny arrangements for the proposed move of site for Moorfields Eye Hospital – Joint HOSC for North Central London act as scrutiny lead and manage scrutiny process on behalf of Southend.

Items for 2019/20

- Continue with Joint Scrutiny Committee looking at STP
- Continue with Children's Services Improvement Plan Scrutiny Panel

POLICY & RESOURCES SCRUTINY COMMITTEE

Work programme 2018/2019 - evaluation

During the 2018/19 Municipal Year, the **Policy & Resources Scrutiny Committee** held **5** meetings and met on the following dates – 12th July 2018, 10th October 2018, 29th November 2018, 30th January 2019; 10th April 2019.

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet – the Scrutiny Committee considered **18 call-in items** from Cabinet. No items were called in from the Forward Plan. **Southend 2050** was **referred direct** to the Scrutiny Committee on 29th November 2018; **All items from the Cabinet meeting held on 17th January 2019 were referred direct** to the Scrutiny Committee on 29th January 2019 (**14 items**).

The following Cabinet items were referred to Council by the Scrutiny Committee to consider:

- Notice of Motion – invest in future / divest from fossil fuels – 27th November 2018 (Minute 501 refers).
- Transport Procurement – 10th April 2019 (Minute 862 refers).

Pre Cabinet items:-

- Compulsory Licensing Scheme – 12th July 2018

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 20th November 2018 (Minute 505 refers)
- **16** Questions from members of the public, responded to by the relevant Cabinet Members.

In-depth scrutiny project: - Re-imagining the Town Centre in the context of the vision for Southend 2050 – joint project with Place Scrutiny Cttee – topic selected July 2018 (Minute 146 refers); update to Cttee on 10th October 2018 (Minute 370 refers); update to Cttee on 29th November 2018 (Minute 504 refers); update to Cttee on 30th January 2019 (Minute 682 refers). Final Report was agreed at meeting held on 10th April 2019 (Minute 865 refers).

Presentations & other matters considered:

- Work programme evaluation 2017/18 – 12th July 2018 (Minute 146 refers).
- Update on scrutiny project – additional enforcement resources for Southend – project undertaken in 2017/18 - 10th October 2018 (Minute 369 refers).
- Quarterly Police briefing – 29th August 2018 (town centre issues).
- Item raised in accordance with CP 35.1 (d) – (a) Policing in Southend – 12th July 2018 (Minute 145 refers).

Items for 2019/20

- Further quarterly briefings from Police on issues.

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Report of Strategic Director
(Legal & Democratic Services)
to

Place, People and Policy & Resources Scrutiny
Committees

On 8th, 9th and 11th July 2019

Report prepared by: Fiona Abbott

Statutory Scrutiny Guidance A Part 1 Agenda Item

1. Purpose of Report

- 1.1 To advise the Scrutiny Committees about the statutory scrutiny guidance published by the Ministry of Housing, Communities and Local Government on 7th May 2019¹ (“the 2019 Guidance”).
- 1.2 The 2019 Guidance has been produced following a commitment that Government made in early 2018 following on from the Communities & Local Government Select Committee’s inquiry into overview and scrutiny² and supersedes the Guidance published in 2006.

2. Recommendations

- 2.1 That the approach set out in paragraph 4.5 of the report be agreed.

3. Background

- 3.1 Scrutiny Committees were introduced under the Local Government Act 2000, part of new executive governance arrangements. Their purpose is to scrutinise decisions of the executive and make recommendations on policy development and implementation. Statutory Guidance on their operation was published in 2006.
- 3.2 The Communities & Local Government Select Committee found that in many authorities, scrutiny was less than effective and called on the Government to issue revised statutory guidance on scrutiny. The Government made a commitment in early 2018 to produce new guidance and this was expected to be published towards the end of 2018 – however it was eventually published on 7th May 2019. The 2019 Guidance is attached at **Appendix 1**.
- 3.3 Councils are obliged to “have regard to” this statutory guidance.
- 3.4 The Chairs Scrutiny Forum met on 18th June 2019 and considered a brief report about the 2019 Guidance. The Centre for Public Scrutiny (CfPS) have also published a ‘good scrutiny guide’ on 20th June 2019, written to complement the

¹https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/800048/Statutory_Guidance_on_Overview_and_Scrutiny_in_Local_and_Combined_Authorities.pdf

² <https://www.parliament.uk/business/committees/committees-a-z/commons-select/communities-and-local-government-committee/inquiries/parliament-2017/local-authority-scrutiny-17-19/publications/>

2019 Guidance. A copy of the guide can be found on the CfPS website on the following link - <https://www.cfps.org.uk/wp-content/uploads/CfPS-Good-Scrutiny-Guidev2.pdf>

4. Some areas for consideration

4.1 The 2019 Guidance has a lot to say about the technical aspects of scrutiny and is 'light touch' preferring to let councils decide which arrangements are best for them. It adopts the CfPS's four principles of effective scrutiny, namely:-

- Providing constructive challenge – a 'critical friend' role
- Amplifying public voices and concerns
- Independence and responsibility in the role
- Driving improvement in public services

4.2 The 2019 Guidance reminds authorities of the powers available to scrutiny committees; highlights the benefits of effective scrutiny; and provides practical advice and proposals for improving the function. It focuses on culture, resourcing, selection of committee members, powers to access information, planning of work programmes and evidence sessions.

4.3 A key component of the 2019 Guidance is the importance of organisational culture and a commitment to scrutiny across an authority, not just amongst those Councillors and officers with a scrutiny role.

4.4 Over the years, the scrutiny arrangements in Southend have been refined and improved to make them as effective as possible: Councillors from all Groups have contributed to this process and the Chair's Scrutiny Forum plays an important role. In the main, the Council's scrutiny arrangements deliver effective challenge which adds value and makes a difference.

4.5 The 2019 Guidance does not require the Council to change any of its scrutiny arrangements, but it does provide the opportunity to enhance the scrutiny processes, as follows:-

- Greater use of local experts, in particular during in depth projects
- Develop an Executive / Scrutiny protocol - annex 1 of the 2019 Guidance provides an illustrative scenario on creating an Executive / Scrutiny Protocol
- Work planning / agendas – encourage greater use of 'information bulletin's / briefings' to reduce the pressure of items on Committee agendas

5. Background Papers

Report to Chairs Forum meeting on 6th June 2018; update to Forum meeting on 20th November 2018; Report to Chairs Forum meeting on 18th June 2019.

