

Public Document Pack

Southend-on-Sea Borough Council

Civic Centre
Southend-on-Sea

12 February 2020

Dear Sir or Madam,



I hereby summon you to attend the meeting of the Southend-on-Sea Borough Council to be held in the Council Chamber, Civic Centre, Southend-on-Sea on, Thursday, 20th February, 2020 at 6.30pm for the transaction of the following business.

A Griffin
Chief Executive

A G E N D A

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Communications**
- 4 Questions from Members of the Public**
- 5 Questions from Members of the Council**
- 6 Minutes of the Special Council Meeting held on Tuesday 17th December 2019 (Pages 1 - 2)**
Minutes attached
- 7 Minutes of the Council Meeting held on Tuesday 17th December 2019 (Pages 3 - 20)**
Minutes attached
- 8 Prioritising Resources to Deliver Better Outcomes - 2020/21 to 2024/25 (Pages 21 - 82)**
Report of the Executive Director (Finance and Resources) attached
- 9 Minutes of the meeting of Cabinet held on Thursday, 16 January 2020 (Pages 83 - 100)**
Minutes attached
- 10 Minutes of the meeting of Place Scrutiny Committee held on Tuesday, 28 January 2020 (Pages 101 - 110)**
Minutes attached

- 11 Minutes of the meeting of People Scrutiny Committee held on Wednesday, 29 January 2020 (Pages 111 - 116)**
Minutes attached.
- 12 Minutes of the meeting of Policy and Resources Scrutiny Committee held on Thursday, 30 January 2020 (Pages 117 - 126)**
Minutes attached
- 13 Minutes of the meeting of Cabinet held on Tuesday, 11 February 2020 (Pages 127 - 132)**
Minutes attached
- 14 Pay Policy Statement 2020/2021 (Pages 133 - 184)**
Report of the Executive Director (Transformation) attached

Public Document Pack
SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of The Council

Date: Tuesday, 17th December, 2019

Place: Council Chamber - Civic Suite

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Present: Councillor J Lamb (Chair)
Councillors M Flewitt (Deputy Chair), S Ayles, B Ayling, M Borton, H Boyd, A Bright, K Buck, L Burton, A Chalk, D Cowan, T Cox, A Dear, M Dent, F Evans, K Evans, N Folkard, D Garne, George, I Gilbert, S Habermel, T Harp, B Hooper, D Jarvis, A Jones, M Kelly, H McDonald, D McGlone, K Mitchell, A Moring, C Mulroney, C Nevin, K Robinson, L Salter, I Shead, M Stafford, M Terry, A Thompson, S Wakefield, C Walker, P Wexham and R Woodley

Start/End Time: 6.00 - 6.15 pm

583 Apologies for Absence

Apologies for absence were received from Beck, Burzotta, Garston, Davidson, Nelson, Van Looy, Ward, Willis, Collins and Moring.

584 Declarations of Interest

All Councillors – Minute 585 (Honorary Alderman/Alderwoman Nominations) – Non-pecuniary interest in so far as they may know or have served on the Council with one or more of the recipients for Honorary Alderman/Alderwoman.

585 Honorary Alderman and Honorary Alderwoman Awards

Resolved:

That, pursuant to Section 249(1) of the Local Government Act 1972, the title of Honorary Alderman and Honorary Alderwoman be conferred upon the past Councillors listed below in recognition of their eminent services to the Council:

Ann Holland
David Norman MBE

Chair: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of The Council

Date: Tuesday, 17th December, 2019
Place: Council Chamber - Civic Suite

7

Present: Councillor J Lamb (Chair)
Councillors M Flewitt (Deputy Chair), S Aylen, B Ayling, M Borton, H Boyd, A Bright, K Buck, L Burton, A Chalk, P Collins, D Cowan, T Cox, M Davidson, A Dear, M Dent, F Evans, K Evans, N Folkard, D Garne, George, I Gilbert, S Habermel, T Harp, B Hooper, D Jarvis, A Jones, M Kelly, H McDonald, D McGlone, K Mitchell, A Moring, C Mulrone, C Nevin, K Robinson, L Salter, I Shead, M Stafford, M Terry, A Thompson, S Wakefield, C Walker, P Wexham and R Woodley

Start/End Time: 6.30 - 10.35 pm

586 Apologies for Absence

Apologies for absence were received from Councillors Beck, Willis, Ward, Van Looy, Nelson, Burzotta, and Garston.

587 Declarations of Interest

- **Councillor Aylen**

- **Place Scrutiny Committee – 25th November 2019**

- Minute 560 – Dog Poo DNA – non-pecuniary interest: dog owner;

- **Councillor Ayling**

- **Development Control Committee – 6th November 2019**

- Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- **Place Scrutiny Committee – 25th November 2019**

- Minute 558 – Parking Review Scope – non-pecuniary interest: Appointed as a member of Development Control Committee due to consider an application for planning permission for a development on land at Seaway Car Park, which was mentioned in the debate and has talked to numerous residents regarding parking and presented two petitions at Council;

- **Policy & Resources Scrutiny Committee – 28th November 2019**

- Minute 582 – Council Procedure Rule 46 (East Beach Café surrender of Lease) – non-pecuniary interest: member of Shoebury Watermans Association that has a licence for land at East Beach;

- **Councillor Borton**

- **Development Control Committee – 6th November 2019**

- Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

People Scrutiny Committee – 26th November 2019

Minute 567 – Southend 2050 Outcome Success Measures – non-pecuniary interest: EPUT mentioned in report and daughter is a Ward Manager at Basildon MHU;

- **Councillor Buck**

Cabinet Committee – 4th November 2019

Minute 504 – Requests for Waiting Restrictions (Clarence Road/.Clarence Street) – non-pecuniary interest: Member of Licensing Committee which deals with Hackney Carriage Stands;

- **Councillor Chalk**

Development Control Committee – 6th November 2019

Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- **Councillor Collins**

Cabinet Committee – 4th November 2019

Minute 504 – Requests for Waiting Restrictions (Clarence Road/Clarence Street)– non-pecuniary interest: Son is a blue badge holder;

- **Councillor Cowan**

Cabinet Committee – 4th November 2019

Minute 504 – Requests for Waiting Restrictions (Clarence Road/.Clarence Street) – non-pecuniary interest: Member of Licensing Committee which deals with Hackney Carriage Stands;

Development Control Committee – 6th November 2019

Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

Appeals Committee B – 13th November 2019

Minute 552 – School Transport Appeal (Pupil OA) – non-pecuniary interest: Governor at one of the schools mentioned in the papers;

Place Scrutiny Committee – 25th November 2019

Minute 558 – Parking Review Scope – non-pecuniary interest: Appointed as a member of Development Control Committee due to consider an application for planning permission for a development on land at Seaway Car Park, which was mentioned in the debate;

Policy & Resources Scrutiny Committee – 28th November 2019

Minute 577 – Notice of Motion: White Ribbon – non-pecuniary interest: White Ribbon Ambassador and Council representative with ‘safe steps’;

- **Councillor Cox**

- **Cabinet – 5th November 2019**

- Minute 513 – Notice of Motion – Dog Poo DNA – non-pecuniary interest: works for Barking and Dagenham Borough Council which was mentioned (withdrew);

- **Place Scrutiny Committee – 25th November 2019**

- Minute 560 – Notice of Motion – Dog Poo DNA – non-pecuniary interest: Employer mentioned in the report but not referred to or debated at the meeting;

- **Councillor Dear**

- **Development Control Committee – 6th November 2019**

- Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- **Councillor Dent**

- **Development Control Committee – 6th November 2019**

- Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- Minutes 535 and 536 – 19/00729/FUL and 19/00978 (Westcliff Eruv) – non-pecuniary interest: lives in the Eruv area;

- **Policy & Resources Scrutiny Committee – 28th November 2019**

- Minute 577 – Notice of Motion: White Ribbon – non-pecuniary interest: White Ribbon Ambassador’;

- Minute 575 – Notice of Motion: Kursaal Museum – non-pecuniary interest: Ward Councillor and has lobbied for the Kursaal to be reopened;

- **Councillor F Evans**

- **Development Control Committee – 6th November 2019**

- Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- **Councillor K Evans**

- **Place Scrutiny Committee – 25th November 2019**

- Minute 560 – Dog Poo DNA – non-pecuniary interest: dog owner;

- **Councillor Flewitt**

- **Cabinet – 5th November 2019**

- Minute 509 – Parking Review – non-pecuniary interest: discussed with residents and called in to Place Scrutiny Committee;

- Minute 510 – Housing Pipeline – non-pecuniary interest: Any reference to Lundy Close in St Laurence Ward;

- Minute 513 – Dog Poo DNA Notice of Motion – non-pecuniary interest: supported reference to Council and supported the motion;

Minute 514 – Fossets Farm Notice of Motion – non-pecuniary interest: supported the motion;

Minute 515 – Kursaal Museum Notice of Motion – non-pecuniary interest: supported the motion;

Minute 517 – White Ribbon Notice of Motion – non-pecuniary interest: Written about the issues of violence to men as well as women;

Minute 520 – Local Code of Governance – non-pecuniary interest: discussed issue in media of Councillor and officer behaviour in relation to Standards Board proposed work;

Development Control Committee – 6th November 2019

Minute 538 – 19/01446/FUL – non-pecuniary interest: knows the agent of SK Architects;

Minute 541 – 19/01565/FUL – non-pecuniary interest: had representations from a resident on the application;

Place Scrutiny Committee – 25th November 2019

Minute 558 – Parking Review Scope – non-pecuniary interest: Appointed as a member of Development Control Committee due to consider an application for planning permission for a development on land at Seaway Car Park, which was mentioned in the debate;

Policy & Resources Scrutiny Committee – 28th November 2019

Minute 575 - Kursaal Museum Notice of Motion – non-pecuniary interest: supported the motion;

Minute 577 - White Ribbon Notice of Motion – non-pecuniary interest: Written about the issues of violence to men as well as women;

- **Councillor Folkard**

Development Control Committee – 6th November 2019

Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- **Councillor Garston**

Development Control Committee – 6th November 2019

Minute 535 and 536 – 19/00729/FUL & 19/00978 (Westcliff Eruv) – non-pecuniary interest: Member of Finchley Road Synagogue in which the applicant is situated;

Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

Minute

- **Councillor George**

Policy and Resources Scrutiny Committee – 10th October 2019

Minute 405 (Selective Licensing in the Private Rented Sector) – non-pecuniary interest: Council's representative on SEAL;

Development Control – 6th November 2019

Minute 537 – 19/01195/BC3M (Land adjacent to the Forum, Elmer Approach) – non-pecuniary interest: Council appointed Director of The Forum Board;

- **Councillor Gilbert**

- **Place Scrutiny Committee – 25th November 2019**

- Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

- **Policy & Resources Scrutiny Committee – 28th November 2019**

- Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

- **Councillor Harp**

- **People Scrutiny Committee – 26th November 2019**

- Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

- Minute 567 – Southend 2050 Outcome Success Measures) – non-pecuniary interest: SAVS mentioned in report and wife is an employee of SAVS;

- **Council – 17th December 2019**

- Minute 590 (Public Question 3 – Shoebury Ambulance Station) – non-pecuniary interest: future family member is employee of EEAST

- **Councillor Hooper**

- **People Scrutiny Committee – 26th November 2019**

- Minute 569 – Schools Progress Report – non-pecuniary interest: son attends secondary school in borough; Director of Blade Education (a not-for-profit company) which recruits volunteers and works with local schools;

- **Policy & Resources Scrutiny Committee – 28th November 2019**

- Minute 577 – Notice of Motion: White Ribbon – non-pecuniary interest: on the board of safe steps;

- **Councillor Jarvis**

- **Cabinet Committee – 4th November 2019**

- Minute 504 – Requests for Waiting Restrictions (Civic Centre Underground Car Park) – non-pecuniary interest: Uses the car park at weekends;

- **Development Control Committee – 6th November 2019**

- Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- **Place Scrutiny Committee – 25th November 2019**

- Minute 558 – Parking Review Scope – non-pecuniary interest: Appointed as a member of Development Control Committee due to consider an application for planning permission for a development on land at Seaway Car Park, which was mentioned in the debate;

- Minute 562 - Requests for Waiting Restrictions (Civic Centre Underground Car Park) – non-pecuniary interest: Uses the car park at weekends;

- **Councillor Jones**

Development Control Committee – 6th November 2019

Minute 537 – 19/01195/BC3M (Land adjacent to the Forum, Elmer Approach) – pecuniary interest: Cabinet Member for Education (withdrew);
Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

People Scrutiny Committee – 26th November 2019

Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

Minute 567 – Southend 2050 Outcome Success Measures – non-pecuniary interest: Little hero’s mentioned during discussion and is associated with this group;

Minute 569 – Schools Progress Report – disqualifying non-pecuniary interest – attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011;

- **Councillor Kelly**

People Scrutiny Committee – 26th November 2019

Minute 567 – Southend 2050 Outcome Success Measures – non-pecuniary interest: employer is EPUT, mentioned in the report;

- **Councillor McDonald**

Cabinet Committee – 4th November 2019

Minute 504 – Requests for Waiting Restrictions (Clarence Road/Clarence Street)– non-pecuniary interest: Member of Licensing Committee which deals with Hackney Carriage Stands and workplace is in Clarence Road;

Minute 505 – Reference back of Minute 308 of Cabinet Committee held 12th September 2019 – Requests for Waiting Restrictions: introduction of speed humps in Thorpe Bay Gardens) – non-pecuniary interest: lives in the vicinity;

Development Control Committee – 6th November 2019

Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

Policy & Resources Scrutiny Committee – 28th November 2019

Minute 577 – Notice of Motion: White Ribbon – non-pecuniary interest: works at local charity supporting survivors of sexual violence and is a White Ribbon Champion/Ambassador;

- **Councillor Mitchell**

Council – 24th October 2019

Minute 468 – Notice of Motion: Campfield Road Ambulance Station – non-pecuniary interest: Has campaigned with others to keep the station open;

Minute 471 – Notice of Motion: Housing on Fossett’s Farm – non-pecuniary interest: Has attended campaigns with Fossett’s for the People;

Development Control Committee – 6th November 2019

Minute 537 – 19/01195/BC3M (Land adjacent to the Forum, Elmer Approach) – non-pecuniary interest: Ward Councillor;

People Scrutiny Committee – 26th November 2019

Minute 567 – Southend 2050 Outcome Success Measures – non-pecuniary interest: daughter lives in supported living accommodation and formerly a Children’s Centre Manager until 2013;

Place Scrutiny Committee – 25th November 2019

Minute 560 – Dog Poo DNA – non-pecuniary interest: dog owner;
Minute 559 – Notice of Motion: Climate Change – non-pecuniary interest: local members of Extinction Rebellion (ER) are known to her;

Policy & Resources Scrutiny Committee – 28th November 2019

Minute 577 – Notice of Motion: White Ribbon – non-pecuniary interest: works with victims of domestic abuse within her role as family worker for Essex County Council;

- **Councillor Mulroney**

Development Control Committee – 6th November 2019

Minute 537 – 19/01195/BC3M (Land adjacent to the Forum, Elmer Approach) – pecuniary interest: Cabinet Member for Environment and Planning (withdrew);

Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application and non-planning member of Leigh Town Council;

Minute 539 – 19/01540/FUL (The Ship Hotel, New Road) – non-pecuniary interest: non-planning member of Leigh Town Council;

Place Scrutiny Committee – 25th November 2019

Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

Minute 558 – Parking Review Scope – non-pecuniary interest: Appointed as a member of Development Control Committee due to consider an application for planning permission for a development on land at Seaway Car Park, which was mentioned in the debate;

- **Councillor Nelson**

Policy & Resources Scrutiny Committee – 28th November 2019

Minute 575 – Notice of Motion: White Ribbon – non-pecuniary interest: a pending White Ribbon Ambassador;

- **Councillor Nevin**

People Scrutiny Committee – 26th November 2019

Minute 567 – Southend 2050 Outcome Success Measures – non-pecuniary interest: niece works for Public Health England and is Council representative on Active Southend and is Chair;

- **Councillor Robinson**

Cabinet Committee – 4th November 2019

Minute 503 – Objections to Traffic Regulation Orders (Osborne Road) – pecuniary interest: workplace is in next road and was mentioned in a resident’s representation (withdrew);

- **Councillor Terry**

Cabinet Committee – 4th November 2019

Minute 504 – Requests for Waiting Restrictions (Civic Centre Underground Car Park and Eastern Esplanade) – non-pecuniary interest: Uses the Civic Centre car park at weekends and lives in the road (Eastern Esplanade);

Place Scrutiny Committee – 25th November 2019

Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

Policy & Resources Scrutiny Committee – 28th November 2019

Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

- **Councillor Thompson**

Development Control Committee – 6th November 2019

Minute 537 – 19/01195/BC3M (Land adjacent to the Forum, Elmer Approach) – disqualifying non-pecuniary interest: Trustee of the Forum;
Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- **Councillor Ward**

Development Control Committee – 6th November 2019

Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;
Minute 539 – 19/01540/FUL (The Ship Hotel, New Road) – non-pecuniary interest: Owner of guest house, not in the area;

Place Scrutiny Committee – 25th November 2019

Minute 558 – Parking Review Scope – non-pecuniary interest: Appointed as a member of Development Control Committee due to consider an application for planning permission for a development on land at Seaway Car Park, which was mentioned in the debate;

- **Councillor Wakefield**

- **Cabinet Committee – 4th November 2019**

- Minute 504 – Requests for Waiting Restrictions – Clarence Road/Clarence Street) – non-pecuniary interest: shop is in the vicinity;

- **Development Control Committee – 6th November 2019**

- Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application;

- **Place Scrutiny Committee – 25th November 2019**

- Minute 558 – Parking Review Scope – non-pecuniary interest: Appointed as a member of Development Control Committee due to consider an application for planning permission for a development on land at Seaway Car Park, which was mentioned in the debate;

- **Policy & Resources Scrutiny Committee – 28th November 2019**

- Minute 581 – Minutes of the Shareholder Board held on 16th October 2019 – pecuniary interest – sub-contractor and provides work for South Essex Homes (however, the matters relating to South Essex Homes were not discussed at this meeting);

- **Councillor Walker**

- **Appeals Committee A – 15th October 2019**

- Minute 482 – School Transport Appeal – Pupil KM – non-pecuniary interest: knows the Executive Head of Trust, referred to in papers;

- **Development Control Committee – 6th November 2019**

- Minute 538 – 19/01446/FUL (Development Land, Underwood Square) – non-pecuniary interest: A senior officer of the Council lives close by to the application and a friend lives close by;

- **Councillor Woodley**

- **Place Scrutiny Committee – 25th November 2019**

- Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

- **Policy & Resources Scrutiny Committee – 28th November 2019**

- Disqualifying non-pecuniary interest in all the called-in/referred items: attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011 (Cabinet Member);

- **Council – 17th December 2019**

- Minute *** (Councillor Questions: Southend Airport) – non-pecuniary interest: daughter is a pilot for EasyJet;

Officer Interests

Cabinet 5th November 2019

A. Lewis — Minutes 526 and 528 (The Shareholder Board minutes): Director of the Porters Place Southend LLP;

A. Griffin, A. Lewis, S. Leftley, J. Ruffle, J. Chesterton, J. Williams, C. Robinson, P. Geraghty, E. Cooney declared an interest in Minute 525 (Senior Managers Pay Panel).

Place Scrutiny Committee – 25th November 2019

A. Lewis – Minute 558 (Parking Review Scope) – non-pecuniary interest: Director of the Porters Place Southend LLP in respect of the Better Queensway Development which was mentioned in the debate;

588 Minutes of the Meeting of Council held on Thursday 24 October 2019

Resolved:-

That the Minutes of the Meeting held on Thursday 24th October 2019 be confirmed as a correct record and signed.

589 Communications

(a) Yule Log

Councillor Aylen presented to the Council the Yule Log.

(b) Toy Drive Donations

The Worshipful the Mayor, on behalf of the Council, presented a certificate of appreciation to the Toy Drive Team in recognition of their work in organising the sixth annual Toy Drive. The Worshipful the Mayor also extended the Council's appreciation to the significant donations which have been received from:

Arriva
Argosy Toys
Rossendales
Newlyn
Christian Faith Small Group Shoebury
Adventure Island

These donations and gifts will make a significant difference to the vulnerable children in Southend-on-Sea ensuring that everyone gets to open a present at Christmas regardless of their circumstances.

590 Questions from Members of the Public

The relevant Cabinet Members responded to written questions received from members of the public.

591 Questions from Councillors

The relevant Cabinet Members responded to questions received from Councillors.

592 Minutes of the meeting of Appeals Committee A held on Tuesday, 15 October 2019

Resolved:

That the minutes of this meeting be noted.

593 Minutes of the meeting of Licensing Committee held on Thursday, 17 October 2019

Resolved:

That the minutes of this meeting be noted.

594 Minutes of the meeting of Audit Committee held on Wednesday, 23 October 2019

Resolved:

That the minutes of this meeting be noted.

595 Minutes of the meeting of Cabinet Committee held on Monday, 4 November 2019

Resolved:

That the minutes of this meeting be noted.

596 Minutes of the meeting of Cabinet held on Tuesday, 5 November 2019

Resolved:

That the minutes of this meeting be noted and the recommendations contained in Minutes 519, 520 and 524, be approved.

597 Minutes of the meeting of Development Control Committee held on Wednesday, 6 November 2019

Resolved:

That the minutes of this meeting be noted.

598 Minutes of the meeting of Licensing Sub-Committee C held on Friday, 8 November 2019

Resolved:

That the minutes of this meeting be noted.

599 Minutes of the meeting of Appeals Committee B held on Wednesday, 13 November 2019

Resolved:

That the minutes of this meeting be noted.

600 Minutes of the meeting of Place Scrutiny Committee held on Monday, 25 November 2019

During consideration of Minute 558 (Parking Review Scope) and Minute 560 (Notice of Motion: Dog Poo DNA) motions were proposed and seconded to refer the matters back to Cabinet.

The motions for reference back of Minute 558 and Minute 560 were not carried.

Resolved:

That the minutes of this meeting be noted.

601 Minutes of the meeting of People Scrutiny Committee held on Tuesday, 26 November 2019

Resolved:

That the minutes of this meeting be noted.

602 Minutes of the meeting of Policy and Resources Scrutiny Committee held on Thursday, 28 November 2019

During consideration of Minute 576 (Notice of Motion: Gender Neutral Language) the Leader of the Council clarified two points:

- (a) Policies would be updated over time as they are renewed; and
- (b) It is only intended to change the default position and Councillors would have the right to be addressed using gender-specific terms if they wished.

During consideration of Minute 576 (Notice of Motion: Gender Neutral Language) a requisition for a named vote having been made in accordance with Council Procedure Rule 12.1 to refer the matter back to Cabinet, the voting was as follows:

For reference back:

Cllrs Aylen, Ayling, Bright, Buck, Chalk, Cox, Davidson, Dear, F. Evans, K. Evans, Flewitt, Folkard, Habermel, Jarvis, McGlone, Salter, Shead (17)

Against reference back:

Cllrs Borton, Boyd, Burton, Collins, Cowan, Dent, George, Gilbert, Harp, Hooper, Jones, Kelly, McDonald, Mitchell, Mulrone, Nevin, Robinson, Stafford, Terry, Thompson, Wakefield, Wexham and Woodley (23)

Abstentions:
Cllrs Lamb and Walker (2)

Absent for the vote:
Cllrs Beck, Burzotta, Garston, Moring, Nelson, Van Looy, Ward and Willis (8)

The motion for reference back of Minute 576 was not carried.

During consideration of Minute 581 (Shareholder Board Minutes held 16th October 2019: Porters Place LLP Business Plan) a requisition for a named vote having been made in accordance with Council Procedure Rule 12.1 to refer the matter back to Cabinet, the voting was as follows:

For reference back:
Cllrs Boyd, Bright, Buck, Cox, Davidson, Dear, F. Evans, Flewitt, Folkard, Garne, Habermel, Jarvis, McGlone, Salter, Walker (15)

Against reference back:
Cllrs Ayling, Borton, Burton, Chalk, Collins, Cowan, Dent, K. Evans, George, Gilbert, Harp, Hooper, Jones, Kelly, McDonald, Mitchell, Mulrone, Robinson, Shead, Stafford, Terry, Thompson, Wakefield, Wexham and Woodley (25)

Abstentions:
Cllrs Aylen and Lamb (2)

Absent for the vote:
Cllrs Beck, Burzotta, Garston, Moring, Nelson, Nevin, Van Looy, Ward and Willis (9)

The motion for reference back of Minute 581 was not carried.

Resolved:

1. That the minutes of this meeting be noted and the recommendations contained in Minutes 578 and 580, be approved.
2. That the following recommendations contained in Minute 576, be approved:
 - a. That male universals, such as 'chairman', be removed from the Constitution, Policies and all written and verbal communications and be replaced with gender-neutral terms, such as 'chair';
 - b. Desist from making reference to a person's marital status unless they expressly request it is included;
 - c. That gender-neutral language be used where an individual's sex or social gender are not relevant or not known; and
 - d. That these changes be communicated to all departments and members of staff within Southend-on-Sea Borough Council.

603 Notice of Motion - Fireworks

Resolved:

That in accordance with Standing Order 8.4 the following Notice of Motion, be referred to the Cabinet:

'Fireworks'

Fireworks are used by people throughout the year to mark different events. While they can bring much enjoyment to some people, they can cause significant problems and fear for other people and animals.

They can be a source of fear and distress for many animals (including pet animals, farm livestock and wildlife). Animals affected not only suffer psychological distress but can also cause themselves injuries – sometimes very serious ones – as they attempt to run away or hide from the noise.

This Council therefore resolves that it should:

- 1. Require all public firework displays within the local authority boundaries to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people.*
- 2. To actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks.*
- 3. To write to the UK Government urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays.*
- 4. To encourage local suppliers of fireworks to stock 'quieter' fireworks for public display.'*

Proposed by: Cllr Cox

Seconded by: Cllr Buck

604 Notice of Motion - National Community Energy Campaign

Resolved:

That in accordance with Standing Order 8.4 the following Notice of Motion, be referred to the Cabinet:

'National Community Energy Campaign'

Southend-on-Sea Borough Council:

- (i) Acknowledges the efforts that this council has made to reduce greenhouse gas emissions and promote renewable energy;*
- (ii) recognises that councils can play a central role in creating sustainable communities, particularly through the provision of locally generated renewable electricity;*

(iii) further recognises:

- that very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so;
- that making these financial costs proportionate to the scale of a renewable electricity supplier's operation would create significant opportunities for councils to be providers of locally generated renewable electricity directly to local people, businesses and organisations, and
- that revenues received by councils that became local renewable electricity providers could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities;

(iv) accordingly resolves to support the Local Electricity Bill, currently supported by a cross-party group of 115 MPs, and which, if made law, would make the setup and running costs of selling renewable electricity to local customers proportionate by establishing a Right to Local Supply; and

(v) further resolves to:

- inform the local media of this decision,
- write to local MPs, asking them to support the Bill, and
- write to the organisers of the campaign for the Bill, Power for People, (at 8 Delancey Passage, Camden, London NW1 7NN or info@powerforpeople.org.uk) expressing its support.'

Proposed by: Cllr Nevin

Seconded by: Cllr Mitchell

605 Notice of Motion - Councillors Traffic and Parking Requests

Resolved:

That in accordance with Standing Order 8.4 the following Notice of Motion, be referred to the Cabinet Committee:

'Members Traffic & Parking Requests

The decision by the Deputy Leader to suspend the members request list for traffic and parking schemes has left a democratic deficit.

Residents are frustrated that members, elected to champion issues and take up issues on their behalf, are prevented from raising traffic and parking concerns on their behalf. Therefore:

The Executive considers the implementation of the following schemes:

- *St Mary's Road & St Benet's Road short-stay parking spaces Increase permitted parking time from one hour to two hours. Retain no return within four hours.*

- *Priory Avenue - near junction with St Benet's Road, remove stretch of double yellow lines on west side of Priory Avenue alongside newsagents, to create two short stay parking spaces (maximum stay of 30 minutes).*
- *Highlands Shops London Road Leigh-on-Sea, erect bollards along the kerbs to stop vehicles mounting and driving along the pavements to park outside the shops and remove pavement crossing south of the Parade.*
- *Galton Rd, Imperial Avenue, Crowstone Rd, Alleyn Place consultation on one hour parking restriction for one side of each road only. To include new layout of existing/proposed yellow lines staggered on either side of roads to also provide traffic calming.*
- *Install double yellow lines at the junction of Eastwood Road North & Charfont Close.*
- *The length of carriage way set aside to merge three lanes into one at Kent Elms Corner that the scheme is reviewed with a view to identifying the impact of making the Southend bound, inside lane left hand turn only.*
- *Review the Maya Close/Ness Road junction where there has been one fatality and several accidents since.*
- *Improve the Ness Road/Campfield Road/Seaview Road/Grove Walk Junction to cope with the expected increased traffic from the construction of the Lidl store with its 140 car parking spaces.*
- *Widen the exits off the Ness Road roundabout by Bridge Garage and increase the space of the pedestrian refuge which carries 40ft lorries all day long and 5 buses in each direction every hour mounting the kerb.*
- *Improve the Campfield Road and New Garrison Road junction and the Hinguar School Roundabout to allow for deliveries to the new Lidl store.*
- *Install junction protection on the roundabout on the Thorpe Hall Avenue/Woodgrange Drive junction, southbound, just below the railway bridge.*
- *Introduce 1 hour parking restriction between 09:00 – 10:00 on the new parking bays in Riviera Drive.*
- *Safety improvements to the Royston Avenue/Eastern Avenue junction*
- *Parking restrictions in Mountdale Gardens, Suffolk, Norfolk, Kent and Surrey Avenues to deter inconsiderate parking at school drop-off and pick-up times.*
- *Time restriction or other residents backed permit parking scheme in Vickers Road, Avro Road, Wilmott Road and Bristol Road.'*

Proposed by: Cllr Cox

Seconded by: Cllr Davidson

606 Notice of Motion - Safer Passing Signage

Resolved:

That in accordance with Standing Order 8.4 the following Notice of Motion, be referred to the Cabinet:

'Safer Passing signage

This Council has declared a Climate Emergency and has agreed that it must take action to tackle carbon emissions emitted in the borough. Although this Council recognises that the use of the car is important to the economy of the Borough we also recognise that we should encourage other means of transport to reduce carbon emission, including cycling.

One of the main reasons residents do not choose to cycle around the borough is a fear of being harmed whilst riding on the road. One notable concern are cars passing too closely when overtaking.

This Council proposes:

- 1) To install signage encouraging a safe passing distance of 1.5 meters on all signs as they are replaced or newly installed;*
- 2) To use the borough's electronic signage systems to encourage a safe passing distance of 1.5 metres;*
- 3) To review the use of mats on the road surface to encourage a safe passing distance of 1.5 metres.'*

Proposed by: Councillor Cox

Seconded by: Councillor Buck

607 Notice of Motion - Transparent and Accessible Council

Resolved:

That in accordance with Standing Order 8.4 the following Notice of Motion, be referred to the Cabinet:

'Transparent and Accessible Council

This Council should remain transparent and accessible to all residents in Southend. With more people turning to the internet and social media to keep informed about the events in their local area. At present only the Full Council meeting is streamed live on the council's website. This has meant that residents who are unable to attend important public meetings such as cabinet and the three scrutiny committees, whether due to mobility issues or prior commitments, are unable to scrutinise the decisions made at this level.