6. Appendix

Appendix 1 – Scrutiny Guidance



Ministry of Housing,
Communities &
Local Government

Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities



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May 2019

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Ministerial Foreword

The role that overview and scrutiny can play in holding an authority's decision-makers to account makes it fundamentally important to the successful functioning of local democracy. Effective scrutiny helps secure the efficient delivery of public services and drives improvements within the authority itself. Conversely, poor scrutiny can be indicative of wider governance, leadership and service failure.

It is vital that councils and combined authorities know the purpose of scrutiny, what effective scrutiny looks like, how to conduct it and the benefits it can bring. This guidance aims to increase understanding in all four areas.

In writing this guidance, my department has taken close note of the House of Commons Select Committee report of December 2017, as well as the written and oral evidence supplied to that Committee. We have also consulted individuals and organisations with practical involvement in conducting, researching and supporting scrutiny.

It is clear from speaking to these practitioners that local and combined authorities with effective overview and scrutiny arrangements in place share certain key traits, the most important being a strong organisational culture. Authorities who welcome challenge and recognise the value scrutiny can bring reap the benefits. But this depends on strong commitment from the top - from senior members as well as senior officials.

Crucially, this guidance recognises that authorities have democratic mandates and are ultimately accountable to their electorates, and that authorities themselves are best-placed to know which scrutiny arrangements are most appropriate for their own individual circumstances.

I would, however, strongly urge all councils to cast a critical eye over their existing arrangements and, above all, ensure they embed a culture that allows overview and scrutiny to flourish.

A handwritten signature in blue ink, appearing to read 'Rishi Sunak'.

Rishi Sunak MP
Minister for Local Government

About this Guidance

Who the guidance is for

This document is aimed at local authorities and combined authorities in England to help them carry out their overview and scrutiny functions effectively. In particular, it provides advice for senior leaders, members of overview and scrutiny committees, and support officers.

Aim of the guidance

This guidance seeks to ensure local authorities and combined authorities are aware of the purpose of overview and scrutiny, what effective scrutiny looks like, how to conduct it effectively and the benefits it can bring.

As such, it includes a number of policies and practices authorities should adopt or should consider adopting when deciding how to carry out their overview and scrutiny functions.

The guidance recognises that authorities approach scrutiny in different ways and have different processes and procedures in place, and that what might work well for one authority might not work well in another.

The hypothetical scenarios contained in the annexes to this guidance have been included for illustrative purposes, and are intended to provoke thought and discussion rather than serve as a 'best' way to approach the relevant issues.

While the guidance sets out some of the key legal requirements, it does not seek to replicate legislation.

Status of the guidance

This is statutory guidance from the Ministry of Housing, Communities and Local Government. Local authorities and combined authorities must have regard to it when exercising their functions. The phrase 'must have regard', when used in this context, does not mean that the sections of statutory guidance have to be followed in every detail, but that they should be followed unless there is a good reason not to in a particular case.

Not every authority is required to appoint a scrutiny committee. This guidance applies to those authorities who have such a committee in place, whether they are required to or not.

This guidance has been issued under section 9Q of the Local Government Act 2000 and under paragraph 2(9) of Schedule 5A to the Local Democracy, Economic Development and Construction Act 2009, which requires authorities to have regard to this guidance. In addition, authorities may have regard to other material they might choose to consider, including that issued by the Centre for Public Scrutiny, when exercising their overview and scrutiny functions.

Terminology

Unless 'overview' is specifically mentioned, the term 'scrutiny' refers to both overview and scrutiny.¹

Where the term 'authority' is used, it refers to both local authorities and combined authorities.

Where the term 'scrutiny committee' is used, it refers to an overview and scrutiny committee and any of its sub-committees. As the legislation refers throughout to powers conferred on scrutiny committees, that is the wording used in this guidance. However, the guidance should be seen as applying equally to work undertaken in informal task and finish groups, commissioned by formal committees.

Where the term 'executive' is used, it refers to executive members.

For combined authorities, references to the 'executive' or 'cabinet' should be interpreted as relating to the mayor (where applicable) and all the authority members.

For authorities operating committee rather than executive arrangements, references to the executive or Cabinet should be interpreted as relating to councillors in leadership positions.

Expiry or review date

This guidance will be kept under review and updated as necessary.

¹ A distinction is often drawn between 'overview' which focuses on the development of policy, and 'scrutiny' which looks at decisions that have been made or are about to be made to ensure they are fit for purpose.

1. Introduction and Context

1. Overview and scrutiny committees were introduced in 2000 as part of new executive governance arrangements to ensure that members of an authority who were not part of the executive could hold the executive to account for the decisions and actions that affect their communities.
2. Overview and scrutiny committees have statutory powers² to scrutinise decisions the executive is planning to take, those it plans to implement, and those that have already been taken/implemented. Recommendations following scrutiny enable improvements to be made to policies and how they are implemented. Overview and scrutiny committees can also play a valuable role in developing policy.

Effective overview and scrutiny should:

- Provide constructive 'critical friend' challenge;
- Amplify the voices and concerns of the public;
- Be led by independent people who take responsibility for their role; and
- Drive improvement in public services.

3. The requirement for local authorities in England to establish overview and scrutiny committees is set out in sections 9F to 9FI of the Local Government Act 2000 as amended by the Localism Act 2011.
4. The Localism Act 2011 amended the Local Government Act 2000 to allow councils to revert to a non-executive form of governance - the 'committee system'. Councils who adopt the committee system are not required to have overview and scrutiny but may do so if they wish. The legislation has been strengthened and updated since 2000, most recently to reflect new governance arrangements with combined authorities. Requirements for combined authorities are set out in Schedule 5A to the Local Democracy, Economic Development and Construction Act 2009.
5. Current overview and scrutiny legislation recognises that authorities are democratically-elected bodies who are best-placed to determine which overview and scrutiny arrangements best suit their own individual needs, and so gives them a great degree of flexibility to decide which arrangements to adopt.
6. In producing this guidance, the Government fully recognises both authorities' democratic mandate and that the nature of local government has changed in recent years, with, for example, the creation of combined authorities, and councils increasingly delivering key services in partnership with other organisations or outsourcing them entirely.

² Section 9F of the Local Government Act 2000; paragraph 1 of Schedule 5A to the Local Democracy, Economic Development and Construction Act 2009.

2. Culture

7. The prevailing organisational culture, behaviours and attitudes of an authority will largely determine whether its scrutiny function succeeds or fails.
8. While everyone in an authority can play a role in creating an environment conducive to effective scrutiny, it is important that this is led and owned by members, given their role in setting and maintaining the culture of an authority.
9. Creating a strong organisational culture supports scrutiny work that can add real value by, for example, improving policy-making and the efficient delivery of public services. In contrast, low levels of support for and engagement with the scrutiny function often lead to poor quality and ill-focused work that serves to reinforce the perception that it is of little worth or relevance.
10. Members and senior officers should note that the performance of the scrutiny function is not just of interest to the authority itself. Its effectiveness, or lack thereof, is often considered by external bodies such as regulators and inspectors, and highlighted in public reports, including best value inspection reports. Failures in scrutiny can therefore help to create a negative public image of the work of an authority as a whole.

How to establish a strong organisational culture

11. Authorities can establish a strong organisational culture by:

- a) **Recognising scrutiny's legal and democratic legitimacy** – all members and officers should recognise and appreciate the importance and legitimacy the scrutiny function is afforded by the law. It was created to act as a check and balance on the executive and is a statutory requirement for all authorities operating executive arrangements and for combined authorities.

Councillors have a unique legitimacy derived from their being democratically elected. The insights that they can bring by having this close connection to local people are part of what gives scrutiny its value.

- b) **Identifying a clear role and focus** – authorities should take steps to ensure scrutiny has a clear role and focus within the organisation, i.e. a niche within which it can clearly demonstrate it adds value. Therefore, prioritisation is necessary to ensure the scrutiny function concentrates on delivering work that is of genuine value and relevance to the work of the wider authority – this is one of the most challenging parts of scrutiny, and a critical element to get right if it is to be recognised as a strategic function of the authority (see chapter 6).

Authorities should ensure a clear division of responsibilities between the scrutiny function and the audit function. While it is appropriate for scrutiny to pay due regard to the authority's financial position, this will need to happen in the context of the formal audit role. The authority's section 151 officer should advise scrutiny on how to manage this dynamic.

While scrutiny has no role in the investigation or oversight of the authority's whistleblowing arrangements, the findings of independent whistleblowing investigations might be of interest to scrutiny committees as they consider their wider implications. Members should always follow the authority's constitution and associated Monitoring Officer directions on the matter. Further guidance on whistleblowing can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/415175/bis-15-200-whistleblowing-guidance-for-employers-and-code-of-practice.pdf.

- c) **Ensuring early and regular engagement between the executive and scrutiny** – authorities should ensure early and regular discussion takes place between scrutiny and the executive, especially regarding the latter's future work programme. Authorities should, though, be mindful of their distinct roles:

In particular:

- The executive should not try to exercise control over the work of the scrutiny committee. This could be direct, e.g. by purporting to 'order' scrutiny to look at, or not look at, certain issues, or indirect, e.g. through the use of the whip or as a tool of political patronage, and the committee itself should remember its statutory purpose when carrying out its work. All members and officers should consider the role the scrutiny committee plays to be that of a 'critical friend' not a de facto 'opposition'. Scrutiny chairs have a particular role to play in establishing the profile and nature of their committee (see chapter 4); and
- The chair of the scrutiny committee should determine the nature and extent of an executive member's participation in a scrutiny committee meeting, and in any informal scrutiny task group meeting.

- d) **Managing disagreement** – effective scrutiny involves looking at issues that can be politically contentious. It is therefore inevitable that, at times, an executive will disagree with the findings or recommendations of a scrutiny committee.

It is the job of both the executive and scrutiny to work together to reduce the risk of this happening, and authorities should take steps to predict, identify and act on disagreement.

One way in which this can be done is via an 'executive-scrutiny protocol' (see annex 1) which can help define the relationship between the two and mitigate any differences of opinion before they manifest themselves in unhelpful and unproductive ways. The benefit of this approach is that it provides a framework for disagreement and debate, and a way to manage it when it happens. Often,

the value of such a protocol lies in the dialogue that underpins its preparation. It is important that these protocols are reviewed on a regular basis.

Scrutiny committees do have the power to 'call in' decisions, i.e. ask the executive to reconsider them before they are implemented, but should not view it as a substitute for early involvement in the decision-making process or as a party-political tool.

- e) **Providing the necessary support** – while the level of resource allocated to scrutiny is for each authority to decide for itself, when determining resources an authority should consider the purpose of scrutiny as set out in legislation and the specific role and remit of the authority's own scrutiny committee(s), and the scrutiny function as a whole.

Support should also be given by members and senior officers to scrutiny committees and their support staff to access information held by the authority and facilitate discussions with representatives of external bodies (see chapter 5).

- f) **Ensuring impartial advice from officers** – authorities, particularly senior officers, should ensure all officers are free to provide impartial advice to scrutiny committees. This is fundamental to effective scrutiny. Of particular importance is the role played by 'statutory officers' – the monitoring officer, the section 151 officer and the head of paid service, and where relevant the statutory scrutiny officer. These individuals have a particular role in ensuring that timely, relevant and high-quality advice is provided to scrutiny.
- g) **Communicating scrutiny's role and purpose to the wider authority** – the scrutiny function can often lack support and recognition within an authority because there is a lack of awareness among both members and officers about the specific role it plays, which individuals are involved and its relevance to the authority's wider work. Authorities should, therefore, take steps to ensure all members and officers are made aware of the role the scrutiny committee plays in the organisation, its value and the outcomes it can deliver, the powers it has, its membership and, if appropriate, the identity of those providing officer support.
- h) **Maintaining the interest of full Council in the work of the scrutiny committee** – part of communicating scrutiny's role and purpose to the wider authority should happen through the formal, public role of full Council – particularly given that scrutiny will undertake valuable work to highlight challenging issues that an authority will be facing and subjects that will be a focus of full Council's work. Authorities should therefore take steps to ensure full Council is informed of the work the scrutiny committee is doing.

One way in which this can be done is by reports and recommendations being submitted to full Council rather than solely to the executive. Scrutiny should decide when it would be appropriate to submit reports for wider debate in this way, taking into account the relevance of reports to full Council business, as well as full Council's capacity to consider and respond in a timely manner. Such

reports would supplement the annual report to full Council on scrutiny's activities and raise awareness of ongoing work.

In order to maintain awareness of scrutiny at the Combined Authority and provoke dialogue and discussion of its impact, the business of scrutiny should be reported to the Combined Authority board or to the chairs of the relevant scrutiny committees of constituent and non-constituent authorities, or both. At those chairs' discretion, particular Combined Authority scrutiny outcomes, and what they might mean for each individual area, could be either discussed by scrutiny in committee or referred to full Council of the constituent authorities.