Therefore, this Council resolves to:

- a) Host all public Place, People and Policy and Resource Scrutiny Committees in the full chamber where they should be recorded with the cameras to be streamed live and stored on the Council website*
- b) To stream live all recorded meetings on social media platforms where possible.*
- c) To ensure live updates on the Council's social media page happens for every social media feed.'*

Proposed by: Cllr Habermel

Seconded by: Cllr Boyd

608 Notice of Motion - Tree Cover

Resolved:

That in accordance with Standing Order 8.4 the following Notice of Motion, be referred to the Cabinet:

'Doubling Tree Cover

Trees have a crucial role to play in tackling the climate emergency as part of an ambitious local Climate Action Plan, by drawing down carbon and locking it up in their wood. Doubling tree cover across the UK could draw down 50 million tonnes of carbon dioxide annually, which is around 10% of current UK emissions.

Trees also provide additional benefits beyond their critical importance in reaching net-zero greenhouse gas emissions: trees create more space for nature, supporting hundreds of species of insects, birds and mammals. Trees are also great for public health, helping clean the air and providing access to nature that's important for our wellbeing.

This Council therefore resolves that it should:

- 1. Double tree cover in Southend by 2045.*
- 2. Double tree cover on council-owned land, by growing/planting more trees in public parks, council-owned land and green belt land within the borough.*
- 3. Update all council strategies and local plans to incorporate this target.'*

Proposed by: Cllr Bright

Seconded by: Cllr Cox

609 Local Council Tax Support Scheme

The Council considered a report of the Executive Director (Finance and Resources) presenting the Local Council Tax Support Scheme for 2020/21.

Resolved:

That the current Local Council Tax Support Scheme 2019/20 be readopted for 2020/21.

610 Standing Order 1.7 - Duration of Meetings

During consideration of Minute 559 and in accordance with Standing Order 1.7, the hour of 10.00pm having been reached the Council:

Resolved:

To continue for one further hour until 11.00pm.

611 Thanks and Appreciation - Simon Leftley, Deputy Chief Executive (People)

The Worshipful the Mayor advised that this would be the last Council meeting attended by Simon Leftley, Deputy Chief Executive (People) as he is retiring in the New Year.

The Council extended their thanks and best wishes and thanked him for his help, support and dedication over many years.

Chair: _____

Southend-on-Sea Borough Council

Report of Executive Director (Finance and Resources)

To

Council

On

20 February 2020

Report prepared by: Joe Chesterton
Executive Director (Finance and Resources)

Agenda
Item No.

8

Prioritising Resources to Deliver Better Outcomes 2020/21 to 2024/25

Cabinet Members: Councillor Ian Gilbert and Councillor Ron Woodley

Part 1 (Public Agenda Item)

1. Purpose of Report

- 1.1 The purpose of this report is for Council to approve the setting of a revenue budget and Council Tax for 2020/21 and a Capital Investment Programme for 2019/20 to 2024/25 including Prudential Indicators.
- 1.2 In addition, it deals with the Housing Revenue Account (HRA) and related rent levels and Treasury Management.
- 1.3 Comprehensive reports to the Cabinet on 16 January and 11 February 2020 set out the issues affecting the Council's budgetary position for 2020/21 including details of the provisional Local Government Finance Settlement. The Final Local Government Finance Settlement has since been announced and there were no changes. However, this is yet to be debated in the House of Commons and a vote held on the package. The debate and vote have been delayed by emergency legislation on the early release of terrorist offenders and the debate will be held as soon as possible after the House returns from recess on 24 February.
- 1.4 In accordance with the Council's Constitution, the Cabinet on 11 February 2020 agreed to recommend a revenue budget (including the HRA), Council Tax, four year financial projections and indicative budget investments and reprioritisations for 2020/21, Capital Investment Programme and Prudential indicators to Council for approval.
- 1.5 The formal Council Tax setting resolution is also presented in this report.
- 1.6 Council is now required to consider and agree these matters.

2. Recommendations

That the Council considers the information contained in this report and the related reports to Cabinet on 16 January and 11 February 2020 to agree:

2.1 A 2020/21 revenue budget and

- a Council Tax increase of 3.99% for the Southend-on-Sea element of the Council Tax for 2020/21, being 1.99% for general use and 2.0% for Adult Social care;**
- the use of £2 million of the collection fund for the core budget;**
- to note the increase in the Council Tax level of 1.99% for the precepting authority the Essex Fire & Rescue Services;**
- to note the increase in the Council Tax level of 2.94% for the precepting authority the Essex Police;**
- to note the increase in the precept level of 6.04% for Leigh-on-Sea Town Council;**

2.2 The final levy position for 2020/21;

2.3 A Capital Investment Programme for 2019/20 to 2024/25 (Appendices 3 (i) and (ii));

2.4 The recommendations from Cabinet 11 February 2020 for the HRA and associated rent levels, Treasury Management and the Prudential Indicators;

2.5 The Statutory Budget Determinations and amount of Council Tax for Southend-on-Sea Borough Council (Appendix 4);

2.6 The Council's five year financial plan (Appendix 5) and associated Medium Term Financial Strategy;

2.7 The direction of travel for 2021/22 and beyond and noting the need for the organisation to move to a longer term and outcome based budgeting approach (Section 9);

2.8 To delegate authority to the Chief Finance Officer in consultation with the Leader to make the necessary adjustments to the contingency budget to maintain a balanced position in the event that the debate and vote on the Final Local Government Finance Settlement results in any changes;

3. Background

3.1 The various budgets and associated matters of the Council have been considered at the Cabinet meetings of 16 January 2020 and 11 February 2020 and at the various Scrutiny Committees from 28 January to 30 January 2020 and the Business Sector and Voluntary Sector consultation meeting on 16 January 2020, as outlined below:

- *Prioritising Resources to Deliver Better Outcomes 2020/21 to 2024/25;*
- *Housing Revenue Account Budget and Rent Levels 2020/21;*
- *Treasury Management Policy 2020/21 (Treasury Management scrutinised at Audit Committee 15 January 2020 and not Scrutiny Committees).*

3.2 The Cabinet recommended to Council;

Firstly, the proposals on the Revenue Budget and Council Tax Level as set out at Appendices 1 & 2 and secondly a Capital Investment Programme as set out at Appendix 3. Other recommendations surrounded the HRA Budget and rent levels, Treasury Management and the Prudential Indicators. Details of all these items and relevant recommendations are all contained in the suite of Cabinet reports presented on 11 February 2020.

3.3 The Council must set its revenue budget and Council Tax by 11 March of the preceding year. If, for whatever reason, the Council cannot agree a budget and Council Tax on 20 February 2020, Members should be aware that it is unlikely that the Council Tax bills could be sent out on time for the 1 April instalment (taking into account the necessary notice period and the time required to print the bills and the accompanying leaflet). Such a delay will increase costs significantly by circa £100k-£200k and will need to be built into the budget. It is also highly likely that this will also translate into a higher level of un-collectable debt and debt collection costs and will significantly impact on Council Tax performance indicators.

3.4 In setting its budget, the Council is required to approve a full Council Tax resolution including the Adult Social Care, Police, Fire and parish precepts, including any recommendations for special expenses. The Statutory budget determination to set the amount of Council Tax for Southend-on-Sea Borough Council for all valuation bands from A to H is shown in Appendix 4.

4. Corporate Issues

4.1 The Chief Financial Officer is required to make a statement on the adequacy of reserves and the robustness of the budget. This is a statutory duty under section 25 of the Local Government Act 2003.

4.2 The position on reserves is addressed within the S151 Officer Statement to Cabinet on 11 February 2020 (Appendix 3 of the Prioritising Resources to Deliver Better Outcomes 2020/21 to 2024/25 report.) In addition, further detail is

contained in the Medium Term Financial Strategy, Appendix 2 within the same report.

4.3 For 2020/21, the overall level of contingency within the proposed budget is £3.2 million.

4.4 The position on Council Tax capping was amended by the introduction of the Localism Act in December 2011. The provisions in the Localism Act 2011 abolished Whitehall capping in England and instead provides local residents with a power to approve or veto excessive council tax rises. The new provisions require the Secretary of State to propose principles defining an excessive increase in council tax for any financial year. The main principle to be determined relates to the increase in Band D council tax (subject to certain adjustments) from one year to the next. A Council Tax referendum will only be required to be held in relation to an authority's council tax increase in 2020/21 if the amount set by the authority exceeds the council tax excessiveness principles applying to that year. For 2020/21 the position is as follows;

- The Secretary of State has set the council tax principles for 2020/21 as part of the Local Government Finance settlement. These are that local authorities with responsibility for Adult Social Care will be required to seek the approval of their local electorate in a referendum if, compared with 2019/20, they set a council tax increase that equals or exceeds 4.0% (comprising 2% for expenditure on adult social care and 2% for other expenditure).

4.5 In agreeing a proposed increase of 3.99% for the Southend-on-Sea element of the Council Tax for 2020/21, being 1.99% for general use and 2.0% for the Adult Social Care precept, the Council is in line with the requirements from the Secretary of State and therefore no referendum is triggered.

4.6 Therefore, in my view as the Council's Chief Financial Officer, I confirm that the budget for 2020/21, as reported in the suite of Cabinet reports in January and February 2020 and issues addressed in this report, to be sufficiently robust but challenging for approval by the Council. I am also able to advise the Council that the level of Reserves is adequate and to recommend a Reserves Strategy which is achievable by 2020/21 in line with the factors set out in my S151 Officer Statement.

5. Council Tax and Collection Fund 2020/21

- 5.1 The Council Tax Base for 2020/21 was approved by Cabinet on 16 January 2020 at 58,680.94 (equivalent Band D properties).
- 5.2 The estimated balance on the Collection Fund at the end of 2019/20 shows a projected surplus of £2 million attributable to the Council and which has been used in calculating the Council Tax, as statutorily required.
- 5.3 The proposed budget assumes a Council Tax increase of 1.99% for general use on the Southend-on-Sea element of the total Council Tax. There are no implications arising from this increase for a Council Tax freeze grant, as the Government has not offered one for this year. In addition, no referendum limit has been breached.
- 5.4 Council may wish to bear in mind that a 1% change in Southend-on-Sea Borough Council's element of the Council Tax is £13.86 per annum for a Band D property. This equates to an amount of circa £0.81 million in the revenue budget for each 1% change.
- 5.5 The proposed Council Tax increase of 1.99% will mean a Band D level of £1,311.60 per annum on the Southend-on-Sea element of the Council Tax. This equates to an annual increase of £27.51 and a weekly increase of 53p. The Statutory Budget Determinations and amount of Council Tax for Southend-on-Sea Borough Council is shown in Appendix 4;
- 5.6 The total Council Tax payable by tax payers consists of Southend-on-Sea Borough Council precept, the Adult Social Care precept and the precepts for Essex Fire & Rescue Services and Essex Police. Where applicable it also includes Leigh-on-Sea Town Council precept.

Precepts

- 5.7 Leigh-on-Sea Town Council has declared its precept for 2020/21 at £447,392 (2019/20 = £421,625). Based on their council tax base of 8,845.24, the Town Council element of the total Council Tax bill will increase from £47.70 to £50.58 at Band D, equivalent to an increase of 6.04% from 2019/20. This only applies to the area covered by the Town Council.
- 5.8 For Essex Police an increase in its Council Tax has been approved by the Police, Fire & Crime Commissioner. This represents a Council Tax of £198.63 (2019/20 = £192.96) per Band D property, which equates to an increase on the respective 2019/20 level of 2.94%.
- 5.9 For Essex Fire & Rescue Services an increase in its Council Tax has been approved by the Police, Fire and Crime Commissioner. This represents a Council Tax of £73.89 (2019/20 = £72.45) per Band D property, which equates to an increase on the respective 2019/20 level of 1.99%.

- 5.10 This budget also includes the Adult Social Care Precept at an increase of 2.0% over the previous year. The proposed level equates to an annual increase of £27.66 (from £98.13 to £125.79) equivalent to a weekly increase of 53p at the Band D Council Tax level.

Levies

- 5.11 The Council is required to pay relevant levying bodies, who have all now provided their required levy for 2020/21 and the position for 2020/21 compared to 2019/20 is identified in the table below. The final approved levy also includes anticipated year-end adjustments for 2019/20 and 2020/21;

Levy Body	2019/20 Probable Actual	2020/21 Estimate	Percentage Increase
	£'000	£'000	%
Kent & Essex Inshore Fisheries & Conservation Authority	21.5	21.9	1.8.
Flood Defence – Environment Agency	200.5	204.7	2.1
Coroners Court	416.0	418.4	0.6
Total	638.0	645.0	

The 2020/21 budget proposed at Cabinet on 11 February 2020 included a total sum for levies of £645,000. The final approved levies and year-end adjustments for 2020/21 total £645,000. Therefore, no amendment is required to the levies budget for 2020/21. However, if there are any final adjustments to the above levies for 2020/21 this will be funded through contingency.

Special Items (Sections 34 & 35 of the Local Government Finance Act 1992)

- 5.12 Parish and Town Councils are able to precept on the Authority for services provided in the Parish or Town Council area. The Local Government Finance Act 1992 requires these precepts to be deemed a special item. In the Council's area the only parished area is Leigh-on-Sea.
- 5.13 Otherwise the cost of this Council's services is spread uniformly over the Authority's area. However, in some parishes, the Town Council may provide services which in other parts of the Authority are provided by the Council. Under Section 35 (2) (d) of the 1992 Act, the cost of these services is regarded as special expenses unless the Council has resolved otherwise. Special expenses are deemed to be included as part of the special items for Council Tax setting purposes.
- 5.14 The costs of special expenses are deducted from the council's total expenditure when setting the basic Council Tax and are charged as an additional amount to the areas receiving the benefit of the specific services.
- 5.15 At its meeting on 11 February 2020, the Cabinet considered the special expenses to apply in 2020/21 and recommended that there were no special expenses in addition to the Leigh-on-Sea Town Council's precept.

- 5.16 The proposed Band D Council Tax excluding and including Leigh-on-Sea Town Council is set out at Appendix 1.

6. Capital Investment Programme

- 6.1 The Cabinet also considered proposals for the Capital Investment Programme for 2019/20 to 2024/25 and referred the proposals set out at Appendix 3 (i) and (ii) to this report.
- 6.2 The Cabinet also agreed to refer the approval of the Capital Investment Strategy and Prudential Indicators.
- 6.3 The full impact of the borrowing costs required to fund the proposed programme have been included in the Council's current financial planning for 2019/20 to 2024/25. The 2020/21 revenue budget incorporates the required borrowing costs as part of the budget requirement for 2020/21. In summary, it is my view, as the Council's Chief Financial Officer, that the 2019/20 to 2024/25 Capital Investment Programme is Prudent, Affordable and Sustainable.
- 6.4 To demonstrate compliance with these objectives a set of prudential indicators, as required by statute, is also recommended for approval.

7 Financial Sustainability Strategy (FSS)

- 7.1 This is a new high level long term strategy that frames the financial future and intentions for the Council. It will help set the context for the Medium Term Financial Strategy, guide our approach to maximising resources, prioritising investment and the effective targeting of resources to deliver the ambitions and outcomes contained within the Southend 2050 programme and Roadmap phases.
- 7.2 Its primary purpose is to outline our approach, desire and commitment to achieving financial sustainability by embracing the area's economic potential, growing our local tax base and increasing sustainable income capabilities.
- 7.3 The Financial Sustainability Strategy for 2020 to 2030 was included within the Prioritising Resources to Deliver Better Outcomes 2020/21 to 2024/25 report to Cabinet on 11 February 2020 at Appendix 1.

8 Medium Term Financial Strategy (MTFS)

- 8.1 The Medium Term Financial Strategy that was approved in February 2019 was for a five year period up to the financial year 2023/24. It has been updated as a result of the recent Local Government Finance Settlement, changes to the projections in the current financial planning figures and alignment with the Council's 2050 ambition, 5 year road map and identified outcomes.

- 8.2 It is good practice to update the rolling MTFS as part of setting the Council budget and Council Tax to ensure our financial planning is fully aligned and integrated.
- 8.3 The updated and full MTFS for the period 2020/21 to 2024/25 was included within the Prioritising Resources to Deliver Better Outcomes 2020/21 to 2024/25 report to Cabinet on 11 February 2020 at Appendix 2.
- 8.4 The MTFS shows a projected further budget gap for the Council of £23.2 million for the following four financial years. This is set out in detail in Appendix 5 and in summary as follows;

2021/22	£7.8 million
2022/23	£4.7 million
2023/24	£5.7 million
2024/25	£5.0 million
Total	£23.2 million

9 2021/22 and Beyond

- 9.1 The financial landscape and operating environment for public services generally and for local government in particular remains challenging and uncertain. Local Authorities have been provided with an initial financial settlement for 2020/21 only. No information is currently available for future years. Part of our strategic response to this challenge is to develop a new Financial Sustainability Strategy to outline, at a high level, our ambition, approach, desire and commitment to ensure that Southend-on-Sea Borough Council remains financially stable and resilient for the future.
- 9.2 This approach is important to assess, understand and take responsibility for our financial future. It will also enable us to be proactive in the delivery of our agreed Southend 2050 ambition, key priorities and to provide the best possible value for money services to our local residents, businesses and visitors. Our financial sustainability will be enhanced by embracing the Borough’s economic potential, growing our local tax base and by increasing our income generating and commercial capabilities.
- 9.3 The updated Medium Term Financial Strategy 2020/21 – 2024/25 provides an integrated view of the whole of the Council’s finances and priority investment plans over the medium term. This report outlines how scarce revenue and capital resources are prioritised and deployed to respond to increasing demand for key local services and to deliver better outcomes for local residents aligned to our Southend 2050 ambition, phased priorities and commitments.
- 9.4 This report predominantly addresses, as we are required to do, a detailed budget for 2020/21 but it is also appropriate to identify the areas the Council should continue to explore in order to meet the budget constraints of future years and also tailor the services it provides and review its role within national policy and local circumstances. As we start addressing the Councils Ambition 2050 and the South Essex vision 2050 we need to be mindful of how we align and prioritise our resources to achieve these visions but also ensure we focus on delivering our required outcomes.

- 9.5 Like all local authorities in England, Southend-on-Sea Borough Council is facing unprecedented financial challenges. However the Council has, over a number of years, addressed significant funding gaps whilst also achieving improved efficiency and service delivery.
- 9.6 Traditionally, and particularly over recent years, the nature of Council activity has seen an increase in the level of directly delivered services for the local populace and for local businesses and visitors. Many services have been delivered on a universal basis and free or at limited cost but this may need to be reviewed as greater pressure is being placed upon the services provided by the Council and also the way in which these are delivered. The Council has striven to sustain its full range of services but this will need to be challenged as we move forward and work towards delivering against the Council's agreed 23 outcomes.
- 9.7 The Council may need to increase focus on the delivery of its services in a targeted way, concentrating on delivering services to those residents who need the Council's help. The Council will also need to adopt this as an approach in tailoring the delivery of its many statutory services. To underpin this approach the Council will also reposition its role as one to work alongside the community, its residents and businesses, to help support the many factors affecting their lives as is possible.
- 9.8 The Council will continue to adopt an increasing approach of working, and delivering services, in partnership with other agencies, the voluntary and commercial sectors, and the community itself. As part of this approach the Council will encourage the sustenance of community services in collaboration with the local communities, encouraging community capacity to operate in appropriate circumstances.
- 9.9 The Council will also seek to address critical issues such as equality, disadvantage, lack of attainment and poverty by working with communities themselves, seeking enhanced training and opportunity and by fostering and promoting the local economy and thereby enhancing opportunities for aspiration, attainment, household income and personal achievement.
- 9.10 As the Government funding reforms are implemented we will soon be in a position where our funding to maintain/improve our council services will come from three main areas;
- Business Rates
 - Council Tax
 - Other forms of income we can generate e.g. Fees & Charges, commercial activity, traded services, etc

Therefore, this will mean an era of financial self-sustainability for Local Authorities and that longer term and focussed outcome based budgeting will be the key. This essentially will mean the prioritisation and reallocation to our outcomes of all our resources both Capital and Revenue alongside our people and our physical assets.

- 9.11 The Council will therefore seek to ensure that the Council Tax and Business rates bases are improved and income collection levels are at least maintained. In

addition, the Council will explore innovative income generation opportunities that will assist with increasing the Council's revenue sources to assist with meeting the need to be financially self-sustainable and to support the delivery of our outcomes. As part of this there is the intention to look greater at commercial opportunities for services of the Council.

- 9.12 Given the financial challenge we have and will continue to face for a number of years, a longer term and outcome based budgeting approach will be needed to ensure there is the prioritisation and reallocation of our complete resource base.

10. Corporate Implications and Conclusion

- 10.1 The corporate implications of the proposed Council Budget have been set out in the relevant reports to the Cabinet meetings of 16 January 2020 and 11 February 2020.
- 10.2 In reaching decisions on budget proposals and Council Tax, Members will need to bear in mind all the detailed advice provided by officers both in reports to the Cabinet and information supplied directly. Regard must be had for the impact of decisions both in the coming year and subsequent years.
- 10.3 Finally, Members should also note that in setting the Council budget and Council tax level that all the information, advice and recommendations contained in the full suite of reports on the draft budget presented to Cabinet on 16 January 2020 and the full suite of reports on the final budget presented to Cabinet on 11 February 2020 represent part of the decision making process and all that detailed report information needs to be fully considered and recognised alongside this Council report.

11. Background Papers

- 11.1 All background papers are listed in the reports detailed at paragraph 3.1 in this report.
- 11.2 In addition, Background Papers include:
- (i) Minutes of the Cabinet meeting 16 January 2020;
 - (ii) Minutes of the Cabinet meeting 11 February 2020;
 - (iii) Minutes of the various Scrutiny Committees from 28 January to 30 January 2020 and feedback from the Business Sector and Voluntary Sector consultation meeting on 16 January 2020.

12. Appendices

Appendix 1	Revenue Budget and Council Tax 2020/21
Appendix 2 (i)	General Fund Budget Investment and Reprioritisation 2020/21
Appendix 2 (ii)	General Fund Budget Planned Use of Reserves
Appendix 3 (i)	Capital Investment Programme 2019/20 to 2024/25
Appendix 3 (ii)	Capital Investment Programme new schemes and additions
Appendix 4	Council Tax Resolution 2020/21
Appendix 5	Medium Term Financial Plan 2020/21 to 2024/25

SOUTHEND-ON-SEA - REVENUE BUDGET AND COUNCIL TAX 2020/21

	£'000
Base Budget 2020/21	125,073
Net Budget Investment and Reprioritisations (Appendix 2(i))	5,355
Total Budget Requirement 2020/21	<u>130,428</u>
Less:	
Revenue Support Grant	(6,049)
Business Rates Retained	(38,032)
Collection Fund Surplus	(2,000)
	<u>(46,081)</u>
Council Tax Requirement (Council Tax and Adult Social Care Precept)	<u>84,347</u>
Council Tax Base	58,680.94
Council Tax Band D (Southend-on-Sea element)	1,437.39

Overall Council Tax - Band D equivalent

	Band D Council Tax £	Increase %	Band D Council Tax £	Increase %
	Leigh on Sea		Unparished Area	
Souhend-on-Sea Borough Council (including Adult Social Care Precept)	1,437.39	3.99%	1,437.39	3.99%
Essex Police	198.63	2.94%	198.63	2.94%
Essex Fire & Rescue Services	73.89	1.99%	73.89	1.99%
Leigh on Sea Town Council	50.58	6.04%	-	-
	<u>1,760.49</u>	<u>3.84%</u>	<u>1,709.91</u>	<u>3.78%</u>




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PROPOSED REVENUE INVESTMENT AND REPRIORITISATION FOR 2020/21**1. Summary of Proposed Investment**






Theme	Proposed Investment (£)
Pride and Joy	200,000
Safe and Well	5,810,000
Opportunity and Prosperity	(75,000)
Connected and Smart	1,200,000
Enabling	(1,780,000)
Total *	5,355,000

* £575,000 will be funded by the prioritised iBCF Allocation for 2020/21 and £35,000 will be funded from Public Health Grant.

2. Proposed Investment by Theme

Theme		Total (£)	Proposed Initiatives
	PJ1	200,000	Tree & Shrub Planting/Maintenance As a result of works identified under the inspection programme there is a need to enhance the resources required for the maintenance of our current tree and shrub provision. New strategic planting of 1,000 trees and 2,500 shrubs across the Borough will also require further maintenance costs, as agreed at Cabinet in September 2019. This investment will support and enhance our green infrastructure.
Pride and Joy	Total	200,000	
	SW1	2,375,000	External Care Provision In order to meet the needs of vulnerable children the Council is currently having to place more reliance on external care provision. Due to current market conditions the costs of this provision is continually increasing. The current number of ongoing external care placements as at November 2019 is 87 (at a current average cost per child of £2,150 per week across both residential and external foster care) compared to 54 children at the end of March 2019. This investment recognises that this request does not cover the whole budget pressure currently faced in this area. The long term strategy remains, to place children in care, within the Council's own local in house foster provision or a local children's care home whenever possible.
	SW2	400,000	In house foster carers Children thrive best in our local in-house foster care provision. Increasing capacity will place less reliance on more costly private external care provision. This investment request is to support a full years funding for 16 additional in-house foster carers. At an average of £25,000 per annum per placement in-house compared to a £50,000 average per annum external foster care placement.








PROPOSED REVENUE INVESTMENT AND REPRIORITISATION FOR 2020/21

	SW3	210,000	<p>Newly Qualified Social Workers We have been very effective in recruiting Newly Qualified Social Workers in order to keep Children's Social Care caseloads at reasonable levels. This reduces reliance on the use of agency staff and associated recruitment fees. This investment request, is therefore seeking to increase the Newly Qualified Social Care workforce academy to 10 fully funded posts (currently 5 in 2019/20). This will contribute towards developing a permanent and sustainable workforce.</p>
	SW4	115,000	<p>Field work services Due to the increase in caseloads Children's Social Care teams within field work services are consistently fully staffed whether through permanently employed staff or via agency cover. It is making it impossible for the current budgeted vacancy factor to be achieved and this investment request seeks to remove it, recognising that the Council supports a fully funded Children Social Care workforce establishment at all times.</p>
	SW5	100,000	<p>Vulnerable Children Children's Social Care teams are also experiencing an increase in the need to support vulnerable families who require temporary accommodation support. These families are assessed in accordance with national and council policy, that if asylum seeking families have no access to central government funds, any child protection issues still remain the responsibility of the local authorities where that family is seeking accommodation. This investment request is therefore seeking an increase in the budget to support these families.</p>
	SW6	200,000	<p>Children's Social Care legal costs The current staffing resource in the Legal team is insufficient to keep pace with the escalating number of childcare cases. This means that it has been necessary to commission additional external legal support to manage the increasing demand.</p>
	SW7	1,095,000	<p>Living Wage for Adult Service Providers This request is for additional investment to cover the forthcoming increase of the national living wage in April 2020. The increase in wage costs for care providers will have an impact on the amount we pay for care.</p>
	SW8	350,000	<p>Children to Adults transition This funding is for the transition costs of supporting individuals with a learning disability who will reach the age of 18 and meet the eligibility criteria for adult social care interventions. The support will consider the person's skills and ambitions, and contribute to positive outcomes in their future lives.</p>







PROPOSED REVENUE INVESTMENT AND REPRIORITISATION FOR 2020/21

	SW9	480,000	<p>Older People demographics This will help us to meet the care needs of our growing older population. It will fund our Southend residents who either remain in their own homes with a domiciliary care package or direct payment. Those with more complex needs and who cannot be cared for in their own homes will be placed in suitable residential care.</p>
	SW10	250,000	<p>Equipment Services Most people want to remain in their home rather than move to a different setting. Some specific equipment is required to support those people with more complex needs to continue to remain in their own homes. This has created a pressure on the Equipment Service budget. Allowing people to be cared for in their own homes wherever possible reduces their social isolation and increases their quality of life. The equipment provided includes zimmer frames, commodes, reclining chairs and beds. This approach also aligns with Care Act requirements, to ensure consideration of an individual's wellbeing and prevent, reduce or delay the need for more costly interventions.</p>
	SW11	120,000	<p>Green City Aspirations To help realise our green city ambitions, specialist planning expertise is required, particularly around air quality requirements. It is a legal requirement for the Council to have an Air Quality Action Plan and this strengthens the links to both Public Health and Highways to ensure that preventative measures are in place to improve our local air quality. This proposal will provide the investment needed for the permanent continuation of an Air Quality Specialist and Planning Support Officer. These roles will enable reviews of all planning applications for health considerations to assess any potential issues ranging from noise complaints to contaminated land. This work will also reduce the probability of future enforcement.</p>
	SW12	25,000	<p>Public Health Act Funeral Arrangements There were 59 Public Health Act funerals in 2018/19 at an average cost of £1,000. All Public Health Act funerals from April 2019 are the responsibility of the Council, this request will bring the budget up to a more realistic level to undertake this statutory duty.</p>
	SW13	155,000	<p>Liquid Logic Support Team To support the development and administration of the new system but also to maximise the potential benefits of the new capabilities and secure greater value for money. Improving the functionality of the system will lead to the release of further efficiencies from improved productivity and better outcomes for clients from within both Adults and Children's Services.</p>





PROPOSED REVENUE INVESTMENT AND REPRIORITISATION FOR 2020/21

	SW14	35,000	<p>Complex Needs Provision This would provide circa 32 hours extra per week – which would enhance the current operating model at the facility, minimise complaints from neighbours and ensure the safety of staff members who are dealing with some very challenging clients. Currently funded by Public Health grant. Acquiring an additional suitable property is also being pursued via the capital investment programme to expand and extend local provision. Funding for running this new facility will initially come from the use of ‘one-off’ investment from reserves while potential other opportunities are explored.</p>
	SW15	(£100,000)	<p>Southend Care Saving on the existing block contract through the Company’s efficient service delivery model as former Council staff who TUPE’d over to the Care Company are replaced through natural turnover by staff appointed on Southend Care’s own terms and conditions. This saving has previously been declared as part of the contribution towards the financing costs of the Priory New build facility.</p>
<p>Safe and Well</p>	<p>Total</p>	<p>5,810,000</p>	
	OP1	100,000	<p>Library Review It was identified from the libraries peer review that there was a need to provide investment to address a number of items. Additional staffing costs at peak times to keep libraries open, a revision in the level of income targets and a recognition of an increase in cleaning costs. This change will adjust the budget accordingly to an appropriate level.</p>
	OP2	(75,000)	<p>Income Generation – Registration Service The statutory fee for birth, death and marriage certificates has increased from £4 to £11. The number of certificates issued will be closely monitored to assess the reasonableness of this increased income target but this change will result in additional income.</p>
	OP3	(100,000)	<p>Asset Management Income Additional rent and lease income will be achieved due to the planned annual reviews for a range of tenants in Council owned properties and assets. There will also be additional rent from Friars Nursery and new properties at Brunel Road.</p>
<p>Opportunity and Prosperity</p>	<p>Total</p>	<p>(75,000)</p>	
	CS1	500,000	<p>Potholes This investment will fund appropriate reactive works to be undertaken alongside planned capital maintenance works which over time will improve the overall quality of the highway and footway for all road and footpath users.</p>
	CS2	50,000	<p>Town Centre Parking This will enable the current reinstatement of one hour car parking in the following Town Centre car parks to continue; Alexandra Street, Clarence Road, Essex Street, University Square and Warrior Square.</p>

PROPOSED REVENUE INVESTMENT AND REPRIORITISATION FOR 2020/21

	CS3	50,000	Signal Maintenance An increase in the use of Variable Message Signage has resulted in an increased maintenance requirement for these useful assets. There has also been an increase in the damage caused to traffic signals and junction boxes which have to be repaired. If there is sufficient evidence then these costs can be reclaimed through insurance companies.
	CS4	500,000	Streetworks Income Positively there has been a significant decrease in the number of instances of extended closures of the highway and substandard reinstatement works. This has resulted in a significant reduction in the level of income that can reasonably be expected in the future from issuing penalty notices to utility companies.
	CS5	100,000	Rechargeable Works When necessary works are undertaken as a result of damage caused to street furniture, with appropriate evidence these costs can be recharged to the liable party. The income target in this area has historically been overstated and this adjustment will ensure that the income budget is set at a more realistic level.
Connected and Smart	Total	1,200,000	
	E1	200,000	ICT Transformation Additional investment required to support the development of a new modern staffing structure designed to enable transformation and delivery. Principles of the new structure are based upon ICT being outcome aligned, business enabling with a clear strategy and technical architecture to develop best in class skills and capabilities.
	E2	100,000	Workforce Development Delivery of innovative solutions to roll out self-serve management capabilities and Learning & Development processes. This will allow for a continuing focus on the training and development of all staff across the organisation.
	E3	(800,000)	Waste Disposal There continues to be a benefit due to the Basildon Mechanical and Biological Treatment (MBT) plant remaining in a commissioning phase which charges a lower gate fee to accept residual waste and a further benefit due to the extension to the waste Joint Working Agreement with Essex CC which provides a share of the Waste Infrastructure Grant. This budget can therefore be temporarily adjusted to reflect the current situation until the outcome of the waste collection / disposal contract. The Medium Term Financial Forecast will be updated accordingly to reflect our future waste disposal liabilities if costs are expected to increase in the future.

PROPOSED REVENUE INVESTMENT AND REPRIORITISATION FOR 2020/21

	E4	(750,000)	<p>Release of Pension Fund Provision</p> <p>The Council had prudently set aside this amount in its MTFS following the Pension Fund Valuation in 2016. The triennial review for 2019 has just been undertaken and the valuation of Southend's share of assets and liabilities has improved, from a funding level in 2016 of 91.4% to a funding level in 2019 of 103.5%. Pension Fund calculations by the independent actuaries are notoriously complex and can be volatile due to the many contributing factors. The situation will be carefully monitored and another formal review will be undertaken by the Essex Pension Fund in 2022. This provision can now be released and a further assessment will be made in good time for financial planning for 2023/24.</p>
	E5	(250,000)	<p>Productivity and Efficiency Gains</p> <p>All services are expected to continually improve their efficiency and productivity so each budget area will need to make a proportionate contribution towards this improvement target to ensure budgets are reduced accordingly.</p>
	E6	120,000	<p>Facilities Management</p> <p>As a result of additional cleaning work undertaken as part of our corporate social responsibility, and additional security requirements in the civic centre, there is a need to increase this budget to the required level.</p>
	E7	(400,000)	<p>Investment Income</p> <p>This level of increased returns is anticipated from our overall portfolio of short, medium and long term investments.</p>
Enabling	Total	(1,780,000)	
		5,355,000	TOTAL INVESTMENTS AND REPRIORITISATIONS

PLANNED USE OF ONE-OFF INVESTMENT FROM RESERVES
2020/21 – 2022/23


1. Summary of Planned Use of One-Off Investment from Reserves

Proposed Reserve Use	Total (£)
Business Transformation	1,705,000
Public Health	300,000
New Homes Bonus	840,000
Outcome Delivery	750,000
School Improvement	600,000
Total	4,195,000




Investment by theme	Total (£)
Pride and Joy	300,000
Safe and Well	900,000
Active and Involved	200,000
Opportunity and Prosperity	1,490,000
Enabling	1,305,000
Total	4,195,000

	2020/21 (£)	2021/22 (£)	2022/23 (£)	Total (£)
Investment per year	1,895,000	1,565,000	735,000	4,195,000






2. Planned Use of One-Off Investment by Reserve

Theme	Item	2020/21	2021/22 Indicative	2022/23 Indicative	TOTAL	Proposed Reserve Use
	Service Design – Extended A continuation of the Service Redesign team, that will work with council teams and local residents/customers to look at and redesign Council services in order to improve them, maximise investment where possible and eradicate duplication across the organisation.	185,000	185,000	185,000	555,000	Business Transformation



PLANNED USE OF ONE-OFF INVESTMENT FROM RESERVES
2020/21 – 2022/23

	<p>Community Safety/ Environment Crime - NEW Resources to allow for the scoping and commencement of delivery of a more joined up approach to better anti-social behaviour and environmental crime enforcement.</p>	150,000	150,000	0	300,000	Business Transformation
	<p>Summer and Winter Planning – Increased and Extended To ensure the recruitment of appropriate staffing and other related resourcing for the Borough’s busy summer period and to support various winter events in the town centre and seafront area.</p>	100,000	100,000	100,000	300,000	Business Transformation
	<p>Community Builders/ Capacity Building Fund - NEW Introduction of a Community builders scheme on a test and learn basis, working in collaboration with SAVS. Community Builders will be embedded in the heart of the local community and will have preventative conversations with residents in neighbourhoods about what matters to them as well as helping people to build and connect using their personal strengths and with finding natural support through local assets and relationships. They will draw on resources that people already have around them and connect neighbours with each other through shared passions, breaking down social isolation. Community builders will be an enabler to support early, preventative action BY citizens to deliver on the Southend 2050 outcomes. A small sparks fund held in the community sector (SAVS) will be available for the builders to access to match fund small community projects.</p>	100,000	100,000	0	200,000	Business Transformation

PLANNED USE OF ONE-OFF INVESTMENT FROM RESERVES
2020/21 – 2022/23

	Economic Development – No change To enable continued research and staff support for the promotion of the town.	100,000	100,000	0	200,000	Business Transformation	
	Workforce Development – Increased and Extended Temporary increased capacity required to deliver innovative solutions to roll out capabilities for staff to self-serve. Enhance Learning & Development processes as well as increased e-learning development right across the organisation.	100,000	50,000	0	150,000	Business Transformation	
TOTAL Business Transformation		735,000	685,000	285,000	1,705,000		
14		Complex Needs Provision - NEW The intention is to purchase an additional suitable property to expand our provision. This request is for the estimated cost of expert staffing to provide support to residents and also outreach to other rough sleepers in the Borough, together with appropriate security.	150,000	150,000	0	300,000	Public Health
TOTAL Public Health		150,000	150,000	0	300,000		
	Local Plan – No change Continued resource is required to support the development of the Southend new Local Plan and contribution to the South Essex Joint Strategic Plan (JSP).	410,000	130,000	0	540,000	New Homes Bonus	
	Housing Implementation – No change Continued resource is vital to progress the implementation of the Housing, Homelessness and Rough Sleeping Strategy, a key council priority.	150,000	150,000	0	300,000	New Homes Bonus	
TOTAL New Homes Bonus		560,000	280,000	0	840,000		

PLANNED USE OF ONE-OFF INVESTMENT FROM RESERVES
2020/21 – 2022/23

	<p>Outcome Delivery - NEW Investment to implement and embed a range of new approaches, tools and techniques that will enable the Council to continue transforming the way it works. In addition this investment will facilitate the testing and development of new concepts and ideas to enhance the impact of the agreed outcomes and delivery of the roadmap to 2023.</p>	250,000	250,000	250,000	750,000	Outcome Delivery
TOTAL Outcome Delivery		250,000	250,000	250,000	750,000	
	<p>School Improvement – Extended To continue school improvement support including support for pupils to attain Grammar School entrance.</p>	200,000	200,000	200,000	600,000	School Improvement
TOTAL School Improvement		200,000	200,000	200,000	600,000	
GRAND TOTAL		1,895,000	1,565,000	735,000	4,195,000	

**Proposed Capital Investment Programme 2019/20 to 2024/25 and future years -
Summary by Area of Investment**

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
General Fund Housing	2,458	1,375	577	-	-	-	4,410
Council Housing and New Build Programme	18,420	20,205	15,836	8,060	6,560	6,600	75,681
Social Care	2,568	11,672	200	-	-	-	14,440
Schools	10,856	5,564	1,200	600	-	-	18,220
Enterprise and Regeneration	12,921	11,601	7,524	2,000	2,000	7,100	43,146
Southend Pier	3,198	7,859	7,150	1,250	1,250	1,250	21,957
Culture and Tourism	3,998	17,559	5,788	1,500	1,500	1,500	31,845
Community Safety	220	1,700	800	66	-	-	2,786
Highways and Infrastructure	12,193	21,738	6,160	2,000	295	-	42,386
Works to Property	933	3,434	750	600	600	600	6,917
Energy Saving	149	1,568	377	117	-	-	2,211
ICT	2,512	4,220	2,380	1,805	-	-	10,917
S106/S38/CIL	531	101	225	-	-	-	857
TOTAL CAPITAL INVESTMENT PROGRAMME	70,957	108,596	48,967	17,998	12,205	17,050	275,773

Total budget for 2020/21 to 2024/25:

204,816

Proposed Capital Investment Programme 2019/20 to 2024/25 and future years

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
General Fund Housing							
Disabled Facilities Grant	1,028	900	577				2,505
Private Sector Housing Strategy	1,095	475					1,570
12a Ceylon Road Refurbishment Works	35						35
Housing and Development Pipeline Feasibility - GF	300						300
Total General Fund Housing	2,458	1,375	577	-	-	-	4,410
Council Housing and New Build Programme							
Bathroom Refurbishment	140	119	59	52	96		466
Central Heating	1,218	161	197	161	771		2,508
Common Areas Improvement	3,403	927	864	864	864		6,922
Environmental - H&S works	992	981	1,080	1,080	1,080		5,213
Kitchen Refurbishments	222	1,515	1,002	875	1,107		4,721
Rewiring	470	53	501	739	411		2,174
Roofs	488	1,037	1,335	1,145	1,187		5,192
Windows and Doors	362	1,127	862	944	344		3,639
Future Programme (MRA & Decent Homes)	-	-				6,600	6,600
HRA Disabled Adaptations - Major Adaptations	963	650	650	650	650		3,563
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	578						578
Housing Construction Scheme - Phase 3	327	3,922	654				4,903
Housing Construction Scheme - Phase 4		2,406	3,782				6,188
Housing Construction Scheme - Modern Methods of Construction (MMC)	222	1,112	-				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	6,656	5,000	3,000	1,500			16,156
Housing and Development Pipeline Feasibility - HRA	345						345
Acquisition of tower block leaseholds - Queensway	284	800	1,800				2,884
Total Council Housing and New Build Programme	18,420	20,205	15,836	8,060	6,560	6,600	75,681
Social Care							
Community Capacity	125	125					250
Dementia Friendly Environments	8						8
Children's Residential Care Provision	15	685					700
SEND Module and Integration with Liquid Logic	120						120
AHDC Short Breaks for Disabled Children	-	64					64
Mental Health Funding Stream	-	36					36
Transforming Care Housing	-	162					162
Delaware and Priory New Build	2,300	10,600	200				13,100
Total Social Care	2,568	11,672	200	-	-	-	14,440

Proposed Capital Investment Programme 2019/20 to 2024/25 and future years

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
Schools							
Adult Community College rainwater goods	12						12
Chalkwell Hall Infants replace relocatables (SBC 50%)	-	109					109
Chalkwell Hall Infants Energy Project	-	300					300
Chalkwell Hall Juniors roofs	65						65
Eastwood Primary roof	100						100
Fairways Primary roof	-	15					15
Fairways Primary curtain walling	-	100					100
Fairways Primary Pipeworks	29	26					55
Fairways Primary Trees	10						10
Future condition projects	65	290	500	500			1,355
Milton Hall Fire Alarm replacement (H&S)	40						40
West Leigh Infant Boiler	140						140
Devolved Formula Capital	100	100	100	100			400
Expansion of 2 yr old Childcare Places	5						5
Prince Avenue Extended Nursery Provision	780						780
School Improvement and Provision of School Places	9,200	3,762	600				13,562
Special Provision Capital Fund	310	862					1,172
Total Schools	10,856	5,564	1,200	600	-	-	18,220
Enterprise and Regeneration							
Airport Business Park (including Local Growth Fund)	11,380	8,711	5,044				25,135
Airport Business Park - Acquisition		1,200					1,200
Better Queensway - Programme Management	541	540	480				1,561
Better Queensway - Loan to Joint Venture	1,000	900	2,000	2,000	2,000	7,100	15,000
Housing Infrastructure Feasibility	-	250					250
Total Enterprise and Regeneration	12,921	11,601	7,524	2,000	2,000	7,100	43,146
Southend Pier							
Southend Pier - Bearing Refurbishment (Phase One)	572						572
Southend Pier - Condition Works Engineers	1,163	1,250	1,250	1,250	1,250	1,250	7,413
Southend Pier - Condition Works Surveyors	439						439
Southend Pier - Pier Entrance Enhancement	400						400
Southend Pier - Pier Pavilion Platform Detailed Design (Gateway Review One)	24	127					151
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 - Timber Outer Pier Head	200	2,482	4,742				7,424
Total Southend Pier	3,198	7,859	7,150	1,250	1,250	1,250	21,957

Proposed Capital Investment Programme 2019/20 to 2024/25 and future years

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
Culture and Tourism							
Southchurch Park Bowls Pavillion	-	20					20
Southend Cliffs - Replacement of Handrails	-	16					16
Southend Leisure and Tennis Centre Boiler	23						23
Wheeled Sports Facility Central Southend Area	245						245
Allotments Water Supply Upgrade	30	57	56				143
Chalkwell Park and Priory Park Tennis Courts	37						37
Chalkwell Park Water Main Replacement	41						41
Parks Feasibility and Options Appraisals	24						24
Playground Gates	-	123					123
Replacement and Upgrade of Parks Furniture	80	30					110
Shoebury Common Regeneration	34	236					270
Sidmouth Park - Replacement of Play Equipment	47	50					97
Southend Tree Policy Review - additional trees	75	56	57				188
Forum II	1,030	13,500	3,950				18,480
Kiosks in Libraries	-	140					140
Leigh Library Gardens Messroom Refurbishment	63						63
Library Review	-	179					179
Cliffs Pavilion – Auditorium Air Handling Unit	-	115					115
Cliffs Pavilion – Boiler Flues	124	-					124
Cliffs Pavilion – Chiller	25	150					175
Cliffs Pavilion - External Refurbishment works	-	-	215				215
Cliffs Pavilion - Power Supply Equipment	30	140					170
Joint Theatres and Leisure Centres – Asbestos	-	115					115
Palace Theatre - Air Handling Units	69						69
Palace Theatre - Power Supply Equipment	5	165					170
Palace Theatre - Replacement of Asbestos Stage Safety Curtain	2						2
Central Museum Works	50	197					247
Inflatable Planetarium	35						35
Prittlevell Prince Storage	52						52
Cart and Wagon Shed	200	650					850
Energy Improvements in Culture Property Assets	110						110
Fire Improvement Works	734	750	750	750	750	750	4,484
"Make Southend Sparkle" Initiative	1	10	10				21
Property Refurbishment Programme	676	750	750	750	750	750	4,426
Pump Priming Budget	93	110					203
Queen Victoria statue - security fence	24						24
Resorts Services Signage	39						39
Total Culture and Tourism	3,998	17,559	5,788	1,500	1,500	1,500	31,845

Proposed Capital Investment Programme 2019/20 to 2024/25 and future years

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
Community Safety							
CCTV Equipment Renewal	40	1,400	800	66			2,306
Security Measures	180	300					480
Total Community Safety	220	1,700	800	66	-	-	2,786
Highways and Infrastructure							
<u>Cliff Stabilisation schemes:</u>							
- Cliff Slip Investigation Works	220						220
- Manor Road Cliff Stabilisation	324						324
<u>Flood Prevention and Resilience schemes:</u>							
- Coastal Defence (Shoebury Common Sea Defence Scheme)	242	100	3,695				4,037
- Improving Resilience of the Borough to Flooding from Extreme Weather Events	175	35					210
- Flood Prevention Works	110	-	1,015	1,125			2,250
- Southend Highway Flood Reduction and Resilience Improvement Scheme	161						161
<u>Carriageways and Footways schemes:</u>							
- Carriageways and Footways Improvements	1,766	3,000	-				4,766
- Highways Maintenance - Potholes	135	65					200
- Junction Protection		325	325				650
- Zebra Crossing Surfacing Replacement		200	200	200			600
- Improve Footway Condition Around Highway Trees	218	150	150	150			668
- Cinder Path	65						65
<u>Highways Infrastructure schemes:</u>							
- Street Lighting Infills	127	125	125	125			502
- Town Centre Redevelopment Improvements - Highways (NPIF)	1,492						1,492
- Traffic Signs Upgrade	-	200	100	100	100		500
<u>Parking schemes:</u>							
- Car Park Improvements	100	100	100	100	100		500
- Car Park Resurfacing		250	250				500
- Improved Car Park Signage and Guidance Systems	17	215					232
- Coach Parking	29						29
- Parking Strategy	149	50					199
<u>Local Transport Plan schemes:</u>							
- LTP (Integrated Transport block) - Bridge Strengthening	780	300					1,080
- LTP (Integrated Transport block) - Better Sustainable Transport	486	735					1,221
- LTP (Integrated Transport block) - Better Networks	551	450					1,001
- LTP (Integrated Transport block) - Traffic Management Schemes	397	400					797
- LTP (Integrated Transport block) - Traffic Control Systems	203	401					604
- LTP - Maintenance	1,144	671					1,815
- LTP - Maintenance - Street Lighting	150	150					300
<u>Local Growth Fund schemes:</u>							
- A127 Growth Corridor (Bell Junction and A127 Essential Maintenance Works)	2,437	9,969					12,406
- Extension of London Road Public Realm Improvement to Victoria Circus	500	3,466					3,966
<u>Other Transport schemes:</u>							
- HCA Progress Road	15						15
- Southend Transport Model	200	381	200	200	95		1,076
Total Highways and Infrastructure	12,193	21,738	6,160	2,000	295	-	42,386

Proposed Capital Investment Programme 2019/20 to 2024/25 and future years

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
Works to Property							
62 Avenue Road - demolition	-	49					49
Belfairs Park Restaurant/Golf Club Preventative Works	-	102					102
Civic Campus - Efficient Use of Space	200	232	150				582
Clearance and Fencing - Land off Sutton Road	5						5
Darlows Green former WCs demolition	3						3
Demolition of Public WCs at Pitmans Close	7						7
Elm Road Sports Ground Remedial Works	60						60
Futures Demolition	35	485					520
New Beach Huts Phase 2	3						3
Pier Arches External Landlord Works	72						72
Relocation of START	20						20
SACC Access Control System	24						24
SACC Reception Area Security Works	15						15
Seaways - HCA Condition Funding	170						170
SMAC Eastern Esplanade Slipway	-	27					27
Cemetery - Ride on Mower		30					30
Cemetery and Crematorium Road and Path Resurfacing	10	100					110
Crematorium - Urgent Structural Repairs to Chimney	60						60
Essential Crematorium/Cemetery Equipment	8						8
Pergola Walk Memorial Scheme	7						7
Replacement Boiler at Southend Crematorium	1						1
Replacement of Essential Crematorium Infrastructure	23						23
Civic Centre Boilers	30	1,259					1,289
Public Toilet Provision	40	660					700
Priority Works	140	490	600	600	600	600	3,030
Total Works to Property	933	3,434	750	600	600	600	6,917
Energy Saving							
Civic Centre CHP/Lifts Feasibility	3						3
Energy Efficiency Projects	12	328	277	117			734
Leigh Energy Appraisal	28						28
Real Time Air Quality Measurement - Feasibility	14	56					70
Solar PV Projects	2	938					940
Schools and Council Buildings Solar PV	-	246	100				346
ULEV Taxi Infrastructure Scheme	90						90
Total Energy Saving	149	1,568	377	117	-	-	2,211

Proposed Capital Investment Programme 2019/20 to 2024/25 and future years

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
ICT							
Channel Shift	153						153
Data Centre	404						404
Disaster Recovery Relocation	55						55
Employee Engagement Portal (Intranet)	20						20
Extending WiFi in Council Premises	70						70
HR Recruitment Contract Implementation	233						233
N3 Connectivity in Civic Building	40						40
ICT - Business Enablement		1,735	375				2,110
ICT - Business Services		660					660
ICT - Connected and Smart		350	450	450			1,250
ICT - Cybersecurity		450	300	300			1,050
ICT - Stabilise and Run		785	1,255	1,055			3,095
ICT - Core Application and Database Migration	67						67
ICT - Childrens and Adults Social Care - Development of the Liquid Logic Case Management System	143	200					343
ICT – Cyber Security/Public Services Network	55	40					95
ICT Enterprise Agreement	306						306
ICT - Phones Migration and Re-Tender	23						23
ICT Rolling Replacement Programme	330						330
Photon (Internet upgrade)	28						28
Replacement and Enhancement to Cash Receipting System	54						54
Site Directory IDOX Software	45						45
Software Licencing	468						468
IoT Smart City Delivery	18	-					18
Total ICT	2,512	4,220	2,380	1,805	-	-	10,917
S106/S38/CIL							
S106 3-5 High Street 1501496AMDT - affordable housing	24						24
S106 23/04/2015 Hinguar and Saxon - public art contribution	18						18
S106 Ajax Works 0300130ful - landscaping maintenance	6						6
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	79						79
S106 North Shoebury Road 0301504out - Shoebury Park Enhancement	35						35
S106 North Shoebury Road 0301504out - Shoebury Park Maintenance	43	35	171				249
S106 Sunlight Ldry 1400411FULM - Public Art	2	3					5
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 - TRO Contribution	4						4
S106 High Works Shoe Garrison	2						2

Proposed Capital Investment Programme 2019/20 to 2024/25 and future years

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
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 – public realm contribution	14						14
S106 Seec 0200500ful - Highway Works	104						104
S106 Univ H-Way0401561ful	5						5
S38/S278 Airport 0901960 Fulm	15	47					62
S38 Bellway Homes 14/00943/fulm	30	-	46				76
S38 Old Hinguar School	4						4
S78 Bellway Homes 14/00943/fulm	2	-	8				10
S38 Fossetts Farm Bridleway	6	-					6
S38 Inspection Magazine Rd	5						5
CIL Ward NA – Milton – Milton Park improvements	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	531	101	225	-	-	-	857
TOTAL PROPOSED CAPITAL INVESTMENT PROGRAMME	70,957	108,596	48,967	17,998	12,205	17,050	275,773

50

Total budget for 2020/21 to 2024/25: 204,816

Proposed Capital Investment Programme 2019/20 to 2024/25 and future years - Schemes subject to viable business cases

Appendix 3 (i)

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	2024/25 and future years Budget £000	Total Budget (all years) £000
Redevelopment of Civic Area	-	-	2,000	8,742			10,742
Crematorium Refurbishment		2,400					2,400
East Beach Café Project	-	32					32
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	100	3,832	9,000	11,742	-	-	24,674
Commercial Property Investment							22,278
Shoebury Health Centre							-
East Beach Car Park Refurbishment							-
Town Centre and Seafront Security Works							-
Car Park Provision							-
TOTAL SCHEMES SUBJECT TO VIABLE BUSINESS CASES (plus investment yet to be costed):							46,952

Proposed Capital Investment Programme 2018/19 to 2024/25 and future years - Summary by Strategic and Other Schemes

Appendix 3 (i)

Scheme	2019/20 Budget £000	2020/21 Budget £000	2021/22 Budget £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 and future years Budget £000	Total Budget (all years) £000
Strategic schemes							
Airport Business Park (including Local Growth Fund)	11,380	8,711	5,044				25,135
Airport Business Park - Acquisition		1,200					1,200
Better Queensway - Programme Management	541	540	480				1,561
Better Queensway - Loan to Joint Venture	1,000	900	2,000	2,000	2,000	7,100	15,000
Forum II	1,030	13,500	3,950				18,480
Delaware and Priory New Build	2,300	10,600	200				13,100
School Improvement and Provision of School Places	9,200	3,762	600				13,562
Southend Pier schemes	3,198	7,859	7,150	1,250	1,250	1,250	21,957
Civic Campus - Efficient Use of Space	200	232	150				582
Local Growth Fund - A127 Growth Corridor (Bell Junction and A127 Essential Maintenance Works)	2,437	9,969					12,406
HRA Affordable Housing Acquisitions Programme	6,656	5,000	3,000	1,500			16,156
Construction of New Housing on HRA Land	2,577	7,440	4,436				14,453
Acquisition of tower block leaseholds - Queensway	284	800	1,800				2,884
Total Strategic	40,803	70,513	28,810	4,750	3,250	8,350	156,476
Other schemes							
Other Capital Investment schemes	30,154	38,083	20,157	13,248	8,955	8,700	119,297
TOTAL CAPITAL INVESTMENT PROGRAMME	70,957	108,596	48,967	17,998	12,205	17,050	275,773

Highways and Infrastructure schemes 2020/21

Appendix 3 (i)

Scheme	Scheme Details	LTP / Maintenance Grant £000	Local Growth Fund £000	Capital - SBC £000	Combined Totals £000
LTP3 - Better Sustainable Transport and Mobility Management [ACTION A]					
Electric charging points	To install additional points at locations to be agreed.	100			100
Bus stop infrastructure upgrades	Bus Stop infrastructure improvements.	50			50
Cycle Parking	New cycle stands at various location	20			20
Cycleway Upgrades	Upgrade the Cycleway network at various locations to be agreed - part of SEAT funding bid	100			100
Fairfax Drive/Prittlewell Chase design works	Design works for junction and looking at the bus stop infrastructure.	20			20
NPIF - TRIPS	Contributions (as part of successful bid) to improving access to town centre, Travel Centre and rail stations through highway modifications. See 'Other Transport Schemes' below for further funding	445			445
Total LTP3 Better Sustainable Transport and Mobility Management		735	-	-	735
LTP3 - Traffic Management Schemes [ACTION B]					
Minor Schemes and TROs	Part of the Capital programme of traffic, road safety and parking work schemes for 2020/21	200			200
Accident Remedial Schemes and Road Safety	Part of the Capital programme of traffic, road safety and parking work schemes for 2020/21	200			200
Total LTP3 Traffic Management Schemes		400	-	-	400
LPT3 - Better Networks [ACTION B]					
Traffic signals operational efficiency improvements	Controller Changes various sites across Borough	120			120
Bus Stop Clearway Markings	Renew bus stop clearway markings to keep the traffic flowing	50			50
Belton Way East	Belton Way East repair to retaining structure to support the highway and links to Leigh Railway Station	230			230
Improved Pedestrian signage	Wayfinding signage for Leigh and Leigh Old Town	50			50
Total LTP3 Better Networks		450	-	-	450

Highways and Infrastructure schemes 2020/21

Appendix 3 (i)

Scheme	Scheme Details	LTP /	Local	Capital -	Combined
		Maintenance	Growth	SBC	Totals
		Grant	Fund		
		£000	£000	£000	£000
LPT3 Better Operation of Traffic control, Information and communication Systems [ACTION D]					
AVL/RTPI systems	New & Upgrades to bus real time information signage.	150			150
Advance Bus at signals	Work to start having advance bus at traffic signals	50			50
Bus Stop Flag / Information	Review and supply new bus stop flags/information	95			95
Travel Centre review	Review Travel Centre operations	100			100
Traveline	Contribution to bus data system, providing data to support public transport information system.	6			6
Total LPT3 Better Operation of Traffic Control, Information and Communication Systems		401	-	-	401
LTP3 Footway Maintenance					
Footway Maintenance	Various locations to be agreed	141			141
Total LTP3 Footway Maintenance		141	-	-	141
LTP Carriageway Maintenance					
Highways Maintenance	Carriageway resurfacing at locations to be agreed	530			530
Total LTP Carriageway Maintenance		530	-	-	530
DfT Local Maintenance - Pothole Fund					
Pothole Repairs	Various locations	65			65
Total DfT Local Maintenance Pothole Fund		65	-	-	65
Street Lighting Maintenance Programme					
Street Lighting	Continuation of Street light upgrades.	150			150
Infills	Continuation of infill programme			125	125
Total Street Lighting Maintenance Programme		150	-	125	275

Highways and Infrastructure schemes 2020/21

Appendix 3 (i)

Scheme	Scheme Details	LTP / Maintenance Grant	Local Growth Fund	Capital - SBC	Combined Totals
		£000	£000	£000	£000
LTP Bridges					
Bridges Maintenance	Various locations	300			300
Total LTP Bridges		300	-	-	300
Highway and Footway Improvements					
Highways & Footways	Various sites to be agreed			3,000	3,000
Traffic Signs Upgrade	Upgrade of signs at various locations			200	200
Zebra Crossings	Surfacing Replacement			200	200
Junction Protection	Protection of Junctions for improved sight lines			325	325
Improve Footway Condition	Improve Pedestrian Safety around Highway Trees			150	150
Total Highways and Footways Improvements		-	-	3,875	3,875
Flood Defence					
Coastal Defence	Development of Strategy			100	100
Total Flood Defence		-	-	100	100
Cliff Stabilisation					
Improving Resilience to network	Reduce effect of extreme rainfall			35	35
Total Cliff Stabilisation		-	-	35	35
Car Park Infrastructure improvements					
Car Parks	Car Park infrastructure improvements to be agreed			100	100
Car Park resurfacing	Resurfacing programme			250	250
Total Car Park Infrastructure Improvements		-	-	350	350

Highways and Infrastructure schemes 2020/21

Appendix 3 (i)

Scheme	Scheme Details	LTP / Maintenance Grant £000	Local Growth Fund £000	Capital - SBC £000	Combined Totals £000
Other Transport Schemes					
Southend Transport Model	Continuing the Southend Multi Model Work			381	381
A127 Growth Corridor	A127 Major Schemes Bell/Kent Elms/Maintenance		9,400	569	9,969
Car Park Strategy	New Car Park Strategy on-going work			50	50
Improve VMS system	Develop and Improve VMS car park signage and new signage especially for other seafront car parks.			215	215
SCAAP/LGF/NPIF	Development and start of implementing scheme		3,466		3,466
Total Other Transport Schemes		-	12,866	1,215	14,081
Total Highways and Infrastructure Capital Investment Programme		3,172	12,866	5,700	21,738


CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

1. Summary of Proposed Investment



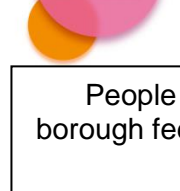
Theme	Proposed Investment (£)	Proposed investment subject to viable business cases (£)	Total (£)
Pride and Joy	5,335,000	-	5,335,000
Safe and Well	17,600,000	-	17,600,000
Connected and Smart	3,200,000	-	3,200,000
Opportunity and Prosperity	7,810,000	-	7,810,000
Enabling	13,165,000	1,780,000	14,945,000
Total	47,110,000	1,780,000	48,890,000
<i>General Fund:</i>	<i>28,410,000</i>	<i>1,780,000</i>	<i>30,190,000</i>
<i>Housing Revenue Account (HRA)</i>	<i>18,700,000</i>	-	<i>18,700,000</i>