- i) **Communicating scrutiny's role to the public** – authorities should ensure scrutiny has a profile in the wider community. Consideration should be given to how and when to engage the authority's communications officers, and any other relevant channels, to understand how to get that message across. This will usually require engagement early on in the work programming process (see chapter 6).
- j) **Ensuring scrutiny members are supported in having an independent mindset** – formal committee meetings provide a vital opportunity for scrutiny members to question the executive and officers.

Inevitably, some committee members will come from the same political party as a member they are scrutinising and might well have a long-standing personal, or familial, relationship with them (see paragraph 25).

Scrutiny members should bear in mind, however, that adopting an independent mind-set is fundamental to carrying out their work effectively. In practice, this is likely to require scrutiny chairs working proactively to identify any potentially contentious issues and plan how to manage them.

Directly-elected mayoral systems

12. A strong organisational culture that supports scrutiny work is particularly important in authorities with a directly-elected mayor to ensure there are the checks and balances to maintain a robust democratic system. Mayoral systems offer the opportunity for greater public accountability and stronger governance, but there have also been incidents that highlight the importance of creating and maintaining a culture that puts scrutiny at the heart of its operations.
13. Authorities with a directly-elected mayor should ensure that scrutiny committees are well-resourced, are able to recruit high-calibre members and that their scrutiny functions pay particular attention to issues surrounding:
 - rights of access to documents by the press, public and councillors;
 - transparent and fully recorded decision-making processes, especially avoiding decisions by 'unofficial' committees or working groups;
 - delegated decisions by the Mayor;
 - whistleblowing protections for both staff and councillors; and
 - powers of Full Council, where applicable, to question and review.

14. Authorities with a directly-elected mayor should note that mayors are required by law to attend overview and scrutiny committee sessions when asked to do so (see paragraph 44).

3. Resourcing

15. The resource an authority allocates to the scrutiny function plays a pivotal role in determining how successful that function is and therefore the value it can add to the work of the authority.
16. Ultimately it is up to each authority to decide on the resource it provides, but every authority should recognise that creating and sustaining an effective scrutiny function requires them to allocate resources to it.
17. Authorities should also recognise that support for scrutiny committees, task groups and other activities is not solely about budgets and provision of officer time, although these are clearly extremely important elements. Effective support is also about the ways in which the wider authority engages with those who carry out the scrutiny function (both members and officers).

When deciding on the level of resource to allocate to the scrutiny function, the factors an authority should consider include:

- Scrutiny’s legal powers and responsibilities;
- The particular role and remit scrutiny will play in the authority;
- The training requirements of scrutiny members and support officers, particularly the support needed to ask effective questions of the executive and other key partners, and make effective recommendations;
- The need for ad hoc external support where expertise does not exist in the council;
- Effectively-resourced scrutiny has been shown to add value to the work of authorities, improving their ability to meet the needs of local people; and
- Effectively-resourced scrutiny can help policy formulation and so minimise the need for call-in of executive decisions.

Statutory scrutiny officers

18. Combined authorities, upper and single tier authorities are required to designate a statutory scrutiny officer,³ someone whose role is to:
 - promote the role of the authority’s scrutiny committee;
 - provide support to the scrutiny committee and its members; and
 - provide support and guidance to members and officers relating to the functions of the scrutiny committee.

³ Section 9FB of the Local Government Act 2000; article 9 of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017

19. Authorities not required by law to appoint such an officer should consider whether doing so would be appropriate for their specific local needs.

Officer resource models

20. Authorities are free to decide for themselves which wider officer support model best suits their individual circumstances, though generally they adopt one or a mix of the following:

- Committee – officers are drawn from specific policy or service areas;
- Integrated – officers are drawn from the corporate centre and also service the executive; and
- Specialist – officers are dedicated to scrutiny.

21. Each model has its merits – the committee model provides service-specific expertise; the integrated model facilitates closer and earlier scrutiny involvement in policy formation and alignment of corporate work programmes; and the specialist model is structurally independent from those areas it scrutinises.

22. Authorities should ensure that, whatever model they employ, officers tasked with providing scrutiny support are able to provide impartial advice. This might require consideration of the need to build safeguards into the way that support is provided. The nature of these safeguards will differ according to the specific role scrutiny plays in the organisation.

4. Selecting Committee Members

23. Selecting the right members to serve on scrutiny committees is essential if those committees are to function effectively. Where a committee is made up of members who have the necessary skills and commitment, it is far more likely to be taken seriously by the wider authority.
24. While there are proportionality requirements that must be met,⁴ the selection of the chair and other committee members is for each authority to decide for itself. Guidance for combined authorities on this issue has been produced by the Centre for Public Scrutiny⁵.

Members invariably have different skill-sets. What an authority must consider when forming a committee is that, as a group, it possesses the requisite expertise, commitment and ability to act impartially to fulfil its functions.

25. Authorities are reminded that members of the executive cannot be members of a scrutiny committee.⁶ Authorities should take care to ensure that, as a minimum, members holding less formal executive positions, e.g. as Cabinet assistants, do not sit on scrutinising committees looking at portfolios to which those roles relate. Authorities should articulate in their constitutions how conflicts of interest, including familial links (see also paragraph 31), between executive and scrutiny responsibilities should be managed, including where members stand down from the executive and move to a scrutiny role, and vice-versa.
26. Members or substitute members of a combined authority must not be members of its overview and scrutiny committee.⁷ This includes the Mayor in Mayoral Combined Authorities. It is advised that Deputy Mayors for Policing and Crime are also not members of the combined authority's overview and scrutiny committee.

Selecting individual committee members

27. When selecting individual members to serve on scrutiny committees, an authority should consider a member's experience, expertise, interests, ability to act impartially, ability to work as part of a group, and capacity to serve.

⁴ See, for example, regulation 11 of the Local Authorities (Committee System) (England) Regulations 2012 (S.I. 2012/1020) and article 4 of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 (S.I. 2017/68).

⁵ See pages 15-18 of 'Overview and scrutiny in combined authorities: a plain English guide': <https://www.cfps.org.uk/wp-content/uploads/Overview-and-scrutiny-in-combined-authorities-a-plain-english-guide.pdf>

⁶ Section 9FA(3) of the Local Government Act 2000.

⁷ 2(3) of Schedule 5A to the Local Democracy, Economic Development and Construction Act 2009

28. Authorities should not take into account a member's perceived level of support for or opposition to a particular political party (notwithstanding the wider legal requirement for proportionality referred to in paragraph 24).

Selecting a chair

29. The Chair plays a leadership role on a scrutiny committee as they are largely responsible for establishing its profile, influence and ways of working.