	2020/21 (£'000)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)	2024/25 (£'000)	5 Year Total (£'000)
Proposed investment each year	17,600	12,510	6,980	2,600	9,200	48,890
Financed by:						
Borrowing	12,160	6,910	4,280	2,600	2,600	28,550
External funding	440	2,600	1,200			4,240
HRA reserves	5,000	3,000	1,500		6,600	16,100
Total	17,600	12,510	6,980	2,600	9,200	48,890





2. Proposed Investment by Southend 2050 Theme

Theme		Total (£)	Proposed Initiatives
	C1	5,335,000	Southend Pier – Condition Works <i>(20/21 - £335,000, 21/22 to 24/25 - £1,250,000 p.a.)</i> This investment is to deliver the ongoing planned approach to addressing the condition works and bearing refurbishment identified within the condition survey. This proactive approach reduces the requirement for urgent and/or reactive condition works and ensures the integrity of this landmark structure that helps drive millions of visitors to Southend-on-Sea each year. This investment is in addition to the £2,078,000 budget already in the approved capital investment programme.
	<i>Additional</i>	<i>Funded by: Corporate borrowing</i>	
<div style="border: 1px solid black; padding: 5px;"> 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 </div>			
Pride and Joy	Total	5,335,000	







CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

	<p align="center">C2</p> <p align="center"><i>Additional</i></p>	<p align="center">9,500,000</p> <p align="center"><i>Funded by: 30% Right to Buy Receipts and 70% Reserves</i></p>	<p>HRA Affordable Housing Acquisitions Programme (20/21 - £5,000,000, 21/22 - £3,000,000, 22/23 - £1,500,000)</p> <p>Housing is a clear priority of this council and through purchasing suitable private homes for council use, the acquisitions programme is already helping to ensure that everyone has a home that meets their needs, including those with complex needs.</p> <p>It is 30% financed by retained Right to Buy capital receipts. To ensure all these receipts can be used within the timeframes set by central Government the above amount needs to be spent during the next three financial years with targets in each quarter. The balance of 70% is financed from the HRA capital investment reserve.</p> <p>If the Council exceeds any of the quarterly targets the excess will count towards the next quarter. As conveyancing time frames cannot be guaranteed the timing of these budgets plan to exceed the targets rather than to just meet them, in case any of the planned property purchases do not proceed.</p> <p>This investment is in addition to the £6,656,000 budget already in the approved capital investment programme.</p>
<p align="center">We are well on our way to ensuring that everyone has a home that meets their needs.</p>			
	<p align="center">C3</p> <p align="center"><i>Additional</i></p>	<p align="center">6,600,000</p> <p align="center"><i>Funded by: Reserves</i></p>	<p>HRA Future Investment Programme (24/25 - £6,600,000)</p> <p>The investment relates to</p> <ul style="list-style-type: none"> • continuing of the Decent Homes programme to bring the housing stock to decency levels; • common area improvements; • environmental health & safety works; • disabled adaptations works; <p>These works are wholly funded through the HRA, from the Major Repairs Reserve. This investment is in addition to the £34,748,000 budget already in the approved capital investment programme.</p>
<p align="center">We are well on our way to ensuring that everyone has a home that meets their needs.</p>			
	<p align="center">C4</p> <p align="center"><i>New</i></p>	<p align="center">650,000</p> <p align="center"><i>Funded by: Corporate borrowing</i></p>	<p>Junction Protection (20/21 and 21/22 - £325,000 p.a.)</p> <p>Ensuring road safety for pedestrians and road users is vital and this investment is to install road junction protection at approximately 75 locations to help prevent obstructive and indiscriminate parking. This will help to improve sightlines for drivers and pedestrians and help improve the safety of all road users, whilst also aiding accessibility for all but particularly those with mobility impairments.</p>
<p align="center">People in all parts of the borough feel safe and secure at all times</p>			

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25





 <p>People in all parts of the borough feel safe and secure at all times</p>	<p>C5 <i>New</i></p>	<p>600,000 <i>Funded by: Corporate borrowing</i></p>	<p>Zebra Crossing Surfacing Replacement <i>(20/21 to 22/23 - £200,000 p.a.)</i></p> <p>Ensuring road safety for pedestrians and road users is vital and this investment is for the removal of existing anti-skid surfacing and replacement with a high friction road surface at 66 sites across the Borough, almost a quarter of the sites currently in need of re-instatement. The new surface has a greater life expectancy and provides an enhanced surface for drivers to brake under emergency conditions at hazardous locations. A formal audit will be undertaken and work will be prioritised at crossing points on main traffic routes and close to primary and secondary schools over a three year replacement programme.</p>
 <p>We act as a green city with outstanding examples of energy efficient streets.</p>	<p>C6 <i>Additional</i></p>	<p>250,000 <i>Funded by: Corporate borrowing</i></p>	<p>Street Lighting <i>(21/22 to 22/23 - £125,000 p.a.)</i></p> <p>This investment is to extend the programme of street lighting infill for a further two years to deliver approximately another 100 new lighting columns.</p> <p>This investment is in addition to the £252,000 budget already in the approved capital investment programme.</p>
<p>Safe and Well</p>	<p>Total</p>	<p>17,600,000</p>	
 <p>It is easier for residents, visitors and people who work here to get in and around the borough.</p>	<p>C7 <i>New</i></p>	<p>500,000 <i>Funded by: Corporate borrowing</i></p>	<p>Car Park Resurfacing <i>(20/21 to 21/22 - £250,000 p.a.)</i></p> <p>This investment is to resurface and re-line car parks which have been surveyed and deemed to require work over the next two years. These include Alexandra Street, Clarence Road, Hamlet Court, Warrior Square and Fairheads Green.</p> <p>Investing in parking infrastructure and ensuring car parks are attractive and well looked after, will ensure better use and reduce the risk of loss of income from parking. This is an important component in implementing our Car Parking Strategy across the Borough.</p>
 <p>It is easier for residents, visitors and people who work here to get in and around the borough.</p>	<p>C8 <i>Additional</i></p>	<p>1,000,000 <i>Funded by: Corporate borrowing</i></p>	<p>Carriageways and Footways Improvements <i>(20/21 - £1,000,000)</i></p> <p>Improving local roads and pavements is a priority for local people and for this council. This investment is to improve the highways infrastructure, reduce long term structural maintenance and improve public safety. This is in addition to the budget of £2million already in the approved capital investment programme in 20/21.</p>

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25





		Roadmap 2020: 	The total £3m programme of works includes 43 of the highest priority roads and footways that need repair, across a range of wards. This is the start of more major investment across future years that will be needed to enable all the highest priority roads and footways to be brought up to standard across the borough.
 It is easier for residents, visitors and people who work here to get in and around the borough.	C9 <i>Additional</i>	450,000 <i>Funded by: Corporate borrowing</i> Roadmap 2020: 	Improve Footway Condition around Highway Trees <i>(20/21 to 22/23 - £150,000 p.a.)</i> This investment is to improve the condition of footways around existing highway trees and ensure effective remedial works after the removal of highway trees. This will contribute to revenue savings for highways works. This level of investment should enable improvements at approximately 400 tree sites per year. This investment is in addition to the £218,000 budget already in the approved capital investment programme.
 Southend is a leading digital city with world class infrastructure that enables the whole population.	C10 <i>New</i>	1,250,000 <i>Funded by: Corporate borrowing</i>	ICT – Connected and Smart <i>(20/21 - £350,000, 21/22 to 22/23 - £450,000 p.a.)</i> This investment is to provide a cohesive, centralised ICT response, benefitting a number of key activities that contribute to the 2050 ambition for Connected and Smart. It includes considerations such as smart parking, connected and smart care homes and data warehousing and analytics. This investment will provision a centralised 'Internet of Things' platform capable of supporting the 2050 ambition.
Connected and Smart	Total	3,200,000	
 Roadmap 2020: 	C11 <i>Additional</i>	2,600,000 <i>Funded by: External funding</i>	Schools – Improvement and Provision of Secondary School Places <i>(20/21 - £2,000,000, 21/22 - £600,000)</i> This investment is to continue the ongoing investment to ensure that every secondary aged pupil who lives in Southend can access a school place if they request one. By ensuring that there are sufficient places in local schools, within good quality buildings, pupils will gain better education outcomes, thus increasing aspirations and opportunities to continue into higher and further education and then into employment. Expansions projects so far have been completed at The Eastwood Academy, Shoeburyness High School and Cecil Jones Academy. There are also ongoing projects at St Bernard's High School, St Thomas More High School and Belfairs Academy to ensure sufficient

CAPITAL INVESTMENT PROPOSALS






2020/21 to 2024/25

			<p>accommodation for the extra pupils they started to admit from September 2018.</p> <p>This additional funding will allow completion of phase 2 works at Chase High School so they can admit an extra 30 pupils in September 2020 followed by a second increase of 30 in September 2021. Once completed the whole expansion programme will have added 1,250 places across years seven to eleven by September 2024. The programme will have provided sufficient places and a small level of surplus as required by the Department for Education that gives families and children some choice.</p> <p>This is funded from Government Grant (subject to final Government capital funding announcements) with corporate borrowing used until the funding is received. This investment is in addition to the £10,962,000 budget already in the approved capital investment programme.</p>
 <p>Our children are school and life ready and our workforce is skilled and job ready</p>	<p>C12 <i>Additional</i></p>	<p>1,290,000</p> <p><i>Funded by: External funding</i></p> <p>Roadmap 2020:</p> 	<p>Schools – Condition Works <i>(20/21 - £290,000, 21/22 to 22/23 - £500,000 p.a.)</i></p> <p>This investment is for condition works at Children Centres and emergency works at schools. These are mainly larger, urgent projects to be agreed between the Council’s property team and head teachers.</p> <p>This is funded from Government Grant (subject to final Government capital funding announcements).</p> <p>This investment is in addition to the £65,000 budget already in the approved capital investment programme.</p>
 <p>Our children are school and life ready and our workforce is skilled and job ready</p>	<p>C13 <i>Additional</i></p>	<p>300,000</p> <p><i>Funded by: External funding</i></p>	<p>Schools – Devolved Formula Capital <i>(20/21 to 22/23 - £100,000 p.a.)</i></p> <p>This investment will be funded by Government grant and devolved directly to maintained schools to fund capital projects under their direction and control. It is an estimate at this stage for the next three years.</p> <p>This is funded from Government Grant (subject to final Government capital funding announcements).</p> <p>This investment is in addition to the £100,000 budget already in the approved capital investment programme.</p>
	<p>C14 <i>Additional</i></p>	<p>1,020,000</p> <p><i>Funded by: £50,000 external funding, rest</i></p>	<p>Better Queensway – Programme Management <i>(20/21 - £540,000, 21/22 - £480,000)</i></p> <p>Better Queensway is the largest housing and regeneration project the council has undertaken since the 1960’s and this investment is vital to ensure the Council is able to support, hold accountable and work in</p>


CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

<p>Key regeneration schemes, such as Queensway are underway and bringing prosperity and job opportunities to the borough.</p>		<p><i>Corporate borrowing</i></p> <p>Roadmap 2020:</p> 	<p>partnership with Porter's Place Southend-on-Sea LLP and Swan Housing Association to deliver this project that will transform central Southend.</p> <p>Whilst this includes the costs of the Project Management Office, meeting the necessarily tight deadlines to keep the project to programme will require the ability to backfill on occasion.</p> <p>The external advisory team have also proved vital with their specialist knowledge and experience and so retaining their capacity, albeit on a diminishing basis, will provide the Partnership Board with the necessary support in managing the relationship with the LLP and in delivering the activities the Council is committed to.</p> <p>This investment is in addition to the £541,000 budget already in the approved capital investment programme.</p>
 <p>Roadmap 2020:</p> 	<p>C15</p> <p><i>Additional</i></p>	<p>2,600,000</p> <p><i>Funded by: Corporate borrowing, to be reimbursed by the LLP</i></p>	<p>Better Queensway – Acquisition of Leasehold Properties (20/21 - £800,000, 21/22 - £1,800,000)</p> <p>This investment is to buy leasehold properties as they become available to facilitate the delivery of the Better Queensway regeneration project. The Council will finance the purchases initially and Porter's Place Southend-on-Sea LLP will reimburse the purchase cost and the associated financing costs.</p> <p>This investment is in addition to the £284,000 budget already in the approved capital investment programme.</p>
<p>Opportunity and Prosperity</p>	<p>Total</p>	<p>7,810,000</p>	
	<p>C16</p> <p><i>Additional</i></p>	<p>2,400,000</p> <p><i>Funded by: Corporate borrowing</i></p>	<p>Priority Works (21/22 to 24/25 - £600,000 p.a.)</p> <p>This investment is to ensure a £600,000 annual budget in this area is available to deal with any urgent or priority works to Council owned properties that may arise during the year.</p> <p>This investment is in addition to the £630,000 budget already in the approved capital investment programme.</p>

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25



	<p>C17</p> <p><i>Additional</i></p>	<p>3,750,000</p> <p><i>Funded by: Corporate borrowing</i></p>	<p>Property Refurbishment Programme (20/21 to 24/25 - £750,000 p.a.)</p> <p>This investment is to enable the Council's Property and Estate Management service to take a proactive approach to maintaining the buildings for which it is responsible. This will ensure investment is made in the fabric and services within building before they get to a stage that capital works become urgent or have a detrimental impact on service users' use of the building or leads to urgent repairs and maintenance works which are usually more costs long term.</p> <p>This investment is in addition to the £676,000 budget already in the approved capital investment programme .</p>
	<p>C18</p> <p><i>New</i></p>	<p>3,095,000</p> <p><i>Funded by: Corporate borrowing</i></p>	<p>ICT – Stabilise and Run (20/21 - £785,000, 21/22 - £1,255,000, 22/23 - £1,055,000)</p> <p>This investment is to provide licensing compliance, third party infrastructure support and better resilience through improved/new hardware. It is also for the provision of a cost effective, fit for purpose, disaster recovery service designed to meet the Council's future requirements as it embarks on its digital journey.</p>
	<p>C19</p> <p><i>New</i></p>	<p>1,050,000</p> <p><i>Funded by: Corporate borrowing</i></p>	<p>ICT – Cybersecurity (20/21 - £450,000, 21/22 to 22/23 - £300,000 p.a.)</p> <p>Cybersecurity presents a real risk to large organisations and this investment is to strengthen and enhance ICT security to mitigate key risks identified in a recent security assessment and bring cyber security up to industry standard. It will also enable improved real time alerting and monitoring leading to pro-active interventions that will minimise system outages.</p>
	<p>C20</p> <p><i>New</i></p>	<p>2,110,000</p> <p><i>Funded by: Corporate borrowing</i></p>	<p>ICT – Business Enablement (20/21 - £1,735,000, 21/22 - £375,000)</p> <p>Much of the council's ICT equipment is coming to the end of its useful life and needs replacing through a phased programme. This investment is to fully modernise the council's 'laptop estate' (including in public buildings such as libraries) over the next two years, fully deploy Windows 10 and improve productivity by building a Cloud platform to manage the ICT estate.</p>
	<p>C21</p> <p><i>New</i></p>	<p>660,000</p> <p><i>Funded by: Corporate borrowing</i></p>	<p>ICT – Business Services (20/21 - £660,000)</p> <p>This investment is for a new and enhanced applications migration platform for improved resilience and reliability. It also includes ICT business services relating to the parking contract renewal, a replacement for Symology and an uplift to the Schools Toolset.</p>

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25






	C22	100,000	Kiosks in Libraries (20/21 - £100,000) The current kiosks are approaching the end of their useful life with an operating system that is now obsolete and no longer supported. The current kiosks also only allow library users to pay fines by cash but not by card. If new kiosks are not installed, customers will not be able to self-serve the borrowing and returning of books. This investment is in addition to the £40,000 budget already in the approved capital investment programme and this investment is the extra budget needed to deliver the scheme.
	<i>Additional</i>	<i>Funded by: Corporate borrowing</i>	
Enabling	Total	13,165,000	
		47,110,000	TOTAL CAPITAL INVESTMENT PROPOSALS

3. Proposed Investment Subject to Viable Business Cases

Viable business cases will need to be produced and approved before these schemes can progress and be brought into the capital investment programme.

Theme		Total (£)	Proposed Initiatives
	C23	1,780,000	Crematorium Refurbishment (20/21 - £1,780,000) This proposed investment is to fully refurbish the current facilities to ensure the Council can continue to provide high quality crematorium services to local people. The works proposed include: replacement of the three existing cremators and the plant associated with them; rebuilding the chimney; structural and roof works; reconfiguration and upgrade of some front of house areas; reconfiguration of the back of house areas to accommodate new equipment and facilitate better working; resurfacing the parking area. The total investment will be £2,400,000 but there is currently £620,000 in the current programme that will be contributed to this overall cost and also allow the relevant feasibility and design works to commence.
	<i>Additional</i>	<i>Funded by: Corporate borrowing</i>	
	C24		East Beach Car Park Refurbishment This proposed investment is to upgrade the car park surface with tarmac, mark out parking spaces and to provide lighting to encourage users of Shoeburyness railway station to park there. The project will include provision of a new pathway from the station to the car park with appropriate lighting.

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

 <p>People in all parts of the borough feel safe and secure at all times</p>	<p>C25</p>	<p>Roadmap 2019:</p> 	<p>Town Centre and Seafront Security Works</p> <p>A specification for a new High Street automated bollards system is being progressed. The implementation is due to be included with the Sunrise project work, which is due to start in early 2020. Budget estimates will follow in early 2020 once the final specification for this work has been agreed.</p> <p>For the seafront and other security measures there is a review to agree priority locations and develop specification for measures to be implemented. A programme and estimated budget will be proposed by early 2020.</p>
 <p>We are all effective at protecting and improving the quality of life for the most vulnerable in our community</p>			<p>Shoebury Health Centre</p> <p>Discussions have been taking place with the CCG and in early 2020 pre workshop engagement sessions are planned with key partners in advance of the discovery period in January, which will long list options.</p> <p>During 20/21 further work will take place to consider viability assessments, to short list options and to agree a preferred option, for which an outline business case would be drawn up. In 21/22 the full business case would be then be compiled and considered with development anticipated in 23/24.</p>
 <p>It is easier for residents, visitors and people who work here to get in and around the borough.</p>		<p>Roadmap 2019:</p> 	<p>Car Park Provision</p> <p>A feasibility study has been commissioned and will report back on options by mid-March. This will look at multi-storey car park options at Tylers Avenue and two other possible sites in Leigh-on-Sea and include costs (construction and ongoing revenue), timescales and environmental factors such as air quality and traffic implications.</p>
		<p>1,780,000</p>	<p>TOTAL SCHEMES SUBJECT TO VIABLE BUSINESS CASES (plus investment yet to be costed)</p>

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

The annual profile of this total investment would be as follows;

Main programme:

Year	Pride and Joy £000	Safe and Well £000	Connected and Smart £000	Opportunity and Prosperity £000	Enabling £000	Total £000
2020/21	335	5,525	1,750	3,730	4,480	15,820
2021/22	1,250	3,650	850	3,480	3,280	12,510
2022/23	1,250	1,825	600	600	2,705	6,980
2023/24	1,250	-	-	-	1,350	2,600
2024/25	1,250	6,600	-	-	1,350	9,200
TOTAL	5,335	17,600	3,200	7,810	13,165	47,110

Subject to viable business cases:

Year	Pride and Joy £000	Safe and Well £000	Connected and Smart £000	Opportunity and Prosperity £000	Enabling £000	Total £000
2020/21	-	-	-	-	1,780	1,780
2021/22	-	-	-	-	-	-
2022/23	-	-	-	-	-	-
2023/24	-	-	-	-	-	-
2024/25	-	-	-	-	-	-
TOTAL	-	-	-	-	1,780	1,780

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

The funding by total cost of scheme would be as follows;

No.	Scheme name	Capital						Revenue per annum			
		General Fund Borrowing £000	General Fund Borrowing where financing costs to be met from savings/income generation £000	General Fund External Funding £000	General Fund Existing Funding ⁽¹⁾ £000	Housing Revenue Account Self-Funded £000	Total £000	Corporate Financing Costs £000	Additional Budget for Service Costs £000	Service Savings / Income Generation £000	Total £000
C1	Southend Pier - Condition Works	5,335	0	0	0	0	5,335	373	0	0	373
	Pride and Joy Total	5,335	0	0	0	0	5,335	373	0	0	373
C2	HRA Affordable Housing Acquisition Programme	0	0	0	9,500	0	9,500	0	0	0	0
C3	HRA Future Investment Programme	0	0	0	0	6,600	6,600	0	0	0	0
C4	Junction Protection	650	0	0	0	0	650	46	0	0	46
C5	Zebra Crossing Surfacing Replacement	600	0	0	0	0	600	42	0	0	42
C6	Street Lighting	250					250	18	0	0	18

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

No.	Scheme name	Capital						Revenue per annum			
		General Fund Borrowing £000	General Fund Borrowing where financing costs to be met from savings/ income generation £000	General Fund External Funding £000	General Fund Existing Funding ⁽¹⁾ £000	Housing Revenue Account Self-Funded £000	Total £000	Corporate Financing Costs £000	Additional Budget for Service Costs £000	Service Savings / Income Generation £000	Total £000
	Safe and Well Total	1,500	0	0	9,500	6,600	17,600	105	0	0	105
C7	Car Park Resurfacing	500	0	0	0	0	500	35	0	0	35
C8	Carriageways and Footways Improvements	1,000	0	0	0	0	1,000	70	0	0	70
C9	Improve Footway Condition Around Highway Trees	450	0	0	0	0	450	32	0	0	32
C10	ICT - Connected and Smart	1,250	0	0	0	0	1,250	88	0	0	88
	Connected and Smart Total	3,200	0	0	0	0	3,200	224	0	0	224
C11	Schools - Improvement and Provision of Secondary School Places	0	0	2,600	0	0	2,600	0	0	0	0
C12	Schools - Condition Works	0	0	1,290	0	0	1,290	0	0	0	0

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

No.	Scheme name	Capital						Revenue per annum			
		General Fund Borrowing £000	General Fund Borrowing where financing costs to be met from savings/income generation £000	General Fund External Funding £000	General Fund Existing Funding ⁽¹⁾ £000	Housing Revenue Account Self-Funded £000	Total £000	Corporate Financing Costs £000	Additional Budget for Service Costs £000	Service Savings / Income Generation £000	Total £000
C13	Schools - Devolved Formula Capital	0	0	300	0	0	300	0	0	0	0
C14	Better Queensway – Programme Management	970	0	50	0	0	1,020	71	5	0	76
C15	Better Queensway - Acquisition of Leasehold Properties	0	2,600	0	0	0	2,600	182	0	(182)	0
	Opportunity and Prosperity Total	970	2,600	4,240	0	0	7,810	250	5	(182)	73
C16	Priority Works	2,400	0	0	0	0	2,400	168	0	0	168
C17	Property Refurbishment Programme	3,750	0	0	0	0	3,750	263	0	0	263
C18	ICT - Stabilise and Run	3,095	0	0	0	0	3,095	217	0	0	217
C19	ICT- Cybersecurity	1,050	0	0	0	0	1,050	74	0	0	74
C20	ICT - Business	2,110	0	0	0	0	2,110	148	0	0	148

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

No.	Scheme name	Capital						Revenue per annum			
		General Fund Borrowing £000	General Fund Borrowing where financing costs to be met from savings/income generation £000	General Fund External Funding £000	General Fund Existing Funding ⁽¹⁾ £000	Housing Revenue Account Self-Funded £000	Total £000	Corporate Financing Costs £000	Additional Budget for Service Costs £000	Service Savings / Income Generation £000	Total £000
	Enablement										
C21	ICT - Business Services	660	0	0	0	0	660	46	0	0	46
C22	Kiosks in Libraries	100	0	0	0	0	100	7	0	0	7
	Enabling Total	13,165	0	0	0	0	13,165	922	0	0	922
	Overall Total	24,170	2,600	4,240	9,500	6,600	47,110	1,874	5	(182)	1,697

Note 1- Capital receipts or revenue contributions to capital including from earmarked reserves

Note 2 – Unless shown as additional budget for service costs above, the running costs of these schemes will be met from existing budgets

CAPITAL INVESTMENT PROPOSALS
2020/21 to 2024/25

No.	Schemes Subject to Viable Business Cases:	Capital						Revenue per annum			
		General Fund Borrowing £000	General Fund Borrowing where financing costs to be met from savings/income generation £000	General Fund External Funding £000	General Fund Existing Funding ⁽¹⁾ £000	Housing Revenue Account Self-Funded £000	Total £000	Corporate Financing Costs £000	Additional Budget for Service Costs £000	Service Savings / Income Generation £000	Total £000
C23	Crematorium Refurbishment	1,780	0	0	0	0	1,780	125	0	0	125
71	Schemes Subject to Viable Business Cases Total	2,080	0	0	0	0	1,780	125	0	0	125

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PURPOSE

The purpose of this Appendix is to enable the Council to calculate and set the Council Tax for 2020/21.

PRECEPT LEVELS

The following precept levels have been received.

- The Cabinet of **Southend-on-Sea Borough Council** met on 11 February 2020 and decided to recommend a Council Tax Requirement of **£84,347,396**, which includes an Adult Social Care Precept of **£7,381,475**. Assuming this is approved by the Council on 20 February 2020, this will result in a Southend-on-Sea Borough Council Band D Council Tax of **£1,437.39**, an increase of £55.17 (3.99%) on the previous year.
- **Essex Police, Fire and Crime Panel** met on 6 February 2020 and approved the proposals of the Office of the Police and Crime Commissioner for a precept of **£11,655,795**. This results in a 2020/21 Police and Crime Commissioner Band D Council Tax of **£198.63**, an increase of £5.67 (2.94%) on the previous year.
- **Essex Police, Fire and Crime Panel** met on 6 February 2020 and set their precept at **£4,335,935**. This results in a 2020/21 Fire Authority Band D Council Tax of **£73.89**, an increase of £1.44 (1.99%) over the previous year.
- The **Leigh Town Council** met on 21 January 2020 and set their precept at **£447,392**. This results in a Town Council Band D Council Tax of **£50.58**, an increase of £2.88 (6.04%) on the previous year.

The total of all precepts levied is therefore £100,786,518. This results in an average total Band D Council Tax of £1,717.53 across all areas, an increase of £62.68 (3.79%) on the previous year. For the unparished area, the total Band D Council tax will be £1,709.91, an increase of £62.28 (3.78%) on the previous year, and for the parished area the total Band D Council tax will be £1,760.49 an increase of £65.16 (3.84%) on the previous year.

Subject to the Council approving the Council Tax Resolution, the following tables summarise Council Tax bills for 2020/21.

RESOLUTION 0 – Substantive Motion

Table 1 – summary of average Band D Council Tax bill

Authority	2019/20 Band D £	2020/21 Band D £	Increase %	Increase/ year £	Increase/ week £
Southend-on-Sea Borough Council	1,382.22	1,437.39	3.99%	55.17	1.06
Essex Police CC	192.96	198.63	2.94%	5.67	0.11
Essex Fire Authority	72.45	73.89	1.99%	1.44	0.03
Total Band D Unparished Area	1,647.63	1,709.91	3.78%	62.28	1.20
Leigh Town Council	47.70	50.58	6.04%	2.88	0.06
Total Band D Parished Area	1,695.33	1,760.49	3.84%	65.16	1.26
TOTAL Band D Average all areas	1,654.85	1,717.53	3.79%	62.68	1.21

Table 2 – Council Tax Levels (all bands) – Unparished Area

Band	Proportion of Band D	2019/20 Council Tax before Discounts £	2020/21 Council Tax before Discounts £	Increase over 2019/20 £	Weekly increase over 2019/20 £	Weekly increase SBC element £
A	6/9ths	1,098.42	1,139.94	41.52	0.80	0.71
B	7/9ths	1,281.49	1,329.93	48.44	0.93	0.83
C	8/9ths	1,464.56	1,519.92	55.36	1.07	0.94
D	9/9ths	1,647.63	1,709.91	62.28	1.20	1.06
E	11/9ths	2,013.77	2,089.89	76.12	1.46	1.30
F	13/9ths	2,379.91	2,469.87	89.96	1.73	1.53
G	15/9ths	2,746.05	2,849.85	103.80	2.00	1.77
H	18/9ths	3,295.26	3,419.82	124.56	2.40	2.12

Table 3 – Council Tax Levels (all bands) – Parished Area

Band	Proportion of Band D	2019/20 Council Tax before Discounts £	2020/21 Council Tax before Discounts £	Increase over 2019/20 £	Weekly increase over 2019/20 £	Weekly increase SBC element £
A	6/9ths	1,130.22	1,173.66	43.44	0.84	0.71
B	7/9ths	1,318.59	1,369.27	50.68	0.97	0.83
C	8/9ths	1,506.96	1,564.88	57.92	1.12	0.94
D	9/9ths	1,695.33	1,760.49	65.16	1.26	1.06
E	11/9ths	2,072.07	2,151.71	79.64	1.53	1.30
F	13/9ths	2,448.81	2,542.93	94.12	1.81	1.53
G	15/9ths	2,825.55	2,934.15	108.60	2.09	1.77
H	18/9ths	3,390.66	3,520.98	130.32	2.51	2.12

The formal Council Tax Resolution is set out overleaf.

COUNCIL TAX RESOLUTION

The Council is recommended to resolve as follows:

1. To note that on 16 January 2020 the Cabinet calculated the Council Tax Base 2020/21:
 - (a) for the whole Council area as 58,680.94
 - (b) for dwellings in those parts of its area to which a Parish precept relates (Leigh Town Council) as 8,845.24.
2. To determine that the Council Tax requirement for the Council's own purposes for 2020/21 (excluding town/parish precepts) is £84,347,396.
3. That the following amounts be calculated for the year 2019/20 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended (the Act):
 - (a) £358,007,092 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by town/parish councils.
 - (b) -£273,212,304 Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £84,794,788 Being the amount by which the aggregate of 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (including town/parish precepts).
 - (d) £1,445.01 Being the amount at 3(c) above, divided by the Council Tax Base shown at 1(a) above, as the basic amount of its Council Tax for the year (including town/parish precepts)
 - (e) £447,392 Being the aggregate amount of all special items (town/parish precepts) referred to in Section 34(1) of the Act (as per the attached Annex 1)
 - (f) £1,437.39 Being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by the Council Tax Base shown at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Town/Parish precept relates.
4. To note that Essex Police and Crime Commissioner and the Fire Authority have issued precepts to the Council in accordance with Section 40 of the Act for each category of dwellings in the Council's area as indicated in the table below.

RESOLUTION 0 – Substantive Motion

5. That the Council, in accordance with Sections 30 and 36 of the Act, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2020/21 for each part of its area and for each of the categories of dwellings.