30. The attributes authorities should and should not take into account when selecting individual committee members (see paragraphs 27 and 28) also apply to the selection of the Chair, but the Chair should also possess the ability to lead and build a sense of teamwork and consensus among committee members.

Chairs should pay special attention to the need to guard the committee's independence. Importantly, however, they should take care to avoid the committee being, and being viewed as, a de facto opposition to the executive.

31. Given their pre-eminent role on the scrutiny committee, it is strongly recommended that the Chair not preside over scrutiny of their relatives⁸. Combined authorities should note the legal requirements that apply to them where the Chair is an independent person⁹.

32. The method for selecting a Chair is for each authority to decide for itself, however every authority should consider taking a vote by secret ballot. Combined Authorities should be aware of the legal requirements regarding the party affiliation of their scrutiny committee Chair¹⁰.

Training for committee members

33. Authorities should ensure committee members are offered induction when they take up their role and ongoing training so they can carry out their responsibilities effectively. Authorities should pay attention to the need to ensure committee members are aware of their legal powers, and how to prepare for and ask relevant questions at scrutiny sessions.

34. When deciding on training requirements for committee members, authorities should consider taking advantage of opportunities offered by external providers in the sector.

Co-option and technical advice

35. While members and their support officers will often have significant local insight and an understanding of local people and their needs, the provision of outside expertise can be invaluable.

⁸ A definition of 'relative' can be found at section 28(10) of the Localism Act 2011.

⁹ See article 5(2) of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017 (S.I. 2017/68).

¹⁰ Article 5(6) of the Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017.

36. There are two principal ways to procure this:

- Co-option – formal co-option is provided for in legislation¹¹. Authorities must establish a co-option scheme to determine how individuals will be co-opted onto committees; and
- Technical advisers – depending on the subject matter, independent local experts might exist who can provide advice and assistance in evaluating evidence (see annex 2).

¹¹ Section 9FA(4) Local Government Act 2000

5. Power to Access Information

37. A scrutiny committee needs access to relevant information the authority holds, and to receive it in good time, if it is to do its job effectively.
38. This need is recognised in law, with members of scrutiny committees enjoying powers to access information¹². In particular, regulations give enhanced powers to a scrutiny member to access exempt or confidential information. This is in addition to existing rights for councillors to have access to information to perform their duties, including common law rights to request information and rights to request information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004.
39. When considering what information scrutiny needs in order to carry out its work, scrutiny members and the executive should consider scrutiny's role and the legal rights that committees and their individual members have, as well as their need to receive timely and accurate information to carry out their duties effectively.
40. Scrutiny members should have access to a regularly available source of key information about the management of the authority – particularly on performance, management and risk. Where this information exists, and scrutiny members are given support to understand it, the potential for what officers might consider unfocused and unproductive requests is reduced as members will be able to frame their requests from a more informed position.
41. Officers should speak to scrutiny members to ensure they understand the reasons why information is needed, thereby making the authority better able to provide information that is relevant and timely, as well as ensuring that the authority complies with legal requirements.

While each request for information should be judged on its individual merits, authorities should adopt a default position of sharing the information they hold, on request, with scrutiny committee members.

42. The law recognises that there might be instances where it is legitimate for an authority to withhold information and places a requirement on the executive to provide the scrutiny committee with a written statement setting out its reasons for that decision¹³. However, members of the executive and senior officers should take particular care to avoid refusing requests, or limiting the information they provide, for reasons of party political or reputational expediency.

¹² Regulation 17 - Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012; article 10 Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017.

¹³ Regulation 17(4) – Local Government (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012; article 10(4) Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017.

Before an authority takes a decision not to share information it holds, it should give serious consideration to whether that information could be shared in closed session.

43. Regulations already stipulate a timeframe for executives to comply with requests from a scrutiny member¹⁴. When agreeing to such requests, authorities should:

- consider whether seeking clarification from the information requester could help better target the request; and
- Ensure the information is supplied in a format appropriate to the recipient's needs.

44. Committees should be aware of their legal power to require members of the executive and officers to attend before them to answer questions¹⁵. It is the duty of members and officers to comply with such requests.¹⁶

Seeking information from external organisations

45. Scrutiny members should also consider the need to supplement any authority-held information they receive with information and intelligence that might be available from other sources, and should note in particular their statutory powers to access information from certain external organisations.

46. When asking an external organisation to provide documentation or appear before it, and where that organisation is not legally obliged to do either (see annex 3), scrutiny committees should consider the following:

- a) **The need to explain the purpose of scrutiny** – the organisation being approached might have little or no awareness of the committee's work, or of an authority's scrutiny function more generally, and so might be reluctant to comply with any request;
- b) **The benefits of an informal approach** – individuals from external organisations can have fixed perceptions of what an evidence session entails and may be unwilling to subject themselves to detailed public scrutiny if they believe it could reflect badly on them or their employer. Making an informal approach can help reassure an organisation of the aims of the committee, the type of information being sought and the manner in which the evidence session would be conducted;

¹⁴ Regulation 17(2) – Local Government (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012; article 10(2) Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2017.

¹⁵ Section 9FA(8) of the Local Government Act 2000; paragraph 2(6) of Schedule 5A to the Local Democracy, Economic Development and Construction Act 2009.

¹⁶ Section 9FA(9) of the Local Government Act 2000; paragraph 2(7) of Schedule 5A to the Local Democracy, Economic Development and Construction Act 2009.

- c) **How to encourage compliance with the request** – scrutiny committees will want to frame their approach on a case by case basis. For contentious issues, committees might want to emphasise the opportunity their request gives the organisation to ‘set the record straight’ in a public setting; and
- d) **Who to approach** – a committee might instinctively want to ask the Chief Executive or Managing Director of an organisation to appear at an evidence session, however it could be more beneficial to engage front-line staff when seeking operational-level detail rather than senior executives who might only be able to talk in more general terms. When making a request to a specific individual, the committee should consider the type of information it is seeking, the nature of the organisation in question and the authority’s pre-existing relationship with it.

Following ‘the Council Pound’

Scrutiny committees will often have a keen interest in ‘following the council pound’, i.e. scrutinising organisations that receive public funding to deliver goods and services.

Authorities should recognise the legitimacy of this interest and, where relevant, consider the need to provide assistance to scrutiny members and their support staff to obtain information from organisations the council has contracted to deliver services. In particular, when agreeing contracts with these bodies, authorities should consider whether it would be appropriate to include a *requirement* for them to supply information to or appear before scrutiny committees.