£	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Southend-on-Sea Borough Council	958.26	1,117.97	1,277.68	1,437.39	1,756.81	2,076.23	2,395.65	2,874.78
Essex Police Authority	132.42	154.49	176.56	198.63	242.77	286.91	331.05	397.26
Essex Fire Authority	49.26	57.47	65.68	73.89	90.31	106.73	123.15	147.78
Aggregate amounts excluding town council	1,139.94	1,329.93	1,519.92	1,709.91	2,089.89	2,469.87	2,849.85	3,419.82

6. Determines that the Council's basic amount of Council Tax for 2020/21 is **not excessive** in accordance with the principles approved under Section 52ZB of the Act, and as shown in the calculation below.

(a) Percentage increase defined by the Secretary of State as constituting an excessive increase for 2020/21: 4.00%

(b) Percentage increase in the Council's basic amount of Council Tax:

2019/20 amount	£1,382.22
2020/21 amount	£1,437.39
Percentage increase:	3.99%

The figure at 6(b) is less than the figure at 6(a) above and therefore the Council's basic amount of Council Tax for 2020/21 is **not excessive** and no referendum is required.

7. Determines the amounts payable in each town/parish at each band, comprising aggregate sums derived from all precepts, as set out in Annex 2.

LEIGH TOWN COUNCIL – 2020/21 TAXBASE AND PRECEPT

Taxbase	2020/21 Precept	2020/21 Band D	2019/20 Band D	Increase / (Decrease)	Amount Required by Parish 2020/21							
					£							
	£	£	£	%	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
8,845.24	447,392	50.58	47.70	2.88	33.72	39.34	44.96	50.58	61.82	73.06	84.30	101.16

COMBINED COUNCIL TAX 2020/21

Council Tax 2020/21	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Ratio to Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Unparished Area	1,139.94	1,329.93	1,519.92	1,709.91	2,089.89	2,469.87	2,849.85	3,419.82
Parished Area	1,173.66	1,369.27	1,564.88	1,760.49	2,151.71	2,542.93	2,934.15	3,520.98

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SOUTHEND-on-SEA BOROUGH COUNCIL

Appendix 5

Medium Term Financial Forecast
2020/21 to 2024/25

	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000
Base Budget					
From prior year (which assumes the gap is closed from the prior year)	125,647	130,428	141,988	145,180	148,964
LESS					
Appropriations to/from Reserves in prior year	(1,538)	8,522	(323)	(438)	1,484
Revenue Contributions to Capital	(5,376)	(363)	(10)	(117)	0
Less other one-off expenditure/savings	1,604	(7,245)	360	1,515	0
Adjusted Base Budget	120,337	131,342	142,015	146,140	150,448
Appropriations to / (from) reserves	(8,522)	323	438	(1,484)	(1,483)
Revenue Contributions to Capital (funded from Earmarked Reserves)	363	10	117	0	0
Other one-off/time limited expenditure bids	4,245	(360)	(1,515)	0	0
Inflation and other increases	4,271	3,750	3,750	3,750	3,750
Corporate Cost Pressures	8,388	2,104	1,313	2,002	1,395
Directorate Savings/Pressures					
On-going Corporate and Directorate investment allowance	6,160	3,050	3,050	3,850	3,050
Budget reductions identified and agreed	(2,075)	0	0	0	0
	4,085	3,050	3,050	3,850	3,050
Better Care Fund					
Funding to Support Social Care and benefit Health	(13,043)	(13,043)	(13,043)	(13,043)	(13,043)
Expenditure relating to the BCF and IBCF	13,043	13,043	13,043	13,043	13,043
	0	0	0	0	0
Public Health					
Projected Grant Income	(9,525)	ringfence removed	0	0	0
Projected Expenditure	9,525	0	0	0	0
Housing Revenue Account					
Projected Expenditure	32,044	29,091	25,334	24,738	25,203
Projected Income	(28,522)	(29,387)	(30,322)	(31,225)	(32,120)
Contributions to/(from) HRA Earmarked Reserves	(3,522)	296	4,988	6,487	6,917
	0	0	0	0	0
Dedicated Schools Grant					
Projected Grant Income	(50,769)	(50,769)	(50,769)	(50,769)	(50,769)
Projected Expenditure	50,769	50,769	50,769	50,769	50,769
Pupil Premium received from Government (indicative)	(1,892)	(1,892)	(1,892)	(1,892)	(1,892)
Pupil Premium expenditure	1,892	1,892	1,892	1,892	1,892
	0	0	0	0	0
Projected General Fund Net Expenditure	133,167	140,219	149,168	154,258	157,160
Changes in General Grants	(2,739)	9,555	712	409	0
Budget Requirement	130,428	149,774	149,880	154,667	157,160
Funded by:					
Council tax increase (1.99% in 20/21, 1.99% onwards) (taxbase +0.5% 2021/22 and +1.0% p.a future years)	(76,966)	(79,427)	(81,972)	(84,587)	(87,285)
Social Care Precept (2.0% in 20/21, 0% onwards)	(7,381)	(7,455)	(7,530)	(7,605)	(7,681)
Business Rates	(38,032)	(53,606)	(54,678)	(55,772)	(56,192)
Revenue Support Grant	(6,049)	0	0	0	0
Collection Fund Surplus	(2,000)	(1,500)	(1,000)	(1,000)	(1,000)
Total funding	(130,428)	(141,988)	(145,180)	(148,964)	(152,158)
Funding Gap	0	7,786	4,700	5,703	5,002
Funding Gap (Cumulative)	0	7,786	12,486	18,189	23,191
Core Precept	76,966	79,427	81,972	84,587	87,285
Social Care Precept	7,381	7,455	7,530	7,605	7,681
Band D Council Tax					
Council Tax for a Band D Property	1,437.39	1,465.93	1,495.17	1,524.87	1,555.20
% Increase in Council Tax	3.99%	1.99%	1.99%	1.99%	1.99%
Council Tax Base					
Council Tax Base	58,681	59,268	59,860	60,459	61,064
Increase in Taxbase on prior year	0.44%	1.00%	1.00%	1.00%	1.00%

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Thursday, 16th January, 2020
Place: Committee Room 1 - Civic Suite

9

Present: Councillor I Gilbert (Chair)
Councillors R Woodley (Vice-Chair), T Harp, A Jones, C Mulroney,
K Robinson and M Terry

In Attendance: Councillors J Beck, K Evans, N Folkard, D Garne and S Habermel
A Griffin, J K Williams, A Lewis, J Chesterton, J Ruffle, C Gamble,
E Cooney, T Forster, P Geraghty, M Marks, B Martin, L Reed,
C Robinson and N Spencer

Start/End Time: 2.00 pm - 3.10 pm

687 Apologies for Absence

There were no apologies for absence.

688 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Mulroney – Agenda Item No. 4 (Council Tax Base) and Agenda Item No. 6 (Draft Council Budget) – Non-Pecuniary interest: Member of Leigh-on-Sea Town Council.

(b) Councillor K Evans – Agenda Item No. 4 (Council Tax Base) and Agenda Item No. 6 (Draft Council Budget) – Non-Pecuniary Interest: Member of Leigh-on-Sea Town Council.

(c) Councillor Terry – Agenda Item No. 8 (Airport Business Park) – Non-Pecuniary Interest: Anchor tenant is client of employer.

689 Minutes of the Meeting held on Tuesday 5th November 2019

Resolved:-

That the Minutes of the Meeting held on Tuesday 5th November 2019 be received, confirmed as a correct record and signed.

690 Council Tax Base and Non Domestic Rating Base 2020/21

The Cabinet considered a report of the Executive Director (Finance and Resources) concerning the calculation of the Council Tax Base for 2020/21 and the submission of the National Non Domestic Rates (NNDR1) form to the Ministry of Housing, Communities and Local Government (MHCLG) by 31st January 2020.

Resolved:-

In respect of the Council Tax Base:

In accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended by the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003) and Local Government Finance Act 2012 (Calculation of billing authority's council tax base Section 15):

1. From 1st April 2020 the premium for properties (empty for 5 years but less than 10 years) will be increased to 200%.
2. The amount calculated by Southend-on-Sea Borough Council as its Council Tax Base for the year 2020/21 shall be 58,680.94.
3. That the amount calculated by Southend-on-Sea Borough Council as the Council Tax Base in respect of Leigh-on-Sea Town Council for the year 2020/21 shall be 8,845.24.
4. That the new Care Leavers Council Tax Relief Policy set out at Appendix A to the submitted report be endorsed and the subsequent impact on the Council Tax Base, be noted.

In respect of the Non-Domestic Rates Base (NNDR1 Form):

5. The NNDR1 form attached at Appendix D to the report be approved for submission to MHCLG.

Reason for Decision

The setting of the Council Tax Base and National Domestic Rating Base enables the calculation of the core funding derived through local taxation that is used to finance the Council's proposed budget for 2020/21.

Other Options

None

Note: This is an Executive Function

Referred direct to Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Gilbert

691 Draft Housing Revenue Account Budget 2020/21 and Rent Setting

The Cabinet considered a joint report of Executive Director (Finance and Resources) and Deputy Chief Executive and Executive Director (Housing & Growth) setting out the Housing Revenue (HRA) budget for 2020/21, together with the information necessary to set a balanced budget as required by legislation.

Resolved:-

1. That an average increase on secure tenancy rents of 2.7%, be endorsed.

2. That an average rent increase of 2.7% on shared ownership properties, be endorsed.
3. That an increase of 2.7% for garage rents to £12.02 per week for tenants and £14.42 for non-tenants (being £12.02 plus VAT), a rise consistent with the proposal for the main rent increase (all variants on a standard garage will receive a proportionate increase), be endorsed.
4. That the proposed rent charges in 1-3 above be effective from 6th April 2020.
5. That the South Essex Homes core management fee at £5,971,000 for 2020/21, be endorsed.
6. That South Essex Homes proposals for average increases of 6.36% in service charges and 16.69% in heating charges to reflect the actual costs incurred, be endorsed.
7. That the following appropriations be endorsed
 - £60,000 to the Repairs Contract Pensions Reserve;
 - £5,319,000 to the Capital Investment Reserve; and
 - £8,708,000 from the Capital Investment Reserve.
8. That subject to 1-7 above, the HRA budget for 2020/21 as set out in Appendix 1 to the submitted report, be endorsed.
9. That the value of the Council's capital allowance for 2020/21 be declared as £57,261,000, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.

Reasons for Decision

Part of the process of maintaining a balanced budget for the HRA is to undertake an annual rent review and assessment of other service and facilities charges. Full Council will need to approve the HRA budget and any changes to rent and other services prior to the start of the financial year.

Other Options

There are other options available to councillors in relation to the proposed rent and other services and facilities increases.

Note: This is an Executive Function save that approval of the final budget following Cabinet on 11th February 2020 is a Council Function
Referred direct to Policy and Resources Scrutiny Committee
Cabinet Member: Cllr Gilbert

692 Draft Prioritising Resources to Deliver Better Outcomes – 2020/21 to 2024/25

The Cabinet considered a report of the Executive Director (Finance and Resources) presenting the draft General Fund Revenue Budget for 2020/21.

Resolved:-

1. That the draft Financial Sustainability Strategy (Appendix 1 to the submitted report) be endorsed.
2. That the draft Medium Term Financial Strategy (Appendix 2 to the report) and the resulting Medium Term Financial Forecast and Earmarked Reserves Balances up to 2024/25 (Annexes 1 and 2 to Appendix 2 to the report), be endorsed.
3. That the Section 151 Officer's report on the robustness of the proposed budget, the adequacy of the Council's reserves and the Reserves Strategy (Appendix 3 to the report), be noted.
4. That the appropriation of the sums to earmarked reserves totalling £3.37 million (Appendix 4 to the report), be endorsed.
5. That the appropriation of the sums from earmarked reserves totalling £8.972 million (Appendix 4 to the report), be endorsed;
6. That General Fund net revenue budget for 2020/21 of £130.428M (Appendix 5a to the report) and any required commencement of consultation, statutory or otherwise, be endorsed.
7. That a Council Tax increase of 3.99% for the Southend-on-Sea element of the Council Tax for 2020/21, being 1.99% for general use and 2% for Adult Social care (Paragraph 10.10 of the report), be endorsed.
8. That it be noted that the 2020/21 revenue budget has been prepared on the basis of using £2 million from the Collection Fund for the core budget to allow for a smoothing of the budget gap across the next three financial years (Paragraph 10.9 of the report).
9. That it be noted that the position of the Council's preceptors is to be determined:
 - Essex Police – no indication of Council Tax position;
 - Essex Fire & Rescue Services – no indication of Council Tax position; and
 - Leigh-on-Sea Town Council – proposed precept increase ranging from 4.72% to 8.30%.
10. That no Special Expenses be charged other than the Leigh-on-Sea Town Council precept for 2020/21.
11. That the proposed General Fund on-going budget investment and reprioritisation of £5.355M (Appendix 6 to the report), be endorsed.
12. That the one-off investment items, as set out in paragraph 10.8 of the report and included within the appropriations (Appendix 7 to the report), be endorsed.
13. That the schools budget and its relevant distribution as recommended by the Education Board (Appendix 8 to the report), be endorsed.

14. That the Capital Investment Strategy for 2020/21 to 2024/25 (Appendix 9 to the submitted report) and the Capital Investment Policy (Annex 1 to Appendix 9 to the report), be endorsed.

15. That the new schemes and additions to the Capital Investment Programme for the period 2020/21 to 2024/25 totalling £28.4M for the General Fund and £18.7M for the Housing Revenue Account (Appendix 10, to the report), be endorsed.

16. That the schemes subject to viable business cases for the period 2020/21 to 22/23 (Appendix 10 to the report), be endorsed.

17. That the proposed changes to the current Capital Investment Programme (Appendix 11, to the report), be endorsed.

18. That the proposed Capital Investment Programme for 2020/21 to 2024/25 (Appendix 12 to the report) be approved and it be noted that the changes to the approved programme will result in a proposed Capital Investment Programme of £204.8M for 2020/21 to 2024/25 (Appendix 12 to the report) of which £51.3M is supported by external funding.

19. That the Minimum Revenue Provision (MRP) Policy for 2020/21 (Appendix 13 to the report) and the prudential indicators (Appendix 14 to the report), be endorsed.

20. That the operational boundary and authorised limits for borrowing for 2020/21 are set at £375M and £385M respectively (Appendix 14 to the report).

Reason for Decision

To comply with statutory requirements and the relevant Local Authority codes of practice. Also, to ensure the budgets align to and enable the delivery of the Council's ambition and desired outcomes or to enhance the Council's infrastructure.

Other Options

Billing authorities are required by law to complete and approve their budget and set a council tax before 11 March immediately prior to the start of the financial year on 1 April.

Note: This is an Executive Function save that approval of the final budget following Cabinet on 11th February 2020 is a Council Function
Referred direct to all three scrutiny committees
Cabinet Member: Cllr Gilbert

693 Housing and Regeneration Pipeline, Including Acquisitions Programme - Update

The Cabinet considered a report of the Executive Director (Finance and Resources) and the Deputy Chief Executive and Executive Director (Housing and Growth) providing an update on the work underway on the pipeline of housing and development opportunities across the Borough.

Resolved:-

1. That the progress on the Acquisitions Programme for Council Housing as set out in sections 3.5 – 3.8 to the submitted report, be noted.
2. That the progress of the first phase of housing and development pipeline sites currently in delivery as set out in section 3.12 to the report and the progress with PSP Southend LLP in section 3.14 – 3.16 to the report, be noted.
3. That the progress of the Allocations Policy as set out in sections 3.18 – 3.21 to the report, be noted.

Reasons for Decision

To update Cabinet on the progress of the HRA infill sites, acquisition programme and PSP Southend LLP developments. Also, to provide an update on the pipeline and regeneration framework.

Other Options

Alternative arrangements for the Right to Buy spend such as grants to Registered Providers were considered for the Acquisitions Programme, however, this would not have resulted in the long term benefit to the Council in the way of HRA property.

Note: This is an Executive Function
Referred direct to Policy and Resources Scrutiny Committee
Cabinet Member: Cllrs Gilbert and Woodley

694 Update on Airport Business Park

The Cabinet considered a report of the Deputy Chief Executive and Executive Director of Growth and Housing providing an update on the development of the Airport Business Park which is being progressed with the Council's development partner Henry Boot Developments Ltd.

Resolved:-

That the progress of the Airport Business Park development, be noted.

Reasons for Decision

The Airport Business Park Southend is a 2050 roadmap project and its ongoing development contributes towards a number of Southend 2050 outcomes. It is also significant for South Essex as SELEP's largest LGF allocation and a key location in the context of the South Essex 2050 work.

Other Options

While not continuing with the project could be an option in theory this could not be achieved without disproportionate cost, legal challenge and disruption as the

development is underway with funding, consents and a development partner in place. It would also undermine the 2050 roadmap and ambition.

Note: This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Members: Cllrs Robinson and Woodley

695 Update on Town Centre Strategy

The Cabinet considered a report of Deputy Chief Executive and Executive Director (Growth and Housing) providing an update on activity supporting the evolution of the town centre.

Resolved:-

That the progress made towards delivery of the agreed actions of the joint scrutiny project (2018/19) set out in Appendix 1 to the submitted report, be noted.

Reason for Decision

To update the Cabinet on the progress made on the actions from the scrutiny project

Other Options

None

Note: This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Robinson

696 Unmet Demand Survey for Hackney Carriage & Private Hire

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) outlining the conclusions of the Hackney Carriage Unmet Demand Study 2019 undertaken by LVSA (Licenced Vehicles Surveys and Assessments) on behalf of this Authority.

Recommended:-

That the current entry control policy and a limit of 276 hackney carriage licenced vehicles is maintained and approved. ||

Reasons for Decision

That the Unmet Demand Survey 2019 has identified that there is NO evidence of significant unmet demand for hackney carriages in Southend.

Other Options

The Unmet Demand Survey 2019 report provides for this Authority to consider other options including agreeing to issue any number of additional plates as it

sees fit, either in one allocation or a series of allocations OR to remove the numerical restriction currently in place.

Note: This is a Council Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Woodley

697 Consideration of Hamlet Court Road for Conservation Area Designation

The Cabinet considered a report of the Deputy Chief Executive and Executive Director (Growth and Housing) setting out details of the initial work (and subsequent recommendations) undertaken by independent heritage consultants, Purcell, on behalf of the Council, to review the potential of Hamlet Court Road for Conservation Area status. The report also sought approval on the proposed approach to consulting on Purcell's initial report, and boundary considerations, for this area.

Resolved:-

That the initial report and accompanying plan (Appendices A and B, to the submitted report) from Purcell, which sets out a potential area to consider for Conservation Area designation at Hamlet Court Road, be approved for an initial stage of public consultation.

Reasons for Decision

To facilitate public consultation on the initial report from independent heritage experts Purcell, and to seek the views of local residents and businesses on the proposal to consider Hamlet Court Road for designation as a Conservation Area.

Other Options

That the initial report from independent heritage experts Purcell is not publically consulted on, and further work into the potential for a Conservation Area designation at Hamlet Court Road is not further progressed. This would, however, be contrary to the recommendations of Purcell based on the initial work undertaken to date.

Note: This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Mulronev

698 Southend Local Plan Update

The Cabinet considered a report of the Deputy Chief Executive and Executive Director (Growth and Housing) proposing a new approach for preparing the Southend new Local Plan (SNLP)

Recommended:-

1. That, in order to take forward the Southend New Local Plan in a timely, coordinated and efficient manner, the following be approved:

- (i) the preparation of a common Joint Part 1 section with Rochford District Council covering cross-boundary strategic issues;
 - (ii) the preparation of a Part 2 section covering detailed planning policy matters for Southend.
2. That, as part of the preparation of a common Joint Part 1 Local Plan, the following be approved:
- (i) the Memorandum of Understanding (Appendix 1 to the submitted report);
 - (ii) the Rochford and Southend Statement of Common Ground (Appendix 2 to the report);
 - (iii) the revised Local Development Scheme (Appendix 3 to the report).
3. That it be noted that the joint South Essex Plan (SEP) will continue to be prepared in partnership with the Association of South Essex Local Authorities (ASELA).
4. That delegated authority be given to the Deputy Chief Executive and Executive Director Growth and Housing, in consultation with the Cabinet Member for Environment and Planning, to liaise and agree with Rochford District Council on the most efficient use of staff and related resources to prepare the Joint Part 1 Local Plan in an efficient and cost-effective manner.
5. That delegated authority be given to the Deputy Chief Executive and Executive Director Growth and Housing, in consultation with the Cabinet Member for Environment and Planning, in conjunction with the Environment and Planning Working Party, to agree and consult on preparatory drafts of the New Local Plan, including the common Joint Part 1 and associated documentation.
6. That delegated authority be given to the Deputy Chief Executive and Executive Director Growth and Housing, in consultation with the Cabinet Member for Environment and Planning, to agree updates to the Statement of Common Ground (Appendix 2 to the report) and Local Development Scheme (Appendix 3 to the report).

Reason for Decision

To ensure the expeditious production a new local plan for Southend and associated evidence base to manage and guide future growth and development in Southend and its hinterland in a positive and timely manner, where the Council has control of decision making in the public interest as representatives of the local community

Other Options

As set out in the submitted report

Note: This is a Council Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Mulronev

699 Notice of Motion - Fireworks

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) responding to the Notice of Motion, submitted to Council on 17th December 2019, concerning the use of fireworks.

Resolved:-

1. That the Notice of Motion submitted to Council on 17th December 2019, be noted.
2. That, where possible, that organisers of all public firework displays within the Borough be encouraged to advertise them in advance of the event, allowing residents to take precautions for their animals and vulnerable people.
3. That public awareness about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks, be supported.
4. That officers be requested to write to the UK Government urging them to introduce legislation to limit the maximum noise level of fireworks to 90 decibels for those sold to the public for private displays.
5. That local suppliers of fireworks be encouraged to stock 'quieter' fireworks for public display.

Reasons for Decision

To respond to the Notice of Motion.

Other Options

None

Note: This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Mulroney

700 Notice of Motion - National Community Energy Campaign

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) which had been prepared in response to the Notice of Motion, presented to the last meeting of Council, concerning the Local Electricity Bill.

Resolved:-

1. That the Local Electricity Bill be supported.
2. That the local press be informed of the decision and that officers be requested to write a letter to the local MPs and the organisers of the Bill as proposed.

3. That it be noted that maximising the financial and infrastructure benefits that may arise from this initiative will require investment in local renewable generation in future years.

Reasons for Decision

To respond to the Notice of Motion

Other Options

None

Note: This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Mulronev

701 Notice of Motion - Safer Passage Signage

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) responding to the Notice of Motion, presented at the last meeting of Council, concerning the safety of cyclists on the roads within the Borough.

Resolved:-

1. That support for the SEAT project and any successor DfT funded project is continued and to encourage and champion sustainable transport within all appropriate engineering project designs, following the principles set out in the Highway Code:

a. Rule 163 states, *“give motorcyclists, cyclists and horse riders at least as much room as you would when overtaking a car”*.

b. Rules 59 and 60 place an onus on cyclists to wear appropriate light and reflective clothing and to use lights at night. Both these messages are conveyed by the Forward Motion and Road Safety teams as well as advising cyclists how to position themselves on the road.

2. That the use of variable message signs to regularly remind all road users of the Highway Code obligation to be aware of each other’s presence and share the road responsibly, be approved.

Reasons for Decisions

To respond to the Notice of Motion

Other Options

The decision in 2 above covers the use of the electronic signage system to encourage safe driving by all vehicles. The installation of additional signage is not recommended as this can often be distracting or confusing for drivers, putting cyclists at additional risk.

Note: This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Woodley

702 Notice of Motion - Transparent and Accessible Council

The Cabinet considered a report of the Executive Director (Legal and Democratic Services) responding to the Notice of Motion, presented at the last meeting of the Council, requesting that consideration be given to extending webcasting to the Council's Scrutiny Committees and enhancing the use of social media in conjunction with live recorded meetings.

Resolved:-

1. That webcasting of meetings of the Cabinet and the three scrutiny committees (to be held in the Council chamber) be trialled during the June/July 2020 cycle of meetings, subject to the Chairs of the scrutiny committees being content for the trial to be applied to meetings of those committees.
2. That officers be requested to consider ways of enhancing the use of social media in conjunction with the webcasting arrangements.

Reasons for Decision

To further improve the transparency and accessibility of meetings of the Cabinet and scrutiny committees.

Other Options

Not to extend webcasting to Cabinet and the three Council scrutiny committees.

Note: This is an Executive Function
Referred direct to Policy and Resources Scrutiny Committee
Cabinet Member: Cllr Gilbert

703 Notice of Motion - Tree Cover

The Cabinet considered a report of the Executive Director (Neighbourhoods and Environment) responding to the Notice of Motion, presented at the last meeting of Council, concerning tree cover in the Borough.

Resolved:-

- 1, That the motion to double tree cover of the Borough, be noted.
2. That the management of the towns tree cover as an urban forest, be approved.
3. That it be acknowledged that tree canopy cover and an approach to planting will form part of the upcoming Tree and Woodland Policy.
4. That the benefit that a mosaic of habitats and variety of green infrastructure can have on the environment and the health and wellbeing of residents and visitors, be acknowledged.

5. That the future of tree planting and the canopy cover within the Borough will be based on an approach to be outlined in the upcoming Tree and Woodland Policy.

6. That the ongoing work to help educate and inform residents about tree management in the Borough, be acknowledged.

Reasons for Decision

To respond to the Notice of Motion

Other Options

To double the tree canopy as outlined in the motion. This is not recommended as this approach is not based on a tree canopy assessment or other Borough specific study. A tree canopy cover of this level is likely to be unachievable and result in the loss of other important habitats and recreational opportunities.

Note: This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Mulroney

704 SELEP - Revised Governance Arrangements

The Cabinet considered a report of the Executive Director (Legal and Democratic Services) proposing revisions to the governance arrangements of the SELEP in the light of the central government requirement for Local Enterprise Partnerships to set up a company.

Recommended:-

1. That the Council will become a member of South East LEP Limited with Articles of Association as set out at Appendix 1 to the submitted report.
2. That the framework agreement be signed in the form at Appendix 2 to the report.
3. That the Leader will be the Council's initial member of the Board with the Deputy Leader as alternate director.
4. That the Leader will be the Council's initial member of the Accountability Board with the Deputy Leader as principal substitute.

Reasons for Decision

All Local Enterprise Partnerships are now required by central government to set up a company.

Other Options

To have the new company employing the secretariat and receiving and distributing the funding – but this would involve a lot of legal and financial structures and the

consensus is that the costs and bureaucracy involved in this outweighs the benefits.

Note: This is a Council Function

Referred direct to Policy and Resources Scrutiny Committee

Cabinet Member: Cllr Gilbert

705 Admission Arrangements for Community schools and Admission Co-ordinated Scheme

Further to the meeting of Cabinet held on 17th September 2019 (Minute 329, refers), the Cabinet considered a report of the Executive Director (Children and Public Health) on the above.

Resolved:-

1. That the Cabinet determines (i.e. formally agrees) the oversubscription criteria (including explanatory notes) and Published Admission Number (PAN) within Admission Arrangements for Community Schools as set out in Appendix 1 to the submitted report.

2. That it be noted that the Determined Coordinated Admission Scheme for the academic year 2021/22 was published on 31st December 2019 (Appendix 2 to the report).

Reasons for Decision

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

Other Options

None

Note: This is an Executive Function

Referred direct to People Scrutiny Committee

Cabinet Member: Cllr Jones

706 School Term Dates 2021/22

The Cabinet considered a report of the Executive Director (Children and Public Health) proposing the guideline school term and holiday dates for the academic year 2021/22.

Resolved:-

That the school term and holiday dates for 2021/22 as set out in Appendix 1 to the submitted report be approved for community schools and as a guide to all schools in the Borough.

Reasons for Decision

To approve the term dates.

Other Options

None

Note: This is an Executive Function
Referred direct to People Scrutiny Committee
Cabinet Member: Cllr Jones

707 Transport Strategy

The Cabinet considered a report of the Deputy Chief Executive and Executive Director (Growth and Housing) setting out an approach and timeline to develop a transport strategy using service design principles which, once completed, will set the context for the review of the Local Transport Plan (LTP).

Resolved:-

1. That the progress with developing a transport strategy, be noted.
2. That the timetable for engaging stakeholders about a transport strategy for the Borough, be endorsed.

Reason for Decision

In line with the Council's Vision and Values, the proposed approach ensures that the views and needs of the Council's customers, residents and businesses are at the heart of the new service design and transport strategy.

Other Options

Doing nothing would mean that the current LTP would be out of date and would be inconsistent with the 2050 outcomes.

This is an Executive Function
Referred direct to Place Scrutiny Committee
Cabinet Member: Cllr Woodley

708 Additional Outcome Success Measures Reporting

The Cabinet considered a report of the Chief Executive presenting the Outcome Success Measures report that provides an update on the Council's progression on the 23 Southend 2050 outcomes.

Resolved:-

That the Outcome Success Measures report, be noted.

Reason for Decision

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

Other Options

None

Note: This is an Executive Function
Referred direct to all Scrutiny Committees
Cabinet Member: Cllr Gilbert

709 Corporate Budget Performance - Period 8

The Cabinet considered a report of the Executive Director (Finance and Resources) on the corporate budget performance (Period 8).

Recommended:-

That, in respect of the 2019/20 Revenue Budget Performance as set out in Appendix 1 to the submitted report:

1. That the forecast outturn and mitigating actions for the General Fund and the Housing Revenue Account as at November 2019, be noted.
2. That the planned budget transfers (virements) of £5,651,325 between portfolio services, as set out in section 3.12 to the report, be approved.

That, in respect of the 2019/20 Capital Budget Performance as set out in Appendix 2 to the report:

1. That the expenditure to date and the forecast outturn as at November 2019 and its financing, be noted.
2. That the requested changes to the 2019/20 Capital Investment Programme as set out in Section 3 of Appendix 2 to the report, be approved.
3. That, in respect of the transfer of an asset as set out in Section 4 of the report: 12A Ceylon Road be appropriated from the General Fund to the Housing Revenue Account.

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. It also informs decision making to ensure that the Council's priorities are delivered within the approved budget provision.

Other Options

The Council could choose to monitor its budgetary performance against an alternative timeframe but it is considered that the current reporting schedule provides the appropriate balance to allow strategic oversight of the budget by councillors and to also formally manage the Council's exposure to financial risk.

Note: This is Council Function
Referred direct to Policy and Resources Scrutiny Committee
Cabinet Members: Cllrs Gilbert and Woodley

710 2019/20 Corporate Risk Register

The Cabinet considered a report of the Chief Executive outlining the 2019/20 Corporate Risk Register mid-year update.

Resolved:-

That the 2019/20 Corporate Risk Register and the mid-year updates outlined in Appendix 2 to the submitted report, be noted.

Reason for Decision

To ensure compliance with the Accounts and Audit Regulations 2015.

Other Options

None

Note: This is an Executive Function
Referred direct to all three Scrutiny Committees
Cabinet Member: Cllr Woodley

711 Council Debt Position to 30 November 2019

The Cabinet considered a report of the Executive Director (Finance and Resources) on the above.

Resolved:-

1. That the current outstanding debt position as at 30th November 2019 and the position of debts written off to 30th November 2019 as set out in Appendices A & B to the submitted report, be noted.

2. That the write offs greater than £25,000, as detailed in Appendix B to the report, be approved.

Reason for Decision:

All reasonable steps to recover the debt have been taken, and therefore where write off is recommended it is the only course of action that is left available.