6. Planning Work

47. Effective scrutiny should have a defined impact on the ground, with the committee making recommendations that will make a tangible difference to the work of the authority. To have this kind of impact, scrutiny committees need to plan their work programme, i.e. draw up a long-term agenda and consider making it flexible enough to accommodate any urgent, short-term issues that might arise during the year.
48. Authorities with multiple scrutiny committees sometimes have a separate work programme for each committee. Where this happens, consideration should be given to how to co-ordinate the various committees' work to make best use of the total resources available.

Being clear about scrutiny's role

49. Scrutiny works best when it has a clear role and function. This provides focus and direction. While scrutiny has the power to look at anything which affects 'the area, or the area's inhabitants', authorities will often find it difficult to support a scrutiny function that carries out generalised oversight across the wide range of issues experienced by local people, particularly in the context of partnership working. Prioritisation is necessary, which means that there might be things that, despite being important, scrutiny will not be able to look at.
50. Different overall roles could include having a focus on risk, the authority's finances, or on the way the authority works with its partners.
51. Applying this focus does not mean that certain subjects are 'off limits'. It is more about looking at topics and deciding whether their relative importance justifies the positive impact scrutiny's further involvement could bring.
52. When thinking about scrutiny's focus, members should be supported by key senior officers. The statutory scrutiny officer, if an authority has one, will need to take a leading role in supporting members to clarify the role and function of scrutiny, and championing that role once agreed.

Who to speak to

53. Evidence will need to be gathered to inform the work programming process. This will ensure that it looks at the right topics, in the right way and at the right time. Gathering evidence requires conversations with:
 - *The public* – it is likely that formal 'consultation' with the public on the scrutiny work programme will be ineffective. Asking individual scrutiny members to have conversations with individuals and groups in their own local areas can work better. Insights gained from the public through individual pieces of scrutiny work can be fed back into the work programming process. Listening to and participating in conversations in places where local people come together, including in online forums, can help authorities engage people on their own terms and yield more positive results.

Authorities should consider how their communications officers can help scrutiny engage with the public, and how wider internal expertise and local knowledge from both members and officers might make a contribution.

- *The authority's partners* – relationships with other partners should not be limited to evidence-gathering to support individual reviews or agenda items. A range of partners are likely to have insights that will prove useful:
 - Public sector partners (like the NHS and community safety partners, over which scrutiny has specific legal powers);
 - Voluntary sector partners;
 - Contractors and commissioning partners (including partners in joint ventures and authority-owned companies);
 - In parished areas, town, community and parish councils;
 - Neighbouring principal councils (both in two-tier and unitary areas);
 - Cross-authority bodies and organisations, such as Local Enterprise Partnerships¹⁷; and
 - Others with a stake and interest in the local area – large local employers, for example.

- *The executive* – a principal partner in discussions on the work programme should be the executive (and senior officers). The executive should not direct scrutiny's work (see chapter 2), but conversations will help scrutiny members better understand how their work can be designed to align with the best opportunities to influence the authority's wider work.

Information sources

54. Scrutiny will need access to relevant information to inform its work programme. The type of information will depend on the specific role and function scrutiny plays within the authority, but might include:

- Performance information from across the authority and its partners;
- Finance and risk information from across the authority and its partners;
- Corporate complaints information, and aggregated information from political groups about the subject matter of members' surgeries;
- Business cases and options appraisals (and other planning information) for forthcoming major decisions. This information will be of particular use for pre-decision scrutiny; and
- Reports and recommendations issued by relevant ombudsmen, especially the Local Government and Social Care Ombudsman.

¹⁷ Authorities should ensure they have appropriate arrangements in place to ensure the effective democratic scrutiny of Local Enterprise Partnerships' investment decisions.

As committees can meet in closed session, commercial confidentiality should not preclude the sharing of information. Authorities should note, however, that the default for meetings should be that they are held in public (see 2014 guidance on '*Open and accountable local government*':

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812_Openness_Guide.pdf).

55. Scrutiny members should consider keeping this information under regular review. It is likely to be easier to do this outside committee, rather than bringing such information to committee 'to note', or to provide an update, as a matter of course.

Shortlisting topics

Approaches to shortlisting topics should reflect scrutiny's overall role in the authority. This will require the development of bespoke, local solutions, however when considering whether an item should be included in the work programme, the kind of questions a scrutiny committee should consider might include:

- Do we understand the benefits scrutiny would bring to this issue?
- How could we best carry out work on this subject?
- What would be the best outcome of this work?
- How would this work engage with the activity of the executive and other decision-makers, including partners?

56. Some authorities use scoring systems to evaluate and rank work programme proposals. If these are used to provoke discussion and debate, based on evidence, about what priorities should be, they can be a useful tool. Others take a looser approach. Whichever method is adopted, a committee should be able to justify how and why a decision has been taken to include certain issues and not others.

57. Scrutiny members should accept that shortlisting can be difficult; scrutiny committees have finite resources and deciding how these are best allocated is tough. They should understand that, if work programming is robust and effective, there might well be issues that they want to look at that nonetheless are not selected.

Carrying out work

58. Selected topics can be scrutinised in several ways, including:

- a) **As a single item on a committee agenda** – this often presents a limited opportunity for effective scrutiny, but may be appropriate for some issues or where the committee wants to maintain a formal watching brief over a given issue;
- b) **At a single meeting** – which could be a committee meeting or something less formal. This can provide an opportunity to have a single public meeting about a

given subject, or to have a meeting at which evidence is taken from a number of witnesses;

- c) **At a task and finish review of two or three meetings** – short, sharp scrutiny reviews are likely to be most effective even for complex topics. Properly focused, they ensure members can swiftly reach conclusions and make recommendations, perhaps over the course of a couple of months or less;
- d) **Via a longer-term task and finish review** – the ‘traditional’ task and finish model – with perhaps six or seven meetings spread over a number of months – is still appropriate when scrutiny needs to dig into a complex topic in significant detail. However, the resource implications of such work, and its length, can make it unattractive for all but the most complex matters; and
- e) **By establishing a ‘standing panel’** – this falls short of establishing a whole new committee but may reflect a necessity to keep a watching brief over a critical local issue, especially where members feel they need to convene regularly to carry out that oversight. Again, the resource implications of this approach means that it will be rarely used.

7. Evidence Sessions

59. Evidence sessions are a key way in which scrutiny committees inform their work. They might happen at formal committee, in less formal 'task and finish' groups or at standalone sessions.

Good preparation is a vital part of conducting effective evidence sessions. Members should have a clear idea of what the committee hopes to get out of each session and appreciate that success will depend on their ability to work together on the day.