Other Options:

None

Note: This is an Executive Function
Referred direct to Policy and Resources Scrutiny Committee
Cabinet Member: Cllr Gilbert

712 Council Procedure Rule 46

Resolved:-

That the submitted report be noted.

Note: This is an Executive Function
Referred direct to the relevant scrutiny committee
Cabinet member: As appropriate to the item

713 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.

714 Council Procedure Rule 46 - Confidential Sheet

Resolved:

That the SO46 confidential sheet, be noted.

Note: This is an Executive Function
Referred direct to People Scrutiny and Policy and Resources Scrutiny Committees
Cabinet Member: Cllr Woodley

Chair: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Place Scrutiny Committee

Date: Tuesday, 28th January, 2020
Place: Committee Room 1 - Civic Suite

10

Present: Councillor A Moring (Chair)
Councillors M Flewitt (Vice-Chair), B Ayling, J Beck, A Bright, K Buck, L Burton, A Chalk, D Cowan, T Cox, M Dent, S George, D Jarvis, S Wakefield, C Walker, N Ward and P Wexham

In Attendance: Councillors I Gilbert, C Mulroney, K Robinson, M Terry and R Woodley (Cabinet Members)
Councillors S Aylen, K Evans and C Nevin
A Lewis, J Chesterton, L Reed, E Cooney, C Robinson, S Dolling, P Geraghty, G Gilbert and T Row

Start/End Time: 6.30 pm - 8.00 pm

738 Apologies for Absence

There were no apologies for absence.

739 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillors Gilbert, Mulroney, Robinson, Terry and Woodley (Cabinet Members) – Disqualifying non-pecuniary interests in all 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 Ayling – Agenda Item No. 8 (Unmet Demand Survey for Hackney Carriage & Private Hire) (Minute 745) – Non-pecuniary interest: Previously worked as a cab driver;

(c) Councillor Bright – Agenda Item No. 7 (Update on Town Centre Strategy) (Minute 744) Non-pecuniary interest: Lives in the town centre;

(d) Councillor Cox – Agenda Item No. 8 (Unmet Demand Survey for Hackney Carriage & Private Hire) (Minute 745) – Non-pecuniary interest: Friends are taxi drivers;

(e) Councillor Gilbert – Agenda Item No. 7 (Update on Town Centre Strategy) (Minute 744) Non-pecuniary interest: Place of work is close to the town centre; and

(f) Councillor Mulroney – Agenda Item No. 5 (Draft Prioritising Resources to Deliver Better Outcomes – 2020/21 to 2024/25) (Minute 742) – Non-pecuniary interest: Member of Leigh Town Council which is mentioned in the report.

740 Questions from Members of the Public

The Committee noted the responses to questions that had been submitted by Mr Webb to the Cabinet Member for Environment and Planning Cabinet Member for Transport, Capital Inward Investment. Copies will be forwarded to him as he was not present at the meeting.

741 Minutes of the Meeting held on Monday, 25th November 2019

Resolved:-

That the Minutes of the Meeting held on Monday, 25th November 2019 be received, confirmed as a correct record and signed.

742 Draft Prioritising Resources to Deliver Better Outcomes – 2020/21 to 2024/25

The Committee considered Minute 692 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to all three Scrutiny Committees, together with a report of the Executive Director (Finance and Resources). This presented the draft General Fund Revenue Budget for 2020/21.

Resolved:-

“That the following decisions of Cabinet be noted:

1. That the draft Financial Sustainability Strategy (Appendix 1 to the submitted report) be endorsed.
2. That the draft Medium Term Financial Strategy (Appendix 2 to the report) and the resulting Medium Term Financial Forecast and Earmarked Reserves Balances up to 2024/25 (Annexes 1 and 2 to Appendix 2 to the report), be endorsed.
3. That the Section 151 Officer’s report on the robustness of the proposed budget, the adequacy of the Council’s reserves and the Reserves Strategy (Appendix 3 to the report), be noted.
4. That the appropriation of the sums to earmarked reserves totalling £3.37 million (Appendix 4 to the report), be endorsed.
5. That the appropriation of the sums from earmarked reserves totalling £8.972 million (Appendix 4 to the report), be endorsed;
6. That General Fund net revenue budget for 2020/21 of £130.428M (Appendix 5a to the report) and any required commencement of consultation, statutory or otherwise, be endorsed.
7. That a Council Tax increase of 3.99% for the Southend-on-Sea element of the Council Tax for 2020/21, being 1.99% for general use and 2% for Adult Social care (Paragraph 10.10 of the report), be endorsed.

8. That it be noted that the 2020/21 revenue budget has been prepared on the basis of using £2 million from the Collection Fund for the core budget to allow for a smoothing of the budget gap across the next three financial years (Paragraph 10.9 of the report).
9. That it be noted that the position of the Council's preceptors is to be determined:
 - Essex Police – no indication of Council Tax position;
 - Essex Fire & Rescue Services – no indication of Council Tax position; and
 - Leigh-on-Sea Town Council – proposed precept increase ranging from 4.72% to 8.30%.
10. That no Special Expenses be charged other than the Leigh-on-Sea Town Council precept for 2020/21.
11. That the proposed General Fund on-going budget investment and reprioritisation of £5.355M (Appendix 6 to the report), be endorsed.
12. That the one-off investment items, as set out in paragraph 10.8 of the report and included within the appropriations (Appendix 7 to the report), be endorsed.
13. That the schools budget and its relevant distribution as recommended by the Education Board (Appendix 8 to the report), be endorsed.
14. That the Capital Investment Strategy for 2020/21 to 2024/25 (Appendix 9 to the submitted report) and the Capital Investment Policy (Annex 1 to Appendix 9 to the report), be endorsed.
15. That the new schemes and additions to the Capital Investment Programme for the period 2020/21 to 2024/25 totalling £28.4M for the General Fund and £18.7M for the Housing Revenue Account (Appendix 10, to the report), be endorsed.
16. That the schemes subject to viable business cases for the period 2020/21 to 2022/23 (Appendix 10 to the report), be endorsed.
17. That the proposed changes to the current Capital Investment Programme (Appendix 11, to the report), be endorsed.
18. That the proposed Capital Investment Programme for 2020/21 to 2024/25 (Appendix 12 to the report) be approved and it be noted that the changes to the approved programme will result in a proposed Capital Investment Programme of £204.8M for 2020/21 to 2024/25 (Appendix 12 to the report) of which £51.3M is supported by external funding.
19. That the Minimum Revenue Provision (MRP) Policy for 2020/21 (Appendix 13 to the report) and the prudential indicators (Appendix 14 to the report), be endorsed.
20. That the operational boundary and authorised limits for borrowing for 2020/21 are set at £375M and £385M respectively (Appendix 14 to the report)."

Note: This is an Executive Function save that approval of the final budget following Cabinet on 11th February 2020 is a Council Function
Cabinet Member: Cllr Gilbert

743 Update on Airport Business Park

The Committee considered Minute 694 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Deputy Chief Executive and Executive Director (Growth & Housing). This provided an update on the development of the Airport Business Park which is being progressed with the Council's development partner Henry Boot Developments Ltd.

Resolved:-

That the following decision of Cabinet be noted:

"That the progress of the Airport Business Park development, be noted."

Note: This is an Executive Function
Cabinet Members: Cllrs Robinson and Woodley

744 Update on Town Centre Strategy

The Committee considered Minute 695 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Deputy Chief Executive and Executive Director (Growth & Housing). This provided an update on activity supporting the evolution of the town centre.

In response to questions regarding the locations of the proposed addition of street furniture and green infrastructure, the Cabinet Member for Environment & Planning gave an undertaking to circulate an indicative plan to the Committee.

Resolved:-

That the following decision be noted:

"That the progress made towards delivery of the agreed actions of the joint scrutiny project (2018/19) set out in Appendix 1 to the submitted report, be noted."

Note: This is an Executive Function
Cabinet Member: Cllr Robinson

745 Unmet Demand Survey for Hackney Carriage & Private Hire

The Committee considered Minute 696 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Executive Director (Neighbourhoods and Environment). This outlined the conclusions of the Hackney Carriage Unmet Demand Study 2019 undertaken by LVSA (Licenced Vehicles Surveys and Assessments) on behalf of this Authority.

Resolved:-

That the following recommendation of Cabinet be noted:

“That the current entry control policy and a limit of 276 hackney carriage licenced vehicles is maintained and approved.”

Note: This is a Council Function

Cabinet Member: Cllr Woodley

746 Consideration of Hamlet Court Road for Conservation Area Designation

The Committee considered Minute 697 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Deputy Chief Executive and Executive Director (Growth & Housing). This set out details of the initial work (and subsequent recommendations) undertaken by independent heritage consultants, Purcell, on behalf of the Council, to review the potential of Hamlet Court Road for Conservation Area status. The report also sought approval on the proposed approach to consulting on Purcell’s initial report, and boundary considerations, for this area.

Resolved:-

That the following decision of Cabinet be noted:

“That the initial report and accompanying plan (Appendices A and B, to the submitted report) from Purcell, which sets out a potential area to consider for Conservation Area designation at Hamlet Court Road, be approved for an initial stage of public consultation.”

Note: This is an Executive Function

Cabinet Member: Cllr Mulroney

747 Southend Local Plan Update

The Committee considered Minute 698 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Deputy Chief Executive and Executive Director (Growth & Housing) proposing a new approach for preparing the Southend new Local Plan (SNLP).

Resolved:-

That the following recommendations of Cabinet be noted:

“1. That, in order to take forward the Southend New Local Plan in a timely, coordinated and efficient manner, the following be approved:

(i) the preparation of a common Joint Part 1 section with Rochford District Council covering cross-boundary strategic issues;

(ii) the preparation of a Part 2 section covering detailed planning policy matters for Southend.

2. That, as part of the preparation of a common Joint Part 1 Local Plan, the following be approved:

(i) the Memorandum of Understanding (Appendix 1 to the submitted report);

(ii) the Rochford and Southend Statement of Common Ground (Appendix 2 to the report);

(iii) the revised Local Development Scheme (Appendix 3 to the report).

3. That it be noted that the joint South Essex Plan (SEP) will continue to be prepared in partnership with the Association of South Essex Local Authorities (ASELA).

4. That delegated authority be given to the Deputy Chief Executive and Executive Director Growth and Housing, in consultation with the Cabinet Member for Environment and Planning, to liaise and agree with Rochford District Council on the most efficient use of staff and related resources to prepare the Joint Part 1 Local Plan in an efficient and cost-effective manner.

5. That delegated authority be given to the Deputy Chief Executive and Executive Director Growth and Housing, in consultation with the Cabinet Member for Environment and Planning, in conjunction with the Environment and Planning Working Party, to agree and consult on preparatory drafts of the New Local Plan, including the common Joint Part 1 and associated documentation.

6. That delegated authority be given to the Deputy Chief Executive and Executive Director Growth and Housing, in consultation with the Cabinet Member for Environment and Planning, to agree updates to the Statement of Common Ground (Appendix 2 to the report) and Local Development Scheme (Appendix 3 to the report).“

Note: This is a Council Function
Cabinet Member: Cllr Mulroney

748 Notice of Motion - Fireworks

The Committee considered Minute 699 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Executive Director (Neighbourhoods and Environment). This was in response to the Notice of Motion, submitted to Council on 17th December 2019, concerning the use of fireworks.

In response to questions regarding the introduction byelaws use of ‘silent’ fireworks, the Cabinet Member for Environment and Planning gave her assurances that the feasibility of introducing byelaws and other potential actions available to the Council such as the use of silent fireworks only at firework displays, would be included in the letter to the Government.

Resolved:-

That the following decision of Cabinet be noted:

“1. That the Notice of Motion submitted to Council on 17th December 2019, be noted.

2. That, where possible, that organisers of all public firework displays within the Borough be encouraged to advertise them in advance of the event, allowing residents to take precautions for their animals and vulnerable people.

3. That public awareness about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks, be supported.

4. That officers be requested to write to the UK Government urging them to introduce legislation to limit the maximum noise level of fireworks to 90 decibels for those sold to the public for private displays.

5. That local suppliers of fireworks be encouraged to stock ‘quieter’ fireworks for public display.”

Note: This is an Executive Function
Cabinet Member: Cllr Mulroney

749 Notice of Motion - National Community Energy Campaign

The Committee considered Minute 700 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Executive Director (Neighbourhoods and Environment). This had been prepared in response to the Notice of Motion, presented to the last meeting of Council, concerning the Local Electricity Bill.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the Local Electricity Bill be supported.

2. That the local press be informed of the decision and that officers be requested to write a letter to the local MPs and the organisers of the Bill as proposed.

3. That it be noted that maximising the financial and infrastructure benefits that may arise from this initiative will require investment in local renewable generation in future years.”

Note: This is an Executive Function
Cabinet Member: Cllr Mulroney

750 Notice of Motion - Safer Passage Signage

The Committee considered Minute 701 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for

consideration, together with the report of the Executive Director (Neighbourhoods and Environment) responding to the Notice of Motion, presented at the last meeting of Council. This concerned the safety of cyclists on the roads within the Borough.

Resolved:-

That the following decision of Cabinet be noted:

“1. That support for the SEAT project and any successor DfT funded project is continued and to encourage and champion sustainable transport within all appropriate engineering project designs, following the principles set out in the Highway Code:

a. Rule 163 states, “give motorcyclists, cyclists and horse riders at least as much room as you would when overtaking a car”.

b. Rules 59 and 60 place an onus on cyclists to wear appropriate light and reflective clothing and to use lights at night. Both these messages are conveyed by the Forward Motion and Road Safety teams as well as advising cyclists how to position themselves on the road.

2. That the use of variable message signs to regularly remind all road users of the Highway Code obligation to be aware of each other’s presence and share the road responsibly, be approved.”

Note: This is an Executive Function
Cabinet Member: Cllr Woodley

751 Notice of Motion - Tree Cover

The Committee considered Minute 703 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Executive Director (Neighbourhoods and Environment) responding to the Notice of Motion, presented at the last meeting of Council, concerning tree cover in the Borough.

The Committee took the opportunity to ask the Cabinet Member for Environment and Planning a number of questions regarding the proposed policy. These included:

- the type of trees to be planted i.e. deciduous or evergreen and the use of shrubs etc;
- where the trees would be planted within the Borough; and
- the inclusion within the policy of an “aspiration” to double of trees in the Borough.

The Cabinet Member for Environment and Planning confirmed that the new policy would be based on best practice and a tree canopy assessment and gave her assurances that nothing would be ruled out at this stage.

Resolved:-

That the following decisions of Cabinet be noted:

- “1. That the motion to double tree cover of the Borough, be noted.
2. That the management of the towns tree cover as an urban forest, be approved.
3. That it be acknowledged that tree canopy cover and an approach to planting will form part of the upcoming Tree and Woodland Policy.
4. That the benefit that a mosaic of habitats and variety of green infrastructure can have on the environment and the health and wellbeing of residents and visitors, be acknowledged.
5. That the future of tree planting and the canopy cover within the Borough will be based on an approach to be outlined in the upcoming Tree and Woodland Policy.
6. That the ongoing work to help educate and inform residents about tree management in the Borough, be acknowledged.”

Note: This is an Executive Function
Cabinet Member: Cllr Mulroney

752 Transport Strategy

The Committee considered Minute 707 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Deputy Chief Executive and Executive Director (Growth & Housing). This set out an approach and timeline to develop a transport strategy using service design principles which, once completed, will set the context for the review of the Local Transport Plan (LTP).

The Executive Councillor for Transport, Capital, Inward Investment gave his assurances that any reference to “Taxis” would be amended to include “hackney carriages”.

Resolved:-

That the following decisions of Cabinet be noted:

- “1. That the progress with developing a transport strategy, be noted.
2. That the timetable for engaging stakeholders about a transport strategy for the Borough, be endorsed.”

This is an Executive Function
Cabinet Member: Cllr Woodley

753 Additional Outcome Success Measures Reporting

The Committee considered Minute 708 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for

consideration, together with the report of the Chief Executive. This presented the Outcome Success Measures report that provides an update on the Council's progression on the 23 Southend 2050 outcomes.

Resolved:-

That the following decision of Cabinet be noted:

"That the Outcome Success Measures report, be noted."

Note: This is an Executive Function
Cabinet Member: Cllr Gilbert

754 2019/20 Corporate Risk Register

The Committee considered Minute 710 of Cabinet held on Thursday, 16th January 2020, which had been referred direct by Cabinet to the Scrutiny Committee for consideration, together with the report of the Chief Executive outlining the 2019/20 Corporate Risk Register mid-year update.

Resolved:-

That the following decision of Cabinet be noted:

"That the 2019/20 Corporate Risk Register and the mid-year updates outlined in Appendix 2 to the submitted report, be noted."

Note: This is an Executive Function
Cabinet Member: Cllr Woodley

755 Council Procedure Rule 46

The Committee considered Minute 712 of Cabinet held on Thursday 16th January 2020 which had been referred direct by Cabinet to Scrutiny, concerning action taken under Standing Order 46.

Resolved:

That the following decision of Cabinet be noted:

"That the submitted report be noted."

Note: This is an Executive Function
Cabinet member: As appropriate to the item

Chair: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of People Scrutiny Committee

Date: Wednesday, 29th January, 2020

Place: Committee Room 1 - Civic Suite

11

Present: Councillor L Salter (Chair)
Councillors N Folkard (Vice-Chair), H Boyd, M Borton, A Chalk, A Dear, M Dent, F Evans, D Garne, B Hooper, M Kelly, K Mitchell, C Nevin, I Shead, M Stafford, A Thompson and C Willis
T Watts and F Dawkins (co-opted members)

In Attendance: Councillors I Gilbert, A Jones and M Terry (Cabinet Members)
S Baker, K Ramkhalawon, D Simon, T Forster, J O'Loughlin, M Marks and R Harris

Start/End Time: 6.30 pm - 7.20 pm

756 Apologies for Absence

Apologies for absence were received from J Broadbent (substitute: F Dawkins).

757 Declarations of Interest

The following interests were declared at the meeting:-

(a) Councillors Gilbert, Jones and Terry (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 Borton – Agenda Item No. 6 (Admission Arrangements) Minute 726 and Agenda Item No. 7 (School Term Dates 2021/22) (Minute 727) – Non-pecuniary interest: Governor at Milton Hall School; and Agenda Item No. 8 (Additional Outcome Success Measures) (Minute 728) – Non-pecuniary interest: EPUT mentioned under 'safe and well' – daughter is a ward manager at Basildon MHU;

(c) Councillor Hooper – Agenda Item No. 6 (Admission Arrangements) Minute 726 and Agenda Item No. 7 (School Term Dates 2021/22) (Minute 727) – Non-pecuniary interest: son attends Southend High School for Boys and works with schools as director of BE; and

(d) Councillor Folkard – Agenda Item No. 5 (Draft Prioritising Resources to Deliver Better Outcomes) (Minute 725) – Non-pecuniary interest: ambassador for the fund raising team at Southend University Hospital and on the review panel at the hospital for the information leaflets; relative works at Broomfield Hospital.

758 Questions from Members of the Public

Councillor Jones, the Cabinet Member for Children and Learning, responded to written questions received from Mr Webb.

759 Minutes of the Meeting held on Tuesday, 26th November, 2019

Resolved:-

That the Minutes of the Meeting held on Tuesday 26th November 2019, be confirmed as a correct record and signed.

760 Draft Prioritising Resources to Deliver Better Outcomes – 2020/21 to 2024/25

The Committee considered Minute 692 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to all three Scrutiny Committees, together with a report of the Executive Director (Finance and Resources) presenting the draft General Fund Revenue Budget for 2020/21.

In response to a question regarding the Dedicated Schools Grant Budget and schools revenue funding, the Cabinet Member for Children & Learning said that she would circulate further details to the Committee on the final funding allocations.

In response to a question regarding the £300,000 for complex needs provision, the Leader of the Council confirmed that this was a one-off investment from reserves.

Resolved:

That the following decisions of Cabinet, be noted:-

“1. That the draft Financial Sustainability Strategy (Appendix 1 to the submitted report) be endorsed.

2. That the draft Medium Term Financial Strategy (Appendix 2 to the report) and the resulting Medium Term Financial Forecast and Earmarked Reserves Balances up to 2024/25 (Annexes 1 and 2 to Appendix 2 to the report), be endorsed.

3. That the Section 151 Officer’s report on the robustness of the proposed budget, the adequacy of the Council’s reserves and the Reserves Strategy (Appendix 3 to the report), be noted.

4. That the appropriation of the sums to earmarked reserves totalling £3.37 million (Appendix 4 to the report), be endorsed.

5. That the appropriation of the sums from earmarked reserves totalling £8.972 million (Appendix 4 to the report), be endorsed;

6. That General Fund net revenue budget for 2020/21 of £130.428M (Appendix 5a to the report) and any required commencement of consultation, statutory or otherwise, be endorsed.
7. That a Council Tax increase of 3.99% for the Southend-on-Sea element of the Council Tax for 2020/21, being 1.99% for general use and 2% for Adult Social care (Paragraph 10.10 of the report), be endorsed.
8. That it be noted that the 2020/21 revenue budget has been prepared on the basis of using £2 million from the Collection Fund for the core budget to allow for a smoothing of the budget gap across the next three financial years (Paragraph 10.9 of the report).
9. That it be noted that the position of the Council's preceptors is to be determined:
 - Essex Police – no indication of Council Tax position;
 - Essex Fire & Rescue Services – no indication of Council Tax position; and
 - Leigh-on-Sea Town Council – proposed precept increase ranging from 4.72% to 8.30%.
10. That no Special Expenses be charged other than the Leigh-on-Sea Town Council precept for 2020/21.
11. That the proposed General Fund on-going budget investment and reprioritisation of £5.355M (Appendix 6 to the report), be endorsed.
12. That the one-off investment items, as set out in paragraph 10.8 of the report and included within the appropriations (Appendix 7 to the report), be endorsed.
13. That the schools budget and its relevant distribution as recommended by the Education Board (Appendix 8 to the report), be endorsed.
14. That the Capital Investment Strategy for 2020/21 to 2024/25 (Appendix 9 to the submitted report) and the Capital Investment Policy (Annex 1 to Appendix 9 to the report), be endorsed.
15. That the new schemes and additions to the Capital Investment Programme for the period 2020/21 to 2024/25 totalling £28.4M for the General Fund and £18.7M for the Housing Revenue Account (Appendix 10, to the report), be endorsed.
16. That the schemes subject to viable business cases for the period 2020/21 to 2022/23 (Appendix 10 to the report), be endorsed.
17. That the proposed changes to the current Capital Investment Programme (Appendix 11, to the report), be endorsed.
18. That the proposed Capital Investment Programme for 2020/21 to 2024/25 (Appendix 12 to the report) be approved and it be noted that the changes to the approved programme will result in a proposed Capital Investment Programme

of £204.8M for 2020/21 to 2024/25 (Appendix 12 to the report) of which £51.3M is supported by external funding.

19. That the Minimum Revenue Provision (MRP) Policy for 2020/21 (Appendix 13 to the report) and the prudential indicators (Appendix 14 to the report), be endorsed.

20. That the operational boundary and authorised limits for borrowing for 2020/21 are set at £375M and £385M respectively (Appendix 14 to the report).”

Note: This is an Executive Function save that approval of the final budget following Cabinet on 11th February 2020 is a Council Function
Cabinet Member: Cllr Gilbert

761 Admission Arrangements for Community schools and Admission Co-ordinated Scheme

The Committee considered Minute 705 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Children and Public Health) on the above matter.

In response to a question concerning the number of appeals related to deferred entry to school the Cabinet Member for Children and Learning agreed to provide details on the number of appeals and how many were successful.

Resolved:

That the following decision of Cabinet, be noted:-

“1. That the Cabinet determines (i.e. formally agrees) the oversubscription criteria (including explanatory notes) and Published Admission Number (PAN) within Admission Arrangements for Community Schools as set out in Appendix 1 to the submitted report.

2. That it be noted that the Determined Coordinated Admission Scheme for the academic year 2021/22 was published on 31st December 2019 (Appendix 2 to the report).”

Note: This is an Executive Function
Cabinet Member: Cllr Jones

762 School Term Dates 2021/22

The Committee considered Minute 706 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Children and Public Health) proposing the guideline school term and holiday dates for the academic year 2021/22.

Resolved:

That the following decision of Cabinet, be noted:-

“That the school term and holiday dates for 2021/22 as set out in Appendix 1 to the submitted report be approved for community schools and as a guide to all schools in the Borough.”

Note: This is an Executive Function
Cabinet Member: Cllr Jones

763 Additional Outcome Success Measures Reporting

The Committee considered Minute 708 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Chief Executive presenting the Outcome Success Measures report that provides an update on the Council’s progression on the 23 Southend 2050 outcomes.

In response to a question regarding EPUT, the Cabinet Member for Children and Learning highlighted that the early stages of recommissioning were underway and undertook to circulate details to the Committee.

In response to a question regarding the temporary accommodation under ‘safe and well’ the Cabinet Member for Children and Learning undertook to provide the figures in writing to the Committee.

In response to a question regarding the NEET figures under ‘Opportunity and Prosperity’, the Cabinet Member for Children and Learning undertook to provide details on the trends and information relating to the unknown ‘NEETs’ over the same period of time for comparison purposes.

Resolved:

That the following decision of Cabinet, be noted:-

“That the Outcome Success Measures report, be noted.”

Note: This is an Executive Function
Cabinet Member: Cllr Gilbert

764 2019/20 Corporate Risk Register

The Committee considered Minute 708 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Chief Executive, outlining the 2019/20 Corporate Risk Register mid-year update.

Resolved:

That the following decision of Cabinet, be noted:-

“That the 2019/20 Corporate Risk Register and the mid-year updates outlined in Appendix 2 to the submitted report, be noted.”

Note: This is an Executive Function
Cabinet Member: Cllr Woodley

765 Council Procedure Rule 46

The Committee considered Minute 712 of the meeting of Cabinet held on 16th January 2020 which had been referred direct to Scrutiny, in connection with the action taken with regard to the provision of passenger transport.

Resolved:-

That the following decision of Cabinet, be noted:-

“That the submitted report be noted.”

Note: This is an Executive Function
Cabinet member: As appropriate to the item

766 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.

767 Council Procedure Rule 46 - Confidential Sheet

The Committee considered Minute 714 of the meeting of Cabinet held on 16th January 2020 which had been referred direct to Scrutiny concerning action taken under Standing Order 46 – Confidential sheet.

Resolved:-

That the following decision of Cabinet, be noted:-

“That the SO46 confidential sheet, be noted.”

Note: This is an Executive Function
Cabinet Member: Cllr Woodley

Chair: _____

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Policy and Resources Scrutiny Committee

Date: Thursday, 30th January, 2020
Place: Committee Room 1 - Civic Suite

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

In Attendance: Councillors C Mulroney, M Terry, R Woodley (Cabinet Members) and
K Evans
J K Williams, J Chesterton, A Richards, P Bates, R Harris and
A Keating

Start/End Time: 6.30 pm - 6.50 pm

768 Apologies for Absence

Apologies for absence were received from Councillor Ayling (no substitute).

769 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillors Mulroney, Terry and Woodley (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 Davidson – Agenda Item No. 6 (Draft Housing Revenue Account Budget 2020/21 and Rent Setting) (Minute 773) – Non-pecuniary interest: Non-Executive Director of South Essex Homes; and

(c) Councillor Mulroney – Agenda Item No. 5 (Council Tax Base) (Minute 772) and Agenda Item No. 7 (Draft Prioritising Resources to Deliver Better Outcomes 2020/21 to 2024/25) (Minute 774) – Non-pecuniary interest: Member of Leigh Town Council.

770 Questions from Members of the Public

The Committee noted the responses to questions that had been submitted by Mr Webb to the Leader of the Council. Copies will be forwarded to him as he was not present at the meeting.

771 Minutes of the Meeting held on Thursday 28th November 2019

Resolved:

That the minutes of the meeting held on Thursday 28th November 2019, be confirmed as a correct record and signed.

772 Council Tax Base and Non Domestic Rating Base 2020/21

The Committee considered Minute 690 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Finance and Resources), concerning the calculation of the Council Tax Base for 2020/21 and the submission of the National Non Domestic Rates (NNDR1) form to the Ministry of Housing, Communities and Local Government (MHCLG) by 31st January 2020.

Resolved:

That the following decision of Cabinet, be noted:-

“In respect of the Council Tax Base:

In accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended by the Local Authorities (Calculation of Council Tax Base) (Amendment) (England) Regulations 2003) and Local Government Finance Act 2012 (Calculation of billing authority’s council tax base section 15):

1. From 1st April 2020 the premium for properties (empty for 5 years but less than 10 years) will be increased to 200%.
2. The amount calculated by Southend-on-Sea Borough Council as its Council Tax Base for the year 2020/21 shall be 58,680.94.
3. That the amount calculated by Southend-on-Sea Borough Council as the Council Tax Base in respect of Leigh-on-Sea Town Council for the year 2020/21 shall be 8,845.24.
4. That the new Care Leavers Council Tax Relief Policy set out at Appendix A to the submitted report be endorsed and the subsequent impact on the Council Tax Base, be noted.

In respect of the Non-Domestic Rates Base (NNDR1 Form):-

5. The NNDR1 form attached at Appendix D to the report, be approved for submission to MHCLG.

Note: This is an Executive Function
Cabinet Member: Cllr Gilbert

773 Draft Housing Revenue Account Budget 2020/21 and Rent Setting

The Committee considered Minute 691 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Finance and Resources), setting out the Housing Revenue (HRA) budget for 2020/21, together with the information necessary to set a balanced budget as required by legislation.

Resolved:

That the following decision of Cabinet, be noted:-

- “1. That an average increase on secure tenancy rents of 2.7%, be endorsed.
2. That an average rent increase of 2.7% on shared ownership properties, be endorsed.
3. That an increase of 2.7% for garage rents to £12.02 per week for tenants and £14.42 for non-tenants (being £12.02 plus VAT), a rise consistent with the proposal for the main rent increase (all variants on a standard garage will receive a proportionate increase), be endorsed.
4. That the proposed rent charges in 1-3 above be effective from 6th April 2020.
5. That the South Essex Homes core management fee at £5,971,000 for 2020/21, be endorsed.
6. That South Essex Homes proposals for average increases of 6.36% in service charges and 16.69% in heating charges to reflect the actual costs incurred, be endorsed.
7. That the following appropriations, be endorsed:
 - £60,000 to the Repairs Contract Pensions Reserve;
 - £5,319,000 to the Capital Investment Reserve; and
 - £8,708,000 from the Capital Investment Reserve.
8. That subject to 1-7 above, the HRA budget for 2020/21, as set out in Appendix 1 to the submitted report, be endorsed.
9. That the value of the Council’s capital allowance for 2020/21 be declared as £57,261,000 as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.”

Note: This is an Executive Function save that approval of the final budget following Cabinet on 11th February 2020 is a Council Function
Cabinet Member: Cllr Gilbert

774 Draft Prioritising Resources to Deliver Better Outcomes – 2020/21 to 2024/25

The Committee considered Minute 692 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to all three Scrutiny Committees, together with a report of the Executive Director (Finance and Resources) presenting the draft General Fund Revenue Budget for 2020/21.

Resolved:

That the following decisions of Cabinet, be noted:-

- “1. That the draft Financial Sustainability Strategy (Appendix 1 to the submitted report) be endorsed.