How to plan

60. Effective planning does not necessarily involve a large number of pre-meetings, the development of complex scopes or the drafting of questioning plans. It is more often about setting overall objectives and then considering what type of questions (and the way in which they are asked) can best elicit the information the committee is seeking. This applies as much to individual agenda items as it does for longer evidence sessions – there should always be consideration in advance of what scrutiny is trying to get out of a particular evidence session.

Chairs play a vital role in leading discussions on objective-setting and ensuring all members are aware of the specific role each will play during the evidence session.

61. As far as possible there should be consensus among scrutiny members about the objective of an evidence session before it starts. It is important to recognise that members have different perspectives on certain issues, and so might not share the objectives for a session that are ultimately adopted. Where this happens, the Chair will need to be aware of this divergence of views and bear it in mind when planning the evidence session.
62. Effective planning should mean that at the end of a session it is relatively straightforward for the chair to draw together themes and highlight the key findings. It is unlikely that the committee will be able to develop and agree recommendations immediately, but, unless the session is part of a wider inquiry, enough evidence should have been gathered to allow the chair to set a clear direction.
63. After an evidence session, the committee might wish to hold a short 'wash-up' meeting to review whether their objectives were met and lessons could be learned for future sessions.

Developing recommendations

64. The development and agreement of recommendations is often an iterative process. It will usually be appropriate for this to be done only by members, assisted by co-optees where relevant. When deciding on recommendations, however, members should have due regard to advice received from officers, particularly the Monitoring Officer.

65. The drafting of reports is usually, but not always, carried out by officers, directed by members.
66. Authorities draft reports and recommendations in a number of ways, but there are normally three stages:
- i. the development of a 'heads of report' – a document setting out general findings that members can then discuss as they consider the overall structure and focus of the report and its recommendations;
 - ii. the development of those findings, which will set out some areas on which recommendations might be made; and
 - iii. the drafting of the full report.
67. Recommendations should be evidence-based and SMART, i.e. specific, measurable, achievable, relevant and timed. Where appropriate, committees may wish to consider sharing them in draft with interested parties.
68. Committees should bear in mind that often six to eight recommendations are sufficient to enable the authority to focus its response, although there may be specific circumstances in which more might be appropriate.

Sharing draft recommendations with executive members should not provide an opportunity for them to revise or block recommendations before they are made. It should, however, provide an opportunity for errors to be identified and corrected, and for a more general sense-check.

Annex 1: Illustrative Scenario – Creating an Executive-Scrutiny Protocol

An executive-scrutiny protocol can deal with the practical expectations of scrutiny committee members and the executive, as well as the cultural dynamics.

Workshops with scrutiny members, senior officers and Cabinet can be helpful to inform the drafting of a protocol. An external facilitator can help bring an independent perspective.

Councils should consider how to adopt a protocol, e.g. formal agreement at scrutiny committee and Cabinet, then formal integration into the Council's constitution at the next Annual General Meeting.

The protocol, as agreed, may contain sections on:

- The way scrutiny will go about developing its work programme (including the ways in which senior officers and Cabinet members will be kept informed);
- The way in which senior officers and Cabinet will keep scrutiny informed of the outlines of major decisions as they are developed, to allow for discussion of scrutiny's potential involvement in policy development. This involves the building in of safeguards to mitigate risks around the sharing of sensitive information with scrutiny members;
- A strengthening and expansion of existing parts of the code of conduct that relate to behaviour in formal meetings, and in informal meetings;
- Specification of the nature and form of responses that scrutiny can expect when it makes recommendations to the executive, when it makes requests to the executive for information, and when it makes requests that Cabinet members or senior officers attend meetings; and
- Confirmation of the role of the statutory scrutiny officer, and Monitoring Officer, in overseeing compliance with the protocol, and ensuring that it is used to support the wider aim of supporting and promoting a culture of scrutiny, with matters relating to the protocol's success being reported to full Council through the scrutiny Annual Report.

Annex 2: Illustrative Scenario – Engaging Independent Technical Advisers

This example demonstrates how one Council's executive and scrutiny committee worked together to scope a role and then appoint an independent adviser on transforming social care commissioning. Their considerations and process may be helpful and applicable in other similar scenarios.

Major care contracts were coming to an end and the Council took the opportunity to review whether to continue with its existing strategic commissioning framework, or take a different approach – potentially insourcing certain elements.

The relevant Director was concerned about the Council's reliance on a very small number of large providers. The Director therefore approached the Scrutiny and Governance Manager to talk through the potential role scrutiny could play as the Council considered these changes.

The Scrutiny Chair wanted to look at this issue in some depth, but recognised its complexity could make it difficult for her committee to engage – she was concerned it would not be able to do the issue justice. The Director offered support from his own officer team, but the Chair considered this approach to be beset by risks around the independence of the process.

She talked to the Director about securing independent advice. He was worried that an independent adviser could come with preconceived ideas and would not understand the Council's context and objectives. The Scrutiny Chair was concerned that independent advice could end up leading to scrutiny members being passive, relying on an adviser to do their thinking for them. They agreed that some form of independent assistance would be valuable, but that how it was provided and managed should be carefully thought out.

With the assistance of the Governance and Scrutiny Manager, the Scrutiny Chair approached local universities and Further Education institutions to identify an appropriate individual. The approach was clear – it set out the precise role expected of the adviser, and explained the scrutiny process itself. Because members wanted to focus on the risks of market failure, and felt more confident on substantive social care matters, the approach was directed at those with a specialism in economics and business administration. The Council's search was proactive – the assistance of the service department was drawn on to make direct approaches to particular individuals who could carry out this role.

It was agreed to make a small budget available to act as a 'per diem' to support an adviser; academics were approached in the first instance as the Council felt able to make a case that an educational institution would provide this support for free as part of its commitment to Corporate Social Responsibility.

Three individuals were identified from the Council's proactive search. The Chair and Vice-Chair of the committee had an informal discussion with each – not so much to establish their skills and expertise (which had already been assessed) but to give a sense about

their 'fit' with scrutiny's objectives and their political nous in understanding the environment in which they would operate, and to satisfy themselves that they will apply themselves even-handedly to the task. The Director sat in on this process but played no part in who was ultimately selected.

The independent advice provided by the selected individual gave the Scrutiny Committee a more comprehensive understanding of the issue and meant it was able to offer informed advice on the merits of putting in place a new strategic commissioning framework.

Annex 3: Illustrative Scenario – Approaching an External Organisation to Appear before a Committee

This example shows how one council ensured a productive scrutiny meeting, involving a private company and the public. Lessons may be drawn and apply to other similar scenarios.