2. That the draft Medium Term Financial Strategy (Appendix 2 to the report) and the resulting Medium Term Financial Forecast and Earmarked Reserves Balances up to 2024/25 (Annexes 1 and 2 to Appendix 2 to the report), be endorsed.
3. That the Section 151 Officer's report on the robustness of the proposed budget, the adequacy of the Council's reserves and the Reserves Strategy (Appendix 3 to the report), be noted.
4. That the appropriation of the sums to earmarked reserves totalling £3.37 million (Appendix 4 to the report), be endorsed.
5. That the appropriation of the sums from earmarked reserves totalling £8.972 million (Appendix 4 to the report), be endorsed;
6. That General Fund net revenue budget for 2020/21 of £130.428M (Appendix 5a to the report) and any required commencement of consultation, statutory or otherwise, be endorsed.
7. That a Council Tax increase of 3.99% for the Southend-on-Sea element of the Council Tax for 2020/21, being 1.99% for general use and 2% for Adult Social care (Paragraph 10.10 of the report), be endorsed.
8. That it be noted that the 2020/21 revenue budget has been prepared on the basis of using £2 million from the Collection Fund for the core budget to allow for a smoothing of the budget gap across the next three financial years (Paragraph 10.9 of the report).
9. That it be noted that the position of the Council's preceptors is to be determined:
 - Essex Police – no indication of Council Tax position;
 - Essex Fire & Rescue Services – no indication of Council Tax position; and
 - Leigh-on-Sea Town Council – proposed precept increase ranging from 4.72% to 8.30%.
10. That no Special Expenses be charged other than the Leigh-on-Sea Town Council precept for 2020/21.
11. That the proposed General Fund on-going budget investment and reprioritisation of £5.355M (Appendix 6 to the report), be endorsed.
12. That the one-off investment items, as set out in paragraph 10.8 of the report and included within the appropriations (Appendix 7 to the report), be endorsed.
13. That the schools budget and its relevant distribution as recommended by the Education Board (Appendix 8 to the report), be endorsed.
14. That the Capital Investment Strategy for 2020/21 to 2024/25 (Appendix 9 to the submitted report) and the Capital Investment Policy (Annex 1 to Appendix 9 to the report), be endorsed.

15. That the new schemes and additions to the Capital Investment Programme for the period 2020/21 to 2024/25 totalling £28.4M for the General Fund and £18.7M for the Housing Revenue Account (Appendix 10, to the report), be endorsed.

16. That the schemes subject to viable business cases for the period 2020/21 to 2022/23 (Appendix 10 to the report), be endorsed.

17. That the proposed changes to the current Capital Investment Programme (Appendix 11, to the report), be endorsed.

18. That the proposed Capital Investment Programme for 2020/21 to 2024/25 (Appendix 12 to the report) be approved and it be noted that the changes to the approved programme will result in a proposed Capital Investment Programme of £204.8M for 2020/21 to 2024/25 (Appendix 12 to the report) of which £51.3M is supported by external funding.

19. That the Minimum Revenue Provision (MRP) Policy for 2020/21 (Appendix 13 to the report) and the prudential indicators (Appendix 14 to the report), be endorsed.

20. That the operational boundary and authorised limits for borrowing for 2020/21 are set at £375M and £385M respectively (Appendix 14 to the report).”

Note: This is an Executive Function save that approval of the final budget following Cabinet on 11th February 2020 is a Council Function
Cabinet Member: Cllr Gilbert

775 Housing and Regeneration Pipeline, Including Acquisitions Programme - Update

The Committee considered Minute 693 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Finance and Resources) and the Deputy Chief Executive and Executive Director (Housing and Growth) providing an update on the work underway on the pipeline of housing and development opportunities across the Borough.

Resolved:

That the following decisions of Cabinet, be noted:-

“1. That the progress on the Acquisitions Programme for Council Housing as set out in sections 3.5-3.8 to the submitted report, be noted.

2. That the progress of the first phase of housing and development pipeline sites currently in delivery as set out in section 3.12 to the report and the progress with PSP Southend LLP in section 3.14-3.16 to the report, be noted.

3. That the progress of the Allocations Policy as set out in sections 3.18-3.21 to the report, be noted.”

Note: This is an Executive Function.
Cabinet Member: Cllrs Gilbert and Woodley

776 Notice of Motion - Transparent and Accessible Council

The Committee considered Minute 702 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Legal and Democratic Services) responding to the Notice of Motion, presented at the last meeting of the Council, requesting that consideration be given to extending webcasting to the Council's Scrutiny Committees and enhancing the use of social media in conjunction with live recorded meetings.

Resolved:

That the following decisions of Cabinet, be noted:-

"1. That webcasting of meetings of the Cabinet and the three scrutiny committees (to be held on the Council chamber) be trialled during the June/July 2020 cycle of meetings, subject to the Chairs of the scrutiny committees being content for the trial to be applied to meetings of those committees.

2. That officers be requested to consider ways of enhancing the use of social media in conjunction with the webcasting arrangements.

Note: This is an Executive Function
Cabinet Member: Cllr Gilbert

777 SELEP - Revised Governance Arrangements

The Committee considered Minute 704 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Legal and Democratic Services), proposing revisions to the governance arrangements of the SELEP in the light of the central government requirement for Local Enterprise Partnerships to set up a company.

Resolved:

That the following recommendations of Cabinet, be noted:-

"Recommended:-

1. That the Council will become a member of South East LEP Limited with Articles of Association as set out at Appendix 1 to the submitted report.

2. That the framework agreement be signed in the form at Appendix 2 to the report.

3. That the Leader will be the Council's initial member of the Board with the Deputy Leader as alternate director.

4. That the Leader will be the Council's initial member of the Accountability Board with the Deputy Leader as principal substitute."

Note: This is a Council Function
Cabinet Member: Cllr Gilbert

778 Additional Outcome Success Measures Reporting

The Committee considered Minute 708 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Chief Executive presenting the Outcome Success Measures report that provides an update on the Council's progression on the 23 Southend 2050 outcomes.

Resolved:

That the following decision of Cabinet, be noted:-

"That the Outcome Success Measures report, be noted."

Note: This is an Executive Function
Cabinet Member: Cllr Gilbert

779 Corporate Budget Performance - Period 8

The Committee considered Minute 709 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Finance and Resources) on the corporate budget performance (Period 8).

Resolved:

That the following recommendations of Cabinet, be noted:-

"Recommended:

In respect of the 2019/20 Revenue Budget Performance as set out in Appendix 1 to the submitted report:

1. That the forecast outturn and mitigating actions for the General Fund and the Housing Revenue Account as at November 2019, be noted.
2. That the planned budget transfers (virements) of £5,651,325 between portfolio services, as set out in section 3.12 of the report, be approved.

In respect of the 2019/20 Capital Budget Performance as set out in Appendix 2 to the report:

1. That the expenditure to date and the forecast outturn as at November 2019 and its financing, be noted.
2. That the requested changes to the 2019/20 Capital Investment Programme as set out in section 3 of Appendix 2 to the report, be approved.

3. That, in respect of the transfer of an asset as set out in section 4 of the report: 12A Ceylon Road be appropriated from the General Fund to the Housing Revenue Account.”

Note: This is a Council Function
Cabinet Members: Cllrs Gilbert and Woodley

780 2019/20 Corporate Risk Register

The Committee considered Minute 708 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Chief Executive, outlining the 2019/20 Corporate Risk Register mid-year update.

Resolved:

That the following decision of Cabinet, be noted:-

“That the 2019/20 Corporate Risk Register and the mid-year updates outlined in Appendix 2 to the submitted report, be noted.”

Note: This is an Executive Function
Cabinet Member: Cllr Woodley

781 Council Debt Position to 30 November 2019

The Committee considered Minute 711 of the meeting of Cabinet held on 16th January 2020, which had been referred direct to Scrutiny, together with a report of the Executive Director (Finance and Resources), on the above matter.

Resolved:

That the following decisions of Cabinet, be noted:-

“1. That the current outstanding debt position as at 30th November 2019 and the position of debts written off to 30th November 2019 as set out in Appendices A & B to the submitted report, be noted.

2. That the write offs greater than £25,000, as detailed in Appendix B to the report, be approved.”

Note: This is an Executive Function
Cabinet Member: Cllr Gilbert

782 Council Procedure Rule 46

The Committee considered Minute 712 of the meeting of Cabinet held on 16th January 2020 which had been referred direct to Scrutiny, in connection with the action taken with regard to the provision of passenger transport.

Resolved:-

That the following decision of Cabinet, be noted:-

“That the submitted report be noted.”

Note: This is an Executive Function
Cabinet Member: As appropriate to the item

783 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.

784 Council Procedure Rule 46 - Confidential Sheet

The Committee considered Minute 714 of the meeting of Cabinet held on 16th January 2020 which had been referred direct to Scrutiny concerning action taken under Standing Order 46 – Confidential sheet.

Resolved:-

That the following decision of Cabinet, be noted:-

“That the SO46 confidential sheet, be noted.”

Note: This is an Executive Function
Cabinet Member: Cllr Woodley

Chair: _____

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SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Cabinet

Date: Tuesday, 11th February, 2020
Place: Committee Room 1 - Civic Suite

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Present: Councillor I Gilbert (Chair)
Councillors R Woodley (Vice-Chair), T Harp, A Jones, C Mulroney,
K Robinson and M Terry

In Attendance: Councillor K Evans
A Griffin, J K Williams, A Lewis, J Chesterton, J Ruffle, C Gamble,
T Forster, M Marks, L Reed, A Richards, E Cooney, S Dolling and
A Keating

Start/End Time: 2.00pm/2.15pm

796 Apologies for Absence

Apologies for absence were received from Councillor Harp.

797 Declarations of Interest

The following interests were declared at the meeting:

(a) Councillor Mulroney – Agenda Item 5 (Prioritising Resources to Deliver Better Outcomes) – non-pecuniary interest: Member of Leigh Town Council;

(b) Councillor K. Evans - Agenda Item 5 (Prioritising Resources to Deliver Better Outcomes) – non-pecuniary interest: Member of Leigh Town Council.

798 Housing Revenue Account (HRA) Budget and Rent Setting Report 2020/21

The Cabinet considered a report of Executive Director (Finance and Resources) and Deputy Chief Executive and Executive Director (Housing & Growth) setting out the Housing Revenue Account (HRA) budget for 2020/21, together with the information necessary to set a balanced budget as required by legislation. This item was considered by the Policy and Resources Scrutiny Committee.

Recommended:-

1. That an average rent increase of 2.7% on all tenancies, be approved;
2. That an average rent increase of 2.7% on shared ownership properties, be approved.
3. That an increase of 2.7% for garage rents to £12.02 per week for tenants and £14.42 for non-tenants (being £12.02 plus VAT), a rise consistent with the proposal for the main rent increase (all variants on a standard garage will receive a proportionate increase.), be approved.

4. That the proposed rent charges in 1-3 above be effective from 6th April 2020.
5. That the South Essex Homes core management fee at £6,114,000 for 2020/21, be approved.
6. That the South Essex Homes proposals for average increases of 6.36% in service charges and 16.69% in heating charges to reflect the actual costs incurred, be approved.
7. That the following appropriations be approved:
 - £60,000 to the Repairs Contract Pensions Reserve;
 - £5,126,000 to the Capital Investment Reserve; and
 - £8,708,000 from the Capital Investment Reserve
8. That, subject to 1-7 above, the HRA budget for 2020/21 as set out in Appendix 1 to the submitted report, be approved.
9. That the value of the Council's capital allowance for 2020/21 be declared as £57,261,000, as determined in accordance with regulation 16 of the Local Authorities (Capital Finance and Accounting) (England) Regulations.

Reasons for Recommendations

Part of the process of maintaining a balanced budget for the HRA is to undertake an annual rent review and assessment of other service and facilities charges. Full Council will need to approve the HRA budget and any changes to rent and other services prior to the start of the financial year.

Other Options

There are other options available to Councillors in relation to the proposed rent and other services and facilities increases.

Note: This is a Council Budget Function, not eligible for call-in by virtue of Budget and Policy Framework Procedure Rule 1.1(b)
Cabinet Member: Cllr Gilbert

799 Treasury Management Policy - 2020/21

The Cabinet considered a report of Executive Director (Finance and Resources) presenting the Treasury Management documents. This item was considered by the Audit Committee.

Recommended:-

1. That the Treasury Management Policy Statement set out at Appendix 1 to the submitted report, be approved.
2. That the Treasury Management Strategy set out at Appendix 2 to the report, be approved.

3. That the Annual Treasury Management Investment Strategy set out at Appendix 3 to the report, be approved.

Reason for Recommendations

To comply with the CIPFA Treasury Management Code of Practice.

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 set out in the report 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 Budget Function, not eligible for call in by virtue of Budget and Policy Framework Procedure Rule 1.1(b).

Cabinet Member: Cllr Woodley

800 Prioritising Resources to Deliver Better Outcomes - 2020/21 to 2024/25

The Cabinet considered a report of the Executive Director (Finance and Resources) presenting the General Fund Revenue Budget for 2020/21. This item was considered by all three Scrutiny Committees.

On consideration of the report, Councillor Woodley indicated the intention to bring forward from the current parking strategy the removal of double yellow lines for the development of disabled parking bays in the streets off the town centre, subject to the necessary feasibility works.

Recommended:-

1. That the the Financial Sustainability Strategy set out at Appendix 1 to the submitted report, be approved.

2. That the Medium Term Financial Strategy set out at Appendix 2 to the report and the resulting Medium Term Financial Forecast and Earmarked Reserves Balances up to 2024/25 (Annexes 1 and 2 to Appendix 2), be approved.

3. That the Section 151 Officer's report on the robustness of the proposed budget, the adequacy of the Council's reserves and the Reserves Strategy (Appendix 3 to the report), be noted.

4. That the appropriation of the sums to earmarked reserves totalling £3.370 million (Appendix 4 to the report), be approved.

5. That the the appropriation of the sums from earmarked reserves totalling £11.892 million (Appendix 4 to the report), be approved.

6. That a General Fund Budget Requirement for 2020/21 of £130.428M and Council Tax Requirement of £84.347M (Appendix 5a to the report) and any required commencement of consultation, statutory or otherwise, be approved.

7. That a Council Tax increase of 3.99% for the Southend-on-Sea element of the Council Tax for 2020/21, being 1.99% for general use and 2% for Adult Social care (Section 10.10 of the report), be approved.

8. That it be noted that the 2020/21 revenue budget has been prepared on the basis of using £2 million from the Collection Fund to allow for smoothing of the budget gap across the lifetime of the Medium Term Financial Strategy to 2024/25 (Section 10.9 of the report).

9. That the position of the Council's preceptors, be noted:

- Essex Police – approved Council Tax increase of 2.94%;
- Essex Fire & Rescue Services – approved Council Tax increase of 1.99%;
- Leigh-on-Sea Town Council – approved precept increase of 6.04%;

10. That no Special Expenses be charged other than Leigh-on-Sea Town Council precept for 2020/21.

11. That the proposed General Fund revenue budget investment and reprioritisation of £5.355M (Appendix 6 to the report), be approved.

12. That the additional one-off investment items, as set out in section 10.8 of the report and included within the appropriations (Appendix 7 to the report), be approved.

13. That the Dedicated Schools Grant budget and its relevant distribution as recommended by the Education Board (Appendix 8 to the report), be approved.

14. That the Capital Investment Strategy for 2020/21 to 2024/25 (Appendix 9 to the report) and the Capital Investment Policy (Annex 1 to Appendix 9 to the report), be approved.

15. That the new schemes and additions to the Capital Investment Programme for the period 2020/21 to 2024/25 totalling £28.4M for the General Fund and £18.7M for the Housing Revenue Account (Appendix 10 to the report), be approved.

16. That the schemes subject to viable business cases for the period 2020/21 to 22/23 (Appendix 10 to the report), be approved.

17. That the proposed changes to the current Capital Investment Programme (Appendix 11 to the report), be approved.

18. That the proposed Capital Investment Programme for 2020/21 to 2024/25 (Appendix 12 to the report) be approved and it be noted that the changes to the approved programme will result in a proposed Capital Investment Programme of £204.8M for 2020/21 to 2024/25 (Appendix 12 to the report) of which £51.3M is supported by external funding (Section 11.11 of the report).

19. That the Minimum Revenue Provision (MRP) Policy for 2020/21 (Appendix 13 to the report) and the prudential indicators (Appendix 14 to the report), be approved.

20. That the operational boundary and authorised limits for borrowing for 2020/21 are set at £375M and £385M respectively (Appendix 14 to the report), be approved.

Reasons for Recommendations

To comply with statutory requirements and relevant Local Authority codes of practice. Also, to ensure the budgets align to and enable the delivery of the Council's ambition and desired outcomes or to enhance the Council's infrastructure.

Other Options

Billing authorities are required by law to complete and approve their budgets and set a Council tax before 11th March immediately prior to the start of the financial year on 1st April.

Note: This is a Council Budget Function, not eligible for call in by virtue of Budget and Policy Framework Procedure Rule 1.1(b).

Cabinet Member: Cllr Gilbert

Chair: _____

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Southend-on-Sea Borough Council
Report of Executive Director (Transformation)

To
Council

On
20 February 2020

Agenda
Item No.

14

Report prepared by: Sue Putt, Head of HR & Payroll

Pay Policy Statement

Executive Councillor: Councillor Ian Gilbert

A Part 1 Agenda Item

1. Purpose of Report

- 1.1 To consider the Pay Policy Statement 2020/21 in the context of the Council's overall Reward Strategy.

2. Recommendations

- 2.1 That Council agree the Pay Policy Statement as recommended by the Senior Manager Pay Panel.**

3. Background

- 3.1 Section 38 (1) of the Localism Act 2011 required English and Welsh Local Authorities to produce a Pay Policy Statement for 2012/13 and for each financial year after that.
- 3.2 Pay Policy statements have been completed annually from 2013 and have been agreed by Council each year.
- 3.3 This Policy Statement has been reviewed for 2020/21 and is attached at **Appendix A**. Attached at **Appendix B** is the Council's Reward Policy which has also been reviewed. It is important that the two documents are read together in order to be able to set senior pay in the context of the Council's overall Reward Strategy.
- 3.4 It is a requirement of the Localism Act that the Policy Statement is approved by full Council.

4. Other Options

None

5. Reasons for Recommendations

To ensure compliance with Legislation and ensure transparency around pay and reward.

6. Corporate Implications

6.1 Contribution to the Southend 2050 Road Map

To ensure that staff are rewarded appropriately, to support recruitment and retention of high quality staff which will aid delivery of the 2050 ambition and relevant outcomes.

6.2 Financial Implications

The details contained in both the Pay Policy Statement and the Reward Policy are in line with agreed salary levels and do not represent an increase in the current cost of salaries.

6.3 Legal Implications

The Pay Policy Statement ensures compliance with Section 38(1) of the Localism Act 2011

6.4 People Implications

The level and distribution of pay and benefits has a considerable effect on the performance of our organisation and on the engagement and productivity of its workforce. It is important therefore that the Council's pay systems are appropriate, transparent, provide value for money and reward staff fairly for the work they perform.

6.5 Property Implications

None

6.6 Consultation

None required

6.7 Equalities and Diversity Implications

It is critical that the Council's reward system is fair, equitable and consistent in order to ensure that it accords with the organisational values and complies with Equal Pay legislation.

The Council's job evaluation system ensures that the relative weight of each role is objectively measured using consistent and robust criteria that are free from any bias towards a particular group. Other payments within the reward system are monitored to ensure that staff are being treated fairly regardless of gender, race, age, sexual orientation, disability or religion.

6.8 Risk Assessment

If the Council fails to adopt a Pay Policy Statement it will fail to comply with the requirements of the Localism Act 2011. In addition, the lack of transparency around pay and reward could be interpreted as deliberate and give rise to unnecessary criticism.

6.9 Value for Money

Salaries are paid in line with market forces and a recognised Job Evaluation Scheme.

6.10 Community Safety Implications

None

6.11 Environmental Impact

None

7. Background Papers

None

8. Appendices

Appendix A: Pay Policy Statement 2020/21

Appendix B: Reward Policy

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PAY POLICY STATEMENT 2020/21**1. Introduction**

Southend Council recognises that, in the context of managing scarce public resources, remuneration at all levels needs to be adequate to secure and retain high quality employees dedicated to the service of the public; but at the same time needs to avoid being unnecessarily generous or otherwise excessive.

It is important that Local Authorities are able to determine their own pay structures in order to address local priorities and to compete in the local labour market. For Southend this is particularly critical given our proximity to London where higher salaries, often for less complex roles, continue to prove a challenge for our pay policy.

In particular it is recognised that senior management roles in local government are complex and diverse functions in a highly politicised environment where often national and local pressures conflict. Southend's ability to continue to attract and retain high calibre leaders capable of delivering this complex agenda, particularly during times of financial challenge, is crucial if the Council is to retain its current high performance levels and to deliver for local people.

2. Background

Southend Council's approach to pay and reward is detailed in its Reward Policy. This policy applies to all staff employed by the Council and details how the workforce at all levels will be rewarded for the work they perform. Where there are differences between different categories of staff, these are explained in the policy.

This statement serves to outline the Council's policy in respect of the requirements of the Localism Act 2011 (see paragraph 3) but must be read with reference to the more detailed reward policy, in order to understand the Council's position on pay and reward and how this underpins its organisational values and is used to drive up performance.

3. Legislation

Section 38(1) of the Localism Act 2011 requires English and Welsh Local Authorities to produce a pay policy statement for 2012/13 and for each financial year after that.

This statement must include the Council's policy on the following:

- a. Level and elements of remuneration for each chief officer (for Southend Council this is defined as Chief Executive, Deputy Chief Executive, Executive Directors and Directors).
- b. The remuneration of the Council's lowest paid employees.
- c. The relationship between the remuneration of the Council's chief officers and others.
- d. Other specific aspects of chief officer's remuneration; remuneration on recruitment, increases and additions to remuneration, use of performance related pay and bonuses, termination payments and transparency.

4. Level and Elements of Remuneration for each Chief Officer

Southend will have the following posts at chief officer level with effect from 1 April 2020:

Chief Executive
Deputy Chief Executive x 1
Executive Directors x 6
Director x 10
Director of Public Health

These posts (with the exception of the Director of Public Health) have been evaluated using the Hay Job Evaluation Scheme which is also used for all other posts at Level 8 and above. This ensures that the relative “weight” of these roles can be objectively measured using consistent and robust criteria.

The Council’s chief officer pay structure consists of 3 senior management grades, as follows:

SMG1 (Chief Executive)	£159,000
SMG2 (Deputy Chief Executives)	£135,252
Executive Directors	£106,080
SMG3 (Directors)	£92,345
Director of Public Health	£97,787

These are spot salaries and reflect ‘rate for the job’. However there is the facility to recruit to these posts on a ‘development’ rate for the first 12 months where a candidate needs to grow into the full role. The rate is calculated at 90% of the ‘rate for the job’. The development rate is not applicable for the Director of Public Health as this rate is in line with NHS terms and conditions.

Chief Officer salaries do not attract annual increments nor any nationally negotiated cost of living pay rise. This is because Chief Officers in Southend are employed on JNC terms and conditions for everything EXCEPT pay – which is determined by a Senior Managers Pay Panel (details of this Scheme, including the decision making processes in respect of pay award, can be found in **Appendix 3** of the Council Reward Policy)

Allowances and additional payments which may be paid to other staff as appropriate do not apply to chief officers except for:

a. Market Supplements

Where market fluctuations and demands are such that an additional payment is necessary in order to recruit or retain high calibre staff with the appropriate skills, knowledge and experience.

This is a discretionary payment and will be determined by the Senior Managers Pay Panel on an individual basis. In 2020/21, Southend will be paying the following market supplements to Chief Officers; although this may be reviewed during the year if required:

Associate Director – Integrated Commissioning – jointly funded post with the CCG). An annual allowance of £7,500 paid quarterly subject to the successful delivery of key targets as agreed by the Council and the CCG.

Executive Director Adults and Communities, Executive Director Children’s and Public Health and Executive Director, Neighborhoods and Environment £16,000 subject to delivery of key targets as agreed by the Council.

Director of Public Health £7,213 subject to delivery of key targets as agreed by the Council.

b. Returning Officer

The Chief Executive undertakes the role of Returning Officer in respect of local, national and European elections.

The Returning Officer is an officer of the Borough Council who is appointed under the Representation of the People Act 1983. Whilst appointed by the Borough Council, the role of the Returning Officer is one which involves and incurs personal responsibility and accountability and is statutorily separate from his/her duties as an employee of the Borough Council. As Returning Officer, he/she is paid a separate allowance for each election for which he/she is responsible.

There are no other additional elements of remuneration in respect of overtime, flexi time, bank holiday working, stand-by payments, etc., paid to chief officers as these staff are expected to undertake duties outside their contractual hours and working patterns without additional payment.

5. The Remuneration of the Council’s Lowest Paid Employees

The Council’s lowest paid employees (excluding trainees) are paid at Level 1 £18,065. The Council currently employs 9 staff at this level.

6. The relationship between the remuneration of the Council’s chief officers and other officers

As detailed in paragraph 4, all posts at Level 8 or above (including chief officer roles) are evaluated using the internationally adopted Hay Job Evaluation scheme. This ensures that all roles are measured against a consistent and robust set of criteria enabling roles to be “weighted” and placed in a hierarchy that meets any equal pay challenge.

Posts below Level 8 are also evaluated but using the NJC Job Evaluation scheme which is recognised by employers and trades unions nationally and is better suited to jobs at this level. This scheme also allows for robust measurement against set criteria resulting in fair and objective evaluations.

Pay multiple: The idea of publishing the ratio of the pay of an organisation’s top earner to that of its median earner has been recommended in order to support the principles of Fair Pay (Will Hutton 2011) and transparency.

Southend Council’s current ratio in this respect is 6:1 i.e. the Chief Executive (top earner) earns 6 times more than the Council’s median earner (£26,317).

The Government has also recommended publishing the ratio in respect of the mean earner. Southend Council's current ratio in this respect is 5.5:1 i.e. the Chief Executive (top earner) earns 5.5 times more than the Council's mean earner (£29,149).

These ratios are based on the Chief Executive's current actual salary.

The number of employees paid at each salary level across the Council is attached at Appendix 1.

Terms and Conditions of employment for Chief Officers have been harmonised with the rest of the workforce. The only remaining differences are:

- (i) Annual leave – annual leave entitlement is higher for Chief Officers to reflect the additional working requirements in these posts and the fact that flexi-time, overtime, etc., is not applicable.

7. Other specific aspects of chief officer remuneration

- a. Salary at recruitment. This is detailed in paragraph 11 of the Council's Reward Policy and is in line with the approach taken for all staff.
- b. Use of performance related pay. This is detailed in Appendix 3 of the Council's Reward Policy.
- c. Termination Payments. This is detailed in paragraph 16 of the Council's Reward Policy and is in line with the approach taken for all staff.

8. Disclosure

This Pay Policy Statement and the Council's Reward Policy will be published on the Council's website. In addition, details of all staff paid £50,000 or more will also be disclosed.

SOUTHEND BOROUGH COUNCIL
STAFF NUMBERS (HEADCOUNT) BY PAY GRADE (EXCLUDING TEACHERS)
(APRIL 2019)

Staff Numbers	Pay Grade
9	Level 1
1	Level 2
0	Level 3
142	Level 4
169	Level 5
321	Level 6
315	Level 7
343	Level 8
208	Level 9
114	Level 10
49	Level 11
17	Level 12
27	Level 13
9	SMG3
4	SMG3a
2	SMG2
1	SMG1
6	HV02 (Health Visitor)
1	HV03 (Health Visitor)
11	HV04 (Health Visitor)
26	HV06 (Health Visitor)
11	HV07 (Health Visitor)
1	HV08A (Health Visitor)
3	Soulbury A (Educational Psychologists)
3	Soulbury B (Senior Educational Psychologists)
0	Soulbury C (Educational Improvement Specialists)
6	Youth & Community – Support Workers – Range 1
1	Youth & Community –
3	NHS pay grades
2	Teacher Grades
1805	TOTAL

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Reward Policy
for all Southend Borough Council Employees

January 2020

Version no	1
Date	4 January 2012
Drafting Officer	Joanna Ruffle
Lead Officer	Joanna Ruffle
Equality Impact Assessment	25 April 2006
Revised Policy	January 2012
Policy Reviewed	January 2013, January 2014 & January 2015, January 2016, January 2017 January 2018 & January 2019 December 2019

Appendices

Appendix B1	Salary Levels 1 – 12
Appendix B2	SMG Grades 1 – 3
Appendix B3	Senior Managers Pay: Terms of the Scheme
Appendix B4	Soulbury Salary Levels
Appendix B5	Soulbury Agreement
Appendix B6	Salary Levels – Youth and Community Workers
Appendix B7	Senior Managers Pay Panel

Reward Policy

1. Introduction

Pay is a key factor affecting relationships at work and helps determine an organisational culture. The level and distribution of pay and benefits can have a considerable effect on the performance of an organisation, and on the engagement and productivity of its workforce.

The Council recognises the importance of pay systems that are appropriate, transparent, provide value for money and reward staff fairly for the work they perform.

In addition, through its pay system, the Council ensures that jobs are evaluated effectively and fairly; that all work is aligned to the organisational priorities and that only good performance is rewarded. This is particularly important in an organisation where job roles are complex and diverse and high standards of performance and conduct are expected by service users/customers.

2. Principles

In developing and implementing this reward policy, the Council will ensure that the way in which its workforce is rewarded will be:

- Fair
- Equitable
- Consistent
- Transparent
- Flexible

The following factors will also be included:

- The delivery of the organisational priorities
- The reinforcement of the organisational values and behaviours
- The recruitment and retention of high calibre staff
- The motivation, engagement and development of staff
- The reward of good and excellent performance
- The promotion of staff flexibility – mobility, development, and future organisational needs
- The management of pay costs and ensuring value for money, both in the short and long term

This Reward Policy forms a key part of the Council's People Strategy which in turn underpins the Southend 2050 ambition and relevant outcomes. How staff are rewarded for their contribution is directly linked to the delivery of the council's key aims. This is done through an annual Performance Framework which is applied to ALL staff.

3. Legislation

The legislation covering pay and reward includes:

a) Equal Pay Act 1970: The Council will ensure:

- All staff are appointed or assimilated, e.g. after re-grading, restructuring, or promotion at the same level into the pay grades where experience, skills, qualifications and hours of work are comparable, irrespective of gender
- All new starters are given the substantive rate for the job
- The average pay to men and women is equal for like work
- Staff involved in applying and administering pay schemes will be trained in equalities awareness
- Any differences in pay between men and women will be objectively justified
- Access to additional payments and allowances e.g. payments for skills, responsibility allowances will be based on equitable criteria
- All staff will be treated equally irrespective of gender
- Men and women doing like work or in the same grade will receive progression through the appropriate pay scale
- If there are bars to progression between grades/spinal column points, progression will be based on fair and objective criteria that staff are aware of and men and women will pass through them on an equitable basis

b) Localism Act 2011: Section 38(1) of the Localism Act 2011 requires Local Authorities to produce an annual pay policy statement about chief officers, low paid employees and the relationship between the two. This policy provides the detailed background to that statement.

4. Conditions of Service

a) Apprentices

These staff are employed on NJC terms and Conditions (Green book) supplemented by the Councils Collective Agreement 2005 (as amended) with the exception of their pay rate which is determined locally. The rate of pay will always meet the National Apprenticeship wage and National Minimum wage according to their age.

b) Staff on salary levels 1-13 (Appendix B1)

These staff are employed on NJC terms and conditions (Green Book) supplemented by the Council's Collective Agreement 2005 (as amended). This agreement can be found on the intranet – [Amended Local Collective Agreement – Oct 06](#)

c) Staff on senior management grades 1-3a (Appendix B2). These staff are employed on JNC terms and conditions for chief officers expect for pay which is determined by a local scheme (Appendix B3).

d) Staff on Soulbury salary levels (Appendix B4)

These staff are employed on NJC terms and conditions (Green Book) except for pay which is determined in accordance with the recommendations of the Soulbury Committee as detailed in Southend Council's Soulbury Agreement (Appendix B5).

e) Staff on Youth and Community Workers Salary levels (Appendix B6)

These staff are employed on JNC terms and conditions for youth and community workers.

f) Teachers

Where teachers are employed directly by the Council, these staff are paid in accordance with the current Teachers Pay and Conditions document.

5. Delegated Authority

The Constitution of the Council Part 3, Schedule 3, details the delegations in respect of pay and grading. In summary:

- a) For posts below chief officer level – salary grades will be determined by the relevant chief officer in consultation with the Executive Director of Transformation who will be responsible for ensuring that the relevant Job Evaluation scheme and processes have been applied. Actual salary within the evaluated grade will be determined by the relevant chief officer in accordance with this policy, the relevant terms and conditions of employment and any local agreements that are operating at that time. Advice will be sought from HR Services before any final decision on actual salary is made.
- b) For posts at chief officer level – salary grades will be determined in accordance with the relevant Job Evaluation scheme and agreed by Full Council.

Actual salary (including any pay awards) will be determined by the Council's Senior Managers Pay Panel (Appendix 7). This panel will also review the salary ranges on an annual basis to ensure that these are competitive within the market.

6. Confidentiality

The application of this Reward Policy will be undertaken in an open and transparent way but the salary details of individual members of staff shall remain confidential as appropriate in accordance with relevant legislation, other than where the Council is required to make these details public.

7. Process for Grading Posts

- a) The Council has adopted the NJC and the Hay Job Evaluation schemes. All posts with the Authority, with the exception of Teachers, Youth Workers, Soulbury and staff transferred from other bodies under TUPE have been reviewed under the appropriate scheme and graded accordingly.
- b) All new posts and any posts whose duties and level of responsibility change significantly on a permanent basis will be reviewed under these schemes. Details of the job evaluation process are available on the Intranet.
- c) HR Services are responsible for administering the job evaluation process within the Authority.

8. Pay Structure and Progression

The pay structure and progression arrangements for the relevant staff group is as follows:

- a) The Apprenticeship salary will be reviewed annually taking into consideration the National Apprenticeship wage and the National Minimum wage. There are no increments for apprenticeships.
- b) Staff on salary levels 1-13 (Appendix B1)

- (i) Increments will be paid on 1 April each year until the maximum of the level is reached subject to the following:

Increments may be accelerated within an officer's scale at the discretion of the authority on the grounds of special merit or ability, subject to the maximum of the level not being exceeded in accordance with Chief Officer delegation. It is anticipated that this will only occur in exceptional circumstances, after careful consideration of equal pay requirements and consultation with HR.

- (ii) An increment may be withheld due to poor performance but will only apply where correct capability procedures have been followed. Any increment withheld may be paid subsequently if the officer's performance improves.
- (iii) Employees with less than six month's service in the grade by 1 April shall be granted their first increment six months from the actual date of their appointment, promotion or re-grading. All future increments will then be paid on 1 April.

N.B. Any action under (i) or (ii) shall not interrupt the payment of subsequent increments on 1 April.

- c) Staff on Senior Management grades 1-3a (Appendix B2)

Annual pay awards will be considered and agreed by the Council's Senior Managers Pay Panel in accordance with the Senior Managers Pay Scheme.

- d) Staff on Soulbury salary levels (Appendix B4).
- e) Staff on Youth and Community Worker Salary levels (Appendix B6) Increments will be paid as per paragraph 8(a).
- f) Teachers

Progression will be in accordance with the current School Teachers Pay & Conditions document.

9. Pay Protection

The Council has developed a [pay protection policy](#) for those staff whose posts are downgraded as a consequence of implementing structural change or job evaluation where this results in a salary reduction.

This policy can be found on the Intranet.

10. Pay Awards

Staff on all terms and conditions other than chief officers will receive an annual cost of living pay award where this is negotiated nationally by the relevant negotiating committee. For staff on chief officer terms and conditions there is no pay award other than that which may be determined by the Council's Senior Managers Pay Panel and which is based on the criteria laid out in the Council's Senior Managers Pay Scheme.

11. Salary at Recruitment

New members of staff will start at a salary point within the job evaluated range for the post having regard to the knowledge, skills and competencies of the individual as well as their current and previous salary levels. Consideration must also be given to the salary levels of any existing members of staff in the same job group and the impact this may have on them.

All requests to appoint above the minimum of the level must be agreed by the relevant Director and HR before any salary offer is made to the candidate.

In the case of chief officers, salaries are 'spot' salaries and represent the 'rate for the job'. New entrants may be recruited to a 'development rate' at 90% of the spot salary for the first 12 months where he/she needs to grow into the role. Starting salaries will be agreed by the relevant Appointments Committee of the Council. Where a salary of > £100,000 is being proposed this must be agreed by the full Council.

12. Pay on Promotion or Transfer

a. Move to a new post at the same level

Where a member of staff moves to a new permanent post at the same level, they will normally be appointed on the same salary point and retain the incremental date (where this is relevant) from their original post.

b. Pay on promotion

Where a member of staff receives a promotion they will normally be appointed on the minimum point for the new level unless their qualifications or relevant experience qualify them for additional points.

All requests to appoint above the minimum level must be agreed by the relevant Director and HR before a salary offer is made to the candidate.

In the case of chief officers, all requests to appoint above the minimum of the level must be agreed by the relevant Appointments Committee of the Council.

c. Move to a new post when the member of staff is at the top of their current level

Where a member of staff is at the top of their level and is appointed to a post at the next level which starts at the same salary point:

- (i) where the appointment is due to re-evaluation or “slotting-in”, there will be no movement and the member of staff will be appointed on the same salary point if it already exists.
- (ii) where the appointment is due to promotion or “ring-fencing” and the member of staff has gone through a selection process (i.e. interview) then an additional increment will be given.

d. Move to a new post at a lower level

Where a member of staff moves to a new post at a lower level as part of a restructuring process, then the Council’s Pay Protection Policy will apply. Pay Protection will not apply however where such a move is voluntary.

13. Allowances: Overtime, Bank Holiday Working, Night Work, Standby etc

Staff on all terms and conditions **other than Chief Officers** may be paid allowances, where appropriate, in accordance with Appendix 3 of the Council's Collective Agreement.

Chief Officers are not eligible for such allowances but are expected to undertake duties outside their contractual hours and working patterns as is commensurate with their salary level without additional payment.

14. Additional Payments

Staff on all terms and conditions **other than Chief Officers** may be eligible for additional payments in accordance with the Additional Payments scheme (see Appendix 4 of the Council's Collective Agreement).

Chief Officers will not normally be eligible for additional payments other than:

- a. Market Supplements – where market fluctuations and demands are such that an additional payment is necessary in order to recruit or retain high calibre staff with the appropriate skills, knowledge and experience.
- b. Payment for Monitoring Officer, Section 151 Officer and Executive Director, Adults and Communities and Executive Director, Childrens and Public Health in respect of the additional statutory functions undertaken by the postholders on behalf of the Authority the statutory payments are included in the substantive salary for the post.

15. Other payments

Returning Officer

The Chief Executive undertakes the role of Returning Officer in respect of local, national and European elections.

The Returning Officer is an officer of the Borough Council who is appointed under the Representation of the People Act 1983. Whilst appointed by the Borough Council, the role of the Returning Officer is one which involves and incurs personal responsibility and accountability and is statutorily separate from his/her duties as an employee of the Borough Council. As Returning Officer, he/she is paid a separate allowance for each election for which he/she is responsible.

Other Council staff may undertake duties on behalf of the Returning Officer, e.g. polling clerks, count supervisors, etc. They will receive separate payments for these duties based on their role in any election process.

16. Payments on Termination of Employment

Staff on all terms and conditions will receive payment on termination of their employment (other than in cases of dismissal for misconduct) in accordance with the following Council policies:

- a. Pensions Policy
- b. Severance Policy for Redundancy and Early Retirement

In the unlikely event of a severance payment exceeding £100,000 this will require the approval of full Council. In addition, any severance payments will be subject to the Public Sector Exit Payment Regulations 2016.

Staff who have left the Authority on grounds of redundancy or early retirement will not normally be re-employed by the Council in the same capacity unless there is an exceptional business reason to do so. This will be determined by the Chief Executive and Deputy Chief Executive (in the case of all staff below Chief Officer level) and by the Senior Managers Pay Panel (in the case of Chief Officers). These staff earning in excess of £80,000 p.a. will be subject to the Public Sector Exit Payment Recovery Regulations 2016.

Scope

- This policy applies to all employees of Southend-on-Sea Borough Council (excluding schools)

Delegation

- See paragraph 5 of this policy

Amendments

- June 2003 - new policy
- January 2006 - Amendment
- January 2007 - Amendment
- January 2009 - Amendment
- April 2010 - Clarification
- September 2010 – Amendment
- January 2012 – Revised policy to incorporate requirements of the Localism Act 2011 and other legislative changes
- January 2013 – Updated to reflect annual review
- January 2014 – Updated to reflect annual review
- January 2015 – Updated to reflect annual review
- January 2016 – Updated to reflect annual review
- January 2017 – Updated to reflect annual review
- January 2018 – Updated to reflect annual review
- January 2019 – Updated to reflect annual review
- December 2019

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Pay structure – with effect from 1 April 2019

(2018/19 SCP's denoted in brackets)

Level 1	Level 2	Level 3
SCP 3 £18,065 (10/11)	SCP 4 £18,426 (12/13)	SCP 5 £18,795 (14/15)

Level 4	Level 5	Level 6
SCP 6 £19,171 (16/17) 7 £19,554 (18)	SCP 8 £19,945 (19) 9 £20,344 (20) 10 £20,751 (new) 11 £21,166 (21) 12 £21,589 (22)	SCP 13 £22,021 (new) 14 £22,462 (23) 15 £22,911 (24) 16 £23,369 (new) 17 £23,836 (25) 18 £24,313 (new) 19 £24,799 (26) 20 £25,295 (27)

Level 7	Level 8	Level 9
SCP 21 £25,801 (new) 22 £26,317 (28) 23 £26,999 (29) 24 £27,905 (30) 25 £28,785 (31) 26 £29,636 (32) 27 £30,507 (33)	SCP 28 £31,371 (34) 29 £32,029 (35) 30 £32,878 (36) 31 £33,799 (37) 32 £34,788 (38) 33 £35,934 (39) 34 £36,876 (40)	SCP 35 £37,849 (41) 36 £38,813 (42) 37 £39,782 (43) 38 £40,760 (44) 39 £41,675 (45) 40 £42,683 (46) 41 £43,662 (47)

Level 10	Level 11	Level 12
SCP 42 £44,632 (48) 43 £45,591 (49) 44 £46,582 (50) 45 £47,555 (51) 46 £48,550 (52) 47 £49,479 (53)	SCP 48 £50,468 (54) 49 £51,463 (55) 50 £52,496 (56) 51 £53,550 (57) 52 £54,620 (58) 53 £55,707 (59) 54 £56,829 (60)	SCP 55 £57,961 (61) 56 £59,121 (62) 57 £60,304 (63)
		Level 13
		Spot salary of £67,626 with a development rate of 90% (£60,864) for the first 12 months

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Appendix B2

Southend Council

Senior Management Grades

Senior Management Grades

SMG1 (Chief Executive)	£159,000 Rate for the Job £143,100 Development rate up to 12 months
SMG2 (Deputy Chief Executive)	£135,252 Rate for the job £121,727 Development rate for up to 12 months
Executive Directors SMG 3A	£106,080 £95,472 Development rate up to 12 months
SMG3 (Directors)	£92,345 Rate for the job £83,111 Development rate for up to 12 months
Director of Public Health	£97,787

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Senior Managers Pay & Performance

Terms of the Scheme

Updated December 2019

1. This scheme applies to the Chief Executive, Deputy Chief Executive, Executive Directors and Directors.
2. The pay review year will run from 1st April to 31st March.
3. Objectives agreed targets and leadership behaviours and values will need to be in place at the start of each review year on 1st April in order to ensure that staff have a clear idea of what is expected of them.
4. A review of the scheme will be undertaken at the end of each year and changes may be made in the light of this evaluation.
5. A key date checklist is attached (Appendix A).
6. The scheme seeks to measure the achievement of objectives and actions within target dates. (The 'What') It also measures the behaviours/values that are brought to the working environment by the individual through the use of the Council's Behaviours and Values framework (The 'How')
7. The objectives need to be clearly defined and actions need to have a time and quality indicator in order to ensure that individuals can evidence their performance and show what they have achieved by the end of the review year. The objectives/targets set must be SMART (Specific, Measurable, Achievable, Relevant and Timebound) and will be independently verified by the Senior Managers Pay Panel to ensure consistency across the organisation. Objectives may be reviewed during the year if circumstances change. Some objectives will be set corporately and will apply across the Senior Leadership Group.
8. The required leadership behaviours and values need to be demonstrated and will count towards the assessment of overall performance.
9. The scheme provides for a mid-year review of performance normally in October, in order that progress can be monitored and if there are development areas required these can be addressed within the Personal Development Plan.
10. For new recruits previous experience and existing salary level will be used to determine if an individual is placed on the 'rate for the job' or the 'development rate' appropriate to the grade.
11. Individuals deemed as less than satisfactory within this scheme will not receive an annual pay award for that particular review year. In these cases, performance issues should be addressed through other mechanisms e.g. capability procedures.
12. Staff subject to this scheme will cease to have a contractual entitlement to NJC pay awards as the Council will no longer be part of the national machinery for pay bargaining for staff within the Senior Manager Pay Scheme. All other terms and conditions of service remain within NJC unless otherwise stated in contractual documents and amendments.
13. Grades are determined by the relevant job evaluation scheme.
14. All payments, including annual pay awards, are superannuable.

15. Pay awards will be considered annually by the Senior Managers Pay Panel having regard to:
- a) Any national pay award agreed for the rest of the workforce.
 - b) Financial situation within the Council
 - c) Organisational, department, service and individual performance.
 - d) The prevailing situation in the labour market and its impact on salaries regionally and nationally, and the Council's ability to recruit and retain Senior Managers.
16. The expectation is that the organisation will continuously improve through the use of this scheme.

Scope:	The scheme will apply to the Chief Executive, Deputy Chief Executive, Executive Directors and Directors.
Delegations:	Decisions on annual pay awards will be taken by a Member panel based on recommendations from the Chief Executive and advised by the Head of HR and Payroll.
Amendments in this Issue:	New Policy : September 2006 Amended November 2009 Amended November 2010 Amended November 2011 Amended January 2012 Amended December 2013 Amended January 2015 Reviewed January 2016 Amended January 2017 Amended September 2018 Amended December 2019 Amended January 2020

Key Dates/Checklist

<u>DATE</u>	<u>ACTION</u>	<u>ACTION BY</u>
February	Prepare end of year evidence to support delivery of objectives and demonstration of the Council's behaviours and values. Prepare draft objectives for the forthcoming year and highlight any known development needs	Individual
March	<p><u>Chief Executive</u> Appraisal meeting with Group Leaders to agree final year assessment and new year's objectives, behaviors and values</p> <p><u>CMT Members</u> Appraisal meeting with Chief Executive to agree final year assessment and new year's objectives, behaviours and values</p> <p><u>Directors</u> Appraisal meeting with Deputy Chief Executive/Executive Director to agree final year assessment and new year's objectives, behaviours and values</p>	<p>Individual / Group Leaders</p> <p>Individual / Chief Executive</p> <p>Individual / Deputy Chief Executive /Executive Director</p>
April	<p><u>CMT Members</u> Documentation to be forwarded to the Leader and the Leader of the largest opposition group for review and comment. NB Both leaders may choose to consult other members, including relevant Cabinet Members as part of this review.</p> <p><u>Directors</u> Documentation to be forwarded to the Chief Executive or Executive Director for review and comment</p>	<p>Individual / Leader / Leader of the largest opposition group</p> <p>Individual / Chief Executive</p>
May	Senior Managers Pay Panel meet to moderate all assessments and new objectives and to recommend any annual pay award.	Senior Managers Pay Panel
June	Cabinet to endorse any recommendations of the Pay Panel	Cabinet
June / July	Individuals are notified of any annual pay awards	HR Services
October	Mid year review is held with the individual and Line Manager to review progress	Line Manager / Individual

Soulbury Pay Agreement 2019 (Southend Pay Range)

Educational Improvement Professionals

SCP	From 01/09/2019
1	35444
2	36713
3	37912
4	39127
5	40334
6	41542
7	42811
8	44032*
9	45455
10	46724
11	47976
12	49188
13	50561**
14	51785
15	53137
16	54359
17	55585
18	56788
19	58029
20	58670***

Notes:

Salary scales to consist of not more than four consecutive points based on the duties and responsibilities attaching to posts and the need to recruit and motivate staff.

*normal minimum point for EIP undertaking the full range of duties at this level.

**normal minimum point for senior EIP undertaking the full range of duties at this level.

***normal minimum point for leading EIP undertaking the full range of duties at this level.

Educational Psychologists - Scale A

SCP	From 01/09/2019
1	37,175
2	39,062
3	40,949
4	42,834
5	44,721
6	46,607
7	48,383
8	50,159
9	51822*
10	53488*
11	55040*

Notes:

Salary scales to consist of six consecutive points based on the duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

*Extension to scale to accommodate structured professional assessment points.

Senior and Principal Educational Psychologists

SCP	Current
1	46607
2	48383
3	50159*
4	51822
5	53488
6	55040
7	55678
8	56869
9	58050
10	59251
11	60428
12	61628
13	62849
14	64029**
15	65266**
16	66490**
17	67723**
18	68954**

Notes:

Salary scales to consist of not more than four consecutive points based on the duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

* Normal minimum point for the principle educational psychologist undertaking the full range of duties at this level.

**Extension to range to accommodate discretionary scale points and structured professional assessments.

Southend on Sea Borough Council

SOULBURY AGREEMENT

PROCEDURE FOR STRUCTURED PROFESSIONAL ASSESSMENTS

PREAMBLE

1. The Soulbury Committee has an agreement for local assessments which recognise the contribution of Soulbury officers to the authority's role in raising standards in schools, improving involvement of young people in community activities and the promotion of child development and learning.
2. The national agreement provides a framework for local decisions relating to an assessment of the officer's contribution.
3. This procedure has been subject to local consultation and negotiation with the relevant trades unions and professional associations and will be kept under regular review. It builds on the national framework in order to provide a local mechanism by which Soulbury officers may apply to the Director of Children and Learning to progress to the first or, subsequently, the second or third levels. Successful enhancement to the first level will result in the award of one additional point on the Soulbury spine and successful enhancement to the second level will result in the award of a further additional point. Thus there is the provision for a Soulbury officer to extend his or her pay scale by up to 3 points, subject to satisfactory assessment.
4. The local assessment process is part of the LA's overarching performance management process and performance appraisal and development scheme, and as such links to service planning, team planning and the Children and Young Persons Plan. The appraisal scheme will be used as a basis for officers to evidence applications for assessment.

THE ASSESSMENT PROCESS

5. Soulbury officers may apply for assessment after four years' continuous Soulbury service with one or more local authorities. In normal circumstances this will be after not less than two years in the current post (see para. 7 below). Only in exceptional circumstances, which should be discussed with the Head of School Support & Preventative Services, will applications be considered before the four years have elapsed. A Head of Service may also agree, as an exception, the transfer of SPA points from another LA, where the job to be undertaken is the same or broadly similar, but not a promotion to a higher post.

Assessments will be based on the officer's contribution over the four year period. This will be at three levels:

LEVEL 1

5.1 Local assessments will be based on the range of duties and responsibilities and achievements against targets and objectives for the post. This assessment of the overall contribution will need to take account of the following national criteria:

- Development - Officers must show that they are fully informed of the developments in their area of specialism;
- Developing the Services - Officers must make a recognised contribution to the policy, planning and meeting of performance targets for their authority;
- Improving Standards - Officers must make an identified contribution to the improvement and evaluation of service delivery across all appropriate aspects of the authority's functions;
- Management and Administration - Officers must manage and assess resources to provide efficient delivery of services;
- Equal Opportunities - Officers must contribute to the development of the authority's policies in improving access to their services in raising achievement levels for their local communities.

LEVEL 2

5.2 Assessment of officers' contributions to the service of the LA will be based on showing that they have made a sustained contribution to the efficiency and effectiveness of the service.

LEVEL 3

5.3 Officers will:

- Demonstrate that they have made an exceptional contribution to the development of the service over a sustained period, for instance in developing the Children's Services agenda in the authority.
- Be involved in a programme of cpd focused on the requirements of the service and the aspirations of the officers for their own professional development.

PROCEDURE

6. On completion of four years' continuous Soulbury service with one or more local authorities, two of which have been in the current post, an officer may choose to apply for Level 1 Assessment. For the purpose of this procedure 'current post' means overall job 'type', at the same level, as it is recognised that some responsibilities within that may change from time to time. These areas of responsibility will also be reflected in the officer's current specialism. A Head of Service may also agree, as an exception, the transfer of SPA points from another LA, where the job to be undertaken is the same or broadly similar, but not a promotion to a higher post.
7. Form SASS1 should be completed, providing evidence on how the officer meets the national criteria, in relation to the range of duties and responsibilities outlined in the job description and to achievements against targets and objectives for the post, as discussed by means of the Performance Management Development Scheme and 1 to 1 meetings. The paperwork may be supplemented by a portfolio of evidence, other written records, including externally verified records, but the completion of the proforma is not expected to be extensive.
8. Form SASS1 should be endorsed by the relevant line manager, who will not be involved in the assessment process, but may support the officer should any review be necessary (paragraph 18). The applicant may choose to proceed even where the application is not supported by the line manager. Regardless of whether or not the application is endorsed, a brief written commentary will be provided by the line manager.
9. The application will be considered by the appropriate Head of Service (where this is the line manager, this will be the Corporate Director of Children and Learning).
10. Successful assessment to the first level will result in the payment of an additional point on the Soulbury spine from the date on which the application was made.

11. Assessment to the second level will be subject to a sustained contribution to the efficiency and effectiveness of the service. There is no automatic entitlement to progression. Where annual reviews have taken place the officer's line manager may submit a written recommendation, with documentary evidence, for progression to Level 2. Should the officer wish to apply without the recommendation of the line manager, or where annual review information is not available, the officer may submit a written application. Form SASS2 is provided for this purpose. Regardless of whether or not the application is endorsed, a brief written commentary will be provided by the line manager. Application to the second level will normally be after a minimum of at least one year on the first level and will relate to the annual appraisal interview.
12. The award of a third SPA point will not be made until at least two years after officers have achieved SPA2. Application should be made on form SPSS3, as outlined in paragraph 12.
13. The assessment process will be as outlined in paragraph 10. After each assessment the officer is entitled to oral feedback from the line manager, which may feed into the annual appraisal process.

REVIEW

14. Should officers wish to challenge an assessment to Levels 1, 2 or 3 they have the right to request a review. This right should be exercised in writing, to the Director of Children and Learning, within 14 calendar days of written notification of the formal assessment, outlining the reasons for the review.
15. The Director of Children and Learning will undertake a review of the application. Where the Director of Children and Learning is the line manager, the review will be undertaken by an alternative Corporate Director of the Council.
16. The applicant may be accompanied by a trades union representative or work colleague to that meeting, and may wish to call their line manager in support of their case.
17. The decision will be given in writing within seven calendar days of the date of the review.
18. The decision of the Director will be final. No other procedure will take precedence over the Assessment and Review procedure outlined above.

SOULBURY ASSESSMENT

LEVEL 1

NAME: _____

SERVICE: _____

JOB TITLE: _____

SPECIALISM: _____

DATE APPOINTED TO SOULBURY POST AT SOUTHEND BOROUGH COUNCIL:

DATE APPOINTED TO CURRENT POST: _____

CURRENT SALARY RANGE: _____

CURRENT SPINE POINT: _____

SIGNATURE OF APPLICANT: _____

DATE: _____

This application is/is not* supported by the line manager. The applicant does/does not* meet all five standards.

LINE MANAGER: ----- SIGNATURE: _____

DATE: _____

HEAD OF SERVICE: -----SIGNATURE: _____

DATE: _____

A PORTFOLIO OF EVIDENCE MAY BE ATTACHED.

*Delete as appropriate.

REF SASS1

1.

DEVELOPMENT

Please summarise evidence that you are fully informed of the development in your area of responsibility/specialism over the last 4 years.

(As part of your ongoing professional development it is anticipated that this section will include evidence of **outcomes** arising from up to date knowledge and understanding of local and national developments).

2.

DEVELOPING THE SERVICES

Please summarise your personal, and recognised, contribution to the policy, planning and meeting of performance targets for the LEA.

(It is anticipated that the evidence in this section will have a direct correlation to service plans, the Education Development Plan, the Equal Opportunities Action Plan, the Education Strategic Plan and any other departmental plans over the past 4 years. Please cross reference the evidence as appropriate).

Please summarise evidence of your personal contribution to the improvement and evaluation of service delivery across all appropriate aspects of the authority's functions over the past 4 years.

4.

MANAGEMENT AND ADMINISTRATION

Please summarise evidence of your management and assessment of resources over the past 4 years, in order to provide efficient delivery of services.

Please summarise evidence of your contribution, over the past 4 years to the authority's policies in improving access to our services and in raising achievement levels for the local community.

6. EVALUATION BY LINE MANAGER

Line managers are required to carry out an initial assessment of the application, as endorsed on the cover sheet.

In addition, please explain below what evidence additional to this form which you have taken into account. Set the officer's performance in the overall context of the authority's role in raising standards in schools, improving involvement of young people in community activities and the promotion of child development and learning. Indicate to the best of your knowledge whether the information provided by the applicant is correct, that it derives from the applicant's own practice and is representative of their overall performance.

SOULBURY ASSESSMENT

LEVEL 2

NAME: _____

SERVICE: _____

JOB TITLE: _____

SPECIALISM: _____

CURRENT SPINE POINT: _____

DATE PROGRESSED TO LEVEL 1: _____

SIGNATURE OF APPLICANT: _____ DATE: _____

This application is/is not* supported by the line manager.
The application has/has not* made a sustained contribution to the efficiency and effectiveness of the service.

LINE MANAGER: _____ SIGNATURE: _____

DATE: _____

HEAD OF SERVICE: _____ SIGNATURE: _____

DATE: _____

* Delete as appropriate.

REF SASS2

PLEASE SUMMARISE AGAINST
EACH STANDARD EVIDENCE OF YOUR SUSTAINED
CONTRIBUTION TO THE EFFICIENCY AND EFFECTIVENESS OF THE
SERVICE SINCE PROGRESSION TO LEVEL 1

(You may choose to use direct extracts from you annual appraisal where these match
the criteria below).

1.	DEVELOPMENT
2.	DEVELOPING THE SERVICES
3.	IMPROVING STANDARDS

4.	MANAGEMENT AND ADMINISTRATION
5.	EQUAL OPPORTUNITIES
6.	<p>EVAULATION BY LINE MANAGER</p> <p>Please endorse the cover sheet and explain below any additional evidence you have taken into account to assess the officer's sustained contribution to the effectiveness of the service. Indicate to the best of your knowledge whether the information provided by the applicant is correct, that it derives from the applicant's own practice and is representative of their overall performance.</p>

SIGNED: _____ LINE MANAGER: _____

SOULBURY ASSESSMENT LEVEL 3

NAME: _____

SERVICE: _____

JOB TITLE: _____

SPECIALISM: _____

DATE PROGRESSED TO LEVEL 2: _____

SIGNATURE OF APPLICANT: _____ DATE _____

This application is/is not* supported by the line manager.
The application has/has not* made a sustained contribution to the efficiency and effectiveness of the service.

LINE MANAGER: _____ SIGNATURE: _____

DATE: _____

HEAD OF SERVICE: _____ SIGNATURE: _____

DATE: _____

* Delete as appropriate

REF SASS3

PLEASE SUMMARISE BELOW EVIDENCE AND EXAMPLES WHICH SUPPORT AN EXCEPTIONAL CONTRIBUTION TO THE DEVELOPMENT OF CHILDREN'S SERVICES IN SOUTHEND
(YOU MAY USE APPRAISAL STATEMENTS).

1. CONTRIBUTION TO SOUTHEND'S CHILDREN'S SERVICE

PLEASE IDENTIFY YOUR INVOLVEMENT AND CPD, SINCE THE AWARD OF SPA2, WHICH SUPPORTS BOTH SERVICE DEVELOPMENT AND YOUR OWN ASPIRATIONS.

2. CPD

Youth & Community Workers Salary Levels 2019

Youth and Community Support Worker Range		Professional Range	
Pay Points	From	Pay Points	From
		13	24,636
		14	25,729
3	18,117	15	26,474
4	18,431	16	27,252
5	18,791	17	28,017
6	19,106	18	28,787
7	19,389	19	29,551
8	20,038	20	30,318
9	20,865	21	31,179
10	21,512	22	32,155
11	22,558	23	33,105
12	23,580	24	34,060
13	24,636	25	35,022
14	25,729	26	35,983
15	26,474	27	36,945
16	27,252	28	37,918
17	28,017	29	38,884
		30	39,851
		31	40,503*
		32	41,575*

* Discretionary Points

Support Worker Range (1)

Points 3 – 6 JNC 367 -370 £18,117- £19,106

Support Worker Range (2)

Points 12 – 15 JNC 384 – 387 £23,580- £26,474

Professional Range

Points 19-22 JNC 391 – 394 £29,551- £32,155

Advanced Practitioner

Points 22-25 JNC 394 – 397 £29,551- £35,022

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Appendix B7

4.3 The Senior Managers' Pay Panel

4.3.1 Membership

- Leader (Chairman)
- Deputy Leader
- 1 Other Cabinet Member
- The Leader of the 2 largest Opposition Groups

(Advisor – Chief Executive & Town Clerk, save that in the case of his/her own PRP it will be a SOLACE consultant – or other independent advisor as agreed with the Chief Executive)

Substitutes: Permitted in accordance with Standing Order 31
Proportionality: Does not apply

4.3.2 Quorum

3

4.3.3 Terms of Reference

- To consider and moderate objectives set for the Senior Managers (the Chief Executive & Town Clerk, Deputy Chief Executives, Strategic Directors and Directors).
- To consider recommendations from end of year reviews and agree pay awards within the parameters of the Council's Senior Managers' Pay Scheme.

4.3.4 Status of Meeting

Private

4.3.5 Reports to

The Cabinet

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