Concerns had been expressed by user groups, and the public at large, about the reliability of the local bus service. The Scrutiny Chair wanted to question the bus company in a public evidence session but knew that she had no power to compel it to attend. Previous attempts to engage it had been unsuccessful; the company was not hostile, but said it had its own ways of engaging the public.

The Monitoring Officer approached the company's regional PR manager, but he expressed concern that the session would end in a 'bunfight'. He also explained the company had put their improvement plan in the public domain, and felt a big council meeting would exacerbate tensions.

Other councillors had strong views about the company – one thought the committee should tell the company it would be empty-chaired if it refused to attend. The Scrutiny Chair was sympathetic to this, but thought such an approach would not lead to any improvements.

The Scrutiny Chair was keen to make progress, but it was difficult to find the right person to speak to at the company, so she asked council officers and local transport advocacy groups for advice. Speaking to those people also gave her a better sense of what scrutiny's role might be.

When she finally spoke to the company's network manager, she explained the situation and suggested they work together to consider how the meeting could be productive for the Council, the company and local people. In particular, this provided her with an opportunity to explain scrutiny and its role. The network manager remained sceptical but was reassured that they could work together to ensure that the meeting would not be an 'ambush'. He agreed in principle to attend and also provide information to support the Committee's work beforehand.

Discussions continued in the four weeks leading up to the Committee meeting. The Scrutiny Chair was conscious that while she had to work with the company to ensure that the meeting was constructive – and secure their attendance – it could not be a whitewash, and other members and the public would demand a hard edge to the discussions.

The scrutiny committee agreed that the meeting would provide a space for the company to provide context to the problems local people are experiencing, but that this would be preceded by a space on the agenda for the Chair, Vice-chair, and representatives from two local transport advocacy groups to set out their concerns. The company were sent in

advance a summary of the general areas on which members were likely to ask questions, to ensure that those questions could be addressed at the meeting.

Finally, provision was made for public questions and debate. Those attending the meeting were invited to discuss with each other the principal issues they wanted the meeting to cover. A short, facilitated discussion in the room led by the Chair highlighted the key issues, and the Chair then put those points to the company representatives.

At the end of the meeting, the public asked questions of the bus company representative in a 20-minute plenary item.

The meeting was fractious, but the planning carried out to prepare for this – by channelling issues through discussion and using the Chair to mediate the questioning – made things easier. Some attendees were initially frustrated by this structure, but the company representative was more open and less defensive than might otherwise have been the case.

The meeting also motivated the company to revise its communications plan to become more responsive to this kind of challenge, part of which involved a commitment to feed back to the scrutiny committee on the recommendations it made on the night.

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Chair's Scrutiny Forum
Date: Tuesday, 18th June, 2019
Place: Committee Room 7 - Civic Suite

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Present: Councillors N Folkard, M Flewitt, D Garston, D McGlone, A Moring and L Salter

In Attendance: J K Williams and F Abbott

Start/End Time: 6.00 - 6.40 pm

1 Apologies for Absence

Apologies for absence were received from T Row and R Harris.

2 Appointment of Chair for Municipal Year

Resolved:-

That Councillor Folkard be appointed Chair for the Municipal Year.

3 Declarations of Interest

There were no declarations of interest made at the meeting.

4 Role of Forum - extract from Constitution

The Strategic Director (Legal and Democratic Services) provided an outline of the role and purpose of the Forum. He also circulated a letter to each of the Scrutiny Chair's and gave a copy to the Vice Chairs, which provided some background information on the role of the Chair of each of the 3 Scrutiny Committees.

The letters included a copy of Council Procedure Rules (CPR's) and Scrutiny Procedure Rules which generally govern proceedings at Committees and which can be found in Parts 4(a) and 4(e) of the Constitution respectively and included a copy of the recent LGA publication 'Councillor's workbook on Charing Skills'. The letter to the People Scrutiny Committee Chair also included a copy of the briefing paper which provided information specifically on health scrutiny and the health system locally. This has also been circulated to all Councillors on the Scrutiny Committee.

It was felt that, at the first Scrutiny Committee meetings in July, it would be useful for the Chairs to explain the process when dealing with a call in item and the options available to the Committee.

5 Minutes of the Meeting held on Tuesday, 20th November, 2018

Resolved:-

That the Minutes of the Meeting held on Tuesday, 20th November, 2018 be confirmed as a correct record.

6 In depth scrutiny projects

The Forum considered a report by the Strategic Director (Legal & Democratic Services) which provided information about previous studies undertaken since 2012 and provided an update on the projects carried out by the Scrutiny Committees in 2018/19:-

- a) Re-imagining the Town Centre in the context of the vision for Southend 2050 – Joint Place & Policy & Resources Scrutiny Committee
- b) In context of vision for Southend 2050 – what is the vision of young people which improves their lives and what are the pathways to achieve this ambition – People Scrutiny Committee

Both projects have been concluded and the recommendations will be formally submitted to Cabinet at its meeting on 25th June 2019. The Forum noted that the Scrutiny Committees in July will look at subjects for in depth review for 2019/20.

7 Statutory Scrutiny Guidance

The Forum considered a report by the Strategic Director (Legal & Democratic Services) which advised Councillors about the publication of the statutory scrutiny Guidance published by the Ministry of Housing, Communities and Local Government on 7th May 2019. The Guidance has been produced following a commitment that Government made in early 2018 following on from the Communities & Local Government Select Committee's inquiry into overview and scrutiny.

The Guidance is 'light touch' in its approach and initial analysis of the Guidance indicates that the scrutiny system at Southend in the main appears to remain fit for purpose. The Scrutiny Officer said that a more detailed report will be submitted to each of the 3 Scrutiny Committees and will include suggestions to make some minor tweaks to the process at Southend.

Resolved:

That the report be noted and a more detailed report be submitted to each of the 3 Scrutiny Committee meetings on 8th, 9th and 11th July 2019.

8 Scrutiny training

The Forum noted that a training session for Councillors had been arranged for Thursday 4th July 2019 @ 18.00. The session provides an overview of scrutiny and whilst is primarily aimed at new Councillors, all Councillors are welcome to attend.

The Forum felt that it would be a useful session to attend as it will provide a useful reminder of good practice and that it was beneficial having the session run 'in-house'. The Strategic Director said that he is also more than happy to arrange external training sessions if this would be of use.

9 Any Items from Forum Members

There were no additional items raised at the meeting.

10 Date of next meeting

The next meeting of the Forum will be arranged for last November 2019 (date to be confirmed).

